

**ALPINE CITY PLANNING COMMISSION MEETING**  
**Alpine City Hall, 20 North Main, Alpine, UT**  
**October 7, 2025**

**I. GENERAL BUSINESS**

**A. Welcome and Roll Call:** The meeting was called to order at 6:00 p.m. by Chair Alan Macdonald. The following were present and constituted a quorum:

Chair: Alan Macdonald

Commission Members: Troy Slade, Michelle Schirmer, Jeff Davis, John MacKay, Susan Whittenburg, Greg Butterfield

Excused:

Staff: Ryan Robinson, Jason Judd, Marla Fox

Others:

**B. Prayer/Opening Comments:** Greg Butterfield

**C. Pledge of Allegiance:** Troy Slade

**II. REPORTS AND PRESENTATIONS**

None

**III. ACTION ITEMS**

**A. Public Hearing: A Proposed Material Change to the Alpine City Hall Park Site. The proposed change is a remodel and expansion of the Alpine city Fire Station (Lone Peak Fire Station 202) located at 50 East 100 North.**

Ryan Robinson said Alpine City is working on a project to update, remodel, and expand the existing Fire Station located at City Hall Park. Because this project represents a material change to an existing City Park, Alpine Development Code §3.16.040 requires additional public review and approval.

Under this provision, land included in a City Park may not be materially changed, improved, altered, disposed of, or used for another purpose unless:

1. The Planning Commission holds a public hearing and makes a recommendation, and
2. The City Council approves the change by a supermajority vote (at least 4 of 5 members).

A material change is defined as including, but not limited to:

- A change to the park's essential defining characteristics,
- Creation or improvement of roadways or parking lots within the park, or
- Other alterations that affect the existing nature of the park.

Because this project involves expanding the Fire Station and adding parking, both the Planning Commission and City Council must review it. It is important to note that at this stage, the review is limited to the proposed change to the park itself. Design details for the new Fire Station building and related features will be considered separately at a future meeting. In addition, the City anticipates that the multiple parcels on the City Hall block will likely need to be consolidated to accommodate the project.

Ryan Robinson showed a rendering of what the design would look like. A parking lot has been proposed where the Arnold Patrick home currently is. Alan Macdonald asked what percentage of the park would be taken out for this project. Ryan Robinson said he didn't know the percentage. He said the fire

department would be expanded with part of it being used for a community area. Alan Macdonald said the park has been held open for this expansion that has been in the works for a long time and obviously the city is going to use their property for the expansion.

Chad Littlewood, Design Architect for the fire station, said he has been working with the city for two years. He said the living quarters are out of date and are not serving the functions needed at this time and need to be updated. There will be a new addition that will serve as a community center with multiple functions and will require additional parking spaces. He said the new parking lot will be primarily for the firemen and staff and anyone coming to meet with someone there. The fire station needs a turn bay and exit bay for the apparatus. They also need room to clean and stock the vehicles and to train on them. The plan has been consolidated to preserve as much of the park as possible and to orient the fire station in an appropriate way.

John Mackay asked if this plan had been looked at before. Chad Littlewood said they have met with the City Council several times, but not with the Planning Commission. He said this is version six or seven.

Chad Jones, Architect, said there have been many versions of the design. We tried to meet the needs and minimize taking part of the park. He said this plan along with the parking lot will take twelve percent of the park.

Greg Butterfield asked if this new design would outgrow what could be needed in the future and should we be looking to spend our money in a different location. Ryan Robinson said we have other locations, but it was cheaper to work with the building that we already have and make that work. He said the new station in American Fork was twelve million dollars and Lehi City was the same.

Alan Macdonald opened the Public Hearing.

Roger Bennett, 48 North 100 East, said the new entrance on the map will come right out of his front yard. He said his family has owned that home for ninety-six years across the street from the park. When his parents bought it, it was the old tithing yard and since then, they have built the City Hall on it. He said it was then the park and for sixty-five years he has played in that park. He said where we are standing now used to have slides and there have been four additions to City Hall. He said he used to play baseball here until too much of the park was taken and you could no longer have an outfield.

