

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

City of West Branch Planning & Zoning Commission Meeting
January 28, 2020
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; Deputy Clerk Leslie Brick, Zoning Administrator Terry Goerd, City Administrator Redmond Jones and Mayor Roger Laughlin. Commission members Ryan Bowers, Sally Peck, Brad Bower and Emilie Walsh were present. Matt Van Scoyoc was absent.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve the agenda for the January 28, 2020 Planning & Zoning Commission meeting. /Move to action.
Motion by Walsh, second by Peck to approve the agenda. Motion carried on a voice vote.

Approve minutes from the December 3, 2019 Planning & Zoning Commission meeting. /Move to action.
Motion by Bowers, second by Walsh to approve the minutes. Motion carried on a voice vote.

PUBLIC HEARING/NON-CONSENT AGENDA

Introduction and welcome Matt Van Scoyoc.

Unfortunately, Van Scoyoc was unable to attend this meeting.

Approve _____ as Chairperson of the Planning & Zoning Commission. / Move to action.

Bowers nominated Fuller as Chairperson for 2020. Walsh seconded the nomination. There were no other nominations.

Motion by Bowers, second by Walsh to approve Fuller as Chairperson for 2020. Motion carried on a voice vote.

Approve _____ as Vice Chairperson of the Planning & Zoning Commission. / Move to action.

Walsh nominated Bowers as Vice Chairperson for 2020. Peck seconded the nomination. There were no other nominations.

Motion by Walsh, second by Peck to approve Bowers as Vice Chair 2020. Motion carried on a voice vote.

Public Hearing – Rezone a certain parcel of property located north of Interstate 80 and East of Parkside Drive from B-2 Business District to PUD – Planned Unit Development District. (Parkside BP property.)

Fuller opened the public hearing at 7:02 p.m. City Engineer Dave Schechinger explained the challenges the existing building has in relation to the requested improvements submitted by the developer. Schechinger said as the building sets today, the front yard faces Parkside Drive. The existing building is currently five feet from the rear property line which is in violation of the current zoning (B-2) rear yard requirement of twenty feet. Schechinger noted that an auditor's parcel was considered since the owner of this parcel owns the adjacent property. Schechinger continued that when the developer constructs the new street for the future development to the east of this property, the front and rear yards for this property will shift clockwise. With that shift, the front yard will now face the new unnamed street and have approximately a nineteen feet set-back, (required front yard is twenty-five feet). The former rear yard will become a side yard (required side yard is eight feet) and currently is only five feet from the property line. In both scenarios, the existing building has set-back challenges. Schechinger reviewed options with City staff and the developer and it was determined that rezoning from B-2 to a PUD would be the best option for this particular property since a PUD gives flexibility on certain zoning requirements. Fuller was in agreement with the challenges this property has and was in agreement that rezoning was the best option in order for the project to move forward. Mayor Laughlin pledged his support as well for the rezoning request. There were no other public comments. Fuller closed the public hearing at 7:06 p.m.

Approve Rezoning request of a certain parcel of property located north of Interstate 80 and East of Parkside Drive from B-2 Business District to PUD – Planned Unit Development District. (Parkside BP property). / Move to action.

Motion by Bowers, second by Bower to approve the rezoning request. AYES: Bowers, Bower, Fuller, Peck, Walsh. NAYS: None. Absent: Van Scoyoc. Motion carried.

Approve Site Plan for 401 Parkside Drive (Parkside BP). /Move to action.

Bower noted that storm water was shown to discharge to the property to the east and not addressed on-site which is a requirement of the site plan approval process. Developer Chad Kuene, who owns this property and the property to the east stated that storm water from this property will be directed toward the retention basins on the 24 acre parcel (to be constructed). Ron Amelon, MMS Consultants reiterated that storm water would be directed to the basins on the other property and said they are working through the storm water issues with Schechinger to ensure that all requirements are met. Bower also questioned the proposed street width of twenty nine feet and asked Schechinger if he felt that would be a concern with the anticipated amount of traffic from the future development. Schechinger stated that most likely the City would not allow parking on either side of the street but felt that this was the appropriate width for this section of the street. Schechinger reviewed the two major issues being worked through at this time. 1) IDOT is requesting a trip generation to determine the amount of traffic the development to the east will generate, and 2) there will be quite a bit of grading that will need to be done on the south and east part of this property which may require the need for an engineered retaining wall. Schechinger said a recent meeting with IDOT is moving the project forward and said the Site plan was under continuous review but felt the site plan was not ready for final approval at this time. Fuller commented that the site plan 'was preliminary at this time' and suggested that approval should be tabled until the March 24th Planning & Zoning meeting. Amelon asked the commission to consider approving the site plan contingent upon completing the outstanding issues prior to the City Council's approval of the site plan. Fuller asked Schechinger his thoughts. Schechinger responded that if final grading were to end up requiring a retaining wall and the traffic study met IDOT's requirements, the commission could vote to approve with those contingencies. Kuene stated that the traffic study didn't affect this portion of the project, rather it relates to the amount of traffic from the future business and residential property to the east (phase 2) of the project. The commission agreed they could move forward with the approval of the site plan with a contingency on the requirement of a retaining wall once final grading was complete.

Motion by Bowers, second by Walsh to approve the Site Plan contingent upon the determination of the requirement of an engineered retaining wall on the south end of the property. AYES: Bowers, Walsh, Peck, Fuller, Bower. NAYS: None. Absent: Van Scoyoc. Motion carried.

Discuss Ordinance 734 – Corner Lots

Goerdt explained that Ordinance 734 passed in 2015 regarding corner lots omitted how to determine 'a rear yard'. Goerdt explained how the rear was should be determined for corner lots and presented a written explanation. The commission agreed that additional language should be added to the ordinance and requested that they take this up at the next meeting.

STAFF REPORTS:

Brick gave an update on the current housing developments. Goerdt gave an update on inspections.

COMMENTS FROM CHAIR AND COMMISSION MEMBERS:

Fuller asked for a status on the Volkswagen Grant. Jones responded that the Council didn't approve funding for grant writing services at their January 21st City Council meeting for this particular grant. Jones said staff looked into trying to write the grant in-house but felt that the expertise and time needed to apply was in short supply. Walsh offered to recruit citizen volunteers to assist with writing the grant. Walsh asked for an update on the (former) Croell site now known as the Downtown East Redevelopment project. Laughlin said that one of the buildings had been removed and the second would be coming down in the near future. He said Barnhart was hired to remove the concrete and that work was ongoing.

Adjourn

Fuller adjourned the Planning & Zoning Commission meeting. Motion carried on a voice vote. The meeting adjourned at 7:50 p.m.

Submitted by:

Leslie Brick

Deputy City Clerk