



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING MINUTES

Monday, June 13, 2022 – 6 p.m. • Edgewood City Hall – 2224 104th Ave. E

Meeting Held Virtually via Zoom

1. **CALL TO ORDER:** Chair Overfield called meeting to order at 6:00 PM
 - A. **Commissioners Present:** Guillory; Overfield; Greene; Wagner; Ramirez; Pincas
 - B. **Commissioners Absent:** Slate
 - C. **Staff Members Present:** Darren Groth, CED Director
Emily Arteche, Planning Manager
Evan Hietpas, Associate Planner
Jeremy Metzler, Public Works Director
 - D. **Others Present:** Mayor Eidinger
Councilmember Day
Councilmember Tomy
2. **CONSENT AGENDA:** Chair Overfield requested to modify the May 9th meeting minutes to state that “Vice-Chair Pincas” requested the motion to approve the proposed code amendments under “Impact Fee Exemptions” public hearing. Ramirez motioned to APPROVE, as modified, Pincas seconded. Commission voted 6-0 to approve the Consent Agenda, as modified.
3. **CITIZEN COMMENTS:** None
4. **PUBLIC HEARINGS:** None
5. **ACTION ITEMS:**
 - A. Chair and Vice-Chair Appointments
 - i. Chair Overfield requested a motion to appoint herself as Chair and Commissioner Pincas as Vice Chair, as recommended by staff. Pincas motioned, Guillory seconded, Commissioners voted 6-0 in favor of the appointments.
6. **DISCUSSION ITEMS:**
 - A. **New Business:**
 - i. Land Use Table
 - Groth opened the discussion on the Land Use Table in relation to several topics (kennels use, Town Center mixed-use requirements, general staff recommendations)
 - Discussion ensued and the Commission expressed an interest in continuing discussion on the Land Use Table.
 - Staff will prepare documentation of their code update recommendations that may be considered by the Commission at future meetings.

ii. Development Review Processes

- Hietpas opened the discussion.
- Commissioners discussed the City’s development review processes. The comments focused on: 1.) Vast improvements made in past two years 2.) Site Plan design review applicability and submittal documents, and 3.) significant tree preservation review.
- In future meetings, the Commission will continue to discuss the City’s development review process.
- Separately, the Commission will review and discuss the City’s significant tree preservation regulations, under the agenda item “Tree Preservation”.

B. Old Business:

i. Development and Public Works Standards

- Metzler requested Commission’s input on sidewalks/ pedestrian walkways.
- The Commission expressed an interest in adopting a fee-in-lieu-of program that requires development not connected to an established sidewalk to pay into a fund that could be used to expand the City’s existing sidewalk network. For development that is adjacent to an existing sidewalk network, the developer should be required to install or improve sidewalks/ pedestrian pathways.
- Metzler request Commissioner’s input on overhead-to-underground utility conversion.
- The Commission did not provide specific direction on this issue at this time, and felt that it might be an issue that could be better addressed at the time of the City’s Comprehensive Plan update.

ii. Sewer Connection Requirements

- Metzler requested Commission’s input on three key topics:
 1. Sewer connection requirement related public sewer becoming available
 2. Allowance of on-site septic system (OSS) repair
 3. Focus of City-funded sewer expansion
- Discussion ensued. The Commission requested further discussion and staff’s recommendations on the issues in order to provide policy recommendations to City Council in the coming months.

iii. Town Center

- Hietpas opened the discussion, by summarizing the May 19th workshop and May 31st open house, as well as a brief discussion on the public survey results.
- Groth shared that the EDAB would like to hold a special joint meeting with the Planning Commission to discuss potential collaborative efforts for Town Center.

iv. 2022 Work Plan

- No discussion held on the 2022 Work Plan.

7. STAFF COMMENTS: None

8. COMMISSIONER COMMENTS: None

9. ADJOURN: Chair Overfield adjourned meeting at 8:48 PM.