

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION
REGULAR MEETING MINUTES
July 13, 2015

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 Monday, July 13, 2015, by Pamela Blomgren at 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Pamela Blomgren, Wyndell Campbell (at 4:35 p.m.), Andrew Jensen, R. D. Keep, Sarah Tarbell, Stephen Tews and Gabriel Wagner. COMMISSION MEMBERS ABSENT: None. CITY STAFF PRESENT: Akhilesh Pal, Wyatt Russell and Marilyn Johannes. OTHERS PRESENT: Brian Booy.

Minutes from the June 8, 2015 Planning and Zoning Commission regular meeting.

It was moved by Keep, seconded by Jensen to approve the June 8, 2015 Planning and Zoning Commission meeting minutes. Motion carried with all aye votes.

Consider a certificate of appropriateness for a sign located at 118 1st Avenue East.

Staff explained that Oskaloosa Municipal Code Section 2.84050E states that if the Historic Preservation Commission does not have a quorum, then the agenda item will be forwarded to the next meeting of the Planning and Zoning Commission. However, staff recommends the matter be referred back to the Historic Preservation Commission for the meeting to be held Wednesday, July 15, 2015, at which a quorum is expected.

Wyndell Campbell entered the meeting at 4:35 p.m.

Tews suggested the commission make a recommendation to the Historic Preservation Commission on the appropriateness of the sign. Russell explained the Historic Preservation Commission has the expertise to take action on the matter and the Planning and Zoning Commission is not familiar with the design guidelines for the Historic District.

It was moved by Jensen, seconded by Tarbell to refer the matter regarding a certificate of appropriateness for a sign located at 118 1st Avenue East back to the Historic Preservation Commission since the Historic Preservation Commission is familiar with the guidelines regarding signage. Motion carried unanimously.

Tews asked for a copy of the Historic Preservation Commission guidelines document. Russell said he would provide Tews with the information and indicated the guidelines are available on the city website.

Campbell said he believed the Historic Preservation Commission should consider the recommendations made at the Roger Brooks branding meeting and change signage to go along with branding committee recommendations. Russell indicated the Historic Preservation Commission guidelines could be changed but that is the responsibility of the Historic Preservation Commission.

Consider dedicating a part of the access drive to the Northeast Wastewater Treatment Plant as a public street and proposing a street name for the same.

Pal explained that in order for the city to qualify for a grant to assist with reconstruction costs for the bridge that goes to the NE plant, the bridge must be located within the city limits and be on a named public street. Pal said the choices suggested were Spring Creek Road/Drive, North 17th Street or Carbonado Extension, but the Planning and Zoning Commission could propose another name. Pal said the property has already been annexed into the city.

Blomgren indicated she liked Spring Creek because the creek is in the area. Keep said he likes North 17th Street. Jensen said he was against 17th because the access drive does not connect to the rest of 17th Street. Tews said since the road is used to connect the recreation trail in the area and it is confusing to know where the trail connects in the area, he recommended the name be Trail Avenue East.

It was moved by Tews, seconded by Jensen (just for discussion purposes) to realign the street and name it Trail Avenue East.

Blomgren said she liked Trail Avenue and Jensen concurred. Jensen said since avenues in the city run east and west and streets run north and south, he didn't believe the name should be Trail Avenue East. Tews explained he was recommending the street be realigned to run east and west. Keep said when streets do not go through they are often called court or drive. Pal explained changing the alignment of the street is not feasible at this time because it would be a totally different project that would have to be approved in the Capital Improvement Program. Pal said the DOT grant application submitted applies to the road and bridge in the current location.

The vote on the motion to realign the street and name it Trail Avenue East was: YES – Tews. No – Blomgren, Campbell, Jensen, Keep, Tarbell and Wagner. Motion failed.

It was moved by Jensen, seconded by Campbell to name the street Trail Drive. The vote was: YES – Blomgren, Campbell, Keep, Jensen, Tarbell and Wagner. No – Tews. Motion carried.

Consider request to approve the final plat for the B-G Development Subdivision and waive the preliminary plat.

Staff explained that Brian Booy is requesting approval to divide the current parcel of 1.67 acres into two lots instead of one in order to build two single family residential dwellings. Pal explained that since the lots have existing utility services and the ability to connect to any future improvements a preliminary plat is not needed.

It was moved by Campbell, seconded by Keep to approve the final plat for the B-G Development Subdivision and waive the preliminary plat. The vote was: YES – Blomgren, Campbell, Keep, Jensen, Tarbell, Tews and Wagner. No – None. Motion carried.

Pal explained the change in how alley vacates are handled and informed the commission that City Council approved sending a request for an alley vacate to the commission and it will be on the next commission agenda after the required survey of area residents has been taken.

The meeting adjourned at 5:10 p.m.

Minutes by Marilyn Johannes