



**Town of Timnath
Planning Commission
Regular Meeting Minutes
March 22, 2011
7:00 p.m.**

1. Call to Order

Chair Zachara called the meeting to order at 7:02 p.m.

a. Roll Call

Chair	Claudine Zachara.....	Y
Vice-Chair	Jan Lindeberg	Y
Commissioner	John Trenary	Y
Commissioner	Dick Weiderspon.....	Y
Commissioner	Carl Elliott	Y
Alternate Commissioner	Phil Goldstein	Y
Alternate Commissioner	John Stewart.....	N

Community Development Coordinator Linda Griess, Town Planner T.J. Dlubac, Town Engineer Don Taranto

2. Consent Agenda: Minutes

a. Minutes – Feb 22, 2010

Commissioner Trenary made a motion to accept the Feb 22, 2011 Minutes. Vice Chair Lindeberg seconded the motion. The approval of the minutes passes unanimously by voice vote.

3. Business and Discussion items:

Mayor Grossman-Belisle presented Planning Commissioner Carl Elliott with a plaque for his services that he has given to the Planning Commission; this is Carl's last official meeting.

a. Swearing in Appointed Planning Commissioners

Chair Zachara performed the swearing in of John Trenary, Dick Weiderspon, and Phil Goldstein for another 4 year commission. Alternate Commissioner Scott Taylor asked to be sworn in at the next meeting, he wanted to attend a meeting before committing to the Commissioners.

b. Planning Commission By-Laws

Town Planner Dlubac reviewed with the Commissioners, the discussion and dialogue from the Worksession on February 8, Staff addressed the many concerns and items brought up by amending the Bylaws to reflect that discussion.

A few of the key points were:

1. Revamp the Purpose Statement

- a. Staff has attempted to create more of a mission statement that encompasses the goal of the Planning Commission.

2. Add appropriate reference sections of the Home Rule Charter and Municipal Code.

3. Clarify the section pertaining to Quasi-Judicial Actions and Ex Parte Communication.

4. Clarify Section 5

- a. Upon review of this section, Staff reworded the Section to be "Chronic Absenteeism". The Section was divided up into two sub sections, the first of which defines chronic absenteeism and the second outlining the process to follow if a Commissioner meets the definition of Chronic Absenteeism.

UPDATE 03-14-11: The following revisions were made following the discussion at the February 22 Planning Commission meeting:

- 1. Article III, Section 1, Subsection 4 was added to clarify the process for when alternate members fulfill a vacancy of an appointed member.

Vice Chair Lindeberg made the motion to approve **Resolution 12, Series 2011, A RESOLUTION OF THE TIMNATH PLANNING COMMISSION APPROVING BYLAWS FOR THE TIMNATH PLANNING COMMISSION**. Commissioner Weiderspon seconded the motion. The Resolution was passed unanimously by roll call.

4. Reports:

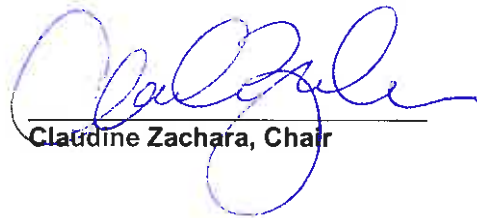
Town Planner Dlubac updated the Commissioner on a question from the last meeting regarding the lights on the pump house at the WalMart reservoir. The builder is looking at the lights and will make a change and report back to Town Planner Dlubac, they are looking at the wattage and also the color.

Town Planner Dlubac reported on the Open House that was held on the Parks, Recreation, Open Space and Trails Master Plan. The Open House had a good turn out with good feedback; and town staff will be meeting with the consultants next wk to review the plan and hopefully will be bring it back to the Commissioners sometime in April.

5. Adjournment

- a. Chair Zachara officially closed the meeting at 7:32 p.m.

**TOWN OF TIMNATH
PLANNING COMMISSION**



Claudine Zachara, Chair

ATTEST:



Linda Gress, Community Development Coordinator