

**CITY OF MASON
PLANNING COMMISSION SPECIAL MEETING
MINUTES OF February 21, 2023**

CALL TO ORDER

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

CONFIRMATION OF MEMBER ATTENDANCE

		Present	Absent
Commissioner	Bliesener	X	
Council Liaison	Clark	X	
Commissioner	Kirkby	X	
Commissioner	Malczewski	X	
Commissioner	Perrault		X
Chair	Sabbadin	X	
Vice Chair	Waxman	X	
Commissioner	Wood	X	
Secretary	Wren	X	

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

PUBLIC COMMENT

None related to the agenda items. Chair Sabbadin welcomed new Commissioner Matt Wood.

APPROVAL OF MINUTES

A. Planning Commission Meeting on January 10, 2023

MOTION by Clark second by Waxman, to approve the Planning Commission Meeting minutes from January 10, 2023.

VOTE

Yes (8) Bliesener, Clark, Kirkby, Malczewski, Sabbadin, Waxman, Wood, Wren

No (0)

Absent (1) Perrault

Vacant (0)

MOTION PASSED

PUBLIC HEARING

Resolution 2023-01 recommending that City Council Adopt Ordinance 241

Sabbadin opened the public hearing at 6:31 p.m. No public comments were received. Sabbadin closed the public hearing at 6:31 p.m.

MOTION by Waxman second by Wren, to approve Resolution 2023-01.

DISCUSSION:

VOTE

Yes (8) Bliesener, Clark, Kirkby, Malczewski, Sabbadin, Waxman, Wood, Wren

No (0)

Absent (1) Perrault

Vacant (0)

MOTION PASSED

Note: Staff made an administrative correction after the vote to reflect the correct date of the Staff Report in the packet.

WHEREAS, the Planning Commission accepts the Staff Report dated ~~February 10, 2022~~ **February 21, 2022** as findings of fact that the proposed Ordinance 241 is consistent with the relevant criteria of Section 94-396(a).

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Resolution 2023-02 Approval of Final Plat – Rayner Ponds Estates No. 4 Phase 1 Lots 119-122

MOTION by Waxman second by Wren, to approve Resolution 2023-02.

DISCUSSION: Staff explained that the reason the plat was divided into phases was related to the timeline for development and expiration dates for approved site plans and plats.

VOTE

Yes (8) Bliesener, Clark, Kirkby, Malczewski, Sabbadin, Waxman, Wood, Wren

No (0)

Absent (1) Perrault

Vacant (0)

MOTION PASSED

Note: Staff made an administrative correction after the vote to reflect the correct date of the Staff Report in the packet.

WHEREAS, the Planning Commission accepts the staff report dated ~~January 10, 2019~~ **February 21, 2023** as findings of fact that the final plat substantially conforms with the preliminary plat approved by City Council in Resolution 2022-30 on September 6, 2022 and City of Mason Ordinance Section 74-102.

B. Resolution 2023-03 recommending that City Council authorize the release of the draft Master Plan for review and comment and direct the Planning Commission to submit the draft plan to those governments and agencies which received the Notice of Intent to update the Master Plan.

MOTION by Waxman second by Clark, to approve Resolution 2023-03.

DISCUSSION: Commissioners Waxman and Kirkby provided comments related to ADA compliance including color contrast, and alternative text on graphics. Staff will make the necessary changes before it is shared as a final document. Staff also provided information regarding the Agency distribution list.

VOTE

Yes (8) Bliesener, Clark, Kirkby, Malczewski, Sabbadin, Waxman, Wood, Wren

No (0)

Absent (1) Perrault

Vacant (0)

MOTION PASSED

LIAISON REPORT

Council Liaison Clark provided a summary of business from the Council meeting on February 6, 2023.

ADJOURN

The meeting adjourned at approximately 6:50 p.m.



Megan Wren, Secretary