



**4:45 p.m.**

Workshop in the County Council Chambers

**5:30 p.m.**

Call to order

Opening remarks/Pledge – Nolan Gunnell

Review and approval of agenda

Review and approval of the minutes of the 11 July 2019 meeting

**5:35 p.m.**

**Consent Items**

1. **Jeff West Subdivision** – A request to create a new two-lot subdivision on 10.21 acres located at 888 West 100 North, Smithfield, in the Rural 2 (RU2) Zone.
2. **Creekside Estates Subdivision – Extension Request** – A request for a 6-month extension of the effective period of approval for a 7-lot subdivision located at approximately 800 West 100 South, Smithfield, in the Agricultural (A10) Zone.
3. **Agriculture Protection Area: Allen** – A request for a recommendation to the County Council to renew and expand a previously approved Agricultural Protection Area with a total of 2,095.5 acres located in the Cove area within the Agricultural (A10) Zone.

**Regular Action Items**

4. **Windmill Farms Golden Retrievers Conditional Use Permit** – A request to operate a home based kennel (Use Type 3200) on 22.2 acres of agricultural land located at approximately 9400 North 2400 West, near Trenton, in the Agricultural (A10) Zone.

Board Member Reports

Staff reports

Adjourn

## **PUBLIC PARTICIPATION GUIDE: PLANNING COMMISSION**

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This document is intended to guide citizens who would like to participate in a public meeting by providing information about how to effectively express your opinion on a particular matter and the general powers and limitations of the Planning Commission.

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### **WHEN SPEAKING ON AN AGENDA ITEM**

Once the Commission opens the public hearing or invites the public to comment on a public meeting agenda item, approach the podium to comment. Comments are limited to 3 minutes per person, unless extended by the Chair of the Planning Commission.

When it is your turn to speak:

1. State your name and address and the organization you represent, if applicable.
2. Indicate whether you are for or against the proposal.
3. Make your statement.
  - a. Include all pertinent facts within your knowledge;
  - b. Avoid gossip, emotion, and repetition;
  - c. Comments should be addressed to the Commission and not to individuals in the audience; the Commission will not allow discussion of complaints directed at specific individuals;
  - d. A clear, concise argument should focus on those matters related to the proposal with the facts directly tied to the decision you wish the Commission to make without repeating yourself or others who have spoken prior to your statement.

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### **LEGISLATIVE (PUBLIC HEARING) VS. ADMINISTRATIVE (PUBLIC MEETING) FUNCTIONS**

The Planning Commission has two roles: as a recommending body for items that proceed to the County Council for final action (legislative) and as a land use authority for other items that do not proceed to the County Council (administrative).

When acting in their legislative capacity, the Planning Commission has broad discretion in what their recommendation to the County Council will be and conducts a public hearing to listen to the public's opinion on the request before forwarding the item to the County Council for the final decision. Applications in this category include: Rezones & Ordinance Amendments.

When acting in their administrative capacity, the Planning Commission has little discretion and must determine whether or not the landowner's application complies with the County Code. If the application complies with the Code, the Commission must approve it regardless of their personal opinions. The Commission considers these applications during a public meeting and can decide whether to invite comment from the public, but, since it is an administrative action not a legislative one, they are not required to open it to public comment. Applications in this category include: Conditional Use Permits, Subdivisions, & Subdivision Amendments.

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### **LIMITS OF JURISDICTION**

The Planning Commission reviews land use applications for compliance with the ordinances of the County Land Use Code. Issues related to water quality, air quality, and the like are within the jurisdiction of the State and Federal government. The Commission does not have authority to alter, change, or otherwise act on issues outside of the County Land Use Code.