

**PLANNING & ZONING COMMISSION MEETING MINUTES**  
**December 2, 2014 - 7:00 p.m.**

In the absence of Chairman Carbonetti, Commissioner Hutchinson called the meeting to order at 7:00 p.m. City Clerk Wells called roll. Commission members present: Mike Grieshop, Jim Hutchinson, John Killeen, Tom Condon and Phil Smith. Also present were City Clerk Wells and City Administrator Dave Nelson.

**City of Harvard/Text Amendment to Amend Section 17.44, Conditional Uses, to Amend Section 17.44.050, Conditional Uses, Extraction of Earth Products**

Commissioner Hutchinson opened the hearing in the petition of the City of Harvard for a text amendment to amend Section 17.44.050, Conditional Uses, Extraction of Earth Products. The Certificate of Publication was noted and entered into the record. Clerk Wells presented into record the signed petition submitted by the petitioner which was brought to the Commission by motion and direction of the City Council. The parties of interest in the petition were present.

Identification of Objectors/Supporters/Witnesses/Audience Participation

No objectors, supporters or witnesses were identified.

Presentation of Evidence by Petitioners

City Administrator Dave Nelson gave an overview of the City of Harvard's petition and proposed ordinance to amend Section 17.44.050, Conditional Uses, Extraction of Earth Products, to amend the regulations for the renewal process. Under the current zoning code, the original conditional use is granted for a period of ten years, with a five year conditional use renewal provision that is subject to a public hearing process. The City Council is looking to simplify the renewal process and is asking the Planning and Zoning Commission to consider allowing the renewal process to be handled administratively so long as the applicant/owner is in full compliance with all state and City regulations.

Questions by Planning and Zoning Commissioners to Petitioners

The Commission discussed adding a provision to the ordinance that the administrative renewal would only be available to the original property owner. In the event that the gravel pit were to change ownership, the new owners would be subject to a public hearing process.

Vote on Petition

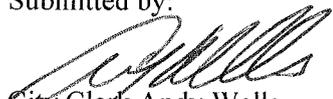
Moved by Commissioner Killeen, seconded by Commissioner Condon to recommend to the City Council to approve the petitioner's request and proposed ordinance amending Section 17.44.050, Conditional Uses, Extraction of Earth Products, adding language that the administrative renewal process would only be available to the original property owner or his representative. Roll call vote: Grieshop, aye; Hutchinson, aye; Killeen, aye; Condon, aye and Smith, aye. Motion approved six to zero.

**PT, LLC and BAPA, LLC (owner of record) and MPEC Equity Holdings (contract purchaser) Seeking Relief from Section 17.20.080, Lot Area, Yard and Bulk Regulations (Table 1) to allow for lesser rear yard setback requirements and from 17.32.050, Required Number of Parking Spaces, to allow for a lesser number of spaces**

The parties of interest in the petition were not present. Moved by Commissioner Condon, seconded by Commissioner Killeen to continue the hearing until the regularly scheduled Planning and Zoning Commission Meeting in January. All ayes. Motion carried.

At 7:20 p.m., moved by Commissioner Smith, seconded by Commissioner Condon to adjourn the meeting. All ayes. Motion carried.

Submitted by:

  
City Clerk Andy Wells

Date: 12-9-14