

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION

Meeting Minutes
Tuesday, March 7, 2023

A regular meeting of the Planning and Zoning Commission was called to order on Tuesday, March 7, 2023 at 4:30 p.m. by chair R.D. Keep at 220 South Market Street, Oskaloosa, Iowa.

1. Roll Call

Present: R.D. Keep, Robb Beane, Pamela Blomgren, Brant Champoux, Jeremy Hunolt, Scott Moore, Andrew Gemmell

Absent: none

Staff: Shawn Christ

Others: Bob Drost, Eric Stout, Jesse Greenhalgh, Brad Uitermarkt

2. **Approval of the Minutes.** It was moved by Blomgren, seconded by Champoux, to approve the February 7, 2023 meeting minutes. Motion carried unanimously.

3. **Citizens to be Heard.** None

4. Site Plans

- A. Consider a site plan application for a facilities operation building at 604 2nd Avenue West.

Gridco, LLC (Musco) has submitted for site plan approval for a 13,000 SF facilities operation building at 604 2nd Avenue West. The facility will replace Musco's current 6,000 SF facility at 212 2nd Ave West. The building will include offices, workspaces, conference room, maintenance shop, woodshop, and vehicle wash bay, an exterior patio for employees, front parking lot, and a large rear fenced "future use" area. The building exterior will utilize architectural/decorative metal panels with concealed fasteners. A required sidewalk will be constructed along 3rd Avenue West. With existing trees near the perimeter of the property retained, no additional landscaping will be required. The submittal meets all applicable zoning and development requirements.

Motion by Blomgren, second by Champoux, to approve the application as submitted. Keep asked for comments or discussion. Bob Drost, Manager of Facilities Development for Musco, said the company has announced a 70,000 square foot renovation and expansion of their downtown campus. Construction should begin by early fall and be completed in early 2025. The old building will be demolished and the company's intention for that area is parking.

Following roll call vote, the motion carried unanimously to recommend approval of the application to Council. This will be considered at their next meeting on March 20.

5. Miscellaneous Business

- A. Consider removal of a member pursuant to the attendance policy

At the February 7th meeting, the commission reviewed the attendance record and noted that Robb Beane was absent 4 of the last 12 regular meetings held. The adopted attendance policy states the commission will vote on whether the member should be removed from the P & Z commission. Chairman Keep spoke with Beane who indicated he would like to remain on the commission. Beane stated he had some personal and

family medical issues, and has conflicts in April and May due to coaching track. He's open to attending remotely by Zoom if available. Following discussion and clarification on the attendance policy it was moved by Blomgren, seconded by Champoux, to retain Beane on the commission. Motion carried unanimously.

6. **Reports**

Keep asked if there were any project or development updates. Christ stated work is progressing on the old post office building and the developer hopes to open by August. No opening date yet on the Clean Laundry building. The street should be reopened soon, and they are working to fill the remaining tenant space. Domino's received a site plan extension to April. The operator has not responded to recent contacts but previously shared concerns regarding construction costs and that she was considering other building/site options.

Blomgren said she's heard concerns regarding the 3-lane pavement markings on A Avenue. Christ stated the council is aware and the contractor hasn't been paid for the work. They will return in the spring for repainting and also to complete the conversion on South Market.

Christ said the department is receiving more interest from housing developers. There is an application window open now until May for state housing tax credits. Annexation of the school district property on 3rd Avenue West is underway. The northwest bypass will be constructed in the next couple years, and the eastern bypass corridor planning study project will kickoff soon.

Keep asked about the former Shrago's property. Christ stated it will not reopen as a scrap yard, is under new ownership and the owner is interested in redevelopment. The city completed a phase 1 environmental study using remaining funds from its brownfield grant. There were also discussions of the owner removing the perimeter fence.

7. **Adjournment.** With no other items for discussion, it was moved by Moore and seconded by Champoux to adjourn. Motion carried unanimously. The meeting adjourned at 5:10 p.m.

Minutes by Shawn Christ