

CITY OF OSKALOOSA
MINUTES OF PLANNING AND ZONING COMMISSION MEETING
November 14, 2011

A regularly scheduled meeting of the Planning and Zoning Board for the City of Oskaloosa was called to order at 4:30 p.m. on Monday, November 14, 2011, by Chairperson Joseph Caligiuri, at 220 South Market Street, Oskaloosa, IA.

COMMITTEE MEMBERS PRESENT: Chairperson Joseph Caligiuri, Charlie Comfort, Brian Booy, Delbert Brackney, Michelle Purdum and Jon Zobel; COMMITTEE MEMBERS ABSENT: Nick Messamer; CITY STAFF PRESENT: City Engineer: Akilesh Pal and City Attorney: David Dixon.

Brackney moved and Purdum seconded to approve the minutes from September 16, 2011, Planning and Zoning meeting. *YES:* Caligiuri, Booy, Comfort, Purdum, Brackney and Zobel; *No:* None; *ABSENT:* Messamer; All approved, Motion Carried.

No citizens were present to speak on non-agenda items.

The first item discussed was the final plat for Seemann Addition. Pal presented the final plat along with information regarding utility easements and connections. Brackney questioned whether any vehicular traffic is using the vacated alley. Kenneth Seemann, owner of this property, answered that the alley is not being used by any vehicular traffic. Brackney moved for approval, Purdum seconded. *YES:* Purdum, Booy, Brackney, Zobel, Caligiuri, Comgort; *No:* None; *Absent:* Messamer; All approved, Motion Carried.

The second item discussed was the Site Plan of 1510 Edmundson Drive. Pal presented the request by Brian Booy for the site plan redevelopment of the parcel. Booy questioned the requirement of sidewalk in the proposed development when there is no sidewalk on either side of this proposed site development. Pal answered that the requirement of sidewalk on all new development was meant for pedestrian safety. Brackney also stressed the importance of sidewalks on all new developments. Caligiuri indicated that concrete culverts needs to be added on all driveway approaches. Brackney moved for approval with stipulations, Purdum seconded. *YES:* Caligiuri, Zobel, Brackney, Purdum, and Comfort; *NO:* None; *ABSTAIN:* Booy; *Absent:* Messamer; Booy abstained because he is the developer and owner of this proposed site development. All approved, Motion Carried.

The third item discussed was the Site Plan of William Penn University Student Housing Plan. Caleb Smith from McLure Engineering firm presented the details of the site plan development of the parcel. Zobel questioned the details of the detention pond and Caleb Smith answered all questions. Comfort moved for approval with stipulations, Purdum seconded. *YES:* Caligiuri, Zobel, Brackney, Purdum, Booy and Comfort; *NO:* None; *Absent:* Messamer; All approved, Motion Carried.

The fourth item discussed was the on-street parking prohibition on east side of Gurney Street during the weekdays from 8:00am to 3:30pm. Pal presented the details of the request, survey and the problems associated with the present on-street parking situation. Brackney indicated that the street is wide enough to allow on-street parking on both sides and the proposed parking prohibition will be a hardship on the university parking situation. Zobel indicated that majority of households on Gurney Street are having concerns with this situation and supported the parking prohibition. Zobel also expressed that the existing parking on both sides of street creates tighter turning radius and supported the prohibition from 8:00 am to 3:30pm. Zobel

moved for approval of on-street parking prohibition on east side of Gurney Street during the weekdays from 8:00am to 3:30pm, Comfort seconded. *YES:* Caligiuri, Zobel, Purdum, Booy and Comfort; *NO:* Brackney; *Absent:* Messamer; All approved, Motion Carried.

The final item discussed was the nomination of chair person for the Planning and Zoning Board. Caligiuri nominated Zobel as the chair person and all board members approved to elect Jon Zobel as the chair person. *YES:* Caligiuri, Brackney, Booy, Purdum, Comfort, and Messamer; *NO:* None; *ABSTAIN:* Zobel;

With no further business Chairperson Caligiuri adjourned the meeting at 5:15 pm.

Minutes by Akhilesh Pal

CITY OF OSKALOOSA
MINUTES OF PLANNING AND ZONING COMMISSION MEETING
September 16, 2011

A special meeting of the Planning and Zoning Board for the City of Oskaloosa was called to order at 4:30 p.m. on Friday, September 16, 2011 by Chairperson Joseph Caligiuri, at 220 South Market Street, Oskaloosa, IA.

COMMITTEE MEMBERS PRESENT: Chairperson Joseph Caligiuri, Charlie Comfort, Brian Booy, Delbert Brackney, Michelle Purdum and Jon Zobel; COMMITTEE MEMBERS ABSENT: Nick Messamer; CITY STAFF PRESENT: City Engineer: Akilesh Pal, Building Official: Dan Bolt.

Zobel moved and Comfort seconded to approve the minutes from July 13, 2011 Planning and Zoning meeting. *YES:* Caligiuri, Booy, Comfort, Purdum, Brackney and Zobel; *No:* None; *ABSENT:* Messamer; All approved, Motion Carried.

No citizens were present to speak on non-agenda items.

The first item discussed was the preliminary plat for Pine Ridge Addition, Plat 1. Pal presented the preliminary plat along with information regarding utility easements and connections. Brackney moved approval, Purdum seconded. *YES:* Purdum, Booy, Brackney, Zobel, Caligiuri; *No:* None; *Abstained:* Comfort; *Absent:* Messamer;

The second item discussed was the rezoning of 1212 E Avenue East from R-1 Single Family Residential District to R-3 Multiple Family Residential District. Pal presented a request from Mahaska Health Partnership for rezoning this location for the purpose of parking expansion, pending approval of conditional use by the Board of Adjustment and site plan review by Planning & Zoning Commission. Discussion followed concerning screening and fence agreements by Mahaska Health Partnership and nearby residents as well as discussion concerning pavement repairs after construction and assurances that no access was provided from this area to E Avenue East to limit traffic impact in the area. Zobel moved approval, Brackney seconded. *YES:* Caligiuri, Zobel, Brackney, Booy, Purdum and Comfort; *NO:* None; *ABSENT:* Messamer;

Committee member Nick Messamer joined this meeting before the start of the final agenda item.

The final item discussed was the Site Plan of 1510 Edmundson Drive. Pal presented the request by Brian Booy for the site plan for redevelopment of the parcel at the above location. Discussion followed regarding water main extension for fire protection for the proposed higher density development. Storm water drainage issues through the adjacent park and Utility infrastructure maintenance was also addressed. Fire Chief, Mark Neff, explained that a new working fire hydrant shall be required within 300 ft road travel distance of the new structures. Oskaloosa Water Department Head, Chad Coon, explained that an 8 inch water service line will be required to the new fire hydrant to meet the required water flow rate. Zobel moved approval with stipulations, Comfort seconded. *YES:* Caligiuri, Zobel, Brackney, Purdum, Comfort and Messamer; *NO:* None; *ABSTAIN:* Booy;

With no further business Chairperson Caligiuri adjourned the meeting at 5:00 pm.

Minutes by Dan Bolt

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
July 13, 2011

A special meeting of the Planning and Zoning Commission for the City of Oskaloosa was called to order at 5:00 P.M. on Wednesday, July 13, 2011, by Chairperson Joseph Caligiuri, at 220 South Market Street, Oskaloosa, Iowa. The regular scheduled meeting on July 11, 2011 was cancelled due to lack of requisite members to call the meeting.

COMMITTEE MEMBERS PRESENT: Chairperson Joseph Caligiuri, Charlie Comfort, Michelle Purdum, Delbert Brackney and Nick Messamer; COMMITTEE MEMBERS ABSENT: Brian Booy and Jon Zobel; CITY STAFF PRESENT: Public Works Director: Akhilesh Pal;

Brackney moved and Messamer seconded to approve the minutes from May 9, 2011 Planning and Zoning meeting. YES: Caligiuri, Comfort, Purdum, Brackney and Messamer; NO: None; ABSENT: Booy and Zobel; All approved, Motion Carried.

The first item discussed was the final plat for Hope Subdivision and a request to waive the Preliminary Plat. Pal gave a brief synopsis of the Final Plat. Purdum gave some details about the existing owners and potential buyers of some lots in this subdivision. Brackney moved and Messamer seconded to approve the final plat for Hope subdivision and recommended to waive the preliminary plat. YES: Caligiuri, Comfort, Brackney and Messamer; Abstain: Purdum; NO: None; ABSENT: Booy and Zobel; All approved, Motion Carried.