Roger Bennett said when they built the original fire station, they told us the park would not be infringed upon anymore. Now they are coming back taking a whole other section of it. He said he agrees with the growth we have there is probably a need for a new fire station and said he understands it would be cheaper to put it here but doesn't understand why the road must go right into his front yard. He said you could come in from the west and have a smaller parking lot because we don't need that large of a parking lot with fifteen stalls for six firemen. He said if the entrance was put across from his front yard, the traffic going in and out with the lights and noise all times of the day and night will make his home unlivable.

Andy Spencer, resident, said this park is the open space for the surrounding homes. He said he understands the need for a new fire station expansion. He said we need to think about minimizing the footprint of the building by changing the access to the west or coming from the south with a road next to City Hall. He would like to see minimal change to the park. He would like the aesthetics to be looked at closely and look presentable. He said he thinks more of the park will be used than twelve percent from looking at the plan. He said he would like to see the entrance to the south with parking on the west side in a secure area.

Andrew Young, resident, said because this building will be around for a long time and cost a lot of money, he is encouraging the Planning Commission to table this to look at scaling this plan back. He said the residents are not asking for a remodel because they would rather have water, or fire breaks instead. He said we could do with a third of the cost and address some of these other issues.

Brittney Willison, resident asked if the Arnold Patrick home would be taken down. She said she would like to see it preserved.

Mark Sutherland, resident, lives across the street from the park and doesn't want to see any more of the park taken and would like other sites considered.

Melody Sutherland, resident, said she loves the open space and said it gets used a lot. She said once taken; you can never get it back. She asked if the senior center could be taken out of the plan to preserve the park. She said it is pleasing and practical.

Alan Macdonald closed the Public Hearing.

Troy Slade asked if other road options were discussed. Chad Littlewood said an entrance from the south was looked at but we thought it would cut up more of the park. He said coming from the west would be a better radius and cost less.

Greg Butterfield asked if a senior center could be built in the current building. He asked if there has been a survey done on whether the residents would rather have a senior center or a park.

Susan Whittenburg asked what is needed and what is necessary. Chad Witherspoon said what we are proposing is very conservative.

Greg Butterfield asked if there had been discussion about saving the Arnold Patrick home or moving it. Ryan Robinson said he didn't think the home was in that good of shape and didn't know if it could be moved.

Chad Littlewood said moving the home or taking it down for a parking area would be solely for the senior center.

Alan Macdonald said he realizes years of work have gone into planning a remodel on the fire station. He asked if there was discussion about a senior center added onto the renovation. Ryan Robinson said recently there have been discussions about a center or a library or multi use community center.

Alan Macdonald said Legacy Park is across the street from this park, with Creekside Park and Burgess Park nearby. He said there is quite a bit of open space in the area and if the road were to be moved, it would upset other neighbors. He said he knows a lot of work has gone into this project and it would have his green light to move forward.

Jeff Davis said a lot of work and meetings have gone into this project for many years and this is not a sudden decision.

Susan Whittenburg said she is grateful for the fire department but is concerned about the parking and encroaching on the neighbors.

John MacKay said he's not sure about the need of a senior center, but sees the need for a command center, which the new portion could be used for.

Michelle Schirmer said she would like to see the parking area smaller but understands this is an essential need. She said she would like to use the bricks from the Arnold Patrick home if it is deemed not salvageable.

Troy Slade said the professionals have looked at this and said he thinks this is an efficient use of space. He said a road to the south would break up that space.

**MOTION:** Planning Commission member Michelle Schirmer moved to recommend approval of the material change proposed to the City Hall Park to allow for the expansion of the current Alpine Fire Station No. 202 Project with conditions:

1. Use bricks and other architectural items from the Arnold Patrick home if it can't be salvaged.
2. Residents to the east have input in the planning of the west side parking area.
3. Remove eight parking stalls on the south side and shrink the parking area.

