

AGENDA

Eau Claire County

• PLANNING & DEVELOPMENT COMMITTEE •

Date: Tuesday, June 8, 2021

Time: 7:00 p.m.

*Event link below can be used to connect to meeting and interact (by the chair) from computer or through the WebEx Meeting smartphone app.

Join WebEx Meeting: <https://eauclairecounty.webex.com> Meeting ID: **145 661 4940** Password: **h4BtE62phPW**

*Meeting audio can be listened to using this Audio conference dial in information.

Audio conference: 1-415-655-0001 Access Code: **1456614940##**

For those wishing to make public comment, you must e-mail Rod Eslinger at Rod.Eslinger@co.eau-claire.wi.us at least 30 minutes prior to the start of the meeting. You will be called on during the public comment period to make your comments.

**Please mute personal devices upon entry*

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment **(15 minute maximum)**
4. Regan Watts, Recycling & Sustainability Coordinator – Introduction / Discussion
5. Department Draft 2022 Fee Amendments / Discussion - Action **PAGE 2**
6. **Proposed Resolution: File No. 21-22/020** “Supporting Eau Claire County Joining the Wisconsin Local Government Climate Coalition” / Discussion – Action **PAGES 3 - 4**
7. 2022 Budget Guidelines and Timeline Review / Discussion **PAGES 6 - 8**
8. Oral Report Zoning Code (Title 18) Update / Discussion
9. Review/Approval of May 25, 2021 Meeting Minutes / Discussion – Action **PAGES 9 - 14**
10. Proposed Future Agenda Items / Discussion
 - a. Next scheduled meeting – June 22, 2021
11. Adjourn

FEE CHANGE

Department:		Planning and Development			
Contact Person:		Jared Grande			
(Phone):		715-829-7175			
Effective Date:		1-Jan-22			
County Code Section List Chronologically	Current Fee Amount	New or Revised Fee Amount	Reason For Change	Anticipated or Increased Annual Revenue	Governing Committee Vote and Date of Approval
4.30.080 A. 4.	\$6.00		Remove fee - not used by department	-	
4.30.080 A. 3.	\$0.25		Remove #3. not used by department	-	
4.30.080 B			Remove "on CD-ROM-DVD".	-	
4.35.180			Strike "town" in second sentence and replace with municipality.	-	
4.35.180 A.	\$10.00		Create section to add \$10 per unit fee	-	
4.35.090.(N.)(2.);	-	-	retitle "Conditional use/Variance/Appeals; consolidate language / reduce code language	-\$55.00	
4.35.090.(N.)(3.)		Paid fee minus \$75 Processing fee \$275 Administrative fee \$ 25 Vendor fee \$75 Mapping fee	correct mapping fee refund to reflect mapping fee	-\$10.00	
4.35.090.(N.)(4.)	-	-	remove entire section with consolidation to conditional use ; consolidate language / reduce code language	-	
4.35.090.(O.)(1.)(a.)	-	-	add (a.) below(1.) as this is a sub under the "Special Events" category; correct / adjust language	-	
4.35.090.(O.)(1.)(b.)	-	-	add (b.) below(1.) as this is a sub under the "Special Events" category; correct / adjust language	-	
4.35.092(9.)	Paid fee minus 55	\$0.00	remove entire line; adjusting structure of refund fee	-\$55.00	
4.35.092(9.)(a.) Land use	\$0.00	Paid fee minus \$55	adjusting structure of refund	-\$375.00	
4.35.092(9.)(b.) Conditional use/ Variance/ Appeals	\$0.00	Paid fee minus \$75 Processing fee \$275 Administrative fee \$ 25 Vendor fee		-\$375.00	
4.35.092(9.)(c.) Rezoning	\$0.00	Paid fee minus \$75 Processing fee \$275 Administrative fee \$ 25 Vendor fee \$75.00 Mapping fee	correct mapping fee refund to reflect mapping fee	-\$450.00	
4.35.095(E.) Refunds	-	-	provide avenue for refunds		
4.35.095(E.)(1.) Land Use	\$0.00	Paide fee minus \$55.00	codify refunds	-\$55.00	
4.35.095(E.)(2.) Conditional Use/ Variances/ Appeals		Paid fee minus \$75 Processing fee \$275 Administrative fee \$ 25 Vendor fee	correct / adjust language	-\$375.00	
15.01.110(A.)(9.)	\$39.00	\$40.00	adjust for cost of operation	\$100.00	
15.01.110(A.)(11.)	\$39.00	\$40.00	adjust for cost of operation	\$100.00	

