

TOWN OF MANILA
PLANNING AND ZONING AGENDA
DATE: OCTOBER 3RD, 2022
TOWN OFFICE: 145 EAST HWY 43
@ 5:30 P.M.

MEETING CALLED TO ORDER: 5:32

PLEDGE OF ALLEGIANCE: Recited

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

EXCUSED:

GUESTS: Bill Burbridge, Linda Petersen, Kathi Knight, and Seth Schvaneveldt.

MINUTES OF PREVIOUS MEETING: SEPTEMBER 6TH, 2022 Approved

NEW BUSINESS:

- Tim Stocks – Requesting approval for business license and a conditional use permit for a short-term rental located at 70th S. Horseshoe Canyon Road. This file is considered complete, all inspections have been done and passed. There were no concerns with approval. Brian made a motion to approve the business license and conditional use permit. The motion was seconded by Bill. All were in favor and the motion carried.

RESULT: APPROVED: BUSINESS LICENSE & C.U.P. FOR AN STR

- Seth Schvaneveldt Requesting approval for business license and a conditional use permit for a short-term rental located at 325 N. Cottonwood Road. This folder was not considered complete as it was missing a final inspection and proof of ownership. The home was not going to be sold unless the new buyer could confirm that he can have a STR. The house is set to change ownership on the 14th of October. Once it switches ownership, then the final repairs shall be done and scheduled for inspection. Brian made a motion to approve the business license and the conditional use permit. It was conditioned so that the permit shall not be issued until the final inspection is passed and given to Samantha to put into the file. Marty seconded the motion; all were in favor and the motion carried.

RESULT: APPROVED: BUSINESS LICENSE & C.U.P. FOR AN STR
CONDITIONS: NOTHING SHALL BE ISSUED UNTILL FINAL INSPECTION IS SUBMITTED

- Doug Evens – Requesting a building permit for a garage to be built on his sisters combined property located at 84th N & 5th E. There was quite a bit of concern about this. Samantha reported that she should have put the Cherrington's down as the people requesting the permit. It is their property and they are the ones who will be getting the permit. She has been working with Doug mostly on the garage aspect. The public was concerned with this property blatantly working to get around ordinances. The commission understood their concerns, but after consulting legal council it was determined that this was legal. The commission reiterated the fact that they absolutely

will not allow for the lot to be separated again if it is not in full compliance with all of the town's ordinances. It is against town ordinance to approve non-conforming lots. All the measurements met the required dimensions and set-backs. Bill made a motion to approve the building permit request. The motion was seconded by Jason, all were in favor and the motion carried.

RESULT: APPROVED: BUILDING PERMIT FOR A GARAGE

- Laura Cherrington- Requesting a building permit for a carport to be built on her combined property located at 84th N. & 5th E. There was an issue with the plot map once again. The measurements did not add up to the dimensions of the lot. The commission decided that they can not approve something with inaccurate information. Due to the inaccuracies Jason made a motion to deny the permit request. The motion was seconded by Brian. All were in favor and the motion carried.

**RESULT: DENIED: BUILDING PERMIT FOR A CARPORT
REASON: PLOT MAP WAS STILL INACCURATE**

- The commission needs to vote to officially change the time of which our meetings start. The Commission has decided that all meetings with or without the work sessions would begin at 5:30 from here out.

RESULT: APPROVED: MEETING START TIME WILL NOW BE 5:30 P.M.

SCHEDULING THE NEXT MEETING AND ADJOURNMENT

On November 7th, we will have a work-session followed by a regular meeting starting at 5:30 p.m.

On November 18th, starting at noon the Commission will be attending a 4-hour training at the Town Offices.

The meeting was adjourned at 6:12 p.m.

CHRISTIYAN DRAPER
P & Z CHAIRMAN

SAMANTHA REITZ
P & Z SECRETARY