

CITY OF NEW MEADOWS  
PLANNING & ZONING MEETING MINUTES  
MONDAY, NOVEMBER 2, 2015 AT 7:00PM  
NEW MEADOWS CITY COUNCIL CHAMBERS, 401 VIRGINIA AVENUE, NEW MEADOWS

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

Chairman Jack Hellbusch opened the Planning & Zoning Meeting at 7:00 PM. Commissioners; Jack Hellbusch, Martin Tushkowski, and Debbie Stuart were present and Jeffrey Roff was excused. City Clerk / Treasurer Jacob "Mac" Qualls and Office Assistant Kim Jackson were also present. Public in Attendance: Janet Tushkowski, Wes Jeffs, and Dixie Jeffs.

Chairman Hellbusch led the Pledge of Allegiance.

**Agenda Item 2) Approval of Minutes:**

- A. May 18, 2015 P&Z Minutes
- B. October 5, 2015 P&Z Minutes

- Commissioner Tushkowski moved to approve the May 18, 2015 and October 5, 2015 Planning & Zoning Minutes; Commissioner Stuart seconded the motion. Voice vote indicated no opposition to the motion with all commissioners signifying aye. Motion Carried.

**Agenda Item 3) Review of Zoning Ordinance:**

Commissioners reviewed several definitions in Section 2 of the Zoning Ordinance. A summary of suggested changes is attached to these minutes. Commissioners also discussed the deck definition and decided to leave the definition as it is at this time.

Commissioners will review Sections 3 & 4 at the December 7, 2015 Planning & Zoning Meeting.

**Agenda Item 4) Adjourn**

- Commissioner Tushkowski moved to adjourn the Planning and Zoning Meeting; Commissioner Stuart seconded the motion. Voice vote indicated no opposition to the motion with all members signifying aye. Motion carried.

Meeting adjourned at 7:36 PM.

\_\_\_\_\_  
Jack Hellbusch, P&Z Chairman

ATTEST: \_\_\_\_\_  
Jacob M Qualls, City Clerk / Treasurer

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ATTACHMENT A (Summary of Changes as of 11/3/2015)

***Summary of Changes to the Zoning Code by the New Meadows Planning & Zoning***

**Section 1 – General Zoning Provisions**

**1-10 – (10/5/15 – P&Z) VIOLATION AND PENALTY**

- 1<sup>st</sup> Offense - Certified letter stating an administrative action will take place within 7 days if not corrected within that time frame.
- 2<sup>nd</sup> Offense – Civil Penalty or \$250
- 3<sup>rd</sup> Offense – Misdemeanor not to exceed \$1000 fine, issued court summons

**1-4 – (10/5/15 – P&Z) TEXT & OFFICIAL MAP**

- Bring section to current

**1-8 – (10/5/15 – P&Z) AREA OF CITY IMPACT**

- Bring section to current

**1-8 B1 (10/5/15 – P&Z) AREA OF CITY IMPACT**

- Change “Trade Area” to “Trade / Commercial Area”

**Section 2 – Definitions**

- **Design Review:** The term “Design Review” shall mean the process utilized in Section 21 of this ordinance. (10/5/15)
- **Airport Commission:** The term “Airport Commission” shall mean the New Meadows Airport Commission, appointed by the Mayor of the City of New Meadow sand approved by the New Meadows City Council. (10/5/15 & 11/2/15)
- **Base Flood Elevation:** The height of the base flood, usually in feet, in relation to the National Geodetic Vertical Datum of 1929, the North American Vertical Datum of 1988 or other datum referenced in the Flood Insurance Study report and periodic addendums and future LOMAs (Letter of Map Amendment), or depth of the base flood, usually in feet above the ground surface. (Adding LOMAs actual meaning 11/2/15)
- **Condominium:** Condominium means the ownership of a single unit in a multiunit project, together with an undivided interest in common, in the common areas and facilities of the property. (Adding coma after ‘in common’ 11/2/15)

Updated 11/3/2015 - mac