

TOWN OF MANILA
PLANNING AND ZONING WORK SESSION MINUTES
DATE: SEPTEMBER 6TH,2022
TOWN OFFICE: 145 EAST HWY 43
@ 5:30 P.M.

MEETING CALLED TO ORDER: 5:30

PRESENT: Christijan Draper, Brian Nelson, Jason Kuhn, Marty Kennedy, Bill Rylander, & Samantha Reitz

EXCUSED:

GUESTS:

NEW BUSINESS:

- Discussed plans for October and the possibility of having a public hearing.
- Discussed having a training day on November 18th at Noon.
- Discussed the new ordinance book that we are expecting to receive from Sunrise Engineers in the next week or so.

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PLANNING AND ZONING MINUTES
DATE: SEPTEMBER 6TH,2022
TOWN OFFICE: 145 EAST HWY 43
IMMEDIATELY FOLLOWING THE WORK SESSION MEETING.

MEETING CALLED TO ORDER: 5:39

PLEDGE OF ALLEGIANCE:

PRESENT: Christijan Draper, Brian Nelson, Jason Kuhn, Marty Kennedy, Bill Rylander, & Samantha Reitz

EXCUSED: Bill Rylander 6:00

GUESTS: Bryce Mannek

MINUTES OF PREVIOUS MEETING: August 16th, 2022

NEW BUSINESS:

- Bryce Mannek ~ Requesting a building permit for a garage to be built at his property located at 120 N 2nd E. Bryce requested that he not have to meet the 20ft required side yard setback for his lot, seeing as how it was once not the corner. The commission informed Bryce that he would have to get a variance from the board of adjustments in order to do so, because the lots were combined that is now considered a corner lot. Bryce decided that he would amend his plans and flip his garage to face the other direction. The amended plans met all the ordinance requirements. Brian made a motion to approve Bryce's amended plans. The motion was seconded by Marty. All were in favor and the motion carried.

RESULT: APPROVED: BUILDING PERMIT FOR GARAGE/ AMENDED PLANS

- Mike Baldassari ~ No action shall be taken on this item; this is a preliminary review to make sure everything is satisfactory per ordinances. The Commission was satisfied with the plans brought forth. All ordinance requirements were met.

NO ACTION WAS TAKEN, THIS WAS A PRELIMINARY REVIEW

- Chad Lundell ~ Requesting approval for a business license and c.u.p. for a short-term rental located at 355 W Highway 43. After reviewing the file, Brian made a motion to approve the business license and the conditional use permit on the condition that they not be issued until

Chad passes his final reinspection. Marty seconded the motion and all were in favor. The motion carried

RESULT: *APPROVED: BUSINESS LICENSE FOR A SHORT-TERM RENTAL.*
CONDITIONS: *LICENSE WONT BE ISSUED UNTIL RE-ISPECTION IS COMPLETED AND PASSED.*

- Laura Evens – Requesting approval to combine 84 N. 5th E. to 96 N. 5th E. The Mylar was acceptable. Brian made a motion to approve the combination of lots. The motion was seconded by Marty. All were in favor and the motion carried. The Commission wants it on record that the lot shall not be separated unless the lot meets all conformity of Town and Planning & Zoning ordinances.

RESULT: *APPROVED: COMBINATION OF LOTS*
NOTICE: *NO SEPERATION OF LOTS SHALL BE APPROVED UNLESS LOTS ARE CONFORMING*

- Laura Evens- Requesting a building permit for a carport that will be attached to the dwelling on the newly combined lots. The Information given on the plot map does not match the mylar that was approved. The information given for the carport is inconsistent with the plot map. Jason made a motion to deny the permit request until more consistent and accurate information is submitted and re-reviewed by the commission. Marty seconded the motion. All were in favor and the motion carried.

RESULT: *DENIED: BUILDING PERMIT FOR A CARPORT*
REASON: *PLOT MAP AND OTHER INACCURACIES*

- Doug Evens- Requesting a building permit for a garage to be built on the newly combined lots. The Information given on the plot map does not match the mylar that was approved. The shops setbacks do not meet ordinance requirements. Jason made a motion to deny the permit request until more consistent and accurate information is submitted and re-reviewed by the commission. Marty seconded the motion. All were in favor and the motion carried.

RESULT: *DENIED: BUILDING PERMIT FOR A CARPORT*
REASON: *PLOT MAP AND OTHER INACCURACIES*

SCHEDULING THE NEXT MEETING AND ADJOURNMENT

Next meeting was scheduled for October 3rd at 5:30

Meeting adjourned at 6:08

Christijan Draper
P & Z Chairman

Samantha Reitz
P & Z Secretary