

**MEETING MINUTES**

**City of Jackson Planning Commission**

Zoom Call Meeting ID: 944 5440 3738

Wednesday, March 3, 2021

MEMBERS PRESENT: Sarah Saucedo, Colleen Sullivan, Sheila Troxel, Clyde Mauldin, James Johnson, Jonathan Greene, Derek Dobies, Laura Schlecte

MEMBERS ABSENT: Conner Wood

STAFF PRESENT: Adam East

**1. Call to Order**

Vice Chair Saucedo called the meeting to order at 6:00 pm

**2. Pledge of Allegiance**

Those in attendance recited the Pledge of Allegiance

**3. Adoption of Agenda**

*Commissioner Dobies made a motion to approve the agenda with an amendment to add one agenda item: a proposed "Neighborhood Ordinance" discussion as Business item "C." The motion was supported by Commissioner Sullivan.*

**The motion passed unanimously on a voice vote.**

**4. Consideration of the February 3, 2021 Planning Commission Meeting Minutes**

*Commissioner Dobies moved, with support from Commissioner Schlecte, to approve the minutes as presented.*

**The motion passed unanimously on a voice vote.**

**5. Public Comment and Correspondence - None**

**6. Consideration of Applications- None**

**7. Business**

A. Master Plan Review- RRC (Redevelopment Ready Communities) Recertification Brief

Staff presented the Recertification Brief from MEDC for the City of Jackson and its recommendation to review the Master Plan in the 2021 calendar year. MEDC best practices states that the Master Plan should be amended or reaffirmed every five (5) years. The City of Jackson Master Plan was adopted in 2016. Recommendations also included reviewing the goals stated in the Master Plan in 2021 and identifying responsible parties and timelines for achieving the goals.

B. Urban Farming Ordinance

Staff presented review of the proposed Urban Farming ordinance put forward by Commissioners Dobies and Sullivan.

*Commissioner Dobies moved to accept the staff report and to direct staff to make the following modifications for approval at the next meeting: to draft an enforcement mechanism for the entirety of chapter 4, to address and make cohesive all terminology, make a license application within the ordinance consistent through the Clerk's Office, to allow for City Council to set license fees by resolution, to remove the necessity for a development agreement, and to remove language requiring fence and covered enclosures, and to make fully consistent with the zoning ordinance requirements. The motion was supported by Commissioner Troxel.*

**The motion passed unanimously on a voice vote**

C. Neighborhood Ordinance

Commissioner Dobies presented a proposed Neighborhood Ordinance for discussion of the Planning Commission. The ordinance would create neighborhood associations using neighborhoods outlined in the Master Plan and would create a process for associations to review plans and projects within their respective neighborhoods.

Commissioner Schlecte asked how the ordinance would affect existing neighborhood groups. Commissioner Dobies stated that the proposed ordinance would not prohibit people from maintaining their existing groups.

Commissioners discussed neighborhood names as stated in the Master Plan and the number of neighborhoods.

*Commissioner Dobies moved to forward to Staff for review and to make recommendations at the following meeting. The motion was supported by Commissioner Greene.*

**The motion passed unanimously on a voice vote**

**8. Commissioner Comments- None**

**9. Next Meeting Reminder**

Vice Chair Saucedo reminded the Planning Commission of the next regularly scheduled meeting to be held on April 7, 2021 at 6:00 pm.

**10. Adjournment**

*Commissioner Schlecte moved, with support from Commissioner Dobies, to adjourn the meeting.*

**The motion passed unanimously on a voice vote**

*Vice Chair Saucedo adjourned the meeting at 7:22 pm.*

Sincerely,

Adam East, Senior Planner

Neighborhood and Economic Operations Department