

Town Of Red River
Planning & Zoning Commission
November 11, 2015 at 6pm
Council Chambers

1. CALL TO ORDER

Chairman Jodee Thayer called the meeting to order at 6:04pm.

2. ROLL CALL

Commissioner Chuck Fettinger	Present
Commissioner Richard Brown	Present
Commissioner Jodee Thayer	Present
Commissioner Gail Douglas	Absent
Commissioner Scott Wilson	Present

Brenda J. Sloan and Deke Willis Planning & Zoning Administrators were also present.

3. APPROVAL OF AGENDA – November 11, 2015

Commissioner Richard Brown made a motion to approve the agenda of November 11, 2015. Commissioner Chuck Fettinger seconded the motion and the motion passed.

4. APPROVAL OF MINUTES

October 14, 2015 – Regular Meeting

Commissioner Chuck Fettinger made a motion to approve the meeting minutes from the November 14, 2015 Regular Meeting. Commissioner Richard Brown seconded the motion and the motion passed.

5. STAFF REPORT

Brenda J. Sloan reported that she had attended the Town Council meeting on October 26, 2015 and reported on the following items:

The new sign Ordinance was not approved by the Council and that the Council requested that the Commission have a work session to get public input on the Sign Ordinance and that a time frame for how many days temporary banners can be displayed in a season.

Code Enforcement Officer – Brenda Sloan was appointed the Code Enforcement Officer and could begin issuing citations starting January 1, 2016 for items not in compliance with Town P & Z Ordinances. In November & December notices needs to be given to the public via the Town's Website, the List Serve and the local newspaper that citation will begin to be issued.

Ordinance 2000-5, Article 25, Section A recommendation was not approved by the Town Council. Instead the Town Council wants P & Z to change the wording in this section to allow multiple P & Z Administrators and that the P & Z Chairman would not be the backup.

Brenda also reported back on some follow up items from the last meeting. She did receive a building permit application and copy of the approved state building permit and plans for the gazebo that was built in Young's Ranch. That she had gotten a permit application and copy of the state permit for the re-roof at the Lodge. She reported that the Bull o' the Woods wants to remodel and expand in the spring and want to get rid of some of the parking spaces in back by the alley. She had received a complaint about a contractor not keeping their building materials on the property of record and that they did not ask to have them on his property. Brenda directed the complaining party to the Marshal's office to file a trespassing complaint.

6. CONSIDERATION OF:

a. Sign Ordinance – the Commission scheduled a work session on December 2, 2015 at 5:30 pm in the Council Chambers to get public input on the sign ordinance changes. The Commission discussed setting a maximum of 45 days in a season for having temporary banners displayed, but will not make a recommendation to Council until after the work session.

b. Amend Ordinance 2000-5, Article 5, Section E

Brenda advised the Commission that the above named section had been amended by Ordinance 2004-05 and that this section of the ordinance currently reads as follows:

“1. After plats, plans and drawings have been approved by the Administrator (in case of absence of the Administrator, the Town Administrator shall have authority to approve or disapprove).”

A motion was made by Commissioner Richard Brown to recommend to the Town Council to change the wording in the Ordinance to read as follows:

“1. After plats, plans and drawings have been approved by the Planning and Zoning Administrator (in case of absence of the Planning & Zoning Administrator, the Deputy Planning & Zoning Administrator shall have the authority to approve or disapprove.)” Commissioner Scott Wilson seconded the motion. Roll Call vote: Commission Wilson – Yes, Commission Brown – Yes, Commission Thayer, Yes, Commissioner Fettinger – Yes. Motion passed.

c. Amend Ordinance 2000-5, Article 25, Section A

A motion was made by Commissioner Fettinger to amend Ordinance 2000-5, Article 25, Section A to read as follows:

“A. The Council may appoint a Planning and Zoning Administrator and a Deputy Planning and Zoning Administrator who shall have the authority and duty to enforce this Ordinance. Should the Council fail to appoint a Planning & Zoning Administrator and/or a Deputy Planning and Zoning Administrator, the Mayor or his designated representative shall perform the duties of the Administrator set forth in the Ordinance. Lack of knowledge or alleged lack of knowledge of the requirements of this Ordinance shall to justify violation of the Ordinance.” The motion was seconded by Commission Wilson. Roll Call vote: Commission Fettinger – Yes, Commissioner Thayer – Yes, Commissioner Brown – Yes, Commissioner Wilson – Yes. Motion Passed.

d. Building Permit Fees. A discussion was had on the 2010-05 Ordinance containing Building Permit Fees. The Commission decided to have a work session to have public input on the fee schedule. The work session was set for December 2, 2015, at 5:30pm in the Council Chambers.

7. OTHER

8. ADJOURNMENT – With no further business, Commission Thayer adjourned the meeting at 6:58pm


Brenda J. Sloan - P & Z Administrator


Jodee Thayer - Chairman