

(The following is a synopsis of the minutes of the West Branch City Council meeting. A video recording is available for inspection on the City of West Branch Website at www.westbranchiowa.org/government/council-videos. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

**City Council
Work Session with Planning & Zoning**

**November 29, 2017
7:30 p.m.**

Mayor Roger Laughlin called the West Branch City Council work session to order at 7:04 p.m. Roll call: Mayor Laughlin was present. Council members: Colton Miller, Mary Beth Stevenson, Jordan Ellyson and Brian Pierce were present. Tim Shields was absent. Planning & Zoning Chairperson John Fuller was present. Commission members: Ryan Bowers and Emilie Walsh were present. LeeAnn Aspelmeier, Sally Peck, Gary Slach and Tom Dean was absent. Laughlin welcomed the audience and the following City staff: City Administrator Redmond Jones, Deputy City Clerk Leslie Brick and Public Works Director Matt Goodale.

PLANNED URBAN DEVELOPMENT ZONING:

Chairperson Fuller opened the discussion describing Planned Unit Development (PUD) zoning and commented that it is a widely used mechanism in Iowa and commonly throughout the nation. PUD's allow the city to relax its general zoning requirements in order to encourage innovation in conformity with the goals of the city's comprehensive plan. Fuller explained that if the city were interested in allowing PUD's in West Branch, the current zoning code would need to be amended.

The council agreed that this was an acceptable next step and asked the commission to provide a draft ordinance change for early 2018.

DOWNTOWN EAST REDEVELOPMENT SITE:

Fuller said that the Mayor had attended the last Planning & Zoning Commission meeting and had thoughts on how the City could use a PUD for the former Croell site. Fuller went on to say that a few things would need to be accomplished for the future redevelopment of the site. First, the site would need a Brownfield assessment and said that the Mayor was working with East Central Intergovernmental Association on this matter. Second, a vision for the site would need to be developed. Some thoughts from the Planning & Zoning commission were; a multi-use development (a mix of business/commercial/residential), compatible in scale with the surrounding area, connecting trails and streets to promote walkability and cognizant of open space and environmental needs. And third, a request for proposal (RFP) to be written in accord with the vision to solicit concept proposals from developers. The RFP would list desired elements for the area. Proposals received would then be reviewed by the City and pre-development conferences would be held with the developer to refine the proposals. Fuller reiterated that the Brownfield assessment would need to be completed before the city could enter the request for proposal (RFP) process.

ADJOURNMENT

Motion by Ellyson, second by Bowers to adjourn work session. Motion carried on a voice vote. City Council work session adjourned at 8:05 p.m.

Roger Laughlin, Mayor

ATTEST: _____
Leslie Brick, Deputy City Clerk