

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
April 11, 2016

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 Monday, April 11, 2016, by Wyndell Campbell, at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, Wyndell Campbell, Andrew Jensen, R. D. Keep and Stephen Tews. COMMISSION MEMBERS ABSENT: Sarah Tarbell and Gabriel Wagner. CITY STAFF PRESENT: Akhilesh Pal, Nathan Wiley and Marilyn Johannes. OTHERS PRESENT: Del Johnson, Brad Hodges and Rodney DeRonde from the Fellowship Bible Church, Sondra and Jerry Bottenfield and Hailey Brown, editor of the Herald.

Minutes from the March 14, 2016 Planning and Zoning Commission meeting.

It was moved by Tews, seconded by Keep to approve the March 14, 2016 Planning and Zoning Commission minutes. Motion carried unanimously.

Consider a site plan for Fellowship Bible Church located at 1000 A Avenue West.

Pal explained Fellowship Bible Church (FBC) submitted a site plan for an addition to the church. However, the proposed site plan does not meet 11 code requirements and the FBC is requesting that six of the requirements be waived.

It was moved by Tews, seconded by Keep to approve the site plan with the eleven stipulations.

Campbell and Jensen said they were members of the Fellowship Bible Church, but were advised by staff they could be part of the discussion and vote.

Brad Hodges from FBC addressed the commission regarding the need for the addition. Hodges mentioned the church has plans for Sunday school classroom space and they need to make the church ADA compliant. Hodges said FBC would like stipulations 2, 3, 5, 7, 8 and 9 waived. Hodges said the church did not anticipate the cost for the requirements.

Pal said the site plan is not complete and because some of the parking spaces are larger than required by SUDAS, could get more parking spaces if just meet required size of spaces. Pal said would need scale drawing to figure out.

Del Johnson from FBC said the bids for the improvements came in higher than anticipated so the cost to meet the stipulations could jeopardize the project so want stipulations waived.

Blomgren: Sympathetic, empathetic, but do not believe waivers should be handed out because of cost, same requirements for all, not picking on church. Financial cost not good enough reason, the city has standards. Asked staff if there is any leeway with stipulations.

Keep said he did not believe FBC can get to 70% impervious area. Pal: With current site plan cannot meet. If reconfigured would have to look at that. Do not have a complete site plan so cannot confirm.

Jensen asked what triggered site plan review. Pal: When realized the development exceeded 25% of the area, FBC was told a site plan would be required. Gross floor area exceeds 25%.

Tews asked if chip seal constitutes imperious. Pal: Yes, even gravel does. Keep: What percentage of impervious area now? Wiley: 74% now. Cannot calculate public right-of-way in impervious area.

Jensen asked about the A Avenue Corridor Plan. Pal said signs and sidewalk relocation are requirements. Tews: For consistency need sidewalk there.

Keep asked about J Street parking regulations. Pal said off-street parking only can be factored into calculations.

Jensen: Being a member of church driving concern is ADA, want to put in an elevator.

Campbell: Believe curb and gutter and sidewalk should be addressed. Asked if could make improvements in phases and asked what time frame is to complete the site plan requirements. Pal: Believe you have 180 days to get a building permit. If no activity in six months have to resubmit a site plan for approval. However, City Council is allowed to grant extensions and City Council did approve an extension for a project recently.

Tews: Could FBC include grassed areas in part of area to meet impervious area? Wiley: Yes.

Johnson: Have utilities in area of alley location so cannot build on that area. Campbell: Expense to relocate utilities is on the property owner. City Council has final say regarding planning and zoning recommendations.

Keep: Torn on requirements. Proponent of sidewalks. Campbell: Believe the Planning and Zoning Commission is charged with maintaining the codes. It is City Council prerogative to address these issues.

Wiley: 10 foot buffer on J and High might add green space but would take some parking spaces.

Jensen: (P&Z) Job to enforce standards and regulations. Allow church to grow in current location, value in that. Sometimes need to make tradeoffs but do not want to relax standards. Blomgren: Agree but that is not what we have here. Have three items see as a priority so would like to keep some and strike some stipulations.

Campbell called for a roll call vote on the motion to approve the site plan with the stipulations. The vote was: YES – Blomgren, Campbell and Tews. No – Jensen and Keep. Motion carried.

Discussion of possible conversion of A Avenue and South Market Street into three lane highways.

Tews: Recommend make South Market a three lane road like North Market. Jensen: Recommend Council do a study. Don't want to limit to only South Market. Recommend to City Council they have further discussion on the possibility. Blomgren: IDOT has to give their approval because they are state highways. IDOT asked Council to approve making A Avenue three lane when I was on City Council. I voted in favor of making A Avenue a three lane road. Keep: Ask Council to revisit recommendation. Campbell said he would visit with the City Manager and staff regarding the matter.

Discussion of possible changes to the Oskaloosa Municipal Code that would require sidewalks for new developments.

Pal: Should we require sidewalks in new development? Currently sidewalks are only a site plan requirement in subdivisions. Campbell: Need to create standard equal, across-the-board, no exceptions. Jensen: In favor of sidewalks in place, not sure want to blanket it. There are exceptions. Pedestrian and connectivity needs need to be addressed. Campbell: City Council has right to grant exceptions. Keep: Believe there are places where not possible. Blomgren: Connectivity, walkability could be put in code language. Keep: Like option 2b. Campbell/Blomgren: Like option 2b also. Pal: Can put action item on next Planning and Zoning Commission agenda.

Pal told the commission historically the commission has met on the second Monday of the month but he would like to change the meeting date to the day after the first council meeting each month which would usually be a Tuesday. Commission members present had no problem with the change.

It was moved by Blomgren, seconded by Jensen to adjourn. Motion carried unanimously. The meeting adjourned at 6:05 p.m.

Minutes by Marilyn Johannes