

Harrisville City Planning Commission Meeting  
363 W. Independence Boulevard  
7:00 p.m., January 14, 2015

Commissioners:  
Steve Weiss      William Smith  
Michael Murtha   Patricia Young  
Tyler Malmrose   Don Knighton  
Kevin Jensen      Chad Holbrook

Staff: Bill Morris (City Administrator)  
Shanna Edwards (Secretary)

Visitors: Ruth and Jeff Pearce, Skyler and Taylor Combe, Calvin Pack, DeLynn Holbrook

**Call to order and welcome:**

Chairman Weiss called the meeting to order and welcomed everyone. He introduced newly appointed Commissioner Chad Holbrook.

**1. Discussion / Action concerning a conditional use application for used auto sales at 1185 North Washington Boulevard, front office of Green Touch property - Skyler Combe**

Chairman Weiss turned the time over to Skyler Combe. He said he has been in business for about ten years. He will have approximately eight cars on the lot, three parked in the front on the south side, and the remaining cars parked behind the office building on the south which is also where customers will be directed to park. Parking will be on the existing asphalt. Mr. Combe stated that the Motor Vehicle Enforcement Division will inspect the property before he receives approval from the state. He will provide his state licence when applying for the city business license. Snow removal and maintenance of the grounds will be taken care of by property owner, Dave Green. Mr. Combe will place signs directing his customers away from the neighboring property to the area available to his customers for parking. There is no plan to add additional asphalt at this time. He does not plan to add any lighting at this time; however, if he finds it is needed for security, he may add a spot light in the back. Bill Morris told Mr. Combe to contact the city building official, Ken Martin, if he finds that additional lighting is necessary. His sales office will be in the front of the small building. The conditional use application included a letter from property owner Dave Green indicating his approval of the request.

MOTION: Commissioner Smith motioned to approve a conditional use application for used auto sales to locate at 1185 North Washington Boulevard, subject to staff and agency comments and city code. The motion was seconded by Pat Young and voting was unanimous.

Bill Morris explained that once approved, there is a ten-day appeal period before he can apply for a business license.

*(Skyler and Taylor Combe and Calvin Pack left the meeting)*

**2. Consent approval of Planning Commission Meeting Minutes December 12, 2014.**

MOTION: Commissioner Jensen motioned and Commissioner Knighton seconded to approve minutes of planning commission meeting December 12, 2014, as written.

**3. Administer the oath of office to new commissioner.**

Bill Morris administered the oath of office to newly appointed Commissioner Chad Holbrook, and they signed the "Oath of Office."

**4. Elect Chairman and Vice Chairman for 2015.**

Chairman Steve Weiss opened nominations for chairman.

Commissioner Jensen nominated Commissioner Steve Weiss to serve again as chairman for 2015.

Commissioner Smith seconded the motion and voting was unanimous. Commissioner Weiss accepted the position of chairman.

Chairman Steve Weiss opened nominations for vice chairman.

Commissioner Jensen nominated Commissioner Tyler Malmrose to serve as vice chairman for 2015. Commissioner Smith seconded the motion and voting was unanimous. Commissioner Malmrose was not present, but he will be notified.

**5. Annual training on open meetings, nondiscrimination, and sexual harassment - Bill Morris**

Chairman Weiss turned the time over to Bill Morris to present the required annual training. Some commissioners requested a copy of the slide show presentation, and it will also be sent to Commissioner Malmrose who was not in attendance.

**6. Public comments.** *None*

**7. Adjourn**

At 7:50 p.m., Commissioner Knighton motioned and Commissioner Smith seconded with unanimous approval to adjourn. The next regularly scheduled planning commission meeting will be held February 11, 2015, 7:00 p.m. at the city hall.

Shanna C. Edwards  
Secretary

Steve Weiss  
Chairman