

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

A regularly-scheduled meeting of the Planning and Zoning (P&Z) Commission for the City of Oskaloosa was called to order at 4:32 p.m. on Tuesday, December 6, 2016, by Vice Chair R. D. Keep at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, Wyndell Campbell (at 4:34 p.m.), R. D. Keep, David Kurtz, Stephen Tews and Gabriel Wagner. COMMISSION MEMBERS ABSENT: None. CITY STAFF PRESENT: Andrew Jensen and Marilyn Johannes. Also present: Mark Tennison (chair of the Historic Preservation Commission), Eric Stout (representing owner of 202 1st Avenue East) and Ken Allsup (Oskey News).

Wyndell arrived at the meeting and directed Keep to continue to chair the meeting.

Minutes from the November 8, 2016 Planning and Zoning Commission meeting.

It was moved by Blomgren, seconded by Campbell to approve the November 8, 2016 Planning and Zoning Commission minutes. Motion carried unanimously.

Consider approval of a Certificate of Appropriateness for the property located at 202 1st Avenue East.

Oskaloosa Downtown Development applicant for 202 1st Avenue East has applied for a Certificate of Appropriateness to remove plywood and install 3 Kolbe windows rustic in color along the south wall on the second floor of the building.

Jensen explained that normally the Historic Preservation Commission deals with these matters. However, according to Oskaloosa Municipal Code 2.84.050 if no quorum exists at the Historic Preservation Commission meeting, the application will be forwarded to the next meeting of the planning commission.

It was moved by Blomgren, seconded by Campbell to approve the Certificate of Appropriateness for the property located at 202 1st Avenue East with the five conditions.

Keep questioned the need for the reference to signs in condition No. 1. Jensen said it is an error so the sentence should end with the word "drawings."

Keep asked about Council approval. Jensen said these matters do not go to the City Council, the Historic Preservation Commission, or in this case, the Planning and Zoning Commission, makes the decision.

Tennison said he strongly recommends approval of the design because it is consistent with the original design of the building.

Campbell said staff recommends approval of the design.

Tews asked about consistency with the Swim's building next door. Stout explained the upper level of the building did not extend to the alley so do not need to be consistent with the original design

because there is no precedent to follow in the back of of the alley. Stout said all work will be done according to the drawings.

It was moved by Blomgren to amend her motion to remove the phrase, “as long as the signs meet the requirements” from condition No. 1. Campbell agreed to amend his second to reflect the change. Keep called for a roll call vote. The vote was: YES – Blomgren, Campbell, Keep, Kurtz and Wagner. NAYS – Tews. Motion carried.

Keep mentioned the agenda included the attendance record. Campbell said there is an opening on the commission due to the resignation of Sarah Tarbell who had resigned from the commission due to personal reasons and he asked commission members to let her know her service was appreciated.

Campbell told the commission he has heard there may be a group trying to develop a tiny home community in Oskaloosa so Campbell believes the commission needs to address the matter sooner than later.

Jensen said other potential items for commission discussion are changes in the code to allow minor modifications that may reduce some of the burden of proof needed to receive a variance. The other matter that needs addressed is code changes to allow minor changes in subdivisions. Jensen said he is not certain if this item falls under the code handled by the commission.

It was moved by Kurtz, seconded by Blomgren that the meeting adjourn. Motion carried unanimously.

The meeting adjourned at 4:51 p.m.

Minutes by Marilyn Johannes