

CITY OF OSKALOOSA
PLANNING & ZONING COMMISSION

Meeting Minutes
Tuesday, October 4, 2022

A regular meeting of the Planning and Zoning Commission was called to order on Tuesday, October 4, 2022 at 4:30 p.m. by vice chair Pamela Blomgren at 220 South Market Street, Oskaloosa, Iowa.

1. Roll Call

Present: Pamela Blomgren, Robb Beane, Andrew Gemmell, Scott Moore

Absent: R.D Keep, Brant Champoux

Staff: Shawn Christ and Charlie Cowell (city's consultant)

Others: Ken Allsup (Oskey News)

2. Proclamation – PlanOskey Community Planning Month

Mayor David Krutzfeldt read a proclamation signed September 29th, 2022, proclaiming the month of October 2022 as *PlanOskey Community Planning Month* in the city of Oskaloosa. Mayor Krutzfeldt said the commission is in a position of trust by the residents of Oskaloosa, who have a vision and demand excellence as the city develops. The Mayor expressed deep appreciation and thanks on behalf of the City Council for commissioners' thoughtful analysis on applications and work on the comprehensive plan.

3. **Approval of the Minutes.** It was moved by Moore, seconded by Beane, to approve the August 2, 2022 meeting minutes. Motion carried unanimously.

4. **Citizens to be Heard.** None

5. Reports

1. Presentation and progress update on the PlanOskey Comprehensive Plan and Zoning Code project.

Charlie Cowell of RDG Planning & Design presented an update on the progress of work completed and next steps on the PlanOskey Comprehensive Plan and Zoning Code update project. Charlie provided a process update, discussed the general organization of the draft plan, discussed details of the draft future land use map by quadrant, and reviewed the primary recommendations. The draft plan is currently under review by staff and will be provided to commissioners and the public soon for review. Concepts from the plan are available for public review. The team presented to the Mahaska County Board of Supervisors Monday and are holding a pop-up booth at the Farmers Market today. There will be open houses at The Alley at noon and 5pm Wednesday. The last advisory committee meeting will be held Thursday. On November 8, the P&Z Commission will receive a final draft presentation, hold a public hearing, and vote on a recommendation for adoption. This vote will be forwarded to the City Council for an additional public hearing and consideration for adoption on November 21.

Commissioners discussed the approval schedule and asked when the full draft plan will be available for review. Shawn Christ said he is aiming for at least two weeks prior to the meeting.

2. Review attendance record.

Shawn Christ said the attached attendance information is provided quarterly for review and reminded the commissioners of the approved policy that no member should be absent for any reason at 4 or more of the prior 12 regular meetings held.

6. **Miscellaneous Business**. Shawn Christ reported Linda Russell has resigned from the commission and has moved to West Des Moines to be closer to family. Linda said she has enjoyed her time as a commissioner and the city is in good hands. Linda's resignation leaves one vacancy on the commission to be filled.
7. **Adjournment**. With no other items for discussion, the meeting adjourned at 5:10 p.m.

Minutes by Shawn Christ