

# ORIGINAL



## PLANNING & ZONING MEETING Minutes of May 4, 2021

Chairperson Nick Reitman opened the regular meeting at 7:00 p.m. on the above date, with the Pledge of Allegiance and the following members answering roll call:

Present: Nick Reitman, Chair                      Sonny Markus                      Randy Nehus  
                 Michele Nelson                      Derek Moore                      Sam Ruebusch

Also Present: Stephanie Tarter, Administrative Clerk                      Carol Hofstetter, Zoning Administrator  
                 Keith Hammann, Fire Marshall

### **APPROVAL OF MINUTES – April 6, 2021**

**MOTION:** Derek Moore made a motion to approve the minutes of April 6, 2021, seconded by Sonny Markus. All in favor, the motion passed 6-0-0.

### **VISITORS AND GUESTS – None**

### **NEW BUSINESS – None**

### **UNFINISHED BUSINESS**

**Comprehensive Plan Draft:** Ms. Moeller went over the draft of the Comprehensive Plan stating she tried to keep it as short as possible, there are still some adjustments to be made and graphics to be added. This document should fulfill state requirements but they can also do an executive summary if they choose.

Ms. Moeller spent a few moments reviewing each of the sections pointing out some highlights as she went along. The Goals and Objectives section has not changed since the beginning. The existing land use map will be added after some edits to certain areas. She has an expanded Future Land Use map to add as well that shows the extended area around 536. The area where the 536 expansion could cross was left as residential because by the time the project is started the city will likely have another Comprehensive Plan review. She added a paragraph on pg. 22 to address the concerns raised from the survey but to also let residents now the city cannot halt all development. Each of the zoning categories are explained and a lot of the language is from the existing plan.

They spent a few minutes reviewing the Implementation strategy and the rankings she received from the board and council. She explained the strategies fell into one of 4 areas, continuous effort, short-term critical, short-term immediate, or long-term. As the city addresses the short-term critical other strategies could be taken care of at the same time or priorities could shift. She explained, Land Use Plan, Transportation Plan and Community Facilities Plan are all required aspects of the Comprehensive Plan, and instead of having separate chapter headings, the table on page 28 fulfills the requirements.

The board liked the compact and streamlined nature of the draft, which is what they wanted to accomplish. The board also liked the idea of having a one-page executive summary to be handed out if it's ever requested. Ms. Moeller mentioned the city could have a website version of the plan if they wanted to go that route. After some discussion the pdf version would be sufficient for their needs. Ms. Moeller will post the draft to the website and email it out to those residents who requested to be kept informed.

Ms. Moeller will make the format adjustments, add the maps and graphics and present to council if they would like and then next step is bringing it forward for adoption. There was a question about including hyperlinks to the most recent data, while that is possible sometimes those links become inactive as new data is released.

**INTERNAL BUSINESS**

**Treasurer Report:** Randy Nehus presented the Treasurer's Report for May 4, 2021.

<b>Beginning Balance</b>	<b>\$10,926.53</b>	
Receipts		
Expenses	- 702.00	CT Consultants Inv. #210283-2
	-1,053.00	Ziegler & Schneider Inv. #244
<b>Ending Balance</b>	<b>\$9,171.53</b>	

**MOTION:** Sonny Markus made a motion to accept the Treasurer's Report dated April 20, 2021 with the amendment to change the date to May 4, 2021, seconded by Michele Nelson. All in favor, the motion passed 6-0-0.

**MOTION:** Derek Moore made a motion to pay invoices as presented, seconded by Sonny Markus. All in favor, the motion passed 6-0-0.

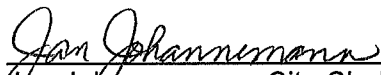
**Correspondence:** Ms. Hofstetter reminded the board of the HB55 training on Saturday, May 8<sup>th</sup> in the Calvin A. Perry Community Center at 8:00am.

**Other Items:** Mr. Reitman asked all of the board members to fill out the Authorization for Preferred Delivery Method for Notice of Meetings for the Clerk's office.

**ADJOURNMENT**

**MOTION:** Derek Moore made a motion to adjourn, seconded by Michele Nelson. All in favor, the motion passed 6-0-0. Meeting adjourned at 7:26 p.m.

Attested to and submitted by:

  
\_\_\_\_\_  
Jan Johannemann, City Clerk

  
\_\_\_\_\_  
Nick Reitman, Chair

Dated 5/19/2021

Dated 5/18/2021