



Planning & Zoning Commission Meeting Minutes
October 13th, 2022 at 6:00pm
City Hall

Chairman Neal called the regular meeting of the Planning & Zoning Commission to order at 6:04pm.

Members Present:

- Secretary Evans
- Commissioner Kurtz
- Commissioner Rice
- Chairman Neal
- Mayor Warwick

Others Present:

- Lacy Hamby, Planning & Zoning
- Stephen Rose, Code Compliance Official
- Donald Brown, City Attorney
- Dan Wohnoutka

Approval of Agenda: After reviewing the agenda, Commissioner Kurtz made a motion to approve the agenda. Mayor Warwick seconded. The agenda was approved.

Approval of Meeting Minutes: After reviewing the minutes from the meetings on August 18, 2022, September 1, 2022 and September 8, 2022, Secretary Evans made a motion to approve as presented. Commissioner Rice seconded the motion. The August and September minutes were approved.

New Business:

- **Public Hearing SNC-22-01 – Street Name Change Application 127th Road:** At 6:06pm, Chairman Neal called the public hearing to order. Lacy Hamby approached the Commission. Staff had been in discussions with Polk County 911 regarding this area. The city had a surveyor review the annexation records. Majority of 127th Road was annexed inside the city limits. Staff was requesting to change from a county road to a city street name. Purposed new street name was Elgin Avenue. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:07pm.
- **Discussion & Recommendation – SNC-22-01:** Chairman Neal opened the discussion by the Board. Commissioners agreed this street name change would be beneficial to the city. Commissioner Kurtz made a motion to recommend approval to the Board of Aldermen for SNC-22-01. Commissioner Rice seconded. The motion passed.

- **Discussion – Street Name Oakland Ave:** Chairman Neal opened the discussion by the Board. There is no application at this time. Alderman Dan Wohnoutka brought this street name change discussion to the Commission. Dan had concerns about the naming of this extension. The street had been accepted by the city years ago and assigned as Oakland Ave. Until recently, there were no houses abutting this street and it was blocked off. Commissioners agreed that since it wasn't a connecting street, it could lead to confusion. The commissioners recommended a staff-initiated request to change the name.
- **Preliminary Plat Extension – Elite Estates:** The developer requested an extension on the preliminary plat for Elite Estates. There had been no changes to the regulations. Commissioner Kurtz made a motion to approve the extension of the preliminary plat. Mayor Warwick seconded the motion. The motion passed.

Old Business:

- **Discussion – Utility Trailer Parking:** Chairman Neal opened the discussion by the Board. Utility trailers have been discussed at the August and September meetings. Staff had brought back draft language for the Commission to review. Commissioners discussed adding definitions to help with enforcement of the regulation. The Commission made a recommendation to bring back draft definitions for further discussion.
- **Discussion – “MHD” Manufactured Home Development District:** Chairman Neal opened the discussion by the Board. Commissioners furthered their discussion and consideration on how to foster a sense of community within these developments. They considered how to do this without imposing a hardship on the developer. Commissioner Kurtz made a motion to recommended requiring a six-foot privacy fence, fifteen percent greenspace, no required community buildings, and lighting per city standards. Mayor Warwick second the motion. The motion passed.

Community Development Update: Stephen Rose approached the Commission. Staff will be providing a draft of the stormwater ordinance for review. Public hearing for the adoption will be held at the upcoming regular meeting on November 10th.

There were no citizen comments.

Mayor Warwick made a motion to adjourn the meeting. Secretary Evans seconded the motion. Chairman Neal adjourned the meeting at 7:07pm.