

**REGULAR MEETING
PLANNING COMMISSION
MINUTES**

OCTOBER 8, 2020

THE REGULAR MEETING OF THE RICHMOND PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 P.M., ON THURSDAY, OCTOBER 8, 2020, BY CHAIRMAN McCLELLAN

ROLL CALL

Present: Frank, Kaminski, Majchrzak, McClellan, Moore, Rix, Zink

Absent: Weinert

Others: City Planner Jeschke, City Clerk Stagl

Visitors: None

Motion by **Moore**, seconded by **Kaminski**, to excuse Commissioner Weinert from tonight's meeting, due to illness.

All yeas

Motion passes

APPROVAL OF MINUTES

Motion by **Rix**, seconded by **Frank**, to approve the minutes of the September 10, 2020, regular meeting as presented.

All yeas

Motion passes

AUDIENCE PARTICIPATION

None.

CORRESPONDENCE

City Council Meeting Minutes of August 3, 2020
City Council Meeting Minutes of August 17, 2020
City Council Meeting of September 8, 2020

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

All yeas

Motion passes

ADOPTION OF AGENDA

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

All yeas

Motion passes

PUBLIC HEARING

None

ITEMS FOR CONSIDERATION

B-1. Consideration of the 2021 Planning Commission Regular Meeting Schedule

Motion by **Frank**, seconded by **Zink**, to adopt the 2021 Planning Commission Regular Meeting Schedule.

All yeas

Motion passes

B-2. Review of amended Planning Commission Bylaws

City Staff presented the Commission with amended Planning Commission bylaws and rules of procedure for review and approval.

Commissioners discussed that further clarification was needed to Section 6 of the bylaws as follows:

Additional language needed to be added to the Public Hearings Section that would address how the Commission would handle several public hearing.

The Items for Consideration needed to be a separate Section and the order of business needed to be rearranged.

It was the consensus of the Commission that the requested changes would be made by the City Planner who would then bring the new Bylaws to the Special Meeting on October 29th for adoption.

MISCELLANEOUS MATTERS FROM THE CITY STAFF

City Manager Moore - Welcomed Sean Misko to the Planning Commission.

- The Parks and Recreation Department will be organizing the Scarecrow Contest.
- The 'No Tricks, Only Treats' Event will be held at Beebe Parks along the Hike/Bike Path.

City Planner Jeschke – The Special Meeting scheduled for October 29th will be covering the tattoo parlor near old City Hall

Zink – Informed Commissioners that he would not be at the November Meeting.

Kaminski – Reminded everyone to vote on November 3rd.

CHAIRMAN AND COMMISSION MEMBERS

ADJOURNMENT

Motion by **Frank**, supported by **Kaminski**, to adjourn the Planning Commission Regular Meeting at 7:40 p.m.

All yeas

Motion passes

Respectfully submitted:

Karen Stagl
City Clerk