

OFFICIAL MINUTES

McKENZIE MUNICIPAL REGIONAL PLANNING COMMISSION MEETING

December 8th, 2011

4:30 PM

I. Call to Order/Establishment of a Quorum

Meeting was called to order by Chairperson Robb and a quorum was established.

All members of the Planning Commission were present except Commissioners Dillon and Townes.

Members of the Planning Commission are: Chairperson Dean Robb, Vice-Chairperson Ed Dillon, Secretary Keith Priestley, Commissioners Lisa Norris, Jessie Townes, Ken Mitchum and Mayor Jill Holland.

II. Approval of Agenda

Motion was made by Commissioner Norris, seconded by Commissioner Priestley to approve the agenda. The motion passed.

III. Reading and Approval of the Minutes

Motion was made by Mayor Holland, seconded by Commissioner Norris, to approve the minutes of the November 22, 2011 meeting. The motion passed.

IV. Old Business

A. Review of the B-3 (Central Business District) Ordinance Pertaining to Apartments

Chairperson Robb noted the B-3 (Central Business District) Ordinance was approved in the November meeting with a positive recommendation to send to the McKenzie City Council for their approval. It was the intent of the Commission to review and see that the changes were as they requested them to be.

Shelton Merrell, Regional Planner reviewed the changes requested by the Planning Commission from the November meeting to send the Ordinance to McKenzie City Council.

B. Review of the USA Presbyterian Church Parking Lot Site Plan

Chairperson Robb stated the Planning Commission met on this item in the November 22nd meeting and the Commission made some recommendations.

Roland Argo addressed the Commission; he reported they are working on the recommendations. Argo stated he and the Morrissetts were working together for an agreement. Argo reported the Morrissetts would like a curb, a fence, to leave a grassy area and they do want their home to show from the road. They also said they did not want any additional lighting.

Argo concluded that they are having an engineer draw the final plans with what has been discussed.

Cliff Wheelock added that everyone has worked together in a pleasant environment, he doesn't feel there will be any problems with this plan. Wheelock advised the Commission wait for the revised plan but feels it will all be fine.

Chairperson Robb advised the Commission will rule when the final plans are turned in. Robb stated if it presented at the next meeting in January they could rule on it then.

C. Any other properly presented old business

None.

V. New Business

A. Discussion of Portable Signs

Shelton Merrill, Local Planner discussed issues with portable signs. Merrill discussion included how the portable signs are referenced in the current ordinance already established.

Cliff Wheelock expressed the business owners feel strongly of their signs and have expressed they need the signs to generate revenue. Wheelock discussed fees and maintenance he feels would be appropriate for the business owners.

Roger Reed addressed the Commission asking to go on record on behalf of the Business Association that they are opposed to any fee for signs.

With much discussion regarding fees, maintenance, and restrictions Chairperson Robb recommends the Commission continue this discussion

in the scheduled agenda meeting January 12th. Robb said the commission will have a workshop on this item as an open forum.

Mayor Holland addressed commission with temporary signs. With much discussion on temporary signs height, size, time frames and number of signs allowed. Chairperson Robb asked this topic be discussed at the workshop on January 12th with the portable signs.

B. Any other properly presented new business

Cliff Wheelock, Code Officer presented to the Commission a picture of a permanent sign that has been put up by Bethel in R-2 (Medium Residential District), Historic District Overlay. Wheelock noted the sign is in violation of all codes and asked what the commission would like for him to do. Chairperson Robb directed this for the Mayor's recommendation; Robb advised Wheelock the commission does not have the authority to direct the Codes Enforcement Officer..

Note: The North Stonewall St. location is in I-R (Institutional-Restricted District), Historic District Overlay.

Commissioner Priestley asked to go on record that he was not aware of the sign being put up.

Mayor Holland advised that they would discuss a letter that will need to be sent out regarding the sign.

Chairperson Robb advised that Bethel will have to follow Ordinances and the city's rules; agreement and terms will have to be followed. Mayor Holland stated that Bethel has to be educated on regulations and will have to adhere to those regulations in each zone they are in. Holland is very positive that Bethel is vital for McKenzie and wants to have a good working relationship with them.

Shelton Merrill, Regional Planner advised they compile information from the surrounding universities what they have on file for sign ordinance concerns and bring that to the next meeting. Merrill said that a Bethel representative should be at the next meeting so they are aware of the information presented.

VI. Other Business

A. Discussion of the Review Process for Site Plans within the Historic Overlay Districts

Shelton Merrill, Regional Planner recommends the Planning Commission

should review the site plans for developments in these districts until the historic design guidelines have been completed and adopted by the Historic Preservation Commission members. Chairperson Robb questioned the order the review should follow. Merrill advised step 1) Codes Enforcement Officer, step 2) Historic Commission and step 3) Planning Commission. Robb stated the way the meetings fall in sequence site plans may come to the Planning Commission for approval pending Historic Commission. End of Discussion..

B. Review of the Proposed Fence Ordinance Recommendation

Shelton Merrill, Regional Planner presented definitions for fences to the Commission.

Chairperson Robb expressed concern that an ordinance not be adopted for fences, but that guidelines should be in place. Cliff Wheelock, Codes Officer presented guidelines he felt were comfortable to follow.

With discussion Chairperson Robb concurred with commission that this discussion will continue in January.

Agenda and Regular Meeting Schedules Dates

Agenda meeting Thursday Jan. 12th at 2:30 P.M.

Regular meeting Thursday Jan. 26th at 4:30 P.M.

Chairperson Robb noted the January meeting will include the election of officers.

VII. Adjournment

Motion made by Commissioner Mitchum, seconded by Mayor Holland, to adjourn. Motion passed. Time: 5:58 P.M.

