



**PLANNING AND ZONING COMMISSION MEETING**  
**Tuesday, September 26, 2023 • 7:00 p.m.**  
**West Branch City Council Chambers, 110 N. Poplar St.**  
*Council Quorum May Be Present*

**<https://zoom.us/j/829677991> or**  
***dial in phone number 1-312-626-6799 with Meeting ID 829 677 991***

1. Call to Order
2. Roll Call
3. Approve Agenda/Move to action.
  - a. Approve minutes from the July 25, 2023 Planning & Zoning Commission meeting. **(not available at time of agenda publication).**
  - b. Accept the resignation of Commission member Sally Peck effective immediately.
  - c. Introduction of potential (new) commission applicants.
4. Public Hearing/Non-Consent Agenda. /Move to action.
  - a. Motion to approve Ordinance language amending Chapter 160 - Floodplain Regulations. / Move to action.
  - b. Motion to approve Ordinance language amending Chapter 165 – Zoning Regulations, 165.04(39) Parking space. / Move to action.
  - c. Motion to approve Ordinance language amending Chapter 165 – Zoning Regulations, 165.11 Permitted Obstructions in Required Yards. / Move action
  - d. Discuss building design standards and required landscaping and next steps for adoption.
  - e. Discuss parking reduction authority
  - f. Discuss accessory rental unit ordinance
  - g. Review Chapter 10 – Environmental Stewardship (West Branch Comprehensive Plan)
5. City Staff Reports
6. Comments from Chair and Commission Members.
7. Next regular Planning & Zoning Commission meeting Tuesday, November 22, 2023.
8. Adjourn

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**Planning & Zoning Commission Members:** Chair John Fuller, Vice Chair Ryan Bowers, Brad Bower,  
Matt Van Scoyoc, Madison Conley, Vacant, Vacant • **Zoning Administrator:** Terry Goerd  
**Mayor:** Roger Laughlin • **Council Members:** Colton Miller, Nick Goodweiler, Jodee Stoolman, Jerry Sexton, Tom Dean  
**City Administrator:** Adam Kofoed **City Clerk:** Leslie Brick • **Fire Chief:** Kevin Stoolman • **Police Chief:** John Hanna  
• **Public Works Director:** Matt Goodale