

**CITY OF REEDCITY
REGULAR PLANNING COMMISSION
Virtual Meeting
January 4, 2021**

Chairperson Dawn Montague called the meeting to order at 7:02 P.M electronically for participation via computer or phone.

Present Nathan Bailey, Trevor Guiles, Ron Howell, Dawn Montague, Sarah Spruit and Natasha Sturdavant attended electronically. Marlene Fatum was absent. There are two vacancies on the commission. John Steinbach and Alexis McFarland joined electronically. The meeting was opened with the pledge to the flag.

Election Nomination by Guiles, seconded by Bailey, **CARRIED**, to elect Dawn Montagues as Chairperson. Roll call vote. Voting yes were Guiles, Sturdavant, Bailey, Montague, Howell and Spruit.

Nomination by Guiles, seconded by Bailey, **CARRIED**, to elect Sarah Spruit as Vice Chairperson. Roll call vote. Voting yes were, Spruit, Sturdavant, Howell, Guiles, Bailey and Montague.

Nomination by Guiles, seconded by Bailey, **CARRIED**, to elect Ron Howell as Secretary. Roll call vote. Voting yes were, Montague, Bailey, Spruit, Howell, Guiles and Sturdavant.

Public Hearing A public hearing was opened at 7:08 P.M. to receive public comments on the request from John Steinbach for a Special Use Permit at 114 W. Upton Avenue to remodel the second floor of the building to be used for up to six upper floor dwelling units on the property.

There were no public comments received and only one written comment received from Tricia Wirth of Results Real Estate in support and in favor of granting the Special Use Permit.

Motion by Guiles, seconded by Bailey, **CARRIED**, to close the public hearing at 7:09 P.M. Affirmed by voice vote.

Public Hearing A public hearing was opened at 7:10 P.M. to receive public comments on the request Harminder Singh of Shaker's for a Special Use Permit at 420 N. Chestnut Street to construct a canopy for a fueling station on the property.

There were no public comments and no written comments received.

Motion by Guiles, seconded by Bailey, **CARRIED**, to close the public hearing at 7:14 P.M. Affirmed by voice vote.

Business session

Agenda Motion by Guiles, seconded by Bailey, **CARRIED**, to approve the agenda as presented. Affirmed by voice vote.

Minutes Motion by Bailey, seconded by Guiles, **CARRIED**, to approve the minutes of the December 7, 2020, regular meeting as presented. Affirmed by voice vote.

Special Use Motion by Guiles, second by Bailey, **CARRIED**, to recommend to the City Council to approve the request from John Steinbach for a Special Use Permit at 114 W. Upton Avenue to remodel the second floor of the building to be used for up to six upper floor dwelling units on the property as presented. Roll call vote. Voting yes were, Bailey, Guiles, Howell, Montague, Spruit and Sturdavant.

Special Use Motion by Howell, second by Guiles, **CARRIED**, to not submit to the City Council for action on the request from Shaker's for a Special Use Permit until questions discussed are answered for the Planning Commission with a revised drawing to scale. Roll call vote. Voting yes were, Spruit, Sturdavant, Howell, Guiles, Bailey and Montague.

RRC Nate reported the steering committee was not able to get together in December but he is working on setting up a meeting for January.

Best Practices 6.1 – Redevelopment Ready Sites. Members discussed the top three sites previously identified and how two sites, Vic's Supermarket and Nabco, are already being redeveloped. Nate suggested to use associated addresses with sites. Once these sites are redeveloped then the other sites identified move up to the top three sites. Ron will email a link to the Ferris presentation on these sites for Planning Commissioners to view. Ron will also bring back the list of priority sites to re-prioritize. Trevor suggested having an information packet for each site placed on the web page, a pdf or a physical packet available for developers. The packet would be made up of what the site looks like, a vision for what it could be, the background information, the financial information on it along with any financial incentive information for the property.

New Business

There was no new business.

Zoning Administrator's Report

Permits Ron reported there has been the handing of inquiries about site and normal zoning requests during December.

Nate Bailey inquired with the new businesses/changes/development taking place in our community, should we think about creating a new commercial zoning classification that is specific to the downtown that governs the downtown district.

Public Comment There were no public comments.

Adjourn Chairperson Montague adjourned the meeting at 8:18 P.M.

Jacalyn R. Beam
Recording Secretary