

APPROVED

HUNTINGTON PLANNING COMMISSION
Minutes of January 20, 2015



PRESENT: Everett Marshall, Knox Cummin, Mark Smith,
ABSENT: Terry Ryan, Beverly Little Thunder
OTHERS PRESENT: Tom Bailey, Roman Livak
MINUTES: Everett Marshall

RECEIVED *[Signature]*
DATE *February 19, 2015*

- 7 pm Public Comment
Minutes of January 6, 2015
Mail
- 7:20 Zoning Regulations Work Session with Tom Bailey
- 8:45 Member Business
- 9 pm Adjourn

The meeting began at 7:08 pm; chaired by Mark Smith.

Public Comment	See Heidi's comment in Regulation Revision related to the regulation name.
Mail	No mail.
Minutes of January 6, 2014	Not reviewed.
Regulations Revision	<p>We decided to rename the regulations 'Huntington Land Use Regulations' from 'Huntington Land Development Regulations'. Discussion on this was prompted by an email from Heidi Racht. She said that we should use a more inclusive term and proposed using 'Huntington Land Regulations'.</p> <p>The Commission met with Tom Bailey to discuss regulation revisions.</p> <p>Knox will revise the Permit and Discretionary Approval Flow Chart. We spent considerable time discussing this chart. Everett said the he liked the direct action language of Tom's version of the chart and Knox will look to merge information from his with Tom's. Heidi has offered to put the final chart in a more readable format</p> <p>Both Everett and Mark had made comments to Tom's working copy of the Regulations that facilitated discussion and feedback. Tom will look to revise the document using plain English.</p> <ul style="list-style-type: none"> • Use short sentences and paragraph breaks • Use an active voice • Put the main points upfront • Speak to reader • Use clear titles • Use action verbs <p>Everett shared the document Zoning Codes in Plain English with the commission.</p>

	<p>https://mail.google.com/mail/u/0/#search/simple/14af46a476a05a28?projector=1</p> <p>The Commission would like Tom to start using two columns in drafting the regulations. The outside column provides either more detail or explanation of the inside text.</p> <p>Tom will be working on updated revisions for the coming meeting.</p>
Member Business	<p>Everett attended the CCRPC Planning Advisory Meeting and the Huntington Plan was approved by this group. It now goes onto the full CCRPC Board on January 21.</p>

Adjournment: Everett Marshall moved to adjourn the meeting; seconded by Knox Cummin. The Commission adjourned the meeting at 8:58 pm.

UNAPPROVED DRAFT MINUTES POSTED ON WEBSITE: January 24, 2015

UNAPPROVED MINUTES TO THE HPC: January 24, 2015

MINUTES APPROVED: February 17, 2015

APPROVED MINUTES TO THE TOWN CLERK: February 19, 2015