



PLANNING COMMISSION

Wednesday, January 7, 2026 at 6:00 PM

City Hall, 2nd Floor Council Chambers

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ADOPTION OF AGENDA JANUARY 7, 2026**
- 4. APPROVAL OF MINUTES**
 - A. Minutes of December 3, 2025
- 5. PUBLIC COMMENTS AND COMMUNICATIONS (NON-AGENDA ITEMS)**
(3-Minute Limit)
- 6. OLD BUSINESS**
 - A. Comprehensive (Master) Plan Bid Proposal Evaluations Submissions
- 7. NEW BUSINESS**
 - A. The Planning Director requests the Planning Commissioners to make a motion for the approval of staff to interview the top three Master Planning Consultants based on evaluations.
 - B. Election of Officers- Chairperson, Vice-Chairperson, Secretary
- 8. COMMISSIONER COMMENTS**

9. NEXT MEETING REMINDER FEBRUARY 4, 2026, AT 6:00 PM

10. ADJOURNMENT

MINUTES – PLANNING COMMISSION MEETING

December 3, 2025

6:00 PM

MEMBERS PRESENT: James Johnson, Dave Hammontree, Clyde Mauldin, Conner Wood, Daniel Mahoney, Chelsea Poole

MEMBERS EXCUSED: Greene

STAFF PRESENT: John O'Connor, Cory Mays

I. Call to Order

Chairperson Johnson called the meeting to order at 6:01 pm.

II. Roll Call

III. Adoption of Agenda

Commissioner Mahoney motioned to approve the agenda as presented/amended. Support from Commissioner Hammontree.

Motion passed by voice vote.

IV. Consideration of October 01, 2024, Planning Commission Meeting Minutes

Commissioner Wood motioned to approve the minutes as presented/amended. Support from Commissioner Hammontree.

Motion passed by voice vote.

V. Public Comment and Correspondence

Walter Timothy Prior: speaking in favor of the 905 Francis rezoning request; receiving fraudulent/scam emails with bogus City charges.

Homeless Man: would like to see the RIA homeless shelter reopened.

Devita Quinn: the city needs more than one homeless shelter in the city.

VI. Consideration of Applications

A. Conditional Use Permit for use of a Group Shelter, Family resource Center, And Childcare Center at 302 W Morrell Street (Parcel #4-055600000)

Commissioner Wood motioned to enter the report and recommendation into the record as if read in whole. Support from Commissioner Hammontree.

Motion passed by voice vote.

Chairperson opened the public hearing at 6:09 pm.

STAFF COMMENTS: Recommends approval,

APPLICANT/PUBLIC COMMENTS

Sally Heaver: would like to see the RIA homeless shelter reopened (homeless woman)

Tashia Carter: would like the shelter reopened, to be used as both a shelter and community resource center.

Tricia Greaves: would like to see the shelter reopened.

Diane Washington: Sees a direct need in the community to have the shelter reopened

Nancy Smith: State Senator Sue Shink supports the work of Residents in Action

No comments in opposition of the Shelter

Chairperson Johnson closed the public hearing at 6:16 pm.

COMMISSIONER COMMENTS

Chelsea Poole: will abstain from any votes on this matter. Don't forget to do the required/requested work by the City.

Connor Wood: setbacks of existing structure are out of compliance...does not see that as an issue; Occupancy questions (32 beds vs. 16 beds) (staff report that no documents exist to show an allowance of 32 beds); is the shelter in compliance with standards? (staff reminds us that additional work will be needed for full use).

Daniel Mahoney: remembers that 32 beds were allowed in the past, though unsure how that allowance occurred (staff reminded the PC that the architect would need to evaluate the building and prescribe both occupancy and needs to increase occupancy. Fire Marshall would also need to weigh-in regarding ingress/egress and suppression). Is willing to work on an emergency order with City Council (building ownership is a key issue).

John O'Connor: 16 beds vs. 32 beds in question is for the annex only, not the larger school building). Administrative approval would be needed to full use based on completion of necessary tasks. The vote today is not regarding the # of beds...that must come from the drawings/plans and architect. Today's vote is only to allow the operation of the shelter in this neighborhood. The other management/running of the shelter and the rules that apply must come from the applicant per ordinance/code requirements.

Connor Wood: what are the next steps? (staff reported that sealed plans/drawings for the entire campus (and buildings) are needed. What are we doing right now? Has a security and operations plan been submitted? (staff, no). Frustrated that an ordinance was "basically" written to allow the work of RIA, and there seems to be a communication disconnect holding back the needed work.

James Johnson: who pays for plans/drawings? (building owner).

David Hammontree: does Ms. Carter have anything to add? When could the annex open if approved this evening? (staff answered tomorrow). What about the community center? (staff, a site-plan and drawings are needed for its use).

Tashia Carter: 32 beds are needed. Currently have 3 bathrooms, and they need to know what else is needed. Would also like to use the pallets? What would make them legal?

Clyde Mauldin: could the Mayor issue an emergency order?

James Johnson: appreciates the work being done by RIA, and does not want to see anyone out in the cold

Motion to issue Conditional Use Permit at 302 W Morrell Street (Parcel #4-055600000)

Commissioner Wood motioned to approve with necessary modifications related to the issues mentioned, including the submission of necessary plans to be made by staff Support from Commissioner Hammontree (I think, apologies).

PC Member	Yes	No	Abstain
Conner Wood	X		
Chelsea Poole			X
Clyde Mauldin	X		
Daniel Mahoney	X		
James Johnson	X		
Jonathan Greene			
David Hammontree	X		

Motion passes/fails 5-1 by roll call vote.

