

MINUTES  
MOUNT VERNON PLANNING AND ZONING COMMISSION  
DECEMBER 13, 2017

The Mount Vernon Planning and Zoning Commission met December 13, 2017 at Mount Vernon City Hall Council Chambers with the following members present: Truman Jordan, Trude Elliott, Matthew Nelson, Jay Willems and Joan Burge. Absent: Jenna Wischmeyer and Rich Hileman. Also in attendance, Zoning Administrator, Matt Siders and Chad Sands from ECICOG. Meeting was called to order by Chairperson Truman Jordan at 6:34 p.m.

1. Approval of Agenda and November 8, 2017 minutes. These documents stand approved unless otherwise indicated by Commission members.
2. Open Forum: each citizen limited to 5 minutes per discussion item.
3. Spring Meadow Heights Urban Renewal Plan: Review for conformance to the general development plan and make recommendations to the Mount Vernon City Council. Siders explained that the entire City is a TIF district. Therefore, this development is eligible for TIF financing to help with the development costs. An urban renewal plan is required in order for TIF financing to be utilized. Commission members were provided a copy of the plan to review to determine if it was in compliance with the Comprehensive Plan, which is also the General Development Plan. Part of the requirements in the urban renewal plan is that a certain percentage be set aside for low to moderate income housing activities anywhere in the urban renewal district, which includes the entire City. Elliott made a motion that the Planning and Zoning Commission recommends to City Council that the Spring Meadow Heights Urban Renewal Plan is in conformance with the City of Mount Vernon 2016 Comprehensive Plan, also known as the General Development Plan for Mount Vernon. Motion seconded by Burge. All in favor. Motion passes 5-0.
4. Stonebrook Urban Renewal Plan: Review for conformance to the general development plan and make recommendations to the Mount Vernon City Council. Nelson made a motion that the Planning and Zoning Commission recommends to City Council that the Stonebrook Urban Renewal Plan is in conformance with the City of Mount Vernon 2016 Comprehensive Plan, also known as the General Development Plan for Mount Vernon. Motion seconded by Willems. All in favor. Motion passes 5-0.

5. Discussion and possible recommendation to Council in regards to adding election and term of Board of Adjustment Chair and Vice Chair to Zoning Ordinance. Siders explained that the Board of Adjustment is in the Code of Ordinances under the Zoning Ordinance section and does not have a section about selection of officers or chairs like the other boards that are listed in the front of the Code of Ordinances. He would like to add a section in the Zoning Ordinance, under Board of Adjustment, referring to the selection of officers for chair and vice-chair. Board of Adjustment currently has a chair because they elected one but there is no formal by-law like there is for the other boards and commissions. Sands said there were two options for this issue; one was to incorporate this change into the proposed zoning ordinance changes currently being worked on by the commission or take it completely out of the zoning ordinance and put it in the regular Code of Ordinances like the rest of the boards and commissions. Willems felt it would be more user friendly to have a stand-alone ordinance and easier to find in the Code of Ordinances. Siders felt that placing the administrative portion of Board of Adjustment in the same area as the rest of the boards and commissions in the code of ordinances made sense and keeping the rest of the Board of Adjustment information in the Zoning Ordinance section of the code. This would keep things consistent within the code. Jordan asked if this was done, would it be easier for City Council to change the role of the Board of Adjustment before coming to Planning and Zoning. Sands said the State lays out exactly what the Board of Adjustment can do and what the City Council can do with Board of Adjustment. Jordan said in the past there have been Board of Adjustment members that did not understand the Zoning Ordinance and often did not try to follow it and if we keep it in the Zoning Ordinance it forces people to pass through that ordinance. Willems felt that everything pertaining to Board of Adjustment should be in one section of the ordinance and not separated and everything should be in the ordinance explaining what the Board of Adjustment does. He also felt that it would be more user friendly to have all of this information in one document instead of hidden inside the Zoning Ordinance. Siders will investigate ordinances of other communities and come back to the commission with a recommendation.
6. Discussion and possible action of proposed Zoning Ordinance changes. Discussion was held on several changes to the sign portion of the zoning ordinance. Next month, discussion will continue on the sign ordinance.
7. Zoning Administrator Report.
8. Old Business.

9. New Business.

Meeting adjourned at 8:50 p.m.

Respectfully submitted,  
Marsha Dewell  
Deputy Clerk