

These minutes are not approved until the next Commission meeting.

City of West Branch Planning & Zoning Commission Meeting
November 27, 2012
West Branch City Council Chambers, 110 North Poplar Street

Chairman Roger Laughlin opened the regular meeting of the West Branch Planning and Zoning Commission at 6:30 p.m. by welcoming the audience and the following City Staff: City Administrator Matt Muckler, Public Works Director Matt Goodale, Park & Recreation Director Melissa Russell, Administrative Assistant Jennifer Harden and City Engineer Dave Schechinger.

Commission members Roger Laughlin (Chair), John Fuller, Al Rozinek, Mary Beth Stevenson and Lauren O'Neil were present. Commission Members Gary Slach and Trent Hansen were absent.

Approve minutes from the August 7, 2012 Planning & Zoning Commission Meeting./Move to action. Motion by Fuller and second by Rozinek to approve the minutes from the August 7, 2012 Planning and Zoning Commission Meeting. Roll call vote – Ayes: Fuller, Rozinek, Laughlin, Stevenson and O'Neil. Absent: Hansen and Slach. Motion carried.

Approve Lot #1 Pedersen Valley, Part One Site Plan/Move to action. - Schechinger briefed the Commission on the site plan and discussed parking requirements based on the use of the commercial space. Motion by Laughlin to approve Lot #1 Pedersen Valley, Part One Site Plan and amend the conditional zoning agreement with four stipulations: 1) allow for nine residential units, 2) allow for three story building, 3) clarify that the building will be a mixed-used development, and 4) clarify that a 50-foot set-back would not be required, rather a 25-foot setback per RB-1 zoning district, second by Rozinek. Roll call vote – Ayes: Laughlin, Rozinek, Fuller, Stevenson and O'Neil. Absent: Hansen and Slach. Motion carried.

Approve Altorfer Inc. Site Plan/Move to action. - Pat Puntoni, Vice President of Altorfer's Agricultural Division provided the Commission with an overview of Altorfer, Inc. and their plans for a dealership in West Branch. A sidewalk agreement was recommended by the commission as a condition of the site plan moving forward. Motion by Fuller to approve Altorfer Inc. Site Plan with four stipulations: 1) surfacing requirements be waiver for gravel surface on portion of lot where equipment is being displayed, 2) acceptable landscape and lighting plans are submitted, 3) the location of the sewer easement along the western and northern sides of the property are shown on the site plan, and 4) stormwater calculations are received and approved by the city engineer, second by Rozinek. Roll call vote – Ayes: Fuller, Rozinek, Laughlin, Stevenson and O'Neil. Absent: Hansen and Slach. Motion carried.

Nicole Turpin, Regional Planning Coordinator, East Central Intergovernmental Association, Nov. 2012 Comp Plan Draft Presentation and Discussion – The Plan is 90% complete. Some data is still being gathered. City staff is still working on contributing action items for Chapter 2. Commission members discussed the need to renegotiate the next solid waste contract to include recycling services for all residents. In Chapter 8, the sentence that references Highway 30 should be deleted. In Chapter 13, the 2nd paragraph (beginning with Delaware County) should be removed entirely. Motion by Fuller to table the comp plan discussion until the next regular meeting of the Planning and Zoning Commission, second by Stevenson. Motion carried on a voice vote.

Old Business – None.

New Business – None.

Motion by Laughlin and second by Fuller to adjourn. Motion carried on a voice vote. Meeting adjourned at 8:38 p.m.