

On Thursday, March 16, 2017, at 7:00 p.m., a regular meeting of the Plan Commission was called to order. Roll Call. Present: Chair Rick Andersen, Karen Chevalier, Doug Freed, Aurelio Gallardo, Eric Larson, Rene Morris, and Steve Munson. Absent: None.

Also present were: Planner Dustin Wolff, Building and Zoning Superintendent Amanda Schmidt, City Attorney Tim Zollinger, City Manager Scott Shumard, Alderman Retha Elston, and City Clerk Marie Rombouts.

Rene Morris made a motion to approve the minutes of February 16, 2017, as presented; seconded by Doug Freed. Voting: Ayes - Chair Andersen, Chevalier, Freed, Gallardo, Larson, Morris, and Munson. Nays - None. Motion carried.

Superintendent Schmidt reported the Council approved an ordinance to expand the Special Use Permit for the cell tower and equipment shelter at 2811 Locust. The Council also sent a letter of no objection to the County for property west of 3705 Emmerson Road to be rezoned from R-2 and A-1 to B-2 for proposed storage units, with a request to buffer and protect the residential area.

Chair Andersen opened a public hearing at 7:02 pm

Heather Sotelo with Sterling Industrial Development Commission, stated that HALO plans to construct a 157,000 square foot building in the Meadowlands Business Park on Lots 13, 14, 15, 16, 17, and 18. The building will be in the center. HALO is requesting the vacation of Commercial Drive, north of West 13<sup>th</sup> Street. The project began in August 2015. The location was chosen close to the existing business to be less disruptive to employees.

Planner Wolff stated he is supportive of this project. It is a large comprehensive project. Work is being coordinated with utilities to assure the project starts on time.

Superintendent Schmidt reported utilities will maintain easements until gas and electric are relocated.

Chair Andersen stated that publication in the *Daily Gazette* was made, fees were paid, property owners within 150' of the property were notified, a sign was placed on the property for two weeks prior to the hearing, and no written comments were received from the public.

Chair Andersen closed the public hearing at 7:09 pm.

Steve Munson made a motion to recommend to City Council approval of the petition to aggregate Lots 13, 14, 15, 16, 17, and 18 into one lot and vacate Commerce Drive north of West 13<sup>th</sup> Street to construct a 157,000 square foot warehouse and office building in Meadowlands Business Park; seconded by Eric Larson. Voting: Ayes – Chevalier, Freed, Gallardo, Larson, Morris, Munson, and Chair Andersen. Nays – None. Motion carried.

Planner Wolff opened discussion on zoning code updates. Most of the new fence code was brought forward from the previous code. The finished side of fences shall face outward, with supports toward property. City staff is finding problems with dealing with corner or side lots and types of fencing used along street lines and around pools. No unfinished concrete, cinder block, or chain link fences are permitted in front yards. Non-residential opacity depends on location of the fence. Fences shall not hinder water run-off. Wire mesh fencing less than 24" may be used to protect gardens and flower beds, without a permit.

Residential setbacks for rear and minimum building separation have been adjusted.

Planner Wolff stated a hearing will be held on these changes to the zoning code but wanted feedback from the Commission.

Superintendent Schmidt announced there will be four public hearings at the April meeting. Coventry is one of the hearings.

With no further business to discuss, the meeting was adjourned at 7:31 p.m.

Marie Rombouts  
City Clerk