

PLANNING AND ZONING COMMISSION MINUTES
UNAPPROVED
City of Waverly, Iowa
City Council Chambers
May 7, 2015

A. Call to Order: 7:00 p.m.

1. Members Present: Hank Bagelmann,; Susan Franke; David Huser; Kate Payne; Bill Wilson.

Members Absent: Barb Anderson; Chairperson; Richard Dane, Vice-Chairperson; Kathy Olson; Heidi Solheim; Edith Waldstein, Council Liaison.

City Staff Present: Bill Werger, Community Development Director (Secretary); Tim Kangas, Council Liaison

2. Approval of Agenda:

Motion By: Huser

Seconded By: Franke

Move that the agenda be approved as printed.

Yes: 5

No: 0

Absent: 4

3. Approval of Previous Minutes:

Chairperson Bagelmann recommended the following changes:

- i. Item C.1., replacing “Reconsideration for rezoning request from R-1 to R-3 with Zoning Agreement...” with “**Consideration of the Zoning Agreement for 1000 block of 2nd Avenue NE to address concerns expressed by the public and the Commission.**” And
- ii. Going to the paragraph at bottom of page containing C.1., beginning with “City staff” go to the last line and the sentence that begins with “The request is to change the zoning designation...”and replace with “**The request approved at the April 16, 2015 meeting recommends changing the zoning designation...**”

Motion By: Huser

Seconded By: Franke

Move that the minutes of the April 16, 2015 Planning and Zoning Commission meeting be approved as amended.

Yes: 5

No: 0

Absent: 4

4. Communications:

- i. Board of Adjustment Agenda and decision outcome update from Tim Kangas for April 13, 2015 was given for case no. 20150401. Minutes to be completed and handed out when finished.

B. Public Hearings:

1. Public Hearing on rezoning request from A-1 to C-2 for 1.75 Acres along Cedar River Parkway.

Mr. Bagelmann stated that Dahlstrom Real Estate Company is requesting the rezoning of approximately 1.75 acres located on the southeast corner of 4th St. SW and Cedar River Parkway. The request is to change the zoning designation from A-1 to C-2 to allow for the potential of commercial development on the subject property. The Comprehensive Land Use Map designates the property as Mixed Use. Following public notice through mailings to those within 250 feet and posting in the local newspaper at least one week in advance, the Commission will consider all public comment prior to recommending action to the City Council.

Mr. Bagelmann updated the Commission the staff and he met to discuss the State Code requirements for public notices on rezonings at the Commission level. Mr. Bagelmann stated staff has advised him the staff is recommending to not have to have the setting of a public hearing, then holding the public hearing one month later.

Mr. Bill Werger stated City staff desires in the future to give two week notice to those within 250 feet of a rezoning or special provisional use request or any other action requiring a public hearing by means outlined in the Iowa State Code. Mr. Werger also stated in the future, staff will place a placard on the property in question so as to give further attention to the upcoming action of proposed change in land use.

Mr. John Mackamul, property owner of 20113th Ave. SW, confirmed with Mr. Werger there are no specific building plans submitted for review at this time for future commercial development.

Mr. Kyle Helland. Of Helland Surveying, addressed the Commission and stated he is available to entertain any questions on behalf o the applicant on this request.

Mr. Wilson confirmed with Mr. Werger, the immediate SE corner of 4th St. SW and Cedar River Parkway is within the City of Waverly right-of-way and will be utilized with future traffic lane construction and that any land that is left over may be offered for sale, if the City has no further desire to maintain ownership of this area.

Ms. Franke confirmed with Mr. Werger landscaping and green space is not a requirement for development along this area of Cedar River Parkway.

Motion By: Huser

Seconded By: Wilson

Move that the Planning and Zoning Commission recommend approval of the rezoning request from A-1 to C-2 for the area described to the City Council.

