

Mendon Planning & Zoning Committee Meeting

January 11, 2017

Mendon City Library – 15 N Main

Technology Workshop 6:30 PM

Administration Meeting began at 7:00 PM

Public Meeting began at 7:40 PM

In Attendance: Lana Archibald, Steve Archibald, Shawn Osborne

Chairman:

Co-Chairman: Joni Endicott

Commissioners: Ron Campbell, Todd Shelton, Nancy Tolman

City Council Rep:

Mayor:

Public Works:

Secretary: Jill Pack

Excused: Jay Apedaile, Jeremy Martin

Technology Workshop with Shawn Osborne

- Shawn was able to set up some of the devices of the commissioner to My Cloud. He will come back next month to finish setting up the commissioners' devices.

Administration Meeting:

- Business License Report –  
Jill had a question regarding late fees, new form for 2017/2018 and business license fee. She wanted the input from the commissioners. Ron suggested to have the instructions and fee schedules printed on the back. Todd made a motion to raise the business license fee from \$15 to \$25 and late fee from \$0 to \$25. Nancy seconded the motion. The motion passed.
- Commissioners, Chairman, Co-Chair Replacements  
Amber Myers had to resign from the commission for personal reasons. Jay Apedaile's term is up this month. He was unable to attend this month. He has served two terms. Jeremy Martin's 1<sup>st</sup> term ends this May. Joni is going to contact Jeremy to see if he would serve as the Co-Chair. The commissioners suggested a few names to be approved by City Council. They are: Rachel Kenning, Ethan Poppleton or Shannon Poppleton and John Davidson. Ron is going to ask some people and get some names. Jill will pass them on to City Council to be approved. Then she pass them on to Joni.
- The commissioners are going to begin the process of updating some of the city ordinances especially dealing with Light Industrial Zoning. Ron will look through the county ordinances that were forwarded from the county planner. Joni will go through Mendon City ordinances and begin red-lining the items that need to be removed. They will report to the commission next month.

Co-chair Joni Endicott welcomed everyone to the public meeting at 7:40 p.m. Todd Shelton led the Pledge of Allegiance. Ron Campbell offered the opening prayer.

October & November Minutes – Ron found a correction. He wasn't there in November. Jill will correct that. Ron made a motion to accept the minutes with the correction. Todd seconded the motion. The minutes were approved as amended.

Public Business:

- Top Job Update – Jordan sent an email to Jill Pack stating the following: “The well driller has delivered all his equipment and plans to begin drilling this week. We are working on converting our plans to ADA compliant and getting Architect stamps. I think everything else on the building permit application we have completed, so we are getting really close. We cannot get financing until we have the building permit, so it is limiting what we can do with no money. If P&Z has any questions or concerns please feel free to email me so I can address them. Thanks! Jordan Miles”. There was discussion about the well and that it needs to be completed before Planning and Zoning will give their approval on their building plans. The commissioners agreed that Top Job is working hard on this and trying to do what is asked of them. Their efforts are appreciated.

Joni asked for a motion to adjourn. Nancy made a motion to adjourn. Ron seconded the motion. The meeting was adjourned at 7:51 p.m.