

# Atkins Planning and Zoning Commission Minutes

January 14, 2021 Atkins, Iowa

The Atkins Planning & Zoning Commission regular meeting.

Meeting was conducted via Teleconference at 6:30 pm due to the Governors Proclamation of State of Emergency. –Members present via teleconference application WebEx were Gordy Jacobsen, Linda Clark, Ryan Hosch and Alan Nebola. One Commission seat empty.

Acting Secretary was Alan Nebola for the meeting due to City Clerk absence.

Non-Members in attendance were the Mayor Bruce Visser, Snyder and Associates representative Nick Eisenbacher, City Council member Heather Rindernecht, and incoming Zoning Administrator for Atkins, Chris Philipp.

Jacobsen brought the meeting to order with a roll call of members.

Clark made a motion to appoint Nebola as temporary secretary for this meeting. Hosch seconded the motion.

Aye: Jacobsen, Clark, Nebola, and Hosch. Nay: None. Motion Carried.

During the agenda approval, Clark noted agenda item #4 asked for a motion to approve the agenda for the November 30, 2020 meeting and a correction was needed to change this item to approve the minutes of that meeting instead of the agenda.

Clark made a motion to approve the agenda with the correction to agenda item #4. Hosch seconded the motion.

Aye: Jacobsen, Clark, Nebola, and Hosch. Nay: None. Motion Carried.

Clark made a motion to approve the minutes for the November 30, 2020 meeting. Nebola seconded the motion.

Aye: Jacobsen, Clark, Nebola, and Hosch. Nay: None. Motion Carried.

Jacobsen opened a public hearing concerning a minor boundary change for Ridgeview 7<sup>th</sup> Addition Lot 2 to City of Atkins.

- There were no written comments for or against the change.
- There were no oral comments for or against the change.
- Chair Jacobsen, hearing no further public comments, closed the public hearing.

Clark made a motion to make a recommendation to the City Council to approve the plat survey Lot 2 Parcel A and Parcel B Ridgeview 7<sup>th</sup> Addition to the City of Atkins. Nebola seconded the motion.

Aye: Jacobsen, Clark, Nebola, and Hosch. Nay: None. Motion Carried.

Jacobsen opened a public hearing concerning a minor boundary change for Stone Ridge First Addition Lot 25 to City of Atkins.

- There were no written comments for or against the change.

- There were no oral comments for or against the change.
- Chair Jacobsen, hearing no further public comments, closed the public hearing.

Hosch made a motion to make a recommendation to the City Council to approve the plat survey Lot 25 Parcel A and Parcel B Stone Ridge First Addition to the City of Atkins. Clark seconded the motion.

Aye: Jacobsen, Clark, Nebola, and Hosch. Nay: None. Motion Carried.

The new Zoning Administrator for Atkins, Chris Philipp was introduced.

Mayor Visser provided a description of duties for the Zoning Administrator.

No action was required by Planning and Zoning for this discussion.

Mayor Visser provided an overview on developments concerning the building at 76 Main Avenue. A developer has purchased the building and has approached the Atkins City Council for support concerning what the State of Iowa calls a Catalyst Grant to rehabilitate the building. The Mayor explained if the grant is approved, the money flow from the grant would be from the State of Iowa to the City of Atkins and then to the developer for specific parts of his project.

This was a non-agenda item, so no action was required by Planning and Zoning for this discussion.

Heather Rindernecht is currently active with the Benton Development Group for Benton County. She provides input to the group but is a non-voting participant. She provided a brief discussion about this group. They work towards assisting all of the communities in Benton County with various projects and all communities in Benton County have the ability to utilize this group for development purposes.

This was a non-agenda item, so no action was required by Planning and Zoning for this discussion.

The next Planning and Zoning Commission will be Thursday, February 11<sup>th</sup>, 2021 at 6:30pm. This will be a regular Planning and Zoning Commission meeting.

Jacobsen suggested an agenda item for the next meeting to include election of officers. This would probably include Chair, Vice-Chair, and possibly a permanent secretary.

Nebola made a motion to adjourn. Clark seconded the motion.

Aye: Jacobsen, Nebola and Clark. Absent: Hosch. Nay: None. Motion Carried.

Attest: Alan Nebola Temporary Secretary    Attest: Gordy Jacobsen, Chairman