**Planning Commission Meeting Minutes**

**February 22, 2022**

The Board of Planning Commissioners of the City of Herington, Kansas met at City Hall at 5:30 p.m. on the above date – the following being present: Cynthia Naylor, Gwen Owens-Wilson, Josh Lawrenz, Vance Donahue, Janet Wade and Marcus Hawkes. Also present were City Manager Branden Dross, City Clerk Megan Lawrenz, Crystal Paris, Brynn Sullivan via Zoom, Dr. Bonnie Johnson Via Zoom.

Absent was Karen Soliz, Richard Idleman, and DJ Neuberger.

The meeting opened with the Pledge of Allegiance. Chair Marcus Hawkes called the meeting to order.

Vance Donahue made a motion to approve the agenda, seconded by Janet Wade. Motion carried 6-0.

Cynthia Naylor made a motion to approve the minutes from the January 25, 2022 meeting, seconded by Vance Donahue. Motion carried 6-0.

Public Forum – None.

Planning Commission Meeting Time – Josh Lawrenz made a motion to move the regular planning commission meeting to 12p on the fourth Tuesday of the month, seconded by Vance Donahue. Motion carried 6-0.

By-Law Revisions – Josh Lawrenz made a motion to approve the planning commission by-laws, seconded by Cynthia Naylor. Motion carried 6-0.

Committee and Staff Reports

1. Lake Master Plan – There was a meeting on the 8th with Confluence. The next meeting will be held on March 1, 2022 from 4:30 to 5:30 at the Community Building.
2. Swimming Pool – City staff is meeting with Earles Engineering and Inspection tomorrow.

Karen Soliz arrived.

1. Comprehensive Plan Update – City Intern Brynn Sullivan shared preliminary information on Herington demographics. There will be a meeting on March 30th or 31st at the Community Building for Community input. Dr. Bonnie gave an update, and said that there is a meeting is planned for April 14th from 5pm to 8pm, and also wanted the planning commission to start thinking about what the City can name the comprehensive plan.
2. Zoning and Subdivision Regulations Subcommittee – Progress has been made at the last subcommittee meeting. The City Manager hopes to have a draft version of the changes at the next planning commission meeting.

Unfinished Business

1. Board Terms – The City Attorney is working on it; city staff hopes to have something for the planning commission at the next meeting.
2. Training – Planning Commission training will be May 11, 2022, via LKM MIT.

Planning Commission Comments were missing from the agenda.

Karen Soliz made a motion to adjourn, seconded by Janet Wade. Motion carried 7-0.

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Megan Lawrenz, City Clerk