

MINUTES OF A REGULAR PLEASANT VIEW CITY
PLANNING COMMISSION MEETING HELD
September 4th, 2025 at 6:00 P.M.
[Planning Commission \(youtube.com\)](https://www.youtube.com/watch?v=...)

MEMBERS PRESENT

Andy Nef
Julie Farr
Jeff Bolingbroke
Sean Wilkinson
David Gossner
Manya Stolrow
John Morris

Excused
Dean Stokes
Chad Kotter

STAFF PRESENT

Andrea Steiniger, City Administrator
Tammy Eveson, Planner I
Janitza Osuna, Planner Tech

VISITORS

MINUTES PREPARED BY:

Janitza Osuna(with AI Assistance)

MINUTES APPROVED:

October 2nd, 2025

1) CALL TO ORDER

- a. Pledge of Allegiance and Opening Prayer, Reading or Expression of Thought. (Commissioner Jeff Bolingbroke)
- b. Declaration of Conflicts of Interest. *NONE DECLARED*

2) APPROVAL OF MINUTES

- a. Review and consideration of the Planning Commission meeting minutes prepared for January 9, 2025.

The minutes from the January 9, 2025, meeting were presented for review. No changes or corrections were requested.

MOTION

A motion to ***Accept*** was made by commissioner STOLROW

The motion was ***seconded*** by Commissioner BOLINGBROKE

Vote was ***Unanimous***

3) ADMINISTRATIVE ITEMS

- a. **Zone Text Amendment: Public Hearing** – Consideration of two City initiated amendments to the Municipal Code
 - o Addition of a definition of “Cemetery” to Chapter 18.04
 - o Addition of “Cemetery” as a Conditional Use in the RE-20 zone

The City is working in partnership with the Ben Lomond Cemetery Maintenance District on planning a new cemetery location in Pleasant View. The first step in the process is a zone text amendment, as the current city code does not define "cemetery" or designate locations for one. The proposed amendment would add a definition of cemetery and allow it as a permitted use in the RE-20 zone.

The cemetery project is still in the planning stage. The City and Cemetery District will be working on subdivision of the property, site plan preparation, and layout of roads and related infrastructure as the project moves forward.

A commissioner asked if development would wait until the Ben Lomond Cemetery is full. Staff responded that while Ben Lomond is nearing capacity, it will take time to prepare the Pleasant View site. Another commissioner asked if the City owns the property. Staff confirmed that the City owns the site, which is just over six acres

Commissioners raised questions about zoning language. Some questioned whether cemetery should be added as a separate use in RE-20 or considered under existing public use language. Concerns were noted that adding cemetery directly to RE-20 could allow private cemeteries in inappropriate locations. Commissioners suggested clarifying with the term public cemetery or addressing it under public use definitions. Staff noted cemeteries are regulated by state law and any proposal would require compliance with standards and public hearings.

*MOTION TO OPEN PUBLIC HEARING COMMISSIONER GOSSNER
SECOND BY COMMISSIONER WILKINSON*

SARA URRY – Council member Urry wanted to clarify and explain that residents may purchase a plot at Ben Lomond Cemetery now and transfer it to the Pleasant View cemetery once it is ready for operation. The property is just under six acres, with a little over four acres usable for the cemetery. The City purchased the property from the church the year before specifically for cemetery purposes. A committee including the Mayor, Phil Nelson, and staff had been formed to identify and acquire property for the cemetery. The decant facility on the property has been in planning even longer and is required by state stormwater regulations.

Commissioners discussed the option of tabling the item. It was noted that if the matter were tabled, specific reasons should be given, including review of both the definition and the zone text language. Commissioners expressed concern about adding cemetery as a use in RE-20 in a way that would allow any property owner in the zone to apply for it. Commissioners discussed the possibility of adding standards to the conditional use, such as requiring a minimum lot size, to limit where the use could be applied.

MOTION TO CLOSE PUBLIC HEARING VICE CHAIR FARR

SECONDED BY COMMISSIONER STOLROW

A commissioner asked if the decanter area was included in the cemetery proposal. Staff clarified that it is not; the current proposal addresses only the definition of cemetery in the code. The commissioner noted that much of the City-owned property is zoned A2 and was seeking clarification on potential future locations. Staff confirmed that the decanter facility location is in A2 zoning.

A commissioner asked if maybe adding the term 'community' Cemetery would clarify use.

A commissioner asked whether it would be simpler to rezone the property to A2, since a community cemetery or community use is already allowed in that zone. Staff explained that rezoning would require public notice and hearings, potentially opening the issue to broader public input, which they are hoping to avoid. Staff noted that cemeteries are already allowed in certain zones, such as Gateway West C1 and C2.

MOTION for Definition

A motion to Recommend **Approval** was made by commissioner **GOSSNER**

The motion was seconded by Commissioner **STOLROW**

Vote was **Unanimous**

NOTE : Motion to recommend approval of definition of "Cemetery" as provided by staff with the addition of a five acre minimum and as described as a community use.

Definition: A designated parcel of land used for interment of human remains or cremated remains, including a burial park for earth interments, a mausoleum for vault or crypt interments, a columbarium for cinerary interment, or a combination thereof.

Commissioners discussed the motion and agreed that the definition of cemetery under 'community use' with a minimum of five acres was clear and appropriate

MOTION for Addition of 'Cemetery' as a conditional use

A motion to Recommend **Approval** was made by commissioner **MORRIS**

The motion was seconded by Commissioner **WILKINSON**

Vote was **Unanimous**

NOTE: A commissioner asked for a motion to recommend the zone text amendment for the RE-20 zone, which would update the permitted and conditional use list to include cemetery.

4) ADJOURNMENT

A commissioner requested a future session or tutorial on development agreements to better understand how they interact with the Planning Commission's recommendations. Staff noted that this would be a beneficial training opportunity for both the Planning Commission.

Commissioners discussed running development agreements concurrently with rezoning processes to avoid conflicts or “flip-flopping” of approvals. The commission requested additional education on definitions in the code, including cluster developments, dedicated open space, and public versus private space. Commissioners emphasized the importance of reviewing these definitions before development proposals are submitted to ensure clarity and proper recommendations.

The meeting was adjourned with no further items discussed.