

Village of Clarksville  
Planning Commission Meeting Minutes  
November 16, 2023

The meeting was called to order at 7:00 pm.

Pledge of Allegiance was recited.

Verified there was a quorum.

Commissioners Present: Chairperson John Jewell, Vice Chairperson Alexia Hoffman, Secretary Diane Sheldon, Tristen Alderink, Kellie Hall, Kaitlin Mossner, and Ex Officio Bonnie Main. Zoning Administrator Derek Byers also present.

Public Comment: None

Approval of Meeting Agenda: Request to add at beginning of meeting, assistance in transporting village holiday tree for installation. Motion to discuss with holiday tree already on agenda. Motion by Hall 2<sup>nd</sup> by Main voice vote 1 opposed motion passed.

**Reading of Minutes from 10-19-23**, Motion to read over ourselves by Hoffman 2<sup>nd</sup> Alderink voice vote passed Motion to accept as presented by Hoffman 2<sup>nd</sup> by Hall, voice vote passed.

**Reports**

**Zoning Administrator - Derek Byers:** Nothing to report.

**Ex Officio Report - Bonnie Main:** Ex officio report was read by Main.

**Unfinished Business:**

**Park / Playground Project:** Postponed to March 2024 meeting.

**Christmas Brainstorming:** Details were finalized flyers approved. Fake Gift outdoor decorations were discussed.

**Village Event Ideas:** Village events committee formed: 4 events to work on developing community activities. Spring Walk (Easter), Memorial Day, Harvest Festival (Halloween), and Christmas. Committee members: Tristen Alderink, Kellie Hall, Alexia Hoffman, John Jewell, Kaitlin Mossner. Motion to form committee by Hoffman 2<sup>nd</sup> Alderink, voice vote passed. A reminder was given to keep to task, avoid discussions about village business.

**Review Map of Street Easements:** Motion to ask village engineer to review by Hoffman, 2<sup>nd</sup> Alderink voice vote passed.

**New Business:**

1. Review parking section of zoning ordinance – Starting point for next month, page 156 Postpone to December 2023, place as last agenda item.
2. Explore a single day event permit: on multi-family residential/residential property Postponed January 2024
3. Alter village signs to announce village events: Village council president has access to the village lighted sign.
4. Master Plan Review: Add to January 2024 agenda.

**Commissioner Comments:** Planning commission members need to become familiar with the zoning ordinance.

Meeting adjourned by chairperson at 9:22 pm

The next planning commission meeting will be held on Thursday December 21, 2023, at 7:00 PM

Prepared by Diane Sheldon, Secretary