

BOONE COUNTY PLANNING & ZONING COMMISSION
BOONE COUNTY GOVERNMENT CENTER, COMMISSION CHAMBERS
801 E. WALNUT, COLUMBIA, MISSOURI
(573) 886-4330

Minutes

7:00 P.M.

Thursday, June 21, 2018

I. Chairperson Harris called the meeting to order at 7:00 p.m., with a quorum present.

II. Roll Call:

a. Members Present:

Paul Prevo, Vice-Chairperson	Rocky Fork Township
Eric Kurzejeski, Secretary	Missouri Township
Carl Freiling	Cedar Township
Michael Poehlman	Rock Bridge Township
Bill Lloyd	Three Creeks Township
Loyd Wilson	Columbia Township
Rhonda Proctor	Perche Township
Jeff McCann	County Engineer

b. Members Absent:

Boyd Harris, Chairperson	Centralia Township
Gregory Martin	Katy Township
Vacant Seat	Bourbon Township

c. Staff Present:

Stan Shawver, Director	Thad Yonke, Senior Planner
Bill Florea, Senior Planner	Uriah Mach, Planner
Paula Evans, Staff	

III. Approval of Minutes:

Minutes from the May 17, 2018 meeting were approved by acclamation.

IV. Chairperson Statement

Vice Chairperson Prevo read the following procedural statement:

The Boone County Planning and Zoning Commission is an advisory commission to the County Commission. The commission is made up of individuals representing each township of the county and the county engineer.

The Planning and Zoning Commission makes recommendations to the County Commission on matters dealing with land use. Tonight's agenda includes two conditional use permits, one rezoning request, one final development plan and three subdivision plats.

In general, the Planning and Zoning Commission tries to follow Robert's Rules of Order, however, it is authorized by the Missouri state statutes to follow its own by-laws. The by-laws provide that all members

of the commission, including the chairperson, enjoy full privileges of the floor. The chairperson may debate, vote upon or even make any motion.

The following procedure will be followed:

The agenda item will be announced, followed by a report from the planning department staff. At that time, the applicant or the applicant's representative may make a presentation to the commission. The commission may request additional information at that time, or later following the public hearing. After the applicant's presentation, the floor will be opened for a public hearing to allow anyone wishing to speak in support of the request. We ask that any presentation made to the commission be to the point.

Next, the floor will be given over to those who may be opposed to the request. Direct all comments or questions to the commission and please restrict your comments to the matter under discussion. Please be considerate of everyone here. We ask that you please not be repetitious with your remarks. We also recognize that some issues can be quite emotional. In that regard we ask that you refrain from applause, cheers, or other signs of support or displeasure. Please afford those with a different point of view than yours the same respect and consideration you would like yourself.

There may be individuals that neither support nor oppose a particular request. Those individuals are welcome to address the commission at any time during the public hearing portion of the request.

Please give your name and mailing address when you address the commission. Please sign the sheet on the table after you testify. Also, we ask that you turn off your cell phones.

Any materials that are presented to the commission, such as photographs, written statements or other materials will become a part of the record for these proceedings. If you would like to recover original material, please see the staff during regular business hours after they have had an opportunity to make a copy of your submission.

After those opposed to the request have had a chance to speak, the applicant will have an opportunity to respond to the concerns of those opposed to the request. Next the staff will be given an opportunity for any additional comments, as appropriate. The public hearing will then be closed and no further comments will be permitted from the audience or the applicant unless requested by the commission. The commission will then discuss the matter and may ask questions of anyone present during the discussion. Finally, a motion will be made to either recommend the approval or denial of the request to the county commission. Please note that the Boone County Zoning Regulations and Subdivision Regulations are considered to be a part of the record of these proceedings.

