

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

City of West Branch Planning & Zoning Commission Meeting
September 26, 2023
West Branch City Council Chambers, 110 North Poplar Street

Chairperson John Fuller called the Planning & Zoning Commission meeting to order at 7:00 p.m.

Roll call:

Commission members present: John Fuller, Ryan Bowers, Madison Conley, Brad Bower, Matt Van Scoyoc.

City Staff present: City Admin Adam Kofoed, and Zoning Administrator Terry Goerd.

Public Attendees: Mayor Roger Laughlin, Amy Guhl, Max Kober

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve the agenda for the September 26, 2023 Planning & Zoning Commission meeting. /Move to action.

Motion by Bower, second by Bowers to approve the agenda. Motion carried 5-0.

Approve the minutes for the July, 25 2023 Planning & Zoning Commission meeting. /Move to action.

Motion by Fuller, second by Bowers to approve the minutes. Motion carried 5-0.

PUBLIC HEARING/NON-CONSENT AGENDA

Accept Sally Peck's Resignation. / Move to action.

Motion by Bowers, second by Conley to approve the resignation. Motion carried 5-0. AYES: Bower, Bowers, Conley, Van Scoyoc, Fuller

Motion to Approve and Forward Ordinance Language

Motion by Bowers, seconded by Van Scoyoc. The board made the following motions and would like a public hearing on approved motions when legal is done reviewing. Motion carried 5-0. AYES: Bower, Bowers, Conley, Van Scoyoc, Fuller

Approve ordinance language amending Chapter 160 Floodplain Regulations.

Approve 165.11 Permitted Obstructions in Required Yards.

Approve building design standards.

Approve a complete streets policy.

Amend parking reduction authority policy. Commission wants offsite parking agreements and/or ability to construct more parking as requirements under parking reduction.

Table Accessory Rental Unit Ordinance. The Commission wants to see how Iowa City is changing their ordinance as they implemented a policy but are now amending it as the ordinance was too burdensome.

Table amending 165.04(39) parking space as there were several counterpoints to how the change would be administered.

OLD BUSINESS:

- a. Environmental Chapter discussed by Chair, John Fuller. Topics covered were:
 - a. The National Flood Insurance Program
 - b. Derelict and Abandoned Buildings
 - c. Urban Forestry
 - d. Electrical Vehicle Charging Stations
 - e. Solid Waste and Compost
 - f. Light Pollution
 - g. Green Energy
 - h. Brownfields
 - i. Topsoil

STAFF REPORTS:

Commissioner training at October 24 at 7:00pm.

COMMENTS FROM CHAIR AND COMMISSION MEMBERS:

None

Adjourn

Motion by Bowers, second by Bower to adjourn the Planning & Zoning Commission meeting.
Motion carried on a voice vote. The meeting adjourned at 9:23 p.m.

Submitted by:
Adam Kofoed
City Administrator