

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

**City of West Branch Planning & Zoning Commission Meeting**  
**July 25, 2017**  
***West Branch City Council Chambers, 110 North Poplar Street***

Chairperson John Fuller opened the meeting of the Planning & Zoning Commission at 7:00 p.m. welcoming the audience and following City Staff, City Administrator Redmond Jones, Zoning Administrator Terry Goerd, and Mayor Roger Laughlin. Commission Members Ryan Bowers, Emilie Walsh and Gary Slach were present. LeeAnn Aspelmeier, Tom Dean and Sally Peck was absent.

**Approve Agenda/Consent Agenda/Move to action.**

Approve the agenda for the July 25, 2017 Planning and Zoning Commission Meeting.

Motion by Bowers, second by Slach to approve the agenda. Absent: Aspelmeier, Dean and Peck. Motion carried on a voice vote.

Approve the minutes from the May 23, 2017 Planning & Zoning Commission Meeting.

Motion by Walsh, second by Bowers to approve the May 23, 2017 minutes. Absent: Aspelmeier, Dean and Peck. Motion carried on a voice vote.

Approve the minutes from the June 20, 2017 Planning & Zoning Commission Meeting.

Motion by Bowers, second by Walsh to approve the June 20, 2017 minutes. Absent: Aspelmeier, Dean and Peck. Motion carried on a voice vote.

**Public Hearing/Non-Consent Agenda**

John Fuller – Comprehensive Plan Update / Historic Preservation Plan / Park & Recreation Chapter / Revised Housing Chapter

Adam Kofoed explained the Certified Local Government status process and reason behind gaining the designation. Fuller also commented that this would help with funding projects such as the Town Hall renovation project. Fuller explained that he will be working with the Parks & Recreation Commission on developing a section for the department as well as working on revising the housing chapter.

**CITY STAFF REPORTS**

No comments

**COMMENTS FROM CHAIR AND COMMISSION MEMBERS**

No comments

Adjourn

Motion by Bowers, second by Walsh to adjourn the Planning & Zoning Commission Meeting. Meeting adjourned at 8:20 p.m.