



**CITY OF MILLERSBURG  
PLANNING COMMISSION MEETING**

4222 NE Old Salem Road  
Tuesday, May 21, 2019  
6:00 p.m.

Approved by Planning  
Commission on 8/20/19

**Minutes**

- A. CALL TO ORDER: Commission President Jimmie Kirkendall called the meeting to order at 6:00 pm.
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL:  
Members Present: Jimmy Kirkendall, Steve Vogler, Dennis Gunner, John Sullivan, Connie Lepin, Ed Perlenfein, and Scott Stimpson  
Members Absent: Ryan Penning and Anne Peltier  
Staff Present: Jake Gabell, Deputy City Recorder; Matt Straite, City Planner; Forrest Reid, City Attorney; Wallace Lien, City Land Use Attorney; and Janelle Booth, Assistant City Manager/City Engineer
- D. MEETING MINUTE APPROVAL  
1) Planning Commission Meeting and Work Sessions held on:  
i. April 16, 2019 Planning Commission Meeting  
ii. April 22, 2019 Planning Commission Meeting  
iii. April 29, 2019 Planning Commission Work Session  
iv. May 13, 2019 Planning Commission Work Session

**Action: Motion to accept the minutes as presented made by Commissioner Perlenfein; seconded by Commissioner Sullivan.**

**Commissioner Kirkendall: Aye**  
**Commissioner Gunner: Aye**  
**Commissioner Vogler: Aye**  
**Commissioner Stimpson: Aye**  
**Commissioner Lepin: Aye**  
**Commissioner Sullivan: Aye**  
**Commissioner Perlenfein: Aye**

- E. OLD BUSINESS  
1) Continued Planning Applications file numbers CUP 19-01 and SP 19-01.  
i. Supplemental staff report presented by Matt Straite, City Planner and Wallace Lien, City Land Use Attorney.  
1. Adjustments to the conditions of approval were reviewed by Attorney Lien with background to the changes.  
ii. Discussion between the Planning Commission and City staff. Topics of discussion included:  
1. The deleted condition 6, which required lighting to be shielded.  
2. A review of the Needed Housing Act.

3. Parking along one side of the street, and a condition of approval requiring no parking signs to be placed along one side of the street. No additional condition of approval proposed.
4. A condition of approval regarding leaving any current mature trees on the property. No additional condition of approval proposed.
5. The trash collection plan condition of approval from the staff report.
6. Stormwater flows to Crooks Creek, onsite detention basins, and routing of stormwater.
7. The City noise ordinance and a condition of approval regarding noise levels at the project. No additional condition of approval proposed.

**Action: The following motion was made by Commissioner Perlenfein:**

**Based upon the findings of fact, any testimony, the conditions of approval, and staff recommendations listed in the staff report and because the proposed project satisfies the applicable criteria, I Motion for the adoption of the findings from the staff report dated April 5<sup>th</sup>, 2019 and May 15<sup>th</sup>, 2019, and further Motion that the Planning Commission approve Conditional Use Permit 19-01 and Site Plan 19-01, Evening Star Manufactured Home Park, pursuant to the amended conditions of approval listed in the staff report dated May 15<sup>th</sup>, 2019.**

**A seconded was given by Commissioner Vogler.**

**Commissioner Kirkendall: Aye**  
**Commissioner Gunner: Aye**  
**Commissioner Vogler: Aye**  
**Commissioner Stimpson: Aye**  
**Commissioner Lepin: Aye**  
**Commissioner Sullivan: Nay**  
**Commissioner Perlenfein: Aye**

F. CITY PLANNER UPDATE

- 1) Zoning changes map handed out to the Planning Commission for review prior to the next work session.

G. ADJOURNMENT: meeting adjourned by President Kirkendall at 7:11 p.m.

Respectfully submitted:



Jake Gabell  
Deputy City Recorder

Reviewed by:



Matt Straite  
City Planner

Upcoming Meetings:

May 28, 2019 @ 5:00 p.m. – Planning Commission Work Session