John MacKay seconded the motion. There were 7 Ayes and 0 Nays (recorded below). The motion passed.

**Ayes:**

Michelle Schirmer  
Troy Slade  
Jeff Davis  
John MacKay  
Susan Whittenburg  
Alan Macdonald  
Greg Butterfield

**Nays:**

**Excused**

**B. Public Hearing: Potential Rezone of Parcels #11:023:0083 (476 Alpine Highway) and #11:023:0129 from the CR-40,000 Zone to the Business Commercial (BC) Zone.**

Ryan Robinson said the petitioners, Gary and Brian Streadbeck, are requesting a rezone of Parcels #11:023:0083 (476 S Alpine Highway) and #11:023:0129 from CR-40,000 (Country Residential – one dwelling unit per 40,000 sq. ft.) to Business Commercial (B-C).

- Current Zoning (CR-40,000): Primarily allows for large-lot residential development.
- Requested Zoning (B-C): Permits a range of commercial uses, including retail, office, and service businesses, along with single-family residential lots of 10,000 sq. ft. A full list of permitted and conditional uses is included in the staff packet.

Reason for Request:

The applicants state that:

- They already own properties to the east and north of these parcels, which are zoned B-C. Rezoning would provide better access to Alpine Highway and allow their holdings to function cohesively.
- Because the parcels are adjacent to existing B-C zoning, they believe this location is a logical extension for additional commercial development in the city.

No formal site plan has been submitted at this time. If rezoned, the properties would be subject to all B-C zone standards, including permitted/conditional uses, building requirements, parking, landscaping, and screening regulations.

Ryan Robinson said we are trying to preserve the commercial area and will look at taking any new residential out of the business commercial area in the near future.

Alan Macdonald said others who have tried to make this property commercial have come in with a site plan. He asked why this applicant didn't bring one. Ryan Robinson said the applicant is only trying to get the property rezoned to business commercial at this time.

Alan Macdonald asked where we were with the town center plan. Ryan Robinson said we are still waiting on a couple surveys but are close to presenting a master plan hopefully by the end of the year.

Brian Streadbeck, owner of Adonis Bronze in Alpine, said they have one of the most beautiful properties in Alpine and it is well taken care of. He said they have been good members of the community for twenty-seven years and donated the property for senior dinners and other activities. He said they have worked with many artists in the area and have been sensitive to traffic. He said his family has asked him to expand the foundry and to expand the commercial area.

Alan Macdonald asked Mr. Streadbeck why he didn't come with a site plan showing what he wanted to do on the property. He asked if his family would be interested in waiting until the master plan was finished and then see where his property fits in. He said it's hard to give approval when we don't have a site plan to look at. Mr. Streadbeck said they haven't decided what they want to build on the property yet. He said his family would like the city to take a shot on them since they have been good stewards of the land and members of good standing in the community. He said they feel like the city would rather work with them than strangers bringing something in.

Susan Whittenburg said we see your good works but are used to seeing some kind of plan or idea.

John MacKay and Troy Slade said a simple rendering showing where the road will be and where a building and parking would be, etc. Mr. Streadbeck said he would think the city would rather have their family develop the property instead of having a large home there.

Alan Macdonald said we had no idea that the family wanted to build there. He said we don't need expensive plans, just something showing renderings of buildings, parking, road, etc. so we could understand the proposal a little better.

Alan Macdonald opened the Public Hearing.

Sarah Blackwell, 457 Eastview Drive, said she would like to see this tabled or denied until there is more information. She wanted to know if this property is approved, will that open up a way for the property across the street to change their zoning as well. She said she is concerned about the bonus density from one acre to quarter acre which lowers property values and alters the community.

Brent Bolter, 536 Alpine Highway, said he agrees that we need to see what is being presented and what is going to look like. He said it seems odd that both sides of the highway want to go commercial at the exact same time. He said he is concerned that this property becoming a parking lot with bright lights or expanding the venue with loud music.

