

Laketown Planning & Zoning Meeting
Wednesday, July 31, 2019
8:00 pm

Welcome & Attendance: 8:03 pm meeting start time. Duane welcomed those present.

Members Present: Duane Robinson, *Chairperson*; Nellie Brown, Tamie Gomez, Dennis Hodges, and Ruby Hunter, *Recording Secretary*.

Members Absent: Cody Reed and Gary Ogilvie

Public Members: Dale Lamborn

Pledge of Allegiance: Led by Tamie Gomez

Minutes: Members reviewed the minutes from June 26, 2019.

Dennis motioned to accept the minutes.

Nellie seconded the motion.

All in favor.

Middle School Update: Dale Lamborn would like permission for the Rich School District's contractors to build an approach off Main Street to a cement pad that will be used as parking for three buses. The proposed concrete pad will be located on the southwest corner of the Rich School District's Middle School property. The approach will be on the west side of Main Street.

It was suggested a culvert be included. The council agreed that an eight to twelve inch culvert be placed under the approach. The size was determined based on there being no need for anything larger to accommodate potential water issues, as well as, concern for children playing in a pipe greater than the agreed upon eight to twelve inches. The pipe will be small enough to eliminate the need for added grates on the ends. A permit is not needed for Dale Lamborn and the Rich School District to proceed. The Rich School District will cover all costs. All members agreed.

Report from Town Council: The city council has determined the set water rate to be \$48 per month. Construction of the new water tank project is under way as the trackhoe work has begun this week on the top of Last Chance. New lights are being installed at the rodeo arena. The installation of those lights began today.

Bryon Weston Subdivision: The Mylar copy has been delivered but has yet to be signed. It was noted that Bryon Weston has paid the required money. The Mylar copy is in Mayor Burdette Weston's possession and once he passes it on to the Planning & Zoning Council, they will sign it, granting approval. All members agreed.

Ordinances:

(A) Commercial Set-Backs:

The new storage shed development has inquired about the required set-backs for their project. Commercial property currently has frontage set-backs of 50 feet but nothing required for the sides and back sides of commercial development. It was discussed that a minimum of 5 feet should be required.

Tamie motioned to make side and rear set-backs for commercial development minimum 5 feet. Dennis seconded.

All in favor.

There was a question regarding commercial property buffer zones. Ordinance 10-7-3 states the buffer zone should be determined by the Planning & Zoning Council. In previous minutes there was discussion of the exact footage requirement. The date of that meeting's minutes is currently unknown. Electronic minutes would be helpful.

- **Action Item:** Find exact footage requirements for the commercial buffer zone as discussed and determined in a previous Planning & Zoning Meeting.

(B) Green Space:

Nellie inquired if there is a long-term, open space plan set for the city. No, there is not. It was mentioned that Laketown City does not have the money to fund or maintain a new city park and a field of weeds may not be appropriate. Acre building lots help to provide the space desired.

- **Action Item:** Prepare individually to discuss this topic in next month's meeting.

This Month's Building Permits: None.

Tracy Horsely's Building Permit: Tracy and her husband have sold their home, however, they have recently been approved to build a garage. After much discussion it was decided the building permit for the garage is still valid, however, the new owners will need to come to a Planning & Zoning Meeting to be briefed on the ordinances and requirements they will need to adhere to prior to any construction.

Around the Room:

Nothing more to discuss by attending members.

Duane motioned to adjourn. Meeting adjourned at 8:56 pm.

Next month's meeting will be Wednesday, August 28, 2019 at 8:00 pm.