1. Call to Order

Commission Chair Cuellar called the meeting to order at 6:00 p.m.

2. Roll Call

Roll call was taken and a quorum was declared.

Present: Commission Member Brian Clayton, Commission Member Karen Keeran, Commission Member Joe Phearman, Commission Member Kristin Brostrom, Commission Member Torey Cuellar, Commission Member Angela McKenzie, Commission Member Andy Mains

City Officials
Present: City Administrator Marketa Oliver, City Clerk Shelby Hagan, Council Member Doug Elrod, City Engineer Bob Veenstra

3. Perfecting and Approval of the Agenda

Motion by Clayton, seconded by Brostrom, to approve the agenda. Vote on Motion 7-0. Motion declared carried unanimously.

4. Approval of the Commission Minutes – August 22 2019

Motion by McKenzie, seconded by Mains, to approve the August 22, 2019 minutes. Vote on Motion 7-0. Motion declared carried unanimously.

5. Guests requesting to address the Commission – None.

6. RESOLUTION NO. PZ-190912-22 – Resolution regarding the Site Plan for Roadside Machinery & Supplies Co.

Korey Marsh, Snyder & Associates, explained the site plan to the Commission. Items discussed drainage, street easements, building in an outlot, architectural paneling, screening, etc. The Commission agreed to move forward with the following conditions for recommendation for the Board of Adjustment including the conditions listed from Veenstra & Kimm, Inc.:

1. Color deviation between the office and garage doors on the southwest side of the building.
2. Chainlink fence with berming. Commission agreed that the opaque requirement is not necessary.


7. **RESOLUTION NO. PZ-190912-23** – Resolution regarding the Conditional Use Permit and Site Plan for Bondurant Borrow Pit

The Commission discussed the possibility of the property owner signing an agreement for annexation into the City limits.


8. Discussion Item –
   a. Building Height and Overlay District – The Commission discussed the bulk regulations for M1 and M2 as well as the overlay district for. Commission Member Phearman suggested changed the height regulations on commercial districts as well.
   b. Traffic Study Policy – Bob Veenstra, Veenstra & Kimm, Inc., explained the policy. He explained that the City typically conducts the study, and the developer pays for the study. The Commission agreed with the policy and it will appear on the next City Council agenda.

9. Reports/Comments and appropriate action thereon:
   a. Commission Member Comments
      McKenzie – Officially a City Council candidate.
      Clayton – Comments regarding a nuisance property.
      Keeran – Questioned status of renaming Ziegler Drive.
      Mains – Comments on a few nuisance property.
      Phearman – Questioned maintenance on empty lots in developments, questioned A3 Auto.
      Brostrom – None.
   b. Commission Chair Comments – Commented on the agenda statements, and reminded members to not reply to all on emails.
   c. City Administrator Comments – Certified Site update, DR Horton update.
   d. City Council Liaison – Planning Director update, RMS comments.

10. Adjournment

    Moved by McKenzie, seconded by Clayton to adjourn the meeting at 8:31 p.m. Vote on Motion 7-0. Motion declared carried unanimously.

    ____________________________________________
    Shelby Hagan, City Clerk
ATTEST:

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Torey Cuellar, Commission Chair