Chairperson Caligiuri adjourned the meeting at 5:06 PM.

Minutes by Akhilesh Pal

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
May 9, 2011

A regularly scheduled meeting of the Planning and Zoning Commission for the City of Oskaloosa was called to order at 4:30 P.M. on Monday, May 9, 2011, by Chairperson Joseph Caligiuri, at 220 South Market Street, Oskaloosa, Iowa.

COMMITTEE MEMBERS PRESENT: Chairperson Joseph Caligiuri, Brian Booy, Charlie Comfort, Jon Zobel and Delbert Brackney; COMMITTEE MEMBERS ABSENT: Michelle Purdum and Nick Messamer; CITY STAFF PRESENT: Public Works Director: Akhilesh Pal, City Manager: Michael Schrock;

Booy moved and Zobel seconded to approve the minutes from April 11, 2011 Planning and Zoning meeting. YES: Caligiuri, Booy, Comfort, Zobel and Brackney; NO: None; ABSENT: Purdum and Messamer; All approved, Motion Carried.

The first agenda item was the proposed zoning on approximately 373.34 acres of property located in the Mahaska County and northwest of the current city limits to R-1 (Single family Residential) District, R-3 (Multiple Family Residential) District, LI (Limited Industrial) District and GI (General Industrial) District. Booy moved, Brackney seconded to approve the proposed zoning request. Pal explained that city is proposing to annex 56 parcels on the north-west part of the city, which requires that this committee identify the zoning. YES: Caligiuri, Booy, Comfort, Zobel and Brackney; NO: None; ABSENT: Purdum and Messamer; All approved, Motion Carried.

Committee member Nick Messamer joined this meeting before the start of the second agenda item.

The second agenda item was rezone request on 1510 Edmundson Drive from R-1 (Single family Residential) District to R-2 (Urban Family Residential) District. Booy explained that he has compared the prices for reconstructing the existing structure with the new construction. He mentioned that it was not financially viable to reconstruct the existing structure. He also added that he intends to construct residential units with aesthetic value by constructing gazebos using materials from existing structure. Zobel moved, Brackney seconded to approve the proposed rezoning request. YES: Caligiuri, Comfort, Zobel, Messamer and Brackney; NO: None; ABSTAIN: Booy; ABSENT: Purdum; All approved, Motion Carried.

The third agenda item was a request by Terry and Vicki Wolfswinkel, owner of 1107 B Avenue West, Oskaloosa, Iowa to vacate 133'X16.5' of the north-south alley adjacent to his property. Pal introduced the item along with the responses from Utility companies and adjoining property owners. Comfort moved, Brackney seconded to approve the alley vacate request with condition to retain utility easement. YES: Caligiuri, Booy, Comfort, Zobel, Brackney and Messamer; NO: None; ABSENT: Purdum; All approved, Motion Carried.

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The fourth agenda item was a request by David Langkamp, owner of 2116 North 3rd Street, Oskaloosa, Iowa to install crematory equipment. Pal introduced the item explaining that Staff reviewed several factors to conclude approving this request. Zobel questioned the emissions during equipment malfunctions to which Langkamp responded that there will no emissions during malfunctions and there are several filters in the equipment which results in negligible emissions. Booy moved, Brackney seconded to approve this request. YES: Caligiuri, Booy, Comfort, Zobel, Brackney and Messamer; NO: None; ABSENT: Purdum; All approved, Motion Carried.

The fifth agenda item was a request by Oskaloosa Rotary Club to construct a trailhead on 101 Gateway Drive to give access to the recreation trail from A Avenue West at its intersection with Old Highway 432. Pal introduced the item explaining that staff recommends approval of this request with the condition of installing a 25 feet long concrete driveway approach. Comfort moved, Messamer seconded to approve this request. YES: Caligiuri, Booy, Comfort, Zobel, Brackney and Messamer; NO: None; ABSENT: Purdum; All approved, Motion Carried.

The final agenda item was a request by Oskaloosa Public Library to construct a garden on 107 3rd Avenue West. Pal introduced this item and Wanda Gardner, Library Director, explained that this lot is presently vacant and plans have been submitted to improve the site with Garden with park benches and table, a gazebo structure with amphitheater seating. Caligiuri questioned whether there will be an Fences, to which Wanda responded that the fencing is a possibility in the future. Brackney questioned on the location of the gazebo to which Wanda responded that the gazebo structure will have a 7 feet setback from the adjoining property. Wanda added that there is plans to improve the lighting plans of this site. Zobel moved, Messamer seconded to approve this request. YES: Caligiuri, Booy, Comfort, Zobel, Brackney and Messamer; NO: None; ABSENT: Purdum; All approved, Motion Carried.

Chairperson Caligiuri adjourned the meeting at 5:15 PM.

Minutes by Akhilesh Pal

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
April 11, 2011

A regularly scheduled meeting of the Planning and Zoning Commission for the City of Oskaloosa was called to order at 4:37 p.m. on Monday, April 11, 2011, by Chairperson Joseph Caligiuri, at 220 South Market Street, Oskaloosa, Iowa.

COMMITTEE MEMBERS PRESENT: Chairperson Joseph Caligiuri, Brian Booy, Charlie Comfort, Michelle Purdum and Delbert Brackney; COMMITTEE MEMBERS ABSENT: Jon Zobel and Nick Messamer; CITY STAFF PRESENT: Public Works Director: Akhilesh Pal;

Purdum moved and Booy seconded to approve the minutes from March 14, 2011 Planning and Zoning meeting. YES: Caligiuri, Booy and Purdum; NO: None; ABSENT: Zobel and Messamer; ABSTAIN: Brackney and Comfort. All approved, Motion Carried.

The first agenda item in Street and Alley Vacations was a request by Mr. James Williamson, owner of 323 North J Street, Oskaloosa, Iowa to vacate 133'X16.5' of the north-south alley adjacent to his property. Pal introduced the item along with the responses from Utility companies and adjoining property owners. Brackney questioned how this alley vacate is going to affect the property owner of 321 North J Street. Pal explained that the property on 321 North J Street does not adjoin with the subject north-south alley and hence will not affect this property. Caligiuri moved, Booy seconded to approve the alley vacate request with public easement. YES: Caligiuri, Booy, Brackney, Comfort and Purdum; NO: None; ABSENT: Messamer and Zobel; All approved, Motion Carried.

The second agenda item was the site plan review application of Urban Park by Mahaska County Recreational Foundation (MCRF). The Engineering Department Staff recommended approval subject to the following items being completed prior to approval of the plat by City Council:

- 10 feet fence height for both the recreation parks
- Replace the restaurant sign on A Avenue West

Brackney questioned on the construction cost of the park, maintenance cost, insurance and parking configuration. Bob Nielsen, preparer of the site plans from Gardens and Associates, answered that the initial construction cost will be incurred by MCRF and mentioned that the maintenance and insurance was not yet determined. Pal agreed that the change in parking configuration will not affect the proposed urban park or the existing facilities in the Mall. Brackney also stressed the importance of keeping the fence height to 10 high for safety. Nielsen answered that the 6 feet high fences will meet the requirements and said that there is no requirement either from city or state for height restrictions. There were discussions that the aesthetics may be affected if the fence height exceeds 6 feet. Purdum moved, Comfort seconded to approve the urban park site plans without any changes to the submitted plans. YES: Caligiuri, Booy, Brackney, Comfort and Purdum; NO: None; ABSENT: Messamer and Zobel; All approved, Motion Carried.

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Chairperson Caligiuri adjourned the meeting at 5:30 PM.

Minutes by Akhilesh Pal

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
March 14, 2011

A regularly scheduled meeting of the Planning and Zoning Commission for the City of Oskaloosa was called to order at 4:32 p.m. on Monday, March 14, 2011, by Chairperson Joseph Caligiuri, at 220 South Market Street, Oskaloosa, Iowa.

COMMITTEE MEMBERS PRESENT: Chairperson Joseph Caligiuri, Brian Booy, Michelle Purdum, Jon Zobel and, Nick Messamer; COMMITTEE MEMBERS ABSENT: Delbert Brackney; CITY STAFF PRESENT: Public Works Director: Akhilesh Pal and City Attorney: David Dixon;

Booy moved and Zobel seconded to approve the minutes from February 14, 2011 Planning and Zoning meeting.

