

MEDORA PLANNING AND ZONING COMMISSION  
Official Proceedings on September 17, 2019  
(Subject to board review and approval)

Meeting was called to order at 6:00 p.m. by President Kinley Slauter. Members present were Ian Connors, Doug Ellison and Travis Enders. Jim Bridger was absent. Mike Njos and Dell Beach were also present.

Minutes from the August 20 meeting were presented to the Board for approval. Connors made the motion to approve the minutes as presented, Ellison seconded. Motion passed unanimously.

**NO. 19-38 (Continued)**

NAME: TRMF

LOCATION: 424 6<sup>th</sup> St. (Block 17 Lots 1-12, 21-24, Block 22 Lots 1-4, 21-24)

PROPOSAL: New construction Point to Point Park.

There was a significant discussion of the process used for Zoning Applications/Approvals and Development Agreements. Zoning assures that Applications conform to Ordinances and Regulations set forth and approves land use and assures overall integrity. Zoning passes on requests, recommendations and documented actions to the City Engineer who reviews the plans for compliance and impacts, and works with the Requester, City Attorney, City Council, etc. to reach agreement on what will be required and what is approved. The City Attorney leads the creation and execution of a Development Agreement when one is required. Connors commented that the City Engineer review and Development Agreement are very important to assuring integrity and consistency of the process and all parties need to comply with the requirements of both. It is very important that the scope of what is being requested be defined clearly to avoid confusion and assure fairness to all.

Specific issues related to property lines, utility lines, easement status, and other infrastructure were discussed and identified as needing to be resolved before development moves forward. Njos identified some of the issues in his June review and there are likely more that need to be investigated based on lack of clarity in legal documents and issues which were not previously addressed. Clarence Sitter from TRMF commented that work is being done to answer Njos' questions and he is working with the City Attorney on the Development Agreement requirements. Sitter feels the current process needs to be clarified. Enders suggested that Njos should see Zoning Applications when submitted so early assessments can be made. Njos suggested that we need to look at adopting some of the best practices used by other cities to assure there is a documented, thorough and timely process; he doesn't want the process to get too rigid but we need more structure and discipline.

Enders moved to approve the concepts and design depicted and requested by TRMF in application 19-38 for Point to Point Park features Pool A, Pool B, Jumbo Jumper, Pool House Building, Fabric Shades, Picnic Tables and decking, lounge chairs, and the parking area along 6<sup>th</sup> Street contingent on resolution of easements, utilities, boundaries, maintenance, and infrastructure; compliance with City Ordinances and Regulations; approval of all aspects by the City Engineer; and an executed Development Agreement with the City. Signage must be reviewed and approved by Zoning; the parking area north of the MCC

building and the Mini Zip Line are not approved and must be reviewed separately. Ellison seconded. Motion passed unanimously.

**NO. 19-39**

NAME: DeMores School

LOCATION: 350 Broadway

PROPOSAL: Replace existing 4' chain link fence with 6' chain link fence

Enders moved to approve the application as presented and to request the School use brown colored, coated chain link fencing, Ellison seconded. Discussion was that the colored coating will make the fence blend in better. School representatives commented that the reason for the 6' foot height is to prevent balls from going out into the street and to keep people out and kids in, and they don't intend to replace the east fence at this time due to the increased cost involved with more gates, etc. Motion passed unanimously.

**Misc. Business\***

The DeMores School submitted a request after the cut off for a storage shed and related fencing. The School is anxious to get approval so they can complete the work before winter. They were advised to take the request to the City Council on October 1 due to the urgency or to submit the request for review at the October 15 Zoning Meeting.

A request for temporary extension of the Zoning requirement on 19-34 to remove the temporary dog kennel in the front of the property at 445 Broadway by 9/18/19 was reviewed. Connors moved to deny the request based on public concerns, Enders seconded. Motion passed unanimously.

Ian Connors submitted his resignation from the Zoning Commission effective September 17 as he and the family are moving out of the area shortly. The Commission members expressed their appreciation for Ian's contributions over the past several years, and wish him and his family well.

Related to the opening on the Zoning Commission, the City Council direction was to post a notice at the Post Office for qualified candidates to express interest and work to identify candidates to replace Ian.

There was consensus that Njos should take the lead to design a new process for Zoning related activities and bring forward recommendations on what to change so Zoning, the City Council, the City Attorney, and the Public can decide what should be the process for Medora.

Connors moved the meeting be adjourned, Ellison seconded. President Slauter declared the meeting adjourned at 7:58 p.m.

ATTEST: \_\_\_\_\_ Kinley Slauter, President

ATTEST: \_\_\_\_\_ Gary Ridenhower, City Auditor