

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

City of West Branch Planning & Zoning Commission Meeting
April 18, 2017
West Branch City Council Chambers, 110 North Poplar Street

Chairperson John Fuller opened the meeting of the Planning & Zoning Commission at 7:00 p.m. welcoming the audience and following City Staff, Deputy City Clerk Leslie Brick, Zoning Administrator Terry Goerd, Public Works Director Matt Goodale, Park & Recreation Director Melissa Russell, and City Engineer Dave Schechinger. Commission Members Ryan Bowers, Gary Slach, Tom Dean were present. Commission Member Sally Peck arrived at 7:07 p.m. Commission Member LeeAnn Aspelmeier and Emilie Walsh was absent.

Approve Agenda/Consent Agenda/Move to action.

Approve the agenda for the April 18, 2017 Planning and Zoning Commission Meeting.

Motion by Bowers, second by Slach to approve the agenda. Absent: Aspelmeier, Peck and Walsh. Motion carried on a voice vote.

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

- Minutes were not provided in the packet for approval.

Public Hearing/Non-Consent Agenda

Approve Pedersen Valley Park Improvements – Phase 1 Preliminary Flood Mitigation Plan and Check Plans./Move to action.

Nate Kass of Fehr Graham explained the flood mitigation and check plans for commission consideration. Kass further explained that there would be a detention pond for onsite storm water management. Commission member Dean expressed his concern for the parking spaces near the last home on Scott Drive and asked if any notification had been given to affected residents showing the current plans. Park & Recreation Director responded that notification had not been done since the vote. Kass suggested that vegetative screening could be added to avoid any issues. Fuller asked how the number of parking spaces were decided for the site and Kass replied that parking was maximized based on available space. Goerd expressed his concern with the number of restroom facilities and asked if the number met state requirements. Kass was not able to comment so Goerd said he would do some research and provide information at the next meeting.

Motion by Peck, second by Bowers to approve Pedersen Valley Park Improvements-Phase 1 Preliminary Flood Mitigation Plan and Check Plans. AYES: Peck, Bowers, Fuller, Slach. NAYS: Dean. Absent: Aspelmeier and Walsh. Motion carried.

Approve Pedersen Valley Park Improvements – Phase 1 Alternative Field Option./Move to action

Kass noted that a third permanent field was added to the plan based on previous comments by the commission and the city council members. Peck asked if there were adequate parking spaces to accommodate three ball fields. Kass felt there would be and that additional overflow parking would be available on Gilbert Drive. Russell clarified that a swimming pool was not on the ballot for the park vote, but was in the community survey. Russell went on to further explain that the park was being planned for a community and banquet center facility and library in addition to the ball fields.

Motion by Bowers, second by Fuller to approve Pedersen Valley Park Improvements-Phase 1 Alternative Field Options. AYES: Bowers, Fuller, Dean, Slach. NAYS: None. Abstain: Peck.

Absent: Aspelmeier and Walsh. Motion carried.

Discussion on Complete Streets

Fuller along with one of his students shared information on the comprehensive plan revision topics including peer cities. Fuller passed out information to the commission for their review and future discussion topics.

Discussion on Urban Tree Policy

Fuller suggested the addition of a tree policy to the comprehensive plan.

Approve Proposed revision to peer cities for West Branch Comprehensive Plan./Move to action

Fuller and his student discussed the research done on peer cities to determine the criteria for making a revision to the peer cities list. The commission had no objections.

Motion by Bowers, second by Dean to approve proposed revision to peer cities for West Branch

Comprehensive Plan. AYES: Bowers, Dean, Slach, Peck, Fuller. NAYS: None. Absent: Aspelmeier and Walsh. Motion carried.

CITY STAFF REPORTS

Brick reminded commission members of the upcoming Intro to Planning & Zoning training in Davenport next month.

Schechinger reported that recently three new properties had gone through the Residential Lot Site plan and he felt the new program is a success and thanked the commission for their work on the project.

COMMENTS FROM CHAIR AND COMMISSION MEMBERS

Slach suggested that the traffic flow going to and from the new Cubby Park be looked into and stated again the need for a connection to the Greenview addition. Currently, Greenview residents cannot walk into town.

Fuller suggested that a communication plan be put into place for city and developer projects to help affected residents be aware of what is happening around them. Goerdts suggested that signs be posted by the party indicating the planned area of development such like they do in other communities. Goerdts suggested that maybe that could be added as a requirement. Goerdts also mentioned that the City's website would be a great place for that information.

Adjourn

Motion by Bowers, second by Slach to adjourn the Planning & Zoning Commission Meeting. Meeting adjourned at 8:45 p.m.