

These minutes are not approved until the next Commission meeting.

City of West Branch Planning & Zoning Commission Meeting
July 9, 2013
West Branch City Council Chambers, 110 North Poplar Street

Chairman Roger Laughlin opened the meeting of the West Branch Planning and Zoning Commission at 6:30 p.m. by welcoming the audience and following City Staff: Mayor Mark Worrell, Public Works Employee Paul Stagg, City Administrator Matt Muckler, and Administrative Assistant Shanelle Peden. Commission members Roger Laughlin (Chair), Al Rozinek, Gary Slach, Lisa Schettler, Trent Hansen, Molly Menard, and John Fuller were present.

Approve Bethany Lutheran Church Site Plan-Kent Kaufman spoke on behalf of Bethany Lutheran Church and its intentions to expand its parking lot to the East. The current parking lot is asphalt and is shared with Families, Inc. The proposed expansion would be a concrete lot. Consideration of accurate property lines and proper drainage were also discussed. Additionally, easements with adjoining property owners may be needed in order to facilitate the new proposal. Kaufman indicated that the Church congregation has flexibility regarding the timeliness of this project as they will be fundraising to support this expansion.

Motion by Fuller and second by Slach to approve the Bethany Lutheran Church Site Plan with revisions regarding the property lines. Roll call vote-Ayes: Fuller, Slach, Schettler, Hansen, Menard, Laughlin, and Rozinek.

City Engineer Dave Schechinger –Casey’s Site Plan and Access Review-City Administrator Muckler indicated that the phasing for the new Casey’s facility funnels traffic onto Tidewater and would provide access for Casey’s, as well as the Presidential Inn and Plastic Products Co. Commission member Fuller concurred, indicating that this modification would use a single access point for all of the businesses and could also provide a more safe traffic pattern. Additionally, City Administrator Muckler mentioned that TIF funds may be available for a project of this scope.

Old Business-Commission member Hansen asked for clarification regarding zoning regulation in side yards. City Administrator Muckler indicated that City Code 165.11.4 does not include an allowance for retaining walls in side yards. Commission members felt that an updated definition of retaining wall would be beneficial.

New Business-Discussion of the potential rezoning of Croell Redi-Mix-Commission Chair Laughlin mentioned that the current Redi-Mix plant is located on the Hoover Nature Trail and that a new location for Croell could provide more space and easier access for their trucks. Additionally, there may be additional incentives for Croell to relocate to the Industrial Park.

Motion by Laughlin and second by Fuller to direct City Council to contact Croell regarding current property location and possible future options. Roll call vote-Ayes: Laughlin, Fuller, Menard, Schettler, Slach, and Rozinek.

Discussion of West Branch Community Trails Plan-Commission Chair Laughlin asked that the Trail be extended to 300th Street and from Main Street South to the Interstate 80 underpass. City Administrator Muckler indicated that an easement would be needed with the Gaskill family in order to allow usage of

that particular area. Also, there would need to be concerted efforts to police the area for unnecessary activities. Muckler indicated that grant opportunities with a short deadline may be available for trails that connect with the National Park boundaries.

Preliminary Plat on Cookson Memorial Home Property-City Administrator Muckler updated the Commission that Lynch's Excavating has 180 days from the time of transfer to provide the preliminary plat for the location. He will be confirming the plat with Lynch's and will inform the Commission whether a July 23rd meeting is necessary in order to approve the plat.

Area Updates-Commission member Slach asked for an update on water that is collecting at the North end of Lions Field. He also asked for updates regarding the paving projects on Orange Street. Finally, he inquired as to why the fire hydrant located at East end of the Village Green parking lot is covered with a garbage bag (indicating it is out of service).

Motion by Rozinek and second by Laughlin to adjourn. Motion carried on a voice vote. Meeting adjourned at 8:34 p.m.