**City of Tea**

**Planning & Zoning Meeting**

**April 9th, 2024 5:30 PM**

**Tea City Hall**

1. **Call to Order:**

President Joe Munson called the meeting to order at 5:30 p.m. with the following board members present: Todd Boots, Bob Venard, Barry Maag, and Stan Montileaux. Also present were Tea City Hall staff members Justin Weiland, City Administrator, Kevin Nissen, Planning and Zoning Administrator, and Ellen Martin, Assistant Planner.

1. **Approval of the Agenda**

**Motion** by Maag, Seconded by Boots to approve the April 9th, 2024 agenda. All members voted AYE.

1. **March 13th, 2024 Minutes**

Board Member Boots informed the Board he abstained from the February 27th meeting minutes approval.

**Motion** by Boots, Seconded by Montileaux to approve the March 13th, 2024 minutes contingent on corrections on the February 27th minutes section. All members voted AYE.

1. **Consent Agenda**
	* Plat of Lots 1-10, Block 10, Lots 7, 7A, 8, 8A, 9, 9A, 10, 10A, Block 11, Nine Mile Lake Addition, City of Tea.

The Board reviewed the plat listed above. The plat has been reviewed and approved by HDR. The CLOMR has been approved by FEMA.

**Motion** by Maag, Seconded by Venard to approve the plat listed above. All members voted AYE.

1. **5:35 Public Hearing:** CUP 24-02 – 55+ Private Recreation Facility, 1530 N. Mae Place.

The Board reviewed the conditional use permit for a private recreation facility at 1530 N Mae Place. Kelly Nielson was in attendance to answer any questions. The recreation facility will include a small community building and pickleball court for the 55+ community to use. No one from the public came to comment.

**Motion** by Boots, Seconded by Montileaux to approve the CUP 24-02 55+ Private Recreation Facility at 1530 N Mae Pl. All members voted AYE.

1. **Titan Small Engine Repair Site and Building Plans**

The Board reviewed the site plan and building plans for the Titan Small Engine Repair located at 101 S Joseph Ave. The site plan has been reviewed and approved by HDR. The building plans have been reviewed by Tom Paisley. Review comments were sent to the contractor.

**Motion** by Boots, Seconded by Maag to approve the site plan and building plans for the Titan Small Engine Repair. All members voted AYE.

1. **Bright Foundation Maintenance Garage Building Plans**

The Board reviewed building plans for a maintenance garage at 815 Gateway Lane. Reaves Building Systems has not given final stamped drawings. Also waiting for final building plans that address comments from Tom Paisley concerning emergency lighting.

**Motion** by Maag, Seconded by Boots to approve the Bright Foundation Maintenance Garage building plans pending stamped plans and addition of emergency lighting plans. All members voted AYE.

1. **RBS Sanitation Building Site Plan** – Lot 1A, Tempo Addition, Lincoln County.

The Board reviewed the site plan for an RBS Sanitation Building located outside of Tea city limits in Lot 1A, Tempo Addition, Lincoln County. HDR has reviewed the site plan but has not yet given final approval. The Board discusses concerns regarding the impacts on Ninemile Creek and the floodplain.

**Motion** by Venard, Seconded by Montileaux to recommend approval to Lincoln County pending HDR’s final approval. Todd Boots abstained from voting.

1. **Maker’s Exchange Revised Site Plan** - 102 Venture Place, Tea.

The Board reviewed the revised site plan for Maker's Exchange at 102 Venture Place. The area that was originally intended to be a coffee shop will now be a restaurant. The utility plan added a separate water line for the fire sprinkler. Additional parking was added for the restaurant. The drive-up lanes were revised. The building location did not change and was approved for a foundation permit. Tom Paisley submitted code review and requested additional information on the hood and exterior venting. The site plan has been reviewed and approved by HDR.

**Motion** by Boots, Seconded by Maag to approve the Revised Site Plan for Maker’s Exchange. All members voted AYE.

1. **Tea Commerce Development Engineering Plans**

The Board reviewed the Development Engineering Plans for Phase 1 of the Tea Commerce Addition. Phase 1 is the lot along Gateway Boulevard which includes extending Thomas Avenue South to future Commerce Street. There will be a ¾ access on Gateway with a turning lane into the development. The proposed land use is commercial in this phase. HDR submitted approval.

**Motion** by Maag, Seconded by Venard to approve Phase 1 of the DEP for the Tea Commerce Addition. All members voted AYE.

1. **GC Estates Development Engineering Plans**

The Board reviewed the Development Engineering Plans for Phase 2 of the GC Estates Addition. Phase 2 extends Matthew Trail and Benjamin Streets. The residentials uses are twin-homes and 4-plex lots. The DEP does correspond with the Preliminary Plan. HDR recommends approval.

**Motion** by Boots, Seconded by Montileaux to approve the GC Estates Development Engineering Plans. All members voted AYE.

1. **Harvard Industrial Park Addition Preliminary Plan**

The Board reviewed the preliminary plans for the Harvard Industrial Park Addition. This is an initial review only and does not require further action. A public hearing is set for April 23rd with the P& Z Board and City Council on May 6th.

1. **Other Business:**

The Board reviewed the logo options for the Tea Comprehensive Plan and also discussed the meeting for the Comprehensive Plan, which is set to be on May 29th, 2024 at 6 p.m.

1. **Adjourn:**

**Motion** by Boots, Seconded by Venard to adjourn the meeting at 6:35 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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