



City of Oskaloosa
Regular Meeting
Planning and Zoning Commission
Lower Level Conference Room
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
August 2, 2016
4:30P.M.

1. Roll Call

Chair: Campbell____; Members:Blomgren;____; Keep____; Tarbell____;
Tews____;Wagner____;

2. Approval of the Minutes

A. Approval of the minutes from the July 6, 2016 meeting.

Documents:

[PZ MINUTES 7-6-2016.PDF](#)

3. Citizens to be Heard

4. Ordinances

A. Consider changes to the Oskaloosa Municipal Code that would require sidewalk for new developments.

Documents:

[SIDEWALK REQUIREMENT AGENDA.PDF](#)

[SIDEWALK ORDINANCE.PDF](#)

5. Miscellaneous Business

A. Planning & Zoning Commission attendance record.

Documents:

[P AND Z ATTENDANCE RECORD.PDF](#)

6. Adjournment

If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
July 6, 2016

A regularly-scheduled meeting of the Planning and Zoning (P&Z) Commission for the City of Oskaloosa was called to order at 4:35 p.m. on Wednesday, July 6, 2016, by Vice Chair Andrew Jensen, at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, Wyndell Campbell (at 4:45 p.m.), Andrew Jensen, Stephen Tews and Gabriel Wagner. COMMISSION MEMBERS ABSENT: R. D. Keep and Sarah Tarbell. CITY STAFF PRESENT: Akhilesh Pal and Marilyn Johannes. OTHERS PRESENT: Steve Hoeksema and Gary Mitchell.

Minutes from the June 7, 2016 Planning and Zoning Commission meeting.

It was moved by Blomgren, seconded by Wagner to approve the June 7, 2016 Planning and Zoning Commission minutes. Motion carried unanimously.

Consider the vacation and sale of an unused section of public right-of-way lying between 1002 South E Street and 602 Avenue West.

Pal explained the property is unused right-of-way and it is maintained by the adjacent property owners. Pal stated easement rights would need to be retained for access to utilities that exist within this public right-of-way.

Steve Hoeksema from Iowa State Bank representing Alyssa Williams, owner of an adjacent property, and Gary Mitchell owner of the other adjacent property, addressed the commission.

It was moved by Blomgren, seconded by Wagner to approve the vacation and sale of the unused section of public right-of-way lying between 1102 South E Street and 602 Avenue West with the retention of easement rights.

Campbell entered the meeting at 4:45 p.m.

Jensen brought Campbell up-to-date on the meeting proceedings and called for a roll call vote on the motion to approve the vacation and sale of the unused section of public right-of-way lying between 1002 South E Street and 602 Avenue West with the retention of easement rights. The vote was: YES – Blomgren, Campbell, Jensen, Tews and Wagner. NAYS – None. Motion carried.

Campbell took over as chair of the meeting.

Consider changes to the Oskaloosa Municipal Code that would require sidewalk for new developments.

Pal explained the information provided for this item was the result of discussion by the commission and noted stipulation No. 3 was added as requested by the commission at the last meeting.

Campbell indicated he would like No. 3 reworded to indicate the Planning and Zoning Commission not just City Council. Jensen said the requirements (No. 3) may be waived by the City Council but

based on recommendation from the Planning and Zoning Commission. Pal noted the code needs to be consistent.

The commission discussed the wording of stipulation No. 2 and No. 3 at length, recommending various ways to word the requirements.

Tews indicated if we want walkability need to eliminate the exceptions and require sidewalks in all development even redevelopment of existing residential properties.

Jensen said he is in favor of sidewalks but do not want to create a barrier to property owners who want to reinvest in their homes.

Blomgren said need to pass what is best for the community and it makes sense to keep continuity.

Campbell suggested increasing the percentage in item No. 2 pertaining to when redevelopments, enlargements, or extensions to property should require installation of public sidewalk. Jensen said he was in favor of adding a new item instead. Blomgren agreed.

It was moved by Tews, seconded by Campbell to table action on changes to the Oskaloosa Municipal Code that would require sidewalk for new developments to the August meeting. Motion carried unanimously.

Pal announced that Andrew Jensen will become a city staff member before the next Planning and Zoning Commission meeting so he will need to resign from the commission so he will not be on the commission in August.

The meeting adjourned at 5:21 p.m.

Minutes by Marilyn Johannes



Planning & Zoning Commission

Meeting Date: August 2, 2016

Requested By: Public Works Department

Item Title:

Consider changes to the Oskaloosa Municipal Code that would require sidewalk for new developments.

