

OTTAWA PLANNING COMMISSION MEETING AGENDA
CITY HALL, 101 S. HICKORY
June 8, 2011, 7:00 P.M.

If you require an accommodation, please contact Charlotte Newkirk, Administrative Assistant, at 229-3620. Please give advance notice of at least two (2) working days. (Kansas Relay Service - 1-800-766-3777).

Call to Order

Roll Call:

Chairperson Jackson [] Bond [] Colbern [] Livingston [] Wasko [] Maxwell []

Reorganization of Planning Commission:

1. Elect new Chairperson:

Motion to nominate Member as Chairperson

New Chairperson takes over the meeting.

2. Elect new Vice-Chairperson:

Motion to nominate Member as Vice-Chairperson

3. Make motion to have staff as secretary:

4. Elect a member to serve on the Board of Zoning Appeals.

At this time I would like to ask the Planning Commission Members to make a declaration of any conflict of interest or of any Ex parte or outside communication that might influence their ability to hear all sides on any item on the agenda so they might come to a fair decision.

Public Comments: Persons who wish to address the Planning Commission regarding items not on the agenda. Speakers will be limited to three minutes. Any presentation is for information purposes only. No action will be taken.

Public Hearing Procedures:

1. Chair announces application and opens public hearing.
2. Staff gives a summary presentation and recommendation.
3. Applicant makes presentation.
4. Planning Commission asks the applicant or staff questions.
5. Staff presents letters received on the public hearing.
6. Chair will ask for members of the audience who wish to speak. Comments will be limited.
7. Rebuttal, if necessary, by applicant.
8. Chair directs any questions to the appropriate individuals.
9. The public hearing is closed.
10. Planning Commission discussion and findings.
11. Planning Commission votes.

Members of the audience should address their comments to the Planning Commission. Any questions should be directed to the Planning Commission Chair, who **may** direct it to be answered at that time.

Consent Agenda:

Meeting Minutes: March 30, 2011 study session minutes, as amended, and the April 13, 2011 meeting minutes.

Regular Agenda:

Public Hearing Item:

1. **Hold a public hearing on the proposed rezone from Franklin County R-E, Residential Estate District to City I-1, Light Industrial District located at 120 N. Willow.**

Findings:

Planning Commission creates findings.

Motion:

Approve or deny the Planning Commission findings.

Motion:

Recommendation to City Commission to approve or deny the proposed rezone from Franklin County R-E, Residential Estate District to City I-1, Light Industrial District located at 120 N. Willow.

Other Items:

Future Meetings:

The regularly scheduled Planning Commission study session is Wednesday, June 29, 2011 at Noon.

The regularly scheduled Planning Commission meeting is Wednesday, July 13, 2011 at 7 p.m.

Adjournment: