



MINUTES
PLANNING AND ZONING COMMISSION
Diamondhead, Mississippi
Diamondhead City Hall Council Chambers
December 18, 2013
2:00 p.m.

1. **Meeting was called to order** by Chairman, Norm Parker at 2:00 p.m.
2. **Statement of Purpose** was read by Chairman, Norm Parker.
3. **Pledge of Allegiance** was recited.
4. **Roll Call** – The following Commissioners were present: Chuck Garrison, Nita Hensley, and Norm Parker, along with newly appointed Commissioners E.J.Bice, David Malley, and Mark Miller. Commissioner Roger Smith was absent. Also in attendance were City Manager, Richard Rose; City Attorneys Sean Tindell and Tricia Tisdale; and Building Official, Ron Jones.
5. **Minutes** of the November 20, 2013 meeting **were approved** with the following correction requested by Commissioner Garrison: Minutes of the September 25, 2013 meeting were approved as presented at the November 20, 2013 meeting.
6. **Confirmation or Adjustments to Agenda** – None presented.
7. **Unfinished Business** – Subdivision regulations were discussed. Commissioners were advised by counsel to basically disregard the current version, since they are in the process of revising a substantial portion of the document, which will be presented to the Commission at a later date.
8. **New Business** – Mr. Rose stated that due to the resignation of Charlene Black, Ron Jones would be acting as Zoning Administrator on a temporary basis.

Counsel advised the Commissioners to finalize the By-Laws for the Planning & Zoning Commission, which have been revised and are pending final review. It was decided to have discussion on this at the next scheduled meeting in January. Suggestion was made by Mr. Jones to specify exactly how many votes are required for an item to pass and also to better clarify what constitutes a quorum.
9. **Meeting dates and application deadlines for 2014** were briefly discussed, with the conclusion that regular meetings will likely be changed to a later time of day. Counsel stated that they would draw up a calendar for 2014 and bring it to the January Commission meeting. The new calendar will also include the deadline for a final agenda, which will be one week prior to the meeting.
10. **Open Public Comments** - None presented.
11. **Commissioners' Comments** – None presented.

12. Communications / Announcements – Next scheduled meeting will be Wednesday, January 29, 2014 at 2:00 p.m., Diamondhead City Hall Council Chambers.

13. Adjourn or Recess – Meeting was adjourned at 2:45 p.m. with motion from Commissioner Miller and second from Commissioner Bice.

Respectfully Submitted,

Nita Hensley, Commissioner
Planning & Zoning
City of Diamondhead, MS



Norman Parker, Chairman
Planning & Zoning
City of Diamondhead, MS