

TOWN OF MANILA
PLANNING AND ZONING WORK SESSION & REGULAR MEETING AGENDA
DATE: May 1st, 2023
TOWN OFFICE: 145 EAST HWY 43
@ 5:30 P.M. WITH THE REGULAR MEETING IMMEDIATELY FOLLOWING

MEETING CALLED TO ORDER: *WORK SESSION STARTED AT 5:30 P.M.*

PRESENT: Christian Draper, Brian Nelson, Jason Kuhn, Bill Rylander, Dennis Andelin, and Samantha Reitz

TOWN COUNCIL PRESENT: Kathi Knight, Gretchen Northcott, Bill Rylander, and Randy Browning

EXCUSED: Greg Scott

GUESTS: Brad Robbins, Colleen Rylander, and Carol Watts.

NEW BUSINESS:

- **Planning and Zoning Ordinance review with Town Council and Brad Robbins-**

This work session was just to review the changes that are going to take place in the new planning and zoning book. We went through the entire book and discussed the things that will change and the things that still need to be changed. The new book shall have several zones that have been removed. They are not zones that are being used currently, so they were removed. The Town Council and The Planning Commission discussed not allowing people to camp on empty lots that do not have a dwelling or a building permit for a dwelling. They also discussed removing temp power from the towns fast track process in order to keep empty lots from having power for the purposes of just camping. They discussed allowing chickens to be a permitted use up to 12 chickens with no roosters. The boards want to allow duplexes to be built in all residential zones. They are going to be permitted in our mixed zones, but only if the current use is residential. Our penalties ordinance has been updated and shall be added to the book, we are also adding a chapter for Short-Term Rentals, as well as an Accessory Dwelling Units Chapter. Another change that was discussed are allowing fences to be up to 8 feet in the rear of lots. It is going to remain 4 feet for in the front of lots.

The Commission paused the Work Session at 7:49 P.M. to allow for the regular meeting to take place so our residents could get their business taken care of. The work session was called back into order at 8:05. We then finished our discussion for the rest of the book, which included allowing for a 30-foot height limit to dwellings in all zones. The two boards discussed permitted and non-permitted uses with in zones. Parking regulations for commercial zones and updating some definitions in the book such as, guest house, bed & breakfast, and domestic animals. We also need to update our size requirements to a square footage. There are a few updates that were discussed in regards to the ADU's and STR's.

- **Adjournment-** At 8:38 P.M. Brian made a motion to adjourn the meeting. It was seconded by Bill. All were in favor and the meeting was adjourned.

MEETING CALLED TO ORDER: *REGULAR MEETING STARTED AT 7:49 P.M.*

PLEDGE OF ALLEGIANCE: RECITED

PRESENT: Christian Draper, Brian Nelson, Jason Kuhn, Bill Rylander, Dennis Andelin, and Samantha Reitz

TOWN COUNCIL PRESENT: Kathi Knight, Gretchen Northcott, Bill Rylander, and Randy Browning

EXCUSED: Greg Scott

GUESTS: Brad Robbins (other 2 guests had left)

MINUTES OF PREVIOUS MEETING: *April 17th, 2023 UNANIMOUS APPROVAL*

NEW BUSINESS:

- Mark Nuttel – Requesting a building permit for a dwelling to be built at 176 E. & 3rd N. Mark Nuttel was prepared to remove the deck from the front of his building in order to meet the setback requirements. Upon the Commission checking the plot map it was determined that Marks Plot map was 2 feet short. The Commission allowed Mark to amend his plans during the meeting. The amended plans were then considered for approval. Everything met the requirements for approval. Jason made a motion to approve the request for a building permit. Brian seconded the motion. All were in favor and the motion carried.

RESULT: APPROVED: *UNANIMOUS*: BUILDING PERMIT FOR A DWELLING

- Mark Parker – Requesting a building permit for a dwelling to be built in the Manila Bay Subdivision- Everything looked good on the plot map, setbacks, building height, and usage were all checked and meet the requirements. There were no issues. Brian made a motion to approve the request for a building permit for Mark Parker’s dwelling. Bill seconded the motion. All were in favor and the motion carried.

RESULT: APPROVED: *UNANIMOUS*: BUILDING PERMIT FOR A DWELLING

- JR Brown – Requesting a business license for handyman services. There were no concerns with this business license request. Brian made a motion to approve the business license request and the motion was seconded by Jason. All were in favor and the motion carried.

RESULT: APPROVED: *UNANIMOUS*: BUSINESS LICENSE

- Randy Browning – Requesting a business license for handyman services. There were no concerns with this business license request. Jason made a motion to approve the business license request and the motion was seconded by Brian. All were in favor and the motion carried.

RESULT: APPROVED: *UNANIMOUS*: BUSINESS LICENSE

SCHEDULING THE NEXT MEETING AND ADJOURNMENT

The next meeting is scheduled for June 5th. A work session will be held followed by a regular meeting. At 8:05 Brian made a motion to adjourn the regular meeting, The motion was seconded by Jason. All were in favor and the motion carried.

CHRISTIJAN DRAPER
P&Z CHAIRMAN

SAMANTHA REITZ
P&Z SECRETARY