

Meeting Opening

Acting Chair Carol Corwell called the Sterling City Plan Commission meeting order at 6:30 PM on Thursday, January 15, 2026.

Present: Acting Chair Carol Corwell, Commissioner Jamie Schwingle, Commissioner Brian Carradus, Commissioner Ryan Nares.

Absent: Commissioner Gordon Harris.

City Manager Scott Shumard, City Attorney Tim Zollinger, Superintendent of Building and Zoning Amanda Schmidt, and City Clerk Teri Sathoff were also present.

Consent Agenda

Commissioner Schwingle made a motion to approve the minutes as presented; seconded by Commissioner Carradus. Voting: Ayes – Carol Corwell, Jamie Schwingle, Brian Carradus, Ryan Nares. Nays – None.

Staff Reports

Superintendent Building and Zoning, Amanda Schmidt, reported the petition for the annexation and rezoning of PIN # 11-16-153-001 along W Lynn Blvd has not been presented to the City Council. The petitioner, Nik Jakobs, has chosen to wait until the building plans and site plans are completed before presenting it to the City Council. Schmidt estimated the plans would be completed in the next few months and it will be presented to the City Council in the summer of 2026.

Business Items

At 6:36 pm, Acting Chair Carol Corwell opened the public hearing for the petition from Roger Hoffman for the subdivision plat at PIN 112222908.

The petitioner was not present.

City Planner Dustin Wolff reported the petitioner has submitted a Plat to subdivide 0.98 acres from the northwest part of parcel PIN 11-22-229-008 and attached it to parcel PIN 11-22-229-006 (Boss Roofing) to create one lot totaling 1.95 acres. The parking lot on the land is allowed in conjunction with an operational business, such as the Roofing Company. However, the parking lot is non-conforming in that it does not comply with the current zoning regulations for design, screening, and setbacks from property lines.

Planner Wolff expressed concern over the site not having access from E. 5th Street, which is

currently blocked off at the end of the ROW to prevent cut-through traffic. The City would need to remove the barriers and allow access to the roadway.

Staff recommends that the Plan Commission recommend approval of the petition for the Plat to the City Council, provided the following conditions are met:

1. Provide a Building, Site, and Operation Plan for development of the parking lot on the site in compliance with per Section 102-924.
2. Landscaping and buffer plan as required per Section 102-227 Off Street Parking Standards and Section 102- 520 Landscape and buffer regulations.
3. Simultaneously apply for a Special Use for outdoor storage of equipment and materials on the site.
4. Revise Plat to show building setback lines that conform to the CB District—10-foot front, 20-foot, and 5-foot side setbacks.
5. Revise the Plat to illustrate any cross-access easements on the site.
6. Subject to all technical corrections as required by Whiteside County.

Dr. Tom Jensen, 2002 East 5th Street, stated the new lot would be a relief for his business, as parking and traffic have been a bit of a problem. Dr. Jensen stated he would like to see the petitioner and the new owner acquire the special use and abide by the requirements set by the commission.

Commissioner Corwell and Schwingle both stated they did have questions for the petitioner and would like to have the petitioner present to answer the questions prior to making a recommendation.

With no further questions or comments, Acting Chair Corwell closed the Public Hearing at 7:08 pm.

Commissioner Schwingle made a motion to table the petition from Roger Hoffman for the subdivision plat at 1122229008, seconded by Commissioner Nares. Voting: Ayes – Carol Corwell, Jamie Schwingle, Brian Carradus, Ryan Nares. Nays – None.

The Commission received a Whiteside County petition for the subdivision plat for PIN 1013306004 off of Mill Street in Emerson. The petitioner is requesting to subdivide 3 acres from a 70-acre parcel.

City Attorney Zollinger explained that this property is not in the City, but it is within 1.5 miles of the City limits, so the City does have authority to review the petition and make a recommendation to the City Council to send a letter of objection or no objection.

City Planner Wolff reported that access to the proposed property is from Mill Street. Only part of the Mill Street ROW has been dedicated, and the plat illustrates only 33 feet of the land in

front of the proposed parcel to be dedicated. Wolff stated he is recommending that the additional land containing Mill Street be dedicated to the Emerson Road right-of-way at this time. A 30-foot-wide ROW on Mill Road should be dedicated to Emerson Road, and similarly for all parts of the parent parcel along Emerson Road.

Commissioner Carradus made a motion to recommend to the City Council to send a letter of no objection to Whiteside County for the petition for the subdivision plat for PIN 1013306004, subject to the following conditions:

Dedication of 30-feet of right-of-way for Mill Road extended from the proposed parcel to be created out to Emerson Road.

1. Dedication of 30-feet of right-of-way for Emerson Road for all parts of the parent parcel along Emerson Road.
2. Add notation to the plat specifying the Base Flood Elevation (BFE) and the floor elevation of the existing building.

Seconded by Commissioner Nares. Voting: Ayes – Carol Corwell, Jamie Schwingle, Brian Carradus, Ryan Nares. Nays – None.

Discussion

Superintendent of Building and Zoning, Amanda Schmidt, informed the Commission that Chair Rene Morris and Commissioner Skip McCloud have both resigned their positions. There are two openings, and the chair position will need to be appointed.

Adjourn

The meeting adjourned at 7:40 pm.

Teri Sathoff

City Clerk