I. CALL TO ORDER / DECLARATION OF QUORUM

II. APPROVAL OF SEPTEMBER 9 MEETING MINUTES

Commissioner Staley moves for approval.
Commissioner Woods second the motion.
Minutes pass unanimously.

III. APPROVAL OF OCTOBER 14 MEETING MINUTES

Commissioner Staley moves for approval.
Commissioner Opdycke seconds the motion.
Minutes pass unanimously.

IV. ZONING MAP AMENDMENT – 09PLND-0085

Amendment of the zoning map as part of the implementation of the Downtown Plan Update, adopted by the City Council on February 9, 2009. The subject properties are those that currently are not designated to be within the boundaries of any of the future Downtown zoning districts that were recommended by the Downtown Plan Update.

Discussion was held on the two “orphaned” sites that are no longer considered part of the downtown zoning area. The first was clarified to be a graphic error on part of the consultant. All maps show the northern triangular block to be included within the downtown zoning areas. The next step for this block will be to determine the appropriate new zone for this block.

The southern orphaned block of the downtown area was proposed to be zoned from D-4 to B-2. Citizens living on this block voiced concern over allowable building heights in the new zone and the potential to lose property value due to the down zoning of the block. The Commission decided to table the discussion so that further analysis of the zoning code could occur and a new recommendation could be made. The full conversation can be located in the transcripts of this meeting.

V. DOWNTOWN ZONING IMPLEMENTATION UPDATE

Mr. Argumedo reported to the Commission that the administrative component to the update to the downtown zoning code is well underway. The zoning staff met with the downtown plan consultants to get an update on and history on the plan as most staff was not employed at the city during the planning process.

VI. ANNUAL REPORT
Mr. Sklenar reported to the Commission that an annual report has not been drafted since 2004. He will be working on a report that will be given to Plan Commission for approval in the December meeting.

VII. ELECTIONS 2010

Commissioner Opdycke reminded the Commission that elections occurred yearly and that voting would occur at the December meeting.

VIII. RULES REVISION – PUBLIC COMMENT

Continuing from the October meeting, Commissioner Staley presented the motion for formal adoption that would amend the Rules of the Plan Commission. He motioned that:
The rules and regulations of the Plan Commission be amended to add the following as a new item to Article VI:
1. All meetings and hearings open to the public shall provide time for public comment to allow for all public comments to be voiced. The following allotments will be followed:
   a. The comments of individual citizens shall not exceed five minutes.
   b. The comments of a group of citizens such as a neighborhood group, organization, association or similar assemblage of individuals shall not exceed 20 minutes unless such a group has requested from the Staff not less than 24 hours prior to the meeting additional time, in which event the comments of the group shall not exceed 30 minutes.
   c. All time limits will be subject to the discretion of the Chairperson as to make reasonable adjustments on a case by case basis to accommodate the requirements of extraordinary situations.
Commissioner Peters Seconds the motion.
Motion passes unanimously.

The second motion Commissioner Staley presented was not an augmentation to the rules but a written procedural recommendation for how meetings should be conducted. The full motion is written in the transcripts.

Commissioner Galloway seconds the motion.
Motion passes unanimously.

IX. COMMITTEE REPORTS
No Reports to give.

X. EVANSTON PLAN2030

Mr. Sklenar reported that the City did not receive funds from ULI to develop a comprehensive plan website but that he will be pursuing other avenues to develop this and other materials at a low cost to the city. Discussion was also held on when to hold subcommittee meetings. It was determined that the Subcommittee Chair, Commissioner Nyden needed to be consulted on this. Mr. Sklenar was to set up a meeting before the December Meeting.

XI. ADJOURNMENT
Motion to Adjourn made by Commissioner Woods.
Commissioner Opdycke seconds the motion.
Motion passes unanimously; Plan Commission adjourns at 8:05PM.
The next regular Plan Commission meeting is scheduled for **WEDNESDAY, DECEMBER 9, 2009** at 7pm in the Civic Center.

Respectfully submitted,
Craig D Sklenar, AICP
Planning Division