The first item discussed was the final plat for Harvest Point Subdivision and a request to waive the Preliminary Plat. Pal gave a brief synopsis of the intentions of the Final Plat. Booy mentioned that there is an existing residential structure and this final plat separates it from the Edmundson Golf Course. Zobel moved, Booy seconded to approve the final plat for Harvest Point Subdivision and a request to waive the Preliminary Plat. YES: Caligiuri, Booy, Purdum and Zobel; NO: None; ABSENT: Messamer, Brackney; All approved, Motion Carried.

Messamer was absent when the first item was discussed, he came in to discuss the final item.

The second item discussed was to consider a motion to recommend approval of a temporary permit allowing liquor sales at 615 North I Street for the Southern Iowa Fair Dixon gave a brief synopsis of the request from the Southern Iowa Fair. He mentioned that the City has historically allowed liquor sales in the fairgrounds even though it does not meet the zoning requirements. Caligiuri recommended that the staff look into rezoning this property on 615 North I Street to accommodate the needs of the Southern Iowa Fair. Messamer moved, Zobel seconded to approve the recommendation to approve a temporary permit allowing liquor sales at 615 North I Street for the Southern Iowa Fair. YES: Caligiuri, Booy, Purdum, Zobel, and Messamer; NO: None; ABSENT: Brackney; All approved, Motion Carried.

Chairperson Caligiuri adjourned the meeting at 4:57 PM.

Minutes by Akhilesh Pal

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
February 14, 2011

A regularly scheduled meeting of the Planning and Zoning Commission for the City of Oskaloosa was called to order at 4:30 p.m. on Monday, February 14, 2011, by Chairperson Joseph Caligiuri, at 220 South Market Street, Oskaloosa, Iowa.

COMMITTEE MEMBERS PRESENT: Chairperson Joseph Caligiuri, Brian Booy, Delbert Brackney, Michelle Purdum, and Jon Zobel; COMMITTEE MEMBERS ABSENT: Nick Messamer; CITY STAFF PRESENT: Public Works Director: Akhilesh Pal, City Attorney: David Dixon, & City Manager: Michael Schrock Jr.;

Brackney moved and Purdum seconded to approve the minutes from January 10, 2011 Planning and Zoning meeting.

The first item discussed was vacation and sale of 136.5' X 16.5' of the east-west public alley and 120' X 16.5' of the north-south public alley adjacent to 209 North Market Street.

Pal gave a brief synopsis of the intentions of the alley vacate and responses from municipal utilities. Zobel moved, Brackney seconded to approve the alley vacate request with easement to access utilities. YES: Caligiuri, Booy, Brackney, Purdum and Zobel; NO: None; ABSENT: Messamer; All approved, Motion Carried.

The first item discussed was consideration of amendments to Chapter 17 – “Zoning”, Section 17.06.070 – “Commercial Use Type”, Section 17.06.050 – “Civic Use Type”, and Table 17.08B – “Permitted Uses by Zoning Districts” of the City Of Oskaloosa Zoning Ordinance providing amendments for land use planning and zoning regulations of cemeteries, funeral services, veterinary services and crematoria.

The second item discussed was adopting the ordinance amending the section 15.20.030 to adopt the most recent Uniform Plumbing Code.

Pal gave a brief synopsis of the intentions of adopting the Uniform Plumbing Code with the intention of being more consistent with the state. Zobel moved, Brackney seconded to approve the recommendation to adopt the Uniform Plumbing Code. YES: Caligiuri, Booy, Brackney, Purdum and Zobel; NO: None; ABSENT: Messamer; All approved, Motion Carried.

The third item discussed was adopting the Flood Plain Management Ordinance.

Pal gave a brief synopsis of the intentions of adopting the Flood Plain Management Ordinance. Pal indicated that the City participates in the National Flood Insurance Program and a new Flood Plain

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Management Ordinance is required to maintain eligibility in the Insurance Program. New or substantially improved structures located within Special Flood Hazard Area will be subject to this ordinance. Zobel moved, Purdum seconded to approve the recommendation to adopt the Flood Plain Management Ordinance. YES: Caliguiri, Booy, Brackney, Purdum and Zobel; NO: None; ABSENT: Messamer; All approved, Motion Carried.

The last item discussed was text amendments to Chapter 17 – “Zoning”, Section 17.06.070 – “Commercial Use Type”, Section 17.06.050 – “Civic Use Type”, and Table 17.08B – “Permitted Uses by Zoning Districts” of the City Of Oskaloosa Zoning Ordinance providing amendments for land use planning and zoning regulations of cemeteries, funeral services, and crematoria.

Dixon discussed and stated that the present code is not clear with Funeral Services and cemeteries and needs to be revised to accommodate crematory in land uses. The commission discussed about the site application for crematory equipment in 2116 North 3rd Street Oskaloosa, IA. Further discussions were made in regards to the emissions, and interceptor for the garage. It was noted that this item was just a text amendment and the site plan for crematory equipment will be submitted after the approval of this text amendment in the city code. Booy moved, Brackney seconded to approve the recommendation for text amendments to chapter 17 of the city ordinance and amendments for land use planning and zoning regulations of cemeteries, funeral services, and crematoria. YES: Caliguiri, Booy, Brackney, Purdum and Zobel; NO: None; ABSENT: Messamer; All approved, Motion Carried.

Chairperson adjourn the meeting at 5:30 PM.

Minutes by Akhilesh Pal

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
January 10, 2011

A regularly scheduled meeting of the Planning and Zoning Commission meeting for the City of Oskaloosa was called to order at 4:40 p.m. on Monday, January 10, 2011, by committee member Delbert Brackney, at 220 South Market Street, Oskaloosa, Iowa.

COMMITTEE MEMBERS PRESENT: Delbert Brackney, Nick Messamer, Jon Zobel, and Michelle Purdum;
COMMITTEE MEMBERS ABSENT: Chairperson Joseph Caliguiri and Brian Booy; CITY STAFF PRESENT:
Public Works Director: Akhilesh Pal, City Attorney: David Dixon, & City Manager: Michael Schrock Jr.;

The first item discussed was consideration of amendments to Chapter 17 – “Zoning”, Section 17.06.070 – “Commercial Use Type”, Section 17.06.050 – “Civic Use Type”, and Table 17.08B – “Permitted Uses by Zoning Districts” of the City Of Oskaloosa Zoning Ordinance providing amendments for land use planning and zoning regulations of cemeteries, funeral services, veterinary services and crematoria.

Dixon discussed and stated that staff recommendations needs to be revised to accommodate crematory in land uses. The commission discussed further and decided to make a motion to table the request of which staff would research and bring back to the commission recommendations on appropriate changes to the city code and zoning requirements.

Messamer moved, Brackney seconded to table this item and asked staff to research its recommendations to the commission. All members approved unanimously, motion carried.

Messamer moved and Purdum seconded to approve the revised minutes from November 8, 2010.

Messamer moved and Zobel seconded to approve the minutes from December 13, 2010.

Purdum moved, Zobel seconded to adjourn the meeting. Brackney adjourned the meeting at 4:55 PM.

Minutes by Akhilesh Pal

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
December 13, 2010

A regularly scheduled meeting of the Planning and Zoning Commission meeting for the City of Oskaloosa was called to order at 4:40 p.m. on Monday, December 13, 2010, by Chairperson Joseph Caligiuri, at 220 South Market Street, Oskaloosa, Iowa.

COMMITTEE MEMBERS PRESENT: Chairperson Joseph Caligiuri, Delbert Brackney, Nick Messamer, and Michelle Purdum; COMMITTEE MEMBERS ABSENT: Brian Booy, Jon Zobel, and Jim Dickinson; CITY STAFF PRESENT: Building Official and Community Improvement Official: Glen Dempsey, Public Works Director: Akhilesh Pal, City Attorney: David Dixon, & City Manager: Michael Shrock Jr.; OTHERS PRESENT: David Langkamp from Garland Van Arkel Langkamp Funeral Chapel, Jimmy Carter, Mr. & Mrs. Jerry Bottenfield from 105 Sherriff Avenue, and Milt Campbell from William Penn University.

Minutes from November 8th, 2010 Planning and Zoning meeting need to be corrected. Brackney moved and Purdum seconded to approve the minutes from November 15, 2010.