All recommendations for approval are forwarded to the county Commission. They will conduct another public hearing on Monday, July 2nd. Interested parties will again have the opportunity to comment on the requests at that time. The County Commission generally follows the recommendations of the Planning and Zoning Commission; however, they are not obligated to uphold any recommendation. Requests that are denied will not proceed to the County Commission unless the applicant files an appeal form within 3 working days. Please contact the planning office to see if a request that has been denied has filed an appeal, as there will be no further public notification due to the short time between the hearing tonight and the County Commission hearing. The County Commission hearing scheduled for Monday, July 2nd, will begin at 7:00 p.m. and will convene in this same room.

V. Conditional Use Permits

1. Request by 2801 S Olivet LLC for a permit to expand a previously approved Riding School and Equine Boarding Facility on 100.98 acres located at 2801 S. Olivet Rd., Columbia.

Planner, Uriah Mach gave the following staff report:

The subject property is located two miles east of the City of Columbia, and ½ mile south of State Highway WW, to the northwest of the intersection of Olivet Road and New Haven Road. It is 100 acres in size and is currently zoned A-1(Agriculture) and is surrounded by A-1 zoning. All of this is original 1973 zoning. This property received a conditional use permit in 2002 for an Animal Training and Boarding Facility. This property received a conditional use permit for a covered riding arena in June of 2010 that lapsed due to inactivity. After the first conditional use permit was granted in 2002, a boarding stable and two run-in sheds were constructed as part of that use. An outdoor riding area is also in use on this property. The 2010 conditional use permit proposed an enclosed riding arena. The enclosed arena was not constructed, and that conditional use permit lapsed as a result. The applicants are requesting an expansion to their original (2002) permit to allow them to construct a 90' x 180' indoor riding arena for use in this conditional use.

The property is in the Columbia Public School District, is served by Public Water Service District #9, Boone Electric, and the Boone County Fire Protection District. The property scored 47 points on the rating system.

The criteria for approval of a conditional use permit are as follows:

- (a) The establishment, maintenance or operation of a conditional use permit will not be detrimental to or endanger the public health, safety, comfort or general welfare.

If operated in conformance with existing county regulations, the use should comply with this criterion.

- (b) The conditional use permit will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted by these regulations.

If operated in conformance with existing regulations, this use should not be injurious to the use & enjoyment of other property in the immediate vicinity for purposes already permitted by the regulations. The current equine activities on the property have not generated any complaints. Enclosing the existing outdoor arena should not impact the surrounding properties. Public testimony may be indicative as to whether this criterion can be met.

- (c) The conditional use permit will not substantially diminish or impair property values of existing properties in the neighborhood.

The application meets this criterion as per the zoning ordinance Section 15B section 4, subsection (e). However, this is a purely technical analysis as constructed by the regulations. Public testimony may better reflect any impacts on property values.

- (d) All necessary facilities will be available, including, but not limited to, utilities, roads, road access and drainage.

Utilities are available to serve the needs of this proposal.

(e) The establishment of a conditional use permit will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the zoning district.

This area is zoned A-1, with residential uses limited to 10 acre tracts or larger. The surrounding properties are varied in size. Any development in this area will be more limited by the presence or lack of utility services than the establishment of this conditional use permit.

(f) The establishment of a conditional use permit will not hinder the flow of traffic or result in traffic congestion on the public streets. This will include the provision of points of access to the subject property.

The proposed use is a minimal traffic generator and should not hinder traffic or cause congestion on public streets.

(g) The conditional use permit shall in all other respects conform to the applicable regulations of the zoning district in which it is located. The County Commission shall find that there is a public necessity for the conditional use permit.

The proposal conforms to other applicable regulations of the A-1 zoning district, particularly since no land division is proposed.

In 2002 and 2010, staff found that this request was able to meet the criteria with the following conditions:

1. Any lighting installed on-site is focused inward and downward.
2. The driveway and required parking area be dust free with a minimum of a chip seal surface. The required parking area will be determined by the area of the stables. Dust free surface to be completed within six months of opening to the public.
3. Animal waste to be disposed of in an appropriate manner.

