



City of Oskaloosa  
Planning and Zoning Commission  
Council Chambers  
City Hall, 220 S. Market Street  
Oskaloosa, IA 52577  
Agenda  
Tuesday, May 2, 2023  
4:30 p.m.

**1. Roll Call**

Chair: Keep \_\_\_\_; Members: Beane \_\_\_\_; Blomgren \_\_\_\_; Champoux \_\_\_\_; Gemmell \_\_\_\_; Hunolt \_\_\_\_; Moore \_\_\_\_.

**2. Approval of the Minutes**

**A. Approval of March 7, 2023 meeting minutes**

Documents:

[20230307 PLANNING AND ZONING MEETING MINUTES.PDF](#)

**3. Citizens to be Heard**

**4. Public Hearings**

**A. Ordinances**

- 1. Consider an ordinance amending Title 17, "Zoning", to change the "Downtown Residential" land use type to "Mixed Use Residential" and allow in all business districts. (PUBLIC HEARING)**

Documents:

[COMMUNICATION PZ 20230502 AMENDMENT MIXED USES.PDF](#)  
[ORDINANCE 20230502 MIXED USE RESIDENTIAL TITLE 17.PDF](#)

**5. Reports**

**6. Adjournment**

**If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.**

**CITY OF OSKALOOSA**  
**PLANNING & ZONING COMMISSION**

Meeting Minutes  
Tuesday, March 7, 2023

A regular meeting of the Planning and Zoning Commission was called to order on Tuesday, March 7, 2023 at 4:30 p.m. by chair R.D. Keep at 220 South Market Street, Oskaloosa, Iowa.

**1. Roll Call**

Present: R.D. Keep, Robb Beane, Pamela Blomgren, Brant Champoux, Jeremy Hunolt, Scott Moore, Andrew Gemmell

Absent: none

Staff: Shawn Christ

Others: Bob Drost, Eric Stout, Jesse Greenhalgh, Brad Uitermarkt

2. **Approval of the Minutes.** It was moved by Blomgren, seconded by Champoux, to approve the February 7, 2023 meeting minutes. Motion carried unanimously.

3. **Citizens to be Heard.** None

**4. Site Plans**

- A. Consider a site plan application for a facilities operation building at 604 2nd Avenue West.

Gridco, LLC (Musco) has submitted for site plan approval for a 13,000 SF facilities operation building at 604 2nd Avenue West. The facility will replace Musco's current 6,000 SF facility at 212 2nd Ave West. The building will include offices, workspaces, conference room, maintenance shop, woodshop, and vehicle wash bay, an exterior patio for employees, front parking lot, and a large rear fenced "future use" area. The building exterior will utilize architectural/decorative metal panels with concealed fasteners. A required sidewalk will be constructed along 3rd Avenue West. With existing trees near the perimeter of the property retained, no additional landscaping will be required. The submittal meets all applicable zoning and development requirements.

Motion by Blomgren, second by Champoux, to approve the application as submitted. Keep asked for comments or discussion. Bob Drost, Manager of Facilities Development for Musco, said the company has announced a 70,000 square foot renovation and expansion of their downtown campus. Construction should begin by early fall and be completed in early 2025. The old building will be demolished and the company's intention for that area is parking.

Following roll call vote, the motion carried unanimously to recommend approval of the application to Council. This will be considered at their next meeting on March 20.

**5. Miscellaneous Business**

- A. Consider removal of a member pursuant to the attendance policy

At the February 7th meeting, the commission reviewed the attendance record and noted that Robb Beane was absent 4 of the last 12 regular meetings held. The adopted attendance policy states the commission will vote on whether the member should be removed from the P & Z commission. Chairman Keep spoke with Beane who indicated he would like to remain on the commission. Beane stated he had some personal and

family medical issues, and has conflicts in April and May due to coaching track. He's open to attending remotely by Zoom if available. Following discussion and clarification on the attendance policy it was moved by Blomgren, seconded by Champoux, to retain Beane on the commission. Motion carried unanimously.

6. **Reports**

Keep asked if there were any project or development updates. Christ stated work is progressing on the old post office building and the developer hopes to open by August. No opening date yet on the Clean Laundry building. The street should be reopened soon, and they are working to fill the remaining tenant space. Domino's received a site plan extension to April. The operator has not responded to recent contacts but previously shared concerns regarding construction costs and that she was considering other building/site options.

Blomgren said she's heard concerns regarding the 3-lane pavement markings on A Avenue. Christ stated the council is aware and the contractor hasn't been paid for the work. They will return in the spring for repainting and also to complete the conversion on South Market.