FACT SHEET

TO FILE NO. 21-22/020

This resolution is to support joining a network of other Wisconsin city and county municipalities who have made similar carbon reduction and renewable energy goals as Eau Claire County. The Wisconsin Local Government Climate Coalition (WLGCC) advocates for a variety of initiatives that will be instrumental in the county being able to move forward and achieve Resolution 19-20/003, which set a goal for the county to be carbon neutral and run on 100% renewable energy by 2050. Joining the WLGCC will allow the county to collaborate and learn from other local governments. It will also allow the county to be active in advocating State policy in the areas of energy efficiency, renewable energy, clean energy workforce development, and many other areas that will help the county meet the goals of Resolution 19-20/003. Joining the WLGCC is free and will serve as a valuable resource.

Fiscal Impact: None

Respectfully Submitted,

Regan Watts
Recycling & Sustainability Coordinator

2
3 RESOLUTION SUPPORTING EAU CLAIRE COUNTY JOINING THE WISCONSIN LOCAL
4 GOVERNMENT CLIMATE COALITION (WLGCC)

5
6 WHEREAS, Eau Claire County has cause for concern regarding the negative impacts of
7 climate change on greater society and within the local community insofar as climate change
8 increases the risk of flooding, extreme weather, public infrastructure damage, and economic loss;
9 and

10
11 WHEREAS, addressing and mitigating the major contributing factors, such as the
12 burning of fossil fuels, is imperative to slow climate change and protect the public welfare; and

13
14 WHEREAS, the Eau County Board of Supervisors adopted resolution 19-20/003 on April
15 16, 2019, establishing goals of 100% renewable energy and carbon neutrality by the year 2050;
16 and

17
18 WHEREAS, the State of Wisconsin has a goal of 100% carbon-free electricity by 2050,
19 and local governments are important actors to help implement the State’s goal and Clean Energy
20 Plan; and

21
22 WHEREAS, the Wisconsin Local Government Climate Coalition (WLGCC) is
23 comprised of local governments that work together to seek low-carbon and clean energy
24 solutions, and members recognize that climate change poses severe risks to communities and that
25 the worst effects of climate change cannot be avoided without effective State policy; and

26
27 WHEREAS, WLGCC supports the following:

- 28
29 1. Increased State and Federal funding for energy efficiency, renewable energy,
30 electrification of transportation and buildings, and advanced technology and research
31 development solutions.
32 2. State policies and laws that enable local governments and others to implement such
33 actions to grow the clean energy workforce.
34 3. A State plan to retire coal plants no later than 2040.
35 4. Choices and universal access to clean energy to reduce cost and participation barriers.
36 5. Smart growth development policies and funding to reduce vehicle miles traveled and to
37 preserve natural resources, including agricultural, forestry, and recreational lands; and

38
39 WHEREAS, there is no cost to becoming a WLGCC member; and

40
41 WHEREAS, Eau Claire County shares the goals of the WLGCC.

42
43 NOW THEREFORE BE IT RESOLVED, that the Eau Claire County Board of Supervisors
44 support Eau Claire County joining the Wisconsin Local Government Climate Coalition and will
45 contribute to sustaining its advocacy efforts through filing joint public comments that relate to
46 the county’s greenhouse gas reduction goals.

1 BE IT FURTHER RESOLVED, that the Eau Claire County Recycling & Sustainability
2 Coordinator is authorized to comment or intervene on behalf of the County in contested rate
3 cases, dockets, investigations, and other proceedings before the Wisconsin Public Service
4 Commission that relate to the Eau Claire County carbon reduction goals.
5
6

7 I hereby certify that the foregoing
8 correctly represents the action of the
9 Committee on Planning & Development on
10 June 8, 2021, by a vote of ____ for, and ____
11 against.
12
13

14 _____
15 Gary G. Gibson, Chair
16 Committee on Planning & Development
17
18
19



memo

To: Eau Claire County Board of Supervisors
Eau Claire County Department Heads

From: Kathryn Schauf, County Administrator

Date: June 1, 2021

Re: Eau Claire County 2022 Budget Guidelines

As we approach the time of year where we are pulling together our estimates for budgetary purposes, I would ask that our Department Head team take time to reflect on the future state of what we provide for service and how we provide that service. COVID provided each of us with a crash course in walking through disruption. Through that learning we found that we could expand our use of technology and online resources to provide the community we serve with easier to access and streamlined service. Each of us should be looking beyond the status-quo to ascertain what changes will lead to better future outcomes. It challenges every member of the county team – whether employee or elected official to think differently about how we provide service and where we want to invest.

