

MINUTES  
MOUNT VERNON PLANNING AND ZONING COMMISSION  
December 12, 2018

The Mount Vernon Planning and Zoning Commission met December 12, 2018 at Mount Vernon City Hall Council Chambers with the following members present: Truman Jordan, Jay Willems, Jenna Wischmeyer and Matt Nelson. Absent: Trude Elliott, Rich Hileman and Joan Burge. Also in attendance, Zoning Administrator, Heather Flynn, Matt Siders and Chad Sands from ECICOG. Meeting was called to order by Jordan at 6:32 p.m.

1. Approval of Agenda and October 10, 2018 minutes. These documents stand approved unless otherwise indicated by Commission members.
2. Open Forum: each citizen limited to 5 minutes per discussion item.
3. Discussion and possible action on revision of subdivision ordinance. Chad Sands provided commission members with a draft subdivision ordinance that included updates and changes from City staff and the City Engineer to date. All changes recommended by the City Engineer have been made and Sands recommended that the commission accept those changes as the engineer will be the prime user of this document. He will be meeting with City Staff and the City Engineer next week to finalize the document and will bring it back to Planning and Zoning for review in January. The most significant change in the document discussed at tonight's meeting had to do with the schedule/process on page 15, adding "or next regularly scheduled meeting" to both the PZ and Council dates. The words "with the consent of the subdivider" were also removed from the paragraph below that. All other changes were minor and made the document easier to use. Discussion will continue at the January meeting with a possible public hearing in February.
4. Zoning Administrator Report. Associate Planner, Heather Flynn, explained that the City is purchasing property near Bryant Park. In preparing the plat the City Engineer has determined that this will be a minor boundary change that will create two parcels and extend the road and utilities, thus creating a Major Subdivision. Flynn is asking for Planning and Zoning to hold a special meeting next week to discuss this and also waive the requirements and make it a Minor Subdivision, which does not require the extension of City services. The Minor Subdivision also has fewer schedule requirements. The hope is to close on the property before the end of the year. Willems made a motion to schedule a special meeting for December 20, 2018 at 6:00 p.m. to address the issue of a Minor Subdivision. Motion seconded by Wischmeyer. Carried all. Elliott, Hileman and Burge absent.

5. Old Business.

6. New Business.

Meeting adjourned at 8:05 p.m.

Respectfully submitted,  
Marsha Dewell  
Deputy Clerk