



City of Highland Haven
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MINUTES – PLANNING & ZONING COMMISSION MEETING

DATE: August 10, 2023

TIME: 6:00 PM

PLACE: Highland Haven Community Center

1. Open meeting and Roll Call to Establish Quorum

Marvin Filla	✓Present	☐ Absent
Linda Enderlin	✓Present	☐ Absent
Connie Smith	✓Present	☐ Absent
Jackie Garrow	✓Present	☐ Absent
Debbie Dahlstrom	✓Present	☐ Absent

Marvin Filla opened the meeting at 6:00 pm.

2. Pledge of Allegiance

Marvin Filla led in the pledge of allegiance.

3. Recognize visitors.

Visitors present were Olan Kelley, Bruce Robertson and Judy Kelley.

4. Public Comment

(At this time, any person with business before the P&Z Commission not scheduled on the agenda may speak to the Commission. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur. Comments regarding specific agenda items should occur when the item is called.)

There were no public comments.

ACTION ITEMS

5. Consider Minutes from July 13, 2023, P&Z Meeting.

Motion to approve minutes made by Linda Enderlin, seconded by Jackie Garrow

Vote 3-0

Debbie Dahlstrom and Connie Smith abstained.

6. Discussion with Possible Action – Recommendations for P&Z Chairperson

Debbie Dahlstrom nominated Marvin Filla for P&Z Chairperson, seconded by Linda Enderlin.

Vote 5-0

Recommendation will be submitted to the Board of Alderman at the August 15, 2023 Board meeting.

7. Discussion with Possible Action – Appointment - P&Z Vice-Chairperson

Debbie Dahlstrom volunteered to be Vice-Chairperson for P&Z. There were no other nominations or volunteers.

Vote 5-0

8. Discussion with Possible Action – Appointment - P&Z Secretary

Linda Enderlin volunteered to be Secretary for P&Z. There were no other nominations or volunteers.

Vote 5-0

DISCUSSION ITEMS

9. Review and Discuss: 'Topics for Planning & Zoning Commission Review' provided by BOA.

10. Review and Discuss: Recommendations forwarded to Board of Alderman.

11. Review and Discuss: Ordinance #056 Zoning (Commercial Zoning)

Discussion ensued regarding various components of commercial zoning. It was agreed among the commission for members to research various items related to taxable services, alcohol tax, definitions, etc.

12. Review and Discuss: Water System
 - a. Mandatory Restrictions
 - b. Cross Connections
13. Review and Discuss: Legislative Updates

INFORMATION ITEMS

14. P&Z Commission Member Comments.

Marvin Filla stated that there will be a special P&Z commission meeting on August 31, 2023 at 5:00 pm at City Hall

15. Next Regular Meeting date September 14, 2023.
16. Items to be considered for the next agenda must be received by the Chair on or before 12 noon CDT, September 6, 2023.
17. Adjournment.

Motion to adjourn made by Linda Enderlin, seconded by Connie Smith.

Vote 5-0

Meeting adjourned at 7:53 pm.

Marvin Filla

Marvin Filla, Chair

Seal

Lezley Baum

Lezley Baum, City Secretary