



**DEVELOPMENT COMMITTEE
MEETING MINUTES
MAY 3, 2022**

1) CALL TO ORDER/ROLL CALL

Chairman Brian Lorenz called the Development Committee meeting to order at 6:30 p.m. In attendance were: Brian Lorenz, Daniel Swartwout, Shaun Simpson, and David Lester. Heather Karr was absent but excused. Staff in attendance were: Andrew White, City Manager; Jeffrey Tyler, Assistant City Manager; Jason Nahvi, HR Business Partner; Claudia Husak, Planning Director; Elise Schellin, Planning Developer; and Amy Deere, City Clerk.

Chairman Lorenz advised Shaun Simpson will be the new representative of the Planning and Zoning Commission. He also advised Committee Member Donald DePalma has stepped aside from the Development Committee and wished to thank him for his leadership, partnership and participation with the Development Committee. The vacant spot will be filled after discussion with City Council.

2) APPROVAL OF MINUTES

Development Committee Meeting Minutes of April 5, 2022

[DC_Meeting_Minutes_04.05.2022.pdf](#)

MOTION: David Lester moved to approve the Development Committee meeting minutes of April 5, 2022. Dan Swartwout seconded the motion.

VOTE: Y 4 N 0 (None) AB 0 (None)

Motion passed 4-0-0.

Minutes approved.

3) TODAY'S BUSINESS

Development Committee Rules Presentation

1. [Development Committee Rules Memo.pdf](#)
2. [Rules of the Development Committee.pdf](#)

Assistant City Manager Tyler gave a presentation.

they are actually giving the City \$10,000 more than requested, totaling approximately \$200,000.

Initially, he was going to request the City repair the potholes and bring in a third party to do the overlay and the striping to put it into a position to have a good six months of use until the demolition. He also stated he would request the City repair the lights as well. He feels the City could move forward with the repair of the parking lot and the lights. He also advised there are approximately 40 parking spaces.

Committee Member Mayor Swartwout said his only concern was if City resources were to be committed for the parking lot, for the benefit of public parking, how long that would remain public parking. Obviously, if there is a demolition coming, there will be redevelopment coming. He feels this is something to keep in mind.

c. 41 Depot St. - Vacant Lot (McClurg Properties LLC)

Assistant City Manager Tyler gave a presentation.

He stated Mr. McClurg is agreeable to an agreement which will provide some type of temporary parking at that location. This would provide the City another good area for public parking. He stated it would be in excess of 40 parking spaces.

City Manager White said mechanically, with the committee's confirmation of the project, it would then go through the Finance Committee and would come back to the Development Committee with a report on a schedule and budget.

- 1. [Parking Document Memo.pdf](#)
- 2. [Parking Agreements Memo.pdf](#)
- 3. [2022 Parking Study_05032022.pdf](#)
- 4. [Eddy Parking Lot.pdf](#)
- 5. [Parking lot stz.pdf](#)
- 6. [Parking lot mcclurg.pdf](#)

4) PENDING BUSINESS

None

5) FUTURE BUSINESS

Zoning Code Updates Overview

Planning Director Husak gave a brief overview of what is being discussed for change in the Zoning Code. She spoke of discussions with Development Planner Schellin as an application comes in and the process it undergoes. We have found that HDAC and the Planning and Zoning Commission, those two bodies interact with each other. They would like to discuss their process with the Development Committee first. She added the BZA would more than likely be the easiest process to update.