

**TOWN OF ENNIS PLANNING BOARD
MEETING MINUTES**

July 15, 2015

1. Call to Order: 7:00pm

2. Roll Call

Members present: Halsey Bishop, Keri Kensinger, Mariah Oliver, Brandi Palmerton, Lincoln Roberts

Members not present: Two board vacancies at this time.

Others present: Jerry Grebenc, Senior Planner, Great West Engineering

3. Minutes

MOTION: To approve the minutes of the April 15, 2015 meeting with corrections. Moved by Mariah Oliver; seconded by Halsey Bishop. Motion passed. Brandi Palmerton abstained.

4. Chairman's Comments: none

5. Statement of Conflicts of Interest: none

6. Opportunity for Public Comment: none

7. Ennis Subdivision Regulations Update

Brandi reported that the Council approved Great West Engineering to assist in updating the Ennis Subdivision Regulations. A CDGB Planning grant application has been submitted for approval. Keri introduced Jerry Grebenc, Senior Planner for Great West. Jerry offered a brief background of his experience and supplied the board members with handouts on Subdivisions, Zoning, Annexation and a Scope of Work Timeline.

A. Overview

- Jerry discussed each handout, emphasizing that there have been legislative changes made in the state subdivision regulations in 6 out of the last 7 sessions.
- The areas of focus for review need to be with zoning, annexation policies and design standards. Clear policies are needed.
- Board members chose to view the updated County subdivision regulations and make adjustments specific to Ennis.
- Board members can use the Madison County sub regs templates and adjust them to meet the town's needs.
- Board members would like to review the update MDC document when it becomes available.

- Jerry recommended that the Council adopt the modified County subdivision regulations in the interim while the Planning Board works on the document areas specific to Ennis.

B. Planning Board Subdivision Discussion/Recommendations – Based On the 2011 Ennis Subdivision Regulations Draft Document:

- Discussed under IV-A Specific Standards
 - (1) Setbacks – page 61. Members agreed to keep as written
 - (2) Roadway Design Material and Drainage – page 51 – members want a simplified version of that section
- Discussed under IV-A General Standards:
 - (1) Condominiums – members agreed to leave as is.
 - (2) Sanitation – members agreed to leave as is.
- Expedited Review Process– page 34 – members agreed to leave as is.

8. Old Business

A. Planning Board Secretary

- Keri offered to take over the duties of Planning Board Secretary.

MOTION: To approve Keri Kensinger as Planning Board Secretary and have her receive the same stipend as the previous PB Secretary. Moved by Halsey Bishop; seconded by Mariah Oliver. Motion passed unanimously.

B. Board Vacancies

- Melinda Merrill has indicated an interest in serving on the Planning Board. Keri will contact Melinda and have her write a letter of intent.

9. New Business

A. Planning Board Member Reports - none

10. Adjournment

MOTION: To adjourn the meeting at 8:44pm. Moved by Brandi Palmerton; seconded by Lincoln Roberts. Motion passed unanimously.

Lincoln Roberts, Vice-Chairman

Keri Kensinger, Secretary