



**Planning Commission**

**January 28th, 2016**

**6:30pm**

1. Call To Order & Roll Call
2. Approval Of Minutes

Documents: [11-19-15 MINUTES.PDF](#)

3. New Business

3.1. CASE NO. 16-001-REZ: PUBLIC HEARING FOR THE CONSIDERATION OF A REQUEST TO REZONE 409 N. HAVERHILL ROAD FROM I-1 LIGHT INDUSTRIAL DISTRICT TO C-1 GENERAL BUSINESS DISTRICT.

4. Old Business

5. Staff Items

5.1. Connect 2025 Update Memo

6. Adjournment

**PLANNING COMMISSION AGENDA  
NOVEMBER 19, 2015  
6:30 p.m.**

**1. CALL TO ORDER & ROLL CALL**

Chairman Fred Britain called the meeting to order at 6:30pm.

**Members Present:**

Fred Britain  
Dan Bullock  
Scott Leason  
David Lewis  
Brad Long  
Kyle McLaren  
Samuel McVay (Arrived during Item 2)  
Allen Potter  
Gerald Watson

**Staff Present:**

Jay Shivers  
Scott Rickard  
Kevin Wishart

**Others Present:**

Roger Cutsinger  
Steve Seymour  
Richard Glaves  
Vern Barker  
T.K. Smith  
Linda Jolly

**2. APPROVAL OF MINUTES**

Commissioner Bullock moved to approve the minutes of the October 22<sup>nd</sup>, 2015, meeting, seconded by Commissioner Long. The motion passed unanimously (8-0).

**3. NEW BUSINESS**

**ITEM NO. 1 – CASE NO. 15-002-PLAT: CONSIDERATION OF THE FINAL PLAT OF LEGION SECOND ADDITION**

A) PRESENTATION OF REQUEST

Jay Shivers provided a brief overview of the plat process. Roger Cutsinger, representing Savoy Company, made a presentation on the Legion Second Addition Final Plat. Mr. Cutsinger informed the Commission that a few new easements were added since the review of the Preliminary Plat. These changes were based on feedback from utility companies and staff.

#### B) DISCUSSION BY PLANNING COMMISSIONERS

Commissioner Watson asked if the property has been zoned. Mr. Cutsinger responded that it is zoned R-1 (Low Density Residential). Commissioner Watson asked if the lots are for sale and if the Legion is the owner of the property. Mr. Cutsinger replied that some of the lots are for sale and that the Legion is the owner. Mr. Cutsinger also noted that the City has a lease on the property. Commissioner Watson stated the Connect 2025 plan shows a large portion of the property having baseball fields and parking lots. Mr. Shivers explained that the Connect 2025 plan is a concept plan and that the property is well-suited for those recreation facilities. Mr. Shivers noted that at this time the Legion owns the property and it is the City Commission's responsibility to determine what improvements to fund and what property to purchase.

#### C) MOTION

Commissioner Leason moved to approve the final plat, seconded by Commissioner Watson. The motion was approved (7-1).

### **ITEM NO. 2 – PUBLIC HEARING TO CONSIDER AMENDING THE 2030 COMPREHENSIVE PLAN TO REPLACE SECTION 7 – PARKS AND RECREATION WITH THE CONNECT 2025 PARKS AND RECREATION MASTER PLAN.**

#### A) PRESENTATION OF REQUEST

Mr. Shivers explained to the Commission that the Connect 2025 plan will replace Section 7 – Parks and Recreation in the 2030 Comprehensive Plan. He noted that the new plan will enhance the Parks portion of the Comprehensive Plan. Mr. Shivers told the Commission that their role is to take a broad view of the proposed plan and ensure it meets the vision and goals in the Comprehensive Plan. He also explained that the Parks Advisory Committee has the primary responsibility of making specific changes to the plan. Kevin Wishart presented the Connect 2025 plan and provided information on the plan-making process and information found in the plan.

Commissioner Long asked how the surveys were distributed. Mr. Wishart said they tried as many ways as possible, including the newspaper, channel seven, social media pages, and public meetings. Surveys were available on the internet and in paper form. Commissioner Long asked if the survey reached the people the City wanted it to reach. Mr. Wishart replied that they wanted 13,000 responses, but received 162. He noted the City Commission has asked for more feedback and more public meetings were held. He noted he is also available to talk to organizations to get more feedback. Commissioner Watson asked if the meetings were published in the Butler Times. Mr. Wishart replied that they were.

