1. CALL TO ORDER

Commissioner Randy Richard called the meeting to order at 10:02 AM.

2. ROLL CALL

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

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

3. APPROVAL OF AGENDA - February 9, 2017

Commissioner Larson made a motion to approve the agenda for February 9, 2017. Commissioner Wells seconded the motion and the motion was passed.

4. APPROVAL OF MINUTES - December 8, 2016 P&Z Meeting Minutes
   - December 8, 2016 Work Session Minutes

Commissioner Nora made a motion to approve both sets of minutes from December 8, 2016. Commissioner Larson seconded the motion and the motion passed.

5. STAFF REPORT

Planning & Zoning Administrator Brenda Sloan started her staff report by welcoming Joe Wells to the Commission.

Brenda reported on speaking with Frank the maintenance person at the WorldMark regarding handicap signage needed to prevent people from parking at the Copper Chairlift and blocking a handicap ramp access. This will be an issue for Public Works to follow up on.

Brenda reported on meeting with Lynwood Lockwood regarding a project he will be doing at Claimjumper. She advised Lynwood about the required setbacks.

Brenda reported on an issue with Cary from the Pit Stop Snack Shack regarding framed banners he was given permission to put up for 90 days over the summer, which have never been taken down.

Brenda reported that K Bolan boarded over the Calamity Jane’s sign that he was supposed to take down as part of his conditional use permit. He is not complying with the stipulations in the permit and is well over the limit for square footage in our current sign ordinance.
Administrator Sloan mentioned to the Commission that we may need to review the current sign ordinance based on the number of businesses that are in violation.

Brenda also reported she had received a call from Craig Swagerty and she inquired when the back side of his storage unit project would be finished. He advised that they would be completed in May.

Brenda reported that several businesses did not remove their Skijoring special event banners promptly after the event.

Brenda reported that the sandwich boards left out overnight has become a continuous issue with the Way Coffee Shop and Texas Red’s.

Brenda also reported meeting with Randy Lyles regarding a potential project. He is thinking about putting in a building where Scott Wilson’s wood yard is located. He wants to have road access to both sides of that lot.

6. **MOTION TO VOTE - NEW CHAIRMAN**
   Administrator Sloan recommended to the Commission that Randy Richard be the Commission Chairman. Commissioner Larson moved to nominate Randy Richard as Chairman of the Planning and Zoning Commission. Commissioner Joe Wells seconded the motion. Assistant Clerk Holly Fagan took a roll call vote. Commissioner Nora - yes, Commissioner Larson - yes, Commissioner Wells - yes, Commissioner Richard - yes. Motion passed.

7. **OTHER:**

8. **ADJOURNMENT:**
   With no further business Commissioner Richard adjourned the meeting at 10:29 AM.

[Signatures]

Holly Snowden Fagan, Assistant Clerk

Randy Richard, Commissioner