

PLANNING COMMISSION MEETING MINUTES

MAY 9TH, 2011

The meeting was called to order at 7:40 PM by Chairman, Bob Koller. Present were Don Brigham, Pat McGreevy, Bert Obenland, Ken Beale, Bob Koller, Grant Morgan and Missy Jones.

The minutes were accepted as read by Missy Jones and no additions or changes were made.

Don pointed out the additions made to the "Land Use Matrix" document which was previously adopted last meeting. A motion was made to accept the additions, it was seconded and approved.

Don introduced the "Zoning Ordinance Revisions Compiled May 9th, 2011" document with the members. The focus was on page 3 where most of the new language is spelling out the process of upholding zoning standards. The group discussed simplifying the document and the process. Don suggested revising the document to show just a list of items to be taken in consideration by the zoning official when approving permits.

Grant talked about an administrative process requiring a notice in the paper to notify neighbors of a permit application that may have a direct impact on them which will give them the opportunity to appeal. Bert asked how long should the notice be publicized? Grant suggested 14 days is generally the state standard for public notifications.

The permit process was then summarized to the following:

1. Permits subject to zoning standards
2. If the permit didn't meet the standards and may have a direct impact on a neighbor, then notification of the permit application is published in paper for 14 days
3. Neighbors can appeal
4. If no appeal, then the permit is approved

A motion was made for Don to proceed with revising the "Zoning Ordinance Standards" document to a simple list, it was seconded and moved. Don will bring it to the next meeting.

Further next steps will include public and legal review.

Missy will update the county website with the Planning Commission documents and minutes.

The next meeting will be June 13th at 9:00am at the Garfield County Road Department. The meeting was adjourned at 8:31pm.

Respectfully Submitted,

Missy Jones