

**Beaver County  
Planning & Zoning Commission  
January 19, 2021  
6:30p.m.**

**Minutes**

Attendance: Drew Coombs- Chairman, Karianne Jarvis, Bryan Graham, Brandon Yardley, Brady Bradshaw, Jared Gillins representing the Zoning Department, Von Christiansen as Attorney and Kyle Blackner as Zoning Administrator. Kolby Blackner and Don Noyes were not in attendance.

Visitors: None

Called to Order at 6:34 p.m.

A prayer was offered by Brandon Yardley and the Pledge of Allegiance was led by Brady Bradshaw.

Chairman, Drew Coombs, welcomed reappointed board members Brandon Yardley and Bryan Graham. He asked for nominations for a new committee chairman. Brady Bradshaw made the motion to nominate Drew Coombs as the chairman. Karianne Jarvis seconded the motion. Bryan Graham and Brandon Yardley voted for, thus the motion passed unanimously. Drew Coombs accepted the nomination.

Chairman, Drew Coombs asked for nominations for an acting chairman, to conduct the meeting when he is not able to attend. Bryan Graham made the motion to nominate Kolby Blackner as the acting chairman. Karianne Jarvis seconded the motion. Brandon Yardley and Brady Bradshaw voted for, thus the motion passed unanimously. Kolby Blackner accepted the nomination, prior to the meeting, should he be nominated.

**MINUTES:**

Minutes from the November 17, 2020 meeting were reviewed. Bryan Graham made a motion to approve the minutes. Brady Bradshaw seconded the motion. Karianne Jarvis and Brandon Yardley voted for, thus the motion passed unanimously.

Zoning Administrator, Kyle Blackner, reminded board members that our agenda has been amended and the previous listed CUP application was removed and will be resubmitted with a change of location. Applicant, Paul Davis, asked Mr. Blackner if the board would be willing to hold a special (extra) meeting to accommodate his desired timeline. After a brief discussion, board members didn't feel a need to hold a special meeting and will review his amended application at the regularly scheduled February Meeting.

**WORK MEETING:**

County Attorney, Von Christiansen, presented an interactive training on conflict of interest for board members and staff. We also reviewed the three branches of government and how they pertain to our roles as members of the Planning & Zoning Board.

Next, Mr. Blackner took some time to discuss the need for Accessory Dwelling Units to meet the needs of moderate-income housing and showed examples of ADUs including attached, detached and conversions. He stated that we need to include definitions for both Accessory Dwelling Units and Secondary Dwellings, to clarify the definition of square footage, footprint and locations of such. It was decided that we will discuss this, in-depth, at a future meeting.

Finally, in-house Simple Division approval was discussed. Mr. Blackner said we will put this item on the next agenda and review the applications for Simple and Minor Lot Subdivisions at that time.

Before adjourning, Mr. Blackner gave a brief update on the in-house nightly rental CUP application received in 2020 and others that will be submitted in the coming months. He explained, in greater detail, the reason behind the life safety inspection and what portions of the dwellings would be included in those inspections.

Brandon Yardley made a motion to adjourn. Karianne Jarvis seconded the motion. Bryan Graham and Brady Bradshaw voted for, thus the motion passed unanimously.

The meeting concluded at 8:00 p.m.

Minutes approved on \_\_\_\_\_.

\_\_\_\_\_  
Drew Coombs- Chairman