

Planning & Zoning Meeting Minutes  
10/17/19  
Butler County Courthouse

**Present**

Planning and Zoning Commission members:

Janice Johnson  
Deb McWhirter  
Jane Close  
Ryan Norton

Others:

Misty Kroeze, Zoning Administrator  
Kyle Helland  
Jake & Bridgette Huff

**Absent**

Meinard Koop

Janice Johnson called the meeting to order at 7:30 a.m.

A motion was made to approve the Agenda by Deb McWhirter and was seconded by Jane Close. Motion passed.

Motion was made to approve the previous meeting minutes dated August 22, 2019, by Deb McWhirter and was seconded by Ryan Norton. Motion passed.

**Old Business:**

Zoning Administrator Kroeze handed out mileage logs and discussed what mileage the Commission could claim for each meeting, which included mileage to and from the meeting as well as mileage to visit the sites they are meeting about.

**Public Hearing:**

Chair Johnson opened the public hearing on "Huff's Minor Plat" located in the NW¼ of Section 24, Township 90 North, Range 15 West of the 5th P.M. Zoning Administrator Kroeze reported that this minor subdivision is located on Yale Avenue just South of 310<sup>th</sup> Street with two buildable lots being proposed and a third non-conforming lot that will be combined with an existing conforming lot. Administrator Kroeze stated that the CSR ranges from 39-55 and does meet the buildable lot requirements in the AG District. Administrator Kroeze also stated that there was appropriate road frontage for these lots and did not see any issue other than the Plat referencing both Huff Minor Plat as well as Huff's Minor Plat. Surveyor Kyle Helland stated that he would correct that discrepancy prior to the Board of Supervisor's meeting the following week.

Motion to approve "Huff's Minor Plat" was made by Deb McWhirter and seconded by Ryan Norton. Motion was unanimously approved.

Meeting adjourned.

Misty Kroeze, Planning and Zoning Administrator