The State of Wisconsin continues to limit the levy increase in property taxes to be solely based on percentage of net new construction. We have seen growth in our area, and sales tax has performed better than anticipated. The challenge once again is to think differently about the way we accomplish our work. We are looking to have departments design budgets that hold levy increases as close to zero as possible. We also need to go into this budget cycle with the “What” and “How” being foremost in our thinking. What are we providing and how? How do those line up with the strategic policy direction provided by the board? A budget is a dialog about these issues – not just a math problem.

- A 1.5% COLA plus the annual step increase will be a part of the budget.
- We will build a reduction in HSA dollars of 25% into the budget to reduce the overall burden of cost to provide health insurance. The initial communication to our team was incorporated in the budget last year and we will revisit this as we move forward in the budget process.
- The cost for health insurance continues to rise. Based on the preliminary analysis, expect to see an increase in the overall cost-to-continue for health insurance of around 15%. The increase in our premium renewal alone based on our continued high medical loss ratio is estimated to be 25%. We are working to mitigate this overall increase through multiple channels.



GUIDELINES:

1. Departments are encouraged to look for alternative funding and revenue streams for programs. Cooperative partnerships, cost saving programs with other departments, outside agencies or other counties will continue to be given high priority. Innovative program proposals within existing funding, cost saving prevention programs or programs that generate new revenue will also be given high priority.
2. Crafting budgets if additional personnel are being considered will require identifying the revenue from sources other than levy, or repurposing levy from other line items in prior years. Any position changes, regardless of funding source, should be explained in detail including an explanation of how it is a necessary (critical) addition to the department. If positions that were included on the bridge plan are being brought back for consideration you will need to identify funding for those positions within existing limits.
3. Departments must include a list of revenue sources, other than county levy, with expected revenue amounts. Changes in revenue from the prior year must be clearly identified and explained. Revenue assumptions are a key discussion point. Our worksheets will incorporate room for additional narrative on revenue changes.
4. County user fees shall be reviewed for potential increases commensurate with the increased cost of doing business. The review of fee schedules should include analysis of cost recovery for services. All user fee recommendations approved by oversight committees are due to the County Administrator's office by August 20, 2021.
5. Department budget proposals, (financial portion) with supporting documentation, shall be submitted electronically to the Finance Director by June 25, 2021.

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kathryn.schauf@co.eau-claire.wi.us • www.co.eau-claire.wi.us

