



**PLANNING COMMISSION – RECORD OF PROCEEDINGS  
NOVEMBER 9, 2023**

**CALL TO ORDER**

The Regular Meeting of the Elizabeth Planning Commission was called to order on Thursday, November 9, 2023, at 6:33 PM by Vice Chair Amy Schmidt.

**ROLL CALL**

Present were Vice Chair Amy Schmidt, and Commissioners Julie Uhernik, Greg Lindbloom, George Fick, Shawn Sommer, and Ed Beard. Commissioner Rob Porter was not present. There was a quorum to conduct business.

Also present were Community Development Director Zach Higgins, Planner/Project Manager Alexandra Cramer, and Deputy Town Clerk Harmony Malakowski.

**UNSCHEDULED PUBLIC COMMENT**

Steve Tapp – Town Resident

**AGENDA CHANGES**

No agenda changes from staff.

No agenda changes by the Commissioners.

Agenda set.

**CONSENT AGENDA**

1. Minutes of the Regular Meeting of June 20, 2023

Motion by Commissioner Fick, seconded by Commissioner Uhernik, to approve the Consent Agenda as presented.

The vote of those Commissioners present was unanimously in favor. Motion carried.

**NEW BUSINESS**

2. Election of 2023 Chair and possible election of 2023 Vice Chair



Motion by Vice Chair Schmidt, seconded by Commissioner Uhernik, to appoint Commissioner Fick as Chair for the remainder of 2023.

The vote of those Commissioners present was unanimously in favor. Motion carried.

The newly appointed Chair Fick took over the meeting at 6:39 PM.

Chair Fick closed the Regular Meeting and opened the Public Hearing at 6:41 PM.

### **PUBLIC HEARING**

3. SE corner of Walnut Street and S Elbert Street – Walnut Grove Sketch and Preliminary Plans  
Ms. Cramer provided a staff report.

Comments were provided by the following:

Steve Tapp – Town Resident

Paul Schwarzkopf – Town Resident

Chair Fick closed the Public Hearing and opened the Regular Meeting at 7:12 PM.

### **NEW BUSINESS**

4. Discussion and possible action on recommendation for approval regarding SE corner of E Walnut St and S Elbert St – Walnut Grove Sketch Plan and Preliminary Plans

Motion by Vice Chair Schmidt, seconded by Commissioner Lindbloom, to recommend for approval to the Board of Trustees the Walnut Grove Sketch Plan and Preliminary Plans.

The vote of the Commissioners present was 4 in favor and 1 opposed. Commissioner Sommer opposed. Motion carried.

### **STAFF REPORT**

- Director Higgins provided updates regarding:
  - Training
  - Old Town Traffic Study
  - The Board of Trustees approved the cross sections of the Streetscape project.
  - Monument sign at Main Street and Highway 86
  - The Historic Advisory Board is continuing to work on creating a Historic District.

### **COMMISSIONER REPORTS**

- Vice Chair Schmidt had a question about attending the Main Street Board of Directors' meeting.



## TOWN OF ELIZABETH

PLANNING COMMISSION

- Director Higgins reminded the Commissioners about the Open House on Monday evening to be hosted by the DOLA Main Street program.

### ADJOURNMENT

Motion by Vice Chair Schmidt, seconded by Commissioner Lindbloom, to adjourn the meeting at 7:46 PM. The vote of those Commissioners present was unanimously in favor. Motion carried.

Chair George Fick

Deputy Town Clerk Harmony Malakowski