Explanation:

At their meetings on April 11, 2016, May 9, 2016, June 7, 2016, and July 6, 2016 the Planning and Zoning Commission discussed possible sidewalk requirements for new commercial and residential developments. As a result of that discussion, a change was requested to add language that would allow the City Council to waive the sidewalk requirements for industrially zoned properties only. Therefore, a public hearing has been scheduled to discuss the following revised proposed addition to the Oskaloosa Municipal Code:

17.08.120 – Required Public Sidewalk

- A. Public sidewalk shall be required for the following:
 - 1. All new developments in all zoning districts. New developments include, but are not limited to, projects requiring a site plan review, changes in property use type, and all new residential structures.
 - 2. All redevelopments, enlargements, or extensions of more than twenty-five percent (25%) of either the total property area or gross building area in all zoning districts, except for single-family, two-family, and duplex use types.
 - 3. All redevelopments, enlargements, or extensions of more than fifty percent (50%) of either the total property area or gross building area for single-family, two-family, and duplex use types in all zoning districts.
 - 4. These requirements may be waived by the City Council based on a recommendation after Planning and Zoning Commission review in GI (General Industrial) and LI (Limited Industrial) zoning districts.
- B. All new or existing sidewalk required by this section must be constructed, or reconstructed, in concrete and in compliance with current ADA accessibility and City specification standards.

Budget Consideration:

Minimal costs associated with changes to the Oskaloosa Municipal Code.

Attachments:

Ordinance.

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 17, CHAPTER 17.08 OF THE CITY CODE OF THE CITY OF OSKALOOSA, IOWA TO ADD A NEW SECTION 17.08.120 – “REQUIRED PUBLIC SIDEWALK.”

The City Council of the City of Oskaloosa, Iowa hereby ordains as follows:

SECTION 1: A new Section 17.08.120, entitled “Required Public Sidewalk” is hereby added as follows:

17.08.120 – Required Public Sidewalk

A. Public sidewalk shall be required for the following:

1. All new developments in all zoning districts. New developments include, but are not limited to, projects requiring a site plan review, changes in property use type, and all new residential structures.
2. All redevelopments, enlargements, or extensions of more than twenty-five percent (25%) of either the total property area or gross building area in all zoning districts, except for single-family, two-family, and duplex use types.
3. All redevelopments, enlargements, or extensions of more than fifty percent (50%) of either the total property area or gross building area for single-family, two-family, and duplex use types in all zoning districts.
4. These requirements may be waived by the City Council based on a recommendation after Planning and Zoning Commission review in GI (General Industrial) and LI (Limited Industrial) zoning districts.

B. All new or existing sidewalk required by this section must be constructed, or reconstructed, in concrete and in compliance with current ADA accessibility and City specification standards.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication by law.

Passed by the Council the _____ day of _____ 2016, and approved this _____ day of _____ 2016.

David Krutzfeldt, Mayor

ATTEST: _____
Amy Miller, City Clerk

I certify that the foregoing was published as Ordinance No. _____ on the
_____ day of _____ 2016.

Signed

PLANNING & ZONING COMMISSION ATTENDANCE

	Present Members					
	Pam Blomgren	Wyndell Campbell	RD Keep	Sarah Tarbell	Stephen Tews	Gabriel Wagner
1/12/2015	Present	Present	Present	Absent		
3/9/2015	Present	Present	Present	Present		
3/19/2015	Present	Present	Present	Present		
4/13/2015	Present	Present	Present	Present		
5/11/2015	Present	Present	Present	Present		Present
6/8/2015	Present	Absent	Present	Present	Absent	Present
7/13/2015	Present	Present	Present	Present	Present	Present
8/10/2015	Present	Present	Absent	Present	Present	Present
9/14/2015	Present	Present	Present	Absent	Present	Present
10/12/2015	Present	Present	Present	Present	Present	Present
10/13/2015	Present	Present	Present	Present	Absent	Present
11/9/2015	Present	Present	Present	Absent	Present	Absent
1/11/2016	Present	Present	Present	Present	Present	Present
3/14/2016	Absent	Present	Present	Present	Present	Present
4/11/2016	Present	Present	Present	Absent	Present	Absent
5/9/2016	Present	Present	Present	Present	Present	Present
5/24/2016	Present	Present	Present	Present	Present	Absent
6/7/2016	Present	Present	Present	Present	Present	Present
7/6/2016	Present	Present	Absent	Absent	Present	Present

* Adopted Attendance Policy
2/11/2013