

PLANNING AND ZONING COMMISSION

4:00 P.M.

Wednesday, December 3, 2025

Present: Steve VanHouse
Richard DeRosier
Nelson French
Mike Johnson

Excused: Wade LeBlanc

Tim Costley, City Attorney
Donny Thompson
Carol Salus
Marcia Oates
Phil Huston
Gene LaFond

VanHouse called the meeting to order at 4:05 p.m.

Agenda – Motion by DeRosier, second Johnson to approve the Agenda as presented.
MOTION CARRIED.

Approval of Minutes- Motion by French, second DeRosier to approve November 5, 2025 regular meeting minutes. **MOTION CARRIED.**

Communications/Public Comments- None at this time.

Zoning Administrators Report – Chair VanHouse reviewed permits issued within the city October – November.

OLD BUSINESS –

Golf Course Housing-Short Term Rental Code- City Council has approved entering into a contract with zUp North Realty to determine feasibility of project and residential versus short term rental. David Drown is working with Northland Constructors via Sourcewell to obtain a cost of project. Phil Huston asked if there was an estimate of lot sale price, Gene LaFond asked for clarification regarding listing agent is project is deemed feasible. City Attorney advised that the EDA committee will be discussing at an upcoming meeting and the project is currently not a Planning and Zoning issue.

Shopping Center Zone- Accept or Deny Proposed rezoning- A public hearing was held prior to Planning & Zoning meeting. Discussion regarding change fits within comprehensive plan, and change being made to fix an error and map is consistent with current code. Motion by French, second DeRosier to recommend Council approve establishing Shopping Center District. **MOTION CARRIED.**

NEW BUSINESS –

Set 2026 Meeting Dates- Set 2026 Meeting Dates- Discussion regarding changing time of meetings to 3:00 p.m. Motion by DeRosier, second French to set Planning and Zoning regular meeting dates as January 7, February 4, March 4, April 8, May 6, June 3, July 8, August 5, September 9, October 7, November 4, and December 9 with time change to 3:00 p.m. MOTION CARRIED.

Changes to Fee Schedule- Motion by DeRosier, second French to adopt fee schedule pending review by City Zoning Administrator. MOTION CARRIED.

Motion by DeRosier, second Johnson to adjourn at 4:20 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson