

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

City of West Branch Special Planning & Zoning Commission Meeting

March 24, 2015

West Branch City Council Chambers, 110 North Poplar Street

Chairperson Roger Laughlin opened the regular meeting of the Planning & Zoning Commission at 6:35 p.m. welcoming the audience and following City Staff; Zoning Administrator Paul Stagg, Deputy City Clerk Leslie Brick and City Engineer Dave Schechinger. Commission Members, LeeAnn Aspelmeier, Ryan Bowers, John Fuller, Clara Oleson were present. Absent: Sally Peck and Gary Slach.

Approve minutes from the March 4, 2015 Planning & Zoning Commission Meeting.

Motion by Laughlin, second by Oleson. AYES: Laughlin, Oleson, Fuller, Aspelmeier, Bowers. NAYS: None. Absent: Peck and Slach. Motion carried.

Approve new electrical, plumbing, mechanical, fence and demolition permits and fees. /Move to action.

Stagg reviewed the new forms and fee schedules with the commission. Fuller questioned how the new fees compared with other cities. Stagg replied that the new fees are comparable with surrounding communities. Stagg also noted that these forms, once approved by Council will be available on the City's website.

Motion by Aspelmeier, second by Oleson. AYES: Oleson, Fuller, Bowers, Laughlin, Aspelmeier. NAYS: None. Absent: Peck and Slach. Motion carried.

Public Hearing on the adoption of a revised future land use plan.

Public hearing opened at 6:40 p.m. No residents were in attendance. Commission member Fuller commented that his understanding of the future land use plan was to move industry out of the center of town, make more commercial land available and provide more recreation areas for residents. Laughlin requested to see a flood plain overlay on the future land use map and to see recreational land on the former railroad bed. Public Hearing closed on 6:53 p.m.

Approve amendment to the West Branch Comprehensive Plan, adopted April 1, 2013 by adopting an updated future land use map. /Move to action

Laughlin moved to table this amendment approval for more information and further discussion. Motion by Aspelmeier, second by Oleson. AYES: Aspelmeier, Oleson, Laughlin, Fuller, Bowers. NAYS: None. Absent: Peck and Slach. Motion carried.

Discussion on potential changes to sections 165.1 through 165.19 of the City Code.

Stagg opened the conversation regarding the groups' review of Chapter 165.1 through 165.19 and asked if anyone had any questions or changes. Fuller asked for consideration for future discussion of the tiny home (granny flats, mother-in-law suites, etc.) movement. The concept is getting attention and felt this concept should be a future discussion item. Stagg assigned Chapter 165.20 through 165.37 to be reviewed before the next meeting scheduled May 26, 2015.

Old Business- Reminder concerning April 6th, 2015 Introduction to Planning & Zoning.

Brick reminded the commission of the upcoming Introduction to Planning & Zoning Training in Davenport on April 6th. This is a training event for members of the Planning & Zoning and Board of Adjustment Commission members.

New Business- Discussion of FP zoning district in 165.24 of the City Code and accessory building setback described in 165.07 (2) of the City Code.

As part of the discussion of the potential changes to sections 165.1 through 165.19 of the City Code, Stagg suggested striking Flood Plain (FP) from 165.24 of the City Code. He also suggested clarification of the setback language in section 165.07 (2) to read 'located *not nearer than* three (3) feet of the interior lot line, *and* not nearer than five (5) feet of the rear lot line'.

The commission unanimously agreed with both changes and Stagg agreed to add them as an action item on a future agenda.

Adjourn

Motion to adjourn meeting by Bowers, second by Aspelmeier. Absent: Peck and Slach. Motion carried on a voice vote. Planning & Zoning meeting adjourned at 7:26 p.m.