

**HARRISBURG PLANNING COMMISSION  
APPROVED MINUTES OF THE REGULAR MEETING OF MARCH 10, 2020  
HELD AT 6:00 P.M. IN THE CITY HALL CONFERENCE ROOM**

**CALL TO ORDER**

Chairman Bicknase called the meeting to order at 6:00 p.m. Present were Commission members Bicknase, Doyen, Hiles, Hogan, Kindt, Larson, and Schipper. Also present were McMahon, Pietrus, Stonesifer, Council member Danny Tank, and Phil Gundvaldson.

**APPROVAL OF AGENDA**

1. To approve the agenda for the March 10, 2020 regular meeting.

Schipper moved, with Doyen seconding, to approve the agenda as presented. The motion was approved by a unanimous vote.

**OLD BUSINESS**

2. Approval of the minutes of the February 11, 2020 regular meeting.

Kindt moved, with Doyen seconding, to approve the minutes of the February 11, 2020 Commission meeting as presented. The motion was approved by a unanimous vote.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

No public comment was offered.

**NEW BUSINESS**

3. Review of the Draft Technical Memorandum on proposed Arterial Street Funding and recommendation to the City Council.

Stonesifer described the final draft of the Technical Memorandum on proposed Arterial Street Funding to the Commission and answered several questions. After review and discussion, Kindt moved, with Doyen seconding, to recommend to the City Council that this Memorandum be accepted. The motion was approved by a unanimous vote.

4. Discussion of draft Housing Needs Update Study and set a joint meeting with the City Council to consider adoption of the Study.

The Commission briefly reviewed the Study and did not request any changes. Schipper moved, with Kindt seconding, to set a Planning Commission special meeting for March 17 at approximately 6:15 p.m. in the Liberty Elementary Board Room to meet jointly with the City Council to consider adoption of the Housing Needs Update Study. The motion was approved by a unanimous vote.

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5. Review and recommendation to the City Engineer on proposed intersection improvements to the Cliff Avenue and Willow Street intersection.

Stonesifer briefly reviewed the proposed alternative projects for intersection improvements with the Commission. Gundvaldson presented information on roundabouts and answered a number of questions from the Commission. After extensive discussion, Doyen moved, with Schipper seconding, to recommend to the City Engineer that the roundabout intersection improvements be constructed. The motion was approved by a unanimous vote.

6. Review of the 2021-25 Capital Improvement Plan and set a public hearing to receive public input on the Plan.

Stonesifer distributed information on more than six dozen proposed projects and demonstrated his CIP spreadsheet of these projects. There was extensive discussion of the City's infrastructure needs, impacts of growth, and how best to prioritize proposed projects. He asked the Commission to score the proposed projects so he can prepare a prioritized draft CIP. Kindt moved, with Doyen seconding, to direct staff to advertise for a public hearing during the next regular Commission meeting (on April 14) to accept public input on projects and priorities for the draft 2021-2025 Capital Improvement Plan. The motion was approved by a unanimous vote.

**ADMINISTRATIVE REPORTS AND COMMISSION INPUT**

7. Building and development activity reports for February, 2020.

McMahon provided activity reports to the Commission and reported on current development issues.

8. Commission Member input.

No Commission input was offered. Council member Tank reported on the recent Board of Appeals hearing and on the award of the Willow Street Trail project.

**ADJOURNMENT**

Schipper moved, with Hogan seconding, to adjourn. The motion was approved by a unanimous vote. The Commission meeting adjourned at 7:50 p.m.

Respectfully submitted,

Michael McMahon  
Planning & Zoning Administrator