

Woodward P&Z Minutes

Monday, March 29, 2021

6:00pm, via
Zoom Meeting: 833 6309 5433

1) Call to order / Roll Call: Called to order at 6:01pm by Twila Sprott. Members in attendance: Twila Sprott, Tyler Randall, Kelsey Beasley, Ken Hageman, and Dawn Bryan

2) Approve Agenda
motion to approve agenda: KB/2nd:TR – ayes: 5, nays:0

3) Review and give comments to Council on Site Plan for additional parking at Woodward Granger HS/MS.
motion to discuss: KB/2nd:TR – ayes: 5, nays:0

Discussion/Recommendation to City Council: Need complete site plan so we are basing recommendations on facts not on assumptions.

Site Plan does not contain:

- * Ordinance 269, Section 23, **Section E #1** Names of all persons having interest in the property, legal description of the property and date
- * Ordinance 269, Section 23, **Section E #2** Applicant's name, planned land use and present zoning
- * Ordinance 269, Section 23, **Section E #3** If applicant is other than the legal owner; applicant's interest shall be stated.
- * Ordinance 269, Section 23, **Section E #4** Name and Address of person who prepared the site plan
- * Ordinance 269, Section 23, **Section F #2** Contour lines of the proposed development at intervals of not more than five (5) feet. If substantial topographic change is proposed, the existing topography of the development and of the surrounding area shall be illustrated on a separate map, and the proposed finished topography shall be shown on the site plan.
- * Ordinance 269, Section 23, **Section F #3** The availability, location, size, and capacity of existing utilities and of proposed utilities.
- * Ordinance 269, Section 23, **Section F #7 (b-e)** Location, number, dimensions, design of off-street parking in the proposed development, including the following features:
 - b. Striping and safety curbs.
 - d. Type and location of lighting.
 - e. Surface treatment
- * Ordinance 269, Section 23, **Section F #8** Open spaces yards, recreational areas, walkways, driveways, outside lighting, walls, fences, monuments, statues, signs,

and other man-made features to be used in the landscape of the proposed development.

* Ordinance 269, Section 23, **Section F #10** Location and type of all plants, grasses, and trees to be used in the landscape of the proposed development. Landscaping to be used for screening purposes shall be illustrated in elevation as well as plan, with the approximate size and names of plants, shrubs, or trees to be planted clearly indicated.

* Ordinance 269, Section 23, **Section F #13** The location, height, and area of all signs (directional signs, identification signs, or temporary signs) in the proposed development.

Discussion/Recommendation: In addition to the need for a site plan the Planning and Zoning Commission recommends that per verbal indication of the surface of porous gravel is not in accordance with Ordinance 269, Section 21 – Parking and Loading Areas, Section B, #28 part b. This project does not fall under Seasonal parking therefore it must follow the Non-seasonal parking surface of asphaltic or Portland cement binder pavement for a non-porous surface material.

Discussion/Recommendation: Furthermore, after taking residents concern into account the Planning and Zoning Commission recommends that this project also implement lighting, and screening consisting of one or both planted or wood fenced screen. (Masonry wall or other suitable fence may be substituted for the wood fence.)

Motion: TS/2nd:KB Ayes: 5, Nays: 0

- 4) Closing Comments: TS: Thank you all for participating, meeting minutes will be sent to City Clerk and P&Z members.
- 5) Adjourn Motion:KB/2nd:KH Ayes: 5, Nays: 0 Meeting adjourned at 6:34pm