

November 13, 2014

Atkins, Iowa

The Atkins Planning & Zoning Commission met in regular session at the City Hall. Members present were Rodd Baxter, Linda Clark, Beverly Hayden, Dave McGovern, Bruce Visser and Secretary/Zoning Administrator Melissa Rammelsberg. Chairman McGovern called the meeting to order at 6:30 PM. Also present was Steve Scott, Amy Jellison, Chris Breese, Keelie Wilkinson, and Nick Wilkinson

On motion by Visser, second by Hayden, commission voted to approve the agenda and minutes from July 15, 2014. Aye: Baxter, Clark, Hayden, McGovern and Visser. Nay: none. Motion carried.

Steve Scott, with Scott Survey, shared that following a boundary survey the garage is over the property line of 303 2nd Avenue into 309 2nd Ave lot. Ordinance #183 was passed in April 2009 that lays out the application process for minor boundary changes. Baxter observed that on Page 3, number 3 should be stricken from the Ordinance and renumber the remaining items for Council approval to make the processes simpler. Baxter made a motion to propose to the Council to have the Review and Approval Procedures on Page 3, number 3: "Applications, reviews and approval of minor boundary changes shall follow the same schedule as Major Subdivisions" stricken and renumbered 4 to 3 for Ordinance #183 to be approved by the Council, seconded by Clark. Aye: Baxter, Clark, Hayden, McGovern and Visser. Nay: none. Motion carried.

Board of Adjustments would need to make an exception for the 60' frontage that would not be met by the property to the north (309 2nd Street) to proceed with this approval. Baxter advised to have the exception for the 59' taken to BOA for approval before moving through the application process.

Hayden cautioned the homeowners at 303 & 309 2nd Avenue to check with their mortgage company to identify if they support this change.

Baxter made a motion to adjourn. Clark seconded the motion. Aye: Baxter, Clark, Hayden, McGovern and Visser. Nay: none. Motion carried. The next regular meeting of the Planning and Zoning Commission is scheduled for December 11, 2014 at 6:30 pm at City Hall.

ATTEST _____
Secretary

Chairman