



## **PLANNING COMMISSION**

**Wednesday, December 15, 2021 at 5:00 PM**

Palmer Lake Elementary School Library, Upper Glenway

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### **MINUTES**

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#### **Call to Order**

Chair Cooper called the meeting to order at 5:07 PM.

#### **Roll Call**

Present: Dave Cooper, Charles Ihlendfeld, Bill Fisher, Mark Bruce, Shana Ball. Excused: Vic Brown, Amy Hutson.

#### **Approval of Minutes**

1. MOTION (Bruce, Fisher) to approve the November 17 Meeting Minutes. Motion PASSED.

#### **Business Items**


2. Authorize signing Agreement for Professional Services with Community Matters Inc. – There was discussion on the importance of the Master/Comp Plan and its necessity to the Town's growth and access to grants for small businesses. MOTION (Ball, Ihlendfeld) to approve the agreement with Community Matters Institute to revise the Town's Master/Comp Plan. Motion PASSED 5-0.
3. Commission Appointments Coming Up January 2022 – As of December 14, 2021, Commission member Vic Brown has decided to step down from his position and will not seek reappointment. Chairman Cooper has agreed to stay on through January 2022 to help with the process of filling the open positions. Discussion surrounded the process and how to gather nominations. The members will fan out in the community, by way of social media, to look for anyone interested in serving on the Commission. Staff will assist with the application procedure. Commissioner Ball, along with the other members, thanked Chairman Cooper for his many years of service on the Commission and in the community.


#### **Next Meeting (January 19) and Future Items**

The meeting is scheduled to start at 4:30 PM to review any nomination applications.

**Adjourn**

MOTION (Ball, Fisher) to adjourn at 5:55 PM. Motion PASSED.

  
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David Cooper, Chair

  
ATTEST: Julia Stambaugh, Deputy Town Clerk