

Perry Planning Commission
Minutes – May 11, 2015

CALL TO ORDER: Chairman Martin Beeland called the meeting to order at 6:02pm.

ROLL: Chairman Martin Beeland; Commissioners Clarington, Jefferson, Mehserle, Poole, Williams and Yasin were present.

STAFF: Mike Beecham – Director of Community Development and Christine Sewell – Recording Clerk.

GUESTS/PRESS: None

INVOCATION: was given by Commissioner Clarington.

APPROVAL OF MINUTES FROM APRIL 27, 2015 MEETING: Commissioner Jefferson motioned to approve the minutes as submitted; Commissioner Clarington seconded; all in favor and was unanimously approved.

NEW BUSINESS

1. Review of Form Based Code Consultant Request for Proposal (RFP)

Mr. Beecham in follow up to the draft RFP provided solicited questions and input from the board. There were some general questions on the criteria of a consultant and the time frame to complete the code; it was suggested to allow the consultant to submit an estimated completion date with bid. The board inquired on how the RFP would be distributed; Mr. Beecham advised it would be posted on the City's webpage; as well he would post with the Form Based Institute. Questions arose on how proposals would be evaluated; Mr. Beecham advised prior to review evaluation materials would be provided. Mr. Beecham advised the final decision of approval after the board's review and recommendation would be that of Mayor and Council.

Commissioner Yasin motioned to approve the RFP as submitted with the noted changes; Commissioner Jefferson seconded; all in favor and was unanimously approved.

ADJOURN: there being no further business to come before the board the meeting was adjourned at 6:18pm