

**PLANNING AND ZONING COMMISSION
SPECIAL MEETING
FRIDAY, NOVEMBER 16, 2018
10:00 AM
MINUTES**

The Planning and Zoning Commission met in special session on Friday, November 16, 2018 at 10:00 AM with Chairman, Steve Ward presiding. Members present were Richard Cannon and Art Kopp. Member Judith Read was absent. Also present was Assistant City Manager, Debbie Bottoroff and City Clerk, Bonnie Buzzard. Code Enforcement / Building Inspector, Calvin Igney was absent.

Kopp made the motion to approve the minutes from the September 11, 2018 meeting. Seconded by Cannon. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.

Cannon made the motion to approve the "Notice of Posting" of the Planning and Zoning regular scheduled meeting(s) for the 2019 calendar year. Seconded by Kopp. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.

Ward opened the floor for discussion regarding an application submitted by Andy Stewart requesting the plat and dedication of Patricia Island Estates, Phase VIII-A. Bottoroff reported that the Board met and approved this plat as part of their May 8, 2018 regular scheduled meeting along with the City Council. Bottoroff noted that the plat was never filed with the Delaware County Clerk, and since then some revisions has been made to the plat that required additional action from the Board and City Council. Engineer, Tim McCrary, PC addressed the Board to report that the street right-of-way boundary needed to be relocated approximately 5' to the North to accommodate the GMSA water & gas line, and that needed to be incorporated onto the boundary map. Cannon made the motion to approve the application submitted by Stewart for plat / dedication of Patricia Island Estates, Phase VIII-A as presented and discussed. Seconded by Kopp. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.

STAFF REPORT:

Bottoroff reported that Judith Read is still an active member of the Board until such time she is replaced. Bottoroff mentioned that the Staff has advertised for two positions, and hasn't received no letters of interest at this time.

Bottoroff presented the Board with a monthly report from Building Inspector, Calvin Igney, and advised that she would entertain any questions from the Board.

At 10:15 AM Kopp made the motion to adjourn. Seconded by Cannon. AYE: Cannon, Kopp and Ward. NAY: None. Motion carried.