Yes: 5

No: 0

Absent: 4

2. Public Hearing on rezoning request from A-1 to R-4 for 12.3 Acres along Cedar River Parkway.

Mr. Bagelmann stated that Dahlstrom Real Estate Company is requesting the rezoning of approximately 12.3 acres located on the south side of Cedar River Parkway, approximately 700 feet east of 4th St. SW. The request is to change the zoning designation from A-1 to R-4 will allow for the potential of residential development on the subject property. The Comprehensive Land Use Map designates the property as Mixed Use. Following public notice through mailings to those within 250 feet and posting in the local newspaper at least one week in advance, the Commission will consider all public comment prior to recommending action to the City Council.

Mr. Werger stated City Staff supports this request and notes there are no specific site plans for review at this time.

Mr. John Mackamul stated he owns Elden's Photography studio. Mr. Mackamul stated he is concerned with multiple story apartment residential buildings on the subject property.

Mr. Werger confirmed for the Commission street connectivity of 1st Street SE is planned to continue through this property and intersection configurations would need to be reviewed prior to approval to ensure efficient traffic movements in the area. There was discussion about the median of Cedar River Parkway and how this may affect traffic movements in the area.

Mr. Mackamul expressed a concern over the intersection of 13th Ave. SW and 3rd Ave. SW and potential future traffic movements of future residents in this area.

Mr. Werger stated subdivision review will come forward to the Planning and Zoning Commission and City Council prior to Staff approval of any construction.

Motion By: Wilson

Seconded By: Payne

Move that the Planning and Zoning Commission recommend approval of the rezoning request from A-1 to R-4 for the area described to the City Council.

Yes: 5

No: 0

Absent: 4

C. Regular Business:

1. Special Permit Request for Temporary Camp Grounds for a 40 acre parcel of land on the north side of Tumbleweed Trail in NE Waverly.

Mr. Bagelmann stated BNKD, Inc., is requesting a special permit from the City of Waverly to be considered for housing of approximately 1,500 camp sites on a 40 acre piece of property owned by BNKD, Inc. The event will be to accommodate a State Firefighters convention to be held in Waverly the week of September 4, 2016. BNKD has supplied a brief narrative description of anticipated event scale and timeframe for the Commission to review and offer comments on the character of the

neighborhood, traffic conditions, public utility facilities and other matters pertaining to the general welfare.

Mr. Werger stated this is coming forward at this time so as to meet event planning guidelines where at least one year advance notice and approval is required prior to finalizing this event.

Mr. Werger confirmed with the Commission he anticipates mainly recreational vehicles to be utilizing this space, based on his past attendance of a similar event.

Ms. Franke confirmed with Mr. Werger it is anticipated the entrance drives into the property north of Tumbleweed Trail will be graveled to handle additional traffic into the property.

Mr. Werger stated he anticipates water spraying competitions, a parade through town and a display of antique fire engines for the public to observe, based on past events like this one.

Mr. Bagelmann stated he has an experience with 37,000 campers in Osh Kosh, Wisconsin and has seen a similar camp proposal like the one proposed work in an orderly fashion.

Motion By: Huser

Seconded By: Franke

Move that the Planning and Zoning Commission recommend approval of the special permit request for temporary campsite on BNKD property.

Yes: 5

No: 0

Absent: 4

2. Election of Officers.

Per Chapter 44 of the Waverly Municipal Code, the first organizational meeting of the Planning and Zoning Commission held in May of each year is the time and place to elect a chairperson and vice-chairperson. The elected officers shall serve concurrent terms of one (1) year.

Motion By: Wilson

Seconded By: Franke

Move that Bagelmann be elected as Chairperson of the Planning and Zoning Commission for the 2015-2016 term.

Yes: 5

No: 0

Absent: 4

Motion By: Huser

Seconded By: Franke

Move that Dane be elected as Vice-Chairperson of the Planning and Zoning Commission for the 2015-2016 term.

Yes: 5

No: 0

Absent: 4

D. Old Business:

None

E. New Business:

None

F. Adjournment:

Motion By: Huser

Move that the Planning and Zoning Commission meeting be adjourned.

Meeting adjourned at 8:32 p.m.