

OFFICIAL MINUTES
McKENZIE MUNICIPAL-REGIONAL PLANNING COMMISSION
28 OCTOBER 2015 MEETING AGENDA
McKENZIE MUNICIPAL COMPLEX @ 5:00 P.M.

- I. **Call to Order:** Chair Dean Robb called the meeting to order at 5:01 P.M.
- II. **Roll Call / Establishment of a Quorum:** Quorum Established at 6 present and 1 absent
- A. **Present:** Dean Robb (Chair); Jill Holland (Mayor); Bobby Young (Vice Chair); Garlon Prewitt (Secretary); Peggy Kee; Charles Pruneau (Council Liaison)
 - B. **Absent:** Ken Mitchum
 - C. **Planning Staff:** Shelton Merrill, SWTDD
 - D. **City Building Inspector:** David Kelly
 - E. **Other:** Randy Nelson (HUD/CDBG Grant Writer); Terry McCoy, City Recorder; Sue Kelly (Spouse); No Press
- III. **Approval of Agenda:**
- A. **28 October 2015 Agenda approved**
Motion by: Garlon Prewitt; **Second by:** Bobby Young **6-0** with one absent
- IV. **Opening of Public Hearing for Community Development Block Grant Application:**
- A. Randy Nelson, HUD/CDBG grant writer, explained the grant process and brought us up to date regarding our progress. He explained that we have a good chance of getting this grant in order to continue the infrastructure upgrade of our sewage system; however, we must close our present grant with HUD in order to apply for a grant in the 2016 Round. The deadline for the upcoming grant is February 2016. We should be able to satisfy all deadline requirements as we expect the present HUD-funded work on our sewage system should be completed before the start of next year. Community Livability is the only grant category that gives a maximum of \$300,000 and the other four categories offer a maximum of \$500,000. We are applying for \$500,000 to continue our sewer system renovations, 12% (\$60,000) of which must be paid by cash from the city's sewer charges. The session was followed by questions from the commission members, and signatures approving the grant application and verification of public input.
- V. **Closing of Public Hearing for Community Development Block Grant Application**
- A. The Public Hearing was closed after ample time for input had produced acceptable answers to questions posed and assurance that all other requirements for the grant were either completed or in the process of completion before the February 2016 deadline.
- VI. **Reading and Approval of the Minutes:**
- A. **23 September 2015 Minutes approved**
Motion by: Garlon Prewitt; **Second by:** Bobby Young **6-0** with one absent
- VII. **Old Business**
- A. **Discussion of Design Review Guidelines**
The process for review and amending the existing Design Review Guidelines proposed by the citizen committee was discussed and a decision was made to use the agenda meeting as a forum to study the guidelines, bring the results to the regular meeting, get input from the members of the Planning

Commission, and finalize the results. Twenty minutes will be allocated each meeting until the entire set of guidelines have been reviewed.

- B. The O’Rielly’s Auto Parts Store project is meeting all deadlines, following procedures, and should be ready to start soon, final set of plans were approved by David Kelly, Building Inspector and were available for review by the commission.
- C. Magnolia Manor: The community still continues to complain about the new addition as they feel it is unattractive and does not blend with other buildings in the community. As it currently exists, the back wall and many of the windows are not finished. Some of the landscaping shrubs died shortly after planting and have not been replaced. The State Fire Marshall inspector gave permission to occupy, but missed several violations and should not have allowed occupancy. The owners have been cited by Building Inspector Kelly and are subject to a \$50 per day fine if they do not repair everything as of the last inspection.
- D. Family Dollar: No change or progress nor communication from neither Family Dollar, Dollar Tree nor the contractor.
- E. Impressions Building: Contractor/Owner Jose Beccerra et al Hugo Beccerra have not completed nor shown progress on the work on the fire-damaged building. Mayor Holland stated that the fines accumulated due to the lack of progress amounted to approximately \$60,000 and that the City of McKenzie offered to vacate the fines if Mr. Beccerra transferred the property to the City. Mr. Beccerra declined.

VIII. New Business:

- A. **Any properly presented new business**
 - a. **None**

IX. Other Business:

- A. **Municipal Reports:** Boo Bash tonight
- B. **Zoning:** Chairman Dean Robb announced a rezoning request inquiry concerning a property at 1166 Como Street behind the Not Hig’s Restaurant, but there is no required action at this time since no rezoning application has been received.

X. November Agenda & Regular Planning Commission Meeting Schedule by Chairman Dean Robb

Agenda Meeting: November 11, 2015 at 5:00 P.M.

Regular Meeting: November 24 (TUESDAY), 2015 at 5:00 P.M. (Due to the Thanksgiving Holiday)

December Meeting: Only one meeting; December 9, 2015 at 5:00 P.M.

January 2016 will revert to the regular schedule; January 13 and 27, 2016 at 5:00 P.M.

XI. Adjournment

Motion by: Bobby Young; **Second by:** Peggy Kee **6-0** with one absent

(Training on subdivision regulations and infrastructure Handout provided by staff after adjournment of the meeting.)