

PLANNING COMMISSION MEETING
Piedmont Civic Center – 314 Edmond Road Northwest
Monday, October 6, 2014, 6:30 PM

MEMBERS PRESENT: Chairman Richard Felton, Commissioner Ron Cardwell, Commissioner Steve Morris and Commissioner Eric Berger

ABSENT: None

STAFF PRESENT: Community Development Director Wade Harden City Attorney Mike Segler and Secretary Mary Ramsey

1. **CALL TO ORDER** – Chairman Richard Felton called meeting to order at 6:30 pm.
2. **ROLL CALL** – Secretary Mary Ramsey called roll. A quorum was present and approximately 6 people in the audience.
3. **CONSENT AGENDA** – All items on the consent agenda are non-controversial and may be approved by one motion for items.

- a. **Approval of the Minutes for the Planning Commission meeting held on on June 2, 2014.**

Commissioner Eric Berger commented that on page 4 of the June 2, 2014 minutes noted Citizen speaking as Mike Simpson and should have been Citizen Mark Simpson.

Also, noted on page 8 Commissioner Comments – minutes reflect that Commissioner Eric Berger did not like putting ownership on the city. Correction intention of comment was to not put the onus on the city.

Commissioner Ron Cardwell made a motion to approve June 2, 2014 with corrections. Motion was **seconded** by Commissioner Eric Berger.

The Vote was:

AYE: Commissioner Ron Cardwell, Commissioner Eric Berger, and Chairman Richard Felton

NAYE: None

ABSTAIN: Commissioner Steve Morris.

b. Approval of the Minutes for the Planning Commission meeting held August 4, 2014.

Commissioner Eric Berger made a motion to approve Planning Commission Minutes from the August 4, 2014 meeting. Motion was **seconded** by Commissioner Steve Morris.

The Vote was:

AYE: Commissioner Steve Morris, Commissioner Eric Berger, and Chairman Richard Felton
NAYE: None
ABSTAIN: Commission Ron Cardwell.

c. Approval of the Minutes for the Planning Commission meeting held on September 2, 2014.

Commissioner Steve Morris made a motion to approve Planning Commission minutes for September 2, 2014 meeting. Motion was **seconded** by Commissioner Eric Berger.

The Vote was:

AYE: Commissioner Ron Cardwell, Commissioner Eric Berger, and Commissioner Steve Morris
NAYE: None
ABSTAIN: Commissioner Richard Felton.

4. CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA

None

5. HEARING OF CITIZENS -Topics to include those items not listed in the agenda

Citizen Bill Long addressed Planning Commission with concerns about accuracy of Planning Commission minutes. Concerned that all of the key elements of discussions are properly documented. Suggested video recording all Planning Commission meetings to improved accuracy of minutes. Noted that during a Planning Commission meeting Chairman Richard Felton made a motion that residence surrounding the Voltera development should receive a 60 days notice. Item was voted on and not noted in the minutes. Chairman Richard Felton confirmed with Community Development Director Wade Harden that all Planning Commission meeting are recorded. Community Development Director Wade

Harden stated yes, meetings are recorded.

6. BUSINESS ITEM

a. DISCUSSION REGARDING THE CITY OF PIEDMONT ZONING ORDINANCE AND SUBDIVISION REGULATIONS.

Community Development Director Wade Harden opened discussion concerning an Ordinance about two points of access for new developments. He provided examples of other cities ordinances, suggested when developments are more than 50 lots, two points of access be concerned. Commission discussed two points of access taking into consideration, multi phase developments, developments with large set backs, 1000 ft. cul-de-sacs.

Community Development Director Wade Harden will draw up a draft to the Commission to review. Will add flexibility for multi phase developments and two points of access at 40 lots.

Community Development Director Wade Harden opened discussion about when new developments should connect to city water & sewer. Suggested encouraging developer to hook in to city service in the Urban Growth boundary.

Commission discussed concerns about having developers connect into some of the Cities sub-standard water lines. Chairman Richard Felton asked for a sample draft of an ordinance based upon Edmond, Ok ordinance and asked to take into consideration if the easements cannot be accessed. Also take into consideration connection into water lines less than 6 inches.

Community Development Director opened discussion about Automobile usage. Current ordinances allow for automobile major use in industrial zone. The ordinance does not describe where it is permitted for use in zoning classification. Staff recommends an SUP allow Planning Commission to approve on a case-by-case basis.

Chairman Richard Felton asked for a sample draft based upon Parker, Co ordinance.

Community Development Director Wade Harden provided a sample ordinance of a new Landscape ordinance. Ordinance would apply to new developments or redevelopment exceeding 40%. Encouraged Commission to review and bring back for discussion. Community Development Director Wade Harden discussed items that are different from existing ordinance.

Chairman Richard Felton asked for the sample ordinance to be sent to the Commissioners in a word document.

7. **NEW BUSINESS - Unplanned Items**

None

8. **ADMINISTRATION REPORT – (Oral) City Manager, Engineer, Community Development, and Attorney.**

None

9. **COMMISSIONER'S COMMENTS – Oral Comments**

Commissioner Eric Berger:

After reviewing minutes would like to add onto Bill Long's comments. It is difficult to recall what happened when minutes are not voted on until 3 months later. Asked that anytime a motion is made and voted on it should be reflected in the minutes. Also asked for staff to consider adding the video equipment to the room so Planning Commission meeting can be recorded.

Commissioner Steve Morris:

Re-read minutes from Planning Commission meeting on June 2, 2014 – Commissioner Ron Cardwell made a motion to bring item back to next Planning Commission meeting. That information is enough to satisfy. Not looking to add additional expense to the City. If there is a concern or question request to hear the recorded meetings.

Community Developer Director Wade Harden asked to explain situation. Allowed Secretary Mary Ramsey to speak, she explained that Bill Long is correct a motion was made during the June 2, 2014 meeting that is not noted in the minutes. The motion was made and then quick got wrapped up in discussion from the audience and Commissioners. The discussion continued on and motion was not seconded, nor was a vote taken. Motion got lost in discussion and Commission then decided to bring the item back to an agenda when all parties could be present. A motion and second was made on bringing the item back. A vote was also taken and voted on unanimously.

Commissioner Ron Cardwell:

Was not at August Planning Commission meeting went to the August City Council Meeting. It was my understanding that was approved at the Planning Commission meeting was not the same verbiage in the Council packet. Would like to make sure that what we recommend is what the Council is seeing. There is not a check and balance to see what is actually going to the Council. The

Commission does not see the item again until the next months Planning Commission meeting and can review the minutes. Would like to see what is going in the Council packets from the Commission before it goes to the Council.

Discovered something new in the City Charter Article 11 Planning & Zoning of Oil & Gas regulation and disposal of hazardous waste material. Section 1, talks about multi family code. Talk about something that has nothing to do with the other.

Chairman Richard Felton:

Clarified with Community Development Director Wade Harden that recorded meeting is saved. Also explained that going forward meetings may need to be conducted with more structure, once motions are made, discussion will need to stop until a second is given or the motion dies due to lack of a second or a vote can be taken. Understands that the Planning Commission meetings are a place where the citizens can speak a little more freely and he likes to give people opportunity to speak on topics affecting the city. However, may need to stop some of the open conversation so that motions can be made and votes taken.

10. **ADJOURN-** Chairman

Chairman Richard Felton adjourned meeting at 7:49pm.



Chairman, Richard Felton



Secretary, Mary Ramsey