

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

City of West Branch (Special) Planning & Zoning Commission Meeting
November 10, 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, November 10, 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. Commission members present (via Zoom): Emilie Walsh, Brad Bower, Ryan Bowers, Matt Van Scoyoc and Jim Hoffman. Sally Peck was absent. City Staff present: Redmond Jones and Terry Goerd. Via Zoom: Deputy Clerk Leslie Brick and Public Works Director Matt Goodale.

PUBLIC HEARING/NON-CONSENT AGENDA

Review & Approve the Site Plan for Newport Fab & Machine. / Move to action.

Background information – Newport Fab & Machine intends to purchase approximately 4 acres from the City of West Branch located at 145 Fawcett Drive. Newport Fab & Machine currently is located in rural Johnson County and will be moving their operations to West Branch.

Nate Frees, owner of Newport Fab & Machine stated that he intends to purchase approximately four acres from the City and move his growing business to West Branch. Frees said his company started in 2005 and has continually grown over the years and the property in West Branch will allow for future growth. Frees said the proposed site plan will include one building initially, but further expansion is possible. Goerd asked Brian Boelk, Axiom Consultants if the one fire hydrant on the property would be sufficient with the structure being a wood frame building. Boelk indicated that he felt that it would be sufficient. Matt Goodale added that there is a hydrant just north of the property that could be used if needed. Goodale asked Frees how their operations might affect the water and sewer systems. Frees responded that they use very little water for the type of fabricating they do and that the only water and sewer used would mainly be for restrooms. Staff had no other comments. The commission had no comments.

Motion by Walsh, second by Bower to approve the Site Plan as presented. AYES: Walsh, Bower, Fuller, Bowers, Van Scoyoc, Hoffman. NAYS: None. Absent. Peck.

Adjourn

Motion by Bower, second by Fuller to adjourn the Planning & Zoning Commission meeting. Motion carried on a voice vote. The meeting adjourned at 7:12 p.m.

Submitted by:
Leslie Brick
Deputy City Clerk