

MEDORA PLANNING AND ZONING COMMISSION
Official Proceedings on May 19 (DRAFT)
(Subject to Board review and approval)

Meeting was called to order at 6:00 p.m. by President Kinley Slauter. Members present were Jim Bridger, Doug Ellison, Travis Enders, and Frank Lukowski. Mike Njos was also present. The meeting was held by Zoom teleconference.

Minutes from the April 21 meeting were presented to the Board for approval. Ellison commented that his comment related to neon open signs should reference “Vegas”. Ellison made the motion to approve the minutes as presented with the correction of the statement under neon open signs discussion to “to keep Medora from looking like Vegas”, Enders seconded. Motion passed unanimously.

NO. 20-18

NAME: Sandi Frenzel

LOCATION: 250 3rd St

PROPOSAL: Add Front Porch

Bridger moved to approve the application as presented, Enders seconded. Motion passed unanimously.

NO. 20-19

NAME: Clint Rood

LOCATION: 3353 Pool Drive

PROPOSAL: Build a chicken coop

Bridger advised that an email was received from the County that the chicken coop is an incompatible use with a mobile home park. Rood stated that he was planning to have about 30 laying hens, and he would dispose of any which die. He plans to put the coop in a pasture area where there are already other animals pastured. Enders stated that the County controls land usage in this area. Enders moved to approve the application as presented contingent on Billings County signing off on a land usage request, Lukowski seconded. Discussion included clarification from Slauter that TRMF does not expect renters to be advised of Zoning requests in their area and the address given on this application may be misleading as to the true location of the coop. Also discussed was how chickens are handled in the City limits, it was agreed that we have an ordinance in place that deals with nuisance animals as needed. Motion passed unanimously.

NO. 20-20

NAME: Medora Post Office – Karen Schmeling

LOCATION: 355 3rd Ave

PROPOSAL: Add a flag pole

Enders moved to approve the application as presented, Bridger seconded. Motion passed unanimously

NO. 20-21

NAME: Rolf Sletten

LOCATION: 301 5th St

PROPOSAL: Remodel house and yard

Enders moved to approve the application as presented, Ellison seconded. Discussion included clarifying that windows will be changed to improve efficiency and fit the new layout but the look will be very similar. Motion passed unanimously.

Miscellaneous Business

LED/Open signs between Memorial Day and Labor Day – The City Council acted to allow businesses with permits and those that receive a permit to use their internally lit signs from Memorial Day to Labor Day. Council asked for clarification if it is a single open sign per business and commented that we should evaluate the impact of having the signs lit this summer. Attorney Kuntz recommended that Zoning provide the language for recommended changes in the Ordinance for consideration by Council. Enders volunteered to draft new ordinance language to review at the June Zoning meeting, and asked that input on what should be included be sent to him.

Draft Building Permit form and revised Zoning Application – Mike Njos – tabled until fall, we will carry as miscellaneous item.

Applications 20-22 through 20-26 which were presented after the Zoning cut off date were discussed. Slaughter suggested that three actions are possible: consider them at the June meeting, consider them tonight, or hold a special meeting to review. Bridger expressed concern about getting requests too late to evaluate them and public notice not being given on them. Enders voiced concern that deadlines are not being followed, and starting to hold Special Meetings will make it difficult to give proper notice and make it hard to judge what qualifies. Enders asked why the school signage needed to come to Zoning as they aren't commercial signs but he couldn't find an exception in the ordinance. Slaughter stated he also looked for an exception and didn't find one. Enders suggested we need to clarify what types of signs need Zoning review. Enders also asked why the temporary fondue set up would come to Zoning as it would seem it should be handled by the Council. Mike Beaudoin, TRMF, commented that with the State COVID guidance changes in the operation of the Musical they are looking at an interim move downtown and they stopped work on the fondue set up when they realized that City approval may be needed. Enders said he got a call from a resident that was unhappy with the fondue set up and how the approval was being handled. Bridger added he also got a call questioning how the fondue operation would be controlled, licensed, etc. Ellison asked if this is really a special event? Beaudoin explained they planned to operate downtown under their licenses and food would be served inside. Ellison commented that this seemed to be proper. Enders commented that he does not feel the fondue is a Zoning issue, and JQ Clothing made a valid request after the Council changed the open sign rules and they needed a sign but since it was after cut off it should have gone to the June meeting, we need to draw the line on deadlines as we discussed in February but we don't seem to have resolved the problem. Slaughter stated that if the fondue isn't a Zoning issue it should likely just be covered under the business license, and Enders stated he doesn't feel we should regulate the type of sign proposed by the school. Enders moved to approve Application 20-22 for a new sign at Boots Bar and Grill, Lukowski seconded. Discussion included: Ellison feels we need to stick to deadlines, and projects which are approved and underway should be treated differently if things change. Slaughter agreed with Ellison on handling in process projects. Enders feels this should be the last time we honor missing deadlines. Ellison feels

consistency is important. The vote was 2-2 and Slauter voted no so the motion failed. Slauter stated that he feels we need to stick to deadlines. Application 20-22 can be resubmitted to the June Zoning meeting or submitted to the Council meeting on June 2. Enders stated that all applicants need to understand that cut off deadlines need to be met. We should notify all applicants related to 20-22 thru 26 that they can resubmit applications to the June Zoning meeting or submit their requests to the June 2 City Council meeting, cutoff for the Council meeting is noon May 29. Ellison moved that Applications 23 through 26 be denied based on them being filed past the cut off deadline, Enders seconded. Discussion included: Enders feels we need to follow the process and enforce the cut off deadlines and Slauter feels we need to treat projects that are underway differently as we have been doing. Motion passed unanimously.

Announcements:

- **Deadline for Zoning Applications – June 5 @ 12:00pm**
- **Zoning Meeting – Tuesday, June 16 @ 6:00**

Enders moved the meeting be adjourned, Bridger seconded. Meeting adjourned at 7:03 pm.

ATTEST: _____ Kinley Slauter, President

ATTEST: _____ Gary Ridenhower, City Auditor