The first item discussed was William Penn University which submitted a site plan for a temporary 24'x60' modular unit. Brackney wanted a time limit required as another location with a modular unit was added onto and not removed.

Brackney moved, Purdum seconded to recommend approval of temporary structure with a requirement for it to be removed within two years. All members approved and unanimously motion carried.

The Second item on the agenda was David Langkamp submitted a rezone request of his property at 2116 North 3rd Street Oskaloosa, IA from Limited Commercial (LC) to General Industrial (GI) for the purposes of adding a crematory to an accessory structure on his property.

Caligiuri opened discussion up for concerned residents. Bottenfield spoke first and was concerned with odor and setting a precedent for rezoning just for a particular use. Carter spoke with concerns with odor, ash, compare some units that are better than others, and how this would affect property values.

Langkamp spoke and went over issues as asked by residents. He stated no odors or emissions would come from this unit and that the unit he was purchasing was the Cadillac of units and was the best they made. The emissions were 99.99 combustion efficiency. Langkamp also stated he had talked with four other communities of which Albia and Fairfield approved the use of a crematory with a special land use permit and Smith's Funeral Home of Grinnell was approved by being grandfathered in because the business was there before the zoning ordinances were adopted. He stated that he only wanted to do what was best for the city as this would bring value to his property and increase the value of the area. Langkamp also passed out a sheet on points that he talked about for cremation.

Dempsey Commented that the crematory no matter how small the emissions discharge, it is an environmental concern and should be located in a GI district. He also noted that because of the environmental concerns even an Environmental Protection Agency permit is required.

Dixon discussed the city code and stated that a crematory was not really intended in an area zoned

(LC) Limited Commercial but that the city code was not real clear for the zoning as a whole for a crematory.

The commission discussed further and decided to make a motion to table the request of which staff would research and bring back to the commission recommendations on appropriate changes to the city code and zoning requirements.

Messamer moved, Brackney seconded to table this item and to clarify the definition of Limited Commercial District, the city code, and for staff to research its recommendations to the commission. All members approved unanimously, motion carried.

Messamer moved, Purdum seconded to adjourn the meeting. Caliguiri adjourned the meeting at 5:30 PM.

Minutes by Glen Dempsey

CITY OF OSKALOOSA
MINUTES OF PLANNING & ZONING COMMISSION MEETING
NOVEMBER 15, 2010

A scheduled meeting of the Planning and Zoning Commission meeting for the City of Oskaloosa was called to order at 12:00pm on Monday, November 15, 2010, by Chairperson Joseph Caligiuri, at 220 South Market Street, Oskaloosa, Iowa.

COMMITTEE MEMBERS PRESENT: Chairperson Joseph Caligiuri, Delbert Brackney, Nick Messamer, Michelle Purdum, Brian Booy, and Jon Zobel; COMMITTEE MEMBERS ABSENT: Jim Dickinson; CITY STAFF PRESENT: Building Official and Community Improvement Official Glen Dempsey, Public Works Director Akhilesh Pal; CITIZENS PRESENT: David Langkamp from Garland Van Arkel Langkamp Funeral Chapel.

The agenda item to be reviewed is a site plan; Garland Van Arkel Langkamp Funeral Chapel at 2116 North 3rd Street Oskaloosa, Iowa submitted a site plan for a 1216 square foot accessory structure. The current zoning for the property is Limited Commercial District (LC). The accessory structure will serve as a garage and storage.

Dempsey presented Langkamp's request for an accessory structure to be added to his funeral chapel site. The site plan, design of building and intended use for storage was explained by Dempsey. It was also brought up that a minimum of 5 feet to the rear property line of the main parcel must be maintained.

Additional recommendations by staff were discussed to include:

1. The building must maintain a minimum of 5 feet from the rear property line (of front parcel) and a
10 foot separation must be maintained between any other structures.
2. The drainage as shown on plan must be tied to the city sanitary sewer (oil interceptor may be
required per construction code).
3. Site plan should be revised to show proper set-backs to the correct property lines.
4. Indicate parking from both parcels to be used for the existing land use on site plan.

Langkamp had indicated that he had thought the two parcels were combined into one through a previous annexation, but the county had no evidence of such. Langkamp also wished to express his concern about starting construction as soon as possible.

Chairperson Caligiuri opened up for any further discussions.

It was again mentioned by Dempsey to include the 4 items as part of their recommendation of approval. Zobel had mentioned his concern about the oil interceptor and would like to make it a requirement.

Zobel moved, Brackney seconded to recommend the accessory structure at Garland Van Arkel Langkamp Funeral Chapel with staff recommendations. The Board unanimously approved with exception to Dickinson who was absent.

Chairperson Caligiuri adjourned the meeting at 12:15pm.

Minutes by Glen Dempsey

CITY OF OSKALOOSA

MINUTES OF PLANNING & ZONING COMMISSION MEETING

NOVEMBER 8, 2010

A regularly scheduled meeting of the Planning and Zoning Commission meeting for the City of Oskaloosa was called to order at 4:30 p.m. on Monday, November 8, 2010, by Chairperson Joseph Caligiuri, at 220 South Market Street, Oskaloosa, Iowa.

COMMITTEE MEMBERS PRESENT: Chairperson Joseph Caligiuri, Delbert Brackney, Nick Messamer, and Michelle Purdum; COMMITTEE MEMBERS ABSENT: Brian Booy, Jon Zobel, and Jim Dickinson; CITY STAFF PRESENT: Building Official and Community Improvement Official Glen Dempsey and Public Works Director, Akhilesh Pal.

Messamer moved, Brackney seconded to approve the minutes of the regular meeting held on November 8, 2010 with corrections. YES: Caligiuri, Brackney, Messamer, and Purdum; NO: None; ABSENT: Booy, Zobel, and Dickinson; Motion Carried.

The first agenda item in Street and Alley Vacations was a request by Mr. Mark Mauer, owner of 1201 3rd Avenue West Oskaloosa, Iowa to vacate 60'X16.5' of the east-west alley adjacent to his property.

Pal gave a brief synopsis of the alley vacate and responses from municipal utilities and adjoining property owners of the alley. Brackney moved, Purdum seconded to approve the alley vacate request with public easement. YES: Caligiuri, Brackney, Messamer, and Purdum; NO: None; ABSENT: Booy, Zobel, and Dickinson; All approved, Motion Carried.

Gary Rodgers, tenant of 1201 3rd Avenue West, was representing Mark Mauer and has expressed that the conditions of the alley will be improved after alley vacate.

The second agenda item in Street and Alley Vacations was a request by Mr. Curtis Jenkins, owner of 1211 3rd Avenue West Oskaloosa, Iowa to vacate the east-west alley adjacent to his property.

Pal gave a brief synopsis of the alley vacate and responses from municipal utilities and adjoining property owners of the alley. The City Council has approved Mr. Jenkins to vacate the east-west alley adjacent to his property on 1213 3rd Avenue West, hence he is extending his alley vacate request to his adjoining property on 1211 3rd Avenue West. Messamer moved, Caligiuri seconded to approve the alley vacate request with public easement. YES: Caligiuri, Brackney, Messamer, and Purdum; NO: None; ABSENT: Booy, Zobel, and Dickinson; All approved, Motion Carried.

Tony Jenkins, wife of Curtis Jenkins, was present at the meeting and has expressed her desire to access their backyard from the alley adjacent to 1201 3rd Avenue West once it is vacated. The committee explained to Ms. Jenkins, if the alley adjacent to 1201 3rd Ave W is vacated, then she has to deal with Mr. Mark Mauer to get an easement to access her backyard.

The final agenda item in Miscellaneous Business was a request by Mr. Bradley Collum, owner of 711 B Avenue West, Oskaloosa, Iowa to enforce parking restrictions along the north side of

B Avenue West between North G Street and Railroad tracks.

Pal gave a brief synopsis of the request. Mr. Collum's parking restriction request was based on poor sight visibility. Pal explained that the city staff has studied engineering and crash history of this street section. The total street width was 30 feet, but the travel lane width reduces to approximately 23-24 feet after on-street parking along the north side of the study section. There were two side-swipe type crashes in the five year period from Jan-2005 to Dec-2009. City Staff recommended 50 feet "No parking" zone at eastbound approach, 10 feet of "No parking" zone at west of driveway to 711 B Ave West, and 10 feet of "No parking" zone at east of north-south alley adjacent to 711 B Ave West.

