

COMMISSIONERS PRESENT: Chairman Paul White, Vice Chairman Stephen Moss,
Commissioner Beth Thompson, Commissioner Marcus Wager
Commissioner Blake Broadhead and Commissioner Travis
Moesser (alternate)

COMMISSIONERS ABSENT: Commissioner Ryan Vaughn and Commissioner Jan Kerr

CITY STAFF PRESENT: City Administrator Bob Barnhill, Planning Secretary Tyra
Bischoff, Deputy Recorder Misty Moesser and Attorney Chris
Crockett

OTHERS PRESENT: None

ONLINE: None

ITEM 1: CALL TO ORDER AND OPENING CEREMONIES

Chairman White called the meeting to order at 7:02 PM.

A. Declare Conflict of Interest, if any

None.

ITEM 2: ACTION ITEMS

A. Public Hearing: Ordinance 26-B Omnibus Land Use Code Amendments

City Administrator Bob Barnhill presented the proposed code amendments to the Commission, explaining that the changes fell into several categories: required updates per state statute changes, updating references to reorganized state code sections, general cleanup items he had tracked over time, and suggested changes for discussion.

Mr. Barnhill walked through the amendments section by section, including:

1. Parcel boundary adjustments: Updated terminology to match state code's new "boundary adjustments" language and added requirements for plat amendments.
2. Definition of "design review": Added clarity that this refers to any administrative land use approval process, eliminating ambiguity in the code.
3. Flag lots: Proposed changing the maximum width of the access portion of a flag lot from 40 feet to 20 feet, to better reflect the original intent of flag lots opening up space in back areas rather than becoming a workaround for lots with insufficient frontage.

4. Neighborhood Commercial Zone: Proposed removing contradictory and outdated provisions specific to this zone that were confusing and sometimes conflicted with current practices.
5. ADUs: Discussed potentially setting a maximum square footage cap (suggested 2,000 sq ft) for accessory dwelling units rather than only limiting them to 40% of the primary dwelling size.
6. Garage setbacks: Clarified that the 25-foot setback applies to all garages (attached or detached) and is measured to the garage doors.
7. Multifamily setbacks: Added clarity about setbacks for interior streets and private roads in developments.
8. Tree definitions: Added specific size requirements (15 feet tall, 10 feet wide at maturity) to define what constitutes a "tree" for landscaping requirements, with allowances for columnar varieties.
9. Parking stall dimensions: Updated to comply with state law which now limits cities to requiring no more than 20 feet in length (down from 22 feet).
10. Streetlights: Simplified the process for reviewing streetlight plans as part of the regular review process.

Chairman White opened the Public Hearing.

The public hearing was opened at 7:31PM.

No public comments were made.

The public hearing was closed at 7:32PM.

The Commission discussed the potential impact of the flag lot changes, concerned that reducing the maximum width might be too restrictive. After discussion, the Commission agreed that 30 feet rather than the proposed 20 feet would be a better maximum width. A formatting error on the subscript on a garage setback was also noted.

MOTION: Commissioner Wager made a motion to recommend approval of Ordinance 26-B Omnibus Land Use Code Amendments with the changes noted above. Commissioner Moss seconded the motion.

Roll Call Vote:

Commissioner Broadhead, Yes
Commissioner Thompson, Yes
Commissioner Wager, Yes
Commissioner Moesser, Yes
Commissioner Moss, Yes
Commissioner White, Yes
Commissioner Vaughn, Absent
Commissioner Kerr, Absent

Motion Approved. 6 Yes, 0 No

ITEM 3: APPROVAL OF THE MINUTES

A. January 15, 2026, Regular Planning Meeting

MOTION: Commissioner Moesser made a motion to approve the minutes for the January 15, 2026, Planning Commission meeting. Commissioner Thompson seconded the motion.

Roll Call Vote:

Commissioner Broadhead, Yes
Commissioner Thompson, Yes
Commissioner Wager, Yes
Commissioner Moesser, Yes
Commissioner Moss, Yes
Commissioner White, Yes
Commissioner Vaughn, Absent
Commissioner Kerr, Absent

Motion Approved. 6 Yes, 0 No

ITEM 4: DISCUSSION

A. Development Agreement Priorities

The Commission continued their previous meeting's discussion about establishing priorities for development agreements. Key discussion points included:

1. Cemetery: Discussed using development agreements to acquire land for a cemetery, which Bob Barnhill confirmed was possible. He noted previous city surveys showed about two-thirds of respondents supported a cemetery.
2. Parks: Discussed being more strategic about park requests, suggesting:
 - Focusing on improvements to existing parks rather than creating new ones
 - Identifying specific areas that lack parks where new ones might be appropriate
 - Creating a list of specific improvements with cost estimates that developers could choose from
1. Open space preservation: Discussed the mechanisms for preserving orchards and other open spaces, including conservation easements and developer contributions to funds that could leverage state grants.
2. Process improvements: Discussed implementing a concept approval phase for development agreements and requiring developers to show side-by-side comparisons of what would be built under regular code versus with a development agreement.
3. Trail improvements: Discussed adding amenities along the path being developed, such as benches, lighting, and landscaping.

Mr. Barnhill agreed to draft a policy document incorporating these priorities for review at a future meeting. He suggested the policy could include geographic maps showing priority areas for parks, open space preservation, and other community needs. He also proposed creating an informal development review group to meet with developers earlier in the process before formal applications.

B. Future Projects

Mr. Barnhill suggested the Commission consider a future project to completely review and potentially overhaul the city's zoning regulations.

C. Report on past-approved Planning Commission Items

None.

D. Report from Commissioners regarding previous Council Meetings

None.

E. Make assignments for representative(s) to attend City Council (February 12th and 26th)

The commission made the following assignment for the upcoming city council meeting:

- February 12: Chairman White
- February 26: Commissioner Moesser

ITEM 5: TRAINING

A. Staff

City Attorney Chris Crockett provided training on the Open and Public Meetings Act.

ITEM 6: REVIEW NEXT ADGENDA AND ADJOURN

A. Items for February agenda (next meeting February 5, 2026)

No specific agenda items were identified other than continuing the development agreement priorities discussion.

B. Motion to Adjourn

Motion: Commissioner Wager made a motion to adjourn the meeting. Commissioner Thompson seconded.

All In Favor

The meeting was adjourned at 8:59PM.