

Approved
3/28/16

Bolivar Planning Commission Minutes

February 22, 2016 meeting

Attending: Paul Staubs, Deb Hale, Steve Paradis, Barb Staats, Randall Hughes, & John Garza

Steve Paradis called the meeting to order at 7:00 pm

Deb Hale made a motion to accept the minutes as presented. Paul Staubs seconded.

Unfinished Business:

1. **Advertise for BPC Member:** Continue to advertise for vacancy

New Business:

1. **Ordinance Review:** BPC members began reviewing Section 1715.01. Members will continue to review and make changes at the March meeting to this section.
2. **Board of Zoning Appeals Actions:** No actions to report for the month of February
3. **Election of Officers: President-** Paul Staubs nominated **Steve Paradis** for the position and Deb Hale Seconded the motion. **V-President-**Paul Staubs nominated **Barb Staats** for the position and Deb Hale seconded the motion. **Secretary-**Paul Staubs nominated **Randall Hughes** for the position and Barb Staats seconded the motion.
4. **Thomas Sandretzky-permit for new construction-Stephenson Street-**John Garza (Zoning Administrator) presented plans to the BPC members regarding the new construction. Laura explained that she had a completed packet. BPC members reviewed the information and discussed plans with the owner of the property. Mr. Sandretzky explained to the BPC members that he will be entering his property from Stephenson Street instead of Day Street. This information has also been discussed with 911 addressing and the local fire department. Paul Staubs made a motion to approve the building permit as presented. Barb Staats seconded. Mr. Sandretzky will pay the impact fees and bring receipt into Laura's office. He (Mr. Sandretzky) will then pay the necessary building permit fees.
5. **Jim Cullinane-Union Street property:** Jim Cullinane (owner of lot on Union Street) and Jeff Spickler (realtor) were in attendance for the BPC meeting to present plans for the potential sale of Mr. Cullinane's property. Steve reviewed the information provided and answered questions regarding setback requirements, impact fees, and water/sewer regulations. Steve also directed these individuals to our town website for further information. Steve explained that if the potential owner would decide to change the plans, the BPC could change their views. Steve stated that the plans that have been presented to the BPC members should not be a problem.

Attendee Concerns:

Richard May-owner of property located at 1638 W. Washington Street in Bolivar sent Laura an email requesting information regarding a change of use to his residence. This building is zoned commercial and was recently a business, but Mr. May wanted to change to a duplex. After reviewing the ordinances, Mr. May would have to apply for a permitted conditional use and impact fees would apply to one of the units. Laura will contact Mr. May and explain his options.

Laura contacted Ed Hall regarding the impact fee requirements. Laura explained to Mr. Hall that after his Board of Zoning Appeals hearing, he was required to pay an impact fee to Jefferson County. Mr. Hall came into the town office and gathered information (minutes) to visit the county impact fee office and discuss the fees. Laura also spoke to Michelle Mason at the impact fee office and explained that she spoke to Mr. Hall and that he would be following up with her (Ms. Mason) in the near future to discuss the outcome of his hearing and the necessary fees that were required.

Adam Doll of 2 Stephenson Street was in attendance to discuss tent use on his property. Steve reviewed the ordinance with Mr. Doll and explained that there was not any tenting use allowed at this time. Steve stated that the BPC members were in the process of making changes to the ordinances and would look at this particular ordinance for amendments. If Mr. Doll would like to discuss this item further, he can request to be an agenda item and possibly go before the Board of Zoning Appeals. Mr. Doll gave Laura his information in order to be placed on the March agenda.

Adjournment:

Paul Staubs made a motion to adjourn the meeting and Barb Staats seconded at 8:55 pm