

**MEETING MINUTES**  
**The City of Polk City**  
**Planning and Zoning Commission**  
**6:00 p.m., Monday, September 18, 2023**

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on September 18, 2023, 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** | Chair Triplett called the meeting to order at 6:00 p.m.

**2. Roll Call** | Hankins (via Zoom), Bowersox, Vogel, Ohlfest, Pringnitz| In attendance  
Sires | Absent

**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 Pringnitz to approve P&Z Commission Meeting Minutes for August 21, 2023.

**MOTION CARRIED UNANIMOUSLY**

**5. Monarch Crossing Preliminary Plat**

a) Erin Ollendike, PE, Civil Design Advantage provided an overview of the Monarch Crossing Preliminary Plat

b) Travis Thornburgh, City Engineer provided a report.

c) No one was present to make a public comment.

**MOTION:** A motion was made by Ohlfest and seconded by Bowersox to recommend City Council approve the Preliminary Plat for Monarch Crossing subject to Engineering and Staff comments dated September 13, 2023.

**MOTION CARRIED UNAMIOUSLY**

**6. On with Life Rezoning Petition**

a) Travis Thornburgh, City Engineer provided a report and recommended approval subject to a signed Development Agreement covering future Northside Drive Development.

b) Linda Claussen, 1212 Bel Aire Rd made comment  
Cease Olson, 402 Tyler St provided written comment

**MOTION:** A motion was made by Ohlfest and seconded by Vogel to recommend to the City Council to approve the rezoning petition with restrictions for On with Life subject to Engineering and Staff comments dated September 13, 2023.

**MOTION CARRIED UNAMIOUSLY**

**7. Reports & Particulars**

- Council Member Dvorak thanked the audience members for attending and being involved. He shared the recent Council discussion regarding UTV/ATV/Golf Carts and asked for the public to provide feedback on this hot topic, he said he would appreciate all input prior to Council taking action.
- City Engineer Thornburgh provided an update on Phase 2 of the trail project.

**5. Adjournment**

**MOTION:** A motion was made by Bowersox and seconded by Ohlfest to adjourn at 6:21 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date – Monday October 16, 2023*

Attest:

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Jenny Coffin - City Clerk