

**FREEPORT PLANNING &
DEVELOPMENT REVIEW BOARD**

October 3, 2018 Meeting Minutes

I. Meeting Called to Order

The meeting was called to order at 7:00 pm by Chair John Konopacki in Council Chambers of Freeport City Hall.

Members present: Ricky Fannin, John Konopacki, Steve Thomas and Michael Gilley.

Staff Present: Latilda Neel/Planning Director, Beth McCombs/Planning Technician, Alex Rouchaleau/City Engineer and Clay Adkinson/City Attorney.

II. Invocation / Pledge of Allegiance

The invocation was given by Neel, followed by the Pledge of Allegiance to the American Flag.

III. Approval of September 5, 2018 Regular Meeting Minutes

Board Action: Motion by Thomas to approve the September 5, 2018 meeting minutes as presented. The motion was seconded by Gilley. All ayes; motion carried.

IV. Recreation/Skateboard Park Survey Results /Charlie Simmons

Presenter: Neel presented for Simmons (ill)

Summary: Two surveys were distributed by the City via e-mail and Facebook to gain public input pertaining to future improvements at the Freeport Regional Sports Complex and a future skatepark.

Discussion: The Board requested that Simmons attend their next meeting to give an overview of the Parks & Recreation facility improvement plans for the 2018-2019 Fiscal Year.

Public Comment: none.

Board Action: none.

V. FCC Directive – Recommendation: Cellular Antennas on Conforming Structures

Presenter: Neel

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Summary: Neel shared city water well /antenna placement lease agreement from a city is Wisconsin which had good information for the City for Freeport to model.

Discussion: Neel discussed the process to enact an agreement; 1) ordinance, 2) application and 3) submittal guidelines.

Public Comment: none

Board Action: none.

Direction to Staff: Staff will bring this back with draft documents.

VI. Land Development Code Amendment – Commercial Development

Presenter: Neel

Summary: The City Council requested that the Planning & Development Review Board review the threshold for Major/Minor commercial development and make a recommendation to the City Council. However, at the September 27, 2018, the City Council voted to make the threshold 2,500 square feet instead of the current 20,000 square feet threshold.

Discussion: Attorney Adkinson informed the Board that the action of the Council approving a specific number nullified the previous request for review and recommendation.

Public Comment:

- David Miller: opposed to reduction; will be too costly to small business owners
- Ronnie Brannon: opposed to reduction; will kill small mom & pop businesses
- Albert Paris: opposed to reduction; will discourage business instead of encourage business. Paris also stated that the public is not aware of the change and that due process was not followed.

Board Action: none

VII. Staff Request to Change Meeting Times to 6:00 pm

Presenter: Neel

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Summary: Due to the increasing number of items to be reviewed by the City Council, Neel requested that the meeting begin at 6:00 instead of 7:00.

Discussion: none.

Public Comment: none.

Board Action: Motion by Thomas to move the meeting to 6:00 pm. The motion was seconded by Gilley. All ayes; motion carried.

VIII. Planning Updates

Neel discussed the development summaries being e-mailed to the Board.

IX. Public Comment: none

X. Adjournment

Chair Konopacki called for a motion to adjourn. Gilley motioned to adjourn. Fannin seconded the motion. The meeting adjourned at 7:47 pm.