



Planning Commission  
Meeting Minutes  
April 12, 2021

**Call to Order** 6:31 pm

**Roll Call**

**Present:** Marcus Metz  
Larry Sather  
Monae Birkhofer  
Patrick Hosterman  
Cody Davis

**Staff Present:** Patricia Love  
Amy Rusko  
Tansy Schroeder  
Amy Bergemeier

**Absent:** Justin Burns

**Also known to be present:**  
Cathy Wooten, Peggy Wendel

**Approval of Minutes:**

The Minutes of February 22nd, 2021 were approved as written.

**New Business:**

Permitted Use Matrix Update:

Previous discussions with the Commission centered on how to simplify the permitted use matrix, how to make it more user friendly, and how to potentially tie the use back to the permitting process. To address these concepts, staff has proposed the following:

- The Permitted Use Matrix is divided by land use categories: Residential, Commercial, Industrial, Public Facilities and Special Uses.
- Permit types are identified next to the use: P-I – Administrative; P-II – Administrative with Public Notice; P-III – Public Hearing Required; and C – Conditional Use Permit.
- A condensed version of the definition is included in the matrix.

The plan is to have a Public Hearing in June and then move on to Council by early Fall of this year.

The Board was presented with the updated version of the permitted use matrix and approve the changes that have been made. City staff will continue to work on getting the Permitted Use Matrix revised and updated.

Public Comments:

- Cathy Wooten: Her question relates to the Essential Services category and the requirements necessary for each item in this category. Cathy also asked about where the home occupation category falls under in the permitted use matrix. Her final question was regarding RV's and the duration to which they would be allowed on a property.
- Peggy Wendel: Her question is regarding the Enhanced Services Facilities. She wonders if one can buy a lot, build a home, then create it into an adult family home, followed by creating it into an Enhanced Services Facility. She also wants to know where you can put Adult Family Homes.



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**Old Business:**

N/A

**Miscellaneous Business:**

Josephine is proposing to do an expansion and will submit soon, to the East side of their current building. It will be two stories and include parking and a new wing. This should be coming back to the Planning Commission in the next few months.

The Country Store formerly purchased the nearby property and will be doing some facelift projects and adding a garden center.

**Recent Council Action on Commission Items:**

- The six-month timeline regarding the Enhanced Services Facilities Ordinance was running out and the City was able to extend that timeline for an additional six months going through October 15<sup>th</sup>, 2021.
- Council approved the final plat for the Schmitt Plat. LGI homes bought the property on the NE side of 80<sup>th</sup> & 284<sup>th</sup> and will begin construction in the next few weeks.

**Upcoming Items:**

- Park Impact Fee Ordinance will be brought back to the Planning Commission in June/July and will eventually lead to a public meeting.

A motion to adjourn was made by Larry Sather and seconded by Patrick Hosterman.

Adjourn: 7:42 pm

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Amy Bergemeier, Administrative Assistant