

**CLEARWATER PLANNING COMMISSION
REGULAR MEETING MINUTES
SEPTEMBER 15, 2025**

Call to Order and Pledge of Allegiance: 7:00 p.m.

- Chair Schindele called the Clearwater Planning Commission meeting to order Monday, September 15, 2025, at 7:00 p.m. in the Council Chambers. The Pledge of Allegiance was recited. Members present were Schindele, Scott, and Schwinghammer. Members Mol and Thomes were absent. A quorum was present. Other attendees included Community Development Specialist Kimberlie Gramsey.

1. Approval of Agenda

- **MOTION** by Schwinghammer to approve Agenda as presented, seconded by Scott, all voted aye. **MOTION CARRIED 3-0.**

2. Approval of Minutes from August 18, 2025 Regular Meeting

- **MOTION** by Scott to approve Minutes from August 18, 2025 as presented, seconded by Schwinghammer, all voted aye. **MOTION CARRIED 3-0.**

3. City Code Text Amendment for Portable Storage Units

a. Staff Overview

- Gramsey presented the suggested update to city code which includes an amendment of definitions to include Portable Storage Unit and Temporary Outdoor Storage Container and amends City Code Section 117-1037 - Outside storage/display to add new section (e) Portable Storage Units.

b. Public Hearing

- No one from the public was present and no concerns were raised prior to the meeting.

c. Commissioner Discussion

- Scott requested verification of when shipping containers would need to be removed.
- Gramsey advised Section 3 current violations; time comply states all property owners within the city shall have 12 months to comply.
- Scott stated concern on how this ordinance would impact the Preserve Disc Golf who are using shipping containers right now.
- Gramsey stated as previously discussed at the July meeting Charles Hutchinson from the Preserve Disc Golf stated he would like to bring a temporary office onsite to eliminate the shipping containers and intends to move forward with a permanent structure.
- Scott stated concerns regarding the flood plain.
- Scott inquired about the intent behind Section C. All portable storage units shall be placed on a bituminous or concrete surface.
- Gramsey explained that this requirement was included to prevent portable storage units from being placed on lawns or other unpaved surfaces, thereby maintaining property aesthetics and protecting landscaping.
- Scott stated he is opposed to the shipping containers ordinance.

d. Consider Recommendation on Ordinance 2025-05

- **MOTION** by Schwinghammer to approve Recommendation on Ordinance 2025-05. No Second. **MOTION FAILS FOR LACK OF A SECOND.**
- No recommendation was made by the Planning Commission for Ordinance 2025-05.

4. City Code Text Amendment for Financial Guarantee

a. Staff Overview

- Gramsey presented recommendation to amend City Code Section 117-172 subdivisions (3), (4), and (5) to be repealed in their entirety and replaced with new language.

b. Public Hearing

- No one from the public was present and no concerns were raised prior to the meeting.

c. Commissioner Discussion

- No discussion.

d. Consider Recommendation on Ordinance 2025-06

- **MOTION** by Scott to approve Recommendation on Ordinance 2025-06, seconded by Schwinghammer, all voted aye. **MOTION CARRIED 3-0.**

5. Text Amendment for Mobile Food Units and Food Carts

a. Staff Overview

- Gramsey presented recommendation to City Code Section 18-144 – *Conditions of Licensing*, Subdivision (a) – *Locations* to be repealed in its entirety and replaced with new language.

b. Commissioner Discussion

- Scott inquired when a permit is needed.
- Gramsey directed attention to section iii, which stated: A mobile food unit or food cart may only operate in a city park or on city property with the prior written approval of the city; additional permits may be required for such operations.

c. Consider Recommendation on Ordinance 2025-07

- **MOTION** by Scott to approve Recommendation on Ordinance 2025-06, seconded by Schwinghammer, all voted aye. **MOTION CARRIED 3-0.**

6. Next Meeting Date

a. Monday, October 20, 2025 at 7:00 p.m.

- The board is scheduled to meet Monday, October 20, 2025, at 7:00 p.m.

7. Adjournment

- a. MOTION** to adjourn by Scott, seconded by Schwinghammer, all voted aye. **MOTION CARRIED 3-0.** Meeting adjourned at 7:30 p.m.

ATTEST



Kimberlie Gramsey
Community Development Specialist

APPROVED



William "Bud" Schindele
Planning Commission Chair