Date	Event	Month	Finance Dept	HR Dept.	Administrator	Dept. Head	Oversight Com.	F&B Com.	County Board
May 17-28	May 17-28 - Review and prioritize Capital requests	May	X		X				
May 18	May 18 - Review final budget templates with Finance User Group		X			X			
May 21	May 21 - Finalize on Health Insurance budget strategy/rates		X	X					
May 21	May 21 -Budget Guidance message delivered				X			X	
May 26	May 26 - Finalize budget package and forms		X						
June 1	June 1 - Distribute Budget Forms to Departments	June	X						
June 4	June 4 - Publish preliminary allocations to departments; Audit, Insurance, etc.		X						
June 11	June 11 - Finalize Capital Improvement Plan (CIP) Administrator Recommendation		X		X				
June 1-23	June 1-23 - Finalize preliminary health insurance rates and impact		X	X	X				
June 15	June 15 - Introduce draft capital plan with Board		X						X
June 18	June 18 - Distribute budget request form/guidance to outside agencies	July	X						
June 25	June 25 - Complete budget packages due to Finance					X			
July 1-July 31	July 1 - 31 - Joint Committee Budget Review Sessions		X		X	X	X	X	
July 6-23	July 6-23 - Public input sessions		X		X			X	
July 12-23	July 12-23 - Department Budget Peer Reviews					X			
July 13	July 13 - Community agency requests due to Finance	X							
July 20	July 20 - Review with the Board the preliminary departmental submissions	X						X	
July 26	July 26 - DOR releases exempt computer aid and shared revenue estimates	X							
July 30	July 30 - DOR releases preliminary net new construction estimate	X							
Aug 1 - 13	Aug 1 - 13 - Joint Committee Budget Review Sessions	August	X		X	X	X	X	
Aug 2-13	Aug 12-16 - Review City-County Health Dept.and Comm Center budgets with the City		X		X				
Aug 16	Aug 16 - DOR releases property tax aid estimate		X						
Aug 20	Aug 20 - Updated department budget submissions due to Finance		X				X		
Aug 20	Aug 20 - Final revised user fee structure due to Administrator						X		
Sept 1-30	Sept 1-30 - Prepare Administrator Recommendation Book	September	X		X				
Sept 13	Sept 13 - Review final user fee schedule with Finance & Budget committee		X					X	
Sept 17	Sept 17 - Review new positions request with Committee on Human Resources		X		X			X	
Sept 21	Sept 21 - Board approval of Finance & Budget Committee user fee recommendation								X
Sept 26-28	Sept 26-28 - WCA conference								X
Sept 30	Sept 30 - Review Administrator Recommendation with Dept. Head group			X	X				
Oct 1	Oct 1 - Administrator Recommended Budget Distributed to the County Board	October	X						X
Oct 5	Oct 5 -Administrator Budget Presentation to the County Board				X				X
Oct 15	Oct 15 - Publication of the Public Hearing Session for November 2-3		X						
Oct 19	Oct 19 - Public Budget Input Session at the Regular Board meeting								X
Oct 27	Oct 27 - Budget amendment forms due to the Administrator								X
Nov 2-3	Nov 2-3 - Public hearing and deliberation on the proposed 2022 budget	November							X

MINUTES

Eau Claire County

• PLANNING & DEVELOPMENT COMMITTEE •

Date: Tuesday, May 25, 2021

Time: 7:00 p.m.

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Join WebEx Meeting: <https://eauclairecounty.webex.com> Meeting ID: 145 330 0228 Password: 84K6EbNRwMn

*Meeting audio can be listened to using this Audio conference dial in information.

Audio conference: 1-415-655-0001 Access Code: 1453300228##

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**Please mute personal devices upon entry*

Members Present: Gary Gibson Robin Leary Nancy Coffey James A. Dunning Dane Zook

Members Absent:

Ex officio Present:

Staff Present: Rodney Eslinger, Matt Michels, Jared Grande, Ben Bublitz, Liz Fagen

1. Call to Order and confirmation of meeting notice

Chairperson Gibson called the meeting to order at 7 pm and confirmed that the meeting was properly noticed.

2. Roll Call

Chairperson Gibson – present, Supervisor Leary – present, Supervisor Coffey – present, Supervisor Dunning – present, Supervisor Zook – present.

3. Public Comment **(15 minute maximum)**

None

4. Public Hearings

- a. **Proposed Ordinance: File No. 21-22/007** “Amending the 1982 Zoning District Boundary Map for Town of Lincoln” (Mary, Joseph, Gretchen & Joyce Hoffman) / Discussion – Action

Matt Michels, Senior Planner for Eau Claire County, presented the staff report to the committee. He indicated the petitioner is requesting to amend the zoning of the current property from A-2 and the AP Districts to the A3 District to allow division of the existing cabin and outbuildings on 5 acres from the remainder of the property. Mr. Michels gave the location of the proposed site within the Town of Lincoln. Matt reviewed an aerial map, site plan, the current zoning and planning designations, and adjacent land uses.

Matt reviewed staff findings with the committee and gave his recommendation to approve the rezoning. He noted that the town board met on May 10, 2021, and recommended approval of the request on a vote of 3-0.

Joe Hoffman, joint property owner, spoke in favor of the request. He clarified for the committee the purpose of the rezoning petition that he and his family want to separate the cabin from the acreage.

No one else spoke in favor or against the request.

