

These minutes are not approved until the next Commission meeting.

City of West Branch Planning & Zoning Commission Meeting
April 23, 2013
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 following City Staff: Administrative Assistant Jennifer Harden and Public Works Director Matt Goodale.

Commission members Roger Laughlin (Chair), John Fuller, Al Rozinek, Lisa Schettler, Gary Slach and Mary Beth Stevenson were present. Commission Member Trent Hansen was absent.

Approve minutes from the March 26, 2013 Planning & Zoning Commission Meeting./Move to action. Tabled until May 28th Planning and Zoning Commission meeting.

Approve Revised Altorfer Inc. Site Plan/Move to action. – Commission members requested engineering calculations from Dave Schechinger regarding run off from the detention pond.

Motion by Slach and second by Fuller to approve the revised Altorfer Inc. site plan pending engineer approval of water run-off.

Roll call vote – Ayes: Slach, Fuller, Laughlin, Rozinek, Schettler, Stevenson. Absent: Hansen. Motion carried.

Old Business –

- a. Regulation of the Remodeling of Mobile Homes. – Commission member John Fuller suggested further investigation on this subject and looking into whether or not there are any best practices that are suggested for regulating remodeling of mobile homes. According to City Attorney Kevin Olson, other cities don't conduct inspections.
- b. Update on Revisions to the Zoning Map. – Commission member John Fuller suggested not updating the zoning map until the comprehensive plan is adopted. According to City Engineer Dave Schechinger, in order to have the zoning map updated, the map and the related ordinances would have to be reviewed by the City Administrator and the Planning and Zoning Commission, followed by a public hearing and an ordinance to accept the proposed revisions.

New Business – Planning and Zoning Commission meetings will be televised on the cable access channel beginning May 28th, 2013.

Motion by Slach and second by Fuller to adjourn. Motion carried on a voice vote. Meeting adjourned at 7:02 p.m.