

Minutes

THE TUTTLE PLANNING COMMISSION MEMBERS MET IN A PUBLIC MEETING ON **MARCH 6, 2023** AT 6:30 P.M. AT THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

MEMBERS PRESENT: BRAD TRAXLER, CHRIS STEHR AND JUDY PRESTON

MEMBERS ABSENT: TYLER KINCANNON AND RICHARD ROLISON

STAFF PRESENT: BRYAN BALENSEIFEN, AARON SLATTERY, AARON MCLEROY AND WENDY MARBLE

OTHERS PRESENT: ANNETTE LITTLEJOHN, CHARLES GARRETT, DRU MANEK, DAVID TRUELOVE AND OTHERS THAT DID NOT SIGN IN

CALL TO ORDER Traxler opened the meeting at 6:30 p.m.

ROLL CALL Marble called the roll and declared a quorum present

ORDER OF BUSINESS

1. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part of minutes from February 6, 2023, meeting.

Motion was made by Stehr, seconded by Preston to approve minutes from the February 6, 2023, meeting.

Motion carried as follows:

Aye: Preston, Stehr and Traxler

Nay: None

2. PUBLIC HEARING, DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part of **PC 2023-03** request by City Electric Supply for a Specific Use Permit for an electrical supply warehouse in the 5400 Block of E SH-37.

Manek presented City Electric Supply is a wholesale distributor for electrical supplies. Traxler asked if an average person can buy at this location. Manek stated, yes, a person could walk in and make a purchase but need to be qualified to buy.

Preston asked what the average day would look like. Manek stated hours are 7-5 Monday through Friday and 8 -11:30 Saturday. He stated an F-150 flatbed delivery truck will be in and out of the location throughout the day, 5 employees in the building and some wholesale or retail traffic.

Balenseifen presented this is zoned C-5 and requires Specific Use Permit. He stated it complies with the Ordinance, the fence plan has been received, there will be interior remodel, parking improvements including the owner may consider paving the private drive. Traxler asked if anything required of façade. Balensiefen stated it is not a requirement to be updated but could ask for that as part of the SUP. Balenseifen stated the applicant is meeting the code. McLeroy stated you can't recommend anything over and above code, but this is for your recommendations to the Council. You can ask for site plan, landscaping, or improvements to the gravel drive. Garrett said the fence was in the floodplain and they took it down and are putting it in the correct location. He stated they would like to use the floodplain area as a turnaround for trucks. Traxler asked if the fence was addressed. Balenseifen stated contractor yard fencing is in code and must be site proof.

Traxler opened the public hearing at 7:01p.m.

Traxler closed the public hearing at 7:01 p.m.

Preston asked about parking and Balenseifen stated it is adequate for the building. Preston asked if the gravel drive is adequate and Balenseifen stated you may ask for more information, a site plan or request plan for paving the gravel drive. Traxler asked if they would consider paving the drive. Preston asked that they pave the length of the parking lot. Slattery stated it is basically a private driveway not a street. Balenseifen stated it would be up to private drive owners to make any changes or upgrades. He stated the SUP could require that it be paved. Stehr asked that they asphalt to south end of parking lot. Garrett stated it is a possibility to pave that portion.

Motion was made by Preston, seconded by Stehr to approve PC 2023-03 request by City Electric Supply for a Specific Use Permit for an electrical supply warehouse in the 5400 Block of E SH-37 as amended contingent on plan to hard surface drive along length of concrete pad parking lot. Motion carried as follows:

Aye: Preston, Stehr and Traxler

Nay: None

3. DISCUSSION and RELATED CONSIDERATION updating the Planning Commission handbook with regard to the hearing process.

Balenseifen presented the handbook was adopted in 2018. In 2019 the commission approved the hearing process. He stated he would request this be changed to staff presents first then the applicant. Traxler stated the staff report first is a good idea.

Motion was made by Stehr, seconded by Preston to approve updating the Planning Commission handbook with regard to the hearing process.

Motion carried as follows:

Aye: Preston, Stehr and Traxler

Nay: None

ANNOUNCEMENT

1. Next meeting Monday, April 3, 2023, at 6:30 pm

NEW BUSINESS

ADJOURNMENT

Motion was made Preston, seconded by Stehr to adjourn the meeting at 8:07 p.m.

Motion carried as follows:

Aye: Preston, Stehr and Traxler

Nay: None

Attest:

City Clerk

Chairman