

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION

Meeting Minutes
Tuesday, June 6, 2023

A regular meeting of the Planning and Zoning Commission was called to order on Tuesday, June 6, 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, Andrew Gemmell, Jeremy Hunolt, Scott Moore

Absent: none

Staff: Shawn Christ, Adam Eklofe, Sean Murphy

Others: Brian Ridge, Brad Uitermarkt, Steve Watts, Jana Brown Watts, Larry Russell, Charlie Cowell (remotely via Teams).

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

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

4. Street and Alley Vacations

- A. Consider a request to authorize vacation and sale of the 56.2 foot by 16.5 foot section of the north-south alley adjacent to 1311 South 2nd Street.

Sean Murphy described the application. Nine property owners were surveyed, four were opposed, three not opposed. All four opposed indicated they need access to the backs of their properties. There are existing utilities in the alley. Motion by Moore, second by Hunolt, to deny and to allow for discussion.

Applicant Steve Watts said he wants to buy it to park his camper along his garage. There is still room for cars to get by and access from the north. He's helped clean up brush in the alley. Neighbors park cars there. Larry Russell stated his son lives at 1307 and has an overhead garage door facing the alley. He and neighbors pitched in for new gravel for the alley. Blomgren asked if he has access from the north. Russell stated no, there is no rock and it is just grass. Jana Watts stated Russell's son parks cars in the alley and are not using their garage. Blomgren stated that is not part of this vacate consideration. There were additional discussions between Mr. Russell and Mr. and Mrs. Watts.

Keep said the owner at 1305 rarely uses the alley. Russell said if you have an overhead garage door facing the alley you should be able to use it. Moore said he tried to drive north through the alley but needed to back up due to overgrowth. Moore and Gemmell asked about long-term maintenance. Blomgren stated the issue is the alley vacate. Blomgren and other commissioners stated they do support alley vacation, but need to be aware of owners who need access.

Following roll call vote the motion carried unanimously to recommend denial of the alley vacate to the City Council.

5. **Site Plans**

A. Consider a site plan application for a mixed-use building at Gateway Commercial Park

Shawn Christ described the application for a 3-story mixed-use building with basement parking, first floor commercial space, and second/third floor apartments. The site is 3 acres on Outlot C on Coal Mine Loop and zoned HC Highway Commercial. The 31 apartments will be a mix of 1, 2 and 3-bedroom units, most with balconies. The lower level includes 40 parking stalls and elevator access to the floors above. The first level floor plan shows offices and undetermined commercial space with possible drive-through window on the west wall. Exterior building colors and finishes have not been finalized. Motion by Champoux, second by Blomgren, to approve subject to final City Council approval on the zoning code amendment to allow mixed use buildings in the HC district.

Keep asked for applicant comments. Brad Uitermarkt described the utilities and site improvements. Brian Ridge described the building and said it's similar to what they've done in Marion. Keep asked about ground stability due to coal mines. Ridge said the contractor will do site borings to verify. Moore and Hunolt asked about building height. Christ said we are right at the maximum and it complies. Ridge said materials will likely be stone veneer on the first floor and fiber cement siding on the balance.

Following roll call vote the motion carried unanimously to recommend approval subject to final City Council approval on the zoning code amendment to allow mixed use buildings in the HC district.

6. **Reports**

A. Zoning ordinance update

Charlie Cowell of RDG gave a presentation on the status of the zoning code update project and anticipated timeline for approval. The presentation included an overview of notable changes. Staff will release the final draft in the coming weeks and anticipate a public hearing and recommendation at the next P&Z meeting.

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 5:32 p.m.

Minutes by Shawn Christ