

APPROVED 05/14/2020
REGULAR MEETING
PLANNING COMMISSION
MINUTES

MARCH 12, 2020

THE REGULAR MEETING OF THE RICHMOND PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 P.M., ON THURSDAY, MARCH 12, 2020, BY CHAIRMAN McCLELLAN

ROLL CALL

Present: Kaminski, McClellan, Moore, Weinert, Zink

Absent: Frank, Majchrzak, Prior, Rix

Others: City Planner Jeschke, City Clerk Stagl

Visitors: None

Motion by **Moore**, seconded by **Kaminski**, to excuse Commissioners Frank, Majchrzak, Prior and Rix from tonight's meeting, due to having other commitments or being out of town.

All yeas

Motion passes

APPROVAL OF MINUTES

Motion by **Kaminski**, seconded by **Weinert**, to approve the minutes of the February 13, 2020, regular meeting as presented.

All yeas

Motion passes

AUDIENCE PARTICIPATION

None.

CORRESPONDENCE

- City Council Meeting Minutes of February 3, 2020
- Special Meeting Minutes of February 17, 2020
- City Council Meeting Minutes of February 17, 2020
- Special Joint Meeting Minutes of February 24, 2020

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Motion by **Weinert**, seconded by **Kaminski**, to receive and file correspondence as presented.

All yeas

Motion passes

ADOPTION OF AGENDA

Motion by **Weinert**, seconded by **Moore**, to adopt the agenda as presented.

All yeas

Motion passes

PUBLIC HEARING

A-1. TXT-02-2020/City of Richmond Text Amendment/Temporary Structures and Uses

Motion by **Moore**, seconded by **Kaminski**, to open the Public Hearing at 7:02 pm.

All yeas

Motion passes

City Planner Jeschke informed the Commission that the proposed text amendment would be to Section 6.707, which refers to Temporary Structure and Uses, to include provisions for mobile food vendors on private property.

No public comments were received.

Motion by **Moore**, seconded by **Kaminski**, to close the public hearing at 7:04 pm.

All yeas

Motion passes

ITEMS FOR CONSIDERATION

B-1. TXT-01-2020/City of Richmond/Text Amendment to Section 6.707/Temporary Structures and Uses

City Manager Moore explained that the amendment to the zoning ordinance added language that would require applicants for a mobile food truck on private property would be required to go before Council for approval.

This issue has been discussed by Council for 1-2 years at special meetings and workshops. In smaller communities mobile food trucks can affect local businesses more.

Administration has developed a special event form specifically for mobile vendors – this requires a change to the zoning ordinance. Council wants to review all food truck requests. Currently, the consensus of Council was that they may approve mobile food trucks request when they are in conjunction with a special event.

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Kaminski questioned what type of food trucks would be acceptable. City Manager Moore explained that the mobile food truck application form had 14 requirements that needed to be completed by the applicant. The application would then be submitted to Council for their review and approval.

Motion by **Zink**, seconded by **Weinert**, to approve TXT-01-2020 and recommend approval to City Council of Proposed Ordinance Amendment No. 156-26, which amends Section 6.707 (Temporary Structures and Uses) of the Richmond Zoning Ordinance to include provisions for the review of mobile food vendors during special events.

All yeas

Motion passes

MISCELLANEOUS MATTERS FROM THE CITY STAFF

A copy of the letter that was sent to the Dentist on Stoecker Lane, in recognition of the new handicap ramp, was included in the Commission's packet.

City Planner Jeschke informed the Commission that there will be an April BZA meeting. The Commission would meet immediately following the BZA Meeting.

CHAIRMAN AND COMMISSION MEMBERS

Weinert – The RAHGS events have been cancelled.

McClellan – Requested that a letter be sent to the business at 68085 Main Street (former Crimson and Clover) in recognition of the building improvements.

ADJOURNMENT

Motion by **Zink**, supported by **Kaminski**, to adjourn the Planning Commission Regular Meeting at 7:32 p.m.

All yeas

Motion passes

Respectfully submitted:

Karen Stagl
City Clerk