



REGIONAL PLANNING COMMISSION REGULAR MEETING MINUTES

Thursday, April 20, 2023 at 5:30pm

City Hall, 415 Broad Street, Montgomery-Watterson Boardroom

This meeting is an open and accessible meeting. If interested parties request special assistance or accommodations, please notify the Planning Department three (3) days in advance of the meeting.

I. INTRODUCTION AND RECOGNITION OF VISITORS

Commission Members Present: Sam Booher, Pat Breeding, James Phillips, Sharon Duncan, Phil Rickman

Commission Members Absent: Paula Stauffer, Travis Patterson, John Moody

Staff Present: Ken Weems, AICP, Savannah Garland, Jessica McMurray, Bart Rowlett, Garret Burton

Visitors: none

II. APPROVAL OF THE AGENDA

A motion was made by Pat Breeding, seconded by James Phillips, to approve the agenda. The motion passed unanimously, 5-0.

III. APPROVAL OF MINUTES

1. March 13, 2023 Work Session Minutes
2. March 16, 2023 Regular Meeting Minutes
3. March 29, 2023 Called Meeting Minutes

The Commission reviewed the March 2023 set of minutes with no changes requested. A motion was made by Sharon Duncan, seconded by Phil Rickman, to approve the minutes of

the March 13 Work Session, March 16 Regular Meeting, and March 29 Called Meeting. The motion passed unanimously, 5-0.

IV. CONSENT AGENDA

Consent items are those items that have previously been brought before the Planning Commission, which have been reviewed by the Planning Commission in previous meetings or work sessions or are minor subdivisions and final plats not requiring any variances.

V. NEW BUSINESS

1. West Park Development Lot 5 ILOC Release (2021-201-00012). The Commission is requested to release the irrevocable letter of credit for the West Park Lot 5 development. Staff stated that all improvements for the West Park Lot 5 Development had been completed. Staff recommended releasing the Lot 5 ILOC. A motion was made by Pat Breeding, seconded by Sharon Duncan, to release the ILOC for West Park Lot 5. The motion passed unanimously, 5-0.
2. West Park Road ILOC Call (21-201-00009). The Commission is requested to call the irrevocable letter of credit for the West Park Road development (now known as Port Drive) in order for the remaining improvements to be completed. Staff stated that the remaining improvements for the West Park Road ILOC have not been completed. Additionally, staff noted that the recommended action on this item is to call the ILOC. Staff noted that the ILOC has been extended three times in the past and that ongoing conversations about completing the development improvements with the developer have been taking place over the last year. Staff identified the remaining improvements as the General Items and As-Builts as described on the bond estimate. Staff confirmed that with the City-Attorney supplied motion, if the Commission saw fit to make it, would allow the ILOC to be released without reconvening the Commission for another meeting. Pat Breeding made a motion to declare the funds secured by the letter of credit opened by Eastman Credit Union dated May 11, 2022 for the West Park Development Subdivision to be forfeited by the developer as the required improvements have not been completed as of March 30, 2023 and that funds be secured no later than close of business on Friday May 5, 2023 to complete the necessary improvements. The motion was seconded by Phil Rickman. The motion passed 4-0-1, with Sam Booher abstaining from the item.

VI. UNFINISHED BUSINESS

VII. OTHER BUSINESS

1. March through April 2023 Subdivision Letters

VIII. ADJOURN