

DATE: 11/12/2024

TIME: 5:30PM

THE HILLSBORO BOARD OF PLANNING AND ZONING COMMISSIONERS HELD A REGULAR MEETING IN THE COMMISSION CHAMBERS AT CITY HALL AT THE ABOVE DATE AND TIME.

Commissioners present: Bruce Bowersox, Levi Reese, Kevin Grothmann, Matt Miller, Brent Mikkelsen

Commissioners absent: Leif Swenson

Commissioner Bowersox opened the meeting with the Pledge of Allegiance at 5:30 PM

Meeting Minutes:

- Reading and approval of meeting minutes for October 14th, 2024

Commissioner Miller made a motion to approve the minutes with changes. Commissioner Grothmann seconded. All voted in favor, motion carried.

Building Permits:

- 24-070 Lee
- 24-071 Juelson - approved
- 24-072 Vet's Club- approved
- 24-073 Schultz- approved
- 24-076 Steffes- not sending to Midwest inspections due to no concrete

Commissioner Mikkelson made a motion to accept the building permits listed above. Commissioner Miller seconded.

All voted in favor, motion carried

- 24-075 Miller

Commissioner Mikkelson made a motion to accept the building permit listed above. Commissioner Grothmann seconded.

All voted in favor, motion carried

Miller abstained

- 24-074 Aslesen
 - Concerns about being 10ft into the easement
 - Send back to owner and ask if they will move 10ft
 - Sign an acknowledgement that the fence is in an easement and could be taken down at anytime if city needs to get into easement to do work, replacement cost would be owner responsibility

Commissioner Swenson made a motion to approve the building permit permits listed above. Commissioner Grothmann seconded.

All voted in favor, motion carried

- Anchor-
 - Levi spoke with Anchor would like to have permits approved from previous projects
 - Look into the need of sprinklers for remodel
 - Send office remodel permit application to Midwest Inspections

Commissioner Grothmann made a motion to approve the building permit permits from anchor with sending the office remodel application to Midwest inspections. Commissioner Mikkelson seconded.

All voted in favor, motion carried

Old Business

- **Recreational Vehicle ordinance 535**
 - City Commission wanted to add changes
 - Up to 2 weeks per calendar year
 - Any street alley or hwy- will need to be covered in a parking ordinance

Commissioner Miller made a motion to accept the update to recreational vehicle ordinance 535 Commissioner Mikkelsen seconded.

All voted in favor, motion carried

Ordinance will be sent to city commission for the 2nd reading

- **Court house project**
 - Tom Eblen
 - Decided not to do the parking lot at the courthouse
 - Would like to entertain the idea of adding diagonal parking on the west side of the courthouse
 - Will have engineer draw up plans for next Trail county

- **Parking issues**
 - Parking on corners making it hard to see at intersections
 - Changing/update ordinance

- Will discuss more at the December 9th Meeting

New Business

- **Storage container permit reapplication**
 - Send out permit for resubmission
- **Zoning- Daycare**
 - Daycare in R1 – as primary business not residential
 - Moving from previous location to new location
 - A previous letter was given to Shining lights to permit the daycare in this zone
 - Options:
 - 1. Change ordinance to include daycares
 - 2. Grant a conditional use permit – only for this business and if sold new owner would have to bring it to the commission
 - 3. Rezone
 - Concerned residents attended
 - this is a residential area and why are we taking home away from people
 - traffic
 - if this is open up to make a house a business what will stop someone else

Commissioner Miller made a motion to approve a conditional use permit for the Shining lights child program at 716 1st Ave NE. Commissioner Mikkelsen seconded.

All voted in favor, motion carried

Other:

Adjournment:

Commissioner Grothmann made a motion to Adjourn the meeting at 6:50pm. Commissioner Miller seconded.

All voted in favor, motion carried

Casey Eggermont
City Auditor

Bruce Bowersox
Committee Chair

The next regular meeting of the Hillsboro Board of Planning & Zoning will be at 5:30 PM on December 9th, 2024, City Hall Commission Chambers.