TOWN OF BEAUX ARTS VILLAGE

PLANNING COMMISSION

MINUTES

July 16, 2026

Moloney Residence

Present: Commissioners Jeremy Laws, Steve Miller, Bruce Agnew, and Kim Moloney
Staff: Clerk/Treasurer Amy Myhre, Town Engineer/Planner Stacia Schroeder
Guests: Mayor Aletha Howes, Councilmembers Paula Dix and Tom Stowe, Representatives from the Department of Commerce, Hannah Johnston and Anne Fritzel, community member Tony Garon

Clerk Myhre called the meeting to order at 6:58 p.m.

PUBLIC COMMENT
None.

MINUTES
MOTION: Commissioner Moloney moved to approve the June 18, 2026, minutes. Commissioner Miller seconded the motion. Vote: 4 in favor, 0 opposed, 0 abstentions. Motion carried.

COUNCIL UPDATE

Council passed the 2027 – 2032 CIP / TIP.

Discussion on the Department of Commerce Housing Accountability Act Review letter, received on June 9th.

Council approved a new agreement for a Town prosecuting attorney and an attorney to help review the COB/BAV intertie agreement.

Council discussed insurance options for holding public meetings in private spaces. Council and staff will continue investigating and will continue discussions at a future meeting.

Department of Commerce(DOC) Housing Accountability Act Review (HAA)

Introductions were held to familiarize Ms. Johnston and Ms. Fritzel, from the Department of Commerce with the Planning Commissioners, staff, and guests in attendance.

Ms. Johnston and Fritzel gave some background information on the HAA review process. Cities that either did not complete their Comprehensive Plan on time, or those with the most deficiencies in their plan were among the first to be selected by the DOC for review.

Commissioner Miller inquired when the Town would receive amendments, as stated in the HAA statute. The representatives from Commerce stated that they would work with Town Planner

Schroeder, including providing examples, to help satisfy the town's deficiencies.

Mayor Howes inquired about the extension process, since the 120-day period is a short amount of time to accomplish all of the review work as well as hold the appropriate review sessions and public hearings. The Department of Commerce representatives stated that there are currently no extensions being granted, and the Town needs to comply in full by the Oct. 7th deadline. The DOC offered technical assistance to the town to help reach compliance within the timeline.

Clerk Myhre led the discussion of the first seven items that the Planning Commission determined, at the June meeting, to be the easiest to reach compliance. Commissioners, staff and guests asked clarifying questions to the DOC representatives during the discussion. After discussion, the DOC clarified that they do not believe a land study or any large study is needed to reach compliance. Town Planner Schroeder, along with Ms. Johnston from the DOC, can work together to create a draft response to present to the Planning Commission and Town Council.

It was decided that adding an additional Town Council meeting and Public Hearing on Aug. 11th would be beneficial, as well as an additional Planning Commission meeting on Aug. 27th. The 8/11 meeting can be used for an update and a public hearing to gather public comment, and the 8/27 meeting can be used to review the draft proposed response, as well as gather public comment at another public hearing. The draft response can then be presented to Council at the regular Sept. 8th Council meeting. If no changes are needed, Council can adopt the plan at the 9/8 meeting. Otherwise, changes can be made and a new draft can be presented to the Planning Commission in September. Then, if necessary, Council can add a special meeting in early October to adopt the plan, prior to the October 7th deadline.

Town Engineer Schroeder will work closely with Ms. Johnston from the DOC during August to draft the response to the review letter. Ms. Johnston will work to send example language to Town Planner Schroeder over the next two weeks.

Adjourn: Commissioner Moloney moved to adjourn the meeting at 8:56 p.m. Commissioner Laws seconded the motion. Vote: 4 in favor, 0 opposed, 0 abstentions. Motion carried.

Next Meeting: The next meeting is scheduled for August 27 at 7:00pm at location TBD.

Respectfully submitted,

Amy Myhre, Clerk/Treasurer
Town of Beaux Arts Village