

MEETING MINUTES
Benton County Planning Commission
Public Hearing
October 1st, 2024

Benton County Planning Commission Vice Chair Hamman called the meeting to order at 6:03 pm. The meeting was open to the public virtually via a published Zoom link.

COMMISSION MEMBERS

Nicholas Fowler, *Chair (arrived at 6:04 pm)*
Greg Hamann, *Vice Chair*
Sara Cash (*virtual*)
John Wilson
Evelyn Lee
Ed Fulford

STAFF

Petra Schuetz, *Interim Director and
Planning Official*
Alyssa Thompson, *Recorder*
Scott Kruger, *Environmental Health*
Shea Steingass, *Public Works*
Gordon Kurtz, *Public Works*

Vice Chair noted a **QUORUM** was reached.

MINUTES

Commissioner Wilson made a **MOTION** to **APPROVE** the August 13, 2024 minutes.
Commissioner Fulford: **SECONDED**
Motion carried, 6-0.

Commissioner Lee made a **MOTION** to **APPROVE** the September 3, 2024 minutes, with the correction of Ed Fulford being listed under "**Commission Members**" attendees.

Commissioner Fulford: **SECONDED**

Motion carried, 6-0.

Chair Fowler shared after discussion with Schuetz there will be a change to minutes going forward, with them being more minimalist. Schuetz also shared that staff are piloting a program of using Artificial Intelligence to assist with time saving measures for staff.

Environmental Health Permitting Overview: Scott Kruger

See exhibit A, attached.

Public Works Permitting Overview: Gordon Kurtz and Shea Steingass

See exhibit B, attached.

Planning Commissioner and Staff Updates

Housing Subcommittee: Ed Fulford

See exhibit C, attached.

Ed Fulford nominated citizen, Liz Irish, to the subcommittee.

Chair Fowler **AFFIRMED** the appointment at **8:02 pm**.

Development Code Subcommittee: Greg Hamann

Hamann shared that the subcommittee was brought into the planning of the comprehensive plan update, another meeting happening this week with consultant.

Schuetz shared staff identified 10 years of statutory requirements and brought them to the consultant. Those requirements will be implemented into the Comprehensive Plan Update.

Staff Updates: Petra Schuetz

- There was administrative appeal to the Planning Commission. Citizens have submitted an appeal to LUBA in a timely manner regarding the St. Martins Orthodox Church application.
- Code Compliance recruitment is moving forward, four applicants are moving to interviews in the next week.
- Schuetz shared Shannon Bush will be providing update to the Planning Commission at the November meeting.

Chair Fowler **ADJOURNED** at **8:11 pm**.