

Atkins Planning and Zoning Commission Minutes

March 11, 2021 Atkins, Iowa

The Atkins Planning & Zoning Commission regular meeting

Meeting was conducted via Teleconference –Members present via teleconference application WebEx were Gordy Jacobsen, Ryan Hosch and Alan Nebola.

Secretary for the meeting was Alan Nebola

Non-Members in attendance were the Mayor Bruce Visser, Nick Eisenbacher, Jeremy Rindernecht and Heather Rindernecht.

Jacobsen brought the meeting to order with a roll call of members at 6:42 PM.

Members present Jacobsen, Nebola and Hosch.

Nebola made a motion to approve the agenda and Hosch seconded the motion.

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

Nebola made a motion to appoint himself as temporary secretary for this meeting. Jacobsen seconded the motion.

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

Nebola made a motion to approve the minutes for the February 11,2021 meeting. Jacobsen seconded the motion.

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

Jacobsen opened a public hearing concerning a minor boundary change for LOT24 PARCEL A & PARCEL B, STONE RIDGE FIRST ADDITION IN THE CITY OF ATKINS, BENTON COUNTY, IOWA.

- Written comments from City Engineer indicated there were no problems with the change.
- There were no oral comments for or against the change.
- Discussion by the Planning and Zoning members determined the minor boundary change was acceptable and in accordance with the City of Atkins Zoning Regulations.

Hosch made a motion to make a recommendation to the City Council to approve the minor boundary change for LOT24 PARCEL A & PARCEL B, STONE RIDGE FIRST ADDITION IN THE CITY OF ATKINS, BENTON COUNTY, IOWA. Nebola seconded the motion.

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

Discussion concerning the new Zoning Administrator for Atkins.

The Mayor described requirements for the Zoning Administrator and individuals currently being considered for the position and efforts are ongoing to fill the position however, no decisions have been made at this time. The city inspector in Fairfax is currently filling in

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

Discussion concerning the City Main Park Pavilion (Gazebo).

Hosch described current ongoing efforts to replace the park gazebo. These efforts included issuing a survey for public input to determine actual use of the park. He also presented a drawing to illustrate what type of gazebo might be considered. Discussion by the Planning and Zoning members determined the current location may not work since the new gazebo would have to meet ADA requirements. Part of this discussion also described how FEMA funds and insurance would affect the ongoing actions.

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

Discussion concerning the Zoning Budget FY22.

The Mayor listed the currently requested items. This included \$22,000 for park improvements however, at the time of this meeting, the budget had not been approved. Forecast for approval was 3/15/2021.

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

Discussion on the Atkins Zoning ordinance updates for BC and AC Districts.

Drafts from earlier working sessions have been distributed.

A working session is needed to complete these updates and was scheduled for 6:30 PM on March 25, 2021.

Discussion on setting the Planning and Zoning Commission rules to provide for a meeting secretary.

Discussion determined this would be an agenda item during the next scheduled Planning and Zoning meeting.

Discussion on Commission training.

Discussion determined continuing training would be beneficial to Planning and Zoning Commission members.

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

Review the TIF Urban Renewal map for Atkins.

The Mayor described opportunities for improvements and economic developments in TIF areas as long as the improvements benefits the entire community. This review was to help Planning and Zoning Commission members become familiar with the TIF areas.

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

Jacobsen asked for any public input. There was none.

The next Planning and Zoning Commission meetings will be

- Work session on March 25, 2021 at 6:30 PM to complete updates to the AC and BC districts.
- Regularly scheduled meeting on April 8, 2021 at 6:30 PM.

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

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

Attest: Alan Nebola Attest: