

MINUTES
WALTON PLAN COMMISSION
Monday April 6, 2015

President Mac Martin called the meeting to order at 6:00 PM in the Walton Town Hall, 100 S. Depot.

ROLL CALL:

Members present: Richard Case, Rick Lee, Mac Martin, Vincent Beeson, Mike Robison and Patti Raderstorf.

Member absent: Steve Williams and two members to be appointed.

Staff present: Arin Shaver

Public in attendance: None.

ACTION ON MINUTES:

Minutes of March 2, 2015 were presented. Rick Lee made a motion to approve the minutes as presented. Dick Case seconded the motion and all were in favor.

PUBLIC HEARING:

None.

REPORTS:

Improvement Location Permits: No permits were issued for the first quarter.

OLD BUSINESS:

Citation Ordinance:

Arin Shaver stated that the Citation Ordinance was sent on to Walton Attorney, Jim Knight .Mrs. Shaver explained the process to be:

- A letter is sent to someone in violation of the zoning ordinance explaining what needs to be done to be in compliance
- If no response or improvement, a citation (ticket) can be issued
- Payment will be made to the Town Clerk
- If the fine is not paid, the property owner can be taken to small claims court, or sued
- If the property is cleaned up, the citation can be removed
- The citation ordinance can be used for other town ordinances that violations may occur

Mrs. Shaver explained that this ordinance gives the Town an opportunity to get properties cleaned up because a letter may not get a response from a property owner but a fine usually does.

Patti Raderstorf motioned to send a favorable recommendation to the Town Council, motion was seconded and all were in favor.

Fees Schedule:

Mrs. Shaver sited the additional changes to the fees schedule to be:

- Including decks for additions to structures
- Exterior Changes for commercial and residential

Mrs. Shaver asked for comments or questions. A discussion followed and the addition of stating a fee is required for exterior changes over \$1000. Mrs. Shaver stated that these changes will be sent to the attorney.

Contractor's Registration:

Mrs. Shaver explained that Walton could be included in the county contractor's registration. Mrs. Shaver stated that the software used for permits will not allow for the separation of Walton and County registrations. Mrs. Shaver explained that contractor's renew their registration each year because the

proof of insurance can then be confirmed. Mrs. Shaver explained the other option is that contractors could be registered here at the Town Hall and no fee charged. Mr. Case motioned that contractor's register here in Walton; a fee is not required; and proof of insurance needs to be updated before a permit is issued. Rick Lee seconded the motion and all were in favor. Mrs. Shaver stated that she will send the changes on to Jim Knight, Walton Attorney. Mr. Lee motioned to send the fee schedule with the suggested changes to Jim Knight and then to the Town Council with a favorable recommendation. Mr. Case seconded the motion and all were in favor.

NEW BUSINESS:

None

There was no further business to be brought before the Board; the meeting was adjourned at 6:42pm April 6, 2015.

Mar H. Martin Pres
WPC Official

Patricia J. J. J. Sec
WPC Official

Peggy Dillon
Peggy Dillon, Recording Secretary