



**PLANNING COMMISSION  
MEETING MINUTES**

**Monday  
January 29, 2024  
6:00 P.M.**

**CALL TO ORDER**

Planning Commission Chair Henry Frantz called the meeting to order at 6:03 p.m.

*Commission Members Present:*

Henry Frantz  
Stacy Eakman  
Henrik Nielsen

*Staff Present:*

Addie Tych, Deputy Clerk Treasurer  
Sue Ann Spens, Clerk Treasurer  
Stacia Schroeder, Town Engineer

*Public:*

Alexis Rowell, *Hunts Point resident*  
Todd Beyerlein, *Hoedemaker Pfeiffer*

**PUBLIC COMMENT**

A letter was recently sent to the Town on behalf of Mr. and Mrs. Rowell to ask that the Council consider revising how gross floor area is calculated. Mr. and Mrs. Rowell attended the January Council meeting and spoke during the public comment period. At the conclusion of their address, the Council agreed that there may be some benefit in having the Planning Commission review how the town defines and calculates gross floor area. Alexis Rowell and her architect, Todd Beyerlein address the Planning Commission to reiterate what was written in their initial letter. They noted that Hunts Point's GRA code is more restrictive than many of the surrounding municipalities.

**STAFF REPORT**

None.

**APPROVAL OF MINUTES**

**MOTION:** Approve the minutes of the Planning Commission meeting of November 13, 2023 as presented. Moved by Frantz, seconded by Eakman.  
Passed 3-0-0

**MOTION CARRIED**

**Comprehensive Plan Update: Zoning – *for review***

The Planning Commission has spent much of the past year reviewing the Town’s zoning code and revising it to meet the many GMA requirements and other legislative mandates. Town Engineer Schroeder has submitted the code revisions to the Department of Commerce and hopes to have their comments by the February Planning Commission meeting. The Commissioners reviewed the provided materials. The Planning Commission will hold a public hearing at next month’s meeting.

**Comprehensive Plan Draft – *for discussion***

Town Engineer Schroeder presented to the Commissioners a rough draft of the 2024 Comprehensive Plan. The Commissioners reviewed the draft and discussed. Town Engineer Schroeder will continue to revise the plan and hopes to have an updated draft ready for review by the February meeting.

**ADJOURNMENT**

**MOTION:** Move to adjourn the meeting at 7:35 pm. Moved by Frantz, seconded by Eakman.  
Passed 3-0-0

**MOTION CARRIED**

Respectfully submitted,

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Addie Tych, Deputy Clerk/Treasurer