

**MINUTES OF REGULAR MEETING
SLAUGHTERVILLE PLANNING AND ZONING COMMISSION
JULY 13, 2010**

1. CALL TO ORDER

Gary Marr called a meeting of the Slaughterville Planning and Zoning Commission to order at 7:00 p.m. on July 13, 2010. The meeting was held at the Slaughterville Town Hall at 10701 US Highway 77 and was conducted pursuant to the State Open Meeting Law with due and proper notice provided. Notice of the Agenda was posted on July 9, 2010.

2. ROLL CALL, DECLARATION OF A QUORUM BEING PRESENT

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| GARY MARR | PRESENT |
| MARGARET HILDERBRAND | ABSENT |
| HELEN MERCHANT | PRESENT |
| SCOTT MITCHUSSON | PRESENT |
| JOHN BING | PRESENT |

A quorum was established. Also present were Town Attorney Cindee Pichot, Town Administrator Marsha Blair, Code Enforcement Officer Terry Johnson, Becky and Darryl Sims, and Carolyn and Rod Little.

3. DISCUSSION AND/OR ACTION ON APPROVAL OF THE MINUTES OF THE PLANNING AND ZONING COMMISSION REGULAR MEETING HELD ON JUNE 8, 2010

A motion was made by Mrs. Merchant and seconded by Mr. Marr to approve the minutes of the regular meeting held on June 8, 2010.

AYES: Marr, Merchant, Mitchusson, Bing
NAYS: None

4. DISCUSSION AND /OR ACTION ON MAKING A RECOMMENDATION TO THE BOARD OF TRUSTEES REGARDING AN IMPROVEMENT BOND FOR THE PROPOSED BANNER HILL ESTATES SUBDIVISION

Discussion regarding an improvement bond for the proposed Banner Hill Estates Subdivision.

A motion was made by Mrs. Merchant and seconded by Mr. Mitchusson to close agenda item #4 and move to agenda item #5.

AYES: Marr, Merchant, Mitchusson, Bing
NAYS: None

5. DISCUSSION AND/OR ACTION ON MAKING A RECOMMENDATION TO THE BOARD OF TRUSTEES REGARDING MAINTENANCE BOND FOR THE PROPOSED BANNER HILL ESTATES SUBDIVISION

Discussion regarding a maintenance bond for the proposed Banner Hill Estates Subdivision.

A motion was made by Mrs. Merchant and seconded by Mr. Marr to close agenda item #5 and move to agenda item #6.

AYES: Marr, Merchant, Mitchusson, Bing
NAYS: None

6. DISCUSSION AND/OR ACTION ON MAKING A RECOMMENDATION TO THE BOARD OF TRUSTEES REGARDING INSURANCE REQUIREMENTS FOR THE PROPOSED BANNER HILL ESTATES SUBDIVISION

Discussion regarding insurance requirements for the proposed Banner Hill Estates Subdivision.

A motion was made by Mrs. Merchant and seconded by Mr. Marr to close agenda item #6 and move to agenda item #7.

AYES: Marr, Merchant, Mitchusson, Bing
NAYS: None

7. DISCUSSION AND/OR ACTION ON ACCEPTING A PROPOSED SKETCH PLAN FOR BANNER HILL ESTATES SUBDIVISION

A motion was made by Mrs. Merchant and seconded by Mr. Bing to accept the sketch plan for the Banner Hill Estates Subdivision.

AYES: Marr, Merchant, Mitchusson, Bing
NAYS: None

A motion was made by Mrs. Merchant and seconded by Mr. Mitchusson to return to agenda item #4.

AYES: Marr, Merchant, Mitchusson, Bing
NAYS: None

4. DISCUSSION AND /OR ACTION ON MAKING A RECOMMENDATION TO THE BOARD OF TRUSTEES REGARDING AN IMPROVEMENT BOND FOR THE PROPOSED BANNER HILL ESTATES SUBDIVISION

A motion was made by Mrs. Merchant and seconded by Mr. Marr to recommend to the Board of Trustees that no improvement bond be required since there were no improvements planned for the Banner Hill Estates Subdivision.

AYES: Marr, Merchant, Mitchusson, Bing
NAYS: None

5. DISCUSSION AND/OR ACTION ON MAKING A RECOMMENDATION TO THE BOARD OF TRUSTEES REGARDING MAINTENANCE BOND FOR THE PROPOSED BANNER HILL ESTATES SUBDIVISION

A motion was made by Mrs. Merchant and seconded by Mr. Marr to recommend to the Board of Trustees that no maintenance bond be required since there are no improvements to be maintained in the Banner Hill Estates Subdivision.

AYES: Marr, Merchant, Mitchusson, Bing
NAYS: None

6. DISCUSSION AND/OR ACTION ON MAKING A RECOMMENDATION TO THE BOARD OF TRUSTEES REGARDING INSURANCE REQUIREMENTS FOR THE PROPOSED BANNER HILL ESTATES SUBDIVISION

A motion was made by Mrs. Merchant and seconded by Mr. Mitchusson to recommend to the Board of Trustees that insurance liability of two million dollars be required and that a copy of the policy be provided and that pollution coverage be included in the policy prior to acceptance.

