

**MINUTES**

**NOTE: Rescheduled to January 30<sup>th</sup>, 2019**

1. The meeting was called to order with Roll Call at 6:00 p.m. by Vice-Chairman Bob Garrett.

|               |          |         |           |         |
|---------------|----------|---------|-----------|---------|
| 2. Roll Call: | Manson   | Present | McPherson | Present |
|               | Garrett  | Present | Shultz    | Present |
|               | Hemphill | Absent  | Fisher    | Absent  |
|               | Lane     | Absent  |           |         |

3. General Business:

A. Approve Planning Commission Agenda.

Motion by Commissioner McPherson to approve the Agenda; second by Manson.

All Commissioners approved by “ayes.”

Motion carried.

**NOTE:** Chairman Hemphill arrived at the meeting at 6:03 p.m. and was given the Chair.

B. Approve Minutes of the Planning Commission meeting held on November 27th, 2018.

Motion by Commissioner Shultz to approve the Minutes; second by McPherson.

All Commissioners approved by “ayes.”

Motion carried.

C. Disclosure of conflicts of interest. None.

D. Disclosure of outside communications regarding Commission business. None.

4. **Call to Public:**

Members of the public who wish to address the Planning Commission regarding items not on the agenda may do so at this time. Any presentation is for information purposes only. No action will be taken. There is a four-minute time limit.

No one appeared.

5. **Public Hearing:** None.

6. **Old Business:**

- A. Text Amendment for Digital Highway Monument Signs. TABLED. Planning Director Weisenburger said there was a motion made at the last meeting to table this matter until the full Planning Commission is present.

Chairman Hemphill asked Staff if the City Council could bring this matter up. Administrator Brungardt said the Council originated this and the job of the Planning Commission is to formulate a text amendment that made sense if this amendment should be adopted. The matter will go back to the City Council with a recommendation from the Planning Commission. The City Council can override the Planning Commission's recommendation either way. A discussion ensued between Chairman Hemphill, Administrator Brungardt and Planning Director Weisenburger.

**7. New Business:**

- A. Carriage Houses Development Plan. Planning Director Brad Weisenburger stated this is the Final Development Plan submittal for the fourth phase of the Carriage Houses development. This entire development was approved in 2008 under the "Planned Development "PD" zoning. This phase is very similar to the previous phases and an extension of the elements already existing on the property. This current application includes three additional storage buildings, representing the fourth phase of this site development. This plan does provide for a gated entrance off of Gardner Road for emergency purposes. Staff recommends approval of this proposed Final Development Plan as proposed.

Commissioner Garrett said this will be the last phase of 2008 approved plan. Commissioner McPherson and Staff commented on the Gardner Road maintenance. A discussion ensued between Commissioners and Staff regarding the traffic ways within the project.

Motion by Commissioner Garrett to approve the Final Development Plan for the fourth phase as proposed; second by Shultz.

|            |          |        |           |        |
|------------|----------|--------|-----------|--------|
| Roll Call: | Manson   | Yes    | McPherson | Yes    |
|            | Garrett  | Yes    | Shultz    | Yes    |
|            | Hemphill | Yes    | Fisher    | Absent |
|            | Lane     | Absent |           |        |

Motion carried.

- B. Final Plat Arcadian Estates. Planner Brad Weisenburger gave background on this subdivision and the preliminary plat that was approved in October, 2018. This Final Plat contains 26 estate lots. Planner Weisenburger commented on the submittal requirements as outlined in the Staff Memo dated January 22, 2019. Based on Staff's review, the Final Plat is in substantial compliance and approval is recommended.

Commissioner Shultz commented on the drainage and Planner Weisenburger said Staff has reviewed the drainage concern and there is now a detention area that will improve the drainage. Chairman Hemphill commented on the fiber optic conduit for new subdivisions. Planner Weisenburger said this text amendment was approved and there are now two fiber optic companies working in De Soto. Discussion ensued between Administrator Brungardt and Chairman Hemphill concerning fiber service. The City has a fiber development agreement with Arcadian Estates approved by Council.

Motion by Commissioner McPherson to recommend approval of the Final Plat for Arcadian Estates as presented; second by Garrett.

|            |          |        |           |        |
|------------|----------|--------|-----------|--------|
| Roll Call: | Manson   | Yes    | McPherson | Yes    |
|            | Garrett  | Yes    | Shultz    | Yes    |
|            | Hemphill | Yes    | Fisher    | Absent |
|            | Lane     | Absent |           |        |

Motion carried.

- C. Comprehensive Plan Update. Planner Weisenburger said this item will be on the Agendas for the next several meetings. He stated that Chapter 3 is the Visions, Goals and Objectives, and Chapter 4 is the Future Land Use. He said we need to ensure Chapter 4 is reflective of the Visions, Goals and Objectives chapter. In the near future, Staff would like to have a joint planning meeting with the City Council and Planning Commission so everyone is working on the same goals and long-range plans for the City. Planner Weisenburger said Chapter 3 was based mainly on the comments from the 2018 Citizen Survey and community meeting discussions.

Planning Director Weisenburger said the Planning Commission needs to decide how they want to direct utility development within the City. Administrator Brungardt said he has updated several of the maps in the City's Comprehensive Plan. He commented on a Future Sewer System map and the Water Services map. A discussion ensued.

Planning Director Weisenburger commented on the need to review the Transportation goals and plans as the City continues to grow with subdivision developments.

Chairman Hemphill had several comments on Chapter 3 he expressed to Staff. Staff agreed that much of this chapter is about 'who' is going to implement these items and 'who' is going to pay for these improvements. However, this is a long-term goal and will take some thought and a lot of time. Discussion ensued between Commissioners and Staff concerning their comments on the proposed Chapter 3.

Planning Director Weisenburger asked for comments regarding Chapter 4. Future Land Use & Transportation. Administrator Brungardt provided a map for Commissioners to review. Commissioner Garrett asked Staff about where they would start with the sewer expansion. Discussion ensued. Planning Director Weisenburger requested Commissioners to review these chapters and note their comments to be discussed with the joint planning meeting with the City Council.

Motion by Commissioner Garrett to adjourn at 7:32 p.m.; second by McPherson.

All Commissioners approved by "ayes."

Motion carried.

Respectfully submitted:

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Lana R. McPherson, MMC, City Clerk