Commissioner Bullock asked if notifications were sent with recreation signup mailers. Commissioner Bullock commented that nothing could be done on 162 surveys. Mr. Wishart said they handed out cards at many events and posted large posters in public buildings.

Commissioner McVay asked if there is an ongoing online survey for the public to access. Mr. Wishart replied that there is not an online survey today. However, the plan is online and feedback can be made by email, phone, or personal visit to him, his staff, or the City Commission. Mr. Wishart stated that he takes notes of verbal feedback at meetings to share with the City Commission.

Commissioner Bullock asked if there is a benefit of additional feedback and what would the City do with it. Mr. Wishart replied that the feedback is passed to the City Commission. Mr. Wishart stated that the plan document is a concept plan and is not a concrete plan for the future. Commissioner Bullock asked about the timeline for approving the plan. Mr. Wishart stated that the City Commission has seen the plan once. They have a work session planned to review it in greater detail. The City Commission will provide guidance on how to proceed with the plan from that point.

Commissioner Long asked how funding the plan will work. Mr. Wishart replied that the City Commission will work with staff, based on public feedback, to determine what projects to work on and to explore potential funding options.

Commissioner Lewis commented that the plan is broad and something that could be implemented in its entirety in a perfect world. Mr. Wishart agreed and noted that projects in the plan do not have to be built or funded. Mr. Wishart noted that the plan shows potential expansion and improvement options.

Commissioner Bullock moved to table the item until the City gets more feedback on the Connect 2025 plan. Commissioner Bullock stated that he doesn't want it to go to the City Commission for approval with feedback from 162 surveys. Mr. Shivers noted that garnering feedback on plans is not a local challenge, it is a challenge that faces every city when creating planning documents. Commissioner Bullock stated that he would like to try to get more feedback and stated that he had not heard of the plan until agenda packet arrived.

Commissioner Potter asked how many of the Commissioners heard about the plan prior to receiving the agenda packet. Commissioner McVay noted that he knew about the plan and said that the plan doesn't change anything, it just provides a roadmap for when the City decides to fund future recreation facilities. He asked if the plan is approved by the Planning Commission and City Commission, will money have to be spent immediately. Commissioner Bullock stated that the plan mentions a potential sales taxes increase to fund the projects; he stated that he wants the community to be aware of it. Mr. Wishart stated that there has been no decisions made on funding the plan; he noted that sales tax is one option and grant money is also an option. He noted how the department is funded through the general fund is also an option. Mr. Wishart stated that there is no push to increase taxes or fees to fund this plan at this time.

Commissioner Leason commented that the plan is a list of options. Mr. Wishart stated to the Commission that the Parks Advisory Board reviewed the document in detail; they acknowledge the challenges and concepts and chose to move the plan forward. The Parks Advisory Board will also review future improvements, after plan adoption, as they come up.

Commissioner Watson stated that decisions will be made based on the feedback shown in the plan. He stated that more feedback is needed and recommended sending surveys in water bills.

Commissioner Lewis asked if future parks projects would come to the Planning Commission. Mr. Shivers stated that if a property has the appropriate zoning, it will not come back before the Commission. If it needs a change of zoning, it will come to the Planning Commission. Mr. Shivers also stated that there will be a number of opportunities for the public to provide feedback on future parks after the plan is adopted, such as when funding options are discussed at public hearings.

Commissioner McLaren asked how the concepts were created. Mr. Wishart responded that the consultant used their experience and expertise as well as staff and public input. Commissioner Bullock stated that he likes the plan but would like more feedback. Commissioner Long asked if more surveys change priorities and change the plan. Mr. Wishart stated that the document probably won't change but the City Commission will use it to determine funding priorities. He stated that he recently made a presentation to 125 adults and received about 10-15 verbal comments on the plan.

Commissioner Bullock moved to table the amendment for 60 days to get more feedback. Mr. Shivers stated that there are challenges to getting feedback, such as water bill surveys not reaching apartment dwellers, internet surveys not reaching those without internet or computers, and possibly neither of these options reaching the population who lives in the growth area or nearby that spends time and sales tax dollars in El Dorado.

