

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

City of West Branch ‘SPECIAL’ Planning & Zoning Commission Meeting

June 25, 2019

West Branch City Council Chambers, 110 North Poplar Street

Chairperson John Fuller opened the Planning & Zoning Commission meeting at 7:00 p.m. welcoming the audience and following city staff; Zoning Administrator Terry Goerdts, Deputy City Clerk Leslie Brick and City Administrator Redmond Jones. Commission members Ryan Bowers, Brad Bower, Tom Dean, Sally Peck and Emilie Walsh were present.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve the agenda for the June 25, 2019 Special Planning & Zoning meeting. /Move to action.

Motion by Bowers, second by Bower to approve the amended agenda as requested. Motion carried on a voice vote.

Approve minutes from the May 28, 2019 Planning & Zoning Commission meeting. /Move to action.

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

PUBLIC HEARING/NON-CONSENT AGENDA

West Branch Comprehensive Plan Update

Fuller provided a new summary of the individual chapters of the Comprehensive Plan updates stating that most were complete but needed feedback from the commission. Fuller reviewed each chapter and the commission discussed and suggested additional changes. Fuller requested approval with discussed changes on the following chapters;

Chapter 1 – Introduction

Chapter 2 – Smart Planning

Chapter 3 – Vision Statement

Chapter 4 – Community Profile

Chapter 5 – Land Use

Chapter 7 – The West Branch Economy

Chapter 9 – Transportation

Chapter 12 – Intergovernmental Cooperation

Motion by Bowers, second by Walsh to approve all chapters with the discussed changes. AYES: Bowers, Walsh, Bower, Peck, Fuller, Dean. NAYS: None. Motion carried.

Discuss West Branch’s Future Land Use Map

(Discussed with Chapter 5 review.)

Review Marion, Iowa’s fireworks sale ordinance

Brick said she was able to obtain a copy of Marion’s fireworks ordinance recently passed but noted it didn’t have much detail other than restricting sales to their industrial area. Brick discussed with City Administrator Jones and felt the City’s HCI (Highway Commercial Industrial District) was more appropriate for West Branch since there are currently industrial areas next to residential zones within the current zoning map. Brick said she would work with the staff and the City Attorney on a draft ordinance.

STAFF REPORTS:

Brick requested that all agenda items for the July 23, 2019 meeting be to her no later than Wednesday, July 10th.

Jones reported that the Council was reviewing a totally revised Nuisance Abatement Procedure Ordinance which will replace the current Chapter 50 in its entirety. Fuller requested a copy be provided to the commission and add the topic as an agenda discussion item for the next meeting.

COMMENTS FROM CHAIR AND COMMISSION MEMBERS:

No comments.

Adjourn

Motion by Walsh, second by Bowers to adjourn the Planning & Zoning Commission meeting. Motion carried on a voice vote. The meeting adjourned at 8:46 p.m.

Submitted by:

Leslie Brick

Deputy City Clerk