

**CITY OF OSKALOOSA**  
**PLANNING & ZONING COMMISSION**

Meeting Minutes  
Tuesday, November 8, 2022

A regular meeting of the Planning and Zoning Commission was called to order on Tuesday, November 8, 2022 at 4:30 p.m. by chair R.D. Keep at 220 South Market Street, Oskaloosa, Iowa.

**1. Roll Call**

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

Absent: none

Staff: Shawn Christ, Sean Murphy, Charlie Cowell (city's consultant)

Others: Brant Bollman, Andy McGuire, Margaret Spiegel

2. **Approval of the Minutes.** It was moved by Blomgren, seconded by Moore, to approve the October 4, 2022 meeting minutes. Motion carried unanimously.

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

**4. Public Hearings**

1. Consider a resolution adopting the PlanOskey Comprehensive Plan.

Chairman Keep opened the public hearing. Andy McGuire, advisory committee member and executive director of the George Daily Theater, spoke on behalf of the Oskaloosa arts and culture sector. He expressed support for the plan's ideals and commended its excellent listening process. Brant Bollman, advisory committee member and director of theater at William Penn, said he was honored to be on the committee and proud of the plan and its recommendations. Margaret Spiegel, director at Nelson Pioneer Farm, said as a citizen she was pleased to see the arts and culture sector an part of the plan and supporting the community's future plans. Charlie Cowell, RDG project manager, stated the plan is new and is the city's plan, not RDG's, and RDG will continue to be available as an advisor.

After all comments were received the public hearing was closed. It was moved by Blomgren, seconded by Moore, to approve resolution 2022-01 and recommend approval of PlanOskey to the City Council. Motion carried unanimously. Blomgren commented she enjoyed reading the public comments, thanked those who served on the committee, and said the plan was professionally done. The resolution will be forwarded to the City Council for consideration on November 21.

**5. Street and Alley Vacations**

1. Consider a request to authorize the vacation and sale of the 16.5 foot wide section of the north-south alley adjacent to 546 9th Avenue East.

Oskaloosa Food Products, 546 9th Avenue East, applied for the vacation and sale of the 16.5-foot wide north-south alley adjacent to their property. They would like to purchase the land to expand their property. The subject alley is in a Limited Industrial (LI) zoning district. A survey was sent to four adjoining property owners, and two responses were received. One indicated they did not want the alley vacated as they use it to access their garage at the back of the property. The other response was not

opposed to the alley vacation. The wastewater department has indicated they are planning to use this alley for the installation of a wastewater sampler for the output of Oskaloosa Food Products, and they do not want the alley to be vacated since it may prevent that use. Commissioners discussed access to the alley and easement to the anticipated sampler site, and asked questions about recent scale improvements at Oskaloosa Foods. It was noted that the applicant was not in attendance. Following discussion it was moved by Blomgren, seconded by Gemmel, to NOT approve the application and recommend denial to the City Council. Motion carried unanimously.

6. **Miscellaneous Business.** Shawn Christ thanked those in the audience for their work and support on the comprehensive plan project. Commissioners discussed the status of various development projects including Domino's, the old post office, the old Herald building, and Clean Laundry. They also discussed the three-lane conversion project and new traffic signals at C Avenue. Champoux mentioned a traffic parking issue on C Avenue West, south side, at the intersection with North Market. Sean Murphy will look into it. Christ also reported on the upcoming zoning code update, the city is updating its 2017 housing needs assessment, and staff is requesting CIP funds for a downtown master plan and northwest growth area master plan.
7. **Adjournment.** With no other items for discussion, the meeting adjourned at 5:13 p.m.

Minutes by Shawn Christ