

Minutes of the February 7, 2018

Otter Lake Planning Commission

I. Meeting called to order at 7:08 p.m. by acting chairman Miller.

Present: Ana Lerma Mechelle Valley Kevin Miller Matt Pins Administrator Gill  
Absent: Brian Woodworth

II. Minutes:

Minutes from the November 1, 2017 meeting were presented. Motion by Lerma, support by Pins to accept the minutes as presented. Motion carried with all yeas.

III. Approval of Agenda: As presented

IV. Declaration of Conflict of Interest by Commissioners: None

V. Plan Reviews: None

VI. Old Business:

Zoning Administrator reported that no zoning activities had occurred between meetings.

The Zoning Administrator presented copies of the proposed Village Downtown Façade Improvement amendment to Section 8 of the Zoning Ordinance. Commissioner Miller felt the requirements were too restrictive. Commissioner Pins felt they were not restrictive enough and made the following suggestions:

- Require a material / color board be submitted.
- Disallow the removal of upper stories of multi-story buildings.
- Consider requiring new construction to be a minimum of two stories.

Commission agreed that they would like to see the existing downtown buildings restored to their original appearance. Motion by Pins, support by Lerma to adopt the Village Downtown Façade Improvement amendment presented as guidelines for future plan reviews. The Commission will consider additional requirements, prior to submitting to the Village Council for adoption. Motion carried with all yeas.

VII. New Business:

Zoning Administrator indicated that there had been an inquiry about allowing storage pods within the Village. Our current zoning ordinance does not address storage pods. Motion by Pins, support by Valley to allow storage pods if they comply with the zoning ordinance requirements for accessory buildings and a building permit has been issued for the construction of a permanent accessory building. Motion carried with all yeas.

Zoning Administrator asked the Commissioners to review our Zoning Ordinance for items that may need to be clarified, changed, omitted or added to better reflect the needs of the Village. We will discuss at future meetings.

VIII. Public Comment: None

IX. Motion by Pins, support by Lerma to adjourned meeting at 8:04 p.m. Motion carried with all yeas.