

**City of Tea
Planning & Zoning Meeting
January 10, 2023
Tea City Hall**

A regular meeting of the Tea Planning & Zoning Board was held January 10th, 2023, at 5:30 p.m. Vice-President Todd Boots called the meeting to order at 5:33 p.m. with the following members present; Stan Montileaux, Barry Maag, and Bob Venard. Member Joe Munson was absent. Also present was Kevin Nissen, Planning and Zoning Administrator.

Agenda: Motion by Maag, Second by Venard to approve the January 10th, 2023 agenda with the addition of election of officers. All Members voted AYE.

Minutes: Motion by Montileaux, Second by Maag to approve the December 13th, 2022 minutes. All Members voted AYE.

Public Comment: None

Block 12 & 13, Heritage Addition Development Engineering Plan

Engineer: JSA Engineering

Developer: Jim Lammers

Location: Heritage Parkway and Gateway Boulevard

The Board reviewed the DEP for the final phase of the Heritage Addition. The 26-acre phase consists of commercial and multifamily uses. The Board discussed the issues with private drives and recommends utilizing city streets for access to commercial lots. Nissen informed the Board the need to improve the HOA process and create a road maintenance agreement. Also, developments with private drives should incorporate an off-street pedestrian walkway plan. The drainage plan shows detention on the corner of Heritage Parkway and Gateway Boulevard. HDR reviewed the plans and submitted review comments.

Tea Auto Repair Center Site Plan

Engineer: EGA Engineering

Owner: Rickie McCaulsky

Location: 715 Figzel Court

Zoning: GB – General Business Commercial

The Board reviewed the site plan for a 3,300sf mechanic shop on Figzel Court. There was discussion on the zoning requirements for customer and employee parking. The parking lot needs to provide parking spaces for temporary storage of the cars being repaired. Other items included showing street trees, dumpster screening and drainage plan. The Board tabled the plan until HDR reviews and sends comments to the owner. **Motion** by Venard, Second by Maag to table the site plan until the next meeting. All Members voted AYE.

Revised Tea Zoning Ordinance.

Nissen handed out the first five zoning chapters for review and discussion at the January 24th, 2023 workshop.

Inspection Sheets: The Board reviewed and sign the inspection sheets submitted by Tim Odland and Steve Robertson.

Other Business:

The Board held an election of officers for the 2023 Planning and Zoning Board. Motion by Maag, Second by Venard to nominate Joe Munson as President. All Members voted AYE. Motion by Venard, Second by Maag to nominate Todd Boots as Vice-President. All Members voted AYE. Motion by Venard, Second by Montileux to nominate Kevin Nissen as Secretary. All Members voted AYE.

MOTION by Maag, Second by Venard to adjourn at 6:05 p.m. All Members voted AYE.

Todd Boots – Zoning Board Vice-President

ATTEST:

Kevin Nissen – Zoning Administrator
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