

Agenda  
**Clay County Planning & Zoning Commission**  
Thursday, June 21, 2007; 5:30 p.m.  
Clay County Commission Chambers

1. Call to Order  
Pam Ward, County Administrator called the meeting to order at 5:30 p.m.
2. Swearing in of members – Judge of Probate – Lisa Shivers swore in each of the Planning & Zoning Members
3. Election of Officers  
After a brief introduction of each of the members, the floor was opened for nominations.
  - a. Chairman – Ann Deeds nominated Anne Lynn at Chair. Motion was seconded and carried.  
Chair Anne Lynn opened the floor for nominations for Vice Chairman.
  - b. Vice Chairman – Bill Gleaton nominated Phillip Wills as vice Chairman. Motion was seconded and carried.
  - c. Secretary – After discussion from the commission, the decision was made to use county staff for secretarial services.
4. Selection of regular meeting date:  
After discussion, the commission set the following dates for the upcoming meetings:  
Second Tuesday of Each Month at 5:00 p.m.  
July 10, August 14 and September 11, 2007  
The meeting schedule will be reviewed in September and it will be decided at that time if the schedule needs to be amended or adopted permanently. Meetings will be held at the County Commission Chambers.
5. Review/Adoption of By-Laws – postponed to next meeting
6. Review of status pending zoning – Pam Ward reviewed the current applications and the status of each.
7. Review Hearing Dates/Procedures – Pam Ward reviewed the advertising and hearing schedule and explained how it was set up according to state statute. The Commission will maintain the current schedule with no changes.
8. Training – Pam Ward reviewed the required training courses for Planning & Zoning. Classes are available in July and October. Pam will send the agenda and schedule to the commission. They are to contact her and advise which class they will be attending.
9. New Business
  - a. Staggered Terms – postponed to next meeting
10. Adjourn – the meeting was adjourned at 6:40 p.m.

Respectfully Submitted:

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Pam Ward – Recording Secretary

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Chairman – Anne Lynn

Next Meeting: Tuesday, July 10, 2007 at 5:00 p.m. at the Clay County Commission Chambers

