

City of Westminster
MINUTES OF THE PLANNING COMMISSION
October 30, 2023, 6:00 pm
Westminster City Hall

The meeting was called to order at 6:00pm. In attendance were Sandra Powell, Ben Lewis, Jarrod Brucke, and Truman Holbrooks

City Administrator, Kevin Bronson
Assistant to the City Administrator, Regan Osbon
City Clerk, Rebecca Overton

Approval of Minutes

Upon a motion by Mr. Holbrooks and seconded by Mr. Lewis, the motion to approve the September 18, 2023, meeting minutes passed unanimously.

Nominations of the Chair and Vice-Chair

Upon a motion by Mr. Holbrooks and seconded by Mr. Lewis, the motion to nominate Sandra Powell as Chair of the Planning Commission passed unanimously.

Upon a motion by Mr. Brucke and seconded by Mr. Holbrooks, the motion to nominate Ben Lewis as Vice-Chair passed unanimously.

Westminster Zoning Ordinance Public Hearing

Mrs. Powell opened the public hearing for public comments on the Zoning Ordinance. There were no public comments, and the public hearing was closed by Mrs. Powell.

Mr. Osbon reminded the Board that staff had been working closely with Zoning Attorney and consultant Spencer Wetmore to update the Zoning Ordinance based on feedback from the Planning Commission and City Council.

Mr. Osbon led the Board in a review of the updated Zoning Ordinance and pointed out changes that the Board had made over the last several meetings. He added that staff had identified the parking requirements for fast-food restaurant parking as an area of potential improvement. Mr. Osbon stated that currently one parking space for every 50 square feet of floor space is required. He added that a typical fast-food restaurant would require over 80 spaces of parking, often more than is available on lots. Mr. Osbon recommended to the Board to amend Appendix D on page 87 of the Zoning Ordinance from one parking spot per 50 SQFT to 150 SQFT.

Upon a motion by Mrs. Powell and seconded by Mr. Lewis, the motion to amend Appendix D on page 87 of the Zoning Ordinance from one parking spot per 50 SQFT to 150 SQFT passed unanimously.

Comments from Staff

Mr. Osbon informed the Board that future meeting would include discussion on the future land use map and deciding on zoning classifications.

Adjourn

Upon a motion by Mr. Holbrooks and seconded by Mr. Lewis, the motion to adjourn the meeting passed unanimously.

(Minutes prepared by Rebecca Overton)

Sandra Powell, Chairperson