Erik Heras, resident, said he would like to see a site plan to see if it is going to ruin his view of the mountains.

Andrew Young, resident, said we need to ask the residents who live next to these properties what their thoughts are and how it impacts them. He said all he hears about is commercial and arteries and it doesn't

work and ends up hurting the city. He said please consider slowing down the highway and getting a win with the residents that live in that area. Please look at each plan individually.

Rose Fjelstead, resident, said she lives next to the Alpine Art Center and loves the area. She would like to see the Streadbeck family wait and bring back a good plan that would work for the city.

Julia Sorensen, resident, said this area is a special area because they look over a river, a trail, and a residential area. She said they hear the music from the reception center, but they don't complain about it. She said she does not want to see high density in that area.

Sullivan Love, resident, said he moved here twenty-five years ago, and it was a bedroom community and said he would like to see it remain so. He said he realizes he has to travel out of town to get groceries and that's okay. He doesn't want us to give a blanket re-zone without a clear vision of what is going to happen because that opens us up to a lot of problems. He said with Burgess Orchards, the conditional use permit that has been granted to them is a great way to go because that keeps them regulated. He said he does not want to see a re-zone to commercial there.

A resident asked if the owner could change their mind and build something else once approved. Alan Macdonald said they would have to come back to the city for approval. The resident said that area is still her neighborhood and doesn't want all the commercial put there. She said they want to enjoy the area like everybody else does in Alpine,

Tom Olsen, resident, said the Art Center is fantastic, and said he would love to see what is planned and the vision for the adjacent property. He said he is concerned that this opens up a can of worms and is hesitant to say yes. He said he now has a parking lot next door and is concerned about what is to come. He would like to see more details.

Alan Macdonald closed the Public Hearing.

Susan Whittenburg said she would feel irresponsible if we approved something without seeing a plan. She said we need to look at this with a fine-tooth comb to get it right for the future.

Alan Macdonald said everyone loves the Art Center but feels the same without a site plan. He said shortly we will have a master plan with ordinances to help us with zoning changes. He said it is hard to make the call right now. He said other leaders may want to see open space with trees similar to what is already there. Others may want to see homes there.

Troy Slade said he loves the Art Center and said it is so beautiful. He said he would love to see something similar built there and looks forward to seeing the plans.

Ryan Robinson said the city is looking to preserve green space, larger setbacks, and agriculture and would like to see a plan that could fit into this plan.

**MOTION:** Planning Commission member John MacKay moved to recommend Tabling the rezone request for Parcels #11:023:0083 and #11:023:0129, with these conditions:

1. Applicant come back after the master plan is in place.
2. Applicant bring renderings and concepts for our consideration.

Troy Slade seconded the motion. There were 7 Ayes and 0 Nays (recorded below). The motion passed.

<u>Ayes:</u>	<u>Nays:</u>	<u>Excused</u>
Michelle Schirmer		
Jeff Davis		
John MacKay		
Troy Slade		
Susan Whittenburg		
Greg Butterfield		
Alan Macdonald		

**C. Discussion Item: Potential Rezone of the lots located at 625 S Alpine Highway & 491 S Alpine Highway from the CR-40,000 Zone to the Business Commercial (BC) Zone.**

Ryan Robinson said the applicants are requesting that the properties located at **491 S Alpine Highway** and **625 S Alpine Highway** be rezoned from **CR-40,000** (Country Residential – one dwelling unit per 40,000 square feet) to **Business Commercial (B-C)**.

- **Current Zoning (CR-40,000):** Primarily allows large-lot residential development.
- **Requested Zoning (B-C):** Permits a range of commercial uses, including retail, office, and service businesses, along with single-family residential lots of 10,000 sq. ft. A full list of permitted and conditional uses is included in the staff packet.

