

**TOWN OF ELSMERE  
PLANNING COMMISSION  
MEETING MINUTES**

**May 5, 2020**

**6:30 P.M.**

**CALL TO ORDER:** The Planning Commission Meeting was called to order at 6:30 PM.

**PLEDGE OF ALLEGIANCE:**

**MOMENT OF SILENT PRAYER FOR THOSE WISHING TO DO SO:**

**ROLL CALL:**

CHAIRMAN	CHARLES LINDELL	PRESENT
COMMISSIONER	ROBERT ANDERSON	PRESENT
COMMISSIONER	LEON BACKER	ABSENT
COMMISSIONER	JOSE MATTHEWS	PRESENT
COMMISSIONER	KRISTA NUSCHKE	PRESENT
COMMISSIONER	MARY STEPPI	PRESENT
COMMISSIONER	VACANT	

**PUBLIC COMMENT:**

None

**APPROVAL OF MINUTES:**

Approval of the minutes from the March 10, 2020 Planning Commission Meeting

**ACTION:** Commissioner Anderson made a motion to approve the minutes from the May 5, 2020 Planning Commission meeting. The motion was seconded by Commissioner Steppi.

**VOTE:** 4 in favor, 1 absent, 1 late, and 1 vacancy Motion carried

Lindell – Yes, Anderson – yes, Backer – Absent, Matthews – Yes, Nuschke – late, Steppi – Yes

**NEW BUSINESS:**

Review Petition 20-06, Tax Parcel Number 1900-000-263

The applicant did not show up for the virtual meeting.

## **OLD BUSINESS:**

### **Review of the Comprehensive Plan**

Town Manager Giles stated that he feels the Planning Commission Members should all be in the room together and not a virtual meeting. That he contacted has contacted the State Planning Office and stated we may be seeking an extension of the submittal of the Comprehensive Plan and the response was to wait till June to file for an extension and that it would not be a problem given the circumstances of the Pandemic.

Mr. Sean O'Neill stated that if we tried to perform a virtual meeting, he could share his screen and that we should file for an extension.

Commissioner Nuschke arrived at 6:46 P.M.

Mr. O'Neill and the Commissioners had multiple conversations about the 6-month extension. Mr. O'Neill stated it would take him a few weeks to get the final review done and submitted to the Commissioners to review. If any updates need to be made or additions please have them submitted to Mr. O'Neill by May 15, so that he can update the draft and have them ready for the next Planning Commission meeting.

Town Manger Giles and the rest of the Commissioners thanked Commissioner Nuschke for sitting on the board and providing her input on the Comprehensive plan.

## **ITEMS SUBMITTED BY CHAIRMAN AND BOARD MEMBERS:**

None

## **PUBLIC COMMENT:**

None

## **ADJOURNMENT:**

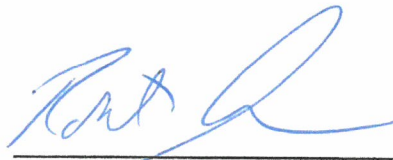
**ACTION:** Commissioner Anderson made motion to adjourn the meeting. The motion was seconded by Commission Nuschke

**VOTE:** 4 in favor, 2 absent, 1 vacancy Motion carried

Lindell – Yes, Anderson – Yes, Backer – Absent, Matthews – Absent, Nuschke – Yes,  
Steppi – Yes

At this time, the meeting was adjourned.

These minutes summarize the agenda items and other issues discussed at the May 5, 2020, Planning Commission meeting. Votes are recorded accurately. The audio tape(s) of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio tape(s) may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.

  
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**CHARLES LINDELL, CHAIRMAN**  
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**LEON BACKER, SECRETARY**  
In Leon's Absence (Robert Anderson)