

Minutes of the Planning and Zoning Commission Meeting held June 28, 2023 at 5:00pm.

Present Don Harland, Daniel Mullanack, Steve Thornton, and Eric Dibbern. Linda Mullanack was excused. Also present, Tanna Leonard, City Clerk.

Motion by Harland and seconded by Dibbern to motion to appoint Steve Thornton as chair, in the absence of Linda Mullanack. Motion carried with all votes in favor.

Mr. Thornton called the meeting to order at 5:01pm

### **Kautz Request for parcel subdivision**

Leonard introduced the request for a parcel subdivision at Kautz Farm. The parcel division would remove the storage area that is utilized for business purposes and keep the buildings used as agriculture on the same parcel. The simple subdivision does not require special approval from the Planning and Zoning board. However, the request for zoning change does require a deposit and application.

The committee had a discussion and asked questions to Kautz representative, Angie Gadzik. William McCullough provided answers and participated in discussion. William advised on the rezoning of the property to "A" Country Homes and then requesting for a variance for a Special Use Permit for the business portion.

The Board also identified that the preliminary plat did not show building zoning setbacks are properly met and that the parcel had no ingress/egress identified.

Kautz would work with their engineer to correct that final plat and make the request to the Clerk for rezoning and a variance.

Motion by Thornton to move forward with the zoning when the application is submitted by the property owner and carried with all votes in favor.

### **Comprehensive Plan**

The clerk asked if any of the members were familiar or aware of the city having a comprehensive plan. Most of the members were new to the board and Thornton thought that it was discussed with the previous clerk but it ruffled feathers at the mention of changing some zoning for properties. Mayor Rodriguez asked the purpose of making a plan. Leonard explained that the plan itself takes into account zoning and looks at long term goals including utilities, commercial use, and residential zoning.

The clerk explained that she reached out to Bi-State for costs to work on a comprehensive plan but that she had not returned that information. The board was interested in learning more about a comprehensive plan and planning and zoning education.

Motion by Harland and Seconded by Dibbern to adjourn the meeting at 5:39 pm

Minutes respectively submitted by Tanna Leonard, City Clerk.