

**Governmental Body:**

Planning and Zoning Commission of
Baxter, Iowa

Date of Meeting:

Tuesday, September 22, 2026

Time of Meeting:

6:30 P.M.

Place of Meeting:

Baxter City Hall/Council Chambers

Chairperson Justin Smith called the meeting to order at 6:30 p.m.

Present were Commission Members Justin Smith, Chad Maxwell, Tony Kaster, Danny Sampson, and Stan Allspach. Also present were City Administrator/Clerk and Assistant Zoning Administrator Jill Braye, Zoning Administrator Bryce Halter, and Alyssa Shaffer with MIPA.

Approval of Agenda

Maxwell motioned to approve the agenda as presented. Seconded by Allspach. Motion carried unanimously.

Approval of Previous Planning & Zoning Commission Meeting Minutes

Sampson motioned to approve the previous Planning & Zoning Commission meeting minutes as presented. Seconded by Maxwell. Motion carried unanimously.

Public Hearing – City of Baxter 2026-2046 Comprehensive Plan

Chairperson Smith opened the public hearing regarding the draft City of Baxter 2026-2046 Comprehensive Plan at 6:31 p.m.

Alyssa Shaffer with MIPA provided an overview of the purpose of the Comprehensive Plan. No written comments were received.

Chairperson Smith closed the public hearing at 7:01 p.m.

City of Baxter 2026-2046 Comprehensive Plan – Final Review and Recommendation to City Council

The Commission conducted its final review of the City of Baxter 2026-2046 Comprehensive Plan.

Maxwell motioned to recommend adoption of the City of Baxter 2026-2046 Comprehensive Plan to the Baxter City Council, contingent upon updating the current zoning plan. Seconded by Allspach. Motion carried unanimously.

Adjournment

Maxwell motioned to adjourn. Seconded by Allspach. Motion carried unanimously.

Meeting adjourned at 7:02 p.m.

CITY COUNCIL OF THE CITY OF
BAXTER, IOWA

DANIEL KUNKEL, MAYOR
CITY OF BAXTER, IOWA

ATTEST:

JILL BRAYE, CITY ADMINISTRATOR/CLERK
CITY OF BAXTER, IOWA