Christ said the department is receiving more interest from housing developers. There is an application window open now until May for state housing tax credits. Annexation of the school district property on 3<sup>rd</sup> Avenue West is underway. The northwest bypass will be constructed in the next couple years, and the eastern bypass corridor planning study project will kickoff soon.

Keep asked about the former Shrago's property. Christ stated it will not reopen as a scrap yard, is under new ownership and the owner is interested in redevelopment. The city completed a phase 1 environmental study using remaining funds from its brownfield grant. There were also discussions of the owner removing the perimeter fence.

7. **Adjournment.** With no other items for discussion, it was moved by Moore and seconded by Champoux to adjourn. Motion carried unanimously. The meeting adjourned at 5:10 p.m.

Minutes by Shawn Christ



## Planning & Zoning Commission

Meeting Date: May 2, 2023

Requested By: Development Services Department

### Item Title:

Consider an ordinance amending Title 17, "Zoning", to change the "Downtown Residential" land use type to "Mixed Use Residential" and allow in all business districts. (PUBLIC HEARING)

### Explanation:

Oskaloosa's comprehensive plan, adopted November 2022, recommends MU "mixed use" buildings and land development beyond downtown to commercial areas along most major thoroughfares. Use characteristics may include a mix of commercial, office, service, limited production light industrial, and medium to high-density residential uses. In MU areas, proximity is encouraged between transportation, housing, and non-residential land uses.

A developer is proposing a new 3-story building with commercial/office/retail on the ground floor, indoor parking in the lower level, and residential apartments on the upper floors. The site is in an area recommended for MU "mixed use" in the comprehensive plan. Our new zoning code, which is currently under development, will include provisions for mixed use buildings in commercial areas outside downtown. Our current zoning code, however, does not. The proposed amendment will modify our current zoning code, in a manner consistent with the comprehensive plan, to accommodate the proposed development and pending site plan application prior to adoption of the new zoning code

Staff recommends that the Commission open the public hearing, accept comments and questions, close the public hearing, discuss the proposed ordinance, and make a recommendation to the City Council for adoption.

### Budget Consideration:

None

### Attachments:

Proposed ordinance

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE AMENDING TITLE 17, "ZONING", OF THE OSKALOOSA MUNICIPAL CODE TO CHANGE THE "DOWNTOWN RESIDENTIAL" LAND USE TYPE TO "MIXED USE RESIDENTIAL" AND ALLOW IN ALL BUSINESS DISTRICTS

BE IT ENACTED by the City Council of the City of Oskaloosa, Iowa:

SECTION 1. Section 17.06.040, "Residential use types", of Title 17 of the Oskaloosa Municipal Code is hereby amended as follows:

*"Downtown Mixed Use Residential. The use of upper levels above street level of a building within the central-a business district of the city for single- or multiple-family residential uses."*

SECTION 2. Table 17.08B, "Permitted Uses by Zoning Districts", of Title 17 of the Oskaloosa Municipal Code is hereby amended as follows:

*"Table 17.08B  
Permitted Uses by Zoning Districts*

<i>Use Types</i>	<i>AG</i>	<i>RR</i>	<i>R-1</i>	<i>R-2</i>	<i>R-3</i>	<i>R-4</i>	<i>UC</i>	<i>LC</i>	<i>CC</i>	<i>DC</i>	<i>GC</i>	<i>HC</i>	<i>BP</i>	<i>LI</i>	<i>GI</i>	<i>Additional Regulations</i>
*			*			*			*				*			*
<b><i>Residential Uses</i></b>																
*			*			*			*				*			*
<i>Downtown Mixed Use residential</i>							<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>C</i>			<i>17.22.030(E)</i>
*			*			*			*				*			*

"

SECTION 3. Section 17.22.030, "Supplemental use regulations – Residential uses", of Title 17 of the Oskaloosa Municipal Code is hereby amended as follows:

*"E. Downtown Mixed Use Residential and Group Residential Uses in the DC District. Downtown Mixed use residential and group residential uses are permitted in the DC district subject to the following conditions:-*

- 1. Downtown and group residential uses are permitted in the DC district only on levels above street level except that a unit specifically designed for occupancy by disabled*

*residents may be developed at street level, subject to approval by the planning and zoning commission.*

- ~~2. Residents of units must be informed by the owner of the building that lawful commercial uses have priority over residential uses.~~
- ~~3. All upper level apartments must have two separate means of egress."~~

SECTION 4. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

Passed and approved by the Oskaloosa City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
David Krutzfeldt, Mayor

ATTEST: \_\_\_\_\_  
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
Amy Miller, City Clerk