

# **THE RAVENNA CITY PLANNING AND ZONING COMMISSION FOR THE PURPOSE OF REGULAR MEETING**

<b>DATE OF MEETING</b>	<b>September 9, 2025</b>
<b>TIME OF MEETING:</b>	<b>7:00 PM</b>
<b>LOCATION OF MEETING:</b>	<b>Ravenna City Hall 103 N. Main St.</b>
<b>TYPE OF MEETING:</b>	<b>Regular Planning and Zoning Meeting Agenda</b>

Transcribed on September 11, 2025

## **1. Call to Order.**

Mark Owens

Claude Lewis

Christie New is not present

Quorum is established

## **2. Public Comments:**

Danny Sparks has question for an RV park. Explained where he wanted to put in an RV park for 10 to 20 units for people to live there. It will not be for weekend stays it will be for month to month.

(Danny) The whole RV park will be privacy fenced in; pretty much a gated community; each one will be secured so that if they have a little animal, it can be secured;

(Claude) There is an Ordinance on that. Ordinances 19 and 37 are the two ordinances that regulate that endeavor if you want to look at those. This would be something for the city council if you want to present that to them.

(Mark) Keep in mind that if it is not in the city limits you will have to deal with the county.

(Claude) Even if it is not in the City Limits you will have to deal with the ETJ.

(Danny) So, the septics will to be 160 ft from the fence and then on that side of the fence at the back of the 300 is where I would put the tank for the 20 units. It would actually be the city. The sprinkler system, because it would have to be aerobics because I don't think they would allow any thing else. It depends on the location and the property you are on. The sprinkler system would be in the county, but the rest of it would be in the city.

(Claude) Have you talked to the county at all?

No, I came to you. If I can't get it through the city, which would bring more revenue for the city, it would be all in the county except the entry. It is going to be on the same partial.

(Claude) You probably need to look at the County's they have a whole thing on RV Parks. It is very detailed.

(Mark) I see where you are going, I get it.

(Danny) I'm trying to bring in revenue, because my taxes are going to skyrocket when I go there and then on top of that, financials for me. I'm trying to retire early.

(Claude) That would be something for the City Council Meeting.

(Danny) I was told that I needed to come to a Planning and Zoning meeting.

(Claude) I would definitely check on those ordinances and check on the county. (Claude) We have Ordinances, but we have not set aside a zone just for that. (Mark) We would fall under those

two city ordinances. You can look it up on the City's website. Would you state your name again?  
Danny Sparks.

(Claude) The county does supersede us on some of it if it is in the city limits.

(Mark) Do you have an email address?

[Danielsparks86@gmail.com](mailto:Danielsparks86@gmail.com)

(Mark) I will talk to Pat on Thursday and have her email you these two Ordinance's.

(Claude) It is on the website. The problem is in the Ordinances with residing. Apparently, there is an ordinance that you cannot use it as a residence. We had a couple now where people were building houses, but they had to get a variance to live in an RV while they were building. You can do that, but you still have to follow the county septic whoever that is. So, for inside the city the ordinance currently says you can't reside in it. One of the other ordinances refers to RV Parks or manufactured houses or a trailer park. I don't have that memorized.

(Danny) It's going to be all gated, because I don't want to have issues of people coming up and steal things. They are going to each have their own individual meters and all that. Electric and water.

(Claude) With water you will have to get with Ravenna-Nunnelee on water. The last time I checked they did not have many available water meters left.

(Danny) They pulled my meter because I have a well and I don't need water service. They put it on hold.

(Claude) They still have to account for that connection. But, depending on how many you are going to put in they will have to verify if there is enough water to supply that many. Each of those would basically be a house.

### **3. Consent Agenda:**

All matters listed under item 3, Consent Agenda are considered routine by the Planning & Zoning Commission and will be enacted by one motion. There will not be a separate discussion of these items. Approval of the Consent Agenda authorizes the Chairman to execute all matters necessary to implement each item. Any item may be removed from the Consent Agenda for separate discussion and consideration by any member of the Planning & Zoning Commission.

A. Consideration and possible action to approve meeting minutes for the Regular Meeting held on August 12, 2025-Pat Patterson, City Secretary

(Claude) I make a motion that we approve the Consent Agenda for the meeting held on August 12, 2025.

(Mark) I second it. Passes with unanimous agreement at 7:15 PM

**4. Discuss and finalize our recommendations to adopt city zoning as outlined and recommended by P&Z including, but not limited to recommendations for sexually oriented business application and placement within the commercial use district.**

(Mark) it is not completely ready. The application is not completely ready I intend to have it ready for the City Council Meeting so that I can pass this to the city council. So that they can look at it and pass it over to the city attorney.

As far as placement in the commercial use district.

(Claude) We changed it to the whole district.

(Mark) I guess if someone wanted to put it somewhere else, we would have to have a meeting and look at that. Because part of the application process says: "Applications must be turned in to

this office by person via certified mail; go to the county tax accessor office to verify taxes, fees, fines owed to the city of Ravenna. Also go to county appraisal office to check for any tax due. You must pay a nonrefundable fee of \$150 for zoning verification, and \$2500 for survey fees to ensure that the proposed SOB section will be in compliance and restriction set forth by City Ordinance.” That City Ordinance will come on the heels of this.

I’m going to finish typing that application and get it to the city. It is basically the same as what we have looked at with very few changes. Then get it to the city attorney and he can review.

(Claude) I make a recommendation to present this to the City Council.

(Mark) I second the recommendation. Passes by all at 7:19 PM

5. Decide on quarterly meeting dates going forward unless otherwise requested by the City Commission and/or the City Secretary.

(Claude) I am fine with that. We are going to meet quarterly so when will this start?

Why don’t we do the first month of the quarter which would be October.

It would be the second Tuesday at 7:00 PM on the first month of each quarter.

(Mark) So, in October that would be 14<sup>th</sup>.

(Claude) I make a motion that we meet on the second Tuesday of each month of each quarter for the upcoming year beginning in October of 2025.

(Mark) I second the motion. Passes unanimously at 7:22 PM

## **6. Adjournment**

(Mark) I make a motion that we adjourn this meeting.

(Claude) I second the motion. Passes unanimously at 7:23 PM