

CITY OF OSKALOOSA  
PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
March 5, 2019

A regularly-scheduled meeting of the Planning and Zoning (P&Z) Commission for the City of Oskaloosa was called to order at 4:30 p.m. on Tuesday, March 5, 2019, by Chair Wyndell Campbell at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Robb Beane (at 4:31 p.m.), Pamela Blomgren, Wyndell Campbell, R. D. Keep, Linda Russell and Mike Sereg. COMMISSION MEMBERS ABSENT: None. CITY STAFF PRESENT: Shawn Christ, Akhilesh Pal and Marilyn Johannes. OTHERS PRESENT: Steve Copeland and Mike Broerman.

Minutes from the February 5, 2019 Planning and Zoning Commission meeting.

It was moved by Blomgren, seconded by Russell to approve the February 5, 2019 Planning and Zoning Commission minutes. Motion carried unanimously.

Citizens to be Heard

None.

Consider a site plan for a building conversion for auto body repair and outdoor parking/storage at 1308 17th Ave East.

Steve Copeland of Copeland Auto Body submitted a site plan for the conversion and remodel of an existing building for auto body (collision) repair services. The plan includes the addition of a rear loading door and parking area for employee vehicles, plus outdoor storage of customer vehicles. The site is located in the GC (General Commercial) zoning district and the proposed use is allowable by-right.

(Beane entered the meeting)

Christ: The proposal meets applicable zoning and site development standards. Staff has requested a photometric plan to review lighting adequacy and to limit spillover onto adjacent residential properties which can be worked out as a stipulation.

Campbell: Close to residential. Any feedback from neighbors, houses on Fairview? Christ: No feedback. Privacy fence will help. Keep: Any type of barrier between townhouses? Christ: Not required because zoned commercial, do not want to remove trees.

Steve Copeland commented they want to be a good neighbor and are willing to do what is necessary.

It was moved by Blomgren, seconded by Keep to approve the site plan for a building conversion for auto body repair and outdoor parking/storage at 1308 17<sup>th</sup> Avenue East with the stipulation that a photometric lighting plan be provided and approved prior to completion of the work and occupancy. The vote was: YES – Beane, Blomgren, Campbell, Keep, Russell and Sereg. NAYS – None. Motion carried.

Consider a request to release utility and ingress/egress easement for Otter Hills Subdivision.

The City Council, at their meeting on August 15, 2005, approved the final plat for Otter Hills Subdivision subject to certain stipulations. Michael Broerman, representing Finbroe Development, Inc., has requested release of the 66' wide utility easement located west of Otter Hills Lane and more specifically located between Lot# 10 and Lot# 13 of Otter Hills Subdivision. The release of the easement will enable the current property owners to expand their lot size to allow for future construction.

Pal said staff assumes the utility and ingress/egress easement was required because of the possibility for future development west of the subdivision. Stam Garden Center is west of the subdivision and the owners have no plans to change their current land use and are not opposed to releasing the utility easement.

Keep: Because within two mile limit? Pal. Yes. Russell wanted to know reason. Broerman: Allows more building area.

It was moved by Blomgren, seconded by Russell to approve the request to release utility and ingress/egress easement for Otter Hills Subdivision. The vote was: YES – Beane, Blomgren, Campbell, Keep, Russell and Sereg. NAYS – None. Motion carried.

#### Election of Officers

Oskaloosa Municipal Code Section 2.56.060 requires the commission to select a chair and a vice-chair at the beginning of the year to serve in those roles for the calendar year. There are no limitations on the number of consecutive terms.

It was moved by Blomgren, seconded by Sereg to appoint Wyndell Campbell to Chair and R. D. Keep to Vice Chair for another term. Campbell called for a roll call vote: The vote was: YES – Beane, Blomgren, Campbell, Keep, Russell and Sereg. NAYS – None. Motion carried.

Christ gave the commission an update on the Creative Placemaking Plan and noted the plan is available for viewing on the city website. Christ was asked to email the website address for the plan to the commission. Keep encouraged commission members to take a look at the plan.

Christ also told the commission the building design standards ordinance passed at the March 4, 2019 city council meeting and he thanked the commission for their work on the ordinance.

The meeting adjourned at 4:48 p.m.

Minutes by Marilyn Johannes