

**Minutes**  
**Ashton Planning and Zoning Commission**

May 21, 2014  
7:00 pm

**Attendees:** Commission Members: Chairman Bonnie Burlage, Administrator Susan Baker, Ron Dixon, Doug Ervin, and Jan Warnke. Also present at the meeting was Victoria Lowe.

**Chairman Burlage** called the meeting to order at 7:00 pm

**Minutes** from April 15, 2014 were approved as presented.

**Unfinished Business:**

Administrator Baker presented findings from the Planning & Zoning commission to the City Council on the International Building Code. It was approved by the City Council.

**New Business:**

**Ashton City Park improvements**– Victoria Lowe is with a group that would like to install a skate park and walking path in the park and came with questions regarding space and setbacks. She had spoken with Deputy Clerk Warnke about having to be back fifty-five feet from the center of the street for the project and was wondering if that included sidewalks and paths. Administrator Baker and Deputy Clerk Warnke told her that sidewalks and paths can be at the edge of the property which is forty feet from the center of the street. Deputy Clerk Warnke also stated that the city does not know for sure where the property line is. Mrs. Lowe asked if the walking path could be right next to the tennis court and if there was any rule on how far north into the park they could go with their project. She was told that the path could be next to the tennis court and that there was not a rule in the code that the commission was aware of as to address how far north into the park they could go with their project. Mrs. Lowe next asked what the time line was for getting a permit. Administrator Baker explained that she & the building inspector look at the plans as soon as possible. If there is no problems with the plans or the setback then it should not take long. Deputy Clerk Warnke mentioned that the alley to the south of the tennis court has been vacated. This means that the city only owns ten feet of that property now instead of the twenty feet. Chairman Burlage asked how big the proposed skate park is. Mrs. Lowe stated that she thought it would be about eleven thousand square feet. Ms. Burlage explained according to the code they would need one parking space for every one thousand square feet of the project. That would be eleven parking spaces. Ms. Burlage also mentioned that the code also requires an area for loading and unloading of passengers with a one way through driving path. Ms. Burlage asked what kind of drainage they had. Mrs. Lowe stated that would be something they would have to work out with their engineer. Ms. Burlage stated they had to make sure that it could not cause any erosion in the park. Mrs. Lowe did not have any more questions. Ms. Burlage thanked Mrs. Lowe for coming.

**Administrator Baker Report** - Administrator Baker gave her report from April 15<sup>th</sup> through May 15<sup>th</sup>.

**NEXT MEETING:** Tuesday, June 17, 2014 at 7:00 pm.

Minutes respectfully submitted by Jan Warnke

Attest:

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Jan Warnke  
P & Z Secretary

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Bonnie Burlage  
Chairman