

**Planning Commission Meeting**  
**March 28, 2023**  
**12:00 p.m.**

The planning commission members met on the above date and time in the commission chambers of Herington City Hall. In attendance were Karen Soliz, Cynthia Naylor, Gwen Owens-Wilson, DJ Neuberger, Janet Wade, Marcus Hawkes, Deputy City Clerk Chanda Wilson, Neighborhood Services Director James Masters, Our newly hired City Manager Thatcher Moddee, Galen Snyder, Donald Bennett and Gabrielle Simmons. I didn't get a sign in sheet, so I don't have the other names.

The meeting opened with the pledge of allegiance.

Chair Marcus Hawkes called the meeting to order.

Consider minutes of February 28, 2023-Regular Planning Commission meeting. D.J. Neuberger made a motion to approve the minutes, seconded by Janet Wade and passed 6-0.

Public Forum: None

Additional agenda items: None

Approval of Agenda: Janet Wade made a motion to accept the agenda with the correction of the date from February to March, seconded by Karen Soliz and passed 6-0.

Public Forum Related to V1-2023: Galen Snyder of 211 S. C Street spoke in favor of approving the variance.

Donald Bennett gave a short presentation on V1-2023. The variance would allow construction of a front porch at 212 S. B Street, two feet outside the setback regulations.

During discussion, considerations included that the construction won't be in the public right of way, it won't impede the line of sight, porches help build community and the project placement is consistent with other houses on the block.

Janet Wade made a motion to approve V1-2023 to allow construction of a porch at 212 S. B Street., seconded by Gwen Owens-Wilson and passed 6-0.

Public Forum Related to V2-2023: None

Gabrielle Simmons gave a presentation of materials on V2-2023, which includes a new addition to connect to the existing structure with a breezeway.

Cynthia Naylor made a motion to approve V2-2023 to allow construction of an expansion to the childcare center at 205 N. E St-Outside the setback regulation and covering more than 50% of the property, provided it has or can get a conditional use permit to build in the residential neighborhood. Motion was seconded by Karen Soliz.

Discussion points included whether the land is in a flood plain, if there is adequate room from the structure to the end of the property, if there was proper zoning/conditional use permit in existence already. Also there was discussion around how much the community needs the additional child-care.

Motion passed 5-0 and Gwen Owens-Wilson abstained.

Discussion and update from the comprehensive plan subgroup was had. Janet Wade noted that energy has been focused toward completing the SPRINT grant which includes a master plan for the trailhead and major updates to the lakes. We should know if we are awarded in April. Karen Soliz noted she has the agriculture section for the comprehensive plan almost complete and the hospital section done.

In Committee and Staff Reports Karen gave an update from the Dickinson County Commission. They discussed the following items: A special Olympics fundraiser, promotion of radon test kits, two bridges having to need repairs to piers in the county, and hearings on property redemption.

Also discussed was updates about the trailhead. It was shared that the CVB discussed a new placement for the archway sign being at the NW corner of 3<sup>rd</sup> and Main Streets. This would give good visibility.

In Commissioner Comments DJ Neuberger suggested city staff find out if there is a variance or conditional use and add to zoning maps and dates of approval. Karen Soliz welcomed new City Manager Thatcher Moddie. Janet Wade would like to see items such as variances distributed at the same time as newspaper publication and a staff analysis. Would like to see larger copies of the zoning map. Gwen Owens-Wilson agreed with Janet and wants items she can study ahead of time. Cynthia Naylor did not comment. Marcus Hawkes thanked the new City Manager for attending the meeting.

Cynthia Naylor made a motion to adjourn, it was seconded by Janet Wade and the motion carried 6-0

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Chanda Wilson, Deputy City Clerk