CALL TO ORDER

ROLL CALL: Ken Boyer, Ken Donart, Whitney French (Vice-Chair), Michael Garrigan (Chair), Richard Scheffrahn, Stephenie Todd, Jeff Wehrli (CB Representative), 2 vacancies and Angela Zubko (PBZ liaison)

APPROVAL OF AGENDA

APPROVAL OF MINUTES: Approval of minutes from the January 15, 2014

CHAIRMAN’S REPORT

NEW BUSINESS

OLD BUSINESS
1. Update on Millbrook Bridge
2. Discuss and decide what is next for the reconnaissance survey- have some pictures from Seward and NaAuSay Township
3. 5 Year Plan/Project Tracking Sheet – Discuss and approve changes/adjustments and select next steps for meeting 2014 goals
4. Discussion on public outreach event

PUBLIC COMMENT

ADJOURNMENT- Next meeting on March 19, 2014
CALL TO ORDER
The meeting was called to order by Chairman Michael Garrigan at 7:00 p.m.

ROLL CALL
Present were: Ken Boyer, Ken Donart, Whitney French (Vice-Chair), Michael Garrigan (Chairman), Stephanie Todd and Jeff Wehrli (7:28) (CB Representative)
Also present: Senior Planner Angela Zubko
Members in the audience: None
Absent: Peter Bochek, Fred Dickson and Richard Scheffrahn

Planner Zubko stated Peter Bochek unfortunately had to resign. Stephanie Todd suggested Anne Marie Sponholtz. ACTION: Ms. Todd will contact her to see if she would like to join the committee.

APPROVAL OF AGENDA
Ken Donart made a motion to approve the agenda as written, Whitney French seconded the motion. All agreed and the agenda was approved.

APPROVAL OF MINUTES
Whitney French a motion to approve the minutes as amended from December 18, 2013 meeting. Ken Donart seconded the motion. All agreed and the minutes were approved.

CHAIRMAN’S REPORT
Mr. Garrigan was not present so there was no report this evening.

NEW BUSINESS
Ms. French wanted to state we are making minimal progress about preserving the Millbrook Bridge. It’s moving forward and Mr. Wehrli is on board. Mr. Donart has been forwarding some information he has received from Roger Matile from the Little White School House. There was discussion on the construction of the bridge and the next steps. There was discussion on type of grants and landmarking the bridge. Research is ongoing.

OLD BUSINESS
1. Draft Ordinance changes- discussion and recommendation on more information requested by the PBZ Committee- Planner Zubko stated she contacted Catherine O’Conner who is willing to come talk to our Board but when the weather gets better. She understood our Board’s concerns and suggested some language stating in the case of a formal property owner objection to designation, the landmark
nomination would require super majority vote ratification by the County Board, after a public hearing is held.

We went back to discuss the Millbrook Bridge since Mr. Wehrli was in attendance. We are assembling information to possibly landmark the bridge. Mr. Wehrli stated this bridge is under a lot of duress and it’s been 4 years since they told us to immediately fix the bridge. (the structural engineers). 1 of the piers has dropped at least 8 inches. Andy Meyer from the highway department stated there is a whole book in the Plano library about this bridge. **ACTION:** Ms. French will go check out this book at the library.

2. Review of Phase I Engineering and type of information provided- Planner Zubko stated in the packet is information on Phase I engineering. Phase I engineering is required during any new road construction or alignments, not resurfacing. The state researches most of the archeology. The question is what triggers a Phase I engineering and how the Commission can get in the loop of information?

3. Review of future transportation plan- Planner Zubko stated the highway department’s future transportation plan is available online and she has a copy if anyone would like to look at it. They are all resurfacing projects except Eldamain Road and Stevens Road extension to Minkler Road. There was a brief discussion on Route 34.

4. Discuss and decide on a date for special meeting to review reconnaissance survey & review reconnaissance survey- 1st Wednesday of February which is Feb. 5th. It will be here at the County Office Building.

5. 5 year plan- Discuss and approve changes- Ms. French stated she handed out homework and wanted to go through the list one by one. The committee went page by page.

6. Project Tracking sheet- discuss adjustments and select next steps for meeting 2013 goals- This is the 5 year plan.

7. Discussion on public outreach event- Did not get to this month, will be continued to next month.

8. Review reconnaissance survey pictures- there was no time to take a look at pictures.

**PUBLIC COMMENT**
There was no public comment at this time

**ADJOURNMENT-** Next meeting will be February 19, 2014 (Planner Zubko will be absent) – Whitney French made a motion to adjourn, seconded by Ken Boyer, all agreed. Chairman Garrigan adjourned the meeting at 8:56 pm.

Submitted by,
Angela L. Zubko, Recording Secretary & Planning & Zoning Manager