



Planning & Zoning Commission
Donald Emerick, Chairman
Bill Little, Vice Chairman
Trent Hartranft

Shawn Boysko

Ed Cooper

Shaun Simpson

Elizabeth Bailik

**MEETING MINUTES
August 11, 2021**

Co-Chairman Bill Little called a meeting of the Powell Planning & Zoning Commission to order on Wednesday, August 11, 2021 at 7:00 p.m. Commissioners present included Bill Little, Shawn Boysko, Elizabeth Bailik, Ed Cooper, and Trent Hartranft. Don Emerick and Shawn Simpson were absent. Also present were Jeff Tyler, Community Development Director; Claudia Husak, Planning Director; Elise Schellin, Development Planner; and interested parties.

APPROVAL OF MINUTES

MOTION: Commissioner Cooper moved to approve the minutes of June 9, 2021. Commissioner Hartranft seconded the motion.

VOTE: Y-4 N-0 Shawn Boysko – Abstained (Emerick, Simpson absent)

HEARING OF VISITORS FOR ITEMS NOT ON THE AGENDA

Co-Chairman Little opened the matter up for public comments for items not on the agenda. Hearing none, Co-Chairman Little closed the public comment session.

PLAT REVIEW (Case 2021-30_FP)

Applicant: EMH&T – Scott Mincks
Location: Steitz Road near Hunters Bend
Zoning: PR – Planned Residence District
Request: Review and recommendation of approval to City Council of a Final Plat for Carpenter’s Mill, Section 4, Phase A.

Elise Schellin, Development Planner, presented the Staff Report ([Exhibit 1](#)). Staff recommends approval of the final plat to City Council with two conditions as outlined in the report.

Commissioner Little opened the matter up for public comments. Hearing none, Chairman Little closed the public comment session and opened the floor for comments and questions from the Commission.

MOTION: Commissioner Little moved to approve the final plat to City Council for Carpenter’s Mill, Section 4, Phase A., as represented by EMH&T, located at Steitz Road near Hunters Bend, subject to the following conditions:

1. That the City Engineer have final approval over additional or amended notes, easements, rights-of-way, lot numbers, addresses, street names, and any other technical adjustments the City Engineer determines is protective to the City and its residents; included but not limited to notes and technical adjustments on the plat document; and
2. The lot numbers are to be assigned and labeled on the plat prior to City Council’s review.
3. The applicant shall pay all required development and recreation fee’s prior to City Council’s review.
4. The applicant extend to the 8’ wide leisure path toward open space, which is lot 3209 in Golf Village and further coordinate with the Golf Village Home Owner’s Association and staff to install the path in accordance with the approved Final Development Plan.

Commissioner Cooper seconded the motion.

Vote: Y-5 N-0 (Emerick, Simpson absent)

PLAT REIVEW (Case 2021-31-FP)

Applicant: EMH&T – Scott Mincks
Location: Steitz Road near Hunters Bend
Zoning: PR – Planned Residence District
Request: Review and recommendation of approval to City Council of a Final Plat for Carpenter’s Mill, Section 4, Phase B.

MOTION: Commissioner Little moved to approve the final plat to City Council for Carpenter’s Mill, Section 4, Phase B, as represented by EMH&T, located at Steitz Road near Hunters Bend, subject to the following conditions:

- 1. That the City Engineer have final approval over additional or amended notes, easements, rights-of-way, lot numbers, addresses, street names, and any other technical adjustments the City Engineer determines is protective to the City and its residents; included but not limited to notes and technical adjustments on the plat document ; and
- 2. The lot numbers are to be assigned and labeled on the plat prior to City Council’s review.
- 3. The applicant shall pay all required development and recreation fee’s prior to City Council’s review.

Commissioner Cooper seconded the motion.
VOTE: Y-5 N-0 (Emerick, Simpson absent)

OTHER BUSINESS

Staff announced that due to the departure of the City Clerk, the training session previously discussed would be postponed until the position is filled.

Megan Canavan has asked that the Commission have an updated group picture taken for the website. Staff will schedule a time to have the photographer available prior to an upcoming meeting to take a photo when all members can be present.

With the departure of several key staff members, Jeff Tyler asked the Commission to be patient with staff, particularly Claudia Husak and Elise Schellin as they take on additional duties until such time those positions are filled.

Staff discussed upcoming projects that may be on the horizon. There were no submissions for the optional meeting on August 25, 2021. The next regular meeting is scheduled for September 15th.

ADJOURNMENT


By unanimous consent of all the Commissioners, the meeting adjourned at 7:26 p.m.

DATE MINUTES APPROVED:



Bill Little
Co-Chairman

10-20-21
DATE



Andy White
City Manager

10/21/21
DATE