Since the 2002 approval, staff has had no complaints and is aware of no issues with the operation of the current conditional use permit.

While the proposed indoor riding arena is substantial in size, the property is 100 acres in size and the site for this structure is approximately 750 feet from Olivet Road. Additionally, the applicants own 50 acres to the north, and the adjacent 53 acres to the south and southeast. This allows for substantial buffering from adjacent properties. Any off-site impacts should be effectively mitigated by this.

Staff recommends approval of this request with the following conditions:

1. Any lighting installed on-site is focused inward and downward.
2. The driveway and required parking area be dust free with a minimum of a chip seal surface. The required parking area will be determined by the area of the stables. Dust free surface to be completed within six months of opening to the public.
3. Animal waste is to be disposed of in an appropriate manner.

Present representing the request:

Terri Wright, 2801 S Olivet Rd, Columbia

Terri Wright: It will be a covered arena, it is going to cover an existing arena.

Commissioner Wilson: Is the applicant okay with the staff conditions?

Terri Wright: Yes.

Commissioner McCann: The drawings show the size of the building, is the applicant just adding the cover?

Terri Wright: It is not fully enclosed. The arena will have a liner four to five feet up so the riders legs won't get caught. Then the back wall is mainly enclosed so we can put mirrors up and there are two areas on the side, 20 foot sections for mirrors and the rest is open.

Open to public hearing.

No one spoke in favor or opposition to the request.

Closed to public hearing.

Thad Yonke: Even though it was not mentioned the building is required to meet building and fire codes.

Commissioner Wilson made and Commissioner Freiling seconded a motion to **approve the request by 2801 S Olivet LLC for a permit to expand a previously approved Riding School and Equine Boarding Facility on 100.98 acres located at 2801 S. Olivet Rd., Columbia with the following conditions:**

1. Any lighting installed on-site is focused inward and downward.
2. The driveway and required parking area be dust free with a minimum of a chip seal surface. The required parking area will be determined by the area of the stables. Dust free surface to be completed within six months of opening to the public.
3. Animal waste is to be disposed of in an appropriate manner.

Paul Prevo – Yes

Carl Freiling – Yes

Loyd Wilson – Yes

Jeff McCann – Yes

Eric Kurzejeski – Yes

Michael Poehlman – Yes

Bill Lloyd - Yes

Rhonda Proctor – Yes

Motion to approve the request passes unanimously.

Vice Chairperson Prevo informed the applicant that this request would be heard before the County Commission on Monday, July 2, 2018 and the applicant needs to be present.

2. Request by Boone County for a permit for a transmission facility (180' tower) on 20.06 acres, located at 780 E Hwy 124, Hallsville.

Planner Uriah Mach gave the following staff report:

The subject property is located on Highway 124, west of Hallsville, at the intersection of Highway 124 with Highway 63. The property is approximately 20 acres in size and is zoned A-2 (Agriculture). The property is surrounded by A-2 zoning. This property is all original 1973 zoning. There was a conditional use permit for a temporary asphalt plan for the property to the south in 1996. The subject property is used

by Boone County as a Public Works maintenance facility. The Master Plan describes this area as being suitable for agriculture and rural residential land use. Staff notified 10 property owners about this request. The property scored 36 points on the point rating system

A description of the lease area site has been submitted by the applicant in the application materials. The proposal for a transmission facility is for a 180' tower and support facilities. The applicants have met the submission requirements identified for a conditional use permit for a transmission facility

Staff analysis of the request is based upon the application and public comments received following notification of the surrounding property owners. As a conditional use permit, the proposal must meet the following criteria from the zoning ordinance to be eligible for approval:

(a) The establishment, maintenance or operation of a conditional use permit will not be detrimental to or endanger the public health, safety, comfort or general welfare.

If operated in conformance with existing county regulations, the use should comply with this criterion.

