



PLANNING AND ZONING COMMISSION MEETING

January 14, 2025

6:00 PM

City Council Chambers

Minutes

1. Call to Order

The meeting was called to order at 6:00 PM.

2. Roll Call

The following members were present:

Sarah Ritchie

Jake Vice

Lin Stecker

Misty Darling

Cortney Marmon

Carrie Woerdeman (Zoom)

Members not present: Al Farris, Rich Piper and Justin Noethe

City Staff Present: Wade Wagoner, Chief of Development and Operations and Bill Mettee, Senior Planner

3. Agenda Approval

A. Approval of the January 14, 2025 agenda.

Motion by Commissioner Vice to approve the agenda for the January 14, 2025 Planning & Zoning Commission Meeting, seconded by Commissioner Ritchie. Motion carried 6-0.

4. Minutes Approval

A. Approval of the December 10, 2024 meeting minutes.

Motion by Commissioner Ritchie to approve the meeting minutes for the December 10, 2024 Planning & Zoning Commission Meeting, seconded by Commissioner Darling. Motion carried 6-0.

5. Public Comment

None.

6. New Business

A. Election of Officers for 2025.

Chairperson Marmon and Vice-Chair Ritchie both stated their intention to vacate the leadership roles and asked for nominations for replacements. Commissioner Farris, in a meeting last week, asked for his nomination to be Carrie Woerdeman for Chairperson. Other

commissioners agreed with the nomination and asked Commissioner Woerdeman if she would like to serve in that capacity. She agreed. Commissioner Darling then nominated Lin Stecker as Vice-Chairperson. He agreed.

Motion by Commissioner Ritchie to nominate Commissioner Woerdeman and Commissioner Stecker to serve as Chairperson and Vice-Chairperson, respectively. Motion was seconded by Commissioner Darling. On roll call vote, all ayes. Motion passed 6-0.

B. Review and Consideration of the Proposed Emerald Bay Urban Renewal Plan for its Conformance with the Elevate Indianola Comprehensive Plan.

Senior Planner Bill Mettee introduced the item and related staff memo. The area known as Emerald Bay was recently rezoned from C-1 and R-2 to PUD for a mixed-use development including commercial and residential uses with parkland. The development also underwent a Future Land Use Map Amendment from Single-Family Residential to Regional Mixed Use. The Urban Renewal Plan outlined the aspects of the plan and how it is in conformance with the Elevate Indianola Comprehensive Plan.

Item does not require a motion. All Commissioners reviewed and agreed that the Urban Renewal Plan for Emerald Bay is in conformance with the Elevate Indianola Comprehensive Plan.

C. Review and Discussion of Rules and Regulations of City of Indianola Planning & Zoning Commission

Senior Planner Bill Mettee introduced the item and why it was brought to the Commissioners. Several Commissioners expressed their concern with two meetings per month and the time commitment interfering with personal lives.

Mettee introduced a revision of the Rules and Regulations that showed one monthly meeting. The Commissioners discussed the possibility of returning to one meeting a month versus continuing with two meetings. The Commissioners asked staff to remain at two meetings a month being cognizant of agenda items and a willingness to cancel meetings due to lack of agenda items. The City is committed to being developer-friendly and two meetings will continue to allow projects to move forward smoothly.

Motion by Commissioner Ritchie to keep the 2025 Rules and Regulations the same. Motion was seconded by Commissioner Darling. On roll call vote, all ayes. Motion passed 6-0.

7. Comments

A. Building Permit Report

No comments.

B. Current Projects

No comments.

8. Adjourn

Motion by Commissioner Vice to adjourn the meeting. Motion was seconded by Commissioner Stecker. Motion passed 6-0.

The meeting was adjourned at 6:35pm.

