

(These minutes are not approved until the next Commission meeting.)

City of West Branch Planning & Zoning Commission Meeting

March 28, 2017

West Branch City Council Chambers, 110 North Poplar Street

Chairperson John Fuller opened the meeting of the Planning & Zoning Commission at 7:01 p.m. welcoming the audience and following City Staff, Deputy City Clerk Leslie Brick, Zoning Administrator Terry Goerd, and Park & Recreation Director Melissa Russell. Interim City Administrator Nick Shimmin arrived at 8:00 p.m. Commission Members LeeAnn Aspelmeier, Ryan Bowers, Sally Peck, Gary Slach and Emilie Walsh were present. Commission Member Tom Dean was absent.

Approve Agenda/Consent Agenda/Move to action.

Approve the agenda for the March 28, 2017 Planning and Zoning Commission Meeting.

Bowers proposed that the Hilltop Site Plan be changed to a move to action item. Aspelmeier said she would second that proposal.

Motion by Bowers, second by Aspelmeier to approve the agenda with the suggested change. AYES:

Bowers, Aspelmeier, Fuller, Walsh, Peck, Slach. NAYS: None. Absent: Dean. Motion carried.

Approve minutes from the February 28, 2017 Planning and Zoning Commission Meeting.

Motion by Bowers, second by Slach to approve the minutes. Absent: Dean. Motion carried on a voice vote.

Public Hearing/Non-Consent Agenda

Approve Hilltop Drive Site Plan./Move to action.

City Engineer Dave Schechinger reviewed some changes to the plan based on resident feedback to preserve parking on Hilltop Drive. Schechinger said the developer had addressed all of the concerns related to parking, landscaping, and storm water as previously expressed in previous meetings. Aspelmeier commented that she was happy that the parking concerns were addressed. Matt Adam, attorney with Simmons, Perrine, Moyer, Bergman, PLC., and developer for Hilltop Drive was present for questions.

Mike Owen, 166 Hilltop Drive thanked the developer for the modifications but stated that he felt more changes could be made. Owen also expressed his concern over what he felt was a lack of communication on this development between the city and the affected residents. Owen went on to state that although he was in favor of development, he was not in favor of this site plan. Owen asked the commission to defer making a decision at this meeting and give this project additional consideration.

Kris McManis, 606 W. Orange Street expressed his concern on the volume of residents on the private drive portion of the site plan and cited that light pollution was his main concern. McManis said the additional parking spots for the private drive face the rear of his house and said that headlights would shine into his home on a regular basis.

Jean McManis, 606 W. Orange Street, stated that flooding issues in this area are her concern. McManis commented that there is a low spot at the rear of her property which holds water now and that she is concerned that the run off will be worse. She also felt this plan is too dense for the size of the lot.

Brian Driscoll, 701 W. Orange Street spoke in favor of development, but reiterated the *right* development. He also stated the obvious that with development comes traffic. Driscoll said the reason he moved his family to West Branch was to be in a thriving community with a younger population. He encouraged the commission to make sure that some of the past issues with other developments don't repeat themselves, but not to hold development up for a developer who has committed to doing things right.

Aspelmeier questioned the number of units the property is zoned for compared to the number proposed for this development. The developer responded that the maximum number of units per lot is twelve and that there are three lots, totaling 36 units. Their proposal is nineteen units. Fuller asked Schechinger to address resident concerns regarding flooding. Schechinger said that an existing 6-8 inch drain pipe would be upgraded to an 18 inch drain pipe that will carry the water underground to Lions Field. Bowers asked to review details on the landscaping plans and if they addressed the light pollution concern.

The developer responded that the additional parking spaces could be removed if that was an issue. They were added to accommodate less on street parking on Hilltop. Goerdts suggested adding arborvitae as a possible screening. Walsh asked the developer if they would accommodate this request. The developer responded that they had met all of the city requirements and were not prepared to accommodate additional requests at this time.

Slach gave his comments on the treatment of developer's and said that if the developer meets all of the requirements set forth by the city and the city votes the project down, it may deter the developer to return.

Motion by Bowers, second by Peck to approve the revised Hilltop Drive Site Plan as proposed. AYES: Bowers, Peck, Aspelmeier, Fuller, Walsh, Slach. NAYS: None. Absent: Dean. Motion carried.

Approve Croell Redi-Mix Grading and Erosion Control Plan./Move to action.

Motion by Aspelmeier, second by Bowers to approve the Croell Site Plan. AYES: Aspelmeier, Bowers, Slach, Peck, Walsh, Fuller. NAYS: None. Absent: Dean. Motion carried.

Discussion on Update to the West Branch Comprehensive Plan.

Fuller provided an update on the comprehensive plan review. He also provided information on peer cities and proposed a community tree policy for West Branch. Fuller asked the commission members to review the information and prepare to discuss at the next meeting. Fuller also mentioned a recent discussion regarding street widths in new developments and proposed the city adopt a complete streets policy. Councilperson Tim Shields addressed the commission in favor of a review of the city's current ordinance on street widths. City Engineer Dave Schechinger also spoke to the subject and suggested a master transportation plan which would identify where the city's future bike trails and collector streets would be so that future developers would know what to expect.

Discussion on Pedersen Valley Park Improvements – Phase 1 Preliminary Flood Mitigation Plan and Check Plans.

Slach said he was disappointed in the park layout of the proposed ball fields. He said the voters voted on three ball diamonds, one adult and two little league fields. Park & Recreation Director Melissa Russell clarified that the third ball diamond was a functioning field, without irrigation. Russell stated that this area could be used for a future swimming pool. Slach again mentioned that the voters for three ball fields and stated the city should have done its homework to see if three ball diamonds would work in this area. Peck said she felt that she voted on a 'concept' of a park plan which may or may not have included a swimming pool or a certain number of ball fields. Schechinger asked Russell if the engineer was planning on doing on-site mitigation or if credits were to be purchased. Russell said she believed that on-site was planned. Fuller asked if further discussions were being held on this topic and suggested that this topic be discussed at a future meeting.

Discussion on Lot 21 of Pedersen Valley III- Phase 1 site plan.

Brian Shay, Coohy Construction described his site plan for lot 21 on Pedersen St. Shay said he would like to construct a three-plex on the vacant property just south of the funeral home. Bowers asked if this project would need the normal site plan review. City Engineer Dave Schechinger said that per Chapter 173, site plan review and approval was required for any dwelling more than two-family. Fuller asked if the builder had a ballpark figure for cost for the units. Shay said they were targeting the \$160,000-\$170,000 but would ensure a quality product.

CITY STAFF REPORTS

Zoning Administrator Terry Goerdts mentioned that several building permits had been submitted recently and it would be another busy building season.

COMMENTS FROM CHAIR AND COMMISSION MEMBERS

Fuller requested a special meeting for April 18, 2017 at 7:00 p.m.

Adjourn

Motion by Bowers, second by Walsh to adjourn the Planning & Zoning Commission Meeting. Meeting adjourned at 8:46 p.m.