



PLANNING COMMISSION – RECORD OF PROCEEDINGS

MARCH 21, 2023

CALL TO ORDER

The Regular Meeting of the Elizabeth Planning Commission was called to order on Tuesday, March 21, 2023, at 6:33 PM by Chair Jenny Case.

ROLL CALL

Present were Chair Jenny Case, Vice Chair Amy Schmidt, and Commissioners Julie Uhernik, George Fick, Rob Porter, and Ed Beard. Commissioner Greg Lindbloom was not present. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Planner/Project Manager Alexandra Cramer, Deputy Town Clerk Harmony Malakowski, and Community Development Administrative Assistant Dianna Hiatt.

AGENDA CHANGES

No agenda changes from staff.

No agenda changes by the Commissioners.

UNSCHEDULED PUBLIC COMMENT

No Unscheduled Public Comment.

CONSENT AGENDA

1. Minutes of the Special Meeting of March 7, 2023

Motion by Vice Chair Schmidt, seconded by Commissioner Uhernik, to approve the Consent Agenda as presented.

The vote of those Commissioners present was unanimously in favor. Motion carried.

NEW BUSINESS

2. Discussion regarding Elizabeth Municipal Code Updates

Direction was provided to Staff regarding Use by Special Review yearly review requirements.



TOWN OF ELIZABETH

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3. Discussion regarding Staff reports

The Commissioners provided direction to Staff.

4. Discussion regarding American Planning Association – Planning Commissioner Training Series – Comprehensive Plans

Discussion followed regarding the Comprehensive Plan.

STAFF REPORT

- Mr. Higgins provided updates on upcoming training opportunities.
- Mr. Higgins provided updates on upcoming joint workshops with the Board of Trustees.
- Olde Town Traffic Study will be presented to the Board of Trustees on April 11, 2023.
- Approval of streetscape cross sections are on hold until after the Board of Trustees have their workshop with the Main Street Board of Directors.
- Mr. Higgins told the Commissioners that the Board of Trustees upheld the Planning Commission recommendations to allow the updates to Pine Ridge Crossing and Walnut Grove.

COMMISSIONER REPORTS

- Vice Chair Schmidt had a question regarding Planning Commissioners voicing public comment at meetings as a citizen.

ADJOURNMENT

Motion by Commissioner Fick, seconded by Vice Chair Schmidt, to adjourn the meeting at 8:06 p.m. The vote of those Commissioners present was unanimously in favor. Motion carried.

Amy S. Schmidt
Chair Jenny Case
Vice Chair Amy Schmidt

Michelle M. Oeser
Town Clerk Michelle Oeser

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