

PLANNING AND ZONING COMMISSION MINUTES
City of Waverly, Iowa
City Council Chambers
February 4, 2016

A. Call to Order: 7:10p.m.

1. Members Present: Hank Bagelmann, Chairperson; Mary French; David Huser; Kathy Olson; Bill Wilson.

Members Absent: Barb Anderson; Richard Dane, Vice-Chairperson; Kate Payne; Heidi Solheim.

City Officials Present: Ben Kohout, Secretary; Bill Werger, Community Development Director; Edith Waldstein, Council Liaison.

2. Approval of Agenda:

Motion By: Olson

Seconded By: French

Move that the agenda be approved as printed.

Yes: 5

No: 0

Absent: 4

3. Approval of Previous Minutes:

Motion By: Olson

Seconded By: Huser

Move that the minutes of the January 7, 2016 Planning and Zoning Commission meeting be approved.

Yes: 5

No: 0

Absent: 4

4. Communications:

- a) Board of Adjustment – Mr. Kohout stated the February 8, 2016, meeting is cancelled.

B. Public Hearings:

None

C. Regular Business:

1. Review of “R” zoning districts with Staff.

Mr. Bagelmann stated City Staff is reviewing the “Residential” zoning districts in order to find ways of providing for more predictable development within said districts. Doing so would provide for different housing types in a predictable pattern. Staff has researched other communities and has concluded a review with the Commission is appropriate. Staff is requesting

the Commission establish policies in order to provide for a process to accomplish a zoning district review procedure.

Mr. Kohout reviewed the prepared staff memorandum and provided City residential zoning district standards from Coralville, Storm Lake and Pella with the Commission. Mr. Kohout stated he is seeking guidance from the Council on early steps towards setting up revised zoning districts for the residential areas of the community to better define their intent and purpose.

Mr. Werger presented the Rolling Meadows subdivision, an R-4 district, and the vacant lot as an example of permitted uses including any density of housing and light office usage. Mr. Werger stated this illustrates an unpredictability of anticipated development density and land usage. Mr. Werger stated he thinks there may be the possibility of providing for different residential lot size designations that would specify lot sizes and go away from allowing various densities within residential zoning districts, as found in other communities.

Mr. Wilson confirmed with Mr. Werger the recent Omni Development plat was approved for detached single family homes and attached single family homes as an R-4 zoning district.

Mr. Werger stated rear-loading garages, how to best address row home arrangement and densities can be better addressed through this ordinance review process. Mr. Werger stated he would like to undertake a review of the Waverly 2011 Future Land Use Plan to reflect revised zoning districts and where they may be situated.

Mr. Bagelmann confirmed with the Commission common practice with the comprehensive land use plan update process works the best with updated U.S. Census information, which is next scheduled to occur in 2020.

Mr. Werger stated he envisions the Commission working at a couple of sessions outside of the regular scheduled Planning Commission meeting times so as to provide for dedicated time towards finalizing the residential districts with Staff. Mr. Werger stated he wants to hear from developers and builders ways the residential districts can work better for them during this process so that in the end, it is reflective of what the community desire is.

The Commission stated their support of the ordinance revision process.

Mr. Bagelmann stated support of the process including a separate workshop session meeting immediately prior to or after the regular Planning Commission meeting.

Mr. Wilson confirmed with Mr. Werger staff plans the districts to allow for density placement guidelines in relation to roadway classification, and not focusing on architectural design standards.

Mr. Huser stated two examples of developments where new housing was built with garages to the rear of the main residence which are accessed with an alley. Mr. Huser stated these are examples to consider allowing more of with a revision.

Mr. Werger stated the City is working with FEMA of possibly buying back federal buy-out floodplain properties and these lots would be prime locations to consider for re-development in some fashion. Mr. Werger stated this process is on-going and does not have a definite time frame for finalization.

Mr. Bagelmann stated his support of a Commission meeting being publicly advertised prior to the regularly scheduled Commission meeting to meet all notification laws.

Mr. Werger stated staff has researched other like-sized communities for a comparison and found a justification to look into revisions with the Commission as Waverly differs from many of them in terms of how they have their districts structured.

D. Old Business:

1. Mr. Kohout reminded the Commission of an upcoming training for local officials opportunity in Decorah, put on by the ISU Extension on Tuesday, April 5.

E. New Business:

None

F. Adjournment:

Motion By: Olson

Move that the Planning and Zoning Commission meeting be adjourned.

Meeting adjourned at 7:45 p.m.

Respectfully submitted,
Ben Kohout, Secretary