(b) The conditional use permit will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted by these regulations.

If operated in conformance with existing regulations, this use should not be injurious to the use & enjoyment of other property in the immediate vicinity for purposes already permitted by the regulations. Public testimony may be indicative as to whether this criterion can be met.

(c) The conditional use permit will not substantially diminish or impair property values of existing properties in the neighborhood.

The application meets this criterion as per the zoning ordinance Section 15B section 4, subsection (e). However, this is a purely technical analysis as constructed by the regulations. Public testimony may better reflect any impacts on property values.

(d) All necessary facilities will be available, including, but not limited to, utilities, roads, road access and drainage.

The use has limited needs with respect to utility infrastructure and so the site has adequate facilities to support the proposal.

(e) The establishment of a conditional use permit will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the zoning district.

This area is zoned A-2, with residential uses limited to 2.5 acre tracts or larger. The surrounding properties are varied in size. Any development in this area will be more limited by the presence or lack thereof utility services than the establishment of this conditional use permit.

(f) The establishment of a conditional use permit will not hinder the flow of traffic or result in traffic congestion on the public streets. This will include the provision of points of access to the subject property.

The proposed use is a minimal traffic generator and should not hinder traffic or cause congestion on public streets.

(g) The conditional use permit shall in all other respects conform to the applicable regulations of the zoning district in which it is located. The County Commission shall find that there is a public necessity for the conditional use permit.

The proposal conforms to other applicable regulations of the A-2 zoning district, particularly since no land division is proposed

Staff recommends approval of this conditional use permit as it meets the criteria identified in the Boone County Zoning Ordinance.

Present representing the request:

Chad Martin, Director, Boone County Joint Communications, 2145 County Drive, Columbia
Dave Dunford, Professional Consultant, 2145 County Drive, Columbia

Chad Martin: Along with the responsibilities of 911 for the county we are also responsible for the public safety first responder two-way radio network in the county for police, fire and ambulance. This project is a budgeted capital improvement project. The County of Boone has contracted with a professional consultant.

Dave Dunford: I spoke with Resource Management yesterday and they suggested we cover everything that was on the list of items. The county is requesting authorization to construct a transmission facility to the west of the two large buildings on the site. It was filed in support of the technical operations of the 911 public safety radio communications. If the conditional use permit is granted we propose to erect a 180-foot self standing tower and a 12 by 20 foot equipment shelter with a propane powered generator. It will all be within a fenced compound. I included paperwork from Sabre Industries which includes a foot-print of the equipment shelter and a photograph of the compound behind the jail and the existing emergency communications center (ECC) which is a similar setup to what is being proposed. The site was devised to improve our talk-in coverage and additional talk-out coverage to allow the addition of coverage for a new 800 Mhz overlay system we are doing for the existing system and to serve as the north county collector for microwave. Our goal is to fill a hole in coverage in the north central part of the county for radio coverage. The tower that we are proposing is similar to the one behind the ECC. We are proposing a tower that is about five feet taller and about two feet wider at the base. We are building a solid tower that has the ability to add load for the future; this is a class 3 tower that is a little more stiff and will survive high winds or any adverse conditions. A possible colocation site is the Riggs site but by the admission of the tower owners it is overloaded. The other problem is that there isn't space on it for the load that we need. The tower we are proposing is a solid rod tower which means the legs are solid steel and not tubing. They are visually less distracting than a tube tower because they are smaller in diameter. It is not a monopole or a guyed tower but it is ideal for us because we can put microwave dishes nearly the full length of the sides; three dishes per side for a total of 12 dishes.

Open to public hearing.

No one spoke in favor or opposition to the request.

Closed to public hearing.

Commissioner Poehlman: Who will make sure that it meets the regulations through the county such as the type of tower?

Stan Shawver: Resource Management will do that.

