

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
February 7, 2017

A regularly-scheduled meeting of the Planning and Zoning (P&Z) Commission for the City of Oskaloosa was called to order at 4:32 p.m. on Tuesday, February 7, 2017, by Chair Wyndell Campbell at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, Wyndell Campbell, R. D. Keep, David Kurtz, Linda Russell, and Gabriel Wagner. COMMISSION MEMBERS ABSENT: Stephen Tews. CITY STAFF PRESENT: Andrew Jensen, Sean Murphy and Marilyn Johannes. Others present: Briana Bartlett and Matt Kargol, FACE representatives.

Minutes from the January 4, 2017 Planning and Zoning Commission meeting.

Linda Russell pointed out her name was omitted from the roll call vote on the vacation of an unused section of street right-of-way lying between 815 and 901 South F Street.

It was moved by Blomgren, seconded by Keep to approve the January 4, 2017 Planning and Zoning Commission minutes with the correction to add Linda Russell to the roll call vote in favor of the vacation of an unused section of street right-of-way lying between 815 and 901 South F Street. Motion carried unanimously.

Citizens to be Heard

None.

Election of Officers

It was moved by Blomgren, seconded by Wagner to retain the current officers (Wyndell Campbell, Chair, and R. D. Keep, Vice Chair). Motion carried unanimously.

Discussion of proposed Sculpture Tour by Fine Arts and Cultural Events (FACE) of Mahaska County.

Oskaloosa Municipal Code (OMC) Chapter 2.56.140 states the Planning and Zoning Commission has the authority to review and make recommendations on the design and location of “work(s) of art in a public place.”

FACE has developed a proposal for a Sculpture Tour in Oskaloosa placing sculptures throughout the community for display for the tour. Approximately half of the sculptures are proposed to be on publicly-owned land. Staff is working with FACE to identify potential public locations and once the Sculpture Tour locations are finalized, the Planning and Zoning Commission will be petitioned for formal approval.

Briana Bartlett, president of FACE, said FACE has been awarded some money to bring sculptures to town.

Matt Kargol said the temporary structures will be up for approximately a year and then new ones will take their place and FACE would like to plan to have sculptures in place for at least five years. FACE has enough money for the first year and FACE is fundraising to raise enough money to continue having the sculptures in place.

Bartlett said the sculptures will be for sale and they will make sure the sculptures are appropriate and safe for all audiences. FACE will coordinate the tour with the Arts Council before Skunk River Arts Festival and Art on the Square events.

Jensen said the sculptures will be on movable concrete pads.

Blomgren asked about insurance on sculptures. Kargol said if on your property, liability on property owner. The sculptures belong to the artist. Kargol said there would be plaques on site naming the sculpture sponsor and noted there would be pamphlets available identifying all sculptures on the tour.

Campbell expressed concern about everything being labeled, and the pervasiveness of advertising. Kargol concurred with the concern.

Jensen said the commission would only consider approval of the sculptures in public locations. Campbell asked about process after commission action on the tour. Jensen said the matter would just be an informational item for the City Council after Planning and Zoning Commission approval.

Consider an ordinance repealing and replacing Ordinance No. 1389 and Section 17.08.120 – Required Public Sidewalk of the Oskaloosa Municipal Code – PUBLIC HEARING.

Campbell opened the public hearing, received no comments (no public in attendance), and closed the public hearing.

It was moved by Blomgren, seconded by Keep to approve the ordinance repealing and replacing Ordinance No. 1389 and Section 17.08.120 – Required Public Sidewalk of the Oskaloosa Municipal Code, as presented by staff.

Jensen explained the only change in the ordinance is to remove unsatisfactory language indicating that Council could serve as an appeals board for rules and regulations specified in Title 17 Zoning of the Oskaloosa Municipal Code. Jensen noted only the Board of Adjustment can serve as the appeals board for Title 17 of the code.

Campbell asked what would happen if the ordinance was left as currently written. Jensen said all of the ordinance would be in effect except for the portion in violation of the State Code.

Campbell called for a roll call vote on approval of the ordinance as recommended by staff. The vote was: YES – Blomgren, Campbell, Keep, Kurtz, Russell and Wagner. NAYS – None. Motion carried.

Consider amendment to the City Code of the City of Oskaloosa, Iowa, by amending provisions pertaining to Title 16 – Subdivisions.

Campbell noted that the public hearing indicated in the agenda packet is inaccurate, as no public hearing is needed for this item.

Staff is recommending changes to the subdivision code because currently the subdivision regulations do not have regulations for minor and major subdivisions. The proposed provisions for minor subdivisions are intended to simplify the requirements for subdividing property in situations where

public infrastructure improvements are already in place. In addition, the intent is to revise and update various portions of the ordinance to remove ambiguities and to provide clarity in the code.

It was moved by Keep, seconded by Blomgren to approve the amendment to the City Code of the City of Oskaloosa, Iowa, by amending provisions pertaining to Title 16 – Subdivisions.

Jensen said the City Engineer makes the final determination as to whether a request qualifies as a minor subdivision or not. Murphy said the determination is not that difficult, as it depends on whether public infrastructure is necessary. For minor subdivisions, the proposed changes in the code require less steps to get to the final process.

Campbell called for a roll call vote on the amendment as presented. The vote was: YES – Blomgren, Campbell, Keep, Kurtz, Russell and Wagner. NAYS – None. Motion carried.

The meeting adjourned at 5:36 p.m.

Minutes by Marilyn Johannes