

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
June 8, 2015

A regularly-scheduled meeting of the Planning and Zoning (P&Z) Commission for the City of Oskaloosa was called to order at 4:31 p.m. on Monday, June 8, 2015, by Pamela Blomgren at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, R. D. Keep, Sarah Tarbell and Gabriel Wagner. COMMISSION MEMBERS ABSENT: Wyndell Campbell, Andrew Jensen and Stephen Tews. CITY STAFF PRESENT: Akhilesh Pal, Michael Schrock and Marilyn Johannes. OTHERS PRESENT: Alan and Valerie Van Waardhuizen.

Minutes from the May 11, 2015 Planning and Zoning Commission regular meeting.

It was moved by Keep, seconded by Tarbell to approve the May 11, 2015 Planning and Zoning Commission meeting minutes. Motion carried with all aye votes.

Minutes from the May 26, 2015 Planning and Zoning Commission special meeting.

Blomgren asked that the minutes be amended to add a clarification of her statement in paragraph 8, sentence 2, with the sentence to read, "If you look at the situation as a whole, Phase 2 is way too big **for current expansion needs.**" It was moved by Wagner, seconded by Keep to approve the May 26, 2015 amended minutes. Motion carried with all aye votes.

Citizens to be Heard

Alan Van Waardhuizen, 254 Terrace Drive, owner of 116 and 118 1st Avenue East, commented regarding vacation and sale of a portion of the north-south alley adjacent to 220 South Market Street indicating he was not opposed to construction of the new fire station but was concerned about parking for his business and the four rental units in his building.

Consider vacation and sale of 80' X 16.5' of the north-south alley adjacent to 220 South Market Street.

Pal told the commission he had received two more responses from property owners in the area which brought the total to 7 responses – 6 for vacating the alley and 1 against it.

The commission discussed how vacate of the alley would affect deliveries and parking in the area.

Michael Schrock, City Manager, gave an overview of the plans for the area. Blomgren asked if all utilities will be relocated. Schrock said yes.

Schrock indicated there would be parking on the north side of the new fire station off of the east-west alley. Keep asked if there was going to be reserved parking north of the site. Schrock said there would be no reserved parking or staff parking in that area, although the parking might be blocked at times when delivery trucks are parked in the alley.

Blomgren asked if still have on street parking permits. Schrock said no parking permits are issued for on street parking. Schrock also said just because a response had not been received from some property owners in the area, would not take no response as approval.

It was moved by Keep, seconded by Tarbell to approve the vacation and sale of 80' X 16.5' of the north-south alley adjacent to 220 South Market Street. The vote was: YES – Blomgren, Keep, Tarbell and Wagner. No – none. Motion carried.

Consider a site plan for the city of Oskaloosa fire station expansion and remodel project located at 220 South Market Street.

Michael Schrock, City Manager, gave a presentation regarding the fire station project and indicated the information provided by staff covers the issue. Schrock said the Historic Preservation Commission had already given their approval of the project.

Blomgren said her only question/concern was parking. Schrock said staff will not park on site and the city plans to improve the parking lots the city has and install way finding (informational) signs.

Blomgren said she is pleased with the project and asked if there was consideration of purchase of a ladder truck. Schrock said the building will accommodate a ladder truck and purchase of a used ladder truck is being considered. Keep said he has been a proponent for one for some time.

Pal said the project includes new storm sewer and sanitary sewer improvements and compliance with ADA requirements.

It was moved by Keep, seconded by Blomgren to approve the site plan for the city of Oskaloosa fire station and remodel project located at 220 South Market Street. The vote was: YES – Blomgren, Keep, Tarbell and Wagner. No – none. Motion carried.

Schrock told the commission he studied the municipal code during consideration of the CRC project and realized the handling of alley vacates was different than the current policy. Schrock said the code says alley vacates are to be brought before the City Council before they are referred to the Planning and Zoning Commission for approval. Schrock said the fire station project alley vacate is the first to be considered in this manner. Schrock said if an alley vacate shows up first at a city council meeting the public can show up there and Council can decide if the matter should be referred to the Planning and Zoning Commission. Schrock said the Planning and Zoning Commission is to consider and recommend according to Chapter 17 of the code – public access, reasonable access, denying access. Schrock said using this process could lower the number of alley vacates going to the Planning and Zoning Commission.

The meeting adjourned at 5:08 p.m.

Minutes by Marilyn Johannes