

MEETING MINUTES
The City of Polk City
Planning and Zoning Commission
6:00 p.m., Monday, March 18, 2024

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on March 18, 2024 in City Hall Council Chambers.

The agenda was posted at the City Hall office as required by law.

These tentative minutes reflect all action taken at the meeting.

1. **Call to Order** | Vice Chair Vogel called the meeting to order at 6:00 p.m.
2. **Roll Call** | Hankins, Bowersox, Vogel, Triplet (via Zoom), Ohlfest, Pringnitz (via Zoom), Sires | In attendance
3. **Approval of Agenda**
MOTION: A motion was made by Bowersox and seconded by Ohlfest to approve the agenda.
MOTION CARRIED UNANIMOUSLY
4. **Approval of Meeting Minutes**
MOTION: A motion was made by Ohlfest and seconded by Sires to approve the P&Z Commission Meeting Minutes for February 19, 2024.
MOTION CARRIED UNANIMOUSLY
5. **Moeckly Rural Plat of Survey**
 - a) Connor Carleton, McClure Engineering provided an overview of the plat of survey
 - b) Travis Thornburgh, City Engineer provided a report
 - c) No public comments
 - d) **MOTION:** A motion was made by Hankins and seconded by Bowersox to recommend City Council approve the Plat of Survey subject to staff and engineering comments dated March 14, 2024
MOTION CARRIED UNANIMOUSLY
6. Engineering, Staff and Commission Members discussed in detail modifications of the R-2A zoning district to ensure inclusion of patio/garden homes. Engineering will bring final recommendations to the Commission in April for formal action.
7. **Reports & Particulars**
 - Council Member Vogel provided an update on the Budget process, and she reviewed the reduction of hours the Council made regarding the brush pile.
5. **Adjournment**
MOTION: A motion was made by Bowersox and seconded by Ohlfest to adjourn at 6:55 p.m.
MOTION CARRIED UNANIMOUSLY
Next Meeting Date – Monday April 15, 2024

Attest:

Jenny Coffin - City Clerk