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**September 4, 2014**  
**Gautier, Mississippi**

**BE IT REMEMBERED THAT** a regular meeting of the Gautier Planning Commission of the City of Gautier, Mississippi, was held on September 4, 2014 at 6:00 P.M. in the Council Chambers of the Gautier Municipal Building at 3330 Highway 90, Gautier, Mississippi.

Commission Members present: David Wooten, Chairman and Commissioners Larry Dailey, Jimmy Green, Greg Spanier and Sandra Walters. Also present were Chandra Nicholson, Economic Development and Planning Director; Erica Greene, City Planner; Tricia Thigpen, Deputy City Clerk. Absent was Josh Danos, City Attorney.

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**Commissioner Dailey** called the meeting to order. **Chairman Wooten** joined the meeting at 6:05P.M.

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**AGENDA**

**GAUTIER PLANNING COMMISSION**

**September 4, 2014**

**6:00 P.M.**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE (VOLUNTEER)**
- III. APPROVAL OF AGENDA**
- IV. APPROVAL OF MINUTES**
- V. PUBLIC COMMENTS  
(MATTERS OF THE PLANNING COMMISSION NOT LISTED ON THE AGENDA)**
- VI. OLD BUSINESS**
  - A. Clarification of Appeal Process to City Council

**VII. NEW BUSINESS**

- A. None

**VIII. GENERAL DISCUSSION**

**IX. ADJOURN**

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**Commissioner Spanier** made the motion to approve the agenda order with no changes. **Commissioner Walters** seconded the motion and the vote carried unanimously.

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**Commissioner Dailey** made the motion to table August 7th minutes until October 2, 2014 meeting. **Commissioner Green** seconded the motion and the vote carried unanimously.

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**OLD BUSINESS**

Erica Green read the Appeals Process from the Unified Development Ordinance:

**Section 3.7.2 Appeal of Planning Commission Decision**

In the event that an applicant is aggrieved by a decision of the Planning Commission, the applicant shall file a notice of appeal with the City Clerk within ten days from the date of the renderings of the decision by said commission or board.

The notice of the appeal shall be in writing and shall contain the following:

- A. The name, address and telephone number of the party instituting the appeal.
- B. A brief statement which shall set out separately and particularly each error which the applicant asserts or intends to assert was committed by the Planning Commission. (No error not distinctly assigned shall be heard or considered on appeal.)
- C. A complete transcript of the proceedings before the Planning Commission, at the expense of the appellant.
- D. A request for oral argument or waiver of oral argument before the City Council.

The Planning Commission had no questions. No action was taken.

**Commissioner Dailey** stated he would like for the City Planner to address posting signage for cases that appear before the Planning Commission.

**Mrs. Nicholson** replied posting signage has been addressed by staff and the City Manager and posting signage has been added to the process.

**Commissioner Dailey** stated he would like to discuss the Planning Commission revising their Rules and Regulations.

**Mrs. Nicholson** replied that all questions regarding Planning Commission Rules and Regulations should be addressed by the City Attorney.

**Chairman Wooten** asked Commissioner Dailey if he would compose an email to the City Attorney with questions regarding the revisions for Planning Commission Rules and Regulations.

**Commissioner Dailey** replied he would.

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**NEW BUSINESS – None**

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**GENERAL DISCUSSION**

**Commissioner Dailey** stated he would like clarification on the notification process of property owners and the adjacent property owners regarding cases that are addressed by the Planning Commission.

**Mrs. Nicholson** replied that the process is in Unified Development Ordinance.

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## DIRECTOR'S REPORT

Chandra Nicholson, Economic Development Director gave the following updates:

- 1 Contractors are making great progress with the demolition of the mall.
- 2 Gautier Mullet and Music Festival is scheduled for October 18<sup>th</sup> and 19<sup>th</sup>
- 3 Gautier Business Association is having its annual Scavenger Hunt this month.

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**Commissioner Spanier** made the motion to adjourn the meeting. **Commissioner Green** seconded the motion and the vote carried unanimously.

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### SUBMITTED BY:

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Chandra Nicholson, Director  
Economic Development & Planning Director

DATE: \_\_\_\_\_

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David Wooten, Chairman  
Gautier Planning Commission

DATE: \_\_\_\_\_