1. **Call to Order**
Commission Chair Dave Higgins called the meeting to order at 6:00 p.m.

2. **Roll Call**
Roll call was taken and a quorum was declared.

   Present: Commission Chair Dave Higgins, Commission Member Jeff Kromrie, Commission Member Brian Clayton, Commission Member Karen Hudson, Commission Member Laura Wood, Commission Member Roy McCleary

   Absent: Commission Member Tamara Russell

   City Officials
   Present: City Administrator Mark Arentsen, City Clerk Shelby Hagan

3. **Perfecting and Approval of the Agendas**
   Moved by McCleary, seconded by Wood, to approve September 8, 2016 and September 22, 2016 agenda. Vote on Motion 6-0. Motion declared carried unanimously.

4. **Approval of the Commission Minutes**
   Moved by McCleary, seconded by Kromrie, to approve August 25, 2016 and September 8, 2016 minutes. Vote on Motion 6-0. Motion declared carried unanimously. Commission Member Hudson arrived at 6:01 p.m.

5. **Guests requesting to address the Commission** – None.

6. **RESOLUTION NO. PZ-16-32** – Resolution approving the Site Plan Revision for Arbor Ridge Villas Plat 2
   Moved by McCleary, seconded by Clayton, to amend RESOLUTION PZ-16-32 adding that the Site Plan Revision must meet the hard surface requirements. Roll Call: Ayes: Kromrie, Hudson, Higgins, Wood, Clayton, McCleary. Nays: None. Absent: Russell. Motion Carried 6-0.

7. **RESOLUTION NO. PZ-16-33** – Resolution approving the Site Plan for 85 Paine Street, Southeast

8. **RESOLUTION NO. PZ-16-34** – Resolution approving the Site Plan for 1200 Prairie Drive, Southwest
   Moved by Kromrie, seconded by Hudson, to approve RESOLUTION PZ-16-34. Roll Call: Ayes: Kromrie, Hudson, Higgins, Wood, Clayton, McCleary. Nays: None. Absent: Russell. Motion Carried 6-0.
9. **RESOLUTION NO. PZ-16-35** – Resolution approving the Plat of Survey for Hawthorne Crossing Lot 1


10. **RESOLUTION NO. PZ-16-36** – Resolution approving the Final Plat for Payton Ridge Plat 2


Mike Kossack presented the Commission with a letter from his attorney. The Mayor requested the Council address this request as well. This will be discussed at the October 3 City Council meeting.

11. Reports and Comments
   a. Commission Member Comments
      Commission Member Clayton – None.
      Commission Member Kromrie – None.
      Commission Member Hudson – None.
      Commission Member Wood – None.
      Commission Member McCleary – None.
   b. Commission Chair Comments – None.
   c. City Administrator Comments – Site Plan for High School addition next meeting.

12. Adjournment
Moved by McCleary, seconded by Hudson, to adjourn the meeting at 6:41 p.m. Vote on Motion 6-0. Motion declared carried unanimously.

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<tr>
<th>Commission Chair, David Higgins</th>
<th>City Clerk, Shelby Hagan</th>
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