



Planning Board Agenda

The regular meeting of the Livingston Planning Board has been scheduled for February 15, 2023 at 5:30 PM in the commission chambers of the City/County Building at 414 E. Callender Street. This meeting will be facilitated by Stacy Jovick.

A virtual option will also be available:

Join Zoom Meeting

<https://us02web.zoom.us/j/88150432354?pwd=aHF1dEZLNmx6V2ZBVDBXWDhVNWWhnUT09>

Meeting ID: 881 5043 2354

Passcode: 237356

Call in: (669) 900-9128

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes**
 - A. Approve January 18, 2023 minutes
- 4. General Public Comments**
- 5. New Business**
 - A. Review and Approve Planning Board 2022 Annual Report to be presented to the City Commission
 - B. Planned Unit Development – Introduction and Role of Planning Board in the Process, presented by Staff
 - C. Planning Board Upcoming Work Plan
- 6. Old Business**
 - A. Staff Clarification of What Requires Site Plan Review
- 7. Board Comments**
- 8. Adjournment**



City Planning Board Minutes

A meeting of the City Planning Board was held on January 18, 2023, at 5:30 pm in the Community Room of the City/County Building at 414 E. Callender Street. A virtual attendance option was also provided via Zoom. The meeting was facilitated by Jessie Wilcox.

1. Call to Order (5:32 pm)

2. Roll Call (5:32 pm)

In attendance: Jessie Wilcox, Torrey Lyons, Taya Cromley, Mija Hamilton, Jim Barrett, Shannon Holmes, Stacy Jovick, and Johnathan Hettinger. Staff: Planning Director Jennifer Severson. Planning Board applicant: Amy Schilling.

3. Annual Election of Planning Board positions (recording 0:02 mins)

- Wilcox introduced
- Severson commented
- Lyons commented
- Wilcox called for motion for Chair and Vice-Chair
- Lyons asked question
- Wilcox responded
 - **Hamilton made motion for Stacy as Chair, second by Holmes**
 - **Motion passes 8-0 (recording 3:03 mins)**
- Wilcox asked question
- Barrett responded
 - **Lyons made motion for Barrett as Vice-Chair, second by Wilcox**
 - **Motion passes 8-0 (recording 3:54 mins)**

4. Approval of Minutes: November 16, 2022 (recording 4:03 mins)

- Jovick asked questions
- Severson responded
- Barrett asked question
- Severson responded
- Jovick commented
- Severson commented
- Wilcox commented
- Severson commented
- Wilcox commented
 - **Minutes approved 8-0 (recording 9:09 mins); NOTE- formal motion was not made**

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5. New Business

A. Interview Amy Schilling to fill the non-freeholder board member position (recording 9:13 mins)

- Wilcox introduced agenda item
- Jovick commented
- Severson commented
- Wilcox commented
- Schilling introduced herself
- Wilcox commented
- Jovick asked question
- *Hettinger left meeting (recording 12:31 mins)*
- Schilling responded
- Lyons made comment
- Schilling responded
- Jovick asked questions
- Schilling responded
- Wilcox made comment
- Lyons asked question
- Schilling responded
- Wilcox made comment
- Holmes made comment
- Schilling asked question
- Wilcox responded
- Wilcox asked questions
- Schilling responded
- Barrett made comment
- Wilcox made comment
- Jovick made comment
- Wilcox made comment
- Schilling asked question
- Wilcox responded
- Lyons made comment
- Hamilton made comment
- Schilling made comment
- Wilcox asked question
 - **Motion made by Jovick to recommend Amy Schilling as non-freeholder Planning Board member to the City Commission, second by Barrett (recording 30:20 mins)**
 - **Motion passes 7-0 (recording 31:09 mins)**

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6. Old Business - none

7. Public Comments - none

8. Board Comments (recording 31:54 mins)

A. Barrett expressed concern about delayed distribution of Livingston Enterprise newspaper

- Lyons commented
- Severson commented
- Barrett commented

B. Jovick asked questions notice deadlines required before board meetings and/or meeting cancellations

- Severson responded
- Jovick asked question
- Severson responded
- Jovick commented

C. Director Holmes provided Public Works Update

- Holmes provided project updates
- Jovick commented and asked question
- Severson responded
- Holmes commented
- Wilcox asked question
- Severson responded
- Jovick asked questions
- Holmes responded
- Severson commented
- Jovick asked question
- Severson responded
- Holmes responded
- Severson commented
- Jovick asked questions
- Severson responded
- Wilcox asked question
- Severson responded
- Holmes commented
- Wilcox asked question
- Holmes responded
- Lyons commented
- Wilcox commented

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- Severson commented
- Wilcox commented
- Lyons commented
- Holmes commented
- Hamilton commented
- Wilcox commented
- Jovick asked question
- Hamilton responded
- Jovick commented
- Severson commented
- Holmes commented

Severson confirmed next Planning Board meeting is scheduled for February 15, 2023

9. Meeting Adjourned

- **Wilcox made motion to adjourn, Lyons seconded**
- **Motion Passes 7-0 (recording 1:00:08 mins)**

February 1, 2023

City of Livingston Planning Board Annual Report 2022

Dear City Commission,

The Planning Board had a very productive year, with multiple educational opportunities and several Public Hearings regarding subdivision reviews.

During our February and March meetings, we met Dan Kostelec, contractor for Vitruvian Planning, who presented the Trails and Active Transportation Plan and requested we recommend to the City Commission the adoption of this plan as an addendum to our Growth Policy. The Planning Board unanimously voted to recommend to the Commission, the adoption of this Plan during the March 2022 meeting.

In April, we held a Public Hearing to review the Discovery Vista Subdivision request. The Planning Board voted to recommend approval of the variance request 5-4 and voted to recommend approval of the subdivision request by a 5-4 vote.

In June, we met Lila Fleischman, HRDC Community Development Director, District IX, who presented the Park County Housing Action Plan to the Board. The Board voted unanimously to recommend to the Commission, the adoption of the Housing Action Plan.

Meetings in August and September were both Public Hearings regarding the Mountain View Subdivision. The Planning Board voted to recommend the Commission deny approval of this subdivision by a vote of 6-2.

The Planning Board had yet another Public Hearing in November to review the North Town Subdivision request. The variance for this project was recommend unanimously (8-0) for approval to the Commission as well unanimous recommendation for approval of the subdivision proposal itself.

I am grateful for the opportunity to serve as Chair of the Planning Board over the last two years. It has been one of the most challenging and rewarding volunteer role I have served to date. Stacy Jovick was voted in as our new Chair during our January 2023 meeting.

Thank you for the opportunity to serve,


Jessica Wilcox, Former Chair of City Planning Board