

ROCKY RIDGE PLANNING & ZONING MEETING

July 1, 2025
7:30 PM
TOWN HALL

DRAFT

Opening:

Presiding: Lane Allred

Present from the Planning and Zoning Commission: Lane Allred, David Allred, Bryan Matthews, and Dave Bunker.

Absent: Steven Bunker

Present from the Town Staff: Neva Ray.

Others Present: None

Invocation was given.

Meeting was called to order at 7:37 p.m.

Approval of Minutes:

Minutes from May meeting was read. Board Member David Allred motioned to approve the Minutes; Board Member Dave Bunker seconded the motion; all others voted in favor with the exception of Steven Bunker who was absent.

Old Business:

1. Updates on code with recommendations to Town Council

At the town meeting, officials resumed reviewing municipal codes, focusing on two key areas: dumpster enclosures and animal ordinances. There was discussion about requiring fenced enclosures with gates for dumpsters located in commercial and residential areas, though it was noted that industrial areas might not need this. Attention then shifted to the animal ordinance, specifically the point system used to regulate how many animals—such as chickens, pigs, goats, and cows—can be kept per lot or acre. Several participants favored replacing the point system with a more flexible, complaint-based approach. They argued that the current system is too rigid, potentially puts many residents in violation, and doesn't reflect how animals are currently managed in town. Instead, they supported language requiring animals to be kept in a humane and non-nuisance manner, with enforcement triggered by complaints. It was noted that such a change allows more discretion and encourages neighborly cooperation while still offering a legal fallback if issues arise. The group also discussed zoning clarity, acknowledging that many of the town's lots are under an acre and that zoning terminology is inconsistently applied or unclear on the official maps. The overarching goal expressed was to update and align the town's codes with actual practices and enforceability, to avoid appearing overly strict or creating unenforceable rules.

At the town meeting, members discussed how the city could continue to grow in the same pattern over the next 20 years while maintaining its current operations. A past issue involving a neighbor with too many animals was brought up, leading to a broader conversation about animal zoning and humane treatment. The group agreed that while a point-based animal system could work, it should also allow for case-by-case reviews, especially when concerns arise about animal care or public nuisance. They proposed that all animals within city limits must be kept humanely and not pose a public nuisance, with complaints to be addressed by Planning and Zoning or the Town Council.

The committee plans to draft a formal recommendation regarding the animal ordinance and present it at the next meeting. They agreed to post a public notice inviting input to encourage community participation. A motion to prepare a typed version of the proposed changes and schedule public discussion passed unanimously.

ROCKY RIDGE PLANNING & ZONING MEETING

July 1, 2025
7:30 PM
TOWN HALL

DRAFT

The discussion then shifted to kennel regulations. Members clarified that kennels, as referred to in the code, are for commercial purposes—breeding or raising animals for business—and are considered conditional uses requiring approval and neighbor consent. They acknowledged a need to better define "kennel" in the ordinance to avoid confusion, especially distinguishing between personal use and commercial operations. Anecdotes were shared about past issues, emphasizing the importance of clear definitions and regulation enforcement.

The group discussed revisions to animal ordinances and zoning regulations, particularly those relating to kennels, commercial animal use, and family pets. They agreed to revise the wording to "kennel and/or commercial animal use" to better define its intent and distinguish it from rules applying to family pets. Members also reflected on the town's original two-page animal ordinance, which was expanded to four pages but historically went unenforced despite initial commitments.

The group reviewed sections of the ordinance line by line, beginning with Section E on small animals and fowl. After a brief debate about whether to remove the term "fowl" due to redundancy, they ultimately voted to leave the language unchanged.

Next, they examined Section A and B related to dwelling groups—such as townhomes or multiple units on a single lot. They clarified that building offsets must conform to district requirements, including front and side yard distances. A detailed conversation focused on refining confusing language about required setbacks when vehicle access comes from the side of a lot. A proposed revision changed the phrase "face a side lot line" to "have vehicle access perpendicular to a side lot line" to better define when the 30-foot setback applies. Additional proposed changes included adjusting outdated measurements in Section 3. Specifically, the requirement that the lot be at least 80 feet wide was revised to instead match the minimum width required by the zone. Similarly, the minimum width for access roads was changed from 20 feet to 12 feet to reflect current practices and what is feasible within existing trailer courts and subdivisions.

New Business:

1. Variance for monument to be used for watering trees on Rocky Ridge Road.

During the town meeting, a new item of business was discussed regarding a variance to allow water from a town-owned monument to be used for irrigating trees along Rocky Ridge Road. Current town ordinances prohibit water from being transferred between different lots, but in this case, the monument and the adjacent planter strip, where the trees are located, fall within town easement areas. Previously, the community had been manually watering the trees using water from another lot, leading to inefficiencies and water waste. The proposed variance would permit an automated irrigation system to be connected to the monument's water source to care for the trees more effectively. The town would cover the cost as an operational expense. A motion to approve the variance was made by Board Member Bryan Matthews and seconded by Board Member Dave Bunker, and passed without objection. Staff were asked to prepare the appropriate variance form for formal documentation.

2. Review attendance rules for P&Z Board.

The Planning and Zoning Commission discussed clarifying and updating attendance policies for its members. The consensus was that members may not have more than three unexcused absences per year, no more than two consecutive unexcused absences, and must attend at least 60% of all meetings actually held within the year. Excused absences and emergencies would not count against this policy. Members emphasized that canceled meetings should not affect the attendance percentage. If a member exceeds the unexcused limits, their name may be submitted to the mayor for possible removal. The commission plans to review attendance records

ROCKY RIDGE PLANNING & ZONING MEETING

July 1, 2025
7:30 PM
TOWN HALL

DRAFT

starting from January and formalize the updated policy by presenting it to the mayor for approval. Neva was asked to help track attendance and locate or update the official policy documentation

Open Floor:

Citizen Items: None

Board Items: None

Adjournment:

Board Member David Allred moved to adjourn the meeting; Board Member Dave Bunker seconded the motion; all others voted in favor and the meeting was adjourned at 8:45 p.m.

S/Neva Ray

Approval of Town Clerk