

OFFICIAL MINUTES

Chairperson Scot Leddy called the meeting of the Planning Commission to order on Tuesday, October 7, 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, Billie Jo Hinrichs, Scot Leddy, Jacob Limmer, Roger Solum and Debra Spear. Nick Schmeichel was present via conference call. Kyle Jamison was absent. Also present were Community Development Director Michael Struck, City Planner Ryan Miller, Associate Planner Bailey Maca and City Clerk Bonnie Foster. Also present was Jason Crow, Todd Voss, Bo McCloud & Kristi Tornquist from the public.

Item #6b – Bo McCloud has applied for a Conditional Use Permit to operate an office in the Residential R-2 district. Staff recommends approval conditional on the permit being non-transferrable.

(Hinrichs/Aiken) Motion to approve the Conditional Use Permit. All present voted aye. **MOTION CARRIED.**

OFFICIAL SUMMARY

Item #6b – The applicant recently purchased the buildings located at 717 and 719 Main Avenue and intends to provide office spaces for small businesses including their rental business. The property is located in the Residential R-2 district, where office use is permitted subject to the approval of a Conditional Use Permit. The property was previously used as a dental office; however, the use has been discontinued for more than a year. As the site has not had an active office use in over a year, the applicant is required to obtain a Conditional Use Permit to reestablish the use.

McCloud, applicant, was available for questions. Aiken asked if the six-foot fence was existing. McCloud stated that it would be new. Hinrichs inquired about the future use. McCloud explained that it would be used for his real estate and property management business. Tornquist asked if there was a plan for signage and if the property be also used as apartments with the office if the request was approved. She went on to ask about the property next door being rumored to become an office and wanted to know if R-2 would transition to allow offices. Miller stated that the site plan did not indicate signage however there are sign allowances in residential zoning districts. He also explained that an apartment is a separate use in R-2 that would require a separate Conditional Use Permit. McCloud did not have any current plans for signage but stated that they would adhere to the existing allowances if one was sought in the future. Miller detailed that a freestanding could be up to 8 square feet, 5 feet in height and wall sign could be up to 16 square feet. Miller also explained that the item on the agenda was this Conditional Use Permit and if Planning Commission wanted to review other permits or zoning ordinances further, it would need to be added to a future agenda. Limmer asked if the Conditional Use would be allowed had the operation not ceased use. Ryan stated that if it had not ceased, then yes it would still be allowed and explained that the new request is not transferrable. Tornquist appreciated the explanations provided. Aiken asked if residential and commercial uses would be allowed on the site if the Conditional Use Permit was approved. Miller stated that mixed use is not allowable in an R-2 zoning district.