Commissioner Potter commented that he agrees that more feedback is needed.

## B) PUBLIC HEARING

Chairman Britain opened the public hearing. There being no one to speak, the public hearing was closed.

## C) DISCUSSION BY PLANNING COMMISSIONER

Commissioner Watson seconded the motion by Commissioner Bullock to table the amendment for 60 days to get more feedback.

Commissioner McVay stated that he found out about the plan at a previous city meeting; the plan will improve El Dorado. He stated that the plan will improve the 2030 Comprehensive plan.

Commissioner Bullock stated that the feedback in the plan will guide future decisions. Mr. Wishart

noted that notifications were sent out to all USD490 parents by email and text to take the survey. Mr. Rickard also stated that YMCA members were all notified.

Chairman Britain stated that they are approving a master plan, not a sales tax. The surveys are too few but there were articles in the newspapers and text messages sent out. He stated he knew about it but did not take the survey. He noted that regardless of feedback at this point, the contract is complete and the plan will remain the same. Commissioners Potter and Bullock replied that the issue is not the plan, but the priorities in the plan. Commissioner McVay stated that the priorities will be addressed later by the City Commission and will continue to get feedback. Commissioner Leason stated that it's about the amending the Comprehensive Plan, not about any specific details within the Connect 2025 plan.

Chairman Britain stated that as a Planning Commission, they make land use decisions not sales tax decisions; the Planning Commission is voting on the plan itself, not the feedback. Chairman Britain stated that he would like to see more feedback, and to add that request on to a motion for approval. Mr. Shivers stated that the feedback within the Connect 2025 plan influenced the concept plans. Further feedback will be needed to determine priorities within the plan.

Commissioner Watson asked if the survey portion could be removed from the plan. Mr. Shivers stated that, like the matching section in the Comprehensive Plan, it shows the feedback and process the consultant used to create the concepts within the plan. Chairman Britain asked if they received more feedback, would it change the plan. Mr. Wishart stated that the plan would probably not change; the information would be shared with the City Commission. Commissioner Potter stated that the feedback could change the City Commission's decisions and that more feedback is needed.

Commissioner McLaren asked if the survey page could be amended. Mr. Wishart stated that if the City Commission directs staff to do so. Chairman Britain stated that the contract has been fulfilled and it will cost extra.

#### D) MOTION

Commissioner Bullock retracted his motion to table the item. Commissioner Potter stated that getting more feedback is important. Commissioner McVay stated that they should vote on the topic and share the reason for their vote.

A motion was made by Dan Bullock to table the amendment for 60 days to get more feedback, seconded by Commissioner Watson. Chairman Britain called for a roll call vote.

**Roll Call Vote**

Fred Britain	N – For reasons stated during the discussion.
Dan Bullock	Y – So the City has opportunity to get more feedback.
Scott Leason	N
David Lewis	N
Brad Long	N – Need more feedback, but shouldn't table amendment.
Kyle McLaren	Y
Samuel McVay	N
Allen Potter	Y – Wants more feedback from community.
Gerald Watson	Y – Wants more feedback.

The motion failed (4-5).

Chairman Britain made a motion to recommend approval of the proposed amendment and recommend the City Commission gather more feedback on the plan prior to adoption, seconded by Commissioner Watson. Commissioner Bullock asked if staff could update the Planning Commission on what happens with the plan. Chairman Britain amended his motion to recommend approval of the plan with the request that Mr. Wishart return in January to brief the Planning Commission on the progress of the Connect 2025 plan.

**Roll Call Vote**

Fred Britain	Y
Dan Bullock	N
Scott Leason	Y
David Lewis	Y
Brad Long	Y
Kyle McLaren	N
Samuel McVay	Y
Allen Potter	N
Gerald Watson	N

Motion passed (5-4).

**4. OLD BUSINESS**

**5. STAFF ITEMS**

- Sales Tax Committee

Mr. Shivers announced that the City needs a volunteer for the Sales Tax Committee. Chairman Britain gave a summary of the of the Sales Tax Committee duties. Commissioner Leason volunteered. Commissioner McVay nominated Commissioner Leason to be the Sales Tax Committee representative, seconded by Chairman Britain. The motion passed unanimously (9-0).

**6. ADJOURNMENT - The meeting was adjourned at 7:30pm.**