Chairperson Caligiuri opened the discussion for the requested parking restriction. Brackney opposed the request by indicating that the city has several miles of roadway and several street intersections, hence it will turn out to be very expensive to start installing signs for every requested parking restriction. The committee collectively agreed that 10 feet of parking restrictions near the driveway and alley will not help to improve the situation.

Brackney moved, Purdum seconded to recommend denial of the request for parking restriction along the north side of B Avenue West between North G Street and Railroad tracks. YES: Caligiuri, Brackney, Messamer, and Purdum; NO: None; ABSENT: Booy, Zobel, and Dickinson; All denied the request.

Messamer moved, Purdum seconded to recommend 50 feet of "No parking" zone at eastbound approach along the north side of B Avenue West at its intersection with North G Street. YES: Caligiuri, Messamer, and Purdum; NO: Brackney; ABSENT: Booy, Zobel, and Dickinson; 3 Yes : 1 No, Motion Carried.

Chairperson Caligiuri adjourned the meeting at 5:10 p.m.

Minutes by Akhilesh Pal

OSKALOOSA PLANNING AND ZONING COMMISSION
October 11th, 2010
MINUTES

Committee Members Present: Chairperson Joseph Caliguiri, Brian Booy, Delbert Brackney, Nick Messamer, Michelle Purdum, and Jon zobel. Also present: Building Official and Community Improvement Official Glen Dempsey, Public Works Director Akhilesh Pal, City Manager Mike Schrock Jr., and Jim Hansen from Musco. Members Absent: Jim Dickinson

No minutes to review or approve from August 9th, 2010 meeting.

The first agenda item was a request by Joe Crookham and M. Jean Bieri, who are the owner of 2101 South 11th Street Oskaloosa, Iowa to waive the preliminary plat requirement and go to the final plat.

Dempsey gave a brief synopsis of the intentions of the parcel to be split and to be sold to existing property owners, with one lot staying with Joe Crookham and M. Jean Bieri. The split of the property would not increase any city services or additional outlets for further development.

Booy had concerns with waving the Preliminary Plat process and setting a precedent for further development. Schrock and other commission members reaffirmed Booy's concerns that each request is a case by case issue.

A motion was made by Brackney to approve waiving the Preliminary Plat requirements and was seconded by Messamer. The Board approved unanimously to waive the Preliminary Plat for 2101 South 11th Street Oskaloosa, Iowa.

The second item for consideration was the Final Plat request by Joe Crookham and M. Jean Bieri to subdivide the property at 2101 South 11th Street, Oskaloosa, Iowa. The property owner does not intend to further develop this property and intends to sell Lots 1, 2, and 3 to adjacent property owners.

Dempsey stated that if approved for Final Plat then approval would be required by City Council of which if approved proper certifications would need to take place through the county offices.

Hansen representative and attorney for Crookham and Bieri stated the whole intention was solely to split the property and divide it among four property owners. Two adjacent property owners would obtain additional property to add to their parcels, an individual renting a home would buy the third parcel and Crookham and Bieri would keep Lot 4 and add to the property they own. Parcel 4 would not be considered land locked because it would just be part of a much larger parcel with other access.

A motion was made by Messamer to approve the Final Plat and was seconded by Purdum. A vote was taken and approved unanimously.

The meeting was adjourned at 4:50 p.m.

Minutes by Glen Dempsey

OSKALOOSA PLANNING AND ZONING COMMISSION

August 9, 2010

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:30 p.m. on Monday, August 9, 2010 in the City Council Chambers, City Hall.

Members Present: Joseph Caligiuri, Delbert Brackney, Nick Messamer, and Jon Zobel, Jim Dickinson and Michelle Purdum

Members Absent: Brian Booy

Staff Present: Michael Schrock Jr, Akhilesh Pal

APPROVAL OF MINUTES: The approval of the minutes for June 14, 2009 planning and Zoning Commission meeting did not take place because the staff did not present the minutes in the agenda.

CITIZENS TO BE HEARD: None

PRELIMINARY PLATS: None

FINAL PLATS: None

STREET & ALLEY VACATIONS:

A. Vacation of the east-west public alley adjacent to 1213 3rd Avenue West.

Mr. Curtis Jenkins, owner of 1213 3rd Avenue West requested to vacate the east-west alley adjacent to his property.

Public notices were sent out to ten property owners abutting the alley. There were 2 property owners interested in alley vacate, 3 owners not interested in alley vacate, 3 owners opposed to alley vacate, and 2 owners did not respond. Public notices were sent to all municipal utilities. Qwest Communications has an aerial cable per their records that run the entire length of the alley. Qwest would agree to the alley vacate as long as a Public Easement is maintained. There are no other existing utilities in the alley. The City has no sanitary sewer main, MCG has no fiber-optic cables, and MidAmerican Energy has no infrastructure that would be affected.

Stan Kirby and Gary Rodger were the citizens present in this public hearing. Mr. Stan Kirby's mother Verda Ellen Kirby owns properties having access to this alley and supported the alley vacate. Gary Rodgers is a tenant of Mark Mauer, who owns a property having access to this alley and also supported the alley vacate.

Motion was made by Zobel to approve the alley vacate request with public easement, which was seconded by Brackney. All approved, Planning and zoning commission has recommended to vacate the alley with public easement.

B. Vacation of the North-South public alley adjacent to 411 South H St.

Mr. Michael Bakken, owner of 411 South H St requested to vacate the north-south alley adjacent to his property.

Public notices were sent out to three property owners abutting the alley. There was 1 property owner interested in this alley vacation and 2 owners did not respond. Public notices were sent to all municipal utilities. There are no existing utilities in the alley. The City has no sanitary sewer main, MCG has no fiber-optic cables, Quest does not have cables in this area, and MidAmerican Energy has no infrastructure that would be affected.

No citizens were present for agenda item in this public hearing.

Motion was made by Messamer to approve the alley vacate request, which was seconded by Brackney. All approved, Planning and zoning commission has recommended to vacate the alley.

ORDINANCES: None

REQUEST FOR REZONING:

A. Rezone 1813 9th Avenue East & 1811 9th Ave East from Community Commercial District, CC to Urban Family District, R-2.

Jason & Kathryn Thomes, owner of 1813 9th Avenue East and Chris Whitt & Esther Rose, owner of 1811 9th Avenue East requested to rezone their property from Community Commercial District, CC to Urban Family Residential District, R-2

The existing land use on both these properties on 1813 9th Avenue East and 1811 9th Avenue East is residential type. Mr. Jason Thomes would like to sell his property on 1813 9th Ave. East under FHA Home loan, which is not available for commercial zoned district. If Mr. Thomes property is rezoned, then it will facilitate him to sell his property under FHA home loan.

Jason Thomes and Connie Rodgers were the citizens present for this item in this public hearing. Connie Rodgers is the deed holder and Jason Thomes is the contract holder for the property on 1813 9th Avenue East. They have emphasized that FHA has strict guidelines for a loan approval and the present FHA guidelines does not permit a loan to sell their property if the zoning is not in a residential district. If this property is not rezoned then they will not get a loan approval which will not allow them to sell their property. Mr. Thomes has expressed that the applied FHA loan is time bound and is requesting the City Council to approve the rezone in one hearing.

Dickinson expressed that that were properties south of the 1811 & 1813 9th Avenue East that is zoned as Urban Family District.

Motion was made by Dickinson to approve this rezone request, seconded by Zobel. All approved, Planning and zoning commission has recommended to rezone this property.

The P&Z commission has all agreed that time is of essence for this rezone request, they have recommended that the City Council approve the rezone in one hearing.

MISCELLANEOUS BUSINESS:

A. Request a variance for temporary parking on 201 North Market Street

Central United Methodist Church, on 201 North Market Street has requested a variance for temporary parking. Parking will not be hard top because the Board of Trustees of Central United Methodist Church & Reverend Bob Dean will decide if they want permanent parking or a building structure on their upcoming meeting on November 7th, 2010

Motion was made by Purdum to approve this temporary parking request for nine months, seconded by Zobel. The voting took place as follows: Caligiuri - Yes, Brackney - No, Messamer - Abstain, Zobel - Yes, Dickinson - Abstain and Purdum – Yes. The voting ratio of Yes:No:Abstain is 3:1:2. Planning and zoning commission has recommended allowing temporary parking.

