1. CALL TO ORDER

Commissioner Randy Richard called the meeting to order at 10:03 AM.

2. ROLL CALL

Commissioner Joe Wells - Present
Commissioner Heather Larson - Present
Commissioner Randy Richard - Present
Commissioner Sara Nora - Absent

Planning and Zoning Administrator Brenda Sloan was also present.

3. APPROVAL OF AGENDA - April 13, 2017

Commissioner Wells made a motion to approve the agenda for April 13, 2017. Commissioner Larson seconded the motion and the motion was passed.

4. APPROVAL OF MINUTES - February 9, 2017 P&Z Meeting Minutes

Commissioner Wells made a motion to approve the minutes from February 9, 2017. Commissioner Larson seconded the motion and the motion passed.

5. STAFF REPORT

Planning & Zoning Administrator Brenda Sloan started her staff report by letting the commission know there are currently a lot of maintenance and construction projects going on. These include maintenance projects that Lynwood Lockwood and Mark Follin are working on at Ski View and Valley Condos as well as a Claimjumper Condo remodel that Ronnie Pockrandt and Brad Allen are working on. The back side of the Red River Valley Charter School is also being worked on.

Administrator Sloan reported that Trinity West came to see her about permits for moving the sign for Anchovies Pizzeria to their new location at 100 West High Street.

Administrator Sloan reported that George Woerndle spoke with her about a re-roofing project he will be doing at his unit next door to the Thunderbird.

Administrator Sloan advised the commission that the Red River Brewing Company project will start in June. They have submitted a revised plan which removed the planned manager living quarters. Isaac and Russell have been working with them regarding a water suppression system. Brenda also reported that Jimmy had her call the State to check on water requirements for a brewery. She reported that it takes seven barrels of water to make on barrel of beer.
6. CONSIDERATION OF:

a. Sign Exception Permit - Courtney Henderson, Best Western River’s Edge - 301 W. River St.
Courtney Henderson submitted a sign exception permit for the Best Western River’s Edge due to a change of their franchise logo. The permit for their previous sign was issued even though it is an internally lit sign and goes against the sign ordinance. No variance was ever applied for allowing the existing sign to be internally lit. Following discussion, Commissioner Richard called for a motion to uphold the existing ordinance and to deny an internally lit sign. Commissioner Wells made the motion to recommend to Town Council that the request be denied because it is against the existing sign ordinance. Commissioner Larson seconded the motion.
Assistant Clerk Holly Fagan took a roll call vote. Commissioner Wells - yes, Commissioner Richard - yes, Commissioner Larson - yes. Motion passed.

b. Application for Variance - Community House Metal Storage Container - 116 E. Main St.
The Red River Community House applied for a variance to place an 8’x8’ metal storage container on their property. Mike Owens was present on behalf of the Community House and let the commission know that their board members were not aware that metal structures were not allowed. He stated that their board approved the metal storage because it was significantly less expensive than a wooden structure. Following discussion, Commissioner Richard asked for a motion to deny the variance request and to recommend to their board to look into purchasing a wooden storage building. Commissioner Larson made a motion to recommend to Town Council that the variance be denied and that the Community House Board should look for a wooden storage building to purchase. Commissioner Wells seconded the motion.
Assistant Clerk Holly Fagan took a roll call vote. Commissioner Wells - yes, Commissioner Richard - yes, Commissioner Larson - yes. Motion passed.

7. OTHER:

Commissioner Wells asked Administrator Sloan where we stood on the progress of the nuisance ordinance. Brenda told the commission that the Mayor and Town Administrator have asked that she go through the ordinance, make all changes needed, and then submit it to Town Council prior to it going to the Town’s attorney.

8. ADJOURNMENT:
With no further business Commissioner Richard adjourned the meeting at 10:34 AM.

Holly Snowden Fagan, Assistant Clerk

Randy Richard, Commissioner