



TOWN OF ASHLAND CITY Planning Commission Meeting July 12, 2021 5:30 PM Minutes

CALL TO ORDER

Interim City Recorder Alicia Martin called the meeting to order at 5:43 p.m.

ROLL CALL

PRESENT

Chairman Steven Stratton
Vice Chairman Vivian Foston
Mayor Steve Allen
Committee Member Alberto Santacruz
Committee Member Michael Smith
Committee Member Mike Stuart

ABSENT

Councilman Gerald Greer

APPROVAL OF AGENDA

A motion was made by Committee Member Stuart, seconded by Mayor Allen, to approve the agenda. All approved by voice vote.

APPROVAL OF MINUTES

1. June 7, 2021 Planning Commission Meeting Minutes
All approved by voice vote.

CHAIR NOMINATIONS

Ms. Martin opened the floor for chair nominations. Mr. Jason McClain stated that Committee Member Greer was unable to attend the meeting but had submitted his nomination via email and stated that he would like to nominate Committee Member Stratton. Committee Member Foston stated that she was in agreement. A motion was made by Mayor Allen, seconded by Committee Member Stuart, to appoint Committee Member Stratton as Chairman. Voting Yea: Mayor Allen, Committee Member Foston, Committee Member Santacruz, Committee Member Stratton, Committee Member Smith, Committee Member Stuart

PUBLIC FORUM

None.

OLD BUSINESS

None.

NEW BUSINESS

2. Site Plan Review: ABC Storage
Mr. Mike Highers stated that the shrubs were left off but it will be on the blueprint. Mr. McClain stated that he received the plan in paper form and he had to have electronic copies for CSR. He also stated that the stormwater calculations were never received electronically until right before the meeting. Mr. McClain stated that he forwarded them to the engineer. He also stated that no landscaping was included in the submittal. Mr. Rick Gregory stated that Contour intervals were not shown and should be added. He stated that utility lines should be shown along with the size of the lot lines. Mr. Gregory stated that they see little to be gained from requiring sidewalks along a street unlikely to support foot traffic. He also stated that they see little to be gained from strict adherence to the city's landscaping requirements. Mr. Gregory

further stated that he recommends approval of the building with consideration of reduced landscaping and sidewalk installations. A motion was made by Committee Member Stuart, seconded by Mayor Allen, to approve the site plan with a second review. Voting Yea: Mayor Allen, Committee Member Foston, Committee Member Santacruz, Committee Member Stratton, Committee Member Smith, Committee Member Stuart.

3. Planning Commission By-Laws and Rules of Procedures Training

Mr. Gregory stated that he could not locate By-Laws for the Town of Ashland City Planning Commission. He stated that he could put the By-Laws together and get them on the agenda for the next meeting for action. Mr. Gregory stated that we would have some training on Rules of Procedures as well. Chairman Stratton asked if there needed to be a vote. Mr. Gregory stated that it was just for discussion.

OTHER

Appoint Committee Secretary

Mr. McClain stated that the committee secretary needed to be appointed. He suggested appointing the City Recorder position as secretary since they maintain minutes and would be available during business hours to sign plats. A motion was made by Committee Member Stuart, seconded by Mayor Allen, to appoint the City Recorder position as secretary. Voting Yea: Mayor Allen, Committee Member Foston, Committee Member Santacruz, Committee Member Stratton, Committee Member Smith, Committee Member Stuart.

Appoint Vice Chair

Mr. McClain stated that the Vice Chair would need to be appointed. The floor was opened for nominations and a motion was made by Mayor Allen, seconded by Committee Member Smith, to appoint Committee Member Foston as Vice Chairwoman. Voting Yea: Mayor Allen, Committee Member Foston, Committee Member Santacruz, Committee Member Stratton, Committee Member Smith, Committee Member Stuart.

ADJOURNMENT

A motion was made by Committee Member Stuart, seconded by Mayor Allen, to adjourn the meeting. The meeting adjourned at 6:32 p.m.

CHAIRMAN STEVEN STRATTON

INTERIM CITY RECORDER ALICIA MARTIN, CMFO