

City of Dalton Gardens
Planning & Zoning Meeting Minutes
Thursday, December 15, 2022 @ 6:00 PM
Meeting was conducted in person and via Zoom.

1. **CALL TO ORDER:** Chairman Becker called the meeting to order at 6:00 PM
2. **ROLL CALL OF COMMISSION MEMBERS:** Present were commissioners Chad Haunschild, Melissa Cleveland, Ron Sampert, Caitlin O'Brien (arrived at 6:01 PM) and Chairman Mike Becker. Also present were Ryan Hughes- City Planner, and Candi Baker- Deputy Clerk.
3. **APPROVAL OF MINUTES:** RSampert made a motion to approve the regular meeting minutes from November 17, 2022. CHaunschild seconded.
CHaunschild: yes MCleveland: yes RSampert: yes CO'Brien: yes MBecker: yes
Motion Carries.

4. **CITY PLANNER REPORT:** City Planner reviewed the priority list compiled from P&Z/City Council joint workshop and suggested identifying level of priority to the items, to assist in directing staff. City Planner updated the commission of the passing of the height ordinance definition change and gave an update on the City Council's review of the Code Compliance Handbook with additional suggestions and comments. No action to be taken at this time.

The commission discussed scheduling additional P&Z/Council joint workshop to achieve execution of priorities and maintain communication efforts, creating continuity and efficiency for the city.

5. **DISCUSSION OF REVISED SHORT PLATS:**

The City Planner presented revisions that City Council made to the proposed changes from P&Z. Requested revisions included, removal of short plats in the commercial district that are not applicable and subject to the long subdivision process. Sewer reference change, and dedications/easement revision requirements to be stricken.

The commission discussed the road standards and from where they are derived. RSampert exposed a need for the commercial district to have a process for subdivision requirements and location in the City Code book. Removal of language referencing short subdivisions in the commercial district for non-applicability, and language clarification for commercial district requirements of full subdivision process. Chairman Becker suggested leaving dedications unspecified and ambiguous allowing for future councils and commissions to intercede with future code revisions and property allowances in mind. Restricting those abilities by striking from code or defining dedications will potentially limit necessary access of dedications further. The commission suggested a clear written response to the council including the benefits of allowing dedication revision. The commission suggested expediting this to the council for discussion of their January meeting. Chairman Becker offered to attend the January meeting to present to City Council the P&Z's position and direction moving forward.

Recess: 6:39 PM – 6:41 PM

Roll Call: Chad Haunschild, Melissa Cleveland, Ron Sampert, Caitlin O'Brien and Chairman Mike Becker. Also present were Ryan Hughes- City Planner, and Candi Baker- Deputy Clerk.

Commissioner MCleveland suggested a written recommendation to present to the council with a clear explanation of how the commission's intent is to allow future commissions to intercede with future code changes and city needs. City Planner agreed to present a draft to the City Council at the Public Hearing.

6. DISCUSSION OF LOT LINE ADJUSTMENTS IN SUBDIVISIONS:

The City Planner presented to the commission a comparison of nearby cities and their code requirements to obtain lot line adjustments. He addressed the need for clear requirements in code for improving the approval and denial process. Commissioner MCleveland added the elements of other city codes that might also benefit Dalton Gardens. CO'Brien added the requirements listed might include bringing existing nonconforming properties into compliance. RSampert mentioned that comparable cities navigate challenges that do not apply to Dalton Gardens. City Planner reminded the commission that ambiguity can be more costly than making necessary changes in advance. City Planner commented on the legal ramifications associated with access to adjusted lot line properties and potential problems gaining access to water lines, irrigation, sewer, etc.

7. REVIEW OCTOBER 2022 EXECUTED COUNCIL MINUTES:

The commission had no comments or topics that they wished to discuss regarding the City Council's EXECUTED October 2022 minutes. Chairman Becker gave a brief tutorial of how to access the EXECUTED minutes and meeting recordings.

8. CALENDAR CONFIRMATION: The commission agreed to default back to the original suggested regular P&Z meeting date for December 21, 2023.

9. PUBLIC COMMENT: Opened 7:07 PM Closed 7:11 PM

Each speaker will be allowed a maximum of three (3) minutes to address the Planning & Zoning Commission on matters relating to City government business. Comments related to future public hearings should be held for that public hearing. Please be advised that the Planning & Zoning Commission can only take official action this evening for those items already listed on the agenda.

- Sue Supp- 7024 16th Street- Expressed that the communication between City Council and P&Z regarding code changes might be solved by sending memos to expedite information quickly. She also encouraged public comment workshops and giving proper contexts for suggested changes.
- Ray Craft- 931 E Wilbur- Suggested that policy changes should reflect the current essence of Dalton Gardens and consider future generations when deciding on current policies and plans for the city.

10. DISCUSS AGENDA ITEMS 1/26/2023 MEETING:

- Short plat revisions finalization for January publication
- Lot line adjustments in subdivisions
- Potential future joint workshops
- Create a com plan priority list for next joint workshop.

11. ADJOURN: CO'Brien made a motion to adjourn the meeting. CHaunschild seconded.
All in favor. Meeting adjourned at 7:17 PM.



Mike Becker, Chairman

ATTEST:



Candi Baker, Deputy Clerk