

RANDOLPH PLANNING & ZONING  
BOARD MEETING  
RANDOLPH TOWN OFFICE  
April 4, 2012  
7:00 PM, Recorded Olympus Recorder File A 1

Board Members Present:

Glenn Smith  
Pauline Ward  
Christine Adams(TB rep)  
Don Dalke  
Jayson Limb  
Lana Peart (clerk)

Absent: Tammy Hoffman

Others Present: Nathell Hoffman, Cindy Gooch

Glenn Smith called meeting to order at 7:12 pm. He then asked that last month's meeting minutes be read. Minutes were read by clerk, Lana Peart.

Don Dalke moved to approve the minutes with one correction on the International Building Code instead of Universal Building Code. Glen seconded and approved by the board unanimously.

The floor was then turned over to Cindy Gooch. She is planning to talk to the BRAG trainers to have them come to do a training presentation in our town. The board was asked for possible dates for this session. April 26 and May 3 were discussed as possible dates. Cindy will get back to us on a firm appointment. She then proceeded to explain the ordinances to be reviewed tonight. We will be working on Chapters 1, 2 and 4.

Chapter 1 had very few changes to our existing code. Most of them were just formatting revisions. Christine questioned the reason that the town was given the right to enter property for examinations explained in section 1-3. It was agreed that this was unnecessary and would be taken out of the ordinance.

The board then began work on Chapter 2, the administrative chapter. Cindy explained that every January we should appoint a new chairman and vice chairman for the P&Z board. Although this was in our old ordinance, we have not been doing this. We need to read our ordinances and follow them. We were reminded that we needed a quorum of 3 to vote on any matter.

The Planning and Zoning Commission does not give variances. They do approve conditional use permits, but not variances. The board of adjustments is responsible for this. We need to become aware of who our board of adjustment members are and their responsibilities.

We were reminded that a change to the future land use map of our general plan requires a hearing.

We will be going over Chapter 3, which goes into signage and home occupations at a later date.

Chapter 4 is dealing with development standards. There are very few changes made there. We were reminded that we would need a development agreement with any new developers within the city limits.

Chapter 2 in our new code will include definitions to some of our terms. We will also be including a SOB ordinance that will not be explained in detail at this meeting.

The town board will be asked to approve the P&Z commission's work and a joint public hearing on the new ordinance will be held, probably sometime this summer

The meeting was brought to a close at 8:05 pm. The motion to adjourn was made by Glenn, seconded by Jayson, unanimously approved.

The next meeting will be May 2 at 7:00 pm.

P&Z Chairman \_\_\_\_\_ Clerk \_\_\_\_\_

Date of Approval \_\_\_\_\_