**Existing Uses:**

- **625 S Alpine Highway:** Operates as a produce stand under a Conditional Use Permit (CUP).
- **491 S Alpine Highway:** Contains a residential home and provides additional parking for the produce stand.

The applicants state that rezoning is sought primarily to expand the range of products and services they may offer beyond what is permitted under the current CUP definition of a produce stand.

If rezoned, all permitted and conditional uses within the B-C Zone would apply, subject to applicable development standards (e.g., parking, trash and storage container screening, landscaping). The Gateway Historic Guidelines will also apply.

**Review from Alpine City Attorney of potential “spot zoning” with this application:**

Under Utah case law, “spot zoning occurs when a municipality either grants a special privilege or imposes a restriction on a particular small property that is not otherwise granted or imposed on surrounding properties in the larger area.” *Tolman v. Logan City*, 2007 UT App 260. This is particularly true when a single small tract or parcel within a large district is zoned differently than the larger district, but not in pursuance of any general plan. *Id.* This creates an “island” that is regulated either more restrictively or less restrictively than surrounding properties.

The key concepts seem to be whether the property proposed for rezone is relatively small, whether it is surrounded by uses inconsistent with the proposed rezone, and whether the rezone would be consistent with or in furtherance of the general plan. In *Crestview-Holladay Homeowners Ass’n, Inc. v. Engh Floral Co.*, 545 P. 2d 1150 (Utah 1976), a parcel surrounded on three sides by residential property was allowed to be rezoned to allow

commercial use because nearby properties had commercial uses and the rezone was consistent with the general plan.

Here, the Planning Commission should consider whether the proposed rezone would isolate this property as an island benefiting from commercial use inconsistent with surrounding properties, or whether the commercial uses in the area could appropriately be extended to include this property. They should also consider whether the general plan supports the rezone. Goal #2 of the general plan's land use section is to "Provide clearly defined land zones to support the vision for a low density, rural atmosphere that meets the needs of residents." Policy 2.1 states: "Zoning shall be arranged from higher density zones in the center of the City to **gradually lower density zones** as you move towards the outer City limits (emphasis added)." *See also Policy 2.8.* Policies 2.4 and 2.5, describing the CR-20,000 and CR-40,000 zones surrounding the property proposed for rezone, state that these areas should provide for the perpetuation of the rural and open space image of the City. The land use map (Figure 1) doesn't provide for future land use. It shows low density and medium density on the south side of the Business Commercial land use area. These are questions the planning commission should consider in making their recommendation on the rezone application.

If the applicant included a larger number of properties and they were contiguous to the B-C zone, the spot zoning argument may diminish in importance. I also think if the applicant included more than just the small northern portion of its property the spot zoning argument may be less important. But that doesn't mean the planning commission or city council, in their discretion, would need to approve the rezone.

Alan Macdonald said we aren't an advisory body and nothing we say is binding. He said we can't do or say anything until there is a concrete proposal before us. He explained that this is dead in the water because this would be considered a spot zone because you don't have any properties surrounding you that are zoned commercial and by ordinance, we're not going to do a spot re-zone. He said the fruit stand is operating under a conditional use permit because you're in a residential zone. The city has been pretty generous with you as you've come back multiple times looking to expand that conditional use permit and the off-site parking lot, etc.

Alan Macdonsld said he doesn't see the need for a commercial re-zone at this point and said he didn't think there would be any appetite from the Planning Commission for a re-zone. He said we couldn't do it because it would be a spot rezone, and we need to see what we're looking at with this revised master plan.

Paul Gu asked if the Planning Commission had any guidance. Alan Macdonald said you know how the surrounding residents feel, you've heard from the Planning Commission many times and know where we're coming from, and you just heard what we had to say to the prior applicant.

Paul Gu said the spot zoning is not a black and white issue. Ryan Robinson said the Attorney said we can look at the requirements and see if it meets the definition of a spot zone or not.

