



**Ballard Planning
Commission**

**Tuesday May 5th, 2026 @ 6:00 p.m.
Minutes**

Chairman
Joe Allred
Public Works Director
Ben Mower
Secretary/Recorder
Kaelyn Meyers/Tasha Crum
Secretary
Anissa McDonald

Board Members
Mark Redmond
Robin Moran
Steve Collins
Kay Burgess
Alternate

**Planning Commission Meeting
6 p.m.**

Item

A. CALL ZONING MEETING TO ORDER

Prayer and Pledge of Allegiance – Joe Allred

Welcome and Roll Call – Chairman Joe Allred welcomes all in attendance and called roll. Those in attendance were Board Members Mark Redmond, Robin Moran, Joe Allred, Kay Burgess and Steve Collins. Secretaries Kaelyn Meyers and Tasha Crum.

Public Attendees- Jeff Baker and Ben Allred were present in person, and Kendall Welch attended remotely via Microsoft Teams.

Conflicts of Interests -- *All Planning and Zoning Members who have a conflict with any item on the agenda please state concern.*

-No Conflicts were stated-

B. APPROVAL OF AGENDA

Motion made by Board Member Mark Redmond to approve agenda, 2nd by Board Member Robin Moran. All in favor.

YEA

NAY

Board Members

Joe Allred
Mark Redmond
Steve Collins
Kay Burgess
Robin Moran

C. APPROVAL OF PAST MINUTES

1. April 7, 2026

Motion made by Board Member Kay Burgess to approve the minutes of April 7, 2026, as written, 2nd by Board Member Steve Collins. All in favor.

YEA

NAY

Board Members

Joe Allred
Mark Redmond
Steve Collins
Kay Burgess
Robin Moran

D. NEW AGENDA ITEMS-

1. **PUBLIC HEARING- LANDUSE ORDINANCE AMENDMENT TITLE 15
APPROVAL**

Motion made by Board Member Steve Collins to close Regular Meeting and open Public Hearing, 2nd by Board Member Robin Moran. All in favor.

YEA NAY
Board Members
Joe Allred
Mark Redmond
Steve Collins
Kay Burgess
Robin Moran

Kendall Welch, with Jones & Demille, joined the meeting via Microsoft Teams to present the final revisions to Landuse Ordinance Title 15. She detailed the review process used to ensure the document is refined for technical accuracy and State compliance.

Motion made by Board Member Robin Moran to close Public Hearing and open Regular Meeting, 2nd by Board Member Mark Redmond. All in favor.

YEA NAY
Board Members
Joe Allred
Mark Redmond
Steve Collins
Kay Burgess
Robin Moran

Motion made by Board Member Mark Redmond to recommend approval of the Landuse Ordinance Amendment Title 15 to the City Council for adoption, 2nd by Board Member Kay Burgess. All in favor.

YEA NAY
Board Members
Joe Allred
Mark Redmond
Steve Collins
Kay Burgess
Robin Moran

2. PUBLIC HEARING- SUBDIVISION ORDINANCE AMENDMENT TITLE 14 APPROVAL

Motion made by Board Member Mark Redmond to close Regular Meeting and open Public Hearing, 2nd by Board Member Robin Moran. All in favor.

YEA NAY
Board Members
Joe Allred
Mark Redmond
Steve Collins
Kay Burgess
Robin Moran

Kendall Welch, with Jones & DeMille, joined the meeting via Microsoft Teams to present the final revisions to Subdivision Ordinance Amendment Title 14. She explained that she updated the terminology and procedures to reflect recent State Legislation. The Amendment also update all State Code references to match the Legislature's recent recodification.

Motion made by Board Member Mark Redmond to close Public Hearing and open Regular Meeting, 2nd by Board Member Robin Moran. All in favor.

YEA NAY
Board Members
Joe Allred
Mark Redmond

Steve Collins
Kay Burgess
Robin Moran

Motion made by Board Member Mark Redmond to recommend approval of the Subdivision Ordinance Title 14 to City Council, 2nd by Board Member Kay Burgess. All in favor.

<u>YEA</u>	<u>NAY</u>
Board Members	
Joe Allred	
Mark Redmond	
Steve Collins	
Kay Burgess	
Robin Moran	

3. PUBLIC HEARING- FEES & SCHEDULE AMENDMENT RESOLUTION

Motion made by Board Member Mark Redmond to close Regular Meeting and open Public Hearing, 2nd by Board Member Robin Moran. All in favor.

<u>YEA</u>	<u>NAY</u>
Board Members	
Joe Allred	
Mark Redmond	
Steve Collins	
Kay Burgess	
Robin Moran	

Kendall Welch, with Jones and DeMille, joined the meeting via Microsoft Teams to present the final revisions to Fees & Schedule amendment resolution. She explained the need to update the fee schedule to ensure fees correspond to each Landuse application type. She discusses the creation of an out-of-pocket account for Subdivision and site plan review to cover third-party review costs. Jeff Baker with Jones & DeMille mentioned the need for the out-of-pocket account to protect the City and ensure developers cover necessary costs.

Motion made by Board Member Mark Redmond to close Public Hearing and open Regular Meeting, 2nd by Board Member Robin Moran. All in favor.

<u>YEA</u>	<u>NAY</u>
Board Members	
Joe Allred	
Mark Redmond	
Steve Collins	
Kay Burgess	
Robin Moran	

Motion made by Board Member Mark Redmond to recommend approval of the fees & schedules to City Council, 2nd by Board Member Kay Burgess. All in favor.

<u>YEA</u>	<u>NAY</u>
Board Members	
Joe Allred	
Mark Redmond	
Steve Collins	
Kay Burgess	
Robin Moran	

4. MAP GIS DISCUSSION

Jeff Baker, with Jones & Demille, reported that he has prepared a proposal for consideration by the City Council, to be discussed this evening, to address the existence of multiple conflicting versions of the City's zoning map. The proposal would analyze the various

versions currently in use, work in coordination with the Board and the City Council to reconcile any discrepancies, and establish a single, officially adopted zoning map for the City. As part of this effort, the updated zoning map would be implemented in the City's GIS system. This will help the public by providing a single, clear, and easily accessible zoning map for reference.

5. PROPOSED ZONE CHANGE-Ben Allred

Ben Allred appeared before the Board to request rezoning of a five-acre parcel. He reported that, per the Board's direction at a prior meeting, he researched the history of the property and confirmed through maps and records that a similar rezoning process had previously been followed for the land.

E. RETURNED PAST AGENDA ITEMS-

Nothing to follow up on.

F. STANDARD PUBLIC COMMENTS-

No Comments.

G. FOLLOW-UP ON TABLED ITEMS –

Nothing to follow up on.

H. FOLLOW-UP ON PAST BOARD ASSIGNMENTS-

No past board assignments.

I. ZONING BOARD ADJOURN

Motion made by Board Member Mark Redmond to adjourn meeting at 7:10 pm, 2nd by Board Member Robin Moran. All in favor.

YEA

NAY

Board Members

Joe Allred

Mark Redmond

Steve Collins

Kay Burgess

Robin Moran

Chairman Joe Allred

Date

Secretary Tasha Crum

Date