



**SPIRIT LAKE
PLANNING AND ZONING**

P&Z Regular Meeting

Spirit Lake City Hall

March 5, 2019

6:30 PM

Chairperson Jill Shacklett called the meeting to order at 6:30 p.m. Roll call was taken with Jill Shacklett, Max Liese, Althea Sondahl, Tonya Reed and Mona Stafford were present. David Krise and Karl Harmon were absent.

Consent Calendar:

- A. Commissioner Liese motioned to approve the Feb 5, 2019 minutes; second by Commissioner Sondahl; followed with a vote of all aye – motion passed.
- B. Commissioner Liese motioned to approve the January 28, 2019 minutes; second by Commissioner Stafford; followed with a vote of all aye – motion passed.
- C. Commissioners reviewed the Hinz Property Group and Dan Larson’s site plan. Commissioner Shacklett stated when they review a site plan; it is to make sure that the site plan follows the rule in the Comp. Plan. Commissioner Liese asked about the emergency vehicles and is that something that the fire chief needs to review. Commissioner Sondahl asked for clarification of what they as Planning and Zoning do when they receive a site plan as this is the first time she has seen the plans. The agenda states that they are to accept the plans, then direct the engineer to provide staff comments on the site plan then schedule the site plan review. Commissioner Shacklett directed the commissioners to look at page 17 of the Comp. Plan. She then clarified that they were to look at the ordinances, not the Comp. Plan. They are to look at the Ordinance 518 and see if the site plan fits into the Ordinance. They discussed the lot size; the land uses which are permitted, height regulations, which there are no structures, so there is no height. Commissioner Shacklett asked about the separation between the commercial and the residential. Mrs. Hinz described they are doing a 6 foot fence all the way around except for the center which is not their property. Commissioner Shacklett described that the plans will go to City Council, the building inspector and the City engineer. She also stated that there were updates to the City Ordinances which need to be looked at as well. Commissioner Sondahl stated that she could not make a decision tonight about this as she is newly appointed. Commissioner Liese motioned to accept the plans for review; Commissioner Reed provided the second, all in favor aye- motion approved.

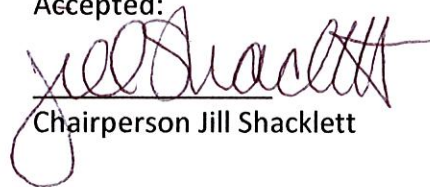
- D. Commissioner Sondahl motioned to direct the City Engineer to prepare staff comments on submitted site plan, Commissioner Liese provided the second, all in favor aye-motion approved. Commissioner Reed asked what is the difference is between what the applicant is proposing vs. the one that is here already. Mrs. Hinz stated that per the change code they can only stay for 30 days and that they would have to stay elsewhere for a night. Commissioner Reed stated that the people who are in the RV Park that is here now, have been there for years and per the new code, there is now a thirty day limit when they stay at the RV Park. Mr. Hinz stated that they operate under the codes of when they initially submitted the plans. Commissioner Reed then clarified that the new RV Park is grandfathered in so the guests can stay over the thirty days. Commissioner Stafford stated that the old RV Park should not have been for long term use. City Clerk Michelle Wharton clarified that the changes of the ordinance are for the thirty day stay there is no grandfathered in. Commissioner Reed clarified that they have a month to review and when the next meeting happens, they are to approve or deny. Commissioner Liese stated the commission is chartered to make sure that the development of the City is what the residents want and to not diminish the value of the residential property. His question is how will this increase or decrease the value of the residential property?
- E. Commissioner Liese moved to schedule the site plan approval review for April 2nd, conditional on whether the City Engineer has completed the review. Commissioner Reed wants to add time for the Committee to look at the review prior to the meeting. Commissioner Liese revised his motion that they schedule the site plan approval April 2nd condition on City Engineer approval and review with time for P&Z review prior to meeting. Commissioner Reed provided the second. Commissioner Sondahl stated that when Commissioner Liese made his second motion he stated that he left out the word review. She asked that it be revised again with the word review in the motion. Commissioner Liese amended the motion to include the word review; Commissioner Reed provided the second; all in motion aye- motion approved.

Commissioner Reed motioned to adjourn at 6:58, second by Commissioner Stafford; followed by a vote of all aye- motion passed.

Written by:

Mayra Zentner
Deputy Clerk

Accepted:



Chairperson Jill Shacklett