

BOONE COUNTY PLANNING & ZONING COMMISSION

RECORD OF MINUTES OF MEETING

DATE: July 28, 2025

1. CALL TO ORDER

The July monthly meeting of the Boone County Planning and Zoning Commission was called to order by Brad Stephens in the Multipurpose Room in the Boone County Courthouse located at 222 South 4th Street Albion Nebraska, Monday, July 28th, 2025, at 7:30 p.m. Stephens noted that a copy the Open Meetings Act was posted, and copies were available for the public. The agenda for this meeting was given in advance to all members of the Commission. Notices for this meeting and public hearings were given in advance by publication and posted on the bulletin board located outside the zoning administrator's office. All proceedings shown hereafter were taken while the convened meeting was open to the public.

2. ROLL CALL

Roll Call results: Present: Stephens, Tenski, Stuhr Groeteke, Braun, and Langan. Absent: Frey, Baum, and Wagner.

Also present, Victoria Olson – zoning administrator, public attendance: Patrick Erwin and Tim Shanle

3. APPROVAL/DISAPPROVAL OF June 23rd, 2025, Meeting MINUTES for the planning and zoning meetings. Stephens asked for a motion of approval or disapproval of the minutes. Stuhr motioned to approve the July minutes with Braun seconding the motion. Vote Ayes: Stephens, Groeteke, Langan, Stuhr, Braun, Nays: None. Abstain: Tenski, Absent: Baum, Wagner, Frey.

4. Public Hearing to consider, review, and take necessary action regarding a Letter of Intent and an Ordinance for the Annexation of a tract of land received by the Cedar Rapids Village board. The tract of land is located in a part of the SW ¼ of section 5 township 18 Range 7 west of the 6th pm of Boone County NE. Stephens asked for a motion to open the public hearing. Groeteke motioned to open the public hearing with Tenski seconding the motion. Vote Ayes: Tenski, Stephens, Groeteke, Tenski, Stuhr, Langan, Braun. Nays: None. Absent: Frey, Wagner, Baum.

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Olson explained that we originally had a public hearing for this in May but after some further research we realized that the public notice was sent wrong. Olson and the village board decided to re-do the public hearings to ensure the process is done right. The board had their meeting on July 2nd and recommended their letter of intent at that time. Olson stated that the annexation meets zoning regulations, and public notices were sent correctly. It is currently industrial zone and the board discussed that if they ever want to use the land for housing it would have to be rezoned as residential at that time. Stephens asked for comments from the public, none given. Stephens asked for a motion to close the public hearing. Tenski motioned to close the public hearing with Langan seconding the motion. Vote: Ayes: Braun, Stephens, Groeteke Tenski, Stuhr Langan, Nays: None. Absent: Baum, Frey, Wagner. Stephens asked for further comments or questions, none given. Groeteke motioned to recommend approval of this action with Braun seconding the motion. Vote: Ayes: Groeteke, Stuhr, Braun, Stephens, Tenski, Langan, Nays: None. Absent: Frey, Baum, Wagner.

5. **Public Hearing to consider, review, and take necessary action on a conditional use permit submitted by Patrick Erwin with Skyward Landing Services to build a new cell tower. The parcel of land is located on section 30, township 20, range 6 of Boone County NE and is owned by Timothy and Amy Shanle.** Stephens asked for a motion to open the public hearing. Stuhr motioned to open the public hearing with Groeteke seconding the motion. Vote Ayes: Tenski, Stuhr, Stephens, Groeteke, Langan, Braun, Nays: None. Absent: Frey, Wagner, Baum. Stephens asked for comments from the public, Patrick Erwin is the applicant and is representing his client who is wanting to put up the proposed cell tower. Erwin stated that it is a self-supporting tower and will have no guide wire. He also went into more detail about the application. The tower is also designed to hold up to 4 carriers including Verizon. Erwin also brought up that the proposed tower will be located directly south of an existing tower owned by American Tower corporation notify the County that they would be willing to work with the applicant with the proposed new tower on a solution as a suitable alternative since the current tower is less than 1000' of the proposed new tower facility. Erwin followed up stating that Verizon is currently located on the existing tower and Verizon lease at its expiration and has not come to an agreement on terms and will not. Verizon hired Tillman infrastructure to find them a new location. General discussion continued about the application and the tower. Stephens asked for a motion to close the public hearing. Tenski motioned to close the public

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hearing with Braun seconding the motion. Vote: Ayes: Braun, Stephens, Groeteke, Tenski Stuhr, Langan. Nays: None. Absent: Frey Baum, Wagner. Stephens asked for further comments or questions, none given. Stuhr motioned to recommend approval of this action with Groeteke seconding the motion. Vote: Ayes: Nays: None. Absent: Frey, Wagner, Baum.

6. **Correspondence/Zoning Administrators Report:** Olson discussed the administrator report that was handed out.

7. **Open Discussion:** Stephens asked for open discussion, none given

8. **Schedule the next meeting:**

Chairman announced that the next monthly meeting of the Commission would be Monday, August 25th, 2025, at 7:30 p.m. in the County Courthouse, Albion Nebraska.

9. **ADJOURN:**

A motion to adjourn made by Stuhr at 7:57 p.m., with Langan seconding the motion. Vote: Ayes: Tenski, Langan, Groeteke, Stuhr, Braun, Stephens. Nays: Absent: Frey, Wagner, Baum.

SUBMITTED: _____ **COMMISSION SECRETARY**

AFFIRMED BY: _____ **COMMISSION CHAIRPERSON**