

1. **ROLL CALL**

The Planning Commission meeting was called to order at 5 PM by Jana McCarron, Planning and Development Director, with the following members present: Harley Macklin, Todd Carr, Mark Woleslagel, Tom Hornbeck, Terry Bisbee, Robert Obermite, and Darryl Peterson. Ken Peirce and Janet Hamilton were absent. Staff present were Jana McCarron, Director of Planning and Development; Casey Jones, Senior Planner; and Stephanie Stewart, Planning Technician.

Since neither the Chairperson nor the Vice-Chairperson were present at the commencement of the meeting, Obermite nominated Bisbee to serve as acting chair, seconded by Woleslagel, passed unanimously.

2. **APPROVAL OF MINUTES**

The minutes of the July 19, 2016, meeting were approved on a motion by Carr, seconded by Peterson, passed unanimously.

3. **CORRESPONDENCE & STAFF REPORTS**

The documents and staff reports were accepted into the official record on a motion by Macklin, seconded by Woleslagel, passed unanimously.

4. **NEW BUSINESS**

4a. **16-CTY-02: Hutchinson Area of Influence (Designated Notification Area).**

McCarron explained to the Commission that the County had approached the City asking if they would be interested in designating an area of influence for future development. City staff then came together and discussed what areas the City would be interested in receiving notifications of proposed development. The final map was taken to the County for comments. Discussion ensued.

Hamilton arrived at 5:07.

A recommendation for approval to the City Council of a map establishing an Area of Influence Notification in portions of Reno County located near the City with an emphasis on timely notification by the County for Planning Commission review was made on a motion by Hornbeck, seconded by Woleslagel, passed unanimously.

4b. **Study Session: 16-ZA-07: Proposed Wireless Communication Facility Ordinance**

(The public hearing will be September 6, 2016)

Jones explained the draft proposal to amend the current Wireless Communication Facility Ordinance per changes to the State Statute. Staff is proposing to no longer require conditional use permits for wireless communication facilities and make them administration reviews. Discussion ensued.

4c. **2016 Planning Commissioner Training**

- 1) Module 4: Conflict of Interest – City Attorney, Paul Brown, was unavailable for tonight's meeting so it was postponed.
- 2) Module 10: Subdivisions - complete

5. **UPCOMING CASES**

5a. **16-ZA-08: Rezone from C-4 Special Commercial District and TA Transitional Ag Rural District to I-2 Industrial District by Keith Bauer, for Sun Valley, Inc. Truck Shop for equipment, outside repairs and parking.**

Jones informed the commission on the upcoming case and the location.

6. **ANNOUNCEMENTS**

6a. **2017-2037 Comprehensive Plan**

McCarron stated the first section drafts will be brought to the Commission starting September 20, 2016. She recommended taking the survey if they have not.

7. **OPEN COMMENTS FROM THE AUDIENCE** – None.

8. **ADJOURNMENT** – The meeting adjourned at 6:00 PM.

Respectfully Submitted,
Stephanie Stewart, Planning Technician

Approved this 6th day of September, 2016.

Attest: 
Casey A. Jones, AICP, CFM, Senior Planner