

MEETING MINUTES
The City of Polk City
Planning and Zoning Commission
6:00 p.m., Monday, August 17, 2015
City Hall

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on August 17, 2015. Before the meeting, staff provided agenda packets to the Commission and posted the agenda at the City Hall office prior to 3:00 p.m., August 13, 2015. **In addition to these published tentative minutes, there also may be additional meeting notes on file with the Polk City staff that are public records and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting.**

P&Z Commission Members Present:

James Hill | Chair
Deanna Triplett | Pro Tem
Dennis Dietz | P&Z Commission Member
Ron Hankins | P&Z Commission Member
Krista Bowersox | P&Z Commission Member
Justin Vogel | P&Z Commission Member
Doug Sires | P&Z Commission Member

Staff Members Present:

Gary Mahannah | City Administrator
Kathleen Connor | City Engineering Representative
Jenny Gibbons | City Clerk

City Council Liaison Absent:

Ron Anderson | Liaison for City Council

1. **Call to Order** | Chair Hill called the meeting to order at 6:00 p.m.
2. **Roll Call** | Dietz, Hankins, Pro Tem Triplett, Chair Hill, Bowersox, Vogel, Sires | In attendance
3. **Approval of Agenda**
MOTION: A motion was made by Hankins and seconded by Triplett to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Audience Items** | No discussion items
5. **Approval of Minutes**
MOTION: A motion was made by Hankins and seconded by Bowersox to approve the minutes
Bowersox, Vogel, Sires, Dietz, Hankins, Triplett: YES
Hill: ABSTAINED
MOTION CARRIED
6. **Final Plat for Wolf Creek Townhomes Plat 11**
Kathleen Connor, City Engineering Representative reviewed the plans and advised that recommendation to Council would not happen until all Public Improvements for Plat 9, 11 and 12 are completed. Bob Gibson discussed phased plan that will complete this Plat and Plat 12

MOTION: A motion was made by Hankins and seconded by Vogel on the recommendation to Council to approve Final Plat for Wolf Creek Townhomes Plat 11, subject to the City Engineering Review Comments and Recommendations memo dated August 12, 2015 being satisfactorily addressed
MOTION CARRIED UNANIMOUSLY

7. **Final Plat for Wolf Creek Townhomes Plat 12**

MOTION: A motion was made by Bowersox and seconded by Hankins on the recommendation to Council to approve Final Plat for Wolf Creek Townhomes Plat 12, subject to the City Engineering Review Comments and Recommendations memo dated August 12, 2015 being satisfactorily addressed
MOTION CARRIED UNANIMOUSLY

8. **Council Liaison Report** | No report

9. **Staff Report** | No report

10. **Commission Report**

Dietz requested an update on the Comprehensive Plan, and group meeting will be later set in October or November

Hankins wanted to know if the policy changes made for the way Citizen address Council at meetings would also affect P&Z

11. **Next Meeting Date** – September 21, 2015

12. **Adjournment** – 6:17 p.m.

Jenny Gibbons – City Clerk