

CALL TO ORDER:

Chairman Ware called the meeting to order at 7:00 pm and Commissioner Clement led the pledge of allegiance.

ROLL CALL

Members Present: Ware, VanDyke, Cook, Patterson, Lee (7:05pm), Clement

Members Excused: Haas

STAFF:

City Administrator Daniel Coss, Administrative Specialist Sarah Stoltzfus

AUDIENCE:

APPROVE AGENDA:

Motion by Commissioner Patterson, seconded by Commissioner Clement and carried by unanimous vote of the Planning Commission that **the Planning Commission's agenda for February 23, 2023, be approved as presented. MOTION CARRIED.**

APPROVAL OF MINUTES:

Motion by Commissioner VanDyke, seconded by Commissioner Patterson and carried by unanimous vote of the Planning Commission that **the minutes of the December 15, 2022, Regular Planning Commission Meeting be approved as presented. MOTION CARRIED.**

PUBLIC COMMENTS:

None

NEW BUSINESS:

1. Appointment of Officers for 2023

Motion by Commissioner VanDyke, seconded by Commissioner Clement and carried by unanimous vote of the Planning Commission **to appoint officers of the Planning Commission as follows: Commissioner Ware as Chairman, Commissioner Cook as Vice Chair, and Commissioner Patterson as Secretary.**

2. Review 2022 Planning Commission Annual Report

Motion by Commissioner Cook, seconded by Commissioner Patterson, carried by unanimous vote of the Planning Commission **to approve the 2022 Planning Commission Annual Report and forward to the DeWitt City Council for review and approval.**

3. Site Plan Review Training by Liz Gunden of Beckett and Raeder

Beckett and Raeder Planner Liz Gunden provided training to the Planning Commission on the overview and process of site plan review. She provided materials for them to review and answered questions/ offered clarification as needed. **DISCUSSION ONLY.**

4. Reschedule the March Planning Commission Meeting.

Motion by Commissioner Patterson, seconded by Commissioner VanDyke to **move the March Planning Commission meeting from March 23rd to Thursday, March 16th at 6:30pm.**

PLANNING COMMISSION MEMBER COMMENTS:

Administrator Coss gave updates on the downtown district. Construction is underway on the corner lot downtown where the Lofts of 110 S. Bridge will be going.

The Tin Cup Café and Creamery is now officially open to the public. Their ribbon cutting ceremony was held on Saturday, February 18th at 9:30am.

ADJOURNMENT:

Motion by Commissioner VanDyke, seconded by Commissioners Cook and carried by unanimous vote of the Planning Commission that **this meeting be adjourned at 8:10pm.**

Respectfully submitted,

Sarah Stoltzfus
Recording Secretary