



CITY OF EDGEWOOD

PLANNING COMMISSION MEETING MINUTES

Monday, June 14, 2021 – 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 6:03 PM
 - A. **Commissioners Present:** Guillory; Overfield; Greene; Wagner; Pincas; Ramirez; Slate
 - B. **Commissioners Absent:** None
 - C. **Staff Member(s) Present:** Emily Arteche, Planning Manager
Evan Hietpas, Associate Planner
Jeremy Metzler, Public Works Director
 - D. **Others Present:** Councilmember Tonym
Councilmember Wise
2. **CONSENT AGENDA:** Slate moved to APPROVE as presented, Guillory seconded.
Commission voted 7-0 to approve the Consent Agenda.
3. **CITIZEN COMMENTS:** None
4. **PUBLIC HEARINGS:**
 - A. Traffic Concurrency Management Code Amendment
 - i. Chair Overfield opened public hearing at 6:05.
 - ii. No public comment received.
 - iii. Chair Overfield closed public hearing at 6:06.
 - B. Traffic Impact Fees Code Amendment
 - i. Chair Overfield opened public hearing at 6:06.
 - ii. No public comment received.
 - iii. Chair Overfield closed public hearing at 6:08.
5. **NEW BUSINESS:**
 - A. **Action Items:**
 - i. Traffic Concurrency Management Code Amendment
 - a. Chair Overfield requested a motion to approve the code amendment, as presented.
 - b. Greene motioned to approve. Guillory seconded. Planning Commission voted 7-0 recommend approval of the code amendment, as presented.
 - ii. Traffic Impact Fees Code Amendment
 - a. Chair Overfield requested a motion to approve the code amendment, as presented.
 - b. Guillory motioned to approve. Pincas seconded. Planning Commission voted 7-0 recommend approval of the code amendment, as presented.

B. Discussion Items:

i. Town Center

- a. Hietpas opened the discussion.
- b. Commission and city staff discussed the anticipated efforts related to the development of a Town Center subarea plan in the coming months.

ii. Street Light Standards

- a. Hietpas briefed the Commission on city staff's efforts related to the adoption of street light standard regulations.

iii. Development and Public Works Standards

- a. Arteché and Metzler presented a proposed code modification related to streetscape requirements, to be adopted at a later date.
- b. Commission and city staff discussed the proposed code modification.

iv. Sewer Plan Update

- a. Metzler briefed the Commission that the City Council will be updating the City's Sewer Plan, related to higher density zoning boundaries.

v. Reappointments

- a. Hietpas and Arteché recommended that Positions 4-7 should be re-appointed to serve another two (2) year term on the City's Planning Commission.
- b. All four (4) Commissioners agreed to serving another term.
- c. Chair and Vice Chair selections will made at the July meeting.

vi. Planning Commission Handbook

- a. Hietpas and Arteché introduced the new "Planning Commission Handbook". The handbook includes important information to help Commissioners be successful in their role and educate the public on the importance of what the Planning Commission does.
- b. Discussion ensued.

vii. 2021 Work Plan

- a. Commission and city staff discussed various Work Plan items.

6. **STAFF COMMENTS:** Hietpas introduced the City's new public engagement program, the "Edgewood Experience". This program will allow five (5) local high students to work with city staff members for six weeks in the summer to learn about what local municipalities do to serve a community, explore careers in public service, and explain how to become active community leaders.

7. **COMMISSIONER COMMENTS:** None

8. **ADJOURN:** Chair Overfield adjourned meeting at 7:31 PM.