



Approved by City Council 4-9-2019  
Approved by Planning Commission 4-16-2019

## **JOINT PUBLIC MEETING CITY COUNCIL & PLANNING COMMISSION**

Monday, March 11, 2019  
6:00 p.m.

### **Agenda**

- A. **CALL TO ORDER:** Called to order by Planning Commission President Jimmie Kirkendall at 6:01 p.m. Mayor Jim Lepin called the City Council to order at 6:02 p.m.

B. **ROLL CALL**

**Planning Commission**

Members Present: Jimmy Kirkendall, Steve Vogler, Dennis Gunner, John Sullivan, Connie Lepin, Scott Stimpson, Anne Peltier, Ed Perlenfein

Members Absent: Ryan Penning

**City Council**

Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan, Dave Harms, Scott McPhee, Don Miller

Staff Present: Kimberly Wollenburg, City Recorder; Matt Straite, City Planner; and Forrest Reid, City Attorney

C. **PLEDGE OF ALLEGIANCE**

Mayor Lepin provided some basic instructions regarding the process of the joint Planning Commission and City Council public hearing. He then introduced Matt Straite, City Planner, who went into detail regarding the process and how both public hearings would be handled. Next, he went over the disclosure statements. No members from either the Planning Commission or City Council noted any conflicts

D. **QUASI-JUDICIAL PUBLIC HEARING**

City Planner Straite introduced the item under discussion which is file DC 19-01, a Manufactured Home Park Text Change where the City of Millersburg is proposing to remove 'Manufactured Home Park' as a conditional use from the Rural Residential 10 Acre Minimum – Urban Conversion (RR-10-UC) and Rural Residential 2.5 Acre Minimum – Urban Conversion (RR-2.5-UC) zones. The use would no longer be

permitted by right or by conditional use within these zones. The Manufactured Home Park use would remain in the Urban Residential zone.

1. City Planner Straite presented the staff report and information regarding the current zoning and the uses permitted in those zones. He noted that staff is proposing the removal of one permitted use, the ability to place manufactured home parks, from both zones. After he reviewed the staff report, he noted that staff had received comments and feedback from the public after the staff report was finalized. He provided copies of the documents submitted.
2. Discussion between the Planning Commission and staff. Planning Commissioner Lepin asked for clarification of the definition of a specific term.
3. Mayor Lepin opened up the hearing for public comment. Two members of the audience had signed up to speak but declined to speak. City Attorney Reid asked City Manager Kevin Kreitman to provide the current population of Millersburg: 2315 as of July 1, 2018.

Mayor Lepin put the City Council into recess as of 6:25 p.m. Planning Commission President Kirkendall opened deliberation by the Planning Commission.

1. Commissioner Peltier asked about the fact that Mr. Eddings (the manufactured home park applicant) said he wasn't notified and if the reason was because he recently purchased the property. City Attorney Reid reviewed the notice requirements and process for the Planning Commission and the City Council and stated appropriate notice was provided.
2. Commissioner Simpson said he wanted the record to reflect that the substance of this amendment was discussed by the Planning Commission nine months ago, even before working on the code update, and that several Commissioners had considered the allowance of manufactured home parks in the two zones.

After discussion regarding motion format, the following action was taken:

**Action: Motion to Approve Recommendation of Application No. DC 190-01 to the Millersburg City Council made by Commissioner Stimpson; seconded by Commissioner Peltier.**

<b>Commissioner Kirkendall:</b>	<b>Aye</b>
<b>Commissioner Penning:</b>	<b>Absent</b>
<b>Commissioner Gunner:</b>	<b>Aye</b>
<b>Commissioner Vogler:</b>	<b>Aye</b>
<b>Commissioner Stimpson:</b>	<b>Aye</b>
<b>Commissioner Lepin:</b>	<b>Aye</b>
<b>Commissioner Sullivan:</b>	<b>Aye</b>

President Kirkendall put the Planning Commission into recess at 6:30 p.m. Mayor Lepin reopened the City Council meeting as of 6:31 p.m. Mayor Lepin asked the City Council to deliberate on Application No. DC 19-01.

City Planner Straite noted that the Ordinance was revised due to a change in the title, not the narrative. Councilor Cowan commented that he supports the text change amendment and thanked the Planning Commission for the work they've been doing to revise the Land Use Development Code.

Action: **Motion to Approve the Planning Commission's Recommendation to Adopt a Text Change Amendment to the Land Use Development Code and Approve Ordinance 146 including Emergency Provision to make Effective Immediately made by Councilor Scott Cowan; seconded by Councilor Dave Harms.** Ordinance 146

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor Don Miller:	Aye

City Planner Straite explained how the appeal process works.

E. ADJOURNMENT

Mayor Jim Lepin adjourned the City Council at 6:38 p.m.

President Kirkendall adjourned the Planning Commission at 6:40 p.m.

- F. At 6:45 p.m., the Planning Commission was reconvened to correct presentation of motion on Application No. DC 19-01.

Action: **Motion to Approve Staff Recommendation made by Commissioner Stimpson; seconded by Commissioner Sullivan.**

Commissioner Kirkendall:	Aye
Commissioner Penning:	Absent
Commissioner Gunner:	Aye
Commissioner Vogler:	Aye
Commissioner Stimpson:	Aye
Commissioner Lepin:	Aye
Commissioner Sullivan:	Aye

- G. At 6:46 p.m., the City Council was reconvened to correct presentation of action presented by Planning Action on Application No. DC 19-01 and adoption of Ordinance 146.

Action: **Motion to Approve Staff Recommendation made by Councilor Harms; seconded by Councilor Miller.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor Don Miller:	Aye

H. ADJOURNMENT

President Jimmie Kirkendall adjourned the Planning Commission at 6:47 p.m.

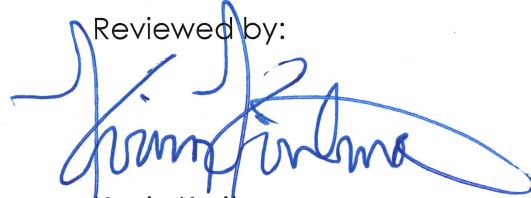
Mayor Jim Lepin adjourned the City Council at 6:48 p.m.

Respectfully submitted:



Kimberly Wollenburg  
City Recorder

Reviewed by:



Kevin Kreitman  
City Manager