

*Draft Copy of Minutes Subject to Approval at the Next Meeting*

Planning, Zoning, and Historic Preservation Commission  
Meeting 05 December 2019

The Planning, Zoning, and Historic Preservation Commission consists of eleven members: Chairman Harry Rogers, Vice Chairman Abi Almandinger, Bill Barksdale, Jim Swatsenbarg, Levi Utter, and Mark Elliff. Non-Voting Members include Mayor Dan Rife, City Administrator Tom Short and Council Member Liaison Ed Barlow. Staff includes Public Works Director Zeb Carney. There is currently one vacancy on the board.

Commission Members Present: Harry Rogers, Abi Almandinger, Levi Utter, Jim Swatsenbarg, Zeb Carney, Mark Elliff, Ed Barlow, Tom Short, and Bill Barksdale.

Also, present Julie Tilley, Ron Peterson, Jeff Pankow, Ceri Otero, Kimberly Barker, and Jessica Adams.

A quorum was present.

Chairman Harry Rogers called the meeting to order at 5:30 p.m.

First order of business involved the minutes of the November 2019 meeting. Minutes were available for review in the packet prior to the meeting. Abi Almandinger mentioned that Ron Stiles had stated the roof pitch was going to be 6/12 and that information was not reflected in the minutes. A motion to approve the November minutes with the addition of the roof pitch was made by Abi Almandinger and Levi Utter gave the motion a second. Motion passed on a voice vote.

Second order of business was a Certificate of Appropriateness for a new sign at 204 East 4<sup>th</sup> Street. The existing sign would be replaced with an aluminum sign of the same size. A motion was made by Harry Rogers to approve the Certificate of appropriateness and give the requester the option of moving the sign to the lower mounting pole if it met with code requirements in regards to clearance from the sidewalk.

Third order of business was an annexation request for 3 parcels of land totaling 107 acres as requested by Nate Shillington for Schreiber Foods. Levi Utter made a motion to forward the request for annexation to the City Council for approval and it was given a second by Abi Almandinger & Jim Swatsenbarg. The motion passed on a voice vote.

Fourth order of business was a request to rezone the annexed property listed above. (NOTE: Anytime property is annexed into the city it automatically comes in as Zone "A" First Dwelling. The request was to amend the property zoning to Zone "F" Light Industrial. Jim Swatsenbarg made a motion to rezone the property from "A" First Dwelling to "F" Light Industrial. Abi Almandinger gave the motion a second. On a voice vote the motion passes.

The Annexation request and the rezoning will be forwarded to the City Council for approval.

Abi mentioned that the CLG paperwork has been sent and that training opportunities will be available in the future as webinars or a seminar and she offered to attend.

There were no further items on the agenda.

Mark Elliff made a motion to adjourn. Jim Swatsenbarg & Abi Almandinger seconded that motion. Motion passed and meeting adjourned.

Respectfully submitted,  
Bill Barksdale