



MINUTES OF THE 7TH OF SEPTEMBER 2023 MILLS PLANNING & ZONING BOARD MEETING

Board Members Present: Bob Greenley, Leon Norvell, Dale Smith, John Gudger and Chris Volzke were all present for this P&Z Meeting.

City Staff in Attendance: Megan Nelms, City Planner, Kevin O’Hearn, Building Official

Others in Attendance: Clinton Miller

Chairman Leon Norvell called the meeting to order at 5:00 PM on September 7, 2023, as a quorum was present.

Chairman Norvell asked board members if everyone had read the minutes of the August 3, 2023, P&Z Board meeting and if there were any noted changes. There were none. Board Member Chris Volzke made a motion to approve the minutes. Dale Smith seconded the motion. Chairman Norvell called for a vote to pass the minutes of the August 3, 2023, P&Z meeting. All ayes, motion passed.

Chairman Norvell asked Megan to present the first agenda item. Megan introduced case number 23.06 FSP, the Final Plat for 9 Aces Storage.

Background:

The applicant is proposing to resubdivide Lots 1-20, Block 3, Kiskis Addition to create one (1) 3.27-acre lot for the purpose of developing a commercial storage facility business.

Planning Considerations:

1. In the notary block for Clinton’s signature, it says “Clifton F. Miller”
2. Remove the “attest” label on the Mayor’s signature in the City Approvals signature block.
3. Provide the distance on the south side of the utility easement to the lot corner on each end of the parcel.

Staff Recommendation: Staff recommends the Planning and Zoning Board approve the final plat for 9 Aces Storage Final Plat, pending completion of all planning considerations.

Chairman Norvell thanked Megan and asked if there were any questions from the Board. Board Member John Gudger inquired about a commercial site plan. Megan stated that was the next case on the agenda. Board Member Gudger then asked about lighting and said that he was concerned because they have had issues with other commercial businesses outdoor lighting shining off the

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property. The applicant, Clinton Miller, stated that for now, he was only planning on installing solar lighting on any buildings and was not going to have electricity installed on the property.

Chairman Norvell asked if there was any further discussion on the plat. There was none so he called for a motion. Board Member Bob Greenley made a motion to provide the City Council with a “Do Pass” recommendation for the 9 Aces Storage Final Plat. Board Member John Gudger seconded the motion. All voted in favor, motion carried.

Chairman Norvell then asked Megan to present the next case on the agenda. Megan introduced case number 23.03 SKC, the 9 Aces Storage Commercial Site Plan.

Background:

The applicant is proposing to locate a commercial storage facility on the property, which is currently being resubdivided into one (1) larger parcel. The business will consist of areas for outdoor storage of licensed, operable vehicles, RV’s, boats, etc. Future plans include construction of various buildings for indoor storage of vehicles, covered parking and mini storage units.

Megan explained the review process for Site Plans and provided the following planning considerations:

Planning Considerations:

1. Remove the label “Proposed 9 Aces Storage” from the center of the site plan.
2. Provide a lighting plan if any new lighting is proposed to be installed on the parcel.
 - a. Obtain all required building permits for any new lighting installation
3. Show a line legend for the site plan
4. Provide a General Summary table, per item 21 in the Site Plan checklist
5. Show three (3) parking spaces for servicing associated with the commercial business.
 - a. Note that future parking areas shall be required at the time of construction of covered and indoor storage units.
6. A six (6) foot privacy fence at least 75% opaque must be installed around the perimeter of the property.
7. Ensure that any fencing at each corner of the property does not impair the site triangle and utilizes only open chain link fence for fences over 42” in height.
8. Obtain a sign permit for any on-premise signage.

Staff Recommendation: Staff recommends approval of the Site Plan pending completion of all

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planning considerations.

Board Member Chris Volzke stated having a lighting plan was important and that John had already covered the topic with his questions in the previous case. Chris then asked about screening and ensuring that it is put up to buffer the adjacent residential uses. He also asked about how much extra traffic this storage facility might generate in the area. The applicant, Clinton Miller, stated that he is not sure on the traffic levels, but that his future plans include up to 48 mini storage units. He stated that all the traffic would enter from the east side of the property, off Comet St.

Mr. Miller said he would do construction in phases and was looking at doing the storage units in the southeast corner of the property first and that he was likely going to remove the covered storage canopy and do a fully enclosed building. He also discussed moving the entry gate a little further onto the property so that people coming into the property wouldn't have to stop in the street to open the gate. The Planning Commission was agreeable to keeping the access off of Comet St. to avoid the residential uses on the south side of the property.

Board Member Dale Smith asked about electricity for the entry gate. Mr. Miller stated that he would install a solar powered entry gate. Mr. Miller went on to state that he was looking to do fully enclosed storage buildings instead of the outdoor parking or covered parking areas. He stated that once he gets going on construction, there won't be much that is parked outside because he envisions all enclosed storage in the future.

Kevin O'Hearn stated that Mr. Miller had completed some nice over lot grading on the property and it looked very nice since being cleaned up and the pallets being removed. He also asked Mr. Miller what his timeline for construction was. Mr. Miller stated that he was trying to get going soon. He still needs to lay down additional gravel on the north side of the property, but he plans to move forward with construction soon.

Board Member Volzke asked when he thought he might be moving the gate further onto the property. Mr. Miller stated that he needed to get some income coming in from the property, but that he would investigate costs soon. He was also looking at card entry systems and security at the gate.

Chairman Norvell then asked if there was any further discussion. There was none. Chairman Norvell then called for a motion. Board Member Dale Smith made a motion to provide the City Council with a "Do Pass" recommendation for the 9 Aces Storage commercial site plan, Board Member John Gudger seconded the motion. All voted in favor. Motion Carried.

With no further business, Chairman Norvell declared the meeting adjourned at 5:30 PM.

Leon Norvell, Chairman

Attested: Christine Trumbull