

**TOWN OF RED RIVER
PLANNING & ZONING COMMISSION
JANUARY 14, 2016
COUNCIL CHAMBERS**

1. CALL TO ORDER

Commissioner Scott Wilson called the meeting to order at 6:06 PM.

2. ROLL CALL

Commissioner Chuck Fettinger - Present

Commissioner Richard Brown - Absent

Commissioner Jodee Thayer - Absent

Commissioner Scott Wilson - Present

Commissioner Gail Douglas - Present

Planning and Zoning Administrator Brenda Sloan and Deputy Planning and Zoning Administrator Deke Willis were also present.

3. APPROVAL OF AGENDA - JANUARY 14, 2016

Commissioner Douglas made a motion to approve the agenda of December 16, 2015. Commissioner Fettinger seconded the motion and the motion was passed.

4. APPROVAL OF MINUTES

a. DECEMBER 16, 2015 - Regular Meeting

Commissioner Douglas was absent for the December 16th meeting so approval of the minutes will be rolled to the next meeting.

5. CONSIDERATION OF:

a. Variance - Best Western New Building

Administrator Brenda Sloan explained that Courtney Henderson has submitted a Variance to allow the proposed new Best Western building to exceed the current Ordinance's height limit of 65 feet. The Variance is requesting that the building be allowed to be 69 feet. Courtney Henderson was present to answer any questions regarding his request. In looking at the architect plans for the building, the Commissioners discussed with Courtney that changing the pitch of the roof and moving up the dormers would not affect the planned design of the rooms, only the look of the building. Commissioner Douglas emphasized to Courtney that the Commission wants this project to be successful. There was a discussion of having Courtney ask the architect to re-draw the plans in order to maintain the current ordinance. Courtney agreed to discuss the pitch issue with his architect. Commissioner Fettinger made a motion to deny the variance, including that the current ordinance limit is 65 feet, with encouragement that the owner can come back after speaking with the architect to see if the project plans can be adjusted to maintain the current ordinance. Commissioner Douglas seconded the motion. Assistant Clerk Holly Snowden called a roll call vote. Commissioner Fettinger - yes, Commissioner Douglas - yes, Commissioner Wilson - yes. Motion passed.

b. Conditional Use Permit - Terrace Towers

Administrator Brenda Sloan explained that Ron Weathers has submitted a Conditional Use Permit for Terrace Towers asking that they be allowed to hang four 3' x 5' flags on angular poles in front of the building for the remainder of 2016 to celebrate 60 years in business. Ron Weathers was present to answer any questions. Following a brief discussion, Commissioner Douglas made a motion to allow variance for the flags to be displayed through January 1, 2017. Commissioner Fettinger seconded the motion. Assistant Clerk Holly Snowden called a roll call vote. Commissioner Wilson - yes, Commissioner Douglas - yes, Commissioner Fettinger - yes. Motion approved.

6. STAFF REPORT

- a. Administrator Brenda Sloan reported that at the December 22nd Town Council meeting the Council approved the Conditional Use Permit for Black Diamond Grill to display any two banners until April 1, 2016. Council also approved the Conditional Use Permit for the Starr Trading Post with the conditions that they can display two banners until April 1, 2016, and in no way are they to become permanent. Council also approved to advertise for a public hearing to amend Ordinance 2000-5 in regards to change the verbiage about having multiple P & Z Administrators and designating an Administrator and a Deputy Administrator. The public hearing will be part of the February Council Meeting.
- b. Administrator Sloan reported that she spoke with Cary Thompson and gave him a copy of the approved Conditional Use Permit for Black Diamond Grill.
- c. Administrator Sloan reported that she spoke with Heather Larson of Starr Trading Post and went over her Conditional Use Permit explaining that two banners could stay up until April 1, 2016, but that the other three banners must be removed. Heather stated that the Commission didn't understand her banners and as of 1/14/16, all five banners were still up.
- d. Administrator Sloan reported that she sent a second certified letter to the Hideout regarding the trailer needing to be covered as per the condition set on their Conditional Use Permit and that the receipt was received back showing Doug Bowen signed for the letter.
- e. Administrator Brenda Sloan reported that she advised Paulette Kiker that her new "open" sign at Frye's Old Town that has blue rings around could not flash. Paulette corrected the problem, but two days ago it was seen to be flashing again.
- f. Administrator Sloan reported that she sent letters to the Way Coffee and Brett's Bistro regarding the Ordinance on sidewalk/sandwich board signs needing to be taken in at the end of each business day.
- g. Administrator Sloan reported that she had been contacted by Lifts West. They will be doing some sidewalk repairs and had inquired if they needed a permit.

7. OTHER

- a. Administrator Brenda Sloan asked the Commission what to do about the situation of Stan Mileski's storage trailer as well as the one located behind Der Markt. After discussion the Commissioners advised Brenda

to send a 2nd registered letter to Stan Mileski stating that if the issue is not resolved within 30 days that he will be cited unless he comes in with a Variance. For Der Markt, the Commissioners advised Brenda to start the process by sending a registered letter.

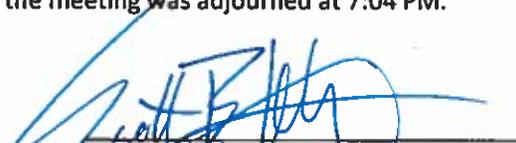
b. Administrator Brenda Sloan told the Commission that Town Administrator/Clerk Georgiana Rael has asked that they start working on amending the Communications Ordinance including emergency provisions, a Nuisance Ordinance for issues including junk cars and tall weeds, and a fresh start for Comprehensive Ordinance 2000-5. The Commissioners rejected the idea of redoing a new Comprehensive Ordinance and felt it should be contracted out.

8. ADJOURNMENT

With no further business, Commissioner Douglas made a motion to adjourn the meeting. Commissioner Fettinger seconded the motion. The motion passed and the meeting was adjourned at 7:04 PM.



Holly Snowden, Assistant Clerk



Scott Wilson, Commissioner

