



Dutch John Planning & Zoning Regular Meeting

Minutes

Wednesday, July 2, 2025 at 7:00 pm

Notice of Public Meeting & Agenda

Electronic participation will be available. See <https://dutchjohn.gov/pages/calendar> for more details.

1. Call to Order / Pledge of Allegiance

Minutes:

- Call to order at 7:03pm

2. Attendance

Minutes:

- Committee and Town Members: Rachel Albritton, Jared Marquis (online), Allen Parker (online), Butch Johns
- Public: Matt Lucas, Jack Lucas

3. Establishment of Voting Members

4. Consent Agenda

Minutes:

Motion

- Rachel made a motion to accept the consent agenda. Jared second. All in favor. No opposed.

a. Minutes of Meeting

Minutes:

- minutes are accepted as is

b. Correspondence

Minutes:

- Rachel had an email conversation back and forth with iWorqs to have to Building Permit Application updated to reflect the changes discussed during a previous planning and zoning work session. Because the building permit application is a standard template, not all modifications were able to be made. - The attachment for waste disposal was removed and language was added to the application to state that by signing the application the applicant was acknowledging they needed a waste plan and they couldn't use the Town dumpster.
- The attachment field for property markers was removed and language was added

stating that the applicant was stating they were in place and would remain on place throughout constructions.

- Additional fields for specific contractors could not be added because this is a template. Additional language was added to the application stating that the list of contractors should be attached for commercial applications.
- A new attachment field was added so that additional documents other than a Site Plan Could be uploaded when necessary.

c. Building Permits

Minutes:

- No new permits
- The Moton building permits are expired. Rachel to follow-up with Matt on these.

5. Public Comment

Minutes:

- Matt Lucas expressed concern about the airport overlay ordinance. While he still needs more time to review, the ordinance will impact both his personal residence as well as his new business which is under construction. Allen Parker chimed in stating that he thinks once the map is available for review it will help provide some clarity. Additionally, Matt is welcome to call Allen at any time to get more information. Lastly, Allen also clarified that this overlay is something that the Town is doing to come into compliance with a State Law.

6. Committee / Staff Reports

a. Mayors Report

Minutes:

- Butch mentioned the airport overlay that was just passed over planning and zoning for review. He noted that there will be a few others that will be coming down the pipe (i.e. Cemetery and Trails) that will be similar.

b. Land Use Administrator

Minutes:

- Jesse Lassley's planner is beginning the work to submit a subdivision and possibly and PUD plan for a 47-lot subdivision for his property. Allen will continue to work with them as well as us through the process.

7. New Business

Minutes:

- Airport Overlay: Discussion and Possible Action
 - Since the committee was just emailed this ordinance, Jared suggested dedicating a work meeting to go over comments and questions. This would give members time to review the ordinance and prepare accordingly. Rachel agreed.

Motion - Jared made a motion to discuss the overlay ordinance in detail on July 16. Rachel second. All in favor.

8. Old Business

9. Closed Session, if nessary* Pursuant to 52-4-204

10. Adjournment

Minutes:

- Rachel made a motion to adjourn at 7:24pm

| Minutes published on 07/17/2025, adopted on 07/16/2025



Deputy Clerk