

Final

TOWN OF MANILA
PLANNING AND ZONING COMMISSION MEETING
MANILA TOWN OFFICE MEETING ROOM
MONDAY, JANUARY 9th, 2017 AT 6:30 P.M.

MINUTES

MEETING CALLED TO ORDER: The meeting was called to order at 6:30 P.M. by Tammy Twitchell, (Vice-Chairman).

PRESENT: Tammy Twitchell (Vice Chairman), William Rylander, Bruce Wilson, Randy Browning, and Jessica Wardle (Secretary).

ABSENT: Layne Ferrin, and Matt Tate.

GUESTS: Gretchen Northcott.

MINUTES: Approve minutes for November 7th, 2016. Randy made a motion to approve Minutes, Bill seconded the motion to accept the Minutes. Motion carries.

BUILDING INSPECTOR'S REPORT: N/A

NEW BUSINESS:

- **Tim Baird**
Mr. Baird submitted a building permit application for a new Cleary garage located at 184 N. 400 E. The building permit was opened up to discuss. Mr. Baird had originally submitted paperwork that requested a variance in order to have a 3 foot set-back, instead of a 6 foot set-back. He then submitted additional documentation with the proper set-back of 6 feet. The P&Z Committee reviewed the building permit, and did approve the second set of drawings with the 6 foot set-back. Bruce made a motion to approve it, and Randy did second the motion. The building permit is approved through P&Z, and will need to have the Building Inspector sign off on it. P&Z Members did question if Mr. Baird planned on tearing the existing structure down, and wanted Jessica to follow up with him and inquire what his intentions were due to the opinion that keeping the existing structure as well as the new structure could possibly create future problems. Jessica did e-mail Mr. Baird and asked what his intentions were, and he stated that he planned on tearing the old structure down completely, and having just the new Cleary building .
- Review/answer questions regarding future building plans for 396 N. 5th E.

Ms. Richardson had a rough draft plan drawn out of what she was considering for the future. The topic was opened for discussion. The specified lot is a corner lot, making it unique. The plans looked fine to the Committee, except that they did question the footage behind the house. It looked like the back only had 17 feet, and it will need to be 20 feet in order to be approved. The P&Z Ordinance Book states that for an R-1-8 with the lot the size of 9,000 square feet or more, that the lot shall require a 25 foot set-back for the front of the yard, and 20 foot set-back's on the sides of the yard. It will be noted that a building permit was not submitted, and water and sewer impact and connection fee's have not been paid on this property yet.

- **Town of Manila**
Gretchen Northcott submitted a building permit for the Town of Manila for stairs and railing in the garage at 145 E. HWY 43. Bruce Wilson drew the plans up and submitted them to go with the packet. After review Bill made a motion to approve it, and Bruce did second it. The building permit application is approved, and will be forwarded to the Building Inspector to review, and sign off on.
- **Review and discuss a letter from Tracy Smith, regarding her property at 120 E. Stateline Rd.**
This topic was opened up for discussion. Ms. Smith wrote a letter concerning her property in Manila, and the concerns that she has regarding the lot above hers. The P&Z Committee did read this letter and took into consideration Ms. Smith's concerns. Some of the concerns that were discussed were: That there is no sewer connection access for that lot, the retention of water could be a problem, the possibility of a retaining wall might be a stipulation, and the size of the lot is also raising concerns. Further discussion and thought will need to be considered regarding lot parcel 01-0012-0011.
- **Kyle Slaughter**
Randy noted that the Holiday's have been busy for him. He has not contacted Mr. Slaughter, but will work on that this month.

OLD BUSINESS:

- N/A

NEXT MEETING:


Final

- Next P&Z meeting is scheduled to be held February 6th @ 6:30 P.M.

ADJOURNMENT: The meeting was adjourned at 8:00 P.M. by Tammy Twitchell, (Vice-Chairman).



Layne Ferrin (Chairman)



Jessica Wardle (Secretary)