Dave Dunford: There is a site engineer who handles the civil work and there will be a sealed engineered drawing of the structure itself. There will also be sealed engineered drawings of the foundation. We are building the tower with enough extra capacity to put a full cellular carrier there.

Commissioner Prevo made and Commissioner Poehlman seconded a motion to **approve** the request by Boone County for a permit for a transmission facility (180' tower) on 20.06 acres, located at 780 E Hwy 124, Hallsville:

Paul Prevo – Yes	Eric Kurzejeski – Yes
Carl Freiling – Yes	Michael Poehlman – Yes
Loyd Wilson – Yes	Bill Lloyd - Yes
Jeff McCann – Yes	Rhonda Proctor – Yes

Motion to approve the request passes unanimously.

Vice Chairperson Prevo informed the applicant that this request would be heard before the County Commission on Monday, July 2, 2018 and the applicants need to be present.

VI. Rezoning

1. Request by Mark and Vicky Ludwig to rezone from A-R (Agriculture Residential) to A-2 (Agriculture) on 5.01 acres, more or less, located at 7750 E North Shore Dr., Hartsburg.

The applicants sent an email this afternoon requesting that this request be tabled until the July 19th meeting.

Commissioner Prevo made and Commissioner Kurzejeski seconded a motion to **table** until the July meeting, the request by Mark and Vicky Ludwig to rezone from A-R (Agriculture Residential) to A-2 (Agriculture) on 5.01 acres, more or less, located at 7750 E North Shore Dr., Hartsburg:

Motion to table the request passes unanimously by consent.

VII. Planned Developments

1. Request by Fred Overton Development to approve a Final Development Plan for Ravenwood on 88.71 acres located at 7200 W Hwy 40, Columbia.

Planner Uriah Mach gave the following staff report:

The subject property is located on the east side of Rollingwood Boulevard, at the intersection of Rollingwood & US Highway 40. The subject property is approximately 91 acres in size. The property is split-zoned, with 69.58 acres is currently zoned A-R (Agriculture-Residential) and 21.5 acres is currently zoned R-S (Residential-Single Family). The property is currently vacant. There is R-S zoning to the west, A-R zoning to the south, A-R and C-GP (Planned General Commercial) zoning to the east, and A-R, R-S, and C-G (General Commercial) zoning to the north across US Highway 40. With the exception of the C-GP zoning, which was rezoned in 1985, this is all original 1973 zoning.

The approved review plan for this property shows R-SP (Planned Residential Single-Family) and C-GP zoning and it was approved in 2014. This final plan locks the zoning in place.

The Boone County Master Plan identifies this area as suitable for residential land uses. The Boone County Zoning Ordinance identifies three standards for approval of a Final Development Plan: all required information is accurately portrayed on the Final Plan, the Final Plan conforms to the approved Review Plan, and the Final Plan demonstrates compliance with all conditions, which the County Commission may have imposed on the Review Plan.

After review of the submitted Final Plan, staff has determined that the Final Plan meets the identified standards. The proposed condition is consistent with the conditions on the approval order for the review plan/preliminary plat.

Staff recommends approving the requested revised final plan with the following condition:

1. Improvements to Renfield Drive/Highway 40 shall be complete prior to the phase that contains the Renfield Drive/Highway 40 intersection.

Present, representing the request:

David Butcher, 1000 W Nifong, Bldg 1, Columbia

David Butcher: The review plan was approved three years ago and we asked for a couple of extensions and they were granted. We came back to ask for another extension and were told we needed to get the final plan done. The turn lane improvements were done and the agreement with the sewer district has been achieved so now we are here to get the final plan.

Commissioner McCann made and Commissioner Wilson seconded a motion to **approve the request by Fred Overton Development to approve a Final Development Plan for Ravenwood on 88.71 acres located at 7200 W Hwy 40, Columbia with the following condition:**

1. Improvements to Renfield Drive/Highway 40 shall be complete prior to the phase that contains the Renfield Drive/Highway 40 intersection.

