

CITY OF POLK CITY

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CITY OF POLK CITY

PLANNING COMMISSION MEETING

December 2, 2008

Polk City Government Center

7:00 P.M.

Minutes

Chairwoman Wanda Fred called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was led by Chairwoman Fred.

ROLL CALL

Assistant to the City Clerk Patricia Jackson

Chairwoman Wanda Fred, Vice Chairman Ted Borsje-excused absence, Member Michael HoShing, Member Robert Bersey, Member Robert Nuss, Alternate Member Joe LaCascia, Ex-Officio Member Juli McShay-absent.

A quorum was established.

Site Development Plan Review—322 Broadway Blvd. (old bait shop)

At this time the meeting was turned over Gene Kniffin, City Planner. Gene Kniffin presented the Site Development Plan for 322 Broadway Blvd. (he gave the Commission a new set of plans); the proposed use is for a cutlery business. Because of time constraints the site review included the construction drawings. The list of recommendations was given to the owner, buyer and contractor; the plans were resubmitted with those items being addressed; however, some of the items had to do with construction. Mr. Kniffin gave a background report on the project and then addressed the items listed under the Staff Report. He advised all of the items have been addressed and staff recommends approval with staff recommendations to be completed. Mr. Kniffin also introduced Mr. Sealey, who is the contractor. Under discussion, Chairwoman Wanda Fred asked if anything was going to be done to the existing fence –if it was going to be replaced. Mr. Sealey advised the owner has not said what he is going to do with the fence at this point, and it was his understanding the fence was grandfathered in; it was discussed at one time about painting it. Chairwoman Fred thought the fence was an issue at one time; Mr. Sealey advised it was not mentioned during the review process, but he is sure something will be done with the fence... Member Bersey asked about the solid wall between residential and the commercial building. There is a wood fence just to the right of the building; however, Gene advised to the south is a chain-link fence. Mr. Sealey said there were some trees along one section; Gene advised in the new plan a 25 foot buffer is incorporated as specified in the Land Development Regulations. There are no buffer requirements commercial to commercial; the wood fence was permitted; however, when it was permitted there was nothing in the Land Development regulations that required a new fence. Member Robert Bersey requested the following to be required: “any windows, doors, or openings on any exterior walls which

must be filled in, are required to blend in with the same type of material used on the area surrounding said openings; except when a decorative look is being achieved.” He was advised there were no openings and everything will match (new addition).

After further discussion, a motion was made by Chairwoman Wand Fred to add Item 15 to the list of conditions—remove old fence and install a new fence. The motion was seconded by Member Robert Bersey.

Roll Call: Chairwoman Wand Fred-aye, Member Robert Bersey-aye, Alternate Member Joe LaCascia-aye, Member Robert Nuss-aye, Member Michael HoShing-aye.

5-ayes

0-nays

At the time Member Bersey made a motion to accept the plans that were submitted by Blue Ventures; Chairwoman Fred seconded the motion. City Planner Gene Kniffin advised that is what the Commission just approved.

Approval of Minutes October 21, 2008

A motion was made by Member Robert Bersey to approve the minutes of October 21, 2008. The motion was seconded by Member Michael HoShing.

Roll Call: Member Michael HoShing-aye, Chairwoman Wanda Fred-aye, Member Robert Nuss-aye, Alternate Member Joe LaCascia-aye, Member Robert Bersey-aye.

5-ayes

0-nays

At this time City Planner Gene Kniffin advised the next meeting will be in January. Member Robert Bersey would like to start going over the LDR's at that meeting; Gene Kniffin advised there will be a meeting every month, and if nothing is on the agenda, the LDR's will be discussed.

A motion was made by Robert Bersey and seconded by Robert Nuss to adjourn the meeting at 7:23 p.m.

Chairwoman Wanda Fred

Assistant to the City Clerk Patricia Jackson