



MINUTES
MEETING OF THE PLANNING AND ZONING COMMISSION
Town of Red Cliff Council Chambers, 400 Pine Street
TUESDAY, DECEMBER 7, 2021

CALL TO ORDER 6:34 PM

ROLL CALL

Chairman Bob Will

Tom Henderson

Nathalie Roy

Trish Marcine

Administrator Barb Smith

Clerk Melissa Matthews

Absent: Jake Blevins

Planner Scot Hunn

APPROVAL OF AGENDA

Motion by Trish Marcine to approve the agenda, seconded by Bob Will, unanimously approved.

APPROVAL OF MINUTES

1. November 16, 2021

Motion by Bob Will to approve the minutes, seconded by Nathalie Roy, unanimously approved.

DISCUSSION ITEM

1. Training by Planner Scot Hunn on Chapter 16 of the Town Code and processes
Planner, Scot Hunn explained the purpose, intent and purview of the Commission which is to interpret and work with the Town Planner and Town Manager to interpret the Town code, make suggestions to the Board of Trustees land use decisions and code provisions, interpret and enforce the town's comprehensive plan. There will some text amendments introduced to the Code in the near future in regards to improvements and clarifications.

There was an in-depth discussion by the Commission members and staff in regards to: parking space sizes and parking requirements; deadlines and procedures for reviewing and deciding on new applications; current zones and intentions for appropriate growth for the Town; clarification on enforcement; adding important definitions, especially in regards to dwellings; potential addition to staff of a Building Department Administrator; clarity of the authority and roles of the Commission members; and building height measurement clarity.

ADJOURNMENT TO THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Motion by Bob Will to adjourn to the regular meeting of the Board of Trustees, seconded by Trish Marcine, unanimously approved at 7:22 PM.