

**Planning and Zoning Commission Meeting
May 11, 2015 @ 7:00pm**

In attendance were Chairman Bob Linett, Commissioners Jim Koozer, Paul DuCott, Holly Wingate, and Charles Laskowski, Town Manager Debbie Botchie, and Town Code & Building Administrator Eric Evans.

1. **CALL TO ORDER:** Chairman Linett called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE**
3. **ADOPTION OF MEETING MINUTES – April 13, 2015:** Commissioner Holly Wingate motioned to accept the adoption of the minutes from the April 13, 2015, Planning & Zoning (P&Z) Meeting. Commissioner Charles Laskowski seconded the motion. Motion was carried 5-0.
4. **NEW BUSINESS:**
 - A. Review, discuss and vote on possible recommendation to the Town Council on draft Ordinance 15-03. Synopsis: Ordinance 15-03 amends the Town of Millville Code at Chapter 155 at: Article VI “District Regulations”, § 155-09. AR-Agriculture Residential District, § 155-10. R-Residential District, § 155-12. MPC – Master Planned Community District, § 155-13. C1-Route 26 Corridor/Town Center Commercial District, § 155-14. C2-Town Commercial District, Article VII. “Supplementary District Regulations” adding § 155-28. Off-Street Parking. C. Design standards for parking areas, Article XIV. “Terminology”. Mayor Hocker formed a committee earlier this year which consisted of the following persons: Councilmembers Maneri and Kent, Town Manager Debbie Botchie, Code & Building Administrator Eric Evans, Town Planner Kyle Gulbranson, URS Corp., and Planning & Zoning Chairman Bob Linett. The committee worked very diligently this past year reviewing and discussing the zoning district regulations in the Town’s current code, and has made several suggested changes to the code to ready the Town for future growth. The P&Z Commission, at its regular meeting on January 12, 2015, reviewed the sections of AR District and R District; on March 9, 2015, reviewed the sections of the C1 District and C2 District; and, on April 13, 2015, reviewed the sections of the Supplementary District Regulations and Design standards. The ordinance was redesignated the number 15-03 after the number 15-02 was assigned to another ordinance.

Chairman Bob Linett stated he would like to move “tap rooms” to the prohibited uses on page one (1) rather than on page twelve (12). Commissioner Holly Wingate stated, on page three (3), she is still not sure about what entails the detached accessory structure. Commissioner Paul DuCott asked Town Code and Building Administrator Eric Evans how “temporary structure” is defined. Mr. Evans stated “something that is not permanent” so it is a structure which can be moved. Mr. DuCott asked if he could put up a metal car port awning. Mr. Evans stated no, but any person who does not agree with his decision can go before the Board of Adjustment (BOA) and plead their case to have Mr. Evans’ decision overturned.

Mr. Linett asked Town Manager Debbie Botchie if, under the C2 section, there can be a statement saying “No property shall be rezoned from C1/residential to C2 unless the Town Council finds that said property is consistent with the Town’s comprehensive plan.” Ms. Botchie stated that is a question for the Town’s solicitor. Mr. Evans stated the statement should not be placed just in the C2 section of the Code but rather under the applicability of zoning regulations. Mr. Laskowski stated he thinks the statement should not just be for C2 but for any zoning change. The Commission agreed.

Mr. Linett motioned to allow Town Manager Debbie Botchie to check with Town Solicitor Seth Thompson as to adding language requiring any rezoning should be consistent with the Town’s comprehensive plan. Ms. Wingate seconded the motion. Motion carried 5-0.

Mr. Linett motioned to recommend to Town Council the approval of Ordinance 15-03, modified as according to discussions by the Town Planning & Zoning (P&Z) over the last several weeks. Mr. DuCott seconded the motion. Motion carried 5-0.

6. PROPERTY OWNER/AUDIENCE COMMENTS:

There were no comments.

7. ADJOURNMENT:

Mr. Linett stated the next P&Z meeting would be on June 8, 2015. Mr. DuCott motioned to adjourn the meeting at 8:02 p.m. Ms. Wingate seconded the motion. Motion passed 5-0.

Respectfully submitted and transcribed
by Matt Amerling, Executive Assistant