

Minutes of the Maxwell Planning & Zoning
Tuesday July 8, 2025

Note: The following are unofficial until they are approved by the board at the next meeting.

1. The meeting was called to order by chair Pat Meade at 7:00 pm.
 2. Roll call was answered by Shelly Balke, Tanner Schrock and Pat Meade. Ex officio attendees Sue Philpott, Ken Jans and Doug Miller. Visitors Clint Sloss from JAMC Building Associates, Wes Farrand and Brett Culp from Snyder & Associates, and Rex Shoemaker.
 3. Motion by Balke to approve the agenda with a correction to item 5A—updating the plat name to "Rock Creek Ridge Plat 1." Seconded by Schrock. Motion carried with 3 ayes.
 4. Motion by Balke to approve 5/05/2025, minutes with a correction to item two, clarifying that Clint Sloss represents JAMC Building Associates and that Wes Farrand and Brett Culp represent Snyder & Associates. Seconded by Schrock. Motion carried with 3 ayes.
 - 5a. Motion by Balke to open the public presentation. Seconded by Schrock. Motion carried with 3 ayes. Culp presented the final plat for Rock Creek Ridge Plat 1, noting it as a staged development projected over 3–5 years. The plat includes 12 lots. A water main easement will be vacated due to the establishment of a public roadway. Lot nine reflects both the existing and proposed easement. Motion by Schrock to recommend council approval of the final plat and designation of the loop road as “Rock Creek Court.” Seconded by Meade. Ayes: Schrock, Meade; Nay: Balke. Motion carried.
 - 5b. Motion by Balke to recommend that the council adopt an official street designation map. Seconded by Schrock. Motion carried with 3 ayes.
 - 5c. Balke will coordinate with the deputy clerk to review and update subdivision requirements. No recommendation will be presented to Council at this time.
 - 5d. Motion by Balke to recommend the city gravel the alley between North Street and 7th Street. Seconded by Schrock. Motion carried with 3 ayes.
 - 5e. Motion by Balke to recommend the council update the Comprehensive Plan Map. Seconded by Meade. Motion carried with 3 ayes.
 - 5f. Discussion of Iowa Code 103A for accessory dwelling unit (ADU) compliance. No recommendation will be presented to Council at this time.
 - 5g. Farrand contacted Story County MAPS to request an updated map but had not received a response by the time of the meeting. No action was taken.
- Motion to adjourn at 8:18p.m.by Balke and seconded by Schrock. 3 ayes. Motion carried. Next meeting will be Monday, August 11 at 6:30 p.m.in City Hall.

Attest: _____, Clerk _____, Chair
Carrie Heaps Pat Meade