

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
SEPTEMBER 4, 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 Wednesday, September 4, 2019, Chair Wyndell Campbell at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Wyndell Campbell, Robb Beane, R. D. Keep, Linda Russell & Scott Moore

COMMISSION MEMBER ABSENT: Pamela Blomgren & Mike Sereg

CITY STAFF PRESENT: Shawn Christ & Becki Gatton

OTHERS PRESENT: Steve Copeland

Approval of Minutes from the August 6, 2019 Planning and Zoning Commission meeting.

It was moved by Keep, seconded by Moore to approve the August 6, 2019 Planning and Zoning Commission minutes. All Ayes, motion carried unanimously.

Citizens to be Heard

None

Consider an amended site plan for Copeland Collision Center, 1308 17th Ave E.

On March 18, 2019, the City Council approved a site plan at 1308 17th Ave E for conversion of a former office building to an auto body/collision repair service. The owner has submitted an amended site plan that proposes to eliminate the concrete paving of the side driveway and rear vehicle storage area and instead to refresh the existing gravel surface. The amended plan also proposes to only build the front public sidewalk segment in the future in coordination with future sidewalks. Copeland explained to the commission that his understanding of the site plan process was to ask for and include anything they may want to do in the future. Since not required by code, they wouldn't need to concrete the area however, the site plan was the time to ask for it if they may want to do it in the future. Right now paving would be cost prohibitive & the back area has been fenced in so it will not be seen. He would rather use that money to someday upgrade the front parking lot. In reference to the sidewalks he mentioned he was under the impression that he may be able to go to City Council to request that sidewalk not be required. He pointed out that there are no other sidewalks on either side of the road at this time. Russell questioned if it was necessary to require installation within a 2 year time period even if there aren't any other sidewalks. She felt it would be better to state installation in conjunction with adjoining sidewalk. Christ noted that the ordinance actually states sidewalks be installed at the time the work is being done however, the City often puts a stipulation for completion within a set time period, often 2 years, so as not to lose track of that requirement. The City would rather enforce the requirement and work with the property owner on an agreed upon time period for installation instead of grant a complete waiver. Campbell pointed out that the role of P & Z is to apply the ordinances as written and he would hate to make a

recommendation to completely for-go something they have on the books. Keep had looked at the area and found that there were no other sidewalks in any direction for at least half a mile. After some further discussion, Christ pointed out that if the commission feels that segment of sidewalk is completely unnecessary within a certain amount of time they could consider waiving the requirement and instead may be able to ask for a payment “in lieu” to use on sidewalks needs elsewhere. Keep questioned if the requirement could be changed from 2 years to 5 years to which the answer was yes, it could. Campbell went back to instead changing the wording to be required within conjunction of future sidewalks. Russell asked if they were to require sidewalks in 5 years could the property owner then come back and ask for a waiver or variance at that time to which the answer was yes, they could. Russell made a motion to accept the amended site plan without the reservation of the 2 year clause for sidewalks and only keep the statement “public sidewalk segment to be installed in conjunction with installation of an adjoining sidewalk”. This was seconded by Keep. All Ayes, motion carried unanimously.

Consider an ordinance amending Title 17, “Zoning”, by incorporating corrections and minor modifications including setbacks and off-street parking pavement standards. (PUBLIC HEARING)

Campbell opened the public hearing. With no one present to speak or comment Campbell closed the public hearing. Christ pointed out that these are mainly corrections with a couple minor amendments. Some of the noted changes include removing the option for gravel or crushed stone as a surfacing allowance for off street parking & circulation areas and also add clarification to the site plan requirement and when it applies. The commission had some discussion regarding item 10 and how this would apply to areas of the community. It was moved by Keep, seconded by Beane to approve the zoning code corrections & amendments as presented. All Ayes, motion carried unanimously.

With no other items for discussion it was moved by Keep, seconded by Russell to adjourn at 5:05 p.m.

Minutes by Becki Gatton