

**MINUTES OF THE PLANNING COMMISSION MEETING**

**PLANNING COMMISSION/  
BOARD OF ZONING APPEALS  
December 17, 2013**

**Commissioners Present:** Cowman, McLean, Hardwick, Wrischnik, Benton, Meinig  
**Commissioners Absent:** Pfefferkorn

**Others Present:** Mike Gotfredson, Amy Barenklau, Brian McCauley, Jennifer Scott

**Item 1: Pledge of Allegiance**

**Item 2: Consider minutes from the November 19, 2013 meeting.**

Chair Cowman called the meeting to order. The first order of business was the consideration of the minutes from the November 19, 2013 meeting.

*Commissioners Cowman and Hardwick made a motion to approve the minutes as submitted, with Commissioners Cowman, Hardwick, Meinig, and Wrischnik voting in favor and Commissioners McLean and Benton abstaining as they were not in attendance.*

**Item 3: Public Hearing: Consideration and vote on a Conditional Use Permit for a pet grooming business at 23 W Wea, Jennifer Scott, applicant.**

*Commissioners McLean and Wrischnik made a motion to open the public hearing, with all Commissioners voting in favor.*

Planner Gotfredson presented the staff brief and requirements for a Conditional Use Permit in Downtown zoning. He reviewed the Land Development Ordinance (LDO) guidelines and standards for CUPs and pet grooming services. He indicated the applicant plans to have 1, possibly 2, employees for the grooming & boutique business.

Planner Gotfredson's findings are that the application is consistent with Section 21.220 of the LDO, the conditions of approval are consistent with Section 21.222 of the LDO, and the application will not be detrimental to the health, safety or general welfare of the community.

Recommendation is to approve the application with the following conditions:

1. Adequate ventilation shall be provided between adjoining structures.
2. Prior to receiving the permit, the applicant must submit copies of approvals from all regulatory agencies having jurisdiction over pet grooming services.

3. All pet waste shall be disposed of in an approved manner.
4. Noise levels shall be limited so as not to disturb surrounding properties.
5. All chemicals used in the grooming process shall be non-destructive to the public sanitary sewer system.
6. Overnight boarding of animals is prohibited.
7. At any time, the City may institute revocation of the conditional use permit for violations of the conditions of approval, expiration, or the reasons specified in Section 21.225 of the Land Development Ordinance. The City shall provide notice to the landowner and public in the same manner as was provided for the establishment of the conditional use permit.

Planner Gotfredson stated that notices were sent, but staff did not receive any calls from property owners that were notified. He stated that the applicant, Jennifer Scott, was in attendance if Commissioners had any questions.

There were no comments from those in attendance.

*Commissioners McLean and Wrischnik made a motion to close the public hearing, with all Commissioners voting in favor.*

Commissioner Hardwick inquired if the recommended conditions were similar to those imposed upon the existing grooming business on Silver Street. Planner Gotfredson confirmed they were. There was no additional discussion among Commissioners.

*Commissioners Cowman and Benton made a motion to recommend approval of the Conditional Use Permit for a pet grooming business at 23 W Wea with the proposed conditions. All Commissioners voted in favor.*

#### **Item 4: Community/Economic Development Director Report and Items from Commissioners**

Planner Gotfredson thanked Commissioner Benton for her service on the Planning Commission. He gave an update on permits issued and construction value of permits, indicating that numbers were comparable to numbers presented in 2012.

Commissioners were then presented with their 2013 Christmas ornament to commemorate their service by staff.

#### **Item 6: Adjournment**

*Commissioners Cowman and McLean made a motion to adjourn the meeting. All Commissioners voted in favor.*

Meeting was adjourned at 5:10 pm.