

Erda Planning Commission Minutes

12/09/2025 – 7:00 pm

Erda City Office-Fire Station

Call to Order

1. Roll Call

- a. Kathleen Mallis, Nancy Martin, Russell Brimley, Mark Gull
- b. Rachelle Custer- City Planner, Jennifer Poole- City Recorder, Jessilyn Stagg- Dept Clerk
- c. Absent and Excused - Michael Jensen, Mike Higgins, Chase Bawden

2. Pledge and Prayer

- a. Russell led the pledge of allegiance
- b. Mark led the prayer

3. Approve Minutes from 11-18-25

- a. Mark moved to approve the minutes, Russell seconded
- b. Voting unanimous to approve the meeting minutes
- c. **Meeting minutes from 11-18-25 APPROVED**

4. Public Comment (3 minute limit per comment)

- a. No comment made
- b. Russ closed public comment
- c. **Public comment closed**

5. Proposed 7C Subdivision 2nd Amendment Preliminary Plat

- a. Rachelle- Ryan is requesting approval for this 7C amended plat. It creates 5 lots from the existing lot 3. There will be 4 new 1 acre lots. It will be accessed off of 7C lane and Church Rd. The existing 26ft access on HWY 36 will not be a public access. They will all be served by septic, and they will drill additional wells. We recommend approval of this if on the final plat the HWY 36 is marked as a perpetual fire access only.

a. **Russell opened the Public Hearing**

- b. No Comments Made
- c. Mark moved to close the public hearing, Russell seconded the motion
- d. Voting was unanimous to close the public hearing
- e. **Close Public Hearing**

- f. Mark my issue with the access on HWY 36 has been answered by Rachelle.
- g. Nancy- As we look at this the access will be for fire use only correct?
- h. Rachelle-Yes
- i. Mark- How would you control that? Perhaps with an electronic gate.
- j. Russ- So how is 7C being maintained right now as it's a private road right now.
- k. Rion- Each home owner owns a portion and they clear their portion. We will drill one more well for the 4 new lots.
- l. Russ- What about the drainage for this subdivision?
- m. Rachelle- I spoke with the engineer on this today, and he said that most of the retention that would be done will be done with swells.
- n. Nancy motioned to approve the 7C subdivision with the recommendation of the access off of HWY 36 to be a perpetual easement for fire access.
- o. ROLL CALL VOTE: Kathleen-Yes, Nancy-Yes, Russ-Yes, Mark-Yes**
- p. 7C Subdivision 2nd Amendment Preliminary Plat -APPROVED**

6. Adjournment

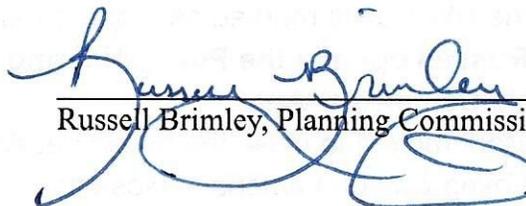
- a. Mark moved to adjourn the meeting, Russ seconded the motion
- b. Voting was unanimous to adjourn the meeting
- c. Meeting adjourned**

Note: these minutes represent a summary of the meeting and are not intended to be verbatim.

Prepared by: Jennifer Poole, Erda City Recorder

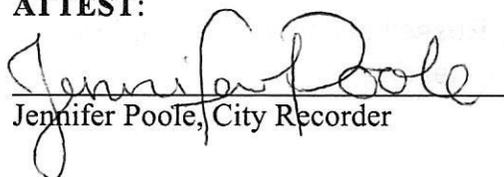
PASSED AND APPROVED by the Planning Commission this 27th day of January, 2026.

ERDA



Russell Brimley, Planning Commission Chair

ATTEST:



Jennifer Poole, City Recorder