

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

City of West Branch Planning & Zoning Commission Meeting
July 28, 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, July 28, 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. 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 7:00 p.m. Roll call (in person) Commission members: John Fuller, Ryan Bowers and Brad Bower was present. Commission members present (via Zoom): Matt Van Scoyoc, Sally Peck and Jim Hoffman. Emilie Walsh was absent. City Staff: Deputy Clerk Leslie Brick, Terry Goerdt and City Administrator Redmond Jones.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve the agenda for the July 28, 2020 Special Planning & Zoning Commission meeting. /Move to action.

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

Approve minutes from the May 26, 2020 Planning & Zoning Commission meeting. /Move to action.

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

PUBLIC HEARING/NON-CONSENT AGENDA

Discuss ordinance language for swimming pools/hot tubs and permit requirements.

Fuller opened the discussion regarding regulating swimming pools and hot tubs in West Branch and asked if the commission felt this was worth pursuing. The commission felt that some regulation was needed for safety reasons and decided to move forward. Goerdt added that several communities have some sort of regulations in place, but all were different. Goerdt said depth of pools and fencing were the main items that regulations were centered around. Bowers asked if enforcement was a consideration or if it would be issue. Goerdt said enforcement could be an issue if a permit was not obtained by the resident. Jones noted that a resident raised the issue with a council person that lack of fencing was an issue that they had noticed in town. The commission decided to pursue the idea further and asked Goerdt and Brick to work together to come up with potential language to be added to the Code and determine the permitting process.

Set a date for a public hearing – Amending Chapter 165.12 – Corner Lots. / Move to action.

Goerdt reminded the commission that ordinance 734 passed in 2015 failed to identify the rear yard on corner lots. The proposed new ordinance would clarify how to determine the rear yard for corner lots.

Motion by Fuller to set the date for September 22, 2020. Absent: Walsh. Motion carried.

OLD BUSINESS:

Continue discussions regarding I-2 regulations.

Brick reminded the commission that I-2 area regulations still needed to be determined as they were omitted in the current Code and that during the March 24th meeting the group took up the discussion but hadn't finalized the requirements. Bowers suggested matching the same setbacks as for the I-1 District. The other members agreed with Bowers suggestion.

Fringe Area Agreement update

Jones reported that this subject has gotten tied up with issues surrounding Cedar-Johnson Road. Jones said the road, which is on the county line is in the early stages of strategizing the restructure of the road and cost analysis. Jones said other things need to play out first such as annexation to the west before an agreement would make sense.

STAFF REPORTS:

Brick advised the commission that the city did not get awarded the Volkswagen Grant that was applied for earlier this spring and that another opportunity would happen in early 2021. Brick also commented that the Loethen Ridge development was resuming activity and that many loads of dirt were being moved so a final plat approval could be coming in the future months. Brick said that Cedar's Edge Part 2, which consists of 10 residential lots was nearing the final plat stage and that a special meeting may be needed in August.

COMMENTS FROM CHAIR AND COMMISSION MEMBERS:

Fuller asked if the school had responded to any of the commission's comments regarding the high school softball parking lot for adding bicycle racks and plantings around the parking lot. Brick said she would follow up with Axiom Consultants.

Adjourn

Motion by Bowers, second by Bower to adjourn the Planning & Zoning Commission meeting. Motion carried on a voice vote. The meeting adjourned at 8:05 p.m.

Submitted by:

Leslie Brick

Deputy City Clerk