

**January Meeting Minutes
Planning Commission
Monday, January 6th, 2025**

1. **Called the meeting to order at 6:00 p.m.** – Vice Chairman Stephen Montellano

2. **Roll Call:**

Chairman Bill Towle	absent	Commissioner Ellen Leonard	present
Vice Chairman Stephen Montellano	present	Commissioner Keith Ramsey	present
Commissioner Marc Barry	absent	Commissioner Becky Featherston	present
Commissioner Kelly Horn	present		

Others in attendance: City Attorney, Shane Perry and Brandie Cotton, Planning Secretary

3. **Action on December 2024 Minutes:**

- Commissioner Becky Featherston motioned to approve the minutes as presented. A second was made from Commissioner Keith Ramsey. **Vote: motion passed unanimously**

4. **Announcements**

- Vice Chairman Montellano announced the following:
 - Introduce & welcome new Planning Secretary Brandie Cotton
 - Next PC Work Session - Monday, January 27th, 2025 6pm
 - Next PC Regular Meeting - Monday, February 3rd, 2025 6pm

5. **Unfinished Business**

- There was none

6. **New Business**

- Motion to elect new Chairman & Vice Chairman

With 2 members absent, a Motion to table until the February meeting was made by Commissioner Ellen Leonard. A second was made by Commissioner Keith Ramsey.

Roll Call Vote						Motion
Stephen Montellano	yes	Marc Barry	n/a	Kelly Horn	yes	Passed
Ellen Leonard	yes	Keith Ramsey	yes	Becky Featherston	yes	

- Public Hearing – Conditional Use Permit Renewal – Short Term Rental at 4933 Rocky Ridge Trail – Esterer Investments LLC – File# CUP2025-001
- Public Hearing – Conditional Use Permit Renewal – Short Term Rental at 4943 Rocky Ridge Trail – Esterer Investments LLC – File# CUP2025-002

Vice Chairman Stephen Montellano opened the meeting up for Public Comments for both Esterer LLC CUP renewals:

There were none

Vice Chairman Stephen Montellano closed the Public Comments

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Motion to renew Conditional Use Permit application CUP2025-001, for 4933 Rocky Ridge Trail, for a 3-year period made by Commissioner Kelly Horn. A second was made by Commissioner Ellen Leonard.

		Roll Call Vote				Motion
Stephen Montellano	yes	Marc Barry	n/a	Kelly Horn	yes	Passed
Ellen Leonard	yes	Keith Ramsey	yes	Becky Featherston	yes	

Motion to renew Conditional Use Permit application CUP2025-002, for 4943 Rocky Ridge Trail, for a 3-year period made by Commissioner Kelly Horn. A second was made by Commissioner Ellen Leonard.

		Roll Call Vote				Motion
Stephen Montellano	yes	Marc Barry	n/a	Kelly Horn	yes	Passed
Ellen Leonard	yes	Keith Ramsey	yes	Becky Featherston	yes	

Vice Chairman Stephen Montellano opened the meeting up for Public Comments for Country Manor CUP renewals:

Tammy Wortham discussed the venue and asked for a 3 or 5 year renewal

Vice Chairman Stephen Montellano closed the Public Comments

Motion to renew Conditional Use Permit application CUP2025-003, for Country Manor at 3949 Chesnutt Lane, for a 5-year period made by Commissioner Becky Featherston. A second was made by Commissioner Keith Ramsey.

		Roll Call Vote				Motion
Stephen Montellano	yes	Marc Barry	n/a	Kelly Horn	yes	Passed
Ellen Leonard	yes	Keith Ramsey	yes	Becky Featherston	yes	

7. Adjourn the PC Meeting

- Commissioner Becky Featherston motioned to adjourn from the Planning Commission meeting. Commissioner Ellen Leonard seconded the motion. **Vote: Motion passed unanimously.**

 Vice
 Commissioner Chair Bill Towle  Stephen Montellano
 Attest

Planning Commission Meeting / Board of Adjustments Agenda

Monday, January 6th, 2025

- 1. Planning Commission: Call to Order at 6 p.m.**
- 2. Roll Call**
- 3. Action on Minutes – December**
- 4. Announcements**
 - Welcome new Planning Secretary, Brandie Cotton
 - Next Work Session – Monday, January 27th, 2025 6pm
 - Next Regular Meeting – Monday, February 3rd, 2025 6pm
 - Statements of Financial Interest Forms due 1/31/2025 to City Hall
- 5. Unfinished Business – None**
- 6. New Business**
 - Motion to Elect new Chairman and Vice Chairman for 2025.
 - Public Hearing – Conditional Use Permit Renewal – STR @ 4933 Rocky Ridge Tr. (original 1-year permit expires on 1/6/2025) – Esterer Investments – File# CUP2025-001
 - Public Hearing – Conditional Use Permit Renewal – STR @ 4943 Rocky Ridge Tr. (original 1-year permit expires on 1/6/2025) – Esterer Investments – File# CUP2025-002
 - Public Hearing – Conditional Use Permit Renewal – Country Manor @ 3949 Chestnutt Ln. (original 1-year permit expires on 1/6/2025) – Tammy Wortham – File# CUP2025-003
 - Lot Line Adjustment – Esterer Investment LLC – Parcel# 23-000888-000 and 23-00059-000
- 7. Adjourn from Planning Commission Meeting**

**Planning Commission Meeting / Board of Adjustments Agenda
Monday, January 6th, 2025**

- 1. Board of Adjustments: Call to Order**
- 2. Roll Call**
- 3. Action on Minutes - December**
- 4. Unfinished Business - None**
- 5. New Business – None**
- 6. Adjourn from Board of Adjustments Meeting**

Postponed until February

DRAFT