Brackney has expressed that nine months may not be sufficient for this request. Purdum expressed that if the applicant need more time then they will need to resubmit their request after 9 months. The commission also expressed that this Church on 201 North Market Street will need to submit site plans

SITE PLANS: None

ADJOURNMENT: Motion made by Zobel, seconded by Purdum, all approved. There being no further items for consideration, the meeting adjourned at 5:20 PM.

Akhilesh Pal
Public Works Director

OSKALOOSA PLANNING AND ZONING COMMISSION

June 14, 2010

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:30 p.m. on Monday, June 14, 2010 in the City Council Chambers, City Hall.

Members Present: Joseph Caligiuri, Delbert Brackney, Nick Messamer, and Jon Zobel

Members Absent: Jim Dickinson, Brian Booy, and Michelle Purdum

Staff Present: Michael Schrock Jr, Akhilesh Pal

Miscellaneous Business: None

CITIZENS TO BE HEARD: None

PRELIMINARY PLATS: None

FINAL PLATS: None

STREET & ALLEY VACATIONS:

Vacation of the east-west public alley adjacent to 1111 North H Street.

Mr. Stephen Smith, owner of 1111 North H Street requested to vacate the east-west alley adjacent to his property.

Brian Edel and Kara Edel were the citizens present in this public hearing. They own properties having access to this alley and voiced their opinion to oppose the alley vacate.

Public notices were sent out to neighbors and many of them opposed vacating the alley. The responses via mail from neighbors of 1111 North H Street indicate that this alley is presently being used to access properties and public streets. The proposed alley vacation will also deny reasonable access to the owner of the abutting property on 1109 North H Street

Motion was made by Messamer to reject the request, which was seconded by Zobel. All approved, Planning and zoning commission has recommended not vacating the alley.

ORDINANCES: None

REQUEST FOR REZONING:

Mr. Chuck Cunningham Jr, owner of 701 & 707 South C Street requested to rezone his property from R-2, Urban Family Residential District to LI, Limited Industrial District. Mr. Cunningham requests this to expand the storage and warehousing on his property.

Motion was made by Messamer to approve the request, seconded by Zobel.

All approved, Planning and zoning commission has recommended to rezone this property.

Caligiuri and Messamer also recommended the City property on 804 South D Street and Chuck Cunningham's property neighboring 701 & 707 South C Street to be rezoned to LI to have uniformity in zoning.

SITE PLANS: None

ADJOURNMENT: Motion made by Messamer, seconded by Zobel, all approved. There being no further items for consideration, the meeting adjourned at 5:20 PM.

Akhilesh Pal
Public Works Director

OSKALOOSA PLANNING AND ZONING COMMISSION

March 8, 2010

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:30 p.m. on Monday, March 8, 2010 in the City Council Chambers, City Hall.

Members Present: Joseph Caligiuri, Delbert Brackney
Jim Dickinson, Nick Messamer, Brian Booy, Michelle Purdum

Members Absent: Delbert Brackney

Staff Present: Steve Watts
Akhilesh Pal—City Engineer

Miscellaneous Business: None

Citizens to be heard: None

PRELIMINARY PLATS: None

Final Plats: None

Street & Alley Vacations: None

Ordinances: None

Request for Rezoning: None

Site Plans: Mahaska Health Partnership of 1229 C Ave E. has submitted a site plan for adding a 52,000 Sq. Ft Surgery and Patient Wing

- Sanitary sewer will be connected to existing 8”main to the north.
- Water will be connected to existing water main run along North 12th.
- Storm water management will be through detention & outlet protection.

Motion was made by Dickinson to approve the site plan with 11 foot wide handicap parking stalls instead of the Municipal Code required 12 foot wide stalls.
Seconded by Messamer and all approved.

Adjournment: Motion made by Purdum, seconded by Messamer, all approved.
There being no further items for consideration, the meeting adjourned at 5:20 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

January 11, 2010

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:30 p.m. on Monday, January 11, 2010 in the City Council Chambers, City Hall.

Members Present: Joseph Caligiuri, Delbert Brackney
Jim Dickinson, Nick Messamer, Brian Booy

Members Absent: Michelle Purdum

Staff Present: Steve Watts, Dave Dixon
Michael Schrock -- City Manager
Akhilesh Pal-City Engineer

Commissioner Dickinson moved to approve the minutes for the December 21, 2009 meeting. The motion was seconded by Commissioner Messamer, and unanimously approved.

Miscellaneous Business: None

Citizens to be heard: None

PRELIMINARY PLATS: None

Final Plats: None

Street & Alley Vacations: None

Ordinances:

Request for Rezoning: Request by Scott Versteeg of 2064 245th St. to rezone his property from CC Community Commercial to CC/CP Community Commercial/ Conditional Planned Use Overlay District

Mr. Versteeg request this incase of fire/destruction of buildings of more than 60% he can rebuild.

Motion made by Dickinson to approve, seconded by Messamer
All approved

Site Plans: None

Adjournment: Motion made by Dickinson, seconded by Messamer, all approved.
There being no further items for consideration, the meeting adjourned at 5:15 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

December 21, 2009

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:30 p.m. on Monday, December 21, 2009 in the City Council Chambers, City Hall.

Members Present: Joseph Caligiuri, Delbert Brackney
Jim Dickinson, Nick Messamer, Michelle Purdum

Members Absent: Brian Booy

Staff Present: Steve Watts, Dave Dixon – City Attorney,
Michael Schrock – City Manager

Commissioner Brackney moved to approve the minutes for the October 12, 2009 meeting. The motion was seconded by Commissioner Dickinson, and unanimously approved.

Miscellaneous Business: None
Citizens to be heard: None

PRELIMINARY PLATS: None

Final Plats: none

Street & Alley Vacations: None

Ordinances: Consideration And action on approving an ordinance amending Title 17, Zoning, Section 17.08b- table of Permitted Uses by Zoning Districts of the Oskaloosa Municipal Code and permitting auto rental/sales as a conditional use within the Limited Industrial zoning district.

Motion made by Purdum to allow, seconded by Messamer
Vote: Brackney – no, Dickinson – yes, Messamer – yes, Purdum –yes
Approved

Request for Rezoning: None

Site Plans: None

Pubic Hearing: None

Adjournment: Motion made by Purdum, seconded by Messamer, all approved.

There being no further items for consideration, the meeting adjourned at 5:30 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

October 12, 2009

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:30 p.m. on Monday, October 12, 2009 in the City Council Chambers, City Hall.

Members Present: Brian Booy, Joseph Caligiuri, Delbert Brackney
Jim Dickinson, Nick Messamer

Members Absent: Michelle Purdum

Staff Present: Steve Watts

Commissioner Brackney moved to approve the minutes for the September 14, 2009 meeting. The motion was seconded by commissioner Dickinson, and unanimously approved.

Miscellaneous Business: None

Citizens to be heard: None

PRELIMINARY PLATS: Alan VanWaardhuizen 1255 Old Hwy 92 Leighton, Iowa 50143 has submitted a preliminary plat for 1.23 acre, 7 lot subdivision with a legal description as follows: Lots Three (3) through Nine (9) except the South 120 feet of said Lot 9 of Beach's Subdivision of Lots One (1) and Six (6) in the Southwest part of the Northwest Quarter (NW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section Nineteen (19), Township Seventy-five (75) North, Range Fifteen (15) West of the 5th P.M. in the City of Oskaloosa, Mahaska County, Iowa.

A 6" water main runs north and south to the west of the subdivision and a new 8" sanitary sewer is noted. Front yard setbacks are from the 20' access easement.

Section 10.5.C of the City of Oskaloosa Subdivision Ordinance calls for a minimum lot depth of 100 feet, the average depth of Lot 1 is just over 96 feet. Due to the lot being almost .3 acres in size and having a building window of 6,750 square feet, Mr. VanWaardhuizen requests that the Commission grant him a variance to allow the 96 foot average depth.

Motion was made by Messamer to approve the preliminary plat and allow lot 1 as plated, seconded by Booy

Vote: Booy – Yes, Brackney- No, Dickinson- yes, Messamer-yes
Motion –passed

Final Plats: Alan VanWaardhuizen 1255 Old Hwy 92 Leighton, Iowa 50143 has submitted a preliminary plat for 1.23 acre, 7 lot subdivision with a legal description as follows: Lots Three (3) through Nine (9) except the South 120 feet of said Lot 9 of Beach's Subdivision of Lots One (1) and Six (6) in the Southwest part of the Northwest Quarter (NW $\frac{1}{4}$) of the Northeast Quarter (NE $\frac{1}{4}$) of Section Nineteen (19), Township Seventy-five (75) North, Range Fifteen (15) West of the 5th P.M. in the City of Oskaloosa, Mahaska County, Iowa.

