

1. **Call to Order:** Rich Heidel called the meeting to order at 5:31 pm.
Roll Call: Bob Ross, aye; Peter Burkel, aye; Rich Heidel, aye; Dave Dillenburg, aye; Jeff Ambrosius, aye; David Johnson, aye. Tom Dennee is excused.
2. **Verify/Modify/Approve Agenda**
Motion by Rich Heidel, **Second by** Bob Ross to approve the Planning & Zoning Commission agenda as presented. All in favor. None opposed. Motion carried.
3. **Approval of Planning & Zoning Minutes: April 13, 2016**
Motion by Bob Ross, **Second by** Jeff Ambrosius to approve the April 13, 2016 minutes as presented. All in favor. None opposed. Motion carried.
4. **Public Comment on Non-Agenda Items:** None
5. **Conditional Use Permit Transfer, 1466 Ravine Dr. HB-1813:**
Approximately one year ago a Conditional Use Permit was approved allowing Mr. Randy Bendel to occupy one dwelling unit and his mother-in-law to occupy the second unit. Gena Vander Logt and Andrew Smet is in the process of purchasing the property from Mr. Bendel's estate (he recently passed). Ms. Vander Logt is engaged to Mr. Bendel's nephew Andrew Smet, and it is their intent to purchase this property and continue caring for Andrew's grandmother (Randy Bendel's mother-in-law). This family relationship is compliant with the conditions and intent of the Conditional Use Permit.
Motion by Rich Heidel, **Second by** Jeff Ambrosius to approve the transfer of the Conditional Use Permit for the single family home at 1466 Ravine Dr, HB-1813 with attached "in-law" suite to Gena Vander Logt and Andrew Smet with same conditions on original Conditional Use Permit. All in favor. None opposed. Motion carried.
6. **Certified Survey Map, Parcel HB-291, S. Overland Rd.:**
Gerald and Debra VandeHei proposes splitting parcel HB-291 into two parcels: 1 at 9.6 acres and 1 at 5.01 acres. The smaller parcel is being created to accommodate new home construction for a potential buyer. Zoning review identifies both parcels meet the A1-Agriculture District lot standards.
Motion by Rich Heidel, **Second by** David Johnson to approve the 2-lot CSM as presented for Gerald and Debra VandeHei, HB-291 on S. Overland Rd. All in favor. None opposed. Motion carried.
7. **Zoning Administrator's Report:**
None.
8. **Meeting Adjournment:**
Motion by Rich Heidel, **Second by** Bob Ross to adjourn the meeting. All in favor. None opposed. Motion carried.

The meeting adjourned at 5:45 p.m.