

**City of Falcon Heights
City Hall
2077 W. Larpenteur Avenue**

**Minutes - Planning Commission
Tuesday, January 23, 2018
7:00 p.m.**

A: CALL TO ORDER: The meeting was called to order by Commission Chair Larkin at 7:00 pm.

B: ROLL CALL:

Present: Commissioners: Larkin, Sunderland, Williams, Samatar, Stemper

Staff Liaison: Moretto

Council Liaison: Miazga

Absent: Murphy, Kotelnicki

C: APPROVAL OF MINUTES.

The minutes of September 26, 2017 meeting of the Planning Commission were approved.

D: AGENDA:

1. Election of New Officers

The Planning Commission elected new officers for the 2018 calendar year:
The following council members were nominated and elected to the following positions:
Chair, John Larkin
Vice Chair, Collin Stemper
Secretary, Stephen Sunderland

2. Approval of the Standing Rules

a. The commissioners discussed ideas concerning the creation of the Agenda items for each meeting. Commissioner Sunderland queried the council about other means available to the commission for adding agenda items to stimulate

thinking about the business of the commission. Council member Miazga shared the process he followed on other commissions using Ad Hoc meetings of a small subset of the commission members for special projects and working groups to accomplish a variety of tasks that do not require a quorum of members. Other options are afforded through the existing standing rules for commissioners to add items to the agenda. This was supported by Chair Larkin and members of the Planning Commission to encourage proactive engagement by commission members.

b. Council member Miazga asked if there were provisions in the standing rules that address Special meetings or Public meetings. Chair larkin responded that there are rules outlining procedures for Special meetings.

c. The Planning Commission Standing Rules of February 26, 2008, revised June 28, 2011, were approved by unanimous consent.

3. Announcement for a Special Meeting on January 30th, 2018 at 7:00 p.m. in the Council Chambers at Falcon Heights City Hall.

Paul Moretto outlined the proceedings of the Special Meeting to be held on January 30th, 2018 at Falcon Heights City Hall. The Special meeting is an opportunity for the Planning Commission and the community to engage with the WSB consultants to address the processes that will be required in the creation of the 2040 Comprehensive Plan as required by the Metropolitan Council. This kickoff event will be an initial opportunity to learn about the process and activities that will be undertaken by WSB and the city of Falcon Heights in coming months.

E: INFORMATION AND ANNOUNCEMENTS:

1. The planning commission wishes to thank Pamela Harris former city council member for her many years of dedicated service to the Planning Commission and the city of Falcon Heights.

2. Mark Miazga, newly elected council member, will be the new Council Liaison to the Planning Commission.

3. Entire proceedings of the Planning Commission meeting for Tuesday, January 23, 2018 can be viewed on cctv (FHPC_2018-01-23) which can be found on the Falcon Heights City website.

F: ADJOURNMENT: The meeting was adjourned at 7:35 p.m. Followed by a Workshop Session – Comprehensive Plan – Refresher