Alan Macdonald said we can't look at a re-zone until we know what the revised master plan looks like. Paul Gu said many of the concerns expressed about the prior application was because

they didn't have a specific plan, he said in our case, we have a very specific plan which is to sell more farm items at the same store that already exists.

Alan Macdonald asked why they don't just try to expand their current conditional use permit. Paul Gu said they have looked at that but have discussed it with staff and City Council members and there is the opinion that if the conditional use permit becomes too broad and leaks into commercial, then we should just apply for commercial. Alan Macdonald said if this comes back in a couple of weeks and we don't have the master plan finished; this will most likely be tabled until next year.

John Mackay asked the applicant to describe what they are hoping to achieve and why they need a commercial zone change. Paul Gu said their ambition is to build one of Utah's best little farm stores. He said it's really consistent with the kind of agricultural characteristics of this area and Alpine. He said they're not trying to change the orchard or the structure. He said the way the business operates now is okay because they are not in this to make money. He said it is not a sensible business because they can only sell stuff for a few months out of the year, and stuff they grow on the farm.

Paul Gu said their main product sold is peach ice cream and that has been called into question because they grow peaches, but obviously not ice cream. He said Derek Rowley's daughter makes and sells chocolate chip cookies, but someone called the Code Compliance Officer at the city and said this is not something your conditional use permit allows. He said they would like to bring other products from other local people like pies and beef from a rancher but said they are very restricted in what they can sell.

Paul Gu said the things they want to sell would be consistent with what the community wants. He said people come into the store and often ask for these things and we would like to be able to offer it to them and make the business a little more rational too.

Greg Butterfield said you got a conditional use for a fruit stand, and you have expanded it. You've got customers that are now coming, and you want to monetize and make more from those customers with the intent that Alpine residents are saying they want to come to the store and buy those items.

Paul Gu said we have a lot of customers coming to the store including Alpine residents and they would like to buy more stuff. He said this stuff still fits in the kind of farmy set of things and said we're not talking about building a car wash, we're just trying to sell sourdough bread.

John Mackay said as you expand in your operating hours and seasons into a year round operation, because that's what you're trying to do, right?

Derek Rowley said they are actually going to try and maintain their daylight hours and said they live there as well and don't want big lights in the parking lot. He said they would like to expand

the operating hours being able to be open more months out of the year, but not later into the night or earlier in the morning and that will be in the application. He said they would also as for an exception for lighting because they don't think they need that.

Susan Whittenburg said we get calls from the citizens asking when the stand is going to shut down because they are sick of the traffic. She said we have to juggle both sides of this. She said you say you don't want to monetize it, but that's clearly part of the plan. She said you have a permit for a small season, and you've staying up and have people all over the place and people don't appreciate it, and we hear from this other side.

Alan Macdonald said it's a little bit of a bait and switch, right? You came to us and said you want to do this commercial business in a residential zone and it's just going to be a fruit stand. Well now it's an ice cream stand. And now I guess it's a sourdough stand.

Derek Rowley said let me set the record straight, it was an ice cream stand before we ever got to Alpine. Alan Macdonald said not to the extent it is now; we've never had the traffic that we've had now and as a Commission and City Council have dealt with over and over. He said you're not going to stand there and tell me that you haven't expanded significantly the offerings.

Derek Rowley said they have not expanded significantly. Alan Macdonald said you are selling fruit and vegetables that you don not grow on the farm; you are bringing them in from Santquin or Spanish Fork or elsewhere. Susan Whittenburg said we just want you to be honest with us. Derek Rowley said he did not come up with the idea to sell peach ice cream.

**D. Action Item: Expansion of Existing Balcony in the Business Commercial Zone located at 333 S Main Street.**

Ryan Robinson said Larry Hilton has submitted a request for a reduced side yard setback for the property located at 333 S Main Street. The request involves expanding the existing balcony across a drive-thru lane to provide weather protection for patrons. The project also includes the construction of a new outdoor staircase to create an alternative access point to the second floor.

