

**Planning Commission Meeting
September 26, 2023
12:00 PM**

1. Pledge of Allegiance
2. Call to Order
3. Consider Minutes of June 27, 2023, Regular Planning Commission Meeting and July 25, 2023 & August 22, 2023, Workshops.

Motion _____ Second _____ Action _____
Karen Soliz, Cynthia Naylor, Gwen Owens-Wilson, Richard Idelman, Joshua Lawrenz,
D.J. Neuberger, Vance Donahue, Janet Wade, Marcus Hawkes

4. Public Forum
5. Additional Agenda Items
6. Approval of Agenda

Motion _____ Second _____ Action _____
Karen Soliz, Cynthia Naylor, Gwen Owens-Wilson, Richard Idelman, Joshua Lawrenz,
D.J. Neuberger, Vance Donahue, Janet Wade, Marcus Hawkes

7. Discussion/Action on Resignation of Gwen Owens-Wilson.

Motion _____ Second _____ Action _____
Karen Soliz, Cynthia Naylor, Gwen Owens-Wilson, Richard Idelman, Joshua Lawrenz,
D.J. Neuberger, Vance Donahue, Janet Wade, Marcus Hawkes

8. Introduction of Proposed New Member of the Planning and Zoning Commission- Rhonda Rice.
9. Discussion of Set Back Ordinance.
10. Discussion of RV Ordinance.

11. Discussion of Planning and Zoning Commission Presentation to City Commission.

12. Committee and Staff Reports

a. DKCO Planning and Zoning- Karen

13. Commissioner Comments

14. Adjourn

Motion_____ Second_____ Action_____

Karen Soliz, Cynthia Naylor, Gwen Owens-Wilson, Richard Idelman, Joshua Lawrenz,
D.J. Neuberger, Vance Donahue, Janet Wade, Marcus Hawkes

Public Forum Comments can be dropped in the deposit box or emailed to
cityoffice@cityofherington.com . Must be received before 8:00AM the day of the
meeting. Please keep statements to a maximum of 3 minutes.

**Regular Meeting
June 27, 2023
12:00 p.m.**

The Herington Planning and Zoning Commission met on the above date and time in the city commission chambers at City Hall. In attendance were Karen Soliz, Gwen Owens-Wilson (by phone), D.J. Neuberger (by phone) Janet Wade, Marcus Hawkes, James Masters, Rhonda Rice, Justin Bettles, and Chanda Wilson.

The meeting opened with the pledge of allegiance.

Marcus Hawkes called the meeting to order.

The minutes from May 23, 2023, were considered. Janet Wade made a motion to accept the agenda with staff corrections, Karen Soliz seconded, and the motion carried 5-0.

Public Forum – None

Additional Agenda Items – add 11 B for Janet Wade to report on the floodplain mapping and Main Street Program information. 12 B for City Manager, Thatcher Moddie, to report.

Karen Soliz made a motion to approve the agenda with the two items added, Janet Wade seconded, and the motion carried 5-0

Marcus opened the hearing and public forum relating to V3-2023 (301 South C Street)

No one was present from the public to address for or against in the public forum. City Inspector, James Masters, reported he had a few calls in favor of the plans to build the shed. Janet Wade asked if letters had been sent out to area residents. Mr. Masters reported, yes, letters were sent.

Justin Bettles, resident of 301 S. C Street presented his request to build a 16x16 shed beside his garage. There was previously a shed the same size that was torn down, and he wants to replace it. If approved, the variance would allow construction of the shed close to the property line. It was noted that this is in keeping with construction on the same block. There is a small breezeway that will be in between the garage and the shed which will connect the two buildings with a roof.

It was mentioned in the discussion that if one wall of the old shed had not been demolished that this same construction would have been grandfathered in.

Karen Soliz made a motion to approve the variance. Janet Wade seconded and the motion passed 5-0.

Janet Wade gave an update of the Comprehensive Plan. It is the opinion of the working group that the document doesn't meet the requirements for a comprehensive plan and that this project is too large a task for this body to complete and the group recommends hiring a consultant to help clean it up and make sure it meets the requirements. Working group requests to present their findings to the City Commission.

Karen Soliz reported on DKCO Planning and Zoning. The primary conversation was to amend 3-106 to allow residential properties to split up to 3x each and all of the divided properties can have a building without having to change the zoning.

Commissioner Comments:

Karen Soliz-None

Gwen Owens-Wilson-Asks how does a person know if they need a variance? In this case, there was an application for a building permit and the inspector informed the resident.

D.J. Neuberger-none

Janet Wade-How user friendly is our process? Wants to remind everyone that on July 14th at 9:00 AM there will be a workshop at the cemetery on preservation and restoration of gravestones.

Abilene comp plan is out now and a survey is on the website.

Marcus Hawkes- None

Karen Soliz made a motion to adjourn. D.J. Neuberger seconded and the motion carried 5-0.

**Planning Commission Meeting
July 25, 2023
12:00 p.m.**

The planning commission members did not have a quorum for the above date and time. Instead of a planning commission meeting, members who were present conducted a working group discussion regarding the Comprehensive plan.

Chanda Wilson, Deputy City Clerk

**Planning Commission Meeting
August 22, 2023
12:00 p.m.**

The planning commission members did not have a quorum for the above date and time. Instead of a planning commission meeting, members who were present conducted a working group discussion regarding the Comprehensive plan.

Chanda Wilson, Deputy City Clerk