



# Dutch John Planning & Zoning Regular Meeting

## Minutes

Wednesday, January 7, 2026 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 6:55pm

#### 2. Attendance

##### Minutes:

- Committee & Town Staff: Jared Marquis, Rachel Albritton, Allen Parker
- Public: Todd Brown, Peter Quinn, David Abraham

#### 3. Establishment of Voting Members

#### 4. Consent Agenda

##### a. Minutes of Meeting

##### Minutes:

- Minor update: Jared made the motion for Ranch 8 and Rachel seconded.

##### b. Correspondence

##### Minutes:

- Email from Harriet and Tammy Twitchell requesting all of the building permits issued in 2025. All new building permits should be emails to the county monthly moving forward.

##### c. Building Permits

##### Minutes:

- Jared is reviewing the application. Rachel will email David the link for application payment.

#### 5. Public Comment

## 6. Committee / Staff Reports

- a. Mayors Report
- b. Land Use Administrator

## 7. New Business

### Minutes:

- The commission agreed that the proposed language is not yet ready for recommendation to the Town Council.
- A special work meeting is required to simplify the "improved lot" definition (Chapter 7) and determine which infrastructure requirements (curb, gutter, sidewalks, stormwater, paved road access) should be moved to the subdivision rules (Chapter 12) or the building permit process to allow for necessary waivers and reduce administrative burden.
- It was agreed that the minimum, non-waiverable requirements for an improved lot should likely be limited to water and sewer.
- A special work meeting was scheduled for this Friday at 10:30 AM to finalize the language for the ordinance updates. Rachel Albritton will put the meeting on the calendar with a public access link (remote attendance is possible).

### Action Items

- Add additional language to Chapter 13, subsection 1305 to note where exceptions may be made, similar to the proposed change presented for curb, gutter, sidewalks.
- Potentially create a definition for an "unimproved lot" for transparency.
- Reviewing Chapter 11 (Development applications and procedures) to ensure no contradiction with the proposed subdivision code changes.

## 8. Old Business

## 9. Closed Session, if necessary\* Pursuant to 52-4-204

## 10. Adjournment

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| Minutes published on 02/05/2026, adopted on 02/04/2026



Rachel Albritton  
Deputy Clerk