

CITY OF FRANKFORT

City Plan Commission

May 26, 2021

The Frankfort City Plan Commission met at a regular meeting on May 26, 2021 at 5:30PM. The following action was taken:

President Mark Mills was present and led the board in the Pledge of Allegiance.

Upon roll call, the following members were present: Megan Sheets, Isac Chavez, Kevin Catron, Mark Mills, Mike Nichols, and Larry Mosier. Not present: Greg Patchett. Staff members present: Ashlee Bassett (secretary) and Don Stock (Zoning Administrator).

MINUTES: Minutes from the April 14, 2021 special meeting were presented for review.

Motion: Approve minutes as presented.

Motion made by: Isac Chavez

Second: Larry Mosier

Roll Call:

- Yay- Megan Sheets, Isac Chavez, Kevin Catron, Mark Mills, Mike Nichols, Larry Mosier

NEW BUSINESS: Agenda Item No IV- approval of forms. Don Stock presents BZA and City Plan Application Packet. Don notes that by ordinance, these forms must be approved prior to use. He also says that this packet was non-existent before and thanks Liz Stitzel for her help in generating these forms. Don explains the application process and how this form will be used: they are required to be completed three weeks prior to Hearing Date in order to ensure that Notices are sent out to the newspaper and property owners. These forms alleviate a lot of stress on the Building Services office. Don notes that there will be another application coming before the board in a few weeks specifically for Development Plans. He also says that these forms will need to be updated when the new Unified Development Ordinance is approved. President Mills notes that you could separate the various types of requests. Don says that could be looked at when the new UDO's are adopted. President Mills also notes that a box for "rezoning" may need to be added to the application. He also notes that this will put the responsibility back on to the petitioner to make sure that the notices are sent out timely. He states these forms may need to be approved as temporary since they will change once the UDO's are adopted. Don asks if the rezoning/ subdivision/ development plans should all be separate. President Mills notes that it could be all put on one but generally they are separate. Larry asks if the other offices have been notified of these form changes. Don says yes. President Mills notes that the Surveyor's office in particular is used to using these. Megan notes that on City Plan Application Packet, the "P" in property is non-existent. Don says that will be fixed. President Mills calls for further discussion. None heard.

Motion: Approve as presented.

Motion made by: Mike Nichols

Second: Megan Sheets

Roll Call:

- Yay- Megan Sheets, Isac Chavez, Kevin Catron, Mark Mills, Mike Nichols, Larry Mosier

OTHER BUSINESS:

Don Stock notes that the Comprehensive Plan may be updated by CPC recommends updating in the coming months. Some discussion was had regarding updates.

Mike Nichols asks about old Riley School property. Don says that the outline of parcels is already listed in Beacon. Don notes there is an alley that runs from Williams Rd to Coulter St and that is where the garage entrances/ trash pick-up will be. Don notes that it will appear before the board for a re-plat. President Mills says that it would need to be rezoned prior to the re-plat. He also notes that if the UDO was already adopted, there would be no need for a rezone since the "parks" base zoning district would be non-existent.

With no further business Larry Mosier motioned to adjourn the meeting, seconded by Megan Sheets. Unanimous voice vote was heard. Meeting adjourned.

Minute's summary typed by Ashlee Bassett.

Respectfully submitted,

Ashlee Bassett

APPROVED JUNE 23, 2021