A 6" water main runs north and south to the west of the subdivision and a new 8" sanitary sewer is noted. Front yard setbacks are from the 20' access easement.

Section 10.5.C of the City of Oskaloosa Subdivision Ordinance calls for a minimum lot depth of 100 feet, the average depth of Lot 1 is just over 96 feet. Due to the lot being almost .3 acres in size and having a building window of 6,750 square feet, Mr. VanWaardhuizen requests that the Commission grant him a variance to allow the 96 foot average depth.

Motion was made by Dickinson to approve the Final plat seconded by Messamer

Vote: Brackney- NO, Dickinson-YES, Messamer-Yes, Booy-Yes
Motion- passed

Street & Alley Vacations: None

Ordinances: Consideration And action on approving an ordinance amending Title 17, Zoning, Section 17.08b- table of Permitted Uses by Zoning Districts of the Oskaloosa Municipal Code and permitting auto rental/sales as a conditional use within the Limited Industrial zoning district.

Motion made by Brackney to deny, seconded by Booy
Vote: All Approved

Request for Rezoning: None

Site Plans: None

Pubic Hearing: None

Adjournment: Motion made by Purdum, seconded by Messamer, all approved.
There being no further items for consideration, the meeting adjourned at 5:30 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

September 14, 2009

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:30 p.m. on Monday, September 14, 2009 in the City Council Chambers, City Hall.

Members Present: Brian Booy, Joseph Caligiuri, Delbert Brackney
Jim Dickinson, Nick Messamer & Michelle Purdum

Members Absent: None

Staff Present: Steve Watts, Michael Schrock

Commissioner Dickinson moved to approve the minutes for the August 10, 2009 meeting. The motion was seconded by commissioner Purdum, and unanimously approved.

Miscellaneous Business: None

Citizens to be heard: None

Preliminary Plats: None

Final Plats: None

Street & Alley Vacations: None

Ordinances: None

Request for Rezoning: None

7. Site Plans: First Christian Reformed Church owner of property located at 815 North 11th St. comprised of Lots F, M & K of the SE NW Addition

- A. First Christian Reformed Church has submitted a site plan for addition of church (6400 sq. feet) & hard surface of (9250 sq. feet) which will increase their parking from 145 to 165, The Church has a capacity of 550 which requires 1 space for every 4 capacity equaling to 138 spaces. With 5 required handicap parking stalls.

Motion made by Dickinson to approve site plan with amendment to site plan to include showing all of sewer placement, dumpster site and screening, legal description, point of compass and sidewalk to be added at later date.

Seconded by Brackney, all approved

- B. Kids Corner Child Care Inc. of 2303 8th Ave E. University Park, Iowa
Part owner of lot 2 of the Vanderwilt Subdivision, City of Oskaloosa,
Mahaska County, Iowa.

Kids Corner Child Care Inc. has submitted a site plan for a new Early Childhood Education Center consisting of a 30,000 sq. foot building and 74,413 sq. feet of parking.

Motion Made by Purdum to approve site plan with amendment of proof of ownership of entire property, placement of grease interceptor, placement of stop sign on south exit, do not enter sign on south exit and a conditional use permit issued by the Board of Adjustment.

Seconded by Messamer,

Booy: Yes Purdum: Yes Brackney: Yes Messamer: Yes Dickinson:
No

Approved

Pubic Hearing: None

Adjournment: Motion made by Purdum, seconded by Messamer, all approved.
There being no further items for consideration, the meeting adjourned at 5:30 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

August 10, 2009

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:30 p.m. on Monday, August 10, 2009 in the City Council Chambers, City Hall.

Members Present: Brian Booy, Joseph Caligiuri,
Jim Dickinson & Nick Messamer Michelle Purdum

Members Absent: Delbert Brackney

Staff Present: Steve Watts

Commissioner Dickinson moved to approve the minutes for the July 13, meeting. The motion was seconded by commissioner Booy, and unanimously approved.

Miscellaneous Business: None
Citizens to be heard: None

Preliminary Plats: None

Final Plats: None

Street & Alley Vacations: None

Ordinances: None

Request for Rezoning: None

8. Site Plans: : First Christian Reformed Church owner of property located at 815 North 11th St. comprised of Lots F, M & K of the SE NW Addition

- B. First Christian Reformed Church has submitted a site plan for addition of church (6400 SF) & hard surface of (9250 SF) which will increase their parking from 157 to 192, required is 123 stalls.

Motion was made by Dickinson to defer to next meeting until site plans Can be corrected to meet site plan requirements, seconded by Messamer, motion carried.

Pubic Hearing: None

Adjournment: Motion Made by Purdum Seconded by Booy, All Approved
There being no further items for consideration, the meeting adjourned at 6:04 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

July 13, 2009

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:31 p.m. on Monday, July 13, 2009 in the City Council Chambers, City Hall.

Members Present: Brian Booy, Delbert Brackney, Joseph Caligiuri, Jim Dickinson & Nick Messamer

Members Absent: Michelle Purdum

Staff Present: Steve Watts

Commissioner Messamer moved to approve the minutes for the June 8th, meeting. The motion was seconded by commissioner Dickinson, and unanimously approved.

Miscellaneous Business: None
Citizens to be heard: None

Preliminary Plats: None

Final Plats: None

Street & Alley Vacations:

A: Request from Kayla Tromp of 204 K Ave E. to vacate NS alley located East of her property, this alley is grass covered and is no longer used for traffic.

Information: all utilities were notified, all were ok .

Adjacent property owners were notified: Jerry & Linda Hoover of 1113 North 2nd St. are interested in buying their portion of the Alley.

Messamer made a motion to sell this portion of the alley, 2nd by Dickinson Unanimously approved.

Ordinances: None

Request for Rezoning: None

Site Plans:

Pubic Hearing: None

Adjournment: Motion Made by Brackney Seconded by Booy, All Approved
There being no further items for consideration, the meeting adjourned at 5:51 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

June 8, 2009

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:31 p.m. on Monday, June 8, 2009 in the City Council Chambers, City Hall.

Members Present: Brian Booy, Delbert Brackney, Joseph Caligiuri, Sandy Boender, Jim Dickinson, Michelle Purdum & Nick Messamer

Members Absent: Jim Dickinson

Staff Present: Steve Watts

Commissioner Boender moved to approve the minutes for the May 11, meeting. The motion was seconded by commissioner Brackney, and unanimously approved.

Miscellaneous Business: None

Citizens to be heard: None

Preliminary Plats: None

Final Plats: Oskaloosa Community School District Has filed a final Plat for a three lot subdivision located on south 9th St. described as Webster's Subdivision Block 4, Block 5 and Outlot C of Knight's Subdivision, City of Oskaloosa, Mahaska County, Iowa

Motion was made by Commissioner Booy to refuse the final plat because it does not show the sidewalk or sewer. Seconded by commissioner Brackney. All voted yes.

Street & Alley Vacations: None

Ordinances: None

Request for Rezoning: None

Site Plans:

Pubic Hearing: None

Adjournment: Motion Made by Brackney Seconded by Boender, All Approved
There being no further items for consideration, the meeting adjourned at 5:54 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

May 11, 2009

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:31 p.m. on Monday, May 11, 2009 in the City Council Chambers, City Hall.

Members Present: Brian Booy, Delbert Brackney, Joseph Caligiuri, Sandy Boender, Jim Dickinson, Michelle Purdum & Nick Messamer

Members Absent: None

Staff Present: Steve Watts

Commissioner Boender moved to approve the minutes for the April 13, meeting. The motion was seconded by commissioner Brackney, and unanimously approved.

Miscellaneous Business: None

Citizens to be heard: None

Preliminary Plats:

- A. Becky S. Anderson of 2010 Suffolk Rd. Oskaloosa, Ia. 52577 has submitted a preliminary plat for a 23.47 acre, 5 lot subdivision, it is located in the county within the two mile radius of the city limits,

Motion was made by Dickinson to approve the subdivision with the stipulation that the developer puts in a new 4" water Main, a percolation test done in accordance with the State Board of Health and approval of the subdivision by the county.

