

Planning Commission Minutes July 23, 2018

1. **ROLL CALL** – Meeting was called to order by Chairman Robert Mann. A quorum was present.

PRESENT

Gerry Harris
Robert Mann, Chair
Judy Horne
Howard Carter
Matt Hutcherson
Bobby Wilson

ABSENT

Jay Moore
Toni Lindsey

City Employees Present: Melissa McCarville,
City Business Manager; Rick Bramall, City
Inspector; Steve Tennant, City Attorney

2. **Approval of Minutes:** June 25, 2018 Minutes were approved with corrections.
3. **Comments from Citizens:** No comments from citizens.

4A. Discussion- Parking Ordinance: Melissa opened with the comment that this ordinance needs to be put in place and that there are a lot of issues for consideration. A property owner has been notified that he needs to adhere to the ordinances. This was given to them four months ago by Steve Tennant. We need to put penalties in place as well as get Steve everything he needs to do this ordinance. Mayor Ernie Penn stated this is the perfect time and that it can be a consistent design standard for properties with Highway 62 frontage. If they don't adhere to the ordinance then a penalty shall be enforced. He wants a consistent parking layout. We need it written to where it holds the property owner accountable. They have a right to a variance. Out in the open materials, equipment and such needs to be enclosed and hid from plain sight. Robert Mann stated that we need to define the areas that need to be paved. The ordinance needs to be written as anything other than green space needs to be paved. Rick Bramall added that they also need to address side roads as well as ingresses and egresses. A worksheet with issues for consideration was given to the commission by Melissa. These are the questions as follows:

1. Will any businesses be grandfathered in? Everyone was in agreement that no business was going to be exempt from this ordinance.
2. How long do existing businesses get to pave their parking? Robert Mann suggested giving the land owner two to three years to completely get the paving done. Bobby Wilson said we don't want to give them that long to complete it. We should do two years at most. We could split the time up to where at 12 months they have to have half done and then at the two year mark they have to have it completely done. Ernie stated that he was thinking one year to get it done. It was settled that they would do 1 year to complete the paving. They can receive a 6 month extension only if they have work done. They must come before the Planning Commission to be granted the extension.
3. If a new business goes into an existing location do we want the ordinance to go into effect immediately? Yes the paving ordinance will come into place as well as the schedule outlined in the ordinance. They also agreed anything that they park, drive or store on must be paved.
4. Do we consider offering the services of a contractor and potentially try to negotiate a price for a number of areas at once? Yes. Matt Hutcherson stated that this may bring more participation from the property owners if we can get a contractor that will do all of it and get a set price for all of these areas. Ernie concurred with this statement.

5. Do we invite the effected property owners, specifically, to a meeting to discuss the ordinance? Melissa suggested that we send a letter informing them that a new ordinance will be put into effect that will have an impact on their property. She said that the Commission could just invite them the to the Public Hearing regular meeting. Matt stated that he would like to have a meeting before the Public Hearing. Robert stated that could invite them to the work session to talk about it before hand. They could just open the floor like in the Public Hearing.
6. Should we tonight set a public hearing for the review for this ordinance for the August Planning Commission meeting? Public Hearing set for September and a work session for August to discuss with the property owners and discuss the ordinance further.
7. What areas specifically need to be paved and how do we decide how much area. Do we include all our door storage as an area needing to be paved?
8. Do we only ask that areas used as client/visitor parking be paved? Do areas used for employee parking need to be paved? Yes. They both need to be paved.
9. Does any area with gravel need to be hard surfaced regardless of the use? Yes. Ernie stated that it depends on the business if they need a social surface.
10. If outdoor storage is screened does it need to be paved? Yes. If needs anything changed must get a variance.
11. Are there any situations where unpaved parking would be considered? Robert stated that in special events this would be a case where unpaved parking would be considered.
12. What is the penalty if parking is not paved within the allotted time? There would be a couple of considered penalties which would be ticketing, attaching liens or putting a hold on taxes.
13. How is the penalty enforced? Steve said that he would have to look into the penalties as well as ways to enforce them.
14. Is this only on Main Street or does it cover any area with a business? The area that has Highway 62 frontage is the priority but all businesses are subject to the new ordinance.

4B. Discussion- Design Standards for Commercial Buildings: Judy Horne suggested that they take it home to read and then next meeting they would discuss it.

5. Adjournment: Having no further business, meeting was adjourned.



Judy Horne - Secretary



Robert Mann - Chair