

**CITY OF MASON  
PLANNING COMMISSION MEETING  
MINUTES OF DECEMBER 13, 2022**

Sabbadin called the meeting to order at 6:30 p.m. in person at Mason City Hall.

**CONFIRMATION OF MEMBER ATTENDANCE**

|                 |            | <b>Present</b> | <b>Absent</b> |
|-----------------|------------|----------------|---------------|
| Commissioner    | Barna      | X              |               |
| Commissioner    | Bliesener  | X              |               |
| Council Liaison | Clark      |                | X             |
| Commissioner    | Kirkby     |                | X             |
| Commissioner    | Malczewski | X              |               |
| Commissioner    | Perrault   | X              |               |
| Chair           | Sabbadin   | X              |               |
| Vice Chair      | Waxman     | X              |               |
| Secretary       | Wren       | X              |               |

Also present: Deborah Stuart, City Manager, Elizabeth Hude, AICP, Community Development Director

**AGENDA**

MOTION by Waxman seconded by Barna to amend the agenda by switching items 6A and 6C.

VOTE

Yes (7) Barna, Bliesener, Malczewski, Perrault, Sabbadin, Waxman, Wren

No (0)

Absent (2) Clark, Kirkby

MOTION PASSED

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

A. Planning Commission Meeting on November 15, 2022

Vice Chair Waxman requested an administrative correction to the PC Regular Meeting November 15 minutes to remove the word 'Special'.

MOTION by Waxman second by Bliesener, to approve the Planning Commission Meeting minutes with administrative corrections from November 15, 2022.

VOTE

Yes (7) Barna, Bliesener, Malczewski, Perrault, Sabbadin, Waxman, Wren

No (0)

Absent (2) Clark, Kirkby

MOTION PASSED

B. Joint City Council and Planning Commission Meeting November 15, 2022

MOTION by Waxman second by Wren, to approve the Joint CC and PC meeting minutes from November 15, 2022.

VOTE

Yes (7) Barna, Bliesener, Malczewski, Perrault, Sabbadin, Waxman, Wren  
No (0)  
Absent (2) Clark, Kirkby

MOTION PASSED

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

A. Resolution 2022-14 to Amend Site Plan Approval for 1155 Temple Street, Paul Davis

MOTION by Waxman second by Bliesener, to approve Resolution 2022-14.

DISCUSSION took place regarding concerns over establishing an undesirable precedent and options to add language to the resolution that specifies triggers for when the sidewalk must be installed. Suggestions were made to staff to discuss potential solutions with the Drain Commission, the airport and Vevay Township to better address stormwater management infrastructure in that area and impacts to the future sidewalk.

Jeff Nye, 865 Wildemere Drive, Mason, (applicant and property owner) provided a description of the stormwater issues in the area related to runoff that would damage a sidewalk.

AMENDMENT

MOTION by Waxman second by Wren, to amend Resolution 2022-14 by adding language conditioning approval to ensure the sidewalk will be installed at the time when the adjacent property to the east is developed, or when the County or City install sidewalks along Kipp Road.

VOTE ON THE AMENDMENT

Yes (6) Barna, Bliesener, Malczewski, Sabbadin, Waxman, Wren  
No (1) Perrault  
Absent (2) Clark, Kirkby

MOTION PASSED

VOTE ON THE ORIGINAL MOTION (APPROVE AMENDED RESOLUTION 2022-14)

Yes (6) Barna, Bliesener, Malczewski, Sabbadin, Waxman, Wren  
No (1) Perrault  
Absent (2) Clark, Kirkby

MOTION PASSED

B. Resolution 2022-13 to Amend Capital Improvements Program

MOTION by Waxman second by Wren, to approve Resolution 2022-13.

DISCUSSION took place to confirm the reason for the amendment and timing with the budget cycle.

VOTE

Yes (7) Barna, Bliesener, Malczewski, Perrault, Sabbadin, Waxman, Wren

No (0)

Absent (2) Clark, Kirkby

MOTION PASSED

C. Master Plan discussion


Staff and Commissioners discussed the draft master plan and the review process. Overall, everyone felt it was a good document and complimented staff and the consultants for the work done. Suggestions for improving the document included formatting action tables in larger print, ensuring the document was ADA compliant, customizing generic content to feel more 'Mason,' address the future more, take an objective review as someone not from Mason or not born yet, enhance the Executive Summary as a more condensed version of the rest of the plan, clarify the audience for the document.

LIAISON REPORT

Council Liaison Clark was absent. Chair Sabbadin directed everyone to the City Manager report. He thanked all Commissioners for their service and acknowledged Commissioner Barna for her 10 years of service and announced she would be resigning from the Planning Commission to pursue a degree.

ADJOURN

The meeting adjourned at approximately 7:25 p.m.

  
Megan Wren, Secretary