



# TOWN OF ELIZABETH

PLANNING COMMISSION

## PLANNING COMMISSION – RECORD OF PROCEEDINGS

December 03, 2024

### CALL TO ORDER

The Regular Meeting of the Elizabeth Planning Commission was called to order on Tuesday, December 03, 2024, at 6:31 PM by Chair George Fick.

### ROLL CALL

Present were Chair George Fick, Vice Chair Amy Schmidt, and Commissioners Greg Lindbloom, Julie Uhernik, Shawn Sommer, and Cynthia Thye. Commissioners Jim Santangelo and Ed Beard were not present. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Planner/Project Manager Alexandra Cramer, Town Administrator Patrick Davidson, and Deputy Town Clerk Harmony Malakowski.

### PUBLIC COMMENT

There was no public comment.

### AGENDA CHANGES

No agenda changes from Staff.

No agenda changes by the Commissioners.

Agenda set.

### CONSENT AGENDA

#### 1. Minutes of the Regular Meeting of August 6, 2024

Motion by Vice Chair Schmidt, seconded by Commissioner Lindbloom, to approve the Consent Agenda as presented.

The vote of those Commissioners present was unanimously in favor. Motion carried.

Chair Fick closed the Regular Meeting and opened the Public Hearing at 6:34 PM.

### PUBLIC HEARING

#### 2. Rezoning and Site Plan of 530 – 580 Banner Street

Ms. Cramer provided a Staff report.

Grace Erickson with Providence Consulting, Gene Gregory as applicant, and Dan Snowberger with the Elizabeth School District as co-applicant, provided comments.

Chair Fick opened the Hearing to Public Comment.



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### PLANNING COMMISSION

Paul Schwartzkopf – Town of Elizabeth resident  
Steve Cordova – Town of Elizabeth resident  
Cheryl Cordova - Town of Elizabeth resident

Chair Fick closed the Public Hearing and reopened the Regular Meeting at 6:54 PM.

#### NEW BUSINESS

3. Discussion and possible action on recommendation to the Board of Trustees to approve the rezone and site plan for 530 – 580 South Banner Street

Discussion by the Board and Staff.

Motion by Chair Fick, seconded by Commissioner Thye, to recommend to the Board of Trustees the approval of the rezone and site plan for 530 – 580 South Banner Street.

The roll call vote of those Commissioners present was 0 in favor and 6 opposed. Motion did not pass.

#### STAFF REPORT

- Community Development Director Higgins provided updates regarding:
  - A reminder to the Commissioners that tonight was his last meeting with them before his departure from the Town.

#### COMMISSIONER REPORTS

- Chair Fick asked how the Planning Commission can move forward with updates to the Town's Design Guidelines. Discussion followed.
- Chair Fick made a formal request to Staff to move forward with updating the Town's Design Guidelines.

#### ADJOURNMENT

Motion by Commissioner Sommer, seconded by Commissioner Uhernik, to adjourn the meeting at 8:02 PM. The vote of those Commissioners present was unanimously in favor. Motion carried.

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Chair George Fick

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Deputy Town Clerk Harmony Malakowski