

OFFICIAL MINUTES

Chairperson Scot Leddy called the meeting of the Planning Commission to order on Tuesday, December 2, 2025, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were Tanner Aiken, Emily Braun, Kyle Jamison, Scot Leddy, Jacob Limmer, Nick Schmeichel, Roger Solum and Debra Spear. Billie Jo Hinrichs was present via telephone. Also present were Community Development Director Michael Struck, City Planner Ryan Miller and Associate Planner Bailey Maca. Also present were Andrew Austreim, Adam Porter and Dennis Welbig from the public.

Item #1 – Roll Call

Item #2 – Approval of Agenda

(Solum/Limmer) Motion to approve the agenda. All present voted aye. **MOTION CARRIED.**

Item #3 – Approval of Minutes

(Schmeichel/Limmer) Motion to approve the November 4, 2025 Minutes. All present voted aye. **MOTION CARRIED.**

Item #4 – Open Forum

Item #5 – Convene as the Planning Commission

Item #5a – Access Holdings LLC has submitted a petition for annexation of Block 1 in Mills Third Addition in the Northwest Quarter 6-109-49 excluding Lot H1 and H2. The property is generally located southwest of the 20th Street exit onto Interstate 29. The Development Review Team is supportive of the request.

(Limmer/Schmeichel) Motion to approve the annexation. All present voted aye. **MOTION CARRIED.**

Item #5b – Austreim Investments, LLC has applied for a Conditional Use Permit to operate a concrete, asphalt and rock crushing facility at 21625 471st Ave. Staff recommends approval.

(Limmer/Hinrichs) Motion to approve the conditional use permit. All present voted aye. **MOTION CARRIED.**

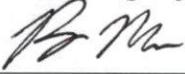
Item #5c – Election of Officers for 2026.

(Solum/Aiken) Motion to approve the nominating committee's recommendations. All present voted aye. **MOTION CARRIED.**

Item #6 – Adjourn

(/Schmeichel) Motion to adjourn. All present voted aye. **MOTION CARRIED**

The meeting adjourned at 6:00 p.m.



Ryan Miller, City Planner



Scot Leddy, Chairperson

OFFICIAL SUMMARY

Chairperson Scot Leddy called the meeting of the Planning Commission to order on Tuesday, December 2, 2025, at 5:30 PM in the Council Chambers Room #310 on the third floor of the City & County Government Center. Members present were Tanner Aiken, Emily Braun, Kyle Jamison, Scot Leddy, Jacob Limmer, Nick Schmeichel, Roger Solum and Debra Spear. Billie Jo Hinrichs was present via telephone. Also present were Community Development Director Michael Struck, City Planner Ryan Miller and Associate Planner Bailey Maca. Also present were Andrew Austreim, Adam Porter and Dennis Welbig from the public.

Item #1 – Roll Call

Item #2 – Approval of Agenda

Item #3 – Approval of Minutes

Item #4 – Open Forum

Item #5 – Convene as the Planning Commission

Item #5a – Access Holdings LLC has submitted a petition for annexation of Block 1 in Mills Third Addition in the Northwest Quarter 6-109-49 excluding Lot H1 and H2. The property is generally located southwest of the 20th Street exit onto Interstate 29. The single parcel for annexation is 3.10 acres in size and is contiguous to City limits along the western and southern sides of the property. The area is located in a phase two annexation priority area, indicating that it is intended for annexation as development reaches the area. Water service is available to the site. Sewer service is not currently available and will require a lift station. Access to the parcel will be controlled by the Department of Transportation. A subsequent rezone to a Business B-2 District will be proposed by the owner. The area is located in an Urban High Intensity future land use category supporting a potential B-2 rezone. There are no floodplain issues.

Item #5b – Austreim Investments, LLC has applied for a Conditional Use Permit to operate a concrete, asphalt and rock crushing facility. The applicant currently operates a concrete, asphalt, and rock crushing facility located at 21625 471st Avenue. The operation has been ongoing prior to the adoption of Ordinance 25-015, which now requires a Conditional Use Permit for such activities. The property is zoned Industrial I-1 Light, where concrete, asphalt, and rock crushing operations are permitted contingent upon approval of a Conditional Use Permit. Traffic management will be insignificant as this operation will not generate any extra road traffic. Dust control will consist of keeping all surrounding crushing areas moist and therefore minimizing dust emissions. If weather becomes a factor, and the operators are unable to control dust from traveling to neighboring dwellings, they will postpone the operation until a more favorable weather day.

Austreim explained that this is an existing operation that he is seeking the conditional use permit to comply with the new ordinance and none of the activities have changed. Aiken requested traffic counts. Austreim estimated between 10 and 30 trucks per day when in use. Porter asked for details of the dust control requirements and estimated that there were more than 10 trucks per day during

operation. Miller explained that dust control is required per ordinance and operations would need to cease if dust could not be controlled due to weather conditions. Hinrichs asked how Austriem would communicate the need for dust control with the neighbors. Miller explained that there is not a requirement to notify the neighbors of dates of operation, but the owner would need to communicate with the crushers on site if they would need to halt operations due to dust control. Welbig said that the dust control was his primary concern in addition to truck traffic abiding by the speed limit. Struck asked for the applicant to explain the operations. Austreim said that the equipment does have integrated sprayers to reduce the amount of dust generated. He has historically used a company that preferred to not use the sprayers. However, he will be hiring a new company in the future because that company no longer performs rock and concrete crushing. Schmeichel inquired what recourse the neighbors have if there is a dust problem. Struck explained that they can call the city who could potentially shut down the operation. Jamison asked if there was an existing measurable method for the dust control. Struck said that in the past, the state has sent an inspector who can perform testing and the city will defer any licensing to the state and federal requirements.

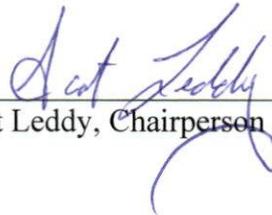
Item #5c – Election of Officers for 2026. Jamison, chair of the nominating committee relayed that Limmer was nominated as Chair and Schmeichel was nominated as Vice-Chair

Item #6 – Adjourn

The meeting adjourned at 6:00 p.m.



Ryan Miller, City Planner



Scot Leddy, Chairperson