



Planning & Zoning Commission | Meeting Minutes

Tuesday, July 23, 2019- 7:00 pm

Horace City Council Chambers

Members Present: Russ Sahr (Chair), Amy Beaton, Kim Stokes, Todd May

Members Absent: Julie Hochhalter

Staff Present: Matt Lower (Community Development Director), Lukas Croaker (City Attorney), Jim Dahlman (City Engineer)

1. Quorum Declared at 7:00 p.m.

2. Review of Previous Meeting Minutes

- Commissioner Beaton made a motion to approve the previous meeting minutes. Second from Commissioner May. Motion carried unanimously; minutes approved.

3. Regular Agenda

- Commissioner Beaton made a motion to approve the regular agenda. Second from Commissioner Stokes. Motion carried unanimously; regular agenda approved.

4. Variance

- Mr. Lower presented a variance application for 621 5th St E, in which the applicant requested an encroachment of 5 feet into a 15-foot side yard setback.
- Public hearing was open and closed at 7:23 without comment.
- Commissioner Stokes made a motion to recommend approval of the variance. Second from Commissioner May. Commissioner Stokes recused himself. Motion carried unanimously; PUD agreement recommended for approval.

5. Terra Gardens Items

- Mr. Lower presented a packet of items for the 2nd Phase of the Terra Gardens project, which includes a replat and several rezones, including request construct a portion of the project under a Planned Unit Development (PUD) agreement.

5a. PUD Agreement

- Mr. Croaker presented to PUD Agreement for the Terra Gardens PUD second addition. He walked the commission through the agreement and discussed how the site plan would be the enforceable document.
- Commissioner Beaton made a motion to accept the PUD agreement as written with the revisions. Second from Commissioner May. Commissioner Stokes recused himself. Motion carried unanimously; PUD agreement recommended for approval.

5b. Rezone of AG to PUD

- Commissioner May made a motion to recommend a rezone of Lots 19 and 20 in Block 1 of the Terra Gardens Addition from AG to PUD. Second from Commissioner Beaton.



Commissioner Stokes recused himself. Motion carried unanimously, rezone recommended for approval.

5c. Rezone of Lot 21, Block 1 from AG to Public Facilities

- Commissioner May made a motion to recommend a rezone of Lots 21 in Block 1 of the Terra Gardens Addition from AG to Public Facilities. Second from Commissioner Beaton. Commissioner Stokes recused himself. Motion carried unanimously; rezone recommended for approval.

5d. Terra Gardens 2nd Addition Preliminary Plat

- Commissioner May made a motion to recommend approval of the Terra Gardens 2nd Addition Preliminary Plat. Second from Commissioner Beaton. Commissioner Stokes recused himself. Motion carried unanimously; PUD agreement recommended for approval.

6. Ordinance

- Mr. Lower presented two draft ordinances- a rewrite of the R5 zoning ordinance and a rewrite of the Planned Unit Development ordinance. He asked the Commission for comments and concerns.

7. Adjourn

- Commissioner May made a motion to approve the regular agenda. Second from Chairman Zahr. Motion carried unanimously; meeting adjourned.