Vice Chairperson Prevo informed the applicant that this request would be heard before the County Commission on Monday, July 2, 2018 and the applicant needs to be present.

VIII. Plats

Plats numbered on the agenda as #1. for Zumwalt Road and #3. for American Outdoor Brands preliminary plat were placed on consent agenda:

1. Zumwalt Road. S2-T45N-R12W. A-2. Joshua and Brianna Lindsey, owners. Curtis E. Basinger, surveyor.

The following staff report was entered in to the record:

The subject property is located approximately 3 ½ miles to the south of Ashland, on Zumwalt Road. The parent parcel is 42 acres in size and zoned A-R (Agriculture-Residential). The property has A-1 (Agriculture) zoning to the west and south, and A-R zoning to the east and north. The A-R was rezoned in

1975, the A-1 is original 1973 zoning. There is an existing home and garage on the parent parcel, and another home under construction. The home under construction has been split off by an administrative survey. The existing home and garage, under this proposal, will be placed on a new 8.58-acre lot created by this plat.

The new lot will have direct access on to Zumwalt Road, a publicly-dedicated, publicly-maintained right-of-way. The applicant has submitted a request to waive the traffic study requirement.

The subject property is located in Consolidated Public Water Service District #1, Boone Electric Cooperative service area, and the Southern Boone County Fire Protection District.

The property has an existing on-site wastewater system, regulated by the Columbia-Boone County Health Department. The applicant has submitted a request to waive the waste-water cost-benefit analysis.

The property scored 17 points on the rating system.

Staff recommends approval of the plat and granting the requested waivers.

3. American Outdoor Brands preliminary plat. S6-T48N-R11W. David Butcher, surveyor.

The following staff report was entered in to the record:

The subject property is located approximately 600 feet north of the intersection of State Route Z and I-70 Dr NE, approximately one mile west of the nearest municipal limits of Columbia at Battle High School. The subject property is 210.97-acres in size and zoned M-L (light industrial). The property currently has a large warehouse/commercial building under construction. It has A-R (agricultural residential) zoning to the north, A-1 (agriculture) east, a mix of C-G (general commercial) A-R and A-2 south. West across Route Z is zoned A-1 & REC-P (planned recreation). These are all a mixture of original 1973 zonings and some later rezonings.

The proposal shows six-lots. There is a development lot which is Lot 2, a BCRSD treatment lot which is Lot 1, two future development large lots that are anticipated to be proposed for additional lot divisions in the future which are Lot 4 and Lot 5, a common Lot in the location of an eventual road Right-of-Way, and an alternate BCRSD wastewater lot which is lot 3. Additionally, two major roadway Right-of Ways are shown.

Proposed Lot 2 has direct access to State Route Z while proposed Lot 1 has frontage on Route Z but is proposed to take access from a drive on Lot 2. The remaining proposed lots are all accessed by roadways that will be constructed as part of the development. These roadways include a portion of what has been informally referred to as Clark Lane Extension which will now officially be Enterprise Drive. As part of the development improvements are being made to State Route Z.

The subject property is located in Public Water Service District #9 and the Boone County Fire Protection District. The applicant will be constructing water infrastructure to meet the requirements of the fire code.

Sewer service will be provided by the Boone County Regional Sewer District. The new central sewer facility is located on Lot 1 of the proposed plat.

The property scored 63 points on the rating system.

Staff recommends approval of the plat.

Discussion:

Commissioner Poehlman: When will the traffic study happen?

Thad Yonke: If you are talking about the improvements that they are currently doing that study has already been done. The improvements were based upon that study.

Commissioner Poehlman: So additional improvements to Route Z may be required per the improved traffic study.

Thad Yonke: Partly, lots 4 and 5 are holding tracts for future development that also have roads that have to be built to get to them. If those are proposed for something more intensive there will be another traffic study required at that point.

