

CITY OF CRAIG
PLANNING COMMISSION MINUTES
Meeting of January 26, 2023

Roll Call

Sharilyn Zellhuber (chair), John Moots, Kevin McDonald, Barbara Stanley (Exc. Abs.),
Jeremy Crews

From the public: Rich Trojan & Jan Trojan

Meeting Started at 7:00pm.

Approval of Minutes

1. December 13, 2022 Minutes. A motion was made and seconded to approve the minutes from the December 13, 2022 meeting.

MOTION TO APPROVE

MOOTS/CREWS

APPROVED

Public Comment

1. Non-Agenda Items.
 1. None

Public Hearing and New Business

1. PC Resolution 610-23-PC, CUP 230126 – Conditional Use Permit for Rich Trojan to construct stairs within the setback of his property on 502 Hilltop Drive (Lot 8, Tract 6, Axmaker Subdivision).

City Planner Wilson stated that there had been one question from a neighbor of Rich Trojan's, they wanted to confirm the proposed location of the stairs and landing structure.

Commissioner Zellhuber asked about clearance over fuel tank as the stairs will be built overtop of them; she expressed concern with access to the fuel tank. Rich confirmed that there would be at least 4' of clearance above the fuel tank.

Upon questioning from the planning commission, Wilson confirmed that based on the as-built and the described plans, the stairs/landing structure would go up to 5' into the setback. All construction would be outside of the 5' utility easement.

Commissioner McDonald commented that the stairs/landing would improve fire access. Rich Trojan stated that was his primary goal and added that it would also allow easier access for his project repairing the southern wall and keep him from tracking mud through the interior stairs. Commissioner Moots acknowledged that the lot shape made construction outside of the setbacks difficult.

MOTION TO APPROVE

CREWS/MOOTS

APPROVED

Old Business

1. 2015, 2014, 2013 Resolution and Minutes signing

Wilson thanked Zellhuber for reviewing and signing old resolutions & minutes. She noted that Sharilyn and Barb are up for renewal and that Zellhuber had been on the Planning Commission, acting as the Chairperson since 2010 (Wilson realized after the meeting it was actually since 2012).

2. Review CUPs Question & Comments Follow-up

Wilson acknowledged that there is a need to review old B&Bs and other sales-tax relevant activities. Madelaine's B&B was in good standing (other than the parking amendment issue) but many others do not appear to be at first glance. Wilson noted that the Financial Department had recently completed an inventory of sales tax for the last four years that made it possible to review but frequent turnover made it difficult to keep tabs on everything. Commissioner McDonald remarked that when CUPs pass for B&Bs there should be communication between the Planning and Finance Department.

Adjourn

A motion was made and seconded to adjourn the meeting at approximately 7:17pm.

MOTION TO ADJOURN

CREWS/MCDONALD

APPROVED



Chairman Sharilyn Zellhuber



ATTEST: Samantha Wilson