

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

City of West Branch Planning & Zoning Commission Meeting
May 26, 2020
West Branch City Council Chambers, 110 North Poplar Street

An Electronic Meeting (pursuant to Iowa Code Section 21.8) of the Planning & Zoning Commission of the City of West Branch, Cedar County, IA was held on Tuesday, May 26, 2020 at 7:00 p.m. because a meeting in person was impossible or impractical due to concerns for the health and safety of Commission Members, Staff and the Public presented by COVID-19.

Until further notice, all of our Planning & Zoning Meetings will be held electronically only. Persons may still attend, observe and participate in the meeting at the Council Chambers, City Office, 110 N. Poplar St, West Branch, Iowa. Social distancing practices shall be observed for any persons attending the meeting in person at City Hall.

Chairperson John Fuller called the Planning & Zoning Commission meeting to order at 7:09 p.m. Roll call (via Zoom platform): Commission members: Ryan Bowers, Emilie Walsh, Matt Van Scoyoc and Brad Bower. Commission members present (in-person): John Fuller. Sally Peck was absent. City Staff: Deputy Clerk Leslie Brick, Terry Goerdts and City Administrator Redmond Jones.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve the agenda for the May 26, 2020 Special Planning & Zoning Commission meeting. /Move to action.

Motion by Fuller to approve the agenda. Absent: Peck. Motion carried on a voice vote.

Approve minutes from the April 14, 2020 Planning & Zoning Commission meeting. /Move to action.

Motion by Fuller to approve the agenda. Absent: Peck. Motion carried on a voice vote.

PUBLIC HEARING/NON-CONSENT AGENDA

Review / Approve West Branch School District Site Plan (High School Softball Parking Lot). / Move to action.

Brian Boelk, Axiom Consultants summarized the paving improvements to the existing high school softball parking lot. Boelk said the parking lot will provide additional overflow parking for large school events as well as replace parking spaces lost due to the high school expansion project. Boelk said the paved lot will provide sixty three parking stalls, sidewalk leading to the existing stairs to the school, paving around the concession stand to correct water issues and added lighting. Fuller reminded Boelk of the desirability of the use of permeable pavers when possible and asked if there were any planned for the project. Boelk replied that there were none planned. Fuller also asked about landscaping and vegetation plans. Boelk said that landscaping would be complete toward the end of the project along the school expansion project. Fuller also asked if bicycle racks would be available as the West Branch Comprehensive Plan suggests. Boelk said he would discuss the idea with the school district. Bowers asked if there was adequate turning movement for buses. Boelk replied that he would verify, but thought it would be sufficient. The commission had no other questions or comments.

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

STAFF REPORTS:

Goerdt said that the City had already received fourteen building permits for single family homes, one-four unit townhome and one-three unit townhome since the beginning of 2020.

Brick said there may be a need for a special meeting in June but said she would advise the commission if the need should arise.

COMMENTS FROM CHAIR AND COMMISSION MEMBERS:

Fuller asked for an update on Parkside Hills at the next meeting.

Adjourn

Motion by Walsh, second by Hoffman to adjourn the Planning & Zoning Commission meeting. Motion carried on a voice vote. The meeting adjourned at 7:34 p.m.

Submitted by:

Leslie Brick

Deputy City Clerk