
The meeting was held in-person, with participation via Zoom also available.

1. **CALL TO ORDER** – Chair Kopitzke called the meeting to order at 7:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL** – Present: Kris Kopitzke, Justin Sykora, Doug Parker, Marc Porupsky, James Langan, Christian Dawson, Kuchen Hale. A quorum was present. Absent were Jacob Edwards & Sally Doherty (both excused).
ALSO IN ATTENDANCE – City Administrator Ron Moore, City Council member Lucia Wroblewski
4. **APPROVAL OF AGENDA** –
Motion/Second Parker/Hale to approve the agenda for the January 8, 2024 Planning Commission meeting. Passed 7-0.
5. **APPROVAL OF MINUTES** –
Motion/Second Hale/Parker to approve the minutes of the November 6, 2023 Planning Commission meeting. Passed 6-0-1 (Porupsky abstain)
6. **REPORTS AND PRESENTATIONS** none
7. **PUBLIC HEARINGS** - Updated and Recodified City Code
Chair Kopitzke opened the public hearing at 7:05 pm.
Administrator Moore provided the following background information: The City hired American Legal Services, a municipal code codifier, to update the City Code with ordinances that were adopted but had not been codified into the City Code, to reorganize the City Code to better group similar topics, and to provide an online version of the City Code that has much more effective search capabilities. The updated City Code does not include any new land use /zoning ordinances that have not already been adopted.
While the ordinances themselves have not been changed, commission members should focus on whether the re-organization of the code makes sense and remains logically consistent and should also look for any unintended consequences that arise from the re-organization.
No comments were received from the public.
Motion/Second Hale/Porupsky to close public hearing. Passed 7-0.
Hearing closed at 7:08 pm.
Administrator Moore noted that the language in the code uses the words “will”, “shall”, and “should” in similar contexts. The word that best reflects the intent of these contexts should be selected and used consistently throughout the Code.
The commission found the following terms being used inconsistently in the code:
 - Board of adjustment and appeals
 - City Admin / Zoning AdminTerm use should be consistent with current positions.
The definition of “Institutional Housing” and the specific name that is used for this use needs to be changed so that it reflects the types of uses that are allowed.
Comments will go to the council meeting next week.
8. **NEW BUSINESS** – None
9. **OLD BUSINESS** -
 - A. Update on City Council Actions
Council member Wroblewski provided a summary of the December 19, 2023 Council meeting.

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- 10. ADJOURN –**
Motion/Second Parker/Hale to adjourn. Passed 7-0.
Meeting adjourned at 7:31pm.

Respectfully submitted by:

JY
Julie Yoho, City Clerk

To be approved on
February 5, 2024 as (check one): Presented: X or Amended: _____