PLANNING BOARD MINUTES

JANUARY 22, 2018

4:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

Tiffany Secka, Chairwoman
Marvin Shavlan, Vice Chairman
Kristin Bell, Member
Doug Izzo, Member
Jack Ohlhaber, Member

ALSO PRESENT:

Wayne Saunders, City Manager
Andrew Dickman, City Attorney
Jennifer McMahon, Recreation Director
Catherine Porter, Planner II
Mary Jo Murphy, Deputy City Clerk

1. **Changes to the Agenda**

There were no changes made to the agenda.

2. **Audience Comments**

There were no audience comments.

3. **Agenda Items**

Approval of Minutes: October 16, 2017

Member Ohlhaber made a motion to approve the minutes. The motion was seconded by Vice Chair Shavlan and unanimously approved by a roll call vote (5 yeses – 0 nos).

Approval of Minutes: November 13, 2017

Member Izzo made a motion to approve the minutes. The motion was seconded by Member Ohlhaber and unanimously approved by a roll call vote (5 yeses – 0 nos).

4. <u>**Agenda Items**</u>

a. Ordinance 2017-27

Wayne Saunders, City Manager, reviewed the proposed amendments for Ordinance 2017-27 in regard to special events.

After Board discussion, the following changes were made to the ordinance:

- Page 4 of 5, Sec. 26-33, (b) - The following statement should be included and not have a strikethrough. The semicolon should be deleted and insert a period: "A special event permit shall not be issued unless the city finds the activity which is the subject of the application for the special event permit shall not violate any other laws or ordinances of the city nor result in any condition that may be a threat to the public safety or welfare." The remainder of (b) will be deleted.
- Page 4 of 5, Sec. 26-33, (e) – Delete the words "just cause" and insert "not in the public interest."

Jennifer McMahon, Recreation Director, made procedural comments to the Board in regard to special events.

Vice Chair Shavlan commented that in Ordinance 2017-27, Page 3 of 5, Sec. 26-32, (1) the words "...one day" should be "...three days." Mr. Saunders and Ms. McMahon agreed that it should read as follows: "Any special event with duration of more than ~~one day~~ <u>three days</u> will require approval from the City Commission."

Chairwoman Secka asked for public comment.

Hearing no audience comments or Board discussion, Chairwoman Secka asked for a motion.

Member Bell made a motion to recommend approval with the changes to Section 26-33, (b) and (e); Sec. 26-32, (1) that were discussed. The motion was seconded by Member Ohlhaber and unanimously approved by a roll call vote (5 yeses – 0 nos).

City Manager Saunders introduced Catherine Porter, Planner II, to the Planning Board and informed the Board that Ms. Porter will be working with the Planning Board until the Community Development Director position is filled.

Mr. Saunders stated that he was aware Ms. Bryla had been reviewing the sections of the Comprehensive Plan with the Board and that he will list it as an agenda item in the future. Chairwoman Secka requested that it be presented in a strikethrough format of the changes made during the previous meeting and to start from the beginning with the process.

5. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 4:20 p.m.

Attest:

Rebecca C. Haynes

Rebecca C. Haynes, City Clerk

Tiffany Secka

Tiffany Secka, Chairwoman

Minutes approved on: 4/16/18