Seconded by Messamer, all approved.

Street & Alley Vacations: None

Ordinances: None

Request for Rezoning: None

Site Plans:

- A. The First Church of the Nazarene has submitted a site plan for a 53,816 Sq. ft. Worship Center to be located at the SE corner of the intersection of Hwy 92 and Gateway Dr.

Motion was made by Brackney to approve site plan with attachment to widen the inter driveway from 24' to 36' and a light be installed to illuminate the

intersection of the driveway & Gateway Dr., .installation of sidewalk was to be differed at this time with church responsible for any future public Sidewalk and storm water detention if timber is ever removed.

Seconded by Dickinson

Vote as follows: Beonder-no, Brackney-yes, Purdum-yes, Dickinson-yes, Messamer-yes, with Booy abstaining

- B. Mahaska Health Partnership of 1229 C Ave E has submitted a site plan For a 15,809 Sq ft. Hospice Serenity House to be built on North 12th St. Behind the hospital.

There was a concern of storm water run off & lack of detention basin on property.

Motion was made by Brackney to approve site plan as is.

Seconded by Boender

Vote was 4-2 to approve with results: Boender-yes, Booy-yes, Brackney-yes, Purdum-yes, Dickinson-no, Messamer-no

Pubic Hearing: None

Adjournment: Motion Made by Brackney Seconded by Boender, All Approved
There being no further items for consideration, the meeting adjourned at 5:54 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

April 13, 2009

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:31 p.m. on Monday, April 13, 2009 in the City Council Chambers, City Hall.

Members Present: Brian Booy, Delbert Brackney, Joseph Caligiuri, Sandy Boender, Jim Dickinson & Michelle Purdum

Members Absent: Nick Messamer

Staff Present: Steve Watts

Commissioner Caligiuri moved to approve the minutes for the December 8, 2008 meeting.

The motion was seconded by commissioner Boender, and unanimously approved.

Miscellaneous Business: Welcome of Michelle Purdum to the Commission.

Citizens to be heard: None

Preliminary Plats: None

Street & Alley Vacations: Request from G & B Partnership (Brian Booy) to vacate NS Alley east of 1303 & 1305 Mabel St. Mr. Booy bought this Property which consist of 2 lots running north & south and And would like to buy his portion of the alley to widen the Lot sizes.

Motion Made by Brackney to approve the sale of alley, Seconded by Purdum All approved with Booy sustaining.

Ordinances: None

Request for Rezoning: None

Site Plans: none

Pubic Hearing: None

Adjournment: Motion Made by Brackney Seconded by Boender, All Approved There being no further items for consideration, the meeting adjourned at 4:44 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

November 10, 2008

MINUTES

The meeting of the Planning and Zoning Commission was called to order at 4:31 p.m. on Monday, November 10, 2008 in the City Council Chambers, City Hall.

Members Present: Brian Booy, Delbert Brackney, Joseph Caligiuri, Nick Messamer & Sandy Boender, Jim Dickinson

Members Absent: None

Staff Present: Steve Watts

Commissioner Caligiuri moved to approve the minutes for the Oct 13, 2008 meeting. The motion was seconded by commissioner Boender, and unanimously approved.

Miscellaneous Business: Appointment of new chairman as Dave Warwick stepped down from his position on the board. Joseph Caligiuri was appointed Chairman, Jim Dickinson Cochairman.

Citizens to be heard: None

Preliminary Plats: None

Street & Alley Vacations: Request from City of Oskaloosa to Vacate N-S Alley & E-W Alley at Oskaloosa Public Library. Motion made by Boender to approve, 2nded by Messamer. All approved.

Ordinances: None

Request for Rezoning: Request by Agency of Aging to rezone 301 North C St. from R-2 to UC. Brackney Abstained As he is on Board for Agency for Aging. Caligiuri made a motion to Approve, Seconded by Dickinson, All Approved.

Site Plans: Steven Walters Site plan for a Warehouse & hard surface area Addition to be built at 1906 17th Ave E.
Brackney Made motion to approve, seconded By Caligiuri, All Approved

Pubic Hearing: None

Adjournment: Motion Made by Brackney Seconded by Boender, All Approved
There being no further items for consideration, the meeting adjourned at 5:03 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

October 13, 2008

MINUTES

Acting Chairman Warwick called this meeting of the Planning and Zoning Commission to order at 4:31 p.m. on Monday, July 9, 2007 in the City Council Chambers, City Hall.

Members Present: Dave Warwick, Delbert Brackney, Joseph Caligiuri, Nick Messamer & Sandy Boender

Members Absent: Brian Booy, Jim Dickinson

Staff Present: Steve Watts

Commissioner Caligiuri moved to approve the minutes for the July 9, 2008 meeting. The motion was seconded by commissioner Boender, and unanimously approved.

The first agenda item was the Alley vacate for Steve & Crystal Phillips of 801 South 9th St. Mr. Phillip was present and stated he and his wife would like to buy their portion of the north-south alley adjacent to their property to build a two (2) car garage. Commissioner Brackney was concerned as it was reported that their were two (2) water services running south down the alley, also power lines in the alley. Commissioner Caligiuri was concerned as to an objection from Gary Spoelstra of 840 8th Ave E to vacate the alley. Mr. Phillips then explained he did not want to build on the alley just closer to the lot line of alley. Commissioner Warwick suggested he take it to the Board of Adjustments for a Variance instead. Motion was made by Messamer to table this request until a later date, 2nd by Caligiuri and passed unanimously.

Miscellaneous Business:

Chair Warrwick expressed his condolences on behalf of the board to Commissioner Brackney on the death of his wife.

There being no further items for consideration, the meeting adjourned at 4:53 PM.

Stephen F Watts
Building Official

OSKALOOSA PLANNING AND ZONING COMMISSION

JULY 14, 2008

MINUTES

Acting Chairman Warwick called this meeting of the Planning and Zoning Commission to order at 4:30 p.m. on Monday, July 9, 2007 in the City Council Chambers, City Hall.

Members Present: Dave Warwick, Brian Booy, Delbert Brackney, Joseph Caligiuri, Jim Dickinson, Nick Messamer & Sandy Boender

Members Absent:

Staff Present: Liz Finarty

The minutes for the June 9, 2008 meeting were approved as written.

The first agenda item was the preliminary plat for the Van Waardhuizen Subdivision. There was question from the commission concerning the narrow width of the private road and the lack of sidewalks. The City does not have requirements for private roads. There was also question of the use and access to Lot 1. A duplex on Lot 1 would have to meet the lot size requirement and access would be from South 11 St. A motion was made by Caligiuri and seconded by Boender to approve the site plan. The motion passed with Brackney voting against the subdivision.

The next agenda item was a request by the Central Reformed Church of 815 2nd Ave. East to vacate and sell to them a portion of South 8th Street from 2nd Ave. East north to the alley. Tom Werson spoke on behalf of the church stating that the church is growing and they are looking at their options to expand. The Commission was concerned with the lack of timeline for the project and the three utilities would have to be moved. A motion was made by Caligiuri to table the request and ask the church to establish a timeline and investigate the utility relocation. The motion was seconded by Messamer and passed unanimously.

The next agenda item was a request by the Central United Methodist Church of 209 North Market St. to vacate and sell to them the north-south alley between North A St. & North Market St. and A Ave. West & B Ave. West. A motion was made by Caligiuri and seconded by Boender to approve the request to vacate and retaining easements. The motion passed with Dickinson and Messamer abstaining as members of the church

The final agenda item was a site plan submitted by Walter Michael and Kendra Slycord for a car wash. Caligiuri questioned the need for the variance and the flow of traffic was explained by Mike Slycord. The exit onto Hwy 92 was discussed and the commission discussed the placement of exit only signs. Dickinson made a

motion to approve the site plan. The motion was seconded by Caligiuri and passed unanimously.

The UC zoning was discussed with the commission. Staff questioned the auto services use type allowed in UC only by conditional use. The Auto Services use type includes provision such as fuel, repair, car washes, muffler shops, auto repair garages, and body repair. The car wash proposed by Mike Slycord would need a Conditional Use before proceeding. The zoning chapter will be reviewed for discrepancies.

There being no further items for consideration, the meeting adjourned at 5:15 PM.

Liz Finarty, City Engineer