ACTION: Motion by Nancy Coffey to approve the Proposed Ordinance: File No. 21-22/007. Motion carried on a roll vote of 5-0-0.

b. **Proposed Ordinance: File No. 21-22/008** “Amending the 1982 Zoning District Boundary Map for Town of Brunswick” (Donald Jaquish/Jerry Ripley) / Discussion – Action

Matt Michels, Senior Planner for Eau Claire County, presented the staff report to the committee. He gave the location of the proposed site within the Town of Brunswick. Matt reviewed an aerial map, site plan, the current zoning and planning designations, and adjacent land uses. He indicated the petitioner is requesting to amend the zoning of the current property from AP District to the A3, Agriculture District for the purpose of establish a commercial grain drying, cleaning, and storage facility and corn hybrid research facility onsite.

Matt reviewed staff findings with the committee and gave his recommendation to approve the rezoning. He noted that the town board met on January 12th and recommended approval of the request on a vote of 3-0.

Jerry Ripley, of Ayres Associates agent for the property owner, spoke in favor of the request. He verified that the purpose of the rezoning is for a grain storage facility along with a research facility for seed production.

No one else spoke in favor or against the request.

ACTION: Motion by Robin Leary to approve the Proposed Ordinance File No. 21-22/008. Motion carried on a roll call vote: 5-0-0.

c. **Proposed Ordinance: File No. 21-22/002** “Amending the 1982 Zoning District Boundary Map for Town of Otter Creek” (Lance & Katie Wier/Wayne & Carla Kostka/Peter Gartmann) / Discussion – Action

Matt Michels, Senior Planner for Eau Claire County, presented the staff report to the committee. The applicant is requesting to rezone 10.72 acres of property from the from A- 3 Agriculture District to the A-2 Agricultural Residential District to divide the existing farmstead from the remainder of the land, and 8.05 acres and 8.98 acres from A-3 Agricultural District to the A-P, Agriculture Preservation District as outlot to conserve the existing agricultural and wooded property. He gave the location of the proposed site within the Town of Otter Creek. Matt reviewed an aerial map, site plan, the current zoning and planning designations, and adjacent land uses. The remaining land will keep the AP zoning classification and will remain in ag. use.

Matt reviewed staff findings with the committee and gave his recommendation to approve the rezoning. He noted that the town board met on May 17, 2021, and recommended approval of the request.

Carla Kostka, an owner, spoke in favor of the request to rezone the land back to the AP District due to the fact the land sale fell through.

No one else spoke in favor or against the request.

ACTION: Motion by James A. Dunning to approve the Proposed Ordinance File NO. 21-22/002. Motion carried on a roll call vote: 5-0-0.

d. **Proposed Ordinance: File No. 21-22/011** “Amending the 1982 Zoning District Boundary Map for Town Washington” (LaVerne Stewart/Craig Wurzer/Orchard Hills) / Discussion – Action

Matt Michels, Senior Planner for Eau Claire County, presented the petition to the committee. The applicant is requesting to rezone 215 acres of property from the from A-1, Exclusive Agricultural District to the R-H, Rural Homes District to allow the development of a 117-lot residential subdivision. Matt noted that the northerly 19 acres of the applicant’s property is already zoned RH and therefore is not considered with this application. This property is located in portions of sections 8 and 9 of T26N-R9W, Town of Washington. Matt reviewed the site characteristics, aerial maps, proposed site development plan, proposed conservation easements, the current zoning and planning designations, and adjacent land uses with the committee. He summarized the town and the county’s rural transition descriptions and polices with the committee. He also reported on the County’s Farmland Preservation Plan as it relates to the request. A short video of the property was presented. Mr. Michels reviewed his staff findings with the committee and gave his recommendation to approve the rezoning. The Town of Washington Town Board recommended approval of the request on a vote of 4-1-0.

Speaking in favor:

Mark Erickson, P.E. and owner of Everyday Surveying and Engineering, LLC. and was representing the development team, presented a PowerPoint presentation in support of the proposed rezoning petition.

Micheal May, P.E. & PTOE – Traffic Analysis and Design (TADI), gave an overview of his traffic impact analysis for the development.

Tony Birrittieri of Peterson Onsite, spoke on the community wastewater treatment systems that are proposed for the development. Each system would serve 30-40 single family residences. He noted that his company is a consulting, design, installation, and oversight firm that would be involved in every step of the project.

