MINUTES OF MEETING OF
WASHINGTON COUNTY PLAN COMMISSION
BOARD OF ZONING APPEALS
Held August 7, 2023
Washington County Conference Room

Regular meeting of the Washington County Plan Commission was called to order at 6:33 p.m. Board members present were Todd Ewen, Danielle Walker, Mark Hartman, Emily Rodman, Andrew Katt, and Lori Gilstrap; absent were Kevin Baird, Mark "Bubba" Abbott, and Deirdre Miller. Board of Zoning Appeals member present was Mark Hartman and Lori Gilstrap; absent were John Mishler, Denise Coots, and Marsha Dailey. Also present was Plan Director Travis Elliott and members of the public Max and Rhonda Greene. Commission attorney John Mead was absent from the meeting.

The Pledge of Allegiance was led by Andrew Katt; Mark Hartman offered prayer. Todd Ewen asked that everyone keep Kevin Baird and John Mead in their prayers due to health concerns.

Minutes of the May 1, 2023 Plan Commission meeting were reviewed. Upon motion by Mark Hartman, second by Emily Rodman, the minutes were unanimously approved as presented.

Minutes of the June 5, 2023 Plan Commission meeting were reviewed. Upon motion by Emily Rodman, second by Lori Gilstrap, the minutes were unanimously approved as presented.

Plan Commission meeting for July was cancelled due to lack of quorum.

BZA minutes for March were not reviewed or approved; no BZA meetings were held in April, May, June or July).

Member of the public, Max Greene, addressed the Plan Commission regarding subdivision exemptions made after the May 1, 2011 date listed in the current zoning ordinance, specifically §153.04(4)(c), and how subdivisions have been handled since this date. This matter has created issues for Plan Director, Travis Elliott, and Surveyor, Emily Rodman. This has been a topic of discussion at multiple Plan Commission meetings and without counsel present, it is difficult to address these concerns. Emily will consult with counsel to discuss this matter.

Max Greene also questioned previous Plan Commission discussions regarding variances to developmental standards and requirements for Board of Zoning Appeals meetings to grant variances.

Emily Rodman provided additional comments regarding the dissolution of the Woodhurst Farm Subdivision. She was unable to vacate the plat due to all property owners not being notified of the dissolution. The Plan Commission requested its attorney to contact the property owner before further action is taken.

Todd Ewen inquired of Andrew Katt and Danielle Walker if they needed any information relating to meeting discussions they may have missed out on relative to subdivision exemption definitions; neither Andrew nor Danielle had any questions or concerns.

Todd Ewen requested clarification on whether §518.6 Temporary Residence was approved and accepted; this was reflected in the March, 2023 meeting minutes and documented in the draft Chapter 5 document.

Emily Rodman provided a rough draft of the proposed changes to the current subdivision ordinances utilizing the Commission's comments and suggestions from the Harrison County Plan Commission's subdivision documents. The proposed changes will be discussed with legal counsel.

Andrew Katt questioned what the Commission's next item of business is in order to finalize the zoning ordinances. Sections 519 and 520 are to be reviewed and approved at the October meeting.

There was discussion regarding cancelling the September Plan Commission meeting due to the Labor Day holiday and scheduling conflicts. Upon motion by Emily Rodman, second by Andrew Katt, the Commission unanimously approved to cancel the September meeting. The next meeting will be held Monday, October 2, 2023 at 6:30 p.m.

The Board of Zoning Appeals was not called to order; no action taken.

There being no further business to come before the Commission, upon motion by Mark Hartman, second by Lori Gilstrap, the Board unanimously approved to adjourn the meeting at 7:22 p.m.

Washington County Plan Commission by:

Todd Ewen, President

Danielle Walker

Kevin Baird, Vice President

Emily Rodman

Deirdre Miller

Mark Hartman

Andrew Katt

Mark "Bubba" Abbott

Lori Gilstrap

Board of Zoning and Appeals by:

Mark Hartman

Lori Gilstrap

John Mishler

Denise Coots

Marsha Dailey

WCPC/BZA Attorney:

John W. Mead

Washington County Planning Commission Guest Speaker(s) Sign in Sheet

Date | *time*08/07/2023 | 6:30-8:00pm

Location: Commissioners & Council Chambers (Courtroom)

Guest Speakers:

1. [signature]
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

5.03 Time Limits:

1.0 Discussion of any Item shall be limited as follows:

- **a.** The petitioner shall have 15 minutes to present his or her case.
- **b.** Remonstrators and those in support:
  - **i.** Remonstrators and those in support shall have 3 minutes per person for the presentation of evidence in opposition or support. However, multiple individuals may defer, his or her comment time to a spokesperson who shall accrue time of those who defer, subject to a limit of 10 minutes for rebuttal and to answer questions raised by the public.
  - **ii.** The petitioner shall then have 5 minutes for rebuttal and to answer questions raised by the public.
- **c.** No limit shall be placed on the amount of time the WCPC/WCBZA takes to discuss a proposal.
- **d.** The WCPC/WCBZA may grant additional time for discussion if it deems it necessary to make an informed decision. The additional time should be allocated between the applicant and the public.