

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

## **City of West Branch Planning & Zoning Commission Meeting**

***September 22, 2015***

***West Branch City Council Chambers, 110 North Poplar Street***

Chairperson John Fuller opened the meeting of the Planning & Zoning Commission at 6:30 p.m. welcoming the audience and following City Staff; Zoning Administrator Paul Stagg, Mayor Roger Laughlin and City Administrator Matt Muckler. Commission Members, Gary Slach, Ryan Bowers, Sally Peck, Clara Oleson. Absent: LeeAnn Aspelmeier and Liz Seiberling.

Approve minutes from the July 28, 2015 Planning and Zoning Commission Meeting./Move to action.

Motion by Bowers, second by Slach. AYES: Bowers, Slach, Peck, Fuller and Oleson.

NAYS: None. Absent: Aspelmeier and Seiberling. Motion carried.

Approve minutes from the August 13, 2015 Planning and Zoning Commission Meeting./Move to action.

Motion by Oleson, second by Peck. AYES: Oleson, Peck, Bowers, Fuller and Slach.

NAYS: None. Absent: Aspelmeier and Seiberling. Motion carried.

Discussion on Update to the West Branch Comprehensive Plan.

Fuller opened the discussion on the West Branch Comprehensive Plan and explained the purpose of having one and why they are an important tool for cities. A Comprehensive Plan creates a foundation and sets priorities of the City on a variety of community improvements that directly benefit the residents. Fuller suggested that the commission review the Comprehensive Plan and assign specific chapters to each member for in depth review. Fuller cited several chapters that he felt the group should review first. Fuller said the review process would span the course of 12 to 18 months. The outcome of this project is to become familiar with the Plan and to suggest improvements or incremental changes to it based on the changing needs of the City.

Old Business.

Stagg reported that he had been in contact with Casey's and that they plan to start on the new Casey's Store very soon. Mayor Laughlin reported that he had met with the Meadows developers to get a status on their plans for the future. At this time, the developer's plan is to move north and extend Sullivan Street and not make a connection to Main Street due to cost restraints.

New Business.

None to report

Adjourn

Motion to adjourn meeting by Oleson, second by Bowers. Motion carried on a voice vote. Planning & Zoning meeting adjourned at 7:38 p.m.