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PLANNING AND ZONING MEETING MINUTES

Opened meeting at 6:08 pm, November 25th, 2024

- **Commission Attendees:** Valorie McLean, Danita Hinton, Clay Crozier, Lynn Hamilton
- **Guest Attendees:** Clint Peatross, Bryce Hamilton, Julia Misiego

Agenda Items:

1. Prayer by Clay Crozier, Pledge of Allegiance
2. 11.4.2024 Meeting minutes accepted by unanimous vote.
3. Hamilton Land Use Application
 - a. Bryce is wanting to pull Lot 11 out of the Valley View subdivision and join with his adjacent property "Phase 2". Bryce wants to keep lot 11 for his personal use if they decide to sell the other lots in the subdivision
 - o Phase 3 of the valley view subdivision has not been recorded which separates each lot into it's own parcel. This was to save on property taxes.
 - b. Motion to approve and recommend the Valley View Subdivision amended plat adding lot 11 to Phase 2, vote unanimous.
4. Airport Overlay
 - a. Discussion to understand what the council is requesting from the Commission.
 - o Bryce Hamilton has some suggestions for the council.
 - b. Discussion on Mayor's request for a county mailing list to send letters to city residents within 300ft of the outside zone. However commission believes the list won't be helpful due to the county sending their letter of notice to just county residents; won't include city residents.
 - c. Commission will table any recommendations regarding the airport overlay until more clear directions are received from the Council.
5. Kielbasa Plat Amendment
 - a. Clint is requesting a variance to wave the land use application fee for each lot in the plat amendment, which would have been \$25 per lot, for 80 lots would be \$2000.
 - o Clay explained that the land use application and fee was never filled out or paid and the city is treating the plat amendment as a subdivision
 - o Clint filled out a land use application after the city approved the plat months ago, however he did not check the box for a variance.
 - b. Danita asked who is responsible to run the city utilities under the road and pave the road.
 - o Clint explained that the city takes responsibility for all city utilities and road construction, but believes Kelly roughed in the old streets originally.
 - o Julia Misiego expressed a desire for commission to recommend that the city make roads not just accessible but permanently paved.
 - o Valorie read the sewer ordinance 8-2-2, Mandatory use of the city sewer system. It's unlawful for city residents located within (300') of a sewer main to dispose of sewage therefrom by any means other than by use of the city sewer system. It shall be unlawful to construct or to continue the use of any other sewage disposal system such as a privy vault, cesspool or septic tank on the property, except by written approval of the city council in cases of undue hardship.
 - o Lynn shared how the city isn't under legal obligation to pave roads according to the original set-up, but it is still recognized by most residents as a service the city should offer.

- c. Motion to recommend conditionally that the council wave the Land Use Application fees as long as Clint checks the variance box on the form, vote unanimous.
 - d. Motion to recommend the city put in a usable roads, city and sewer utilities on an as needed basis, and pursue CIB funding to pay for improvements, vote unanimous.
- 6. Open Session
 - a. Clay will be resigning due to life changes
 - b. Danita may also need to step down from secretary duties.
- 7. Adjournment at 7:28pm by unanimous vote.

Action Items:

- 1. Danita will report to city council.

Motions:

- 1. Motion made by Valorie McLean to accept the minutes, seconded by Lynn Hamilton, vote: unanimous.
- 2. Motion made by Valorie McLean to recommend the Valley View Subdivision Plat Ammendment, adding lot 11 to Phase 2, seconded by Danita Hinton, vote: unanimous.
- 3. Motion made by Lynn Hamilton to recommend conditionally the approval of waving the fee as a variance as long as Clint checks the variance request box of the application form, Valorie McLean seconded; vote unanimous.
- 4. Motion made by Lynn Hamilton to recommend the city put in city utilities and usable roads on an as needed basis, and to pursue CIB funding to pay for such improvements, Valorie McLean seconded: vote unanimous.
- 5. Motion made by Danita Hinton at 7:28pm to adjourn, seconded by Lynn Hamilton, vote: unanimous.