Applicable Code: Alpine Development Code §3.07.050 – *Location Requirements* provides that in commercial developments adjacent to other commercial areas, the side yard and rear yard setbacks shall not be less than ten (10) feet, unless recommended by the Planning Commission and approved by the City Council where circumstances justify.

- The current side yard setback is approximately 20 feet (measured from the property line to the building foundation).
- If approved, the proposed setback exception would reduce the setback to approximately zero feet, with the building expansion located on or near the property line.

Ryan Robinson said the Planning Commission should review the proposal and determine whether circumstances justify the reduced setback. Because the expansion extends into a common area owned collectively by businesses on the recorded plat, staff recommends requiring a written letter of consent from the property ownership group. This approval letter could be provided as part of the staff review during the building permit process, if the City Council grants final approval.

Greg Butterfield asked who the neighbor to the north is and if there has been any communication with them. He asked what is on the second floor and why they need a balcony.

Ryan Robinson said the main purpose is for a covering for the drive through area.

The Planning Commission asked if the canopy would go to the property line and Ryan Robinson said it would.

Larry Hilton, applicant, said when the building was built, this plan was proposed and there was no objection to it. He said we ended up not doing this project to save money. He said we would like to have a second access to that condominium because it went from one building to two. He said it would be helpful to have protection from inclement weather and to have usable access. He said this portion of the building was built as an apartment and they would like to make this area more usable.

Michelle Schirmer asked if the drive-thru is flush with the front of the building and Mr. Hilton said it is set back a little bit.

Mr. Hilton said they moved the banking portion of the building to the bank on the corner and would like to use this part of the building for residential. He said they still may take deliveries from Brinks or other deliveries. He said the residents would park on the east side of the building and walk around to the staircase.

Michelle Schirmer asked if there were ten feet from the property line to the stairs. Troy Slade said we normally don't allow the building to go to the property line. Ryan Robinson said the Alpine Fitness building got an exception for a smaller setback.

Larry Hilton said he would be open to design changes if necessary. He suggested taking out the solid wall and just use pillars.

Susan Whittenburg said there would be a solid wall right on the property line. Alan Macdonald said that would create an alleyway that might not be good.

**MOTION:** Planning Commission member Jeff Davis moved to recommend denying the requested side yard setback exception at 333 S Main Street, subject to the following:

1. Does not meet the setback.

John MacKay seconded the motion. There were 7 Ayes and 0 Nays (recorded below). The motion passed.

<u>Ayes:</u>	<u>Nays:</u>	<u>Excused</u>
Michelle Schirmer		
Jeff Davis		
John MacKay		
Troy Slade		
Susan Whittenburg		
Greg Butterfield		
Alan Macdonald		

#### **IV. COMMUNICATIONS**

Ryan Robinson said the Town Center Master Plan will be coming soon.

Alan Macdonald said we should not put anything on the agenda where someone wants us to advise them. He said that is not our role and puts us in an awkward position.

**V. APPROVAL OF PLANNING COMMISSION MINUTES:** September 16, 2025

**MOTION:** Planning Commissioner Susan Whittenburg moved to approve the minutes for September 16, 2025, as written.

Greg Butterfield seconded the motion. There were 7 Ayes and 0 Nays (recorded below). The motion passed.

**Ayes:**

Michelle Schirmer  
Troy Slade  
Jeff Davis  
John MacKay  
Susan Whittenburg  
Greg Butterfield  
Alan Macdonald

**Nays:****Excused:**

**MOTION:** Planning Commissioner Troy Slade moved to adjourn the meeting.

Susan Whittenburg seconded the motion. There were 7 Ayes and 0 Nays (recorded below). The motion passed.

**Ayes:**

Michelle Schirmer  
Troy Slade  
Jeff Davis  
John MacKay  
Susan Whittenburg  
Greg Butterfield  
Alan Macdonald

**Nays:****Excused**

The meeting was adjourned at 9:10 p.m.