

**TOWN OF MANILA**  
**PLANNING AND ZONING WORK-SESSION AGENDA**  
**DATE: MAY 2<sup>ND</sup>, 2022**  
**TOWN OFFICE: 145 EAST HWY 43**  
**@ 5:30 P.M.**

**MEETING CALLED TO ORDER:**

**PRESENT:** Christijan Draper, Brian Nelson, Jason Kuhn, Randy Browning, and Samantha Reitz

**EXCUSED:** Marty Kennedy

**GUESTS:**

**NEW BUSINESS:**

- ADU Ordinance Discussion- Discussed what direction we would like to see with the new ADU ordinance
- Book Update Discussion- Discussed ways that we could help with the book ordinances to help progression.
- Training Discussions – All were in favor to have a training in June a date has not been set but will be at the next work session.

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**DATE: MAY 2<sup>ND</sup>, 2022**  
**TOWN OFFICE: 145 EAST HWY 43**  
**@ IMMEDIATELY FOLLOWING THE WORK-SESSION**

**MEETING CALLED TO ORDER:** 5:42 p.m.

**PLEDGE OF ALLEGIANCE:**

**PRESENT:** Christijan Draper, Brian Nelson, Jason Kuhn, Randy Browning, and Samantha Reitz

**EXCUSED:** Marty Kennedy

**GUESTS:** Joe Degooyer, Amy Glenn, Bryce Mannek

**MINUTES OF PREVIOUS MEETING:** *April 11<sup>th</sup> Public Hearing & Regular Meeting Minutes approved*

**NEW BUSINESS:**

- **Joe Degooyer** ~ Requesting a building permit for his home located at on the lot 14 of the new Dry Creek Subdivision. - It was determined that the dwelling to be placed met all ordinance requirements. There appeared to be no issues. Randy motioned to approve and was seconded by Jason. All were in favor and the motion carried.

**RESULT: APPROVED: BUILDING PERMIT FOR A DWELLING**

- **Kent Bond** ~ Requesting a Concept approval for a new business idea located at 42 E Highway 43. Previously known as the Gas star. No action was taken because no information was provided.

**NO ACTION WAS TAKEN. NO INFORMATION WAS SUBMITTED**

- **Bryce and Brandon Mannek** ~ Requesting approval for the combination and separation of three (3) shared lots. Located at 120 N & 2<sup>nd</sup> E & 124 N & 2<sup>nd</sup> E. There were no concerns with these lots being separated and then combined. Randy made a motion to approve, the motion was seconded by Jason. All were in favor and the motion carried.

**RESULT: APPROVED: SEPERATION AND COMBINATION OF LOTS**

- **Riley Robinson** ~ Requesting a building permit for a new home to be built at 215 W & 2<sup>nd</sup> N. The plans looked good. Usage and setbacks all met the required minimums. The only concern was the height was not indicated on any of the plans brought forth. The Commission decided they would grant approval, as long as the height was no higher than 25'. No permit will be issued until the height was confirmed with the secretary. Randy made a motion to approve the building permit, the motion was seconded by Brian, all were in favor and the motion carried.

**RESULT: APPROVED: BUILDING PERMIT FOR A DWELLING.**  
**CONDITIONS: MUST CONFIRM HEIGHT**

- **Bryce Mannek** ~ Requesting a conditioned approval for a building permit so that he can build a home on his new combined lots located at 124 n & 2<sup>nd</sup> E. His lot is currently non-conforming. His new plans will be conforming once the completion of the home is done and the demolition of his existing home and garage are completed. There were no issues with these plans. The only point of concern was that there would temporarily be 2 dwellings on the one lot. Brian made a motion to approve the building permit with the original dwelling, but that is to be removed once the new home is completed. Randy seconded the motion; all were in favor and the motion carried.

**RESULT: APPROVED: BUILDING PERMIT FOR A DWELLING.**  
**CONDITIONS: MUST REMOVE ORIGINAL DWELLING WHEN CONSTRUCTION IS COMPLETED**

- **Brandon Mannek** ~ Requesting a conditioned approval for a building permit so that he can build a garage on his new combined lots located at 120 N & 2<sup>nd</sup> E. His lot is currently non-conforming. His new plans will be conforming once the completion of the garage is done and the demolition of his existing home and existing garage are completed. There were no concerns with this plot map. He has enough usage to allow this garage to be built. Randy made a motion to approve the building permit. The motion was seconded by Brian.

**RESULT: APPROVED: BUILDING PERMIT FOR A GARAGE.**

- **Don Raddon** ~ Requesting approval for his lot combination of lots 17 and 18 at the Dry Creek Legacy Subdivision. Mr. Raddon is also requesting a concept approval of his plot map so that he can get a statement from the town in order to purchase a home. This will be a 2-part approval. There were no concerns with these lots being separated and then combined. Brian made a motion to approve, the motion was seconded by Jason. All were in favor and the motion carried. Then the concept of Mr. Raddon's plot map was discussed. There were no concerns with the concept. Brian made a motion to approve, the motion was seconded by Jason. All were in favor and the motion carried.

**RESULT: APPROVED: COMBINATION OF LOTS**  
**RESULT: APPROVED: CONCEPT OF NEW PLOT MAP**

- **Craig & Sherri Pace** ~ Requesting a building permit for a garage to be built on their property located at 113 East Ridge Estates. The plans looked good. Usage and setbacks all met the required minimums. The only concern was the height was not indicated on any of the plans brought forth. The Commission decided they would grant approval, as long as the garage was no higher than 25'. No permit will be issued until the height was confirmed with the secretary. Randy made a motion to approve the building permit, the motion was seconded by Brian, all were in favor and the motion carried.

**RESULT: APPROVED: BUILDING PERMIT FOR A GARAGE.**  
**CONDITIONS: MUST CONFIRM HEIGHT**

#### SCHEDULING THE NEXT MEETING AND ADJOURNMENT

A work session was scheduled for 5:30 followed by the regular meeting, on Monday, June 6<sup>th</sup>, 2022. The meeting was adjourned at 6:41.