Commissioner Prevo made and Commissioner Poehlman seconded a motion to approve the items on consent agenda as recommended and to insert the staff reports into the record:

Paul Prevo – Yes	Eric Kurzejeski – Yes
Carl Freiling – Yes	Michael Poehlman – Yes
Loyd Wilson – Yes	Bill Lloyd - Yes
Jeff McCann – Yes	Rhonda Proctor – Yes

Motion to approve the items on consent agenda passes unanimously.

2. Wren Creek Estates Plat 1. S31-T50N-R13W. Eric-Lori Kurzejeski Trust, owner. J. Daniel Brush, surveyor.

The following staff report was entered in to the record:

The subject property is located at the southwest quadrant of the intersection of Route E and Sweringen Road. The property is currently zoned A-2, which is the original zoning. The three-lot plat is being subdivided from a 42.06-acre tract. The subdivision will leave a 25.49-acre remainder tract.

Lots 1 and 2 will have frontage on and direct access to Sweringen Road. Access to Lot 3 is proposed to be a 50-foot wide access and utility easement.

On-site systems will be used for wastewater disposal. A plan showing a suitable location for a lagoon on each lot has been submitted. The applicant has submitted a request to waive the requirement to provide a wastewater cost-benefit analysis.

The property scored 38 points on the rating system.

Staff recommends approval of the plat and waiver requests.

Commissioner Prevo made and Commissioner Lloyd seconded a motion to approve Wren Creek Estates Plat 1:

Paul Prevo – Yes	Eric Kurzejeski – Abstain
Carl Freiling – Yes	Michael Poehlman – Yes

Lloyd Wilson – Yes
Jeff McCann – Yes

Bill Lloyd - Yes
Rhonda Proctor – Yes

Motion to approve Wren Creek Estates Plat 1 passes: 7 YES 1 ABSTAIN

IX. Old Business

1. Update on Commission action.

Director, Stan Shawver updated the Commission on the actions taken by the County Commission as follows:

The conditional use permit for Moriarty was recommended denial, the applicants did not appeal to the County Commission.

The rezoning request by Troy Miller Properties was withdrawn by the applicants last month, it was back on the agenda for this month and the applicants again withdrew their request. Staff met with representatives and believe they will pare down their request.

The rezoning request by Sander was approved as recommended.

2. Update on Subdivision Regulation comments.

During the March 15, 2018 meeting the Commissioners voted on proposed language for the holding period for transferred and remaining tracts for family transfer divisions.

At the March meeting Commissioners Prevo, Wilson, Martin and McCann voted for both the transferred and remaining tracts to require a three-year holding period and to have the option to remove the hold by a variance from the Board of Adjustment. (*known as Option 2 in the June handout*)

At the same meeting, Commissioners Kurzejeski, Lloyd, Proctor and Harris voted for the transferred tract to have a three-year hold and the remaining tract to have a one-year hold – in order to get rid of the hold the tract would need to be platted. (*known as Option 1 in the June handout*)

Staff informed the Commission that they would work on language for these options as well as language to allow relief from the Board of Adjustment.

Staff handed out the proposed language during the June 2018 work session and they were also included in Commissioner's packets.

After discussion a motion was made by Commissioner Wilson and seconded by Commissioner Proctor to accept Option 1.

Commissioner Wilson made and Commissioner Proctor seconded a motion to accept Option 1 – in regard to family transfers– that the transferred tract have a three-year hold and the remaining tract have a one-year hold

Paul Prevo – NO	Eric Kurzejeski – Yes
Carl Freiling – Yes	Michael Poehlman – Yes
Loyd Wilson – Yes	Bill Lloyd - Yes
Jeff McCann – NO	Rhonda Proctor – Yes

Motion to accept Option 1 regarding family transfers passes 6 YES 2 NO

3. New Business

None.

4. Adjourn

Being no further business, the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Secretary
Eric Kurzejeski

Minutes approved on this 19th day of July, 2018