

**CITY PLANNING COMMISSION**  
**Regular Meeting Minutes**  
**Ottawa, Kansas**

**City Hall – June 8, 2011**

The City Planning Commission met at 7:00 p.m. on this date with the following members present and participating: Members Colbern, Wasko, Maxwell, and Chairperson Jackson. Absent were Members Bond and Livingston.

**Reorganization of Planning Commission:**

**Elect a new Chairperson:**

Member Colbern made a motion to elect Member Jackson as Chairperson, seconded by Member Wasko. All present voted yes, Member Jackson abstained. (3-0-1).

**Elect a new Vice-Chairperson:**

Member Wasko made a motion to elect Member Colbern as Vice-Chairperson, seconded by Member Maxwell. All present voted yes, Member Colbern abstained. (3-0-1).

**Elect staff as secretary:**

Member Wasko made a motion to elect staff as secretary, seconded by Member Colbern. All present voted yes. (4-0).

**Elect a member to serve on the Board of Zoning Appeals:**

Member Wasko made a motion to elect Member Maxwell to the Board of Zoning Appeals, seconded by Member Colbern. All present voted yes. Member Maxwell abstained. (3-0-1).

Tom Yahl announced there had been one application received for the vacant position on the Planning Commission and the City Commission will interview the candidate on Monday, June 13<sup>th</sup>, it was expected that Member Wasko would be reappointed to the Planning Commission.

Chairperson Jackson asked 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. There were none.

**Public Comments: There were none.**

**Consent Agenda:**

Member Colbern made a motion to approve the April 27, 2011 study session minutes, and the May 11, 2011 meeting minutes, as amended, seconded by Member Wasko. All present voted yes. (4-0).

**Held 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.**

Chairperson Jackson opened the public hearing.

Tom Yahl reviewed staff findings, and the map (power point presentations) with the Planning Commissioners. Mr. Yahl indicated the owner requested the I-1 zoning classification. Mr. Yahl stated staff is recommending approval of the rezone.

Chairperson Jackson asked for public comments, there were none.

Chairperson Jackson closed the public hearing.

Chairperson Jackson asked if the Planning Commissioners had any questions or comments, there were none.

**Member Wasko made a motion to accept staff findings as their own, seconded by Member Maxwell.** The motion was considered and Member Maxwell, yes; Member Wasko, yes; Member Colbern, yes; Chairperson Jackson, yes. Motion passed by a 4-0 vote.

**Member Colbern made a motion to recommend to the City Commission to approve the proposed rezone Franklin County R-E, Residential Estate District to City I-1, Light Industrial District located at 120 N. Willow, seconded by Member Wasko.** The motion was considered and Member Wasko, yes; Member Maxwell, yes; Member Colbern, yes; Chairperson Jackson, yes. Motion passed by a 4-0 vote.

**Other:**

Tom Yahl reviewed the updated zoning map with the Planning Commissioners.

Tom Yahl stated there would be another phase of rezoning for the July meeting.

Tom Yahl reminded the Planning Commissioners of the city picnic for all employees, retirees, and volunteers was Friday, June 10<sup>th</sup> from 5:00 p.m. to 8:00 p.m.

**Announcements:**

The next regularly scheduled Planning Commission study session is Wednesday, June 29, 2011 at noon and the next regularly scheduled Planning Commission meeting is Wednesday, July 13, 2011 at 7 p.m.

**Adjournment:**

Member Colbern made a motion to adjourn, seconded by Member Wasko.

Chairperson Jackson adjourned the meeting at 7:15 p.m.

Respectfully submitted, Wynndee Lee, AICP  
Director of Planning & Codes Department