



Planning Commission Meeting Minutes November 15, 2021

Call to Order 6:31 pm

Roll Call

Present: Cody Davis
Larry Sather
Eric Warnat
Patrick Hosterman
Marcus Metz
Monea Birkhofer

Staff Present: Patricia Love
Tansy Schroeder
Audrey Rotrock
Marcus Richards

Also known to be present: Kathy Wooten, Peggy Wendel

Public Requests and Comments:

Cathy Wooten - Park impact fees. With every development being built, if the park impact fees aren't up to date, we're losing thousands of dollars. We need parks to be functional for newcomers.

Approval of Minutes:

With correction of start time, the Minutes of October 11, 2021 were approved as written.

New Business:

Two New Staff Members

Welcome Associate Planner, Audrey Rotrock. She will be the new person sending packets and handling minutes.

Welcome Marcus Richards, Senior Planner, assisting us with long range planning efforts and comprehensive plan update.

Congratulations to Marcus Metz for his win as a new city council member.

Park Impact Fee Code Amendment

The Planning Commission spent much of 2019 reviewing the current park impact fee code and deliberating on how best to update the code and fee structure while balancing the cost of new park construction against the impact on homeownership. Important to keep the park impact fee up to date. Would like to update it every 2 years to avoid a huge spike and easy transition for developers. Need to update park impact fee based on the 2022 capital facilities plan and show how the numbers work out applying the new CIP. Community Development Director, Patricia Love went through, step by step, how the formula is used determine park impact fees. The formula was codified into the SMC in X year. Applying the new numbers to the formula will keep the calculation of park impact fees up to date.



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Park Impact Fee Formula:

$$\frac{PIF = C \times S \times U \times A}{P}$$

- C = Average Development and Acquisition Cost per Acre
- S = Level of Service Standard: 2.5 acres per 1,000 residents for each neighborhood and community parks = 5.0 acres per 1,000 residents
- P = 1,000 (People)
- U = Average Occupancy: 2.77 / SFR and 2.17 / MFR
- A = Adjustment (Discount) Rate of 40% (Applies a 0.60 adjustment factor to the formula)

Recirculate the ordinance with proposed methodology showing new formula after Thanksgiving holiday for hearing in January. The commission voted to move this forward to the public hearing in January.

Old Business:

N/A

Miscellaneous Business:

N/A

Recent Council Action on Commission Items:

Permitted use procedures code amendment council continues to work through the code with the third and final reading at November 22, 2021 meeting. Anticipating the council to approve at this at the meeting.

Upcoming Items:

2022 Workplan

Year in Review – Elect new Officers

Public Hearing for Parking Fee Ordinance

A motion to adjourn was made by Larry Sather and seconded by Eric Warnat.

Adjourn: 7:31 pm