- B.** Map Amendment (Rezone) for 401-405 Griswold Street (Parcel #3-239100000) and 407 Griswold Street (Parcel #3-23920000) To R-1 One Family residential

Commissioner Wood motioned to enter the report and recommendation into the record as if read in whole. Support from Commissioner Hammontree.

Motion passed by voice vote.

Chairperson opened the public hearing at 6:47 pm.

STAFF COMMENTS: Recommends approval,

APPLICANT/PUBLIC COMMENTS

Cory Mays: in favor of the rezone

Chairperson Johnson closed the public hearing at 6:48 pm.

COMMISSIONER COMMENTS

David Hammontree: why is this here and not before the ZBA? Because it is a zoning map issue, not an appeal request.

Daniel Mahoney: happy to see this use

Clyde Mauldin: happy to see this use, no-brainer for approval

Motion to Recommend to City Council the Map Amendment (Rezone) of 401-405 Griswold Street (Parcel #3-239100000) and 407 Griswold Street (Parcel #3-23920000) to R-1

Commissioner Wood motioned to approve with necessary modifications related to the issues mentioned, to be made by staff Support from Commissioner Poole.

PC Member	Yes	No	Abstain
Conner Wood	X		
Chelsea Poole	X		
Clyde Mauldin	X		
Daniel Mahoney	X		
James Johnson	X		
Jonathan Greene			
David Hammontree	X		

Motion passes/fails 6-0 by roll call vote.

- C.** Map Amendment (Rezone) for 905 S Martin Luther King Jr. drive (Parcel #5-057200000) To R-3 Multiple-Family residential

Commissioner Wood motioned to enter the report and recommendation into the record as if read in whole. Support from Commissioner Mauldin.

Motion passed by voice vote.

Chairperson opened the public hearing at 6:51 pm.

STAFF COMMENTS: Recommends approval,

APPLICANT/PUBLIC COMMENTS

Mr. Pryor: in favor of the rezone, as the property was willed at the death of the previous owner (his father). Rezone would allow sale and the finishing of probate court proceedings

Chairperson Johnson closed the public hearing at 6:52 pm.

COMMISSIONER COMMENTS

Daniel Mahoney: Is the change of use automatic? (staff: multiple factors determine how a change-of-use can be determined. 12-months of non-use leads to the loss of legally non-conforming status). Wants to help this not happen to someone else. The ability for the City to provide notice that non-conforming status would be lost could prevent the need for hearings such as this.

John O'Connor: there is not a current system to alert City staff regarding vacancy/change-of-use to make sure this type of problem doesn't happen in future instances. Would support a waiver in similar situations should City Council wish to move in that direction. Staff time and City resources must be utilized for agenda items such as this. Referenced internal limitations (non-existence of processes, forms, etc.)

Chelsea Poole: this is a good example of the Planning Commission's ability to impact public policy. The City CAN educate the public regarding how similar situations can be handled

David Hammontree: the city may want to consider a waiver (spirit of the law vs. letter of the law).

Motion to Recommend to City Council the Map Amendment (Rezone) of 905 S. Martin Luther King Jr. Drive (Parcel #5-057200000) to R-3

Commissioner Mauldin motioned to approve with necessary modifications related to the issues mentioned, to be made by staff Support from Commissioner Wood.

PC Member	Yes	No	Abstain
Conner Wood	X		
Chelsea Poole	X		
Clyde Mauldin	X		
Daniel Mahoney	X		
James Johnson	X		
Jonathan Greene			
David Hammontree	X		

Motion passes/fails 6-0 by roll call vote.

VII. Old Business

A. Master Planning Process- RFP reviews

Staff Comments (John O'Connor): proposals and scoring rubric provided to Planning Commission members. Request for Commissioner review timeline.

Commissioner Comments

Chelsea Poole & James Johnson: would prefer more time for review (3 weeks)

Connor Wood & David Hammontree: can have it done in 1 week. Would like a friendly reminder regarding deadlines.

Daniel Mahoney: narrow it down to a top few, then conduct interviews (and create a rubric), then make a formal choice (Planning Commission) and recommendation for contract award to City Council.

Clyde Mauldin: would like at least 2 weeks from Friday, 12/5.

John O'Connor: Requirements for stakeholder engagement will dictate time needed to complete the process. No need to rush any portion of this process. Does not want staff opinions to skew Commissioner evaluations. Reminds Commissioners that the CC agreed-upon budget for this work is \$150,000.

Connor Wood: would like staff input as well.

Final decision: January 5th deadline for Planning Commission review...interviews to be conducted after.

~~**Motion passed 6-0 by Voice vote — there was no motion**~~

VIII. New Business

None

IX. Commissioner Comments

Daniel Mahoney: thank you to John O'Connor for his work and for the work of the Commissioners

David Hammontree: thanks to John

Connor Wood: thanks to John, Chelsea Poole, the public, and the Commissioners

James Johnson: thanks to John and the public

X. Next Meeting Reminder

Chairperson Johnson reminded members of the next regular PC meeting that will be held January 7, 2026.

XI. Adjournment

Commissioner Wood motioned to adjourn the meeting. Support from Commissioner Mahoney.

Motion passed 6-0 by voice vote.

Chairperson Johnson adjourned the meeting at 7:24 pm.

Respectfully,

R. John O'Connor



Planning Director/Zoning Administrator