

CITY OF NEW MEADOWS
PLANNING & ZONING COMMISSION MEETING MINUTES
JANUARY 5, 2015 AT 7:00PM
CITY HALL CHAMBERS, 401 VIRGINIA, NEW MEADOWS

Agenda Item 1) Welcome, Roll Call & Pledge of Allegiance:

Chairman Jack Hellbusch opened the meeting at 6:58PM. Commissioners Jack Hellbusch, Jeff Roff, Debbie Stuart, and Martin Tushkowski were present. City Clerk/Treasurer Mac Qualls and Office Assistant Kim Jackson were also present. Public in attendance were Dennis Nau, Dixie Jeffs, Wes Jeffs, and Janet Tushkowski.

Chairman Jack Hellbusch led the pledge of allegiance.

Agenda Item 2) Approval of minutes:

a. September 10, 2014

- Commissioner Tushkowski moved to approve the September 10, 2014 Planning and Zoning Meeting Minutes; Commissioner Stuart seconded the motion. Voice vote indicated no opposition to the motion. Motion carried.

b. October 7, 2014

Commissioner Tushkowski stated there were two scrivener errors on page 1, under agenda item 3.

The paragraph previously read: *“Chair Person Shriver stated water and sewer should be attached to the site per the Comprehensive Plan because the site is on City Property. Bill Brown stated the Corp of Engineers came to look at the site and they approved it. Commissioner Hellbusch stated the overseeing agencies only come out to a site if there is a complaint, and they don’t monitor the site otherwise. Bill Brown stated a permit is only needed on new disturbances of land one acre at a time.”*

The corrected paragraph now reads: *“Chair Person Shriver stated water and sewer should be attached to the site per the Comprehensive Plan because the site is in city limits. Bill Brown stated the Corp of Engineers came to look at the site and they approved it. Commissioner Hellbusch stated the overseeing agencies only come out to a site if there is a complaint, and that they don’t monitor the site otherwise. Bill Brown stated a permit is only needed on new disturbances of land more than one acre at a time.”*

- Commissioner Tushkowski moved to approve the October 7, 2014 Planning and Zoning Meeting Minutes with the discussed corrections; Commissioner Stuart seconded the motion. Voice vote indicated no opposition to the motion. Motion Carried.

c. November 3, 2014

Commissioner Roff asked why City Clerk/Treasurer Qualls comments and suggestions weren’t entered on any of the Planning and Zoning Meeting Minutes. Commissioners discussed the matter with Chairman Hellbusch and City Clerk/Treasurer. Chairman Hellbusch stated that only pertinent information pertaining to a decision being made should be entered into the Planning and Zoning Minutes. The Planning and Zoning

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Commissioners decided they will now state if they want staff comments entered into the meeting minutes if they feel they are pertinent to a decision.

- Commissioner Tushkowski moved to approve the November 3, 2014 Planning and Zoning Meeting Minutes; Commissioner Stuart seconded the motion. Voice vote indicated no opposition to the motion. Motion carried.

d. December 1, 2014

- Commissioner Roff moved to approve the December 1, 2014 Planning and Zoning Meeting Minutes; Commissioner Tushkowski seconded the motion. Voice vote indicated no opposition. Motion carried.

Agenda Item 3) Airport Zones:

Chairman Hellbusch called no Master Plan for New Meadows Airport. Commissioner Roff liked the Cascade Plan. Commissioner Tushkowski state he received an email from Todd Glass and would like to invite him to the Planning and Zoning Meeting when the Commission is ready to move forward.

Local pilot, Dennis Nau thanked City Clerk/Treasurer and the Planning & Zoning Commission for the invitation to attend and speak at the Planning and Zoning Meeting. Nau stated that he had reviewed the McCall Plan and the Cascade Plan. Nau informed the Planning and Zoning Commission that the McCall Plan is more complex than New Meadows requires, and that the Cascade Plan would be closer to meeting the needs of New Meadows.

Mr. Nau presented information on dimension requirements for the runway approach protection zones and the surrounding impact areas of the airstrip. Nau stated he had two recommendations for the project as it progresses. The first recommendation would be to incorporate 360.41 for the McCall Plan into the Cascade Plan. The second recommendation would be to have Crestline Engineers create an overlay of Nau's dimensions onto the city's plat map which would make the dimensions clearer.

Nau discussed the variance section of the Cascade Plan, 345 F2 stating that it needs more work and to use caution when it comes to variances. Nau explained VFR (Visual Flight Rules)

Commissioner Tushkowski suggested creating an Airport Commission/Managers and discussed with Planning and Zoning Commissioners. Qualls clarified that he thought this would only be required for Municipally owned airports and did not believe the city should manage the airport, instead the airport owners should manage the airport.

Commissioner Roff requested Dennis Nau work with City Council Members as well Planning and Zoning Commissioners as the project progresses and Nau agreed to do so. Chairman Hellbusch asked City Clerk/Treasurer to draft a document to merge 360.41 for the McCall Plan into 341-b of the Cascade Plan. City Clerk/Treasurer stated he would contact Principal Engineer Tankersley regarding the cost of the overlay and would have Nau and Crestline work together.

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Agenda Item 4) Adjourn

- Chairman Hellbusch moved to adjourn the Planning and Zoning Meeting; Commissioner Roff seconded the motion. Voice vote indicated no opposition with all Commissioners signifying aye. Motion carried.

Meeting adjourned at 7:48PM

OFFICIAL: _____
Anthony J. Koberstein, Mayor

ATTEST: _____
Jacob M. Qualls, City Clerk

DRAFT