



**Town of Timnath  
Planning Commission  
Regular Meeting Minutes  
Sept. 28, 2010  
7:00 p.m.**

**1. Call to Order**

Chair Zachara called the meeting to order at 7:00 p.m.

**a. Roll Call**

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

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

**2. Consent Agenda: Minutes**

**a. Minutes: Aug 24, 2010**

Commissioner Lindeberg made the motion to approve the **Minutes from the August 24, 2010 meeting**. Commissioner Weiderspon seconded the motion. The Minutes were passed unanimously by voice vote.

**3. Business and Discussion items:**

**a. H.E.L.P. International**

Town Planner Dlubac updated the Commissioners on the process involving HELP International and their site plan application submitted to the Town on July 19<sup>th</sup> indicated that the facility would store items such as clothes, hospital furniture, first aid supplies, canned goods, and other household items which would be shipped to a destination around the world. Based on the information provided, the principle use of the facility was classified as warehousing which is a permitted use within the I-1 District.

At a Town Council public meeting on Wednesday, September 15<sup>th</sup>, information was presented and discussed by the owner of HELP International, Jean Kaye-Wilson, which indicated that the previous classification of the use, as warehousing, does not accurately address the operations of the facility. Information was presented that previously manufactured items would be delivered to the facility and unpackaged, sorted, and stored in the facility for a period of time. These items would then be repackaged, separately from the original packaging the items were received in, into containers, crates, trailers, etc. to be shipped. It was also stated that the Alternative Sentencing Unit (ASU) is utilized to complete the packaging.

In light of this information, this activity is classified as packaging of products from previously prepared material. This use is allowed in the I-1 District as a Conditional Use; therefore, it must go through the appropriate approval process.

**Public Comments:**

Don Means representing HELP International on the usage issue stated that they do not have any problem with the new wording, as far as the site plan there are no new issues. Mr. Means stated timing is critical to get this project off and start building.

Jon Turner owner of the land/development area is questioning why this issue went to the Town Council? He is asking the Planning Commissioners to ask the question of Council why this issue went to them, he is requesting an up front answer to HELP's application. He believes procedure went out the door. Chair Zachara stated to Mr. Turner that the Planning Commissioners are a recommending body only and the Town Council can over ride any of their decisions.

**Commissioners Questions/Comments:**

Vice Chair Lindeberg asked if this is only a clarification of this application, Vice Chair has no issues with this group. The use of the word Packaging is why this conditional is being requested.

Chair Zachara asked that staff keep the Commissioners updated on this project.

Chair Zachara asked for a **motion to recommend approval of the conditional use application based on the Conditional Use Criteria set forth in Section 16.3.7.C.1-7**. The motion passed unanimously by voice vote.

**4. Reports:**

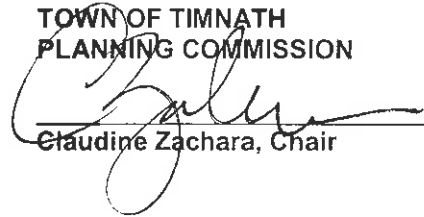
Town Planner Dlubac – updated the Commissioners on the Frye-pro project, owner Jeff Reynolds has withdrawn his application.

Chair Zachara asked what the status is on getting the 2 new replacement Commissioners, and was told that Staff is waiting on Councils recommendation to proceed.

**5. Adjournment**

a. Chair Zachara officially closed the meeting at 7:28 p.m. Commissioners unanimously voted to adjourn the meeting.

TOWN OF TIMNATH  
PLANNING COMMISSION



Claudine Zachara, Chair

ATTEST:



Linda Griess, Community Development Coordinator