

MEETING MINUTES
The City of Polk City
Planning and Zoning Commission
6:00 p.m., Monday, August 15, 2016
City Hall

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on August 15, 2016. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<p><u>P&Z Commission Members Present:</u> Deanna Triplett Chair Justin Vogel Pro Tem Dennis Dietz P&Z Commission Member Ron Hankins P&Z Commission Member Krista Bowersox P&Z Commission Member Doug Sires P&Z Commission Member</p> <p><u>P&Z Commission Members Absent:</u> James Hill P&Z Commission Member</p>	<p><u>Staff Members Present:</u> Gary Mahannah City Administrator Kathleen Connor City Engineering Representative Becky Leonard Deputy City Clerk</p> <p><u>City Council Liaison Present:</u> Ron Anderson City Council Member</p>
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1. **Call to Order** | Chair Triplett called the meeting to order at 6:00 p.m.
2. **Roll Call** | Dietz, Hankins, Vogel, Triplett, Bowersox, Sires, | In attendance
Hill | Absent
3. **Approval of Agenda**
MOTION: A motion was made by Bowersox and seconded by Sires 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 July 18, 2016 meeting minutes.
YES: Bowersox, Sires, Dietz, Hankins, Vogel
NO:
ABSTAINED: Triplett
MOTION CARRIED
6. **Voluntary Annexation**
 - A. Sally Jensen parcel, 12737 NW Hugg Drive, comprising approximately 5.29 acres
 - B. MJR Developments, LLC parcel, located north and east of the Sally Jensen parcel, comprising approximately 59.41 acres

Gary Mahannah, City Administrator, reported that both properties have made applications for annexation into Polk City which is 100% voluntary annexation. Kathleen Connor, City Engineer Representative, added that the TCI Plat 6 lift station was implemented to serve Big Creek State Park and a service area north of Hugg Drive. Putting this lift station in place helped to prepare for this annexation and potential development in this area. Mahannah advised that following favorable recommendation by P&Z, Council will look at this at their August 22, 2016 meeting and set public hearings, which includes numerous notifications. Council will act on the applications at the September 12, 2016 Council meeting following the public hearing. This area was considered in the future land use section of the Polk City Comprehensive Plan as a residential growth area.

Commission Comments

- Dietz asked about the small strips of land owned by Childs and Tri J Properties respectively. Mahannah advised it is our attorney's opinion that they don't need to be as part of the annexation. However, letters went out to both property owners last Thursday asking to have a conversation and talk about adding them into or do a subsequent annexation.

MOTION: A motion was made by Hankins and seconded by Vogel on the recommendation to Council to approve the voluntary annexation of the Jensen MJR annexation for the land located north of Hugg Drive and east of Big Creek State Park commonly known as the Jensen farm subject to Engineer comments dated August 9, 2016.

MOTION CARRIED UNANIMOUSLY

7. MJR Developments, LLC - Rezoning approximately 59.41 acres from A-1 to R-1

Mahannah advised notices were mailed August 5, 2016 to property owners in the City within 250 feet of the property located north of Hugg Drive and east of Big Creek State Park. No written or oral comments were received for or against the rezoning. Connor advised the rezoning would be in conformance to the Comp Plan.

MOTION: A motion was made by Hankins and seconded by Bowersox on the recommendation to Council to approve rezoning approximately 59.41 acres from A-1 to R-1, which excludes the current farmstead, owned by MJR Development, LLC, when that land is brought into the City of Polk City subject to Council approval of voluntary annexation and Engineer's comments dated August 10, 2016.

MOTION CARRIED UNANIMOUSLY

8. Council Liaison Report | Ron Anderson reported that Council approved installation of a meandering mulch path in Lakeside Linear Park located along Parker Blvd between Washington and Phillips.

9. Staff Report | None

10. Commission Report | Hankins inquired as to the status of a trail connector being built to the Neal Smith trail from the east property line of the church property on W. Bridge Rd. Mahannah advised that there has been dialogue and discussions with the IDOT will continue following the completion of the Highway 415 reconstruction project.

11. Adjournment

MOTION: A unanimous motion was made to adjourn at 6:20 p.m.

Next Meeting Date – Monday, September 19, 2016