

**PLANNING COMMISSION MEETING**  
**Piedmont Civic Center – 314 Edmond Road Northwest**  
**Monday April 7, 2014 6:30 PM**

**MEMBERS PRESENT:**

Chairman Richard Felton, Commissioner Ron Cardwell, Commissioner Steve Morris, Commission Mike Bell and Commissioner Eric Berger

**ABSENT:**

None

**STAFF PRESENT:**

Community Development Director Wade Harden, City Attorney Mike Segler, City Engineer Pat Garrett and Secretary Mary Ramsey

1. **CALL TO ORDER** – Chairman Richard Felton called the Special Planning Commission meeting to order at 6:31 p.m.
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 Special Planning Commission meeting on February 20, 2014. (Pgs. 3-7)**

Commissioner Eric Berger made a motion to table the Minutes from the Special Planning Commission meeting held on February 20, 2014 until next Planning Commission meeting due to concerns with how some of the Commissioner's comments were documented. He was concerned that the intent of the Commissioner was misrepresented. Motion was **seconded** by Commissioner Ron Cardwell.

**The Vote was:**

**AYE:** Commissioner Ron Cardwell, Commissioner Steve Morris, Commissioner Mike Bell, Commissioner Eric Berger and Chairman Richard Felton

**NAYE:** None

4. **CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA**

None

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

None

6. **BUSINESS ITEM ( Pgs.9)**

Community Development Director Wade Harden provided a recap on the Ordinance 6a. Did survey of 16 cities, out of the 16, 5 permitted the use of donation bins. Norman, OK does not address the issue. Edmond, OK – allows donation bins and Parker, Co - allows donation bins.

Commented on items listed in the proposed Ordinance.

**MOTION TO OPEN PUBLIC HEARING**

Chairman Richard Felton opened Public Hearing at 6:46 pm.

a. **PUBLIC HEARING TO DISCUSS AND CONSIDER AND ORDINANCE PROVIDING FOR DONATION BINS AND VENDING MACHINE.**

Glenn Hayes with American Textile and Recycling services, believes the intent of the proposed Ordinance accomplish what the city is looking for. It puts the responsibility on the organization to police them. He believes the ordinance fits the bill for those trying to recycle properly.

**MOTION TO CLOSE PUBLIC HEARING**

Chairman Richard Felton closed Public Hearing at 6:48 pm.

b. **DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION ON AN ORDINANCE PROVIDING FOR DONATION BINS AND VENDING MACHINES. (Pgs. 10-15)**

Discussion occurred among the Planning Commission.

Commissioner Eric Berger asked how sales tax is handled on a vending machine. Also asked about insurance on the vending and recycle bins.

City Attorney Mike Segler explained that all vending machines are required to have a sticker issued by the State. The City does not make any money off a vending machine from taxes.

City Attorney Mike Segler suggested making a few additional changes to the Ordinance:

- Ordinance should have an effective date by which the item is to come into compliance.
- No requirement in the ordinance that the business operating the donation bin is a nonprofit. May want to clarify. Vending machine can be for profit, but may want to clarify the nonprofit on the recycling bins.
- Gum ball machines may want to exclude them. They are usually inside.
- Clarify that the ordinance is for exterior items.
- Suggested deleting paragraph G.
- Permit needs to have one start and stop for all permits for ease of management on staff.
- Model ordinance has good things to consider, items a-g are through considering.

Chairman Richard Felton –

- Would like the verbiage in the ordinance clarified on the location of bins.
- Will the City make the decision on the Parking Stall?
- Vending machine – only outside machines. Make sure it is clarified in the ordinance.
- \$75 for first permit and then \$50 for renewal.
- Consider adding the last 3 sections of the model ordinance.

Community Development Director Wade Harden went through each change for clarification.

Commission Ron Cardwell made a motion for changes to be made and item to be brought back to the Commission. Motion was **seconded** by Commissioner Eric Berger.

**The Vote was:**

**AYE:** Commissioner Ron Cardwell, Commissioner Steve Morris, Commissioner Mike Bell, Commissioner Eric Berger and Chairman Richard Felton

Planning Commission

April 7, 2014

NAYE: None

7. **NEW BUSINESS - Unplanned Items (Pg. 16)**  
None

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

Community Development Director announces new employee Cynthia, she replaced Tammy. Welcome to her.

This is a good time to move forward with the 2030 plan and consider items for the next Agenda. Developments are starting to pick up in the area and now is a good time to begin this process.

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

Commissioner Eric Berger – no comments

Commissioner Mike Bell – no comments

Commissioner Ron Cardwell - have been doing some research on what had existed in the zoning ordinances with PUD's and would like to make the documents made official with all the pages included. It appears the ordinance we have been working from is missing some pages or changed pages from the Planning Commission from 2000. I have from a previous planning commissioner note book from 2000 and the pages are in the same font, same page numbers. I would like this document added into the official PUD ordinance.

Would like to see this as an agenda item on next month's meeting. Provided Wade with the missing pages from the prior ordinance.

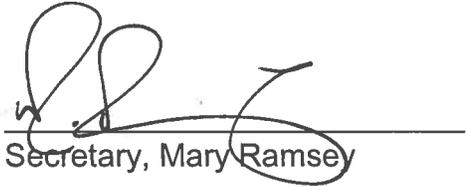
Chairman Richard Felton – ready to begin the changes needed for the 2030 plan, Let's go ahead and get some of those items on the next agenda.

10. **ADJOURN- Chairman**

Chairman Richard Felton adjourned Planning Commission Meeting at 7:28pm.

A handwritten signature in black ink, consisting of a large loop followed by several vertical strokes and a final horizontal stroke.

Chairman, Richard Felton

A handwritten signature in black ink, featuring a large loop on the left, a horizontal line across the middle, and a large loop on the right.

Secretary, Mary Ramsey