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

1. **CALL TO ORDER** – Chair Kopitzke called the meeting to order at 7:14 PM.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL** – Present: Chair Kris Kopitzke, Justin Sykora, James Langan, Sally Doherty, Kuchen Hale, Scott Patten. Absent were Christian Dawson, Doug Parker, Roger Bowman. A quorum was present.
ALSO IN ATTENDANCE – City Administrator Ron Moose.
4. **APPROVAL OF AGENDA** –
Add item: Zoom meeting requirements for members
Motion/Second Sykora/Langan To approve the agenda for the August 1, 2022 Planning Commission meeting. Roll call: all aye, Passed 6-0.
5. **APPROVAL OF MINUTES** –
A. **Motion/Second Sykora/Kopitzke To approve the minutes of the June 27, 2022 Planning Commission meeting. Roll call: all aye, Passed 5-0-1 (Hale abstain).**
6. **REPORTS AND PRESENTATIONS** – none
7. **PUBLIC HEARINGS** – none
8. **NEW BUSINESS**
 - A. Draft Ordinance Amendment to Define the Nature Center Use
Administrator Moose provided the following information: The Zoning Code includes “Nature Center” as an allowed use with a conditional use permit, but does not include a definition of “Nature Center”. Staff has prepared the draft ordinance amendment with a proposed definition of Nature Center for review and feedback.

After discussion, the Planning Commission members recommended the following items regarding the draft Nature Center Definition:
 - Add language to include ecological and other special features
 - Add language to include opportunities and/or spaces
 - Add “express” or “explicit” as an adjective regarding purpose
 - The definition does not need to require a nature center to be owned/operated by a governmental jurisdiction or non-profit organization
 - Add language to include wetlands, streams and ravines
 - Need a definition of “non-commercial” that we are comfortable with
 - Clarify that “non-commercial” may allow some amount of revenue to be generated, such as to cover operating expenses
 - B. Draft Ordinance Amendment Regarding Simple Subdivisions
Administrator Moose provided the following information: The current simple subdivision ordinance allows a simple subdivision for a lot line rearrangement (exchanging land between two existing parcels that does not result in the creation of an additional lot.) However, the simple subdivision process can only be used if both parcels are fully conforming to all zoning requirements both before and after the simple subdivision. Otherwise, a minor subdivision is required. The minor subdivision requires a public hearing at the Planning Commission. The simple subdivision goes directly to the City Council.

55 While the requirement of full conformity is reasonable in most cases, staff believes it is not necessary in
56 cases where one of the lots involved in the subdivision is smaller than required, and/or has less frontage
57 on a public road than required, but is going to be made more conforming by the simple subdivision. For
58 example, if a one-acre parcel with a house is involved in a simple subdivision through which it would be
59 made larger, this change does not rise to the level of requiring a public hearing or a Planning Commission
60 review and recommendation.

61 The draft ordinance amendment allows a simple subdivision that includes a parcel that does not meet the
62 minimum lot size requirement and/or the minimum frontage requirement, but the subdivision would result
63 in the parcel becoming more conforming to the lot size and/or the frontage requirement and would not
64 result in the parcel becoming less conforming to any requirement.

65
66 After discussion , the majority of the Planning Commission members were reluctant to change the simple
67 subdivision requirements, and instead suggested the option of reducing the fee for a minor subdivision
68 that does not create a new buildable lot. Other members suggested allowing a simple subdivision, but
69 placing a size limit on the amount of land to be exchanged between parcels.

70
71
72 C. Agriculture Preservation Committee Report

73 Administrator Moose provided the following background information on the report which was given to
74 the planning commission: The Agriculture Preservation Committee (APC) has researched and discussed
75 ag land preservation efforts in other counties and other states, and has prepared a report to the City
76 Council that includes a general roadmap for ag land preservation and a number of potential tools that
77 could assist in ag land preservation. Some of the tools involve amendments to the zoning code, which
78 would come to the Planning Commission for feedback, public hearings and recommendations.

79
80 D. Zoom meeting requirements for members

81 Chair Kopitzke asked what the current rules are for members attending via Zoom
82 Administrator Moose stated that council members have to provide the address they are attending from;
83 this needs to be reflected in the agenda packet.
84 Doherty noted that attendance has been a concern, ability to use zoom would be useful.
85 Administrator Moose will find out what the current rules are for volunteer committees, statutory
86 commissions and non statutory committees.

87
88 **9. OLD BUSINESS –**

89 A. Groundwater protection

90 Chair Kopitzke created list from last discussion on the topic
91 Doherty stated she would like to prioritize items that can be done quickly such as #8 the planting list
92 Other items discussed were septic system compliance, well abandonment, well water testing and PFC
93 information.
94 Chair Kopitzke will develop prioritized list to discuss next month

95
96 B. Update on City Council actions

97 Administrator Moose provided a summary of the July 19, 2022 City Council meeting.

98
99 **10. ADJOURN**

100 **Motion/Second Hale/Langan To adjourn. Passed 6-0.**

101 Meeting adjourned at 8:55 pm.

102
103
104
105
106
107

Respectfully submitted by:

Afton Planning Commission
Meeting Minutes **APPROVED**
August 1, 2022

108 JY

109 Julie Yoho, City Clerk

110

111

112 To be approved on August 1, 2022 as (check one): Presented: _____ or Amended: X

113

114