

Amended
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**REPORT OF MEETING
BAXTER MUNICIPAL PLANNING COMMISSION
MARCH 3, 2022**

MEMBERS PRESENT

Jeff Herald
Robert Vinson
Danny Holmes
John Martin, Mayor
Greg Phillips
Richard Waller

MEMBERS ABSENT

Peggy Frazier Dyer

STAFF PRESENT

Tommy Lee, UCDD

OTHERS PRESENT

Bob Lane, Codes Enforcement Officer
Megan Reagan, Herald Citizen
John Ramsey
Kerry King
James King
Matt White
Donny Suits

ITEM 1: CALL TO ORDER

Upon determining a quorum was present, the Baxter Municipal Planning Commission (PC) meeting was called to order by Chairman Richard Waller on Thursday March 3, 2022 at 5:00 P. M. at the Baxter City Hall.

ITEM 2: APPROVAL OF JANUARY 6, 2022 MINUTES

After the meeting was called to order, Chairman Waller asked for approval of the minutes from the January 6, 2022 meeting. Staff Planner read the minutes from that meeting. Then Danny Holmes made a motion to approve the minutes as presented. Jeff Herald seconded and the motion passed with a vote of all ayes.

ITEM 2: APPROVAL OF FEBRUARY 3, 2022 MINUTES

After the meeting was called to order, Chairman Waller asked for approval of the minutes from the February 3, 2022 meeting. Staff Planner read the minutes from that meeting. Then Robert Vinson made a motion to approve the minutes as presented. Greg Phillips seconded and the motion passed with a vote of all ayes.

ITEM 3: CONSIDERATION OF ZONING AMENDMENT REGARDING STREET LIGHT INSTALLATION

At the February 3, 2022 meeting, Mayor John Martin and Codes Enforcement Officer Bob Lane addressed the PC regarding street light installation for new residential developments. Both expressed concern about the current zoning ordinance not addressing street light installation. Mayor Martin stated the concern is that many new homes could be without street lights if it is not a requirement of the zoning ordinance. It was the consensus of the PC that the aforementioned issue should be addressed. After discussion, Staff Planner stated that he would present a formal zoning ordinance amendment at the next PC meeting which would state: *Whenever new street construction is required as a result of a proposed new development, a study must be conducted to determine the proper number of street lights to be installed. All costs associated with said study, as well as all costs associated with the street light installation shall be assumed by the developer.* At the March 3, 2022 meeting, Jeff Herald made a motion to recommend the aforementioned zoning amendment to the Board of Mayor and Alderman for approval. Robert Vinson seconded and the motion passed with a vote of all ayes.

ITEM 4: DISCUSSION REGARDING THE TRANSFERENCE OF OWNERSHIP OF CITY ALLEY WAYS

Mayor John Martin addressed the PC regarding the transference of ownership of alleys that are owned by the city. Mayor Martin stated that there are many alleys located within the corporate limits and that he had received several informal requests with regards to transferring ownership of city alley ways to the adjoining property owners. Mayor Martin stated that the Board of Mayor and Aldermen need to establish proper procedure for this request. Chairman Richard Waller stated that the term alley should be defined in the zoning ordinance. After discussion it was the consensus of the PC that if the ownership of an alley would be transferred, then all adjoining property owners should be notified and after the notification, bids would be accepted. If a bid, did not come from an adjoining property owner, then that bid would be disqualified. Also, all costs included in this process, including but not limited to surveys, would be at the expense of the winning bidder. Mayor John Martin made a motion to table discussion. Jeff Herald seconded and the motion passed with a vote of all ayes.

ITEM 4: OTHER BUSINESS AS NECESSARY

Donny Suits presented a preliminary site plan to the PC for review for the purpose of establishing sixty (60) multi-family units on Baxter Road. Several comments were made by the PC including that the water would be on a loop, the dead end streets would need to be eliminated and that there needs to be more space between the apartment buildings. Suits stated that he would make the aforementioned changes to the final site plan.

With no other business to discuss, Robert Vinson made a motion to adjourn. Danny Holmes seconded and the motion passed with a vote of all ayes. The next meeting of the Baxter Municipal Planning Commission will be held on April 7, 2022.

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