1. **Call to Order**

Commission Chair Dave Higgins called the meeting to order at 6:01 p.m.

2. **Roll Call**

Roll call was taken and a quorum was declared.

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

Absent: Commission Member Roy McCleary,

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

3. **Perfecting and Approval of the Agenda**

Moved by Russell, seconded by Hudson, to approve the agenda. Vote on Motion 6-0. Motion declared carried unanimously.

4. **Approval of the Commission Minutes**

Moved by Russell, seconded by Wood, to approve April 28, 2016 Commission Minutes. Vote on Motion 6-0. Motion declared carried unanimously.

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

6. **RESOLUTION PZ-16-18** - Resolution approving the Site Plan for C&R Discount

Randy Schlenker, C&R Discount, submitted a Site Plan to build an addition onto his existing building at 906 Prairie Drive, Southwest. The addition will help eliminate the trailers Schlenker is using for storage. The addition will be steel with a brick bottom to be in compliance with the City Code.


7. **RESOLUTION PZ-16-19** - Resolution approving the Site Plan for Tropical Sno

Hansen Vermie, Tropical Sno, requested permission to set up his Hawaiian Shaved Ice business on City property on the empty lot at the corner of First Street, Southwest and Main Street,
Southeast. The business is seasonal. Vermie will pay the City $100/month for rent and approximately $33/month for electricity. The Commission set a sunset date of October 1, 2016 for Vermie to vacate the property.

Moved by Hudson, seconded by Russell, to amend and approve RESOLUTION PZ-16-19 setting a sunset date of October 01, 2016 and instructing the City Administrator to determine utility costs. Roll Call: Kromrie, Hudson, Higgins, Russell, Wood, Clayton. Nays: None. Absent: McCleary. Motion Carried 6-0.

8. Reports and Comments

   a. Commission Member Comments

   Commission Member Kromrie – Questioned status of Mobile Mini and Personal Leasing. Also commented on a nuisance property.

   Commission Member Hudson - None.

   Commission Member Russell - None.

   Commission Member Wood - None.

   Commission Member Clayton– Surveyor flags by old lumberyard, dead end sign on Lincoln and suggested a Stop sign on Lincoln to slow down traffic.

   b. Commission Chair Comments – Suggests Commission revisit the Architectural Standards.

   c. City Administrator Comments – Received Bondurant Auto Body's Site Plan today.

9. Adjournment

Moved by Hudson, seconded by Russell, to adjourn the meeting at 7:07p.m. Vote on Motion 6-0. Motion declared carried unanimously.

_______________________________  ______________________________________
Commission Chair, David Higgins  City Clerk, Shelby Hagan