



**PLANNING COMMISSION  
MEETING MINUTES**

**Monday  
March 25, 2024  
6:00 P.M.**

**CALL TO ORDER**

Planning Commission Chair Henry Frantz called the meeting to order at 6:02 p.m.

*Commission Members Present:*

Henry Frantz  
Henrik Nielsen  
Stacy Eakman

*Staff Present:*

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

*Public:*

None.

**PUBLIC COMMENT**

None.

**STAFF REPORT**

None.

**APPROVAL OF MINUTES**

**MOTION:** Approve the minutes of the Planning Commission meeting of February 26, 2024 as presented.

Moved by Frantz, seconded by Nielsen.

Passed 3-0-0

**MOTION CARRIED**

**Comprehensive Plan Update – for discussion**

The Town Council passed an ordinance to approve the new changes to the Town's zoning code. Town Engineer Schroeder is still working to create a draft of the Comprehensive Plan for the Commissioners to review. She hopes to have the draft completed and sent to the Commissioners two weeks prior to the April meeting.

**Middle Housing – *for discussion***

Middle housing refers to those housing types between single-family residences and mid-rise, multi-family development. During the 2023-24 legislative session, HB 1110 and HB 1337 were adopted to implement middle housing across the state. The Town has until June 2025 to adopt any new appropriate code language. Like the Comprehensive Plan Update, the Town is required to create and approve a public participation plan for their Middle Housing discussion. The Commissioners discussed different ways to inform and engage residents including creating and distributing public surveys and hosting a virtual open house. Staff will put together a draft of the plan for the Commission to review at the April meeting. Engrossed Substitute House Bill 2321 was recently passed, and Hunts Point will no longer need to allow for at least 6 out of the 9 middle housing typologies. Instead, the Bill states that the Town will just need to allow for two housing units per lot.

**ADJOURNMENT**

**MOTION:** Move to adjourn the meeting at 6:38 pm. Moved by Frantz, seconded by Nielsen.

Passed 3-0-0

**MOTION CARRIED**

Respectfully submitted,

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Addie Tych, Deputy Clerk/Treasurer