

City of Woodbury  
Planning & Zoning Commission Meeting  
Wednesday, August 22, 2018  
6:00 pm

Attending the meeting:

Chairperson Tonya Moody (joined meeting at 6:05)  
Co-Chairperson Dan Godowns  
Secretary Vicky Matthews  
Member Susan Hall  
Mayor Steve Ledbetter  
City Clerk Angel Fowler

Absent from meeting:

Member Doug Matthews  
Jeff Cooper, Woodbury Stampings, Inc., 105 Durand St.

Attending the meeting were the following guests:

Karen Hurst., 17868 Main St.

CALL TO ORDER AND WELCOME

Co-Chairman Dan Godowns called the meeting to order.

APPROVAL OF AGENDA

Member Vicky Matthews made a motion to approve the agenda  
Co-Chairman Dan Godowns seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

Member Susan Hall made a motion to approve the minutes from the June meeting.  
Member Vicky Matthews seconded the motion, and the vote was unanimous.

OLD BUSINESS

Planning and Zoning Ordinance.

Mayor Ledbetter presented commission members with additional pages to be included in the draft copy of the Planning and Zoning Ordinance. P&Z commission members continue to review the draft Ordinance in order to recommend approval/disapproval to City Council. Final draft will be reviewed by City Attorney.

HEARING OF CASES

Karen Hurst, 17868 Main St., presented request for approval of permit to add a 10x16 shed to be put together on premises.

Member Dan Godowns made a motion to recommend to City Council that Ms. Hurst's request for permit be approved. Member Susan Hall seconded, and the vote was unanimous.

Jeff Cooper, Woodbury Stampings, 29 Durand St., was not present at the meeting in order to discuss his application. Member Susan Hall abstained from any discussion/voting due to the fact that she owns the property adjacent to Woodbury Stampings. The commission reviewed Mr. Cooper's application to add 3 additional toilets (2 interior and 1 exterior).

The exterior toilet addition is on the back property line.

Co-Chairman Dan Godowns made a motion to recommend disapproval of permit to add the additional exterior toilet. Secretary Vicky Matthews seconded the motion, and the vote was unanimous with 1 abstention.

Member Vicky Matthews made a motion to ask City staff to send a letter to Mr. Cooper in order to notify him of the decision and advise him that he may ask to be placed on any future agenda if he has any further questions concerning his application. The motion was seconded by Co-Chairman Dan Godowns and the vote was unanimous.

Chairperson Tonya Moody recused herself from her role as Chairperson and also abstained from voting in order to present the following: Tonya Moody, presented a request for approval of a business license for a convenience store within the existing building located at 10467 Millarden Rd. Ms. Moody also requested the approval of an application for a license for packaged beer sales at the same location. Member Susan Hall made a motion to recommend approval of the permit for a business license with the existing building located at 10467 Millarden Rd. to include the recommendation for approval of a permit for a license for packaged beer sales at the same location. Vicky Matthews seconded the motion and the vote was unanimous.

#### NEW BUSINESS

The commission discussed the need for the ability to add a second meeting date each month if necessary in order to allow applicants additional opportunity for the hearing of cases.

Vicky Matthews made a motion to add a second meeting each month to be scheduled as necessary with proper public notice, when applicants have provided all required zoning information to City staff.

Member Susan Hall seconded the motion. The vote was unanimous.

#### ADJOURNMENT

Vicky Matthews made a motion to adjourn the meeting. Member Susan Hall seconded the motion, and the vote was unanimous.

The minutes were read and approved on September 19, 2018.