Sharon Masek, Professional Hydrogeologist and Geologist, spoke about the groundwater flow in the development and the importance of having a community wastewater treatment system that would discharge polished wastewater before its released to the dispersal field. She also felt that the storm water plan is a criteria element of the development.

Paul Holzinger, an Orchard Hills development team member, spoke in favor of the proposed rezoning petition. He noted the rezoning plan complies with the Town and County Comprehensive plans. Paul noted that the Town of Washington supported the petition twice. He also mentioned the development would serve a housing storage need.

Kevin Anderson, President of the Chippewa Valley Home Builders Association, spoke in favor of the development.

LaVerne Stewart, property owner spoke in favor and provided an historical background of how the area developed around his property since he had owned it. He noted he actually developed some of the land himself.

Christopher Fullarton, neighbor to the said development, gave his support to the rezoning.

Speaking in opposition:

Brian Binczak, 1815 Susan Drive, spoke in opposition of the rezoning petition. Mr. Binczak presented a power point presentation that outlined the neighborhood's concerns over the proposed Orchard Hills Development in the Town of Washington. The main stated concerns included safety, inadequate traffic analysis, high density development in a rural atmosphere, and the development proposal lacked sufficient information.

Other neighbors that spoke in opposition to the rezoning petition:

Matt O'Meara, 1121 Kathryn Drive

John Sleizer, Lot 4 of CSM V. 12, Pg. 143 off Rainetta Drive

Mike O'Meara, 5115 Mischler Drive

Tina Ball, 5999 Cater Road

Marc Hagel, 1129 Rainetta Drive

Cynthia Hunt, 2125 Andrew Drive

Brad Flores, 1109 Rainetta Drive

Leslie Duffy, 5440 Woodcrest Highland Road

Stephanie Fey, 1133 Rainetta Drive

Keith Zehms, 1130 Kathryn Drive

Elizabeth Ivankovic, 5001 William Court

The committee members had several follow up questions for the applicant's development team relating to the function of the community septic system(s), testing and oversight of the community septic systems, traffic patterns/study, storm water design, and the proposed trail system. Questions were responded to by Michel May, Tony Birrittieri, and Mark Erickson of the development team.

No one else spoke in favor or against the request.

ACTION: Motion by Dane Zook to approve the Proposed Ordinance File No. 21-22/011. The motion failed on a roll call vote: 2-3-0.

- e. A conditional use permit request for a 125-lot planned unit development in the R-H Rural Homes and A-1 Exclusive Agricultural Districts (Town of Washington) CUP-0008-21 / Discussion – Action

Due to the fact that the motion to approve the rezoning petition failed, the conditional use hearing for the planned unit development was postponed to the committee’s regularly scheduled on June 22, 2021.

ACTION: Motion by James A. Dunning to postpone the conditional use permit request CUP-0008-21 to June 22, 2021. Motion carried on a roll call vote: 5-0-0.

5. Preliminary of Orchard Hills Plat / Discussion – Action

Due to the fact that the motion to approve the rezoning petition failed, the preliminary plat of Orchard Hills discussion/action was postponed to the committee’s regularly scheduled meeting on June 22, 2021.

Action: Motion by Robin Leary to postpone the discussion/action on the Preliminary Plat of Orchard Hills to the committee’s regularly scheduled meeting on June 22, 2021. Motion carried on a roll call vote: 5-0-0

6. Review “2017 Wisconsin Act 67” – Conditional Uses / Discussion

Jared Grande and Rod Eslinger reviewed Wisconsin Act 67 with the committee as it relates to Conditional Uses.

7. P&D 1st quarter financial report / Discussion

Rodney Eslinger, Director of Planning and Development presented the 2021 first quarter fiscal report to the committee.

8. Review of April bills / Discussion

The committee reviewed the April bills.

9. Review/Approval of April 27, 2021, Meeting Minutes / Discussion – Action

The committee reviewed the April 27, 2021, meeting minutes.

Action: Motion by Nancy Coffey to approve April 27, 2021, Committee on Planning and Development meeting minutes as presented. Motion carried on a voice vote: 5-0-0.

10. Proposed Future Agenda Items / Discussion

- a. Next scheduled meeting – June 8, 2021

11. Adjourn

Action: Meeting adjourned by unanimous consent at 10:50 p.m.

Respectfully Submitted,

Rodney Eslinger,
Clerk, Committee on Planning & Development