

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

FINAL

MINUTES

MEETING CALLED TO ORDER: The meeting was called to order at 6:30 P.M. by Layne Ferrin, (Chairman).

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

ABSENT: N/A

GUESTS: Gretchen Northcott, and Mr. and Mrs. Richardson.

MINUTES: Approve minutes for January 9th, 2017. Tammy made a motion to approve revised Minutes, Randy seconded the motion to accept the Minutes. Motion carries.

BUILDING INSPECTOR'S REPORT: 1/12/17- Baird (plan review), 1/30/2017- Champion Mortgage (close file), Richard Ashton (close file), Ken Gold (close file), Yeates (follow up inspection), 2/06/17- Yeates (footings check), Baird (progress).

NEW BUSINESS:

- Discuss term limits on P&Z Board
Term limits were discussed, we have a few places in the P&Z Ordinance book that talk about this, but they contradict one another. It was suggested that a workshop be set up to work on this, and amend and clarify not only term limits, but other verbiage in the book as well. Other topics specified were: What building permits must go to the P&Z Commission, and what permits can just go through the building inspector? It was stated that not every permit should have to go through the P&Z Commission. Would the P&Z Commission like to rotate the Chairman and Vice-Chairman position? A workshop date was set up for February 28th @ 6:30 P.M.
- Review/answer questions regarding future building plans for 396 N. 5th E.
Questions were asked about this lot, it was stated that due to the fact that this lot is considered a corner lot, it has certain "side yard" regulations. On page 78, section 1108 it goes into detail about this special regulation. The Ordinance does not specify structure, or, any distinction between main buildings or auxiliary buildings. Randy stated that the Richardson's are well within the bounds. Randy made a motion to approve the preliminary interpretation, and

Bruce seconded the motion. May it be put on record that there were 3 “yays” (Randy, Bruce, & William), and 1 “Nay” (Tammy). Tammy later stated that this lot is actually 1 ½ lots, and before anything is approved for building Mr. and Mrs. Richardson will need to show proof that the lots have been added together and recorded as 1 lot.

- Review building permit for Cody Robinson for a garage at 296 N. 2nd E. P&Z did review this building permit application, they did have reservations as it looks like their neighbors might have structure that goes onto their property. If so, the garage that Mr. Robinson intends on building would be too close to the neighbors structure creating a potential fire hazard. The P&Z Committee and the Building Inspector have asked that Mr. Robinson include a detailed plat map of the entire property with footing marks of the home, the lot square footage, and measurements of everything that exists (front yards, side yards, ect.) And they will need to know how close the neighbor’s garage is to his property, After discussion, Tammy made a motion to table this topic for the next meeting pending more information, Bill seconded the motion. Topic tabled.
- Review a building permit for Dustin Lund at 365 N. Clark St. This application was opened up for discussion. The paperwork was reviewed and set back, and lot fill requirements were discussed. The P&Z Committee did question the back yard, and if it met the percentage requirement, and it does seem that it will be ok, but to be aware that if any future deck (with a roof) would want to be built, it might not be able to happen unless Mr. Lund wanted to move his house forward a few feet to prevent any problems. Bruce made a motion to approve the building permit for a house, and Randy seconded the motion. All in favor, motions approves. The Building Inspector, Matt Tate stated that the plans look good, but before he approves it, he requests more detailed information for the electrical, plumbing, mechanical, and framing plans.
- Discuss lot parcel 01-0012-0011. There have been a lot of ongoing questions and concerns regarding lot parcel 01-0012-0011. Jessica addressed some of those questions and concerns with the P&Z Committee. The Town office received a letter of concern regarding the water retention on this specific lot. The letter written addressed the concern that the new construction might affect her property, and could possibly wash out parts of her yard. It seems as though the lot itself is not big enough to meet proper set-back requirements, the Public Works Director has stated that there is no sewer connection on this specific lot, and looking back through old P&Z Minutes it has stated from a meeting held on Tuesday, July 6, 2010 that there have been problems in the past questioning whether or not this lot is buildable. It was decided at this meeting on February 6, 2017 that this particular lot currently does not meet proper standards or requirements. It was stated that a

member of the P&Z Commission will personally call Mr. Weston, and that Layne would write a letter, and send it to him.

OLD BUSINESS:

- Kyle Slaughter
Layne stated that he will call Mr. Slaughter and get the process started to work on amending the P&Z Ordinance book.
- Discuss and work on updating and revising current ordinances.
A workshop was scheduled for February 28th at 6:30 P.M.

NEXT MEETING:

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

ADJOURNMENT: The meeting was adjourned at 8:15 P.M. by Layne Ferrin, (Chairman).

Layne Ferrin (Chairman)

Jessica Wardle (Secretary)