



Dutch John Planning & Zoning Work Session

Minutes

Wednesday, January 21, 2026 at 7:00 pm

Work Session Agenda

1. Call to Order

Minutes:

- Call to Order at 7:05pm

2. Attendance

Minutes:

- Committee and Town Members: Rachel Albritton, Dave McDonald, Allen Parker, Butch Johns
- Public: Peter Guinn, Jesse Lassley

3. Work Items

Minutes:

- The committee confirmed that the changes made in the previous work session—specifically the new definition to "improve lot" and related information in Chapter 13—were voted on and will be cleaned up and forwarded to the Town Council.

Planning Commission Ordinance

- Updates requested by Mayor Butch to allow for a flexible committee size were discussed. Proposed changes include:
 - A minimum of three regular members, with no more than five regular members, and up to three alternates.
 - The stipulation for staggered planning commissioner terms was suggested for removal.
 - A quorum was defined as at least two members for a 3-4 member commission, and at least three members for a 5-member commission.
 - It was proposed that the duty of preparing and finalizing minutes be moved from the Town Clerk to the Secretary of the Planning and Zoning Commission.

Minor Subdivision Section Review:

- The current minor subdivision section of the Land Use Ordinance was noted as outdated and primarily written to address agriculture land, which is not applicable to the Town. The goal is to tailor the section to better manage the efficient transfer of undeveloped parcels of land to developers, focusing on land transfer rather than immediate development approval.


Action Items

- Previous Work Session Changes (Chapter 13 - definition to 'improve lot') - The accepted changes will be cleaned up and forwarded to the Town Council.
- Planning Commission Ordinance - The motion to accept the proposed changes and recommend them to the - Town Council was passed. These changes will be forwarded to the Town Council.
- Minor Subdivision Section - Allen Parker will provide a draft proposal/framework for a new minor subdivision section that is better suited to the Town's needs.

4. Adjournment**Minutes:**

- Meeting adjourned at 7:27pm.

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


Deputy Clerk