

City of West Branch Planning & Zoning Commission Meeting
November 28, 2023
West Branch City Council Chambers, 110 North Poplar Street

Chairperson John Fuller called the Planning & Zoning Commission meeting to order at 6:58 p.m.

Roll call:

Commission members present: John Fuller, Ryan Bowers, Brad Bower, Matt Van Scoyoc, Amy Guhl, Max Kober

Commission members excused absence: Madison Conley

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

Developers present: Chad Keune, Chris Kofoed, and Councilperson Sexton.

Public present: Mayor Roger Laughlin

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve the agenda for the November 28, 2023 Planning & Zoning Commission meeting. /Move to action.

Motion by Fuller, second by Bowers to approve the agenda. Motion carried 6-0.

Approve the agenda for the October 24, 2023 Planning & Zoning Commission meeting. /Move to action.

Motion by Bowers, second by Kober to approve the agenda. Motion carried 6-0.

PUBLIC HEARING/NON-CONSENT AGENDA

Motion to set a public hearing for the proposal to amend Chapter 165 Zoning Regulations and Chapter 167 Site Plan Requirements for November 28, 2023

Motion by Bowers, seconded by Van Scoyoc. Motion carried 6-0.

OLD BUSINESS:

Discussion on Chapter 165 and Chapter 167

- i. 165.49 Flexible Front Setbacks
 1. Keune was in support of this legislation.
 2. Mayor Laughlin was in support as well.
 3. There were questions how the setback would work on corner lots with side garage entrances.
- ii. 165.50 Accessory Rental Units
 1. Goerd suggest changing rental units to dwelling units. Fuller agreed and the board provided verbal support for the change.
- iii. 167.03 Site Plan Design Requirements
 1. Keune asked the group how minimum landscaping requirements would be enforced as developers have a tough time enforcing their covenants.
 2. Chris Kofoed asked about affordability for those wanting to put landscaping in a year or two after they purchase the home. Kofoed mentioned his builder said elevations changes would be feasible but not floor plans.
 3. Keune mentioned floor plan regulations was not feasible for homebuyers and developers as its difficult to say someone can't

- build here because the patterns are the same. He questioned the legality of it. Keune mentioned the state will likely prevent the city from doing this in the future and no other city regulates floor plans.
4. Sexton, Fuller, and the board reiterated the most common concern from residents is new developments look cookie cutter.
 5. Developers Kofoed and Keune both felt different elevations would be the best option for their contractors.
 6. Board agreed to pursue different elevations with the purpose of making every three buildings look geometrically different.

Reports

Inspector Goerdts and Administrator Kofoed expressed positive outlook for West Branch development. Chair Fuller wants the board to review the Parks and Rec Chapter. Commissioner Van Scoyoc presented an AI option for note taking.

Adjourn

Motion by Bowers, second by Bower to adjourn the Planning & Zoning Commission meeting. Motion carried on a voice vote. The meeting adjourned at 8:48 p.m.

Submitted by:
Adam Kofoed
City Administrator