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**CITY OF MILLERSBURG  
PLANNING COMMISSION MEETING**

4222 NE Old Salem Road

Tuesday, July 20, 2021

6:00 pm

**Minutes**

A. CALL TO ORDER: Commission Chair Anne Peltier called the meeting to order at 6:00 pm.

B. ROLL CALL:

Members Present: Commissioners Connie Lepin, Anne Peltier, Ryan Penning, Mark Raum, and Caryl Thomas

Members Absent: Monte Ayers

Staff Present: Matt Straite, Community Development Director; Kimberly Wollenburg, City Recorder; Kevin Kreitman, City Manager; and Forrest Reid, City Attorney

C. MEETING MINUTE APPROVAL

1) Review and acceptance of June 22, 2021 meeting minutes.

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

Chair Peltier: Yes

Commissioner Lepin: Yes

Commissioner Raum: Yes

Commissioner Ayers: Absent

Commissioner Thomas: Yes

Commissioner Penning: Yes

**Motion Passed: 6/0**

D. QUASI-JUDICIAL PUBLIC HEARINGS

Chair Peltier noted that the applicant has requested an additional continuance for their item. After discussion, and with there being no public present, the Commission decided to continue the hearing on August 16, 2021.

**ACTION: Motion to Continue Hearing on Site Plan 21-03, Industrial Project to August 17, 2021 and Leave Record Open for Written Testimony made by Commissioner Raum; seconded by Commissioner Lepin.**

Chair Peltier: Yes

Commissioner Lepin: Yes

Commissioner Raum: Yes

Commissioner Ayers: Absent

Commissioner Thomas: Yes

Commissioner Penning: Yes

**Motion Passed: 6/0**

E. City Planner Update:

- 1) City Planner Matt Straite provided updates on proposed land use application and recent staff approvals. Commissioner Thomas and Commissioner Raum asked questions about the industrial partition Community Development Director Straite mentioned. He also noted that a Code update is being worked on to add some refinements.

F. Meeting adjourned by Commission Chair Peltier at 6:10 pm.

Respectfully submitted:

Reviewed by:



Kimberly Wollenburg  
City Recorder



Matt Straite  
Community Development Director