Land Use Committee Meeting
June 27, 2020

Members Responding: Trevor Keyworth
Randy Stevenson
Lonnie Galloway
Amanda Miller
Members Absent: Joe Lambert

Work Session:
Work session began at 5:30. The meeting minutes from the previous meeting dated May 26, 2020 were reviewed.

- Motion: Randy Stevenson moves to approve the meeting minutes as written. Lonnie Galloway seconds.
- Vote: 4 in favor, 0 opposed
- Resolve: Motion carries

Meeting:

- Unfinished Business:
  A. *Tom Bankenbush's request for information regarding requirements for purchasing a developing a 5± acre plot NE of Black Butte Road and Theater Road. The LUP discussed the current provisions of the code and would recommend to the City Council to require the Owner/Developer to:*
     - *Develop the road as required in Section 7.2.C: Exhibit C: Typical Rural Road Section Without Curb* for the remainder of the proposed property frontage; majority of the property frontage is currently paved.*
     - *Extend the water and sewer mains to the end of the proposed property lot line, to enable future extension without having to repair the paved roads and service future developments as required in Section 1.3.**

  **Sections referenced from Ordinance No 4, 1994.*

  Note: Tom Bankenbush was not in attendance and therefore these items were discussed between the LUP members and not Mr. Bankenbush.

- New Business: No additional community/public community members were present for the meeting.

  A. Crook County School District submitted an application for a green house on the school grounds.
     - Motion: Amanda Miller moves to approve the application. Trevor Keyworth seconds.
     - Vote: 4 in favor, 0 opposed
     - Resolve: Motion carries

B. *Thomas Englehaupt submitted an application which appeared to be for a concrete pad at 115 Hi Mile Road. After subsequent discussions, it is now understood that a garage is intended on the concrete pad. The property is zoned High Density Residential, and he currently owns to adjacent lots. Due to the lack of clarity of the application, additional discussion will need to occur with the LUP, including (but not limited to):*
   - *Currently there is no structure, so the garage would become the "primary structure" and any future structures would become "accessory structures" as defined by Chapter 2, Section 202.*
   - *If it or future buildings are considered "accessory structures", they would need to meet the requirements set forth in 803.1 for size limitations, as well as 805.1 for landscaping requirements.*
   - Motion: No motion was made due to the lack of clarity on the building application.

C. Kiem Construction submitted an application on behalf of Grossenburg Implement for the construction of a large new addition to the current property on W US Hwy 14. Though the property setbacks were not marked on the application, it did appear they meet the setbacks of the Highway Business zoning.
   - Motion: Randy Stevenson moves to approve the application provided the structure does indeed meet all setback requirements. Amanda Miller seconds.
   - Vote: 4 in favor, 0 opposed
   - Resolve: Motion carries

D. *Margo Johnson previously submitted an application for a block retaining wall, which was approved provided it met the 5' setbacks. An adjacent property owner notified a member of the committee that the retaining wall does not meet the setbacks, and in fact, was on their property for a period of time.*
   - *Motion: Amanda Miller moves to recommend to the City Council that current owners with the retaining wall stake out the property boundaries, and that the setbacks be verified by a City Official or surveyor. Trevor Keyworth seconds.*
   - Vote: 3 in favor, 0 opposed. Randy Stevenson recused himself for conflict of interest.
   - Resolve: Motion carries

E. Jean Lenz has submitted an application for a new shed and reconstruction of an existing deck on her property. The shed appears to meet setbacks if the property lines on the application are correctly located, and the deck is smaller than the existing deck, well within the setback requirements.
   - Motion: Lonnie Galloway moves to approve the application as written. Randy Stevenson seconds.
   - Vote: 4 in favor, 0 opposed
   - Resolve: Motion carries

F. Cody Lenz has submitted and application for a shed at his property in the old Kaski subdivision. The shed footprint appears to meet the setbacks in plan as drawn.
   - *Motion: Amanda Miller moves to approve the application conditional on the applicant identifying their property boundary and maintaining a minimum of 5' to the eaves of the new structure. Randy Stevenson seconds.*
   - Vote: 4 in favor, 0 opposed
   - Resolve: Motion carries

G. Jim O'Connor has submitted and application for a new 9x12 shed in the NW corner of his property at 1st and Edna street. The shed footprint appears to meet the setbacks in plan as drawn.
   - *Motion: Lonnie Galloway moves to approve the application conditional on the applicant identifying their property boundary and maintaining a minimum of 5' to the eaves of the new structure. Amanda Miller seconds.*
   - Vote: 4 in favor, 0 opposed
   - Resolve: Motion carries

H. Rosencranz Construction has submitted an application on behalf of the Sundance Travel Center for an exterior façade update, including a new 5' overhang on the East, South, and West elevations. The structure has extensive distance to the property boundaries and therefore exceeds all setback requirements.
   - Motion: Amanda Miller moves to approve the application. Lonnie Galloway seconds.
   - Vote: 4 in favor, 0 opposed
   - Resolve: Motion carries

I. Randy Stevenson has submitted an application for his property on Liberty Lane road for a railroad tie retaining wall in an attempt to properly direct surface drainage and water thru an existing culvert; currently the water makes its way around the culvert and erodes the driveway. The retaining wall is proposed to be in the street right-of-way, but the intent of the retaining wall would only provide greater access for emergency personnel during or after a rain event.
   - Motion: Lonnie Galloway moves to approve the application as written. Trevor Keyworth seconds. Trevor Keyworth abstains due to conflict of interest.
   - Vote: 3 in favor, 0 opposed. Randy Stevenson abstains due to conflict of interest
   - Resolve: Motion carries

- Meeting Adjournment: 5:54 PM.

Minutes prepared by: Amanda Miller on July 7, 2020

Signed: Amanda J Miller