

**City of Dalton Gardens**  
**Regular Planning & Zoning Joint Workshop with City Council**  
**for Telecom Ordinance and Regular Meeting Minutes**  
**Monday, March 21, 2022 @ 6:00 PM**  
Meeting was conducted via teleconference and in person.

**JOINT WORKSHOP WITH P&Z AND CITY COUNCIL**

1. **CALL TO ORDER:** Chairman Becker called the meeting to order at 6:01 PM
2. **ROLL CALL OF COMMISSION MEMBERS:** Physically present were P&Z Commissioners Caitlin O'Brien, Melissa Cleveland, Chairman Mike Becker, and Commissioner Ron Sampert attended via ZOOM. Physically present for City Council Robert Wuest, Scott Jordan, and Mayor Dan Edwards. Also present were Ryan Hughes- City Planner, Teresa Janzen- City Clerk/Treasurer, and Candace Baker- Deputy Clerk. City Attorney Chris Gabbert attended via Zoom as well as Attorney Campanelli.
3. **DISCUSSION OF TELECOM ORDINANCE DRAFT:** Contract Attorney Campanelli reviewed draft telecom ordinance and answered council and p&z questions. P&Z and Council made several suggestions for clarification and refinement of ordinance including height limitations to match public utilities, notice for extended time to work eleventh hour submissions, approval and denial process clarification, request for no interference with existing wireless devices, city responsibility and control for public hearing notifications and posting. Goal is to have a final draft to P&Z ASAP so they can schedule their public hearing.

**\*WORKSHOP ADJOURNED AT 7:17 PM\***

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**REGULAR P&Z MEETING BEGAN AT 7:24 PM**

1. **APPROVAL OF MINUTES:** CO'Brien made a motion to approve the regular meeting minutes from February 24, 2022. RSampert seconded.  
**RSampert: aye CO'Brien: aye MCleveland: aye MBecker: aye Motion Carries.**
2. **CITY PLANNER REPORT:** Ryan Hughes reviewed the written February 28, 2022 Planner Report. Highlights include draft fee schedule set for public hearing with City Council in April. Still proceeding with paper building permit clean up. Telecom Ordinance draft continues to move forward. Annexation of E Dalton Ave, east of 17<sup>th</sup> Street will be a public hearing for City Council in April. Code enforcement request for voluntary compliance letters will be sent out this month for open complaints.
3. **CONSIDERATION OF DRAFT ORD FOR SHORT PLATS & SUBDIVISIONS:** City Planner and P&Z discussed potential of combining short plats and subdivision

sections of Title 6, Chapter 6 with the main delineation being that plats of less than 4 lots are heard by P&Z and plats of 4 lots or great are heard by City Council. P&Z desires that the noticing and publication requirements be consistent regardless of the number of lots being created.

P&Z directed Staff to return in April with an updated draft for their consideration.

4. **DISCUSSION OF ORDINANCE DRAFT FOR ACCESSORY LIVING UNIT**

**CLARIFICATION:** Discussed updating definition of ALU to match the 2018 IRC definition of dwelling unit. P&Z directed Staff to meet with Panhandle Health to investigate the sewer management agreement as it pertains to accessory dwelling units. MCleveland made a motion to direct staff to update the definition of ALU to ADU to conform with 2018 IRC definition of dwelling unit and schedule a public hearing. CO'Brien seconded.

**RSampert: aye MCleveland: aye CO'Brien: aye MBecker: aye** Motion Carries.

\*P&Z decided to move their April 28, 2022 meeting to April 19, 2022 to accommodate a public hearing.

5. **DISCUSSION OF CODE CHANGES FOR SIGNS:** City Planner is sending the sign ordinance to the City Attorney for constitutionality verification.

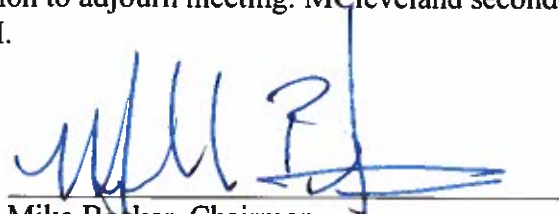
6. **AGENDA ITEMS FOR 04/19/2022 MEETING:**

- short plats and subdivisions draft ordinance revision
- public hearing for ADU Ordinance Change
- potential for telecom ordinance public hearing if the final draft can be solidified in time for publication

7. **PUBLIC COMMENT:** Opened at 8:40 PM. Closed at 8:41 PM

- Sue Supp- 7024 N. 16<sup>th</sup> St- wanted to comment on Telecom Ordinance. Chairman Becker advised to hold comments until the public hearing on 4/19/22.

8. **ADJOURN:-** CO'Brien made a motion to adjourn meeting. MCleveland seconded. All in favor. Meeting adjourned at 8:43 PM.



Mike Becker, Chairman

ATTEST:



Teresa Janzen, City Clerk/ Treasurer