

CITY OF OSKALOOSA  
PLANNING & ZONING COMMISSION  
REGULAR MEETING MINUTES  
August 6, 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, August 6, 2019, by Vice-Chair, R.D. Keep at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, R. D. Keep, Linda Russell, Mike Sereg and Scott Moore.

COMMISSION MEMBER ABSENT: Robb Beane & Wyndell Campbell

CITY STAFF PRESENT: Shawn Christ, Akhilesh Pal and Becki Gatton

OTHERS PRESENT: Brad Uitermarkt

*Approval of Minutes from the July 2, 2019 Planning and Zoning Commission meeting.*

It was moved by Blomgren, seconded by Russell to approve the July 2, 2019 Planning and Zoning Commission minutes. All Ayes, motion carried unanimously.

*Citizens to be Heard*

None

*Consider a request to approve the preliminary plat for the Pear Tree Estates Subdivision.*

An amended preliminary plat was submitted for Pear Tree Estates Subdivision. The previous preliminary plat was reviewed at the July 3, 2018, and was approved by City Council at their meeting on July 16, 2018. The revisions from the previously approved plat include reducing the number of residential lots from 8 to 6 and changing the configuration for the residential lots to avoid expenses for a shared concrete driveway, sanitary sewer and water main infrastructure. The revised plat will allow each lot to have separate driveway access points and the utilities will now tie directly into existing public infrastructure. The Public Works Department will have final approval of driveway locations. Some discussion was had on storm water retention provisions. Pal explained that by the City's subdivision regulations they can't require a retention basin. The hope is that once the lots are developed and grass is planted it will slow the runoff down. There will not be sidewalk on the far northwest corner of Lot 1 due to a steep grade change. Pedestrian traffic will be redirected to the west. It was moved by Blomgren, seconded by Moore to approve the preliminary plat as presented for Pear Tree Estates Subdivision. All Ayes, motion carried unanimously.

*Consider approval of the final plat for the Pear Tree Estates Subdivision.*

Staff is recommending approval of the final plat with stipulations. Pal pointed out that in the commission packet there is a typographical error in item number 4 and stipulation 4 can be removed. Other stipulations pertaining to sidewalks & driveways were explained. It was moved by Russell, seconded by Blomgren to approve the final plat for Pear Tree Estates subdivision with staff recommended stipulations including the removal of stipulation 4.

*Discussion regarding minor zoning code corrections and amendments.*

Christ explained that there are 4 errors and inconsistencies that staff discovered in the zoning code that require correction. He asked that staff be able to fix others as well if they are found. He told the commission about 6 proposed minor amendments that relate to summary of site development regulations, setback adjustments, site plan review procedure, off-street parking & drainage and expiration of building permits. He briefly explained each item and gave some history on why staff felt these were items to consider addressing. He would like to prepare a code amendment for each item and schedule a public hearing on the proposed error corrections and minor amendments which could be reviewed at the next meeting. Christ added that there are 3 other areas that are on the radar for possible consideration. Those include review of residential fence standards, administrative variance procedure & parking lot lighting standards.

With no other items for discussion it was moved by Blomgren, seconded by Sereg to adjourn at 4:51 p.m.

Minutes by Becki Gatton