

**Mendon Planning & Zoning Committee Meeting**  
**August 9<sup>th</sup>, 2017**  
**Mendon City Library – 15 N Main**

Administration Meeting began at 7:10 p.m.

Public Meeting began at 7:33 PM

In Attendance:

Chairman: Joni Endicott

Co-Chairman: Jeremy Martin

Commissioners: John Davidson, Todd Shelton, Nancy Tolman

Councilman: Bob Jepsen

Secretary: Jill Pack

Excused: Kevin Wright, John Davidson, Jeremy Martin

Public: Kaz Krump, Bert Rohwer, Janelle Simmons, Jed Simmons

**Administration Meeting:**

Bob Jepsen stated that when a commercial or light industrial business is coming to P&Z for approval he believes that the city engineer, public works director, and city building inspector should be included in the process. Water is an issue with the Top Job development as well as utilities. Property owners should bring these to their properties at their own expense. Top Job didn't have the ability to get water so they were allowed to drill a well. Power is available but very expensive to bring to their property. Joni stated that Top Job was approved two months ago. They are on the agenda for city council tomorrow to discuss their site plan application. Their improvements will probably be on the honor system because there really isn't anything in the ordinances to dictate what is expected with their development. Once the moratorium is lifted and water can be delivered to their property, the city would like to see utilities run to the property.

Joni wanted to update the commissioners on Kookie Tanner's addition and variance approval. There was a Board of Adjustments meeting where Kookie presented her argument for a variance. The Board reviewed the proposal and granted a variance with some modifications to it.

Joni said that Bob got a call about some property that wants to be subdivided. He has not heard anymore. Duane Williams did a subdivision on the south of town a few years ago. He did a minor subdivision to avoid doing a major subdivision because of the infrastructure requirements and then came later to make an additional lot/home. He was denied. Four homes make up a major subdivision. Jill will follow up with Teena and look in the minutes on the subdivision wait time. This policy was discussed in September 2016.\*

There is a house on Main Street that was bought from John Davidson. One house is on a piece that is smaller than 5/8 acre which makes it a non-conforming lot. A variance would be needed to make any improvements.

Another device is available for one of the commissioners to use. Devices can be budgeted for in the future if more are needed.

**Public Meeting:**

Joni welcomed everyone. The public meeting began at 7:33 p.m. Todd motioned to approve the July 2017 minutes. Nancy seconded the motion, and the minutes were approved unanimously. Bob withdrew because he was not at the meeting.

**Business Licenses:**

Renewals: Cacoon Tanks, Comcast. Bob motioned to approve the renewals. Todd seconded the motion. The Business License renewals were approved.

New: Mirakli Design – Joni made a motion to approve. Todd seconded the motion. The new business license was approved.

Renewal: Dancing Wolf. Joni made a motion to approve. Nancy seconded the motion. The business license was approved.

**Accessory Building – Simmons**

The Simmons are wanting to build an accessory building. It is less than 200 square feet and is a single story building. They are not required to have building permit. It is less than 24 feet high. The setbacks look good. Todd made a motion to approve the accessory building. Bob seconded the motion. The accessory building was approved.

**Accessory Building – Rohwer**

Bert is wanting to build a shed. He would like to know the setbacks. There is a 5 ft setback on each side and 3ft setback in the back. It must be 10 ft back from the main building. Everything looks good. He will not need a building permit because it is less than 200 square feet. Todd made a motion to approve the accessory building. Bob seconded the motion. The accessory building was approved.

**Ordinance Update/Review:**

Jill will scan the Single Family Residential drawing to the so the city council can review. See attached. Jill will look into how many public hearings are required. Ron has submitted a document that shows all changes on ordinances. Do we want to change or codify and then change? Bob isn't quite sure where it is in the process.

A majority is required for any committee business. Four people is the majority for 6 or 7 members. Looking to replace Ron Campbell. Suggestions for a replacement: Todd Slade, Paul Myer, Steve Jensen, Tom Dawson, Joe Robins, Adam Buist, Paul Willie, Bruce Miller, Brenda Larsen, and Neal Jackson. Jill will send the names on to Teena and Daphne. Joni is planning next month to send forward the changes in the ordinance on to the City Council. The commissioners may want to review the penalty listed in the ordinance.

Todd made a motion to adjourn. Bob seconded the motion. The meeting was adjourned at 8:17 p.m.

\*See attached letter dated 10.16.16