

**Board Members Present:** John Gudger, John Bryson, Chris Volzke, and Robin Baye were present for the P&Z Meeting. Member Nick Sterling was absent.

**City Staff in Attendance:** Megan Nelms, City Planner, Building Inspector Kevin O’Hearn and Sabrina Kemper, Community Development Director

Chairman John Gudger called meeting to order at 5:32pm on October 3, 2024, as a quorum was present.

The first agenda item was approval of the minutes from the September 5, 2023, meeting. Board Member Volzke motioned to approve, and Board Member Robin Baye seconded. All voted aye, motion carried.

The next item on the agenda was the final plat for Robertson Hills Commons No. 3. Megan presented case 24.08 FSP. The applicant is Platte View Development, LLC and the agent is Shawn Gustafson, ECS Engineering. The applicant is proposing to resubdivide a 1.42-acre lot into four lots for the purposes of multifamily development. The following planning considerations were applicable to the case:

**Planning Considerations:**

1. Add signature lines under Approvals for the City Planner and City Surveyor.
2. Add 5’ general utility easements on the east side of Lot 4, west side of Lot 1 and on each side of the lot line between Lots 2 & 3.
3. Remove the label of the 30’ utility easement that is being vacated by this plat.
4. Verify the placement of the shared access easements and receive approval of the approach locations.
5. Survey Reviews:
  - a. Verify the scale is 1” = 30’, it is unclear. Add a bar scale to the plat face and all maps.
  - b. Label the POB
  - c. The Recovered Brass Cap symbol and the Subdivision Boundary line type are different on the map and in the legend.
  - d. There are Set 5/8” rebar w/ aluminum caps on the lot lines between Lot 1 & Lot 2 and Lot 3 & Lot 4, but they are offset from the lot corners. Verify the placement. If they are witness corners, label the distance.

Staff recommended approval of the final plat upon all planning considerations being met and suggested a do-pass recommendation to the City Council.

Chairman Gudger thanked Megan and opened the floor for questions from the Board. Board Member Bryson asked about the 30’ utility easement being vacated and showing on the plat. Megan responded that because the easement is being vacated by this plat, it should not be shown on the resubdivision plat. The new 20’ utility easement, which has been okayed by Public Works, is shown on the new plat. Board Member Bryson then asked about the intended use of the lots. Shawn Gustafson, representative for the applicant approached the Board. He stated the plans are for multi-family units and he brought a very

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rough draft conceptual site plan. Megan also reminded the Board that they would see a Development Plan for any development on the lots prior to construction.

There was general discussion about the site layout, access to garbage dumpsters, and working to fit all the parking spaces on the site. Mr. Gustafson briefly discussed the 30' utility easement and his discussions with Public Works and provided some information on the proposed driveway access to the site.

Chairman Gudger provided some preliminary comments on the draft site plan Mr. Gustafson presented. He asked where parking would be located in relation to the buildings and said he had concerns about lighting and landscaping. He stated the City had been lax on the landscaping requirements with other developments in the area and he doesn't want to see that happen again. He wants to ensure they are protecting the adjacent property owners from the impacts of the new development.

Board Member Bryson stated he agreed with the landscaping comments. Megan stated that staff had discussed that at a staff meeting earlier in the week and that a landscaping plan would be included with the Development Plan for review.

Board Member Baye inquired about sidewalks on the site. Mr. Gustafson said they would be shown on the development plan when submitted and they are planning to have sidewalks on site. He stated if the city wanted to see sidewalks that connect to a future pathway along Poison Spider, that could probably be accomplished.

Board Member Gudger commented on the 45' wide driving lanes and said they were quite large, with a lot of concrete. There was general discussion about the driving land and parking and Mr. Gustafson reiterated that this was just a very conceptual site plan, and the full development plan submittal will meet all requirements. He also briefly discussed site drainage, stating all drainage goes toward Poison Spider.

There was further discussion about the height of the proposed structures and whether they would be two or three stories, fire sprinkling requirements and landscaping.

Chairman Gudger then asked if there was anyone audience who wished to speak about the case. Sabrina Kemper, Community Development Director, stated she had no objections to the plat. The Chairman then asked the Board if there were any further questions. There were none.

Chairman Gudger then asked for a motion to approve the Final Plat for Robertson Hills Commons No. 3. Board Member Volzke made a motion to approve the final plat. Board Member Bryson seconded the motion. Chairman Gudger called for a vote. All ayes, motion passed.

Chairman Gudger asked if there was any further business on the agenda. There was none. He adjourned the meeting at 5:58 pm.

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John Gudger, Chairman

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Attest: Sarah Osborn, City Clerk