

Meeting Minutes

October 03, 2024/ 5:30 PM / City Hall Council Chambers

Members Present: Jim Swatsenbarg, Philip Brown, Matt Smith, & Josh Anderson

Members Absent: Robin Harrison, Jim Hunter

Staff & Council: Zeb Carney, Julie Tilley, & Terri Heckmaster

Staff Absent: Traci Cox

The meeting was called to order at 5:30 PM by Jim Swatsonbarg, Vice Chairman

Approval of Previous Meeting Minutes

- Motion by Josh Anderson to approve the previous meeting minutes, seconded by Matt Smith - All present voted in favor, minutes were approved

Public Hearings

1. *Discuss a Preliminary Plat for a single family subdivision on property located west of River St. between Wendy Lane & Gene Taylor Drive*
 - Zeb Carney started by giving a staff overview of the property and project - all parties involved with the project had met with city staff, CWEP, and the Public Works to make sure all city codes and requirements were met.
 - There will be 31 single family homes
 - All CWEP utilities are available
 - Sidewalks will be installed in the new development
 - Curb and gutter will be installed along the streets
 - The city will install a crosswalk crossing River St.
 - Jeff Hallmark (property developer) stated the homes would range from 1,600sf to 2,000 sq and range from \$250,000 to \$350,000 each
 - Several audience members had minor questions about the development but generally approved overall.

Motion by Philip Brown to approve the Preliminary Plat, seconded by Josh Anderson - All present voted in favor, the motion passed.

- Zeb Carney stated that if there were no further changes expected to the preliminary plat and the P,Z, & HP board felt the Plat meets all the requirements then it could move forward with a motion to approve the final plat.
 - The commission had no further discussion

Motion by Josh Anderson to approve the Final Plat, seconded by Matt Smith - All present voted in favor, the motion passed

Staff Reports

- Zeb C. talked about various ongoing projects around the city and asked if anyone had any questions or comments.

New Business

- n/a

Old Business

1. *Discuss CLG Training*

- Josh A. reported that everyone on the board needs to watch the CLG videos before the end of the month so it can be included in the annual CLG report.
- It is required by the state that all P, Z, & HP members get one (1) hour of CLG education credits each year. These may be done in person or by video.

2. *Discuss the grant application status*

- Josh A. reported that the Request for Qualifications for the CLG grant had been finalized and sent to three different firms to review and also be posted on the city website. He has heard back from one person who is not able to submit a request. The RFQ's are due back by October 23rd so the responses can be reviewed at the next meeting.
- We are currently working on a shortened timeline since we are way into the milestone.

General

- Jim S. said he has been leading an effort to put a new roof on the house at 610 Grant St. The effort is ongoing and any help would be much appreciated.

Matt Smith moved to adjourn the meeting, seconded by Philip Brown - All present voted in favor, the meeting was adjourned at 6:00 PM.

The next meeting is scheduled for Thursday, November 7, 2024 at 5:30pm in the City Council Chambers