

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

City of West Branch Planning & Zoning Commission Meeting
March 27, 2018
West Branch City Council Chambers, 110 North Poplar Street

Chairperson John Fuller opened the meeting of the Planning & Zoning Commission at 7:02 p.m. welcoming the audience and following City Staff, Deputy City Clerk Leslie Brick, Public Works Director Matt Goodale, Zoning Administrator Terry Goerdt and Mayor Roger Laughlin. Commission Members Ryan Bowers, Gary Slach and Tom Dean were present. Absent: Peck, Walsh and Stevenson.

Approve Agenda/Consent Agenda/Move to action.

Approve the March 27, 2018 agenda.

Motion by Bowers, second by Slach to approve the agenda. Motion carried on a voice vote.

Approve the minutes from the January 23, 2018 Planning and Zoning Commission Meeting.

Motion by Dean, second by Bowers to approve the minutes. Motion carried on a voice vote.

Public Hearing/Non-Consent Agenda

Discussion- Concept Plan for Cedar's Edge Golf Course – Jerry Sexton

Sexton presented a concept plan for Cedar's Edge Golf Course which includes a new clubhouse and wedding venue center, additional parking, 17 lots zoned R-1, 9 lots zoned R-2 and 1 commercial lot at the northwest side of the property. Sexton said the commercial lot would be used primarily for golf cart and maintenance sheds and possibly commercial storage. Sexton asked the commission for their feedback as he is working with design engineers on finalizing plans. Fuller questioned the type of storage facility Sexton was planning and Sexton replied that it would be similar to Lynch Storage on N. 4th Street. Fuller also asked why the streets were drawn as private streets. Fuller said his preference was that the streets be city streets rather than private to eliminate future maintenance issues. Goerdt and Schechinger agreed that the streets should be built to city standards. Fuller also expressed concern with lots 11 through 17 being only accessible from Cedar Johnson Road. He felt it would be more desirable to have those residences access the street on the east. Fuller also commented that rezoning would be required for the concept plan in order to accommodate Sexton's request. After further discussions, the commission agreed they were satisfied with the plan with the following changes; building all streets to city code then dedicating them to the city (up to the access point of the golf course entrance), clarifying street widths, making a few changes to the commercial lot, and consider changing the residential access for lot 11 and 17.

Discussion – Potential Retail Space – Dollar General

Deputy Clerk Brick advised the commission that a representative from Dollar General had been searching for land to purchase and build a store in West Branch. The representative has looked at a few lots within the city, but has been unable to secure property at this time. Brick asked the commission if they had any specific issues with this venture. The consensus of the commission was that they were not a fan of the typical architecture of the standard Dollar General Store and would have concerns if the aesthetics were not addressed to match the current historic nature of West Branch depending on location. The commission felt that the store would be best suited on the south side of Interstate 80.

Discussion – Cluster Box Units for new developments

Deputy Clerk Brick brought the issue of cluster mailboxes to the attention of the commission due to a recent situation with a developer. The developer was upset saying they were unaware of the post office's requirement for cluster boxes and the additional expense they would incur. Brick said she was notified last fall that the post office now requires all new subdivisions to install cluster box units for mail delivery, curbside delivery is being phased out. Brick suggested that this item be added to the site plan checklist to alert developers of the postal requirements. Fuller asked Brick to follow-up on the post office requirements and report back to the commission on her findings.

Review of draft Ordinance change to Chapter 170

Fuller suggested a couple of minor wording changes to the ordinance but overall the commission was fine with the changes. Bowers made a motion to accept the revised ordinance and delete the old language as shown. Slach seconded the motion. Fuller called for a commission vote on the approval of (Ordinance 749).

Motion by Bowers, second by Slach. AYES: Bowers, Slach, Fuller and Dean. NAYS: None. Motion carried.

Review Planned Unit Development (PUD) draft ordinance

Fuller presented a revised PUD draft ordinance and asked the commission to review his changes. He asked Brick to forward to the city attorney for his review. Fuller said this item would be brought back to the next meeting for discussion and/or approval.

Discussion – Transportation Chapter

Fuller said he was not able to provide an update on this subject at this time.

COMMENTS FROM CHAIR AND COMMISSION MEMBERS

Fuller shared information on a bike sharing program taking place in Iowa City as well as information on a Bi-State Alternative Fuels Vehicle Summit taking place on April 3, 2018. Fuller invited the mayor and Goodale to attend.

Slach said he was asked by a resident about erosion control at the Hilltop condo development site and who was responsible for enforcing it. Schechinger said that erosion control is required per the site plan and will have Goodale contact the developer to get it installed as soon as possible before any issues arise.

Laughlin reported on Alliant Energy vehicle charging stations and said that a location was chosen at the Water Street parking lot. Laughlin said he would work with Superintendent Pete Swisher on the subject. He also said he had received the final report from USGS on the flood inundation model and the report shows that a main issue for flooding is due to a downstream outflow issue near Beranek Park. Laughlin said he would be sharing the information with the City Council and work on addressing the issue. He also mentioned that a committee has been created called Solarized Johnson County which will include West Branch. The purpose of this committee is to inform residents on the benefits of solar energy. Solar Power Hour meetings will be held at the West Branch Public Library on May 3rd and June 27th.

Adjourn

Motion by Dean, second by Bowers to adjourn the Planning & Zoning Commission Meeting. Motion approved on a voice vote. Meeting adjourned at 8:31 p.m.

Submitted by:

Leslie Brick

Deputy City Clerk