

Minutes of Meeting
Elkhart Planning and Zoning Commission
September 8, 2025

1. Call to order:

The Elkhart Planning and Zoning Commission meeting was called to order on September 8, 2025, at 6:00 p.m. in Elkhart City Hall by Michael Kappos. The following commission members were present – Michael Kappos, Travis Warnke, and John Johnson. Collin White, and Mary Luna-Duffy were absent.

2. Roll Call:

3. Approval of Agenda:

Johnson moved to approve the agenda as written, Warnke seconding. Motion carried 3-0.

4. Approval of minutes of the September 8, 2025, meeting

Johnson moved to approve the minutes of the September 8, 2025, meeting, Warnke seconding. Motion carried 3-0.

5. Update on City activities (discussion only):

Industrial Park Expansion:

It was discussed the City is currently speaking with Travis S. about expanding the industrial park. The City is going into annexation to acquire that ground. It was discussed the process to annex the land will begin this fall. It was discussed annexing the land will help protect the corridor for future development. The lane includes the following parcels:

- *The parcel north of the current industrial park*
- *The parcel west of the current industrial park*
- *The parcel south of NE 126th Avenue (the parcel that has the wetland)*

Meeting with City of Ankeny:

It was discuss the City met with the City of Ankeny to discuss land boundaries. The following items were discussed as take aways from the meeting.

- *The City of Ankeny is currently not looking to annex land. Developers and landowners are the ones driving any Ankney land annexations.*
- *The City of Ankeny is currently not intersected in any future 28E agreements.*

City Code – Auxiliary Dwelling Units:

It was discussed the City code may need to be amended to clarify auxiliary dwelling units. Katie will look into the Code to see what the State of Iowa passed. Planning and Zoning will review the findings and provide a recommendation to Council.

Convenience Store:

An update on the Convenience Store Snak Attack was given. City staff met with landowner in July. The landowner seemed optimistic about getting the required financing needed. The advice from the bonding attorney was to not extend the deadline to have the building completed until the developer has proof of getting financing.

Comprehensive Plan Update:

Travis Warnke gave an update on how the comp plan update is going. Data is currently being gathered and a social website is being built for public input. Planning for a future public meeting is underway.

6. *Recommendations for possible commission activities (discussion only)*

Code enforcement of parking on the grass ROW along the streets in the west side of town was discussed. Due to the narrow streets on the west side of town, residents park vehicles along the grass areas adjacent to the street within the City ROW. Material used for driveways was also discussed. The current code states all driveways must be paved. Does this requirement only for residential driveways? Planning and Zoning committee to discuss these items in the future.

The need to require Traffic Impact Studies for new developments was discussed. This is driven by new developments are adding additional vehicles and traffic loading to City infrastructure. Requiring a Traffic Impact Study for new developments could require developers to build roadway improvements to help offset the additional traffic.

7. *New and Miscellaneous business (discussion only)*

None

8. *Adjourn*

The Chairman declared the meeting adjourned at 6:49 p.m.

Respectfully,



Travis Warnke, Secretary