

**Town of Lawrence
Planning and Zoning Board Meeting Minutes
Wednesday, December 13, 2023
Meeting Time 6:00 PM**

THIS MEETING WILL BE HELD IN PERSON.

Discussion and/or Action on the following:

1. Call to Order
 - a. Kyle Trembl called the meeting to order at 6:00pm.
2. Roll Call
 - a. Present: Larry Boldt, Travis Runke, Kyle Trembl(chair), Skip Lee, Mike VandeHei, Katie McCarty
 - b. Excused: Kevin Brienen (Chair)
 - c. Staff: Scott Beining, Patrick Wetzel, Melissa Mathes
3. Approve Agenda
 - a. Skip Lee made a motion to approve the agenda, seconded by Mike Vande Hei. Motion carried unanimously.
4. Approve Minutes from the November 8, 2023 meeting.
 - a. Mike Vande Hei made a motion to approve the minutes from November 8, 2023 meeting; seconded by Skip Lee. Motion carried unanimously.
5. Public comments upon matters not on the Agenda.
 - a. Colin Wagner, 2326 Mid Valley Drive, requested a street name change from Nutmeg Court to Derouin Court.
6. Consideration of Final Plat Review of Little Rapids Subdivision on parcel L-2184 by the Town of Lawrence.
 - a. Scott Beining, Building Inspector/Zoning Administrator, explained the final plat subdivision and the layout.
 - b. Larry Boldt made a motion to approve the Final Plat Review of Little Rapids Subdivision; seconded by Katie McCarty. Motion carried unanimously.
7. Update on Short-Term Rental Ordinance and Room Tax
 - a. Scott Beining, Building Inspector/Zoning Administrator and Patrick Wetzel, Town Administrator gave an update on the process of the Short Term Rental Ordinance and Room Tax.
8. Staff Updates/Reports (comp plan update, development updates, year-end/2024 report)
 - a. Staff reports were given
9. Adjourn.
 - a. Katie McCarty made a motion to adjourn the meeting at 7:05pm, seconded by Skip Lee. Motion carried unanimously.

Scott Beining, Zoning Administrator