

October 21, 2024, Town of Sheridan Zoning Commission Meeting at Sheridan Senior Center (210 E. Crofoot)

Attendees: Jan Bowey, Charlie Rossiter, Ann Good, Anne Wentz, Tom Roberts, Mike Walter, and Patricia Wang

Guests: Bob Stump, Tammy Todd, Jennifer Meacham, and Dylan Pipinich (WGM)

- I. Call to order by Jan Bowey at 6:05pm
 - a. **Roll Call of Members:** There was a discussion about doing a roll call of members and the members don't believe they would need to do a roll call and would like it not to be on the agenda in the future.
- II. **Public Comment (Non-Agenda Items):** Jan Bowey asked for any comments for non-agenda items. There were no comments.
- III. **Introduction of Zoning Commission:**
 - a. **Overview of Commission's Purpose and Authority:** Dylan Pipinich discussed what the zoning commission is. They are an advisory board, which will make recommendations for zoning regulations to the Town Council. The zoning committee will hold two public hearings, and will submit two reports to the town council, a preliminary report and the final report. Dylan gave the recommendation of reading chapter two of the Zoning and Growth Plan book.
 - b. **Review of Montana Code Annotated (MCA):** An overview of the MCA was given by Dylan some of it included land use regulations that align with long-term growth policy, density, sub-division, commercial, etc. Once Sheridan has zoning in effect Madison County Planning board will review it and make sure the developer is within Sheridan's zoning requirements. Currently Sheridan uses the county planning board. Dylan went over the difference between Public Hearing and Commission Meeting. Public meetings need to be posted 48 hours prior and Public Hearings need to be published in the paper 15 days prior.
- IV. **Election of Officer:**
 - a. **Chair:** Jan motioned for Charlie Rossiter as Chairperson. The motion was seconded by Ann Good. Call for vote: Jan-yes, Patricia-Yes, Anne Wentz-yes, Charlie-no, Tom-yes, Ann Good-yes Mike-yes. Majority in favor of the motion. The motion carried.
 - b. **Vice Chair:** Mike motioned Tom Roberts as Vice Chairperson. The motion was seconded by Patricia. Call for vote: Tom-no, Ann-yes, Jan-yes, Charlie-yes, Mike-yes, Anne-yes, Patricia-yes. Majority in favor of motion. The motion carried.
 - c. **Secretary-** Discussion was opened for Jennifer Meacham as secretary. Jennifer accepted the secretary position. Jennifer was appointed by the Zoning Commission as secretary.
- V. **Review & Adoption of Bylaws:** Presentation of the proposed: Dylan proposed written bylaws to the commission. There was discussion on the bylaws. The changes to be made would be Article IV: Changing paragraph 1 to The Zoning Commission shall consist of seven members, one member of the council appointed by the council, four appointed by the mayor, one appointed by the council, and one appointed by the mayor after designation by the Madison County Commissioners. Article VI paragraph 2, change 24 hours to 48 hours. A suggestion was made to strike out the roll call, place public hearing at the beginning of the meeting right under call to order, add Ex-Partee communication, after the approval of minutes, add public comment on agenda items to be added to the agenda. There was discussion about issuing permits and having a staff member to enforce the permits. Zoning needs to be in line with the growth policy plan. Jan motioned to adopt the bylaws with the changes discussed.

The movie was seconded by Tom. The vote was passed unanimously. The motion carried.

- VI. **Establishment of Meeting Schedule:** Discussion concerning where and when to have meetings. Tom motioned to have meetings on the first Monday of the month at 6:30. Motion was seconded by Jan. The vote was passed unanimously. The motion carried.

VII. **Zoning Ordinance Project:**

- a. **Project scope of work.** Some educational workshops on what zoning is for residents to have time to come discuss what they would like and then have a public meeting.
- b. **Next Steps and Timeline:** First education workshop will be before Thanksgiving. Ann moves to make the first education workshop on Thursday November 14th 10:30 to 2:30pm and the meeting at 6:30PM at the Senior Center. The motion was seconded by Tom. The vote was passed unanimously. The motion carried.

- VIII. **Adjournment.** The meeting was adjourned by Charlie at 7:38PM.

Next meeting: December 2, 2024, at 6:30PM at the Senior Center

Respectfully Submitted By:

Jennifer Meacham