Minutes  
Regular Session  
Planning and Zoning Commission  
Tuesday, August 4, 2020  
220 South Market Street  
4:30 p.m.

A regularly scheduled meeting of the Planning and Zoning Commission for the City of Oskaloosa was called to order on Tuesday, August 4, 2020, at 4:30 p.m. by Chair Wyndell Campbell. The commission met via electronic meeting to restrict physical access in accordance with the March 2020 Iowa Public Health Emergency Proclamation signed by Governor Kim Reynolds.

1. **Roll Call**
   Members Present: Robb Beane, Pam Blomgren, Wyndell Campbell, R.D. Keep, Scott Moore, Linda Russell
   Members Absent: Mike Sereg
   City Staff Present: Sean Murphy, Stephanie Faulkes
   Others Present: Brian Booy

2. **Approval of Minutes**
   A motion was made by Blomgren, seconded by Keep to approve the July 7, 2020, Planning and Zoning Commission minutes. All Ayes, motion carried.

3. **Citizens to be Heard**
   None

4. **Preliminary Plats**
   A. Consider approval of the preliminary plat for Pear Tree Estates subdivision
   Brian Booy Construction, LLC, has submitted an amended preliminary plat for the Pear Tree Estates subdivision located at the northeast corner of South 11th Street and 3rd Avenue West. Lots 1-3 are intended to each be developed first with two-family residential dwellings and each lot will be later split along the common wall for a total of 6 dwelling units on separate lots.

   Discussion: Builder Brian Booy explained that the plat changes were being requested due to identification of sewer issues for basements in these lots. The change will allow for townhouses to be built on slabs without related sewer concerns. The townhouses will be joined in the center which will limit the number of driveway outlets onto 11th Street to three. He also indicated that once the houses are set on the lots, Garden and Associates will re-survey and each townhouse will have its own abstract, sewer and lateral. This survey is completed once the house is set as measurements within each lot may be minimally off center and when done at this time will allow the abstract to be accurate.

   A motion was made by Keep, seconded by Moore to recommend that the City Council approve the preliminary plat for the Pear Tree Estates Subdivision. All Ayes, motion passed unanimously.

5. **Final Plats**
   A. Consider approval of the final plat for Pear Tree Estates subdivision
   Brian Booy Construction, LLC, has submitted a final plat application for the Pear Tree Estates subdivision located at the northeast corner of South 11th Street and 3rd Avenue West. Staff recommends P&Z approval with five (5) stipulations: construction plans for the public improvements
must be reviewed and approved by Public Works department; sidewalks installed within three (3) years with a financial security; curb and gutter gaps replaced and filled with new within three (3) years with a financial security; common area for outlot #1 owned and maintained by the home owners association with covenants provided to Public Works department; each lot may only have one (1) driveway access to a city street with location and width of each approved by Public Works department.

A motion was made by Blomgren, seconded by Moore to recommend that the City Council approve the final plat for the Pear Tree Estates Subdivision with the stipulations as outlined. All Ayes, motion passed unanimously.

6. **Miscellaneous Business**
Review attendance record; applies to regular meetings only, not special meetings.

7. **Adjournment**
With no other items for discussion meeting adjourned at 4:45 p.m.

Minutes by Faulkes