

## **Minutes Ashton Planning and Zoning Commission**

October 15, 2013

7:00 pm

**Attendees:** Commission Members: Chairman Bonnie Burlage, Administrator Susan Baker, Doug Ervin, Becky Harrigfeld, Ron Dixon, Jan Warnke Others in attendance were Terry Butikofer, Penny Wixom and Mayor Teddy Stronks.

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**Chairman Burlage** called the meeting to order at 7:00 pm

### **Public Hearing:**

Chairman Burlage called the Public Hearing to order and stated the purpose for the public hearing was to hear public comment concerning the planning and zoning recommendations for the City of Ashton's update to the development Code. Chairman Burlage asked if the hearing was properly noticed. Secretary Warnke stated that the hearing was noticed in the Standard Journal on September 28, 2013. Chairman Burlage then asked for a roll call vote if the commission had a conflict of interest. Commissioner Ervin – No, commissioner Harrigfeld – No, commissioner Burlage – No, commissioner Dixon – No. Chairman Burlage asked Administrator Baker to give her report.

Administrator Baker stated that the planning and zoning commission had worked very hard the past two years going completely through the development code. The changes that were made will make it easier to understand and easier to work with. The changes in the sign code will make it more feasible and workable. She commended the commission for their diligence in this undertaking.

Chairman Burlage reminded everyone present that statements given must address the merits of the updates as measured by its compliance or lack of compliance. She then asked if there was anyone who would like to speak in favor, neutral or against. There were no comments. Chairman Burlage closed the public hearing and called for discussion from the commission. Secretary Warnke stated that the commission had discussed recommending changing the language from certified mail to first class mail in 17.16A.80 E-1 but it is not highlighted in this copy. The commission agreed that they intended to make that change. Chairman Burlage called for a roll call vote to send the planning and zoning recommendations on to the City Council. Commissioner Dixon – Yes, Commissioner Harrigfeld – Yes, Commissioner Ervin – Yes and Commissioner Burlage – Yes.

### **Unfinished Business:**

**Ashton Urban Renewal Plans** – Terry Butikofer presented the changes that had been made. After reviewing the plan the commission concluded that the Urban Renewal Plan complies with the City of Ashton's Comprehensive Plan. The Urban Renewal Agency requested that the commission formally approve and sign the finding of fact and conclusions of law. Commissioner Ervin recommended that the Urban Renewal Agency use the planning and zoning commission as a resource. Commissioner Harrigfeld will abstain from voting because she sits on the hospital board and they are in litigation with the Urban Renewal agency. The commission voted to approve the plans.

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**Administrator Baker Report:**

Administrator Baker told the commission that her monthly report, dated August 25, 2013 through October 14, 2013, was quite long and she would have it available for anyone who would like to read it.

**Minutes:** Minutes from the August 27, 2013 and September 17, 2013 meetings were approved as written.

Secretary Warnke commended the Commission for always attending the P & Z meetings, being prepared and doing what they thought was best for the citizens.

It was decided to have next month's Planning and Zoning meeting after the City Councils public hearing at 7:30 pm on November 13, 2013

There was no further business.

**Meeting adjourned**

**NEXT MEETING:** Wednesday, November 13, 2013 at 7:30 pm.

Minutes respectfully submitted by Jan Warnke

Attest:

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Jan Warnke  
P & Z Secretary

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Bonnie Burlage  
Chairman