



Planning Commission Regular Session Minutes
March 15, 2021, 6:00 PM
Via Zoom

1. CALL MEETING TO ORDER & ROLL CALL

Bob Graham called the meeting to order at 6:00 PM.

Members Present: Bob Graham Jennifer Nordstrom
Anthony Stuart Jim Bandy
Susan Turrell Randy Robbins

Members Absent: Annette Fernandez Madrid (excused)

Staff Present: Kiel Jenkins, Interim City Planner
Aimee Amerson, Planning/Administrative Manager
Christy Martinez, Interim City Manager

Others: Guy Frugia and Linda Watkins

2. MINUTES APPROVAL- February 22, 2021

MOTION: Stuart/Nordstrom: to approve the Planning Commission minutes from February 22, 2021, as submitted. Motion carried (6 Yes/0 No/1 Absent [Fernandez-Madrid] /0 Abstain).

3. CITIZEN COMMENTS

6:02 PM

None given.

4. ACTION ITEMS

**A) Site Design Review- City of Carlton; City File #SDR 2021-01
Vehicle building replacement at 191 East Main street**

6:04 PM

Planning Commission Chair Bob Graham opened the public hearing and ready the Hearing Disclosure statement. He called for conflicts of interests, abstentions, bias or ex parte contact. None given from the Commissioners. He also called for audience objections to jurisdiction. None given.

City Planner Kiel Jenkins introduced the project, location, and the applicant. He overviewed his staff report to Commissioners. He then pointed out the exemptions requested from the applicant and the reasons for the exemptions.

Commissioners asked questions of Jenkins regarding sidewalk width, variety of trees and onsite minimum landscaping requirements. Commissioners deliberate and choose to add that the sidewalk being installed be six feet wide. They also add that with the larger sidewalk being installed, the minimum percentage of landscape area is meet and that the landscaped area is maintained.

MOTION: Bandy/Turrell: move to approve Major Site Design Review 2021-01 based upon the staff report with the additional criteria of a six-foot sidewalk on First street, while maintaining the minimum 10% landscaping requirement and including regular maintenance of the plants. Motion carried (6 Yes/0 No/1 Absent {Fernandez-Madrid} /0 Abstain).

5. COMMISSIONER COMMENTS

7:02 PM

None given.

6. ADJOURNMENT

The meeting adjourned at 7:03 PM.

ATTEST:



Aimee Amerson,
Administrative Manager



Bob Graham, Planning Commissioner Chair