



PLANNING AND ZONING COMMISSION MEETING

July 14, 2026

6:00 PM

City Council Chambers

Minutes

1. Call to Order

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

2. Roll Call

Commission members present: Sarah Ritchie, Al Farris, Carrie Woerdeman, Misty Darling, Lin Stecker, Jake Vice, Tom Selgrade.

Commission members not present: Justin Noethe, Rich Piper.

Staff members present: Bill Mettee, Tara Bosteder.

3. Agenda Approval

A. Approval of the July 14, 2026 agenda.

Farris made a motion to approve the agenda.

Darling seconded the motion.

Motion was passed with a unanimous vote.

4. Minutes Approval

A. Approval of the June 9, 2026 meeting minutes.

Stecker made a motion to approve the meeting minutes.

Ritchie seconded the motion.

Motion was passed with a unanimous vote.

5. Public Comment

There were no public comments.

6. New Business

A. Approval of posting place for meeting agendas

Mettee presented the proposed posting places for meeting agendas.

Farris made a motion to approve the proposed posting places.

Ritchie seconded the motion.

Motion was passed with a unanimous vote.

B. Approval of sidewalk waiver at 1901 North Jefferson Way

Mettee presented the sidewalk waiver request, as well as the site plan for 1901 N. Jefferson Way, and related staff report.

Commissioner Farris asked about the plan for the lights. Mettee answered that they've proposed full cutoff lights and the photometric plan shows zeros. There will be 0.0 foot candles at all the property lines. And the BUG rating will all be at zeros as well.

Commissioner Stecker asked about the sidewalk orientation around the monument sign. The early sidewalk concept plan differed slightly than what the site plan showed. Mettee explained that the site plan reflects the official location of the sidewalks.

Brad Kuehl with Bishop Engineering also addressed the sidewalk plan. He reiterated Mettee's explanation, continuing that there's some grade change there that they're working with, and they're doing what they can to minimize the ramp and railing needed in that spot.

Commissioner Stecker also inquired about the sidewalk connection off the east side of the property. Kuehl confirmed there will only be one connection exiting the east side of the parcel. Stecker followed up with a question, asking about how the connections lined up to the north and the east. Kuehl explained that the connection to the east will line up with the existing sidewalk on the east side of North Jefferson Way. There is already pedestrian crossing signalization there and the proposed layout will allow for no required railings.

Through discussion with Kuehl and the Commission, it was explained that for the connection to the north, there are no existing sidewalks on the property to the north and there is no planned connection or access going north off the parcel. Mettee added that the proposed sidewalk plan satisfies the requirements that the City's asking for as well as provides the connectivity to North Jefferson Way.

Commissioner Vice asked about the proposed evaluation by the developer of the condition of the existing frontage road for consideration of improvements. Mettee explain that it's privately owned to maintain so the City cannot require Culver's to improve it, but through discussions with them, they are going to look at the potential of improving the road on the curved section on the north-east corner of the parcel. Kuehl confirmed Culver's would become the owner, and would want to improve it for their customers. This would become an internal discussion with Culver's.

Commissioner Farris asked if there were any concerns received from the neighbors. Mettee answered that a few neighbors had come to a previously held Board of Adjustment meeting with concerns about traffic on Rolling Vista Place. Mettee added that the site plan that was proposed was in conformance with the City's ordinances. Commissioner Woerdeman also recognized that the surrounding residential lots were platted at the same time as this commercial lot, so theoretically, the residents knew they were purchasing a home that was next to a commercial lot.

Mettee added that he's been working with another neighbor who is concerned about the drainage when they install the impervious surface. He furthered that they, along with the city engineer, had a discussion via phone call where the engineer explained that the drainage basin is going to collect the water and its release rate is really low. It's designed to collect water at it's pre-developed rate, so the runoff will not exceed what exists today.

Commissioner Stecker asked if, at the one way designated traffic areas, there will be indicators on the concrete. Mettee confirmed that there will be painted indicators on the concrete. Stecker suggested that there be added indicators for the areas where dual direction traffic would be. Kuehl agreed that they could take a look at that.

Vice made a motion to approve the sidewalk waiver as submitted.

Ritchie seconded the motion.

Motion was passed with a unanimous vote.

C. Approval of a site plan for Culver's – Indianola [1901 North Jefferson Way]

Darling made a motion to approve the site plan as submitted.

Stecker seconded the motion.

Motion was passed with a unanimous vote.

D. Consider zoning code amendment for Chapter 165.05 Zoning District Regulations

Mettee presented the proposed zoning code amendment and related staff report.

Townhomes and Rowhomes are currently allowed 10 dwelling units per acre in the zoning ordinance. They are permitted up to 15 dwelling units per acre in the Comprehensive Plan. This amendment will align the zoning ordinance with the Comprehensive Plan.

Discussion was had amongst the Commission regarding any current/established area that was 15 units per acre and/or what the density of other existing developments were, such as Schoolyard Townhomes or Lincoln Ridge.

It was also discussed that the intention of this amendment was to align with the City's current Comprehensive Plan.

In addition, any developments would still be required to go through a site plan approval. All other zoning and city ordinances would also continue to apply.

Darling made a motion to approve the zoning code amendment as submitted.

Ritchie seconded the motion.

The motion passed with a 5-2 vote. Ayes: Ritchie, Woerdeman, Darling, Vice, Selgrade. Nays: Farris, Stecker.

7. Comments

A. Building Permit Report

There were no comments.

B. Current Projects

There have been multiple inquiries and discussions regarding developable properties, but nothing official has been submitted.

8. Adjourn

Vice made a motion to adjourn.

Darling seconded the motion.

The meeting was adjourned at 6:47 PM.

