

**City of Tea  
Planning & Zoning Meeting  
June 13<sup>th</sup>, 2023  
Tea City Hall**

A regular meeting of the Tea Planning & Zoning Board was held June 13<sup>th</sup>, 2023, at 5:30 p.m. President Joe Munson called the meeting to order at 5:31 p.m. with the following members present; Stan Montileaux, Todd Boots and Bob Venard. Also present was Kevin Nissen, Planning and Zoning Administrator. Barry Maag was absent.

**Agenda: Motion** by Venard, Second by Montileaux to approve the June 13<sup>th</sup>, 2023 agenda. All Members voted AYE.

**Minutes: Motion** by Venard, Second by Montileaux to approve the May 23<sup>rd</sup>, 2023 minutes. All Members voted AYE.

**5:35 Public Hearing: Conditional Use Permit 23-02, Home Daycare – 325 Lisa Circle, Tea.**

**Applicant:** Rick & Carrie Willemssen

**Business Name:** Carrie's Home Daycare

**Zoning:** R1-Residential

The Board reviewed the application to start a home business at 325 Lisa Circle. Rick & Carrie Willemssen were present to discuss their plans open a daycare with 6-7 children. Carrie has 18 years of childcare experience and plans to be open 7-5pm Monday thru Friday. The property is on a cul-de-sac and has a fenced yard. The Board approved the CUP without any additional requirements. **Motion** by Montileaux, Second by Boots to approve the CUP for a home daycare located at 325 Lisa Circle. All Members voted AYE.

**Merchant Shops (K&J), 2015 E. Merchant St., Bakker Landing Add.**

**Contractor:** Chad Javers Construction

**Architect:** Design Arc Group

**Engineer:** EGA

**Zoning:** Subarea C, Planned Development

The Board reviewed the building and site plans to construct contract shops at 2015 E. Merchant St. The subarea does allow this use. The site plan was submitted by Ehrhart, Griffin & Associates. The site plan checklist was completed and approved by HDR Engineering. The 18,990sf building will be divided into a maximum of six units with a 3-hour fire wall dividing the fire areas. The minimum parking requirement for contractor shops is 1 space per 500sf of floor space or 38 spaces. Retail uses will require additional parking. The building plans were submitted to Tom Paisley, Lookout Plan & Code Consulting for code review. Tom submitted a redline report to the architect requesting a few changes. Those changes have been updated. The end units will have more office space. **Motion** Venard, Second by Montileaux to approve the building plans for 2015 E. Merchant Street. All Members voted AYE.

**Sky Lounge Expansion & Remodel**

**Contractor:** Paradigm Construction

**Architect:** Sam Bermudez,

**Zoning:** CB – Central Business District

The Board reviewed the building plans to expand the Sky Lounge into the portion previously occupied by Ralph's Auto. The change in use requires the building to be brought up to code and plans submitted and approved by the city. The expansion will increase the occupancy load. The plans show a 90-minute fire door to be installed to separate the fire areas. The existing firewall will need to be verified and inspected. Other changes include the outside doors needing to swing out and restrooms needing to be ADA compliant. **Motion** by Boots, Second by Montileaux to approve the remodel building permit for 200 N. Main Avenue. All Members voted AYE.

**Tea Auto Repair Center Building Plans – 715 Figzel Ct.**

**Owner:** Rick McCaulsky

**Engineer:** EGA

**Zoning:** GB – General Business Commercial (CUP)

The Board reviewed the building plans and code review for the auto repair center. Tom Paisley, Lookout Code Review requested additional plan sheets prior to approval. The Board tabled the project until additional plans are reviewed and approved by Mr. Paisley.

**Inspection Sheets:** None

**Other Business:** Todd Boots informed the Board of his new position on the Lincoln County Planning Commission.

**MOTION** by Boots, Second by Montileaux to adjourn at 6:14 p.m. All Members voted AYE.

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Joe Munson – Zoning Board President

ATTEST:

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Kevin Nissen – Zoning Administrator  
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