

MINUTES

PLANNING & ZONING COMMISSION  
WEDNESDAY  
OCTOBER 9, 2024

COUNCIL CHAMBERS  
211 WEST ASPEN AVENUE  
4:00 P.M.

1. **CALL TO ORDER**

Chair Mandino called the meeting to order at 4:02 p.m.

2. **ROLL CALL**

*NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.*

PRESENT:

CAROL MANDINO, CHAIR  
MARY NORTON, VICE CHAIR  
CHRISTINE SHEEHY  
CJ LUCKE  
BOB HARRIS, III (virtually)  
MEGAN WELLER

ABSENT:

IAN SHARP (excused)

3. **PUBLIC COMMENT**

*At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.*

**None.**

4. **APPROVAL OF MINUTES**

Approval of the minutes from the regular meeting on Wednesday September 25, 2024.

**Moved by CJ Lucke, seconded by Megan Weller to approve the minutes of September 25, 2024.**

**Vote: 5 - 0 - Unanimously**

5. **GENERAL BUSINESS**

- A. **Discussion:** PZ-23-00134: Request for a work session with the Planning and Zoning Commission to discuss the City's proposed amendment to the Zoning Code to modify the existing Sign Standards (Division 10-50.100).

Wesley Welch, Senior Planner, gave a PowerPoint presentation and answered questions from the commission.

- B. PZ-24-00009: Subdivision Process** -- modify City Code Title 11: General Plans and Subdivisions, Chapter 11-20: Subdivision and Land Split Regulations, to remove the requirement for Concept Plat; allow Minor Subdivisions of up to 10 lots instead of 4 lots; make all preliminary and final plats administrative unless modifications to development standards are requested such as an Engineering modifications or a Planned Residential Development; establish a separate process for land dedications affiliated with subdivisions; develop formal plat amendment process: replace Development Master Plan with a Master Block Plat Process; and minor changes to lot split standards. This amendment will be a full replacement of the Chapter.

Wesley Welch, Senior Planner, gave a PowerPoint presentation and answered questions from the commission.

Chair Mandino had to leave the meeting and Vice Chair Norton took over as chair of the meeting.

**6. MISCELLANEOUS ITEMS TO/FROM COMMISSION MEMBERS**

A discussion was held regarding the population percentage cut offs and legislation requirements.

Commissioner Weller asked about the ADU working group.

**7. ADJOURNMENT**

The meeting was adjourned at 5:47 p.m.