

Unapproved Minutes  
Vermillion Planning Commission  
Monday, June 24, 2019 Regular Planning and Zoning Commission Meeting

The regular meeting of the Vermillion Planning and Zoning Commission was called to order in the Large Conference Room at City Hall on June 24, 2019 at 5:30 p.m.

1. Roll Call

Present: Fairholm, Kleeman, Gestring, Manning, Tuve, Wilson, Iverson.

Absent: Forseth, Muenster.

Staff present: José Domínguez, City Engineer.

2. Minutes

- a. May 28, 2019 Regular Meeting.

Moved by Commissioner Gestring to adopt May 28, 2019 regular meeting minutes as printed, seconded by Commissioner Wilson. Motion carried 7-0.

3. Declaration of Conflict of Interest

None.

4. Adoption of the Agenda

Moved by Commissioner Tuve to adopt the agenda as published, seconded by Commissioner Kleeman. Motion carried 7-0.

5. Visitors to be Heard

None.

6. Public Hearing

None.

7. Old Business

- a. Discussion on Amendments to Zoning Ordinance - Section 155.072  
Off-Street Parking.

José Domínguez, City Engineer, explained that Staff and the Commission discussed parking requirements/criteria imposed on new construction within the City and the proposed amendments to the updated ordinance. At that time, Staff requested the Commissioners review the proposals and provide comment. There were no comments.

8. New Business

- a. Discussion on Amendments to Zoning Ordinance - Section 155.095  
Conditional Use Permits

Mr. Domínguez provided background on the conditional use permit process, noting that prior to the adoption of the 2008 ordinance the Planning Commission made a recommendation to the City Council where the decision was ultimately made. The change in 2008 allowed for the Planning and Zoning Commission to make the final decision, which

allowed for an appeal process through the City Council. Staff does not propose changing the process. Domínguez explained that the proposed changes, as published in the packet, are intended to facilitate the decision making process by removing areas that may be problematic for the Commission to review, or that may place the Commission in conflict with other ordinances in the Code.

Commissioner Wilson suggested that if an application is incomplete, the Commission should not review it. Mr. Domínguez stated that issue has been covered with the new application form. Staff was directed to bring the application to the next meeting for review.

Referring to a dwelling that was constructed and later ordered to be torn down in another city, Commissioner Wilson suggested that the Planning & Zoning Commission (possibly in conjunction with the permit office) should review structures "in context" with the neighborhood. Mr. Domínguez explained this type of situation should be avoided, as the governing body could contradict the ordinances. Discussion regarding setbacks and variances followed.

Commissioner Fairholm requested clarification regarding the Section (G)(1) *Expiration*. Mr. Domínguez explained that multiple 1-year extensions can be granted giving the example of the gas station at the intersection of Norbeck and Cherry. Discussion followed. It was suggested that perhaps only one extension should be allowed and following the one-year extension, if the project were not complete, the Building Permit would expire.

#### 9. Staff Reports

Anderson Street: contractor state project will begin in August. Completion date is at the end of October.

Elm Street: local contractor is waiting for equipment (paver) to begin the project.

Roosevelt Street: working with developer that will be constructing ½ of the street. Project is on hold - they are requesting a variance for parking requirements.

#### 10. Adjourn

Moved by Commissioner Fairholm to adjourn, seconded by Commissioner Manning. Motion carried 7-0. Commissioner Iverson declared the meeting adjourned at 6:05 p.m.