MINUTES

Oakley City Planning Commission
Wednesday, September 30, 2020
Oakley City Hall - Electronic Meeting
Zoom Platform
7:00 pm

AGENDA

1. Call the meeting to order
2. Discussion: New Gannt Timeline
3. Discussion: Plan for information dissemination to public and format for public comment
4. Discussion: General Plan
5. Chairman Items
6. Planner Items
7. Adjourn

MINUTES

1. Call to order and roll call:

    a) Planning Commission: Chairman Zane Woolstenhulme; Commission Members: Doug Evans, Cliff Goldthorpe, Richard Bliss
    b) City Staff: Stephanie Woolstenhulme, City Planner
    c) Absent Commission Members: Jan Manning

2. Discussion: New Gannt Timeline

    Basic discussion of General Plan and what we are doing now. Timeline involves a public hearing with the planning commission for proposed general plan and maps, and then 2 weeks after that, a public hearing with the city council for the adoption of the general plan. Next step would be a discussion and division of work for the land use regulations rewrite to take place late October through November. Hope to have proposed land use regulations rewrite complete by December so that we would have a month for public hearings and revisions. This is the a timeframe, but we have to get it done if we want it done by the time the moritorium is up on Jan. 23rd 2021.
    Doug- Check with attorney and make sure what the approval process is and how much public notice we have to give. How many hearings are required? General Plan more flexible. Steph-emailed attorney and its pretty much the same protocol for any public hearing. A 10 day posting, both local and dispursed publication. He said one planning commission hearing and one city council hearing for approval. Most likely it will be more than that as it moves through the approval process. Not sure if each of them will require a public hearing but the initial proposal of them and hopefully the adoption at some point should be in the 10 day public hearing time frame.

Doug- What we want to do when giving public notice is to have the final draft on the web page and the maps for people to get to.
Zane-Tight timline. We have one more meeting to get through the general plan. Should be done with it before the 20th.
Stephanie-Next meeting, we need to set a plan as to when the public hearing will be because we will need to plan two weeks ahead for notice.

3. Discussion: Plan for information dissemination to public and format for public comment

Doug- Stephanie prepared a notice.
Stephanie- We need to have a plan for public information and a forum for public comment. Created a roguh draft to commisioners to determine if we want to put on Facebook, Instagram, mail chimp, website. What information commmisioners want on there for people to conatct them.
Zane-Link on website. Call it draft general plan information. Be sure to include note indicaing that this draft of the General Plan and maps are working documents and are subject to change at any time. If they have comment, respond to Stephanie via email so it is documented.
Doug agrees. Put posted draft in PDF format so it cant be messed around with.
Plan on that. Get it out on Facebook and other social media platforms and in a couple of weeks, hopefully, get working draft up on the website.

4. Discussion: General Plan

Discussion as to changes to proposed general plan.
Zane: Ran out of time tonight. Our goal next time on agenda is to get throught the rest of the general plan. Zane and Doug need to get together sometime next week and go through some things that were discussed tonight regarding grammatical changes.

5. Chairmen Items:

Zane-no other items

Planner Items:

Next meeting will be a public hearing for Audrey Estates subdivision on Millrace and conceptual discussion for parcel behind the Polar King (Stembridge parcel.)
Zane-Hopefully we can get a good hour in on general plan and get it wrapped up and put forward as a recomendation to the city council.

6. Meeting adjourned:

Zane declares the meeting adjourned

Minutes accepted as to form this 26 **day** Oct **of 2020.**

Zane Woolstenhulme, Commission Chair

Tristin Leavitt, City Treasurer