

**Draft Minutes**  
**January 15, 2020**

**Present:** Susan Schreibman (SS), Larry Walter (LW), Alvin Figiel (AF) and Dave Coppock (DC).

**Absent:** Patrick Griffin (PG).

**Also Present:** Tara Kelly, Planning Director and Zoning Administrator, Alderman Mattis and Barbara Spaulding, recording secretary.

SS, Chair, called the meeting to order at 5:34 pm.

- I. ADDITIONS/DELETIONS – None.**
- II. PUBLIC COMMENT – None.**
- III. APPROVAL OF MINUTES – November 13, 2019.**

DC moved to approve the minutes of November 13, 2019. LW seconded. Motion passed unanimously.

**IV. OLD BUSINESS – Pedestrian Issues.**

SS discussed the Community & Economic Development Committee meeting held Jan. 14. LW asked if crosswalks were discussed and suggested adding blinking pedestrian beacons like the one on South Main Street at McDonalds to all crosswalks along Main Street.

**City Master Plan – Draft Update.**

PG emailed the revised draft which includes changes provided by the Commission and Tara. It does not include AF's suggestions nor the changes made by DPW. The Commission, using an overhead projector, reviewed the draft, corrected typos, made clarifications and discussing highlighted sections that PG had questioned.

Under the Land Use Plan Section 4.1 Introduction AF suggested that the City does support growth boundaries and that the paragraph inferring that it does not, should be removed. Alderman Mattis added that the previous paragraph regarding gentrification should also be omitted. Discussion followed with a consensus to remove the paragraphs.

In regard to Section 4.2a Agricultural and Forest Lands, AF suggested deleting the sentence regarding commercial development of Otter Creek land. AF also suggested adding a paragraph regarding the Courthouse Historic District under 4.5 Cultural Features

and update 4.8a to also include the Courthouse Historic District. He submitted language to SS to be added to the draft. Discussion followed with a consensus to include the edits and language.

Tara was asked to change the list of zoning districts under 4.12 Land Use Districts to conform to the general designation definitions that follow in the document.

Alderman Mattis suggested adding verbiage to address scooters and handicap pedestrians under 5.11 Pedestrian Circulation. The Commission came up with language and it was added.

SS said she would check with Brennan to see if the information had been updated under 6.2 Infrastructure and 6.4 Child Care Element. The Commission will revisit these sections.

The Commission decided to stop at page 53 of the document and complete the review in two weeks.

**Sign Ordinance Update** – Alderman Mattis said she continues to work with her committee on the ordinance.

**Municipal Planning Grant Update** – Tara said the project RFQ has been posted and she is asking for members of the ZBAG and Planning Commission to assist in the review of consultants. Qualifications are expected in mid-February. She added that ACCD (the funder) is excited to see how this project unfolds. The application received the highest score in the state.

**V. CORRESPONDENCE – None.**

**VI. ADJOURN.**

LW moved to adjourn. DC seconded. Motion passed unanimously. The meeting ended at 7:01 pm. The next meeting will be held January 29, 2020.

For the Commission:

Barbara Spaulding, Recording Secretary