

**APPROVED MINUTES
THE CITY OF THE VILLAGE OF DOUGLAS
PLANNING COMMISSION
DOUGLAS CITY HALL
Wednesday, June 8, 2011**

1. The meeting was called to order at 7:03 PM by Chairperson Balmer
2. **Roll Call:** Matt Balmer, Ron Dellartino, Tara Frey, Michael Hurley, Alexa Urquhart

Also in attendance: Ryan Kilpatrick, Community/ Economic Development Director

Absent: Dave Burdick, Candace Dugan

3. Approval of Minutes

Motion by Urquhart, second by Dellartino, to approve the Regular Meeting Minutes of May 11, 2011

Motion carries with unanimous voice vote

4. Agenda Changes/Additions/Deletions

Motion by Urquhart, second by Frey, to approve the agenda as presented

Motion carries by consensus

5. Hear from the audience

No one wished to speak

6. Written Communication

There was none presented

7. New Business

Consideration of an application for Change of Use: Conversion of existing second story office space into residential in the C-1 (Village Center) District

Documents related to Agenda Item 7A include:

- i. Staff memo dated May 5, 2011
- ii. Application

Kilpatrick reviewed the staff memo with emphasis on parking, no footprint alteration, and that interior construction needs to be to code. Commissioners questioned adequate square footage for residential and emergency exit.

Motion by Dellartino, second by Urquhart, to approve the application submitted by Kiama Properties to convert an existing 2nd story office space into a residential dwelling unit, located at 29 Blue Star Highway (03-59-016-037-00) known as the Lighthouse Realty Building subject to Fire Department and MTS review.

Motion carries with unanimous roll call vote

8. Unfinished Business

Consideration of language to address the regulation of land uses associated with the growing, distribution, and transfer of Medical Marijuana in the City of the Village of Douglas.

Kilpatrick explained that in a meeting with the legal staff it was determined that a change in the direction of the language the Village is considering for adoption regarding Medical Marijuana needs adjustment.

9. Hear from the Audience

No one was in the audience

10. Commissioner Comments

There were none

11. Adjournment

Motion by Urquhart, second by Dellartino, to adjourn the meeting at 7:28 PM

Motion carries with unanimous voice vote

Respectfully submitted,

Alan McPhail

Recording Secretary

Approved By: _____

Ryan Kilpatrick, Community/Economic Development Director