

MINUTES OF THE CITY OF HAMILTON
MANDATORY PLANNING BOARD MEETING
January 14, 2013

TOPICS FOR DISCUSSION:

Mandatory Quarterly Meeting

1 The following members were present: Ron Uemura, Chip Pigman, Corey Johnson, Dan Harmon
2 and Nancy Valk

3

4 Also present: Dennis Stranger and Stephanie Lewis

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6 Suzy Foss was absent

7

8 Chairman Ron Uemura opened the Planning Board meeting at 6:05PM

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10 GENERAL PUBLIC COMMENT: None

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12 NEW BUSINESS:

13 **Ron Uemura stated he was stepping down as chair person as of the end of the meeting. Mr.**
14 **Uemura asked for volunteers.**

15 **Corey nominated Dan Harmon. Chip Pigman second it**

16 **All ayed.**

17

18 Staff Comment:

19 Mr. Uemura welcomed Nancy Valk to the board, replacing Al Mitchell.

20

21 Mr. Uemura questioned the status on the reviewing of subdivision regulation changes.

22

23 Dennis Stranger stated the city has not worked on them due to the press of other business.

24

25 Mr. Uemura asked if there was anything else this board can do or review

26

27 Mr. Stranger stated he would have to get back to him on that question.

28

29 Mr. Stranger stated there were no other planning initiatives at the moment but next year was
30 when the growth policy was to be revisited, which runs in a five year cycle.

31

32 Mr. Uemura stated the planning board needed to be more proactive and asked for suggestions.
33 Corey Johnson suggested making a check list of items that needed to be completed for
34 subdivision reviews for the people not familiar with the process.

35
36 Mr. Stranger stated the city was going to take the administrative paperwork out of the regulations
37 and create an application packet that can be given out.

38
39 Chip Pigman stated there should be a simplified list, one or two pages, of what they would have
40 to do if a public person wanted to do a one or two lot subdivision without a consultant.

41
42 Mr. Stranger stated at the April meeting the administrative paperwork would be available to
43 review.

44
45 Ms. Valk stated a neighbor inquired about impact fees and what it would cost to build in the city
46 and hook up to city services. Ms Valk asked if that was something that information was included
47 in the simple form that was discussed.

48
49 Mr Uemura state that information should be obtained from the Public Works department.

50
51 Mr. Stranger suggested making a list of frequently asked questions on building in the city and
52 what permits are needed.

53
54 Mr. Uemura asked if that was a standard information sheet the city had.

55
56 Stephanie Lewis stated no, but one can be made for residential building because there are too
57 many variables for commercial building.

58
59 Mr. Johnson stated this would be the perfect time to streamline the information for the general
60 public.

61
62 Mr. Pigman stated if the city had a sheet that had what permits were needed and the price of the
63 permit it could answer probably 90 percent of the questions the public may have.

64
65 Dan Harmon asked if the board could get the packets with the administrative information sent
66 out with the next board meeting agenda.

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68 Ms. Lewis asked if the board preferred email or regular mail.

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70 Board members stated email was fine.

71
72 Mr. Uemura opened the Public meeting at 6:05 PM

73
74 Board Comment: None

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76 OPEN DISCUSSION – BOARD MEMBERS AND STAFF: None

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78 **Chip Pigman moved to approve the 4/2/2012 and the 10/1/2012 minutes as written**

79 **Seconded by Dan Harmon**

80 **All voted aye**

81 **Minutes approved as written**

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83 **Ron Uemura motioned to adjourn the meeting at 6:35 PM**

84

85 STAFF DISCUSSION: None

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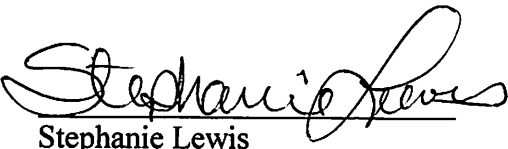
87 **Meeting adjourned at 6:35 PM.**

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92 
Stephanie Lewis

93 Clerk



Ron Uemura
Chairman