



**CITY OF MILLERSBURG  
PLANNING COMMISSION MEETING**

4222 NE Old Salem Road  
Thursday, August 27<sup>th</sup>, 2020  
6:00 pm

**Minutes**

- A. CALL TO ORDER: Deputy City Recorder Jake Gabell called the meeting to order at 6:05 pm.
- B. APPOINTMENT OF PLANNING COMMISSION CHAIR AND VICE CHAIR
- 1) Planning Commission Chair Nominations  
**ACTION:** Commissioner Vogler nominated Commissioner Peltier, Second by Commissioner Lepin.  
**Commissioner Lepin: Yes**  
**Commissioner Vogler: Yes**  
**Commissioner Peltier: Yes**  
**Commissioner Ayers: Yes**  
**Commissioner Thomas: Yes**  
**Motion Passed: 5/0**
- 2) Planning Commission Vice Chair Nomination
- i. Commissioner Vogler nominated Commission Raum
- ii. Commissioner Lepin nominated Commissioner Vogler
1. Commission Vogler declined the nominations
- ACTION:** Motion to appoint Commissioner Raum as the Planning Commission Vice Chair second by Commissioner Peltier.  
**Commissioner Lepin: Yes**  
**Commissioner Vogler: Yes**  
**Commissioner Peltier: Yes**  
**Commissioner Ayers: Yes**  
**Commissioner Thomas: Yes**  
**Motion Passed: 5/0**
- C. ROLL CALL:
- Members Present: Connie Lepin, Steve Vogler, Anne Peltier, Monte Ayers, and Caryl Thomas.
- Members Absent: Ryan Penning and Mark Raum
- Staff Present: Matt Straite, City Planner; Jake Gabell, Deputy City Recorder; Janelle Booth, Assistant City Manager/City Engineer; Kevin Kreitman, City Manager; and Forrest Reid, City Attorney
- D. MEETING MINUTE APPROVAL
- 1) May 19<sup>th</sup> Meeting minutes  
**Action:** Motion to accept the minutes as presented made by Commissioner Vogler; a second given by Commissioner Lepin.  
**Commissioner Lepin: Yes**

**Commissioner Vogler: Yes**  
**Commissioner Peltier: Yes**  
**Commissioner Ayers: Yes**  
**Commissioner Thomas: Yes**  
**Motion Passed: 5/0**

E. QUASI-JUDICIAL PUBLIC HEARINGS

- 1) Public hearing on Land Use File SP 20-01 opened by Commission Chair Peltier at 6:09 pm.

File No: SP 20-01 RENA ADDITIONAL SIGN

*Proposal: The applicant requested a sign permit for two wall signs. The code only permits one per building; however, through a site plan review, the code allows the applicant to request additional signs. This review is limited to the one additional wall sign; all others are permitted by right.*

- i. Commissioner Vogler stated that he had done a site visit to the property.
- ii. Staff report was presented by Matt Straite, City Planner.
  1. No public comments or testimony.
  2. No questions for staff by the Planning Commission.

Public hearing closed at 6:19 pm by Chair Kirkendall.

- i. Deliberation of Planning Commissioners with questions for staff.

**ACTION**

**The following Motion was made by Commissioner Vogler:**

Based upon the above finding of fact the proposed project satisfies the applicable criteria, I motion that the Planning Commission approves application number SP 20-01.

**A second was given by Commissioner Lepin.**

**Commissioner Lepin: Yes**  
**Commissioner Vogler: Yes**  
**Commissioner Peltier: Yes**  
**Commissioner Ayers: Yes**  
**Commissioner Thomas: Yes**  
**Motion Passed: 5/0**

F. City Planner and Staff Updates; Matt Straite

- 1) Crooks Creek North Partition
- 2) Wyatt Partition
- 3) Land Use Code Update

G. Meeting adjourned by Commission Chair Peltier at 6:30 pm.

Respectfully submitted:



Jake Gabell  
Deputy City Recorder

Reviewed by:



Matt Straite  
City Planner