

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

City of West Branch Planning & Zoning Commission Meeting
March 22, 2022
West Branch City Council Chambers, 110 North Poplar Street

Members Present: Brad Bower, Sally Peck, Emilie Walsh, John Fuller, Ryan Bowers, James Hoffman, Matt VanScoyoc. Staff Present: Terry Goerdts, Adam Kofoed, Roger Laughlin, Dave Schechinger

Approval of minutes from the last meeting is tabled for next meeting.

Approval of Agenda for this meeting was motioned by Fuller and seconded by Walsh and was unanimously approved by the commission members present.

Approve the Preliminary Plat for Parkside Hills – 2nd Addition. Administrator Kofoed said that he and the developer discussed the parking spaces and Admin Kofoed asked them to reduce the number of parking spaces. However, the developer said they have the ability to add 25 more back in if the tenants or place of businesses require or need more parking. Sally asked about the need for parking spaces and the developer explained. Commission member Fuller asked about bike parking spaces in the area and the developer addressed their wish to create a walk/bike-able neighborhood. Sally asked about sidewalks thru the parking lot. Developer indicated there would not be any.

Motion by Walsh, second by Bowers to approve the preliminary plat for Parkside Hills – 2nd Addition.
AYES: Unanimous NAYS: None. Motion carried

Approve the Preliminary Plat for the Meadows Subdivision, Part 3: Gary Werle spoke to the commission about changes that shifted the road about 40 feet. Lot 1, 2, 3 grew because of that. Werle addressed the Preliminary Plat Checklist. Questions about sidewalk on Cedar-Johnson Rd and West Main Street. Discussion with Mayor Laughlin of escrow for sidewalk from the developer for when the road improvements are completed. Administrator Kofoed explained that process. Commission member Fuller asked about the exit from the development onto the roadways. Engineer Schechinger commented on the current standards and did not have any concerns. Commission member Bowers asked about if the approval was still contingent on the engineering questions noted in the Preliminary Plat Checklist. Engineer Schechinger discussed some of the concerns he had with the stormwater basin with the developer on the checklist.

Bowers motioned for approval contingent on addressing the concerns noted in the Preliminary Plat Checklist, second by Bower. Approval was unanimously approved. Motion carried.

Approve draft language for Ordinance 792- Amending Chapter 165 of the Code of Ordinances regarding signs in the HCI Zoning District: Terry Goerdts addressed any questions.

Bower motioned to approve, Fuller seconded. Voice Vote was unanimously approved.

Old Business: Update from Mayor on former Croell Ready Mix site. Commission member Hoffman asked about traffic counts for a baseline on Cedar-Johnson Rd. Engineer Schechinger will check with Johnson County on any possible information they have and get back to the commission.

Motioned to adjourn by Fuller, seconded by Bower at 7:40pm

Submitted by:

Emilie Walsh
Commission Member