

**MINUTES OF THE
Planning & Zoning Meeting for the City of Menan held May 4, 2017.**

Present: Victor Cammans, Roy Storer, Jason Watson, Ben Schiess, Jeff Geisler, and Allyson Pettingill.

Planning and Zoning Meeting called to order at 7:13 pm.

It is recognized that Victor has held the Commission Chair for a longer period of time than the agreed upon 3 months. He asks to be released from the position so a new Chair can be nominated at the next meeting.

Roy Storer made a motion to release Victor Cammans as the Commission Chair of the Menan Planning and Zoning Commission. Ben Schiess seconded the motion. Motion passed.

Meeting called to order.

The Pledge of Allegiance is recited.

Subdivision Discussion- Greg and Becky Nelson's property: Allyson explains she put the item on the Agenda in case there were any updates or questions Greg or Becky may have with the process moving forward with their proposed subdivision. Becky wasn't sure if she or Greg would be able to make it, so it was put on the Agenda if they were going to be in attendance. Since neither was able to attend, the Commission can move forward if it would like.

Draft Ordinance Change Recommendation for City Council: The Commission begins by looking through the changes proposed in the joint work meeting with the City Council. They agree with the added definitions of the curb, curb & gutter, and rolled curb. They would like to add to the recommendation that under 8-2-7 (E) (1) Curbing, this section be provided its own section, (E) , and that the Other Improvements that is currently (E), be made into another subsection (F), and all those following be sifted accordingly. They also recommend that under the Curbing subsection, that before requiring curbing there needs to be an engineered plan for drainage. The other addition to the recommendation that was not discussed at the work meeting would be under 8-2-7 (G) (1), possibly allowing a partial land and monetary as the required open/green space when developing. The Commission agrees with the other changes discussed at the joint work meeting. It is agreed to write the recommendation to the City Council to make the changes discussed at the joint work meeting as submitted by Keith with the added changes agreed to at the current meeting.

Demolition Permit-approval: Allyson explains that she has had several requests in the past month for demolition permits within the City. She further explains that when the City was contracted with Jefferson County for all of the building permit processes, the County had a demolition permit for the use of the residents. Now that the City is contracted with the DBS, she had to make one for the City. She is asking the P&Z Commission to review and accept the newly made application. Roy suggests adding a section/box to verify that the utilities such as power/water/gas are disconnected from the building to be demolished. Allyson says she will add a section for that. Other than that, the application looks good and will work.

Discussion of Comprehensive Plan Review: It is decided to table the Comprehensive Plan Review discussion until next month when there are more members of the Commission present.

Minutes: Victor Cammans made a motion to accept the minutes as written for the April 6, 2017 meeting with the exception of the change of date at the top of the page to read April 6 instead of February 23. Ben Shiess seconded the motion. Motion passed.

Calendar: The next meeting will be June 1, 2017. There is discussion of the next meeting.

Victor Cammans made a motion to adjourn the meeting. Ben Shiess seconded the motion. Motion passes.

Planning and Zoning meeting ends at 7:53 p.m.

Allyson Pettingill
Clerk/Treasurer