

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
May 9, 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, May 9, 2016, by Chair Wyndell Campbell, at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, Wyndell Campbell, Andrew Jensen, R. D. Keep Sarah Tarbell, Stephen Tews and Gabriel Wagner. COMMISSION MEMBERS ABSENT: None. CITY STAFF PRESENT: Akhilesh Pal and Marilyn Johannes. OTHERS PRESENT: None.

Minutes from the April 11, 2016 Planning and Zoning Commission meeting.

It was moved by Blomgren, seconded by Keep to approve the April 11, 2016 Planning and Zoning Commission minutes. Motion carried unanimously.

Consider the vacation and sale of the 60 foot by 16.5 foot section of the east-west alley adjacent to 402 4th Avenue West.

Pal reported there was other access to the alley for property maintenance and landscaping and there were no objections to the vacation and sale of the alley by adjoining property owners. Pal said the applicant wants to prevent traffic from damaging his property. Pal said the alley contains overhead utility infrastructure so easement rights will need to be retained for utility access.

It was moved by Blomgren, seconded by Keep to approve the vacation and sale of the alley adjacent to 402 4th Avenue West as presented.

Tews said he believes the whole block or none to should be vacated. Campbell agreed but pointed out this is an at-will request. Jensen said he would like see the owners of the rest of the alley in the block notified regarding the vacation and sale of their portion. Tews and Campbell said they would still like to see all alleys vacated and deeded to adjoining property owners at no cost. Blomgren commented the city would have to adopt a plan to do that.

Campbell called for a roll call vote on the motion to approve the vacation and sale of the alley adjacent to 402 4th Avenue West as presented. The vote was: YES – Campbell, Blomgren, Jensen, Keep, Tarbell and Wagner. No – Tews. Motion carried.

Consider recommending changes to the on-street parking restrictions along C Avenue East from North 11th Street to South Park Avenue.

Pal pointed out staff realized the code doesn't require the Planning and Zoning Commission make recommendations regarding parking matters, but because notices had been sent out regarding this matter, the Planning and Zoning Commission needs to consider it.

Pal said the parking study conducted indicates the residents are almost equally divided, but most want to leave the parking as is. Pal said staff is ok with either option presented.

Tews made a motion that parking be prohibited on the north side of C Avenue East from North 11th Street to South Park Avenue and parking be allowed on the south side of C Avenue East. Motion died for lack of a second.

It was moved by Blomgren, seconded by Campbell to recommend Option #1 (Figure 2) which is to restrict parking 1.) along the north side of C Avenue East from 50 feet west of North 11th Street to 325 feet west of South Park Avenue, and 2.) along the south side of C Avenue East from North 11th Street to 50 feet east of North 11th Street.

Jensen questioned whether need change. Tews said he believes there is a visibility issue. Pal said recommendation from Council because Council concerned when ambulances turn onto the street and because of the high amount of traffic in the area.

Keep: Have made many visits to MHP at different times of the day and there was not much parking on the street until smoking not allowed on the MHP campus, maybe need designated smoking area. Jensen: Agree with change if for safety reasons. Believe safety issue legit. Maybe MHP needs a smoking gazebo. Blomgren: Not our choice. Keep: Have watched ambulances come out of there. Do not see problem. Campbell: Maybe need to consider safety of other vehicles. Tarbell: Where is parking going to go? Where are they going to park? Jensen: If ambulance safety visibility the concern, does that require no parking on total length of street? Keep: At west corner of entrance go 25 feet west and 25 feet east of 1253, no parking on north side. Agree that 10' required is not enough. Jensen: I go along with that. Addresses ambulance concern.

Tews called for the question.

Campbell called for a roll call vote on approval of Option #1 (Figure 2) to restrict parking 1.) along the north side of C Avenue East from 50 feet west of North 11th Street to 325 feet west of South Park Avenue, and 2.) along the south side of C Avenue East from North 11th Street to 50 feet east of North 11th Street. The vote was: YES – Blomgren and Tews. No – Campbell, Jensen, Keep, Tarbell and Wagner. Motion failed.

Keep moved to recommend parking restriction along the north side of C Avenue East and 1.) 50 feet east and west of North 11th Street and 2.) along the north side of C Avenue East 50 feet east and west of both the easternmost driveways to the hospital. Wagner seconded the motion.

Keep believes if a visibility problem this will help. Tarbell: Like this option so not cause other problems to property owners or smoking problem.

Blomgren called for the question.

Campbell called for a roll call vote on the motion to recommend a parking restriction 1.) along the north side of C Avenue East 50 feet east and west of North 11th Street and 2.) along the north side of C Avenue East 50 feet east and west of both the easternmost driveways to the hospital. The vote was: YES – Campbell, Blomgren, Jensen, Keep, Tarbell and Wagner. No – Tews. Motion carried.

Consider setting the date for a public hearing on changes to the Oskaloosa Municipal Code that would require sidewalks for new development.

Pal said he prepared the recommended addition to the Oskaloosa Municipal Code regarding sidewalk requirements in response to the Planning and Zoning Commission discussion on April 11, 2016. Pal told commission members they need to set a date for a public hearing on the proposed sidewalk requirement code revisions.

It was moved by Tews, seconded by Blomgren to schedule the public hearing on proposed sidewalk requirement code revisions on Tuesday, June 7, 2016 at 4:30 p.m. The vote was: YES – Campbell, Blomgren, Jensen, Keep, Tarbell, Tews and Wagner. No – None. Motion carried.

Consider amending Table 17.08 B pertaining to zoning district regulations and permitted uses for medium retail services.

Pal told the commission this item was triggered when the owner of the Oskaloosa Herald building on 432 indicated he wanted to turn the building into retail space. Pal said there is a definition for medium retail services but no provisions for zoning district regulations and permitted uses for medium retail services. Pal said staff believes the regulations were left out in error. Pal said staff would like to schedule a special Planning and Zoning Commission meeting to discuss the matter and would like to schedule the meeting the week of May 23 in order to have it before the June 6, 2016 city council meeting so Council can take action on the matter as soon as possible.

Jensen said need to meet as soon as possible since due to an error. Blomgren agreed.

It was moved by Campbell to schedule the special meeting on Tuesday, May 24, 2016 at 5:00 p.m. Jensen seconded. The vote was: YES – Campbell, Blomgren, Jensen, Keep, Tarbell, Tews and Wagner. No – None. Motion carried.

It was moved by Tews, seconded by Keep to adjourn. Motion carried unanimously. The meeting adjourned at 5:32 p.m.

Minutes by Marilyn Johannes