

CLARKSTON TOWN
LAND, USE AND DEVELOPMENT COMMISSION
Wednesday June 3rd, 2015

Chairman Gail Godfrey called the Clarkston Town LUDMA meeting to order at 7:00 pm.

Attendance: Chairman Gail Godfrey
Commissioners: Zeb Atkinson, Brayden Goodey
Council Member: Steven Palmer

Also in attendance: Brent Godfrey, Jill Godfrey and Lester Lee

1. NEW BUSINESS

Chairman G. Godfrey addressed the minutes of the Clarkston LUDMA meeting held May 6th 2015. No changes needed to be made. Commissioner Z. Atkinson motioned to approve the minutes of May 6th 2015. Commissioner B. Goodey seconded the motion. All in favor "Aye". Motion carried.

Brent Godfrey – Residential Building Permit – 91 W 100 S – Brent Godfrey came before the board for a Building Permit to demolish the home located at 91 W 100 S, and build a new home on the lot. Chairman G. Godfrey asked what all was going to be involved with the demolition of the existing home. Mr. Godfrey stated that he will completely demolish the old home and have it removed. Chairman G. Godfrey asked if the lot met the ½ acre requirement. Mr. Godfrey informed the board that it did meet the required acreage. Chairman G. Godfrey informed Mr. Godfrey that corner lot setback requirements are 30' from the property line on all adjacent streets. Mr. Godfrey stated that he was unaware of the corner lot setbacks. Mr. Godfrey made the corrections to the plans to meet the 30' – 30' setbacks. Chairman G. Godfrey asked if the trees would be removed from the lot. Mr. Godfrey stated that he plans to remove all of the trees on the lot. There were no other concerns. Commissioner B. Goodey motioned to approve the Residential Building Permit with the corrected corner lot setback requirements of 30' - 30'. Commissioner Z. Atkinson seconds the motion. Vote all in favor "Aye". Motion carried.

Lester Lee – Zoning Clearance – Potato Cellar – 225 E Center – Lester Lee came before the board for a zoning clearance permit to build a potato cellar. Mr. Lee stated that the cellar was going to be in the Northeast corner of his lot. It will be 8'x12', 5' deep with a dirt floor and will eventually have a sod roof. Chairman G. Godfrey asked what the roof is going to be now. Mr. Lee stated that it will have a tin roof but will add soil and sod later. It will be used to store potatoes, carrots and other produce. Chairman G. Godfrey asked how far from the property line it will be. Mr. Lee stated that it will be 5' from the property line on both sides. There were no other concerns regarding the potato cellar. Mr. Lee informed the board that he wants to also build a lean to over his wood pile. It will be an 8' x 25' pole structure with a tin roof. Mr. Lee stated that it is 25' away from the North property line and 20' away from the art studio. There were no other concerns.

Mr. Lee informed the board that he wants to put in a culvert in front of his home and was wondering what the size requirements were. Chairman G. Godfrey informed Mr. Lee that he would have to talk to the state about culvert requirements due to the road being a state road and not a town road. Commissioner B. Goodey motioned to approve the zoning clearance permit for the potato cellar and lean to. Commissioner Z. Atkinson seconds the motion. Vote all in favor "Aye". Motion carried.

2. OTHER

Christina Atkinson – Building Permits - LUDMA Clerk Christina Atkinson came before the board to discuss ideas for a new Residential Building Permit and a revised Building Permit. C. Atkinson informed the board that after discussing with Clarkston Town's building inspector Darrin Hancey they decided that it would work best to have two separate building permits, a Residential Building Permit and a Building Permit. A Residential Building Permit would be required for all residential homes and residential additions being built and a Building Permit would be for all other structures that are over 200 sq. ft. C. Atkinson informed the board that all of the information from the old building permit is on the new permits but now allow for email addresses. C. Atkinson stated that the building permits have been formatted to have all the information and signatures needed to be seen on the first page. The second page would obtain the zoning setback information and the third page would allow for the required list of surrounding neighbors. Commissioner Z. Atkinson asked if applicants were required to get signatures from the surrounding neighbors or if it was just required to list the surrounding neighbors. C. Atkinson stated that her understanding is the applicant is required to go to the neighbors informing them of the proposed changes to the lot and get signatures from them. C. Atkinson stated that she would review the Town Code to clarify and better understand what the requirements are regarding the surrounding neighbors list. Chairman G. Godfrey suggested that signatures from neighbors be a requirement for the purpose to better prepare the board for possible neighborly disputes. Commissioner B. Goodey motioned to approve the Residential Building Permit and the Building Permit and to present it before Town Council for approval. Commissioner Z. Atkinson seconds the motion. Vote all in favor "Aye". Motion carried.

Christina Atkinson – Surveying Lot – LUDMA Clerk Christina Atkinson came before the board to discuss requiring empty lots to be surveyed. C. Atkinson informed the board that after talking to Clarkston Town's Building Inspector Darrin Hancey. Mr. Hancey strongly suggested that empty lots be required to be surveyed before constructing structures or buildings, in order to verify correct property lines, which will also aid to zoning setbacks being correctly met. Commissioner Z. Atkinson asked if this would require all lots to be surveyed before any structure or building be built. C. Atkinson stated that lots with an existing residential dwelling would not be required to have the lot surveyed due to the fact that the dwelling should already meet zoning setbacks. C. Atkinson stated that requiring a lot to be surveyed would help clarify property lines and reduce property disputes in the future. There were no other questions. Commissioner B. Goodey motioned to approve presenting this proposal of surveying uninhabited lots to the Town Council. Commissioner Z. Atkinson seconds the motion. Vote all in favor "Aye". Motion carried.

Christina Atkinson – Building Permit Bond – LUDMA Clerk Christina Atkinson came before the board to discuss adding a building permit bond to the Building Permit. C. Atkinson informed the board that requiring a refundable bond on the Building Permit will help insure final inspection to be done. C. Atkinson stated that since being employed with Clarkston Town in 2013 there have been few final inspections done. C. Atkinson informed the board that with Residential Building Permits there is a required \$1,000.00 bond that is refunded upon final inspection. C. Atkinson suggested that the bond for a Building Permit be \$500.00. There were no other questions. Commissioner B. Goodey motioned to approve presenting this proposal that a \$500 building permit bond be required for a Building permit to the Town Council. Commissioner Z. Atkinson seconds the motion. Vote all in favor “Aye”. Motion carried.

Chairman G. Godfrey asked Council Member Steven Palmer to present the proposed Residential Building Permit, Building Permit, requiring lots to be surveyed and adding a \$500.00 bond fee to the Building Permit to the Town Council.

3. ADJOURN

There being no further business to come before LUDMA, Commissioner Z. Atkinson motioned that the Clarkston Town LUDMA meeting adjourn. Commissioner B. Goodey seconded the motion. All members present voted “Aye”. Motion carried.
The meeting adjourned at 7:28 p.m.


Clarkston Deputy Clerk

