

**PLANNING AND ZONING COMMISSION
MINUTES
July 13, 2026**

MEMBERS AND TOWN OFFICIALS PRESENT

Present were Chairperson Janet Rochester, Commission Members: Marion Chance, Bob Jensen, John P. Griffin Jr., Others in attendance were Town Planner, Sarah Franklin, and Kyle Ambrose, Town Administrator.

1. Call to Order

Chairperson Janet Rochester called the meeting to order at 6:00 p.m.

2. Approval of Minutes

Commission member JP Griffin Jr. made a motion to accept the June 8, 2026, minutes. Commission member Bob Jense seconded the motion. Motion passed 4-0.

3. Current Business: Accessory Dwelling Units

- Town Planner, Sarah Franklin, reviewed the parking study data and documents with the Planning Commission.
- Chairperson Janet Rochester made a motion to recommend the ADU legislation changes to the Town Commissioners. Commission member Bob Jensen seconded the motion. Motion passed 4-0.
- The Planning Commission reviewed the swimming pool fence regulations from the National Swimming Pool and Spa Code. Bob Jensen made a motion to forward the legislation to the Town Commissioners. Commission Member Marion Chance seconded the motion. Motion passed 4-0.

4. Unfinished Business:

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7. Adjournment: Commission Member JP Griffin Jr made a motion to adjourn the meeting. Commission Member Marion Chance seconded the motion. The motion passed 4-0 at 6:55 pm.

Next Planning Commission Meeting will be Monday, Oct 26th, 2026, at 6:00 pm.