

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

City of West Branch Special Planning & Zoning Commission Meeting

May 26, 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, City Administrator Matt Muckler and Deputy City Clerk Leslie Brick. Commission Members, LeeAnn Aspelmeier, Ryan Bowers, John Fuller, Clara Oleson Sally Peck and Gary Slach were present.

Approve minutes from the March 24, 2015 Planning & Zoning Commission Meeting./Move to action.

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

Approve West Branch High School Phase 2 Parking and Site Improvements Site Plan./Move to action.

Brian Boelk of HBK Engineering presented the site plan with an explanation of the proposed parking lot improvements citing the addition of 48 parking spaces, grading and storm water improvements, ADA compliance sidewalks, new lighting and creating a one way traffic flow. Boelk also explained that considerations were taken with future improvements that may include moving of the softball fields and trying to reduce throw away costs for the future master plan. Oleson requested if this addition to parking was to address overflow parking issues and if landscaping would be included. Aspelmeier raised concerns with the proposed pedestrian island and the current handicap parking spaces. Fuller questioned if storm water best management practices would be addressed with the addition of hard surface. Boelk addressed each concern of the commission. Fuller made a motion to approve the site plan with a requirement that storm water BMP be constructed for the additional 48 spaces and implemented in the future improvements.

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

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

Muckler opened the discussion that City Engineer Dave Schechinger had made most of the requested changes to the future land use map, but one item needed to be tweaked. The map was not ready for distribution at this meeting. Oleson made a motion the table the item until the next meeting.

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

Discussion on potential changes to sections 165.24 through 165.37 and section 165.49 of the City Code.

Laughlin opened the conversation regarding the groups' review of Chapter 165.24 through 165.37. Stagg made a suggestion that Flood Plain district be removed from 165.24 Establishment of Districts and Boundaries to make the Zoning Districts in the Code consistent with the Districts indicated on the City Zoning map. Laughlin noted that there were several inconsistencies in the title wording from section to section and suggested that wording be changed to be consistent throughout the chapter. Peck cautioned that wording changes could alter the meaning of the provision of the Code and was hesitant to make such a recommendation on the discussed changes. Peck suggested that the City attorney take a look at the wording for extra verbiage prior to making any changes. Oleson made a motion to remove all excess verbiage in each section. Laughlin made a motion to strike 'the provisions of this section shall apply' in the District Requirements.

Motion by Oleson, second by Fuller. AYES: Oleson, Fuller, Laughlin, Aspelmeier, Bowers, Slach. NAYS: Peck. Motion carried.

Laughlin suggested that 165.37 CI-2 District Requirements be removed or eliminated and relocate 165.49 HCI District to 165.37 since there is no CI-2 District on the map and is identical to 165.34 I-2 District Requirements.

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

Old Business.

Muckler noted that the City Council passed the Casey's site plan passed at a recent meeting and that IDOT has approved the road improvement plans so the project can move forward. The next step is to get easements signed by adjacent business/landowners and that Deputy City Clerk Leslie Brick is working on getting those signed.

Oleson questioned Muckler on the status of the Meadows Subdivision. Muckler said that the developers had decided to not move forward at this time. Oleson requested open communication between the commission, the developers and City staff. Muckler replied that as a representative of the City, his role is not to tell the developers what the City wants but to approve the developers site plan as long as it fits with the City's planning and zoning requirements.

New Business.

Laughlin requested Muckler to provide a presentation to explain TIF definitions, districts, etc. at a future meeting. Muckler agreed and also noted that information on TIF can be found on the City's website that members could review.

Adjourn

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