

**Planning and Zoning Commission**  
**Agenda for Wednesday, July 16<sup>th</sup>, 2025**  
**5:30pm**

1. **Planning and Zoning Call to Order**
2. Roll call: **Prioreschi, White, Hernesmaa, Councilor Roose, Palcher, Anderson.** *Staff Kochendorfer.*  
*Excused: Burke*
3. **Approval of Minutes from June 18<sup>th</sup>, 2025.**
4. **Additions or Deletions from Agenda**
5. **Requests to Appear**
6. **Reports**
  - a. Planning and Zoning Administrator –
  - b. Projects Committee –
  - c. Council –
7. **New Business**
  1. PZ Budget
8. **Old Business:**
  - a. IUP Process Update
  - b. Magie Dr. Subdivision
  - c. Permissible Uses List
  - d. Update City Comprehensive Plan from 2016
9. **Adjournment**

**Planning and Zoning Commission (Unapproved)  
Meeting Minutes for Wednesday, June 18<sup>th</sup>, 2025**

Planning and Zoning Called to Order @ 5:30 PM

Roll call: **White, Burke, Hernesmaa, Councilor Roose, Palcher, Anderson.** *Staff Kochendorfer.* **Excused: Prioreshi**

**Approval of Minutes from May 21<sup>st</sup>, 2025.**

**Motion Hernesmaa to approve the May 21<sup>st</sup>, 2025 Minutes/ Second White. Motion carried.**

**Additions or Deletions from Agenda**

**Requests to Appear**

**Reports**

- a. Planning and Zoning Administrator – Kochendorfer mentioned an increase in fence and sign permits, and a few new businesses in town. There has also been an increase in blight and ordinance violation complaints.

Communication continues with contented critters and the area of land off Miners Drive. Re-zoning and possibly a conditional use permit may be needed depending on the permissible uses list changes. A new land survey may need to be completed as well.

There may be future hearings to come in the next few months.

- b. Projects Committee – Roose- lots of projects currently underway in the city. August opening for the trail head building. There will be a ribbon cutting and other events.
- c. Council – Roose mentioned that the only thing that may apply to PZ would be budgeting. Not sure how much there is budgeted for PZ other than the PZ Admin wages. Kochendorfer will look into this. Kochendorfer also explained that PZ takes revenue from permits filed, but that mostly pays for staff time and mailings of letters, etc. Recently, fees were raised to help offset the expensed incurred for Variances, Conditional use Permits, etc.

**New Business**

**Old Business:**

- a. IUP Process Update- Kochendorfer explained that the intent would be to recommend that the City Attorney Draft Ordinance changes related to IUP's and Event Licenses and then bring them back to PZ to approve. Kochendorfer explained the reasoning behind the changes, making the event license more of a staff approval for events less than 4 days, and events longer than 4 consecutive days would still require an IUP. Currently, the city

is using the IUP for some events, but not all. This would streamline the process. IUP's also include other temporary property uses such as temporary housing, storage containers and other building related uses. CUP's and Variances can be approved and denied solely by PZ, rezonings have to go to city council for final approval, as well as IUP's. The proposal would be to allow IUP's to be solely approved by PZ as well. Approved IUP's go with the owner/person versus with the property. IUP's can also have time constraints, where CUPs cannot have time restrictions.

**Motion Burke to recommend the city attorney look over the proposed IUP ordinance changes and draft new ordinance language/ Second Anderson. Motion carried.**

- b. Magie Dr Subdivision- Kochendorfer presented a drafted plat from 1999 of the Trezona Hills area that depicts some similar features to what is being proposed to the Magie Dr area, with similar layouts. We will continue to need a Phase 1 study completed in this area before proceeding forward, and this is being worked on currently. Kochendorfer will explore costs of phase 1 explorations, and Roose will check with the projects committee to see if that's budgeted in there.
- c. Permissible Uses List- Kochendorfer explained that with the updating of the RV/Camping and Resort ordinance, some changes were made to the permissible uses list, and the city attorney recommending approving those changes, as well as adding the tattoo shop designation to the list before proceeding forward with the entire permissible uses list.

There was further discussion and explanation on the proposed permissible uses for Resorts, Campgrounds, and Tattoo Shops. Kochendorfer provided some background on the RT rezonings for resorts, as well as the proposed changes.

**Motion Anderson to approve the proposed permissible uses changes as presented/ Second White. Motion carried.**

- d. Update City Comprehensive Plan from 2016- Continued discussion and updates to goals and objectives related to the comprehensive plan on land use controls. Changes were made in real time to pages 25, and 26.

**Adjournment at 6:28 PM without objection.**

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Budget

CITY OF ELY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2025

GENERAL FUND

|  | PERIOD ACTUAL | YTD ACTUAL   | BUDGET       | UNEXPENDED   | PCNT    |
|--|---------------|--------------|--------------|--------------|---------|
| <u>PLANNING AND ZONING</u>                   |               |              |              |              |         |
| 101-41910-103-01 PART TIME EMPLOYEES REGULAR | 2,317.24      | 12,879.01    | 30,500.00    | 17,620.99    | 42.2    |
| 101-41910-121-01 PERA                        | 173.79        | 965.91       | 2,400.00     | 1,434.09     | 40.3    |
| 101-41910-122-01 FICA                        | 146.40        | 830.89       | 2,300.00     | 1,469.11     | 36.1    |
| 101-41910-131-01 EMPLOYER PAID HEALTH        | 1,046.69      | 6,280.13     | .00 (        | 6,280.13)    | .0      |
| 101-41910-132-01 EMPLOYER PAID DENTAL        | 63.67         | 318.32       | .00 (        | 318.32)      | .0      |
| 101-41910-138-01 HSA                         | 84.38         | 506.28       | .00 (        | 506.28)      | .0      |
| 101-41910-150-01 WORKER'S COMP INSURANCE     | .00           | 95.59        | 100.00       | 4.41         | 95.6    |
| 101-41910-210-01 OPERATING SUPPLIES          | .00           | 2,799.05     | 500.00 (     | 2,299.05)    | 559.8   |
| 101-41910-305-01 COMPUTER SOFTWARE/MAINT     | 24.00         | 309.83       | 1,100.00     | 790.17       | 28.2    |
| 101-41910-320-01 TELEPHONE                   | 38.48         | 153.91       | 500.00       | 346.09       | 30.8    |
| 101-41910-330-01 PROFESSIONAL SERVICES       | 1.84          | 9.21         | 500.00       | 490.79       | 1.8     |
| 101-41910-331-01 TRAVEL/TRAINING             | .00           | 231.75       | 200.00 (     | 31.75)       | 115.9   |
| 101-41910-351-01 PUBLISHING                  | .00           | 351.65       | 500.00       | 148.35       | 70.3    |
| 101-41910-361-01 PROPERTY INSURANCE          | .00           | 39.04        | 100.00       | 60.96        | 39.0    |
| 101-41910-433-01 DUES AND SUBSCRIPTIONS      | .00           | .00          | 100.00       | 100.00       | .0      |
| 101-41910-437-01 OTHER MISCELLANEOUS         | .00           | .00          | 100.00       | 100.00       | .0      |
| TOTAL PLANNING AND ZONING                    | 3,896.49      | 25,770.57    | 38,900.00    | 13,129.43    | 66.3    |
| TOTAL FUND EXPENDITURES                      | 3,896.49      | 25,770.57    | 38,900.00    | 13,129.43    | 66.3    |
| NET REVENUE OVER EXPENDITURES                | ( 3,896.49)   | ( 25,770.57) | ( 38,900.00) | ( 13,129.43) | ( 66.3) |