



## Townsend Planning Commission Minutes

**February 13, 2019**

**Meeting @7:00 PM**

### **7:00 pm – Planning Commission Meeting**

- I.** Call to Order - James R.
- II.** Opening Ceremonies
  - a. Roll Call
    - Present: James Reyes, Sheryl Rojas, Tom McDonald
    - Absent: Troy Geiger, Emily Seldomridge
  - b. Pledge of Allegiance
  - c. Visitor Acknowledgement
  - d. Announcements – none
- III.** Additions/Deletions to Published Agenda Minutes – Motion by James R to move to March meeting. items under IV meeting minutes - October, November, and December; VI – Discussion of Liaison; VII – update from Tricia Arndt; IX – Discussion year end report; X scheduling of Comprehensive plan review
  - a. Seconded by Sheryl R, motioned passed by all
- IV.** Approval of following Meeting – James R motion to approve January meeting, seconded Tom M. – passed all
  - a. *October 10, 2018 - postponed*
  - b. *November 14, 2018 - postponed*
  - c. *December 12, 2018 - postponed*
  - d. January 9, 2019
- V.** Follow up on new survey for 2019 (Council implementation) Sheryl R – reported that Lorraine has link and will post on web and is looking for box to collect surveys in office, Sheryl R will start looking for responses for the next meeting
- VI.** *Further Discussion of liaison between Council and Planning Commission - postponed*
- VII.** Discussion of possible internal review flowchart

Open discussion of Tom M. research of defining PC responsibility in a function doc. Chapter 22, chapter 3 & 7, Planning Commission Bylaws, an internal flowchart of the Planning Commission, and external flowchart of Council to PC to Council. Several questions about what are supposed to be reviewing and information needed. How is comprehensive plan affected? Zoning ordinances? Should we bring Lorraine into the mix as well. Tom M presented flowchart of external flowchart of how info should progress to PC and a flowchart for internal points for the PC to examine. Timelines need to be considered. 45-day limit somewhere in process, where is it and where does it start. Tom M. will distribute to Troy and Emily asking for feedback. He will then compile and redistribute within PC. Then we may forward to Lorraine under Land Use.

- VIII.** *Update of Troy's phone conversation with Tricia Arndt - postponed*
- IX.** *Discussion of year-end report to State - postponed*
  - a. *Status of previous State report action items*

- *Healthcare recommendations*
- *Additional Education Facilities*
- *Parks, Recreation, & Open space*
- *Other Community Needs and Services*
- *Storm Water Management*
- *Natural Resources Recommendations*
- *Pedestrian Network and Environment Recommendations*
- *Physical opportunities Recommendations*

- X.** *Discussion of Comprehensive Plan and possible scheduling for meetings - postponed*
- XI.** Citizens Comments & Participation – none available
- XII.** Adjournment – Tom M motion to adjourn, seconded by James R.

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TAM

posted

Planning Commission