

**The Beulah Planning and Zoning Meeting of December 12, 2022 was called to order at 5:10 pm by Dale Schwalbe at the Beulah City Hall.**

Present: Dale Schwalbe, Roger Gazur, Chris Renner, Gary Miller, Gerald Bieber

Absent: Brock Seibel, Dustin Buchmann, Ryan Tolosky

Also Present: Heidi Hamelton, Building Official

Gazur entered a motion to approve the November 28, 2022 meeting minutes as presented. Bieber seconded. All in favor. Motion carried.

**OLD BUSINESS**

**Code Revisions/Action Items**

Hamelton distributed a copy of the most up-to-date list of P&Z action items. Commission members were asked to review the list and bring additions/changes to the next meeting. Gazur recommended the removal of item C from the map revision section of the list.

**Ordinance 412 Revision Discussion**

Hamelton is working on a draft of the current Ordinance 412 to include the commission's recommended revisions to date and hopes to have that ready for review at the next meeting. The commission will continue to look over Ordinance 412 for possible changes.

**Contractor License Requirements**

Hamelton will get this added to the P&Z action list to be included with the next Zoning Ordinance text amendment application.

**Dilapidated Buildings Update**

Hamelton sent out the violation letters to two property owners as requested at the last meeting.

**-408 W. MAIN ST**

Timothy Schwarzrock, the property owner of 408 W. Main Street, contacted Hamelton by phone last week to discuss the possible violation as requested in the letter sent by the city. Hamelton told Mr. Schwarzrock that because of the known building history, an inspection by the City Building Inspector would need to be scheduled. Mr. Schwarzrock declined to schedule an inspection, and it was forthwith referred back to the Asst. City Attorney for the next step in the process.

**-700 PARKWAY DR**

No response has been received from this property owner regarding the letter that was sent. They are required to contact the City Building Inspector within 10 days of receipt of the letter to schedule a building inspection. Hamelton spoke with Josh at Orange Property Management last week and requested a formal plan for restoration or demolition of the building, and nothing has been provided as of yet.

Gary Miller left the meeting.

**MISC BUSINESS**

With the recent approval of the text amendments to the Zoning Ordinance, LJK Properties will need to apply for a variance to eliminate the requirement to install a buffer strip on New Energy Drive with the construction of their self-service storage units. Gazur would also like to discuss adding an ADA clause to the conditions.

**NEW BUSINESS**

**Creation of City Action List**

Brinkman sent an email requesting a list of action items from all divisions of the Beulah city government to develop an ongoing strategic plan for infrastructure and maintenance necessities that need to be prioritized and planned for financially. There was discussion about the subjectivity of what is considered a need and how revolving commissions, councils, and mayors affect what's considered priority.

**PERMIT LIST REVIEW**

No permits have been issued or applications submitted since the previous meeting.

Motion to adjourn by Gazur. Bieber seconded. All in favor. Motion carried. Meeting adjourned at 6:00 PM.

  
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Chairperson

  
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Secretary