

# City of Highland

## Planning Commission Meeting

November 02, 2021

### AGENDA

1. Call to Order
2. Roll Call
3. Consideration of Minutes from October 05, 2021
4. Unfinished Business:
  - General Plan revision
  - Bill Matselboba – Karen’s Dog Grooming
5. New Business:
  - Term renewal of Committee Members
    - Michael Burton
    - Tim Evans
    - Larry Allen
6. Open for Discussion
7. Announcements/Comments: Closed November 11, 2021, in observance of Veteran’s Day, and November 25-26, 2021, in observance of Thanksgiving.
8. Motion to Adjourn

**CITY OF HIGHLAND  
PLANNING COMMISSION MEETING  
October 05, 2021**

The regular meeting of the Planning and Zoning Commission for Tuesday, October 05, 2021, was called to order at 5:34 pm by Chairperson Kenneth Massey. During roll call the following Commissioners answered to their names: Tim Evans, Jeff Kamps, Roy Johnson, Larry Allen, Ryan Lamb, and Michael Burton. Also present were Clerk Edith Elliott, Mayor Russell Truitt, guests Ronnie Cook, Bill and Karen Matselboba, and Darell Matson.

**Consideration of September 07, 2021, Minutes:**

Chairperson Massey asked for approval of the September 07 , 2021, minutes. Commissioner Johnson made a motion to accept the minutes, which was seconded by Commissioner Lamb.

Minutes were passed and accepted with a roll call vote as follows: Kamps: Y/ Johnson: Y/ Evans: Y/ Allen: Y/ Lamb: Y/ Burton: Y.

Votes to accept and approve: **6 Yea's, 0 Nay's**

**Old Business**

The commission tabled the review of General Plan as there were several guests on the agenda.

**New Business**

Mr. Ronnie Cook presented to the committee his plans for converting part of his property at 2530 Hwy 62/412, into a food truck venue. He explained he also has interest in allowing consignments on the other side of the property. After explaining his plans to the committee for a total of five (5) trucks, he was informed that each truck would require its own source to empty waste and the onboard tanks, and that each one would need its own water and electric source. They would also have to be a certain amount of space apart.

Mr. Bill Matselboba and his daughter Karen Matselboba, gave the committee their plans for a dog kennel with an apartment on their property located at, 2323 Hwy 62/412. Mr. Darrell Matson offered how the building would sit on the property, and if approved, would only need to be 400-500 square feet.

**Discussion**

Mr. Cook's proposal was discussed among the commissioners. Commissioner Burton expressed his concerns of the hand drawn plan not being complete. He suggested a more detailed, complete set of build plans and a plat plan. The commissioners agreed that food trucks were already heavily regulated by the Health Department, so no further guidance would be required. Commissioner Evans pointed out there was not anything in the General Plan. Commissioner Kamps expressed his concerns over appearance and parking. Chairperson Massey stated that if the food trucks were all in one location, then the overall appearance of the city would not be affected as if they were randomly through town. Mr. Cook is to return to the next meeting with a complete set of plans, including a plat plan.

Mr. and Ms. Matselboba's plans were discussed. Commissioner Evans requested a plat plan and a copy of the survey showing in detail the size of the property, as the size of the lot is in question. Mayor Truitt stated that the property in question may be too small. Chairperson Massey pointed out that there were also easements to be considered. Commissioner Allen recited the procedures to present plans to the committee. After much discussion, Mr. Matselboba was instructed to return to the next meeting with a copy of the survey and a plat plan with clearer details of the project.

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**Announcements:**

No announcements.

Motion to adjourn made by Commissioner Burton and seconded by Commissioner Johnson.

Meeting adjourned at 6:45 pm.

Submitted by Clerk, Edith Elliott

Passed and Approved This \_\_\_\_\_ Day Of \_\_\_\_\_ 2021.

Minutes approved by:

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Secretary, Jeff Kamps

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Chairperson, Kenneth Massey