

City of Atkins, Iowa  
**Atkins Planning and Zoning Commission**  
Meeting Agenda

Thursday January 14, 2021 – 6:30 PM

This meeting will be held by teleconference. Use information provided in this agenda for access.

Due to Governors Declaration of Emergency

Instructions to access the meeting using teleconference application Webex;  
Webex.com – Video is not needed but may be available.

Meeting number is **142 193 3596** , password **3HMPwqDVv34**

Without webex, Call the telephone number **1-510-338-9438**

Enter access code **142 193 3596 # Password 34679738 #**, you will have access to hear and speak. \*6 mutes and unmutes phone device.

Meeting opens 15 minutes prior to the start time.

Contact the City Clerk office at 319-446-7870 before 2pm on the day of the meeting if you plan to speak before the Commission. Optional – but preferred.

NOTICE TO THE PUBLIC: The Commission welcomes comments from the public during discussion. You are required to state your name and address for the record and to limit the time used to present your remarks so that others may be given an opportunity to speak. The order of business is at the discretion of the Chair.

Information on how to conduct the meeting via teleconference. Users are encouraged to mute video when not speaking to limit bandwidth use. On phone devices \*6 mutes and unmutes the microphone.

1. Call to order by Chair Jacobsen and Roll Call.
2. Approve the agenda.
3. Motion to appoint a temporary secretary for this meeting.
4. Motion to approve the minutes of November 30, 2020 meeting.
5. Commission conducts a Public Hearing concerning a minor boundary change for Ridgeview 7<sup>th</sup> Addition Lot 2 to the City of Atkins.
  1. Chair opens the public hearing
  2. Chair calls for written comments in favor or against the change.
  3. Chair calls for oral comments in favor or against the change.
  4. Chair closes the public hearing.

6. Motion to make recommendation to the City Council to approve the PLAT OF SURVEY LOT 2 PARCEL A AND PARCEL B RIDGEVIEW SEVENTH ADDITION TO THE CITY OF ATKINS.
  
7. Commission conducts a Public Hearing concerning a minor boundary change for Stone Ridge First Addition Lot 25 to the City of Atkins.
  1. Chair opens the public hearing
  2. Chair calls for written comments in favor or against the change.
  3. Chair calls for oral comments in favor or against the change.
  4. Chair calls the public hearing closed.
  
8. Motion to make recommendation to the City Council to approve the PLAT OF SURVEY LOT 25 PARCEL A AND PARCEL B STONE RIDGE FIRST ADDITION TO THE CITY OF ATKINS.
  
9. Discussion with the new Zoning Administrator for Atkins.
  
10. Public Input.
  
11. Discussion and set of future meeting dates and agenda.
  
12. Adjournment.

This notice is given at the direction of the Chair Pursuant to Chapter 21, Code of Iowa, and the local rules of the City of Atkins, Iowa. Filed in the Clerks office.