

**McKENZIE MUNICIPAL REGIONAL
PLANNING COMMISSION MEETING
JULY 28, 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.

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

II. Approval of Agenda

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

III. Reading and Approval of the Minutes

Motion was made by Commissioner Dillon, seconded by Commissioner Norris, to approve the called meeting minutes of the June 23, 2011 Planning Commission meeting. The motion passed.

IV. Old Business

A. Review of the Sonic Retaining Wall & Fence/Landscape Site Plan

Codes Officer Wheelock is to contact Sonic for Landscape Site Plan.

B. Carroll County Lumber Site Plan Status

Codes Officer Wheelock stated the building was empty and nothing else to report.

C. Any other properly presented old business

None

V. New Business

A. Accept Jeanne Jones resignation

Motion was made by Commissioner Norris, seconded by Mayor Holland, to accept Jeanne Jones resignation. The motion passed.

B. New commissioner appointment

The Mayor will recommend to the City Council for appointment and approval of the new commissioner for the planning commission.

C. Elect new Secretary

Commissioner Priestley was nominated by Commissioner Norris to serve as the new secretary. The nomination was closed by Chairman Robb.

Motion was made by Commissioner Dillon, seconded by Commissioner Norris, to accept Commissioner Priestley as the new secretary. The motion passed.

D. Habitat for Humanity Magnolia Ave/Randle St Sub-Division and Donnell Ave building permit status

Discussion:

Codes Officer Wheelock stated no request for a building permit had been issued at this time. He stated the property had been deeded to Habitat for Humanity as of 7/2211. Chairman Robb stated a site plan and a sub division application must be submitted for the Magnolia Ave property. Stokes is doing the survey on this property.

E. Proposed Revisions to Title 12 Building Utility, Electrical Codes

Discussion:

The Commission discussed and agreed with Codes Officer Wheelock's proposed revisions and to send the proposed revisions of Title 12 Building Utility, Electrical Codes to the City Council with a positive recommendation.

Motion was made by Commissioner Norris, seconded by Commissioner Townes, to send a positive recommendation to the City Council. The motion passed.

F. Proposed Revisions to Title 13 Property Maintenance Regulations

Discussion:

The Commission discussed and agreed with Codes Officer Wheelock's proposed revisions and to send the proposed revisions of Title 13 Property Maintenance Regulations to the City Council with a positive recommendation.

Motion was made by Mayor Holland, seconded by Commissioner Norris, to send a positive recommendation to the City Council. The motion passed.

G. Proposed Ordinance Construction dust, dirt and debris control

Discussion:

The Commission discussed and agreed with Codes Officer Wheelock's proposed ordinance and to send the proposed ordinance for construction dust, dirt and debris control to the City Council with a positive recommendation with fee structure.

Motion was made by Commissioner Dillon, seconded by Commissioner Priestly, to send a positive recommendation to the City Council with fee structure. The motion passed

H. Proposed Revision Property Maintenance Fee Schedule

Discussion:

The Commission discussed and agreed with Codes Officer Wheelock's proposed revision and to send the proposed revision for the Property Maintenance Fee Schedule to the City Council with a positive recommendation.

Motion was made by Commissioner Norris, seconded by Commissioner Priestley, to send a positive recommendation to the City Council. The motion passed.

I. Any other properly presented new business

Codes Officer Wheelock wanted to discuss the Farmer & Merchants property. The residential house has someone living in it and the property is zoned B2. Chairman Robb asked the Commission to go back and visit the information on the property before a recommendation be made.

Also Codes Officer Wheelock wanted to know what the Commission wanted to do with abandoned property in McKenzie. Should an option be, to deed property to the City and they decide what to do with the property? Chairman Robb recommended the City develop a policy on how to deal with this situation.

VI. Other Business

A. Any other properly presented other business

Mayor Holland wanted to know if someone could live upstairs over a business in the central business district. Chairman Robb stated this had been addressed and was in the new zoning ordinance.

B. Agenda and Regular Meeting Schedules Dates

Schedule for May Planning Commission Meeting dates:

Agenda: 2:30 PM, Thursday, August 11, 2011

Monthly: 4:30 PM, Thursday, August 25, 2011

VII. Adjournment

A motion was made by Commissioner Dillon, seconded by Commissioner Townes, to adjourn. The motion passed. Meeting was adjourned at 5:13 p.m.