

Minutes

THE TUTTLE PLANNING COMMISSION MEMBERS MET IN A PUBLIC MEETING ON **JUNE 5, 2023** AT 6:30 P.M. AT THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

MEMBERS PRESENT: TYLER KINCANNON, CHRIS STEHR, JUDY PRESTON AND BRAD TRAXLER

MEMBERS ABSENT: RICHARD ROLISON

STAFF PRESENT: DANA SCHOENING, BRYAN BALENSEIFEN, AARON SLATTERY, AARON MCLEROY, WENDY MARBLE AND SEAN FAIRBAIRN

OTHERS PRESENT: JACQUELINE JONES, DAVID STINER 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 May 1, 2023, meeting.

Motion was made by Preston, seconded by Kincannon to approve minutes from the May 1, 2023, meeting.

Motion carried as follows:

Aye: Kincannon, Stehr, Preston and Traxler

Nay: None

2. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part of **PC 2023-09** approval of River Ridge Farms Final Plat

Jacqueline Jones presented 10 acres wanting to divide into two 5-acre lots. Balenseifen presented 10 acres split to two tracts and no rezoning, leave as A-1 agricultural.

Motion was made by Kincannon, seconded by Stehr to approve PC 2023-09 approval of River Ridge Farms Final Plat. Motion carried as follows:

Aye: Kincannon, Stehr, Preston and Traxler

Nay: None

3. 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 2023-16** request of Bryan Hogland to rezone from A1 to R1A/R1B at 4501 E Silver City Ridge

Balenseifen stated this is for rezoning.

Traxler opened the public hearing at 6:36 p.m.

Traxler closed the public hearing at 6:36 p.m.

Motion was made by Kincannon, seconded by Stehr to approve PC 2023-16 request of Bryan Hogland to rezone from A1 to R1A/R1B at 4501 E Silver City Ridge

Motion carried as follows:

Aye: Kincannon, Stehr, Preston and Traxler

Nay: None

4. 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 2023-17** amending Subdivision Regulations regarding subdivision water and sewer design standards

Balenseifen stated this is part of the lift station requirement that was amended last month with changes to section 70-71. Fairbairn presented simplified water system standards were added and revised and removed pipe materials.

Traxler opened the public hearing at 6:41 p.m.

Traxler closed the public hearing at 6:41 p.m.

Motion was made by Kincannon, seconded by Stehr to approve PC 2023-17 amending Subdivision Regulations regarding subdivision water and sewer design standards

Motion carried as follows:

Aye: Kincannon, Stehr, Preston and Traxler

Nay: None

5. DISCUSSION, CONSIDERATION and POSSIBLE ACTION, including, but not limited to, Approval, Denial, Amendment, Revision or Conditional Approval, in Whole or in Part of **PC 2023-11** amending the Subdivision Regulations regarding subdivision section line improvement requirements (remanded back to Planning commission from 5/15/2023 City Council meeting)

Schoening presented not much in the code about this. This would provide for improvements to section line roads. Council asked about cost to the developer. No recommendation is expected tonight, just asking to study and review, part one and part two, factor how much section line developer should improve and the impact fee cost. What should be the developer's responsibility. Should money be put aside for future improvements. Preston asked if the planning commission made an error. Schoening stated no, not an error. He stated staff was not ready because of questions from the council and needed to look at this in more detail.

Fairbairn presented information with maps and spreadsheet. He presented an example of cost for developers. Fairbairn stated the cost for the examples is approximately \$2,000 per lot. Traxler asked where this concept came from. Fairbairn stated this was developed from other communities and developed for our needs, with a formula for the cost. Kincannon asked how this would work for other developers that already improved roads. Fairbairn stated it would be a part of the capital improvement plan or used to improve the section line road in another direction or section. Preston asked how this would apply to current developments. Fairbairn stated it would apply to new developments going forward. Preston asked if this would pay for all improvements that are needed and Schoening stated the worst areas would be picked. Traxler stated we can't really tie the money to specific projects. Fairbairn stated this can be done in phases of the development. He presented three examples of calculations and recommended example one. Schoening stated there will be unknown factors because of not knowing how much road widening can be done due to utilities along the roadway. Schoening stated we need feedback about doing this in phases. Fairbairn stated this is tying the impact of development to a fee, whether it needs improvements currently. Kincannon stated he has concerns about not getting money from developers. Fairbairn stated the plat will not be approved until they pay, should collect as final plat fees. Traxler asked why we would charge if a developer never builds a home. Fairbairn stated water, sewer and streets are constructed in a development and will need to be maintained, whether they build homes or don't. McLeroy stated other communities' fees

are paid at the developer level and ours are paid at the builder level and homeowner level.

Schoening stated this is a reasonable plan, we should move ahead and refine this, and work on plan for developers to pay in phases, not all at once. Preston stated to go a step at a time in phases. Schoening asked if you prefer making improvements and banking some of the fees for the capital improvement plan. Slattery stated public works presents a yearly recommendation to the City council for street improvements. Schoening stated the funds can be used as a match for grants. McLeroy stated he likes the pay by phases for the number of lots approved. Schoening stated this would be using the first chart and dropping the other examples. He stated no action is required tonight.

Motion was made Kincannon, seconded by Preston to TABLE PC 2023-11 amending the Subdivision Regulations regarding subdivision section line improvement requirements.

Motion carried as follows:

Aye: Kincannon, Stehr. Preston and Traxler

Nay: None

ANNOUNCEMENT

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

Traxler and Preston announced they will not be able to attend the July 3, 2023 meeting.

NEW BUSINESS

ADJOURNMENT

Motion was made Kincannon, seconded by Preston to adjourn the meeting at 7:39 p.m.

Motion carried as follows:

Aye: Kincannon, Stehr. Preston and Traxler

Nay: None

Attest:

City Clerk

Chairman