AYES: Marr, Merchant, Mitchusson, Bing

NAYS: None

8. DISCUSSION AND/OR ACTION ON MAKING A RECOMMENDATION TO THE BOARD OF TRUSTEES REGARDING A PROPOSED PRELIMINARY PLAT FOR THE PROPOSED BANNER HILL ESTATES SUBDIVISION

A motion was made by Mrs. Merchant and seconded by Mr. Bing to recommend to the Board of Trustees approval of preliminary plat conditional upon the preliminary plat meeting the requirements of the Ordinance for preliminary plats.

AYES: Marr, Merchant, Mitchusson, Bing

NAYS: None

9. REPORT ON ZONING COMPLIANCE PERMITS AND CODE COMPLIANCE

There were 5 permits issued with an approximate value of \$134,000.

Code Enforcement report for the month of June 2010:

- Pit Bull Terriers running at large in Golden Oaks Addition off Bryant Road
- Accumulated cars in plain view on Slaughterville Road
- Skirting off manufactured homes on Duffy
- Dealing with illegal or improper signs
- Overseeing set up and licensure of fireworks stands

Month of May complaints and action taken:

- Illegal Kennel on 144th Street - I sent a letter to the resident on June 2 resulting in a phone call from the resident on June 16. She called to say that she only had 5 dogs the others were strays or belonged to someone else in the neighborhood. I noticed when I did the initial site inspection that most of the dogs were just hanging around either on or adjacent to her property. On June 28th we received another complaint from a citizen about 35 dogs in the same area that were not being fed or cared for and being aggressive towards himself and his 3 children.
- Illegal Kennel on Banner - The resident claimed the dogs were scheduled to be picked up on June 16 but a neighbor reported that they were not. A letter was sent to them giving them until July 2 to verify that the dogs had been picked up, apply for a kennel license, or get rid of all but 5 of the dogs otherwise the matter will be turned over to Legal.
- Salvage cars on Slaughterville Road between 72nd and 84th - A third letter was sent on June 23rd resulting in a phone call from the resident to report that one car had been removed and that he would try to remove at least one per month.
- Salvage cars on Slaughterville Road and 91st Street - A second letter was sent on June 23rd resulting in a visit to Town Hall from the resident who was visibly upset but did agree to put up some sight screening and rearrange some of the vehicles. He was told that we try to look at the code case file monthly.
- Derelict trailers off 117th and off Duffy Rd East of 120th - The trailer off 117th has been removed and the one off Duffy Rd has been given away but is still there.
- Dogs running in Mocella - Some of the residents seem to let the dogs run after hours and on weekends. One resident shot 2 dogs on a weekend and the problem seems to have improved.

- Too many dogs kept in a mobile home in Noble Estates - A letter was mailed to the resident and there have been no more complaints.
- Skirting off trailers in various locations - A trailer on 120th is skirted and others have made progress but there are still some that need to be addressed.

10. ADMINISTRATOR’S REPORT:

A. NEED FOR CLARIFICATION ON REGULATION AND DEFINITION OF COMMUNICATION TOWERS AND ANTENNAS An issue was raised from a variance request before the Board of Adjustment concerning the differences in design, construction, and impact between a commercial communication tower and a private communications tower. Since technology is changes so rapidly, many residents of Slaughterville are installing private communications towers to receive internet services. These towers are similar in design, construction and impact as towers being used for commercial communications. It is not fair to the businesses to regulate their towers and have no regulations imposed on private towers. There is a need to revise Town Ordinances to more fairly regulate communication towers. The Administrator recommended consideration of allowing one tower with size and height limitations without a permit, but require a permit for more than one tower per property and a permit for towers over a certain size and height. This will be on a future agenda for the Planning and Zoning Commission.

B. BOARD OF TRUSTEE DISCUSSION AND ACTION CONCERNING WHETHER THE TOWN SHOULD PURSUE ANNEXATION AND SQUARING BOUNDARIES AS SHOWN IN THE COMPREHENSIVE PLAN - At their last regular meeting the Board of Trustees discussed whether the Town should pursue annexation and squaring boundaries as shown in the Comprehensive Plan. Board members also discussed notice requirements, the impact of annexation and the impact of leaving pockets of unincorporated property within the town boundaries. Board members voted unanimously to pursue annexation of property to square boundaries of the Town in order to uphold the Comprehensive Plan.

11. HEARING OF DELEGATIONS OR CITIZENS

None

12. REMARKS AND INQUIRIES BY COMMISSION MEMBERS OR STAFF

Cindee Pichot remarked that she went through the ordinance thoroughly to show our citizens that the Town has these rules for their benefit. The Subdivision Ordinance needs tweaking including consideration of clean up premises, removal of dilapidated buildings and waiver provisions for bonds and insurance.

13. ADJOURN

A motion was made by Mrs. Merchant and seconded by Mr. Marr to adjourn.

AYES: Marr, Merchant, Mitchusson, Bing

NAYS: None

CLERK (Attest)

CHAIRMAN