



PLANNING AND ZONING COMMISSION SPECIAL MEETING

Tuesday, May 19, 2026 at 8:30 AM

Council Chambers - 331 First Street East

AGENDA

MEETING OPENING

1. Roll Call

NEW BUSINESS

2. Approval of Previous minutes – 5/5/2026
3. Parcel Combination - Stealgard

ADJOURNMENT

This agenda is subject to change.



PLANNING & ZONING MEMORANDUM

TO: Planning and Zoning Commission

FROM: Matt Chesmore

DATE OF MEETING: May 19th, 2026

ITEM TITLE: Approval of Previous minutes – 5/5/2026

BACKGROUND:

The Planning and Zoning Commission regularly meets once a month to discuss various zoning related issues that are brought to Zoning Administrator.

DISCUSSION:

For record keeping purposes, minutes are recorded by the commission's secretary during each meeting and act as an official record of the commission's actions. Minutes from each meeting are required to be approved, which is usually completed at the next Planning and Zoning meeting. Once approved the minutes are recorded in electronic media, stored on City owned resources. The minutes are also publicly posted on the City of Independence's Agenda & Minutes site.

FINANCIAL CONSIDERATION:

There is no cost related to this item.

RECOMMENDATION:

Staff recommends the Planning and Zoning Commission moves to approve the previous meetings minutes as stated in the item title.

PLANNING AND ZONING COMMISSION MEETING MINUTES

May 5, 2026

The Independence Planning & Zoning Commission met in the Council Chambers on Tuesday, May 5, 2026. Matt Chesmore called the meeting to order at 8:30 AM with Stephanie Berns, Tami Fenner, Brian Keierleber, Bill Lake, Jane Leaven and Tyler Rasmussen in attendance. Rick Wulfekuhle and Terry Juhl were also in attendance.

Minutes from the prior meeting of April 7, 2026 were reviewed. A motion was made by Tami Fenner, seconded by Tyler Rasmussen to approve the minutes. Motion carried with a 6-0 vote in favor of the request.

A lot combination request from Kevin and Wendy Mishler for parcels 1004416006 and 1004416007 was reviewed. The Agreement Regarding Lot Combination was presented. A motion was made by Tami Fenner, seconded by Tyler Rasmussen to recommend approval of the lot combination as submitted. Discussion was held. Motion carried with a 6-0 vote in favor of the request.

A parcel division request from Terry and Christine Juhl was presented. The request is to divide parcel 1003426004 and create two parcels to allow for construction of a single-family dwelling on each lot. The Plat of Survey was provided for review. A motion was made by Bill Lake, seconded by Tyler Rasmussen to recommend approval of the parcel division as submitted. Discussion was held. Motion carried with a 6-0 vote in favor of the request.

A lot combination request from Stealgard Inc. for parcels 0635151001 and 0635151004 was reviewed. The proposed Agreement Regarding Lot Combination was presented. A motion was made by Brian Keierleber, seconded by Jane Leaven to recommend approval of the lot combination as submitted. Discussion was held. Motion carried with a 6-0 vote in favor of the request.

A motion to adjourn was made by Brian Keierleber, seconded by Tyler Rasmussen. Motion carried.

Respectfully Submitted,

Stephanie Berns

Secretary



PLANNING AND ZONING MEMORANDUM

TO: Planning and Zoning Commission

FROM: Matt Chesmore, Building Official

DATE OF MEETING: May 5, 2026

ITEM TITLE: Lot Combination – StealGard Inc

BACKGROUND:

StealGard Inc would like to combine parcels 0635151001, 0635151004 and 0635151005, formally known as 901 12th St NE for the purpose of future expansion. This agreement remedies this situation by allowing the Planning & Zoning Commission and the City Council to officially recognize the joining of these properties – without requiring the owner to submit a full plat of survey or something similar to perform this action.

DISCUSSION:

StealGard Inc has agreed to the terms set forth in the Agreement Regarding Lot Combination, Exhibit A. The attached overview photo, exhibit B, shows the three parcels.

RESULTS:

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of Developing and Reviving Independence. This item helps achieve that vision by allowing areas within the corporate borders to be developed.

FINANCIAL CONSIDERATION:

There is no significant financial consideration for this matter other than the staff's time in preparing the resolution.

RECOMMENDATION:

Staff recommends the Planning and Zoning Commission makes a recommendation to the City Council to accept and approve the lot combination as submitted.

Preparer Information: Brian C. Eddy, 2349 Jamestown Ave., Suite 4, Independence, IA 50644, Phone: (319) 334-3704

Return Document To: Brian C. Eddy, 2349 Jamestown Ave., Suite 4, Independence, IA 50644, Phone: (319) 334-3704

AGREEMENT REGARDING LOT COMBINATION

I, Scott D. Geater as President of Stealgard, Inc., an Iowa Corporation, am the owner of the following described property located in Buchanan County, Iowa, legally described as:

Lots 13 and 22 of Replat of Railroad Addition to Independence, Buchanan County, Iowa AND all that part of 11th Avenue NE adjacent to Lot 13 of Railroad Replat, from the North line of existing railroad right-of-way to the South line of 12th Street, NE, Independence, Buchanan County, Iowa. (the "Property").

***The Auditor is hereby requested to combine Parcel No. 0635151001, 0635151004 and 0635151005 into one tax parcel.**

The purpose of this Agreement is to set forth my understanding and agreement to bind the Property made up of more than one platted lot, together as one, to agree to at no time to transfer one lot without the other, in recognition of the fact that to do so would be violative of the Independence, Iowa Code of Ordinances, and to further acknowledge my understanding and Agreement is irrevocable and shall run with the land, binding on my heirs, transferees, and successors in interest.

The City Council of the City of Independence approved this agreement by Resolution _____ on the ____ day of _____, 2026, in lieu of requiring Stealgard, Inc. to obtain a survey officially combining said lots to one parcel, as a means of resolving setback concerns for proposed improvements to be constructed on the Property, over the shared lot line of the lots described above.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: May 6, 2026

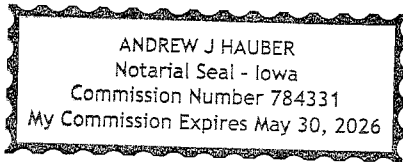
Stealgard, Inc.

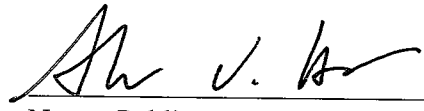


Scott D. Geater, President

STATE OF IOWA, COUNTY OF BUCHANAN:

This instrument was acknowledged before me on this 6th day of May, 2026, by Scott D. Geater as President of Stealgard, Inc., an Iowa Corporation.





Notary Public

Exhibit B

0634229023

0634229023

0635101007

0635101008

0635101009

12TH ST NE

8TH AVE NE

0635151001

0635151004

0635151005

0635151006

0634277008

0635154002

10TH ST NE

11TH AVE NE

