

PLANNING AND ZONING COMMISSION MINUTES
February 6, 2003
7:00 p.m.

A. Call to Order:

1. Members Present: David Huser, Chairperson
 Dean Soash, Vice-Chairperson
 Ann Bell
 James Brandau
 Elizabeth Hartman
 Edith Waldstein

Members Absent: Bob Juhl

- City Officials Present: Jason Passmore, Secretary
 Mike Cherry, City Engineer
 Gary Grace, Council Liaison

2. Approval of Agenda:

Motion By: James Brandau Seconded By: Elizabeth Hartman

Move that the agenda be approved as printed.

Yes: 5 No: 0 Absent: 1

3. Approval of Previous Minutes:

Motion By: Elizabeth Hartman Seconded By: Dean Soash

Move that the minutes of the January 9, 2003, Planning and Zoning Commission meeting be approved.

Yes: 5 No: 0 Absent: 1

4. Communications:

Board of Adjustment Meeting Agenda - February 10, 2003.
Two zoning related newspaper articles.

B. Public Hearings:

1. Public Hearing on the Rezoning Request for the area around 10th Street NE – Bremer Road and 5th Avenue NE.

The City of Waverly, through Planning and Zoning Commission review, propose to rezone the two properties along the west side of 10th Street NE from A-1 (Agricultural District) to R-1 (Single-Family Residential District). The purpose for the rezoning is to conform the two non-conforming residential uses.

Chairperson Huser opened the public hearing. There being no public comments, Mr. Huser closed the public hearing. Secretary Passmore stated that he had not received any comments on the rezoning. Mr. Soash briefly reviewed the proposed area.

Motion By: Dean Soash

Seconded By: Edith Waldstein

Move that the Planning and Zoning Commission recommend to the City Council the rezoning request for the area around 10th Street NE – Bremer Road and 5th Avenue NE from A-1 to R-1.

Yes: 5

No: 0

Absent: 1

2. Public Hearing on the Rezoning Request for the area east of 12th Street NE along East Bremer Avenue.

The City of Waverly, through Planning and Zoning Commission review, propose to rezone the properties on the east side of 12th Street NE along East Bremer Avenue from A-1 (Agricultural District) to R-1 (Single-Family Residential District). The purpose for the rezoning is to conform the non-conforming residential uses.

Chairperson Huser opened the public hearing. Secretary Passmore stated that he had received only one comment on the request from a neighboring land owner who did not have any concern over the rezoning. He also briefly reviewed the proposed area. There being no public comments, Mr. Huser closed the public hearing. Mr. Passmore explained setback requirements as residential districts abut other non-residential districts and did not see a concern regarding this area.

Motion By: Elizabeth Hartman

Seconded By: Edith Waldstein

Move that the Planning and Zoning Commission recommend to the City Council the rezoning request for the area on the east side of 12th Street NE along East Bremer Avenue from A-1 to R-1.

Yes: 5

No: 0

Absent: 1

C. Regular Business:

1. Review and Set Public Hearing on the Special Provisional Use Request for the Waverly-Shell Rock Schools Bus Garage along 35th Street NW (Hwy. 218).

The Waverly-Shell Rock Schools have requested a special provisional use for the construction of a new bus garage located in Northwest Waverly along the east side of 35th Street NW (Hwy. 218). The current zoning of the property is A-1 (Agricultural District) which requires a public hearing be held for the special provisional use as a school.

The Commission reviewed the proposed location and supplied drawings. Commissioner Hartman asked about the access to the property and the traffic patterns of the buses. Mr. Darrel Wiltse explained a majority of the buses would be traveling to and from town and that the access would be at the existing farm driveway. Mrs. Hartman also asked about any concerns with regards to future airport plans. City Engineer Cherry responded that there should not be a conflict with regards to the airport but did ask about potential fencing, lighting and storm water retention. Mr. Wiltse stated that the lighting has been planned for around the building and the parking lot for security reasons, but that it will be controlled lighting so neighbors are not affected. He also addressed fencing and stated that they intend to have a gated entrance but not fence around the entire property. Commissioner Waldstein asked how close the neighboring residents are to the proposed location. Secretary Passmore mentioned that there is a house across the road but that other neighbors are a good distance away. Mrs. Hartman asked about any planned screening for the area. Mr. Wiltse responded that the plan is to plant trees and bushes around the perimeter of the area.

Vice-Chairperson Soash noted that the comprehensive plan shows the area as future industrial use. Mr. Cherry stated that he did not see industry expanding to the north of the old railway line and also viewed a bus barn as a compatible use to an industrial zone. Chairperson Huser agreed and recalled previous discussions where the thought was that industry would not expand in that direction. Mr. Passmore added that revised drawings should be presented by the next meeting and that stormwater questions would be addressed by the Schools engineers. Mr. Cherry also mentioned the intention of the School to construct a gravel parking lot initially, placing a hard surface on it within a year or two after allowing for settlement.

Motion By: James Brandau

Seconded By: Ann Bell

Move that a public hearing for the special provisional use request for the construction of a new Waverly-Shell Rock School bus garage located in Northwest Waverly along the east side of 35th Street NW (Hwy. 218) be set for the Planning and Zoning Commission meeting on March 6, 2003.

Yes: 5

No: 0

Absent: 1

2. Review and Set Public Hearing on the Special Provisional Use Request for the Waverly Municipal Hospital Addition/Expansion Project.

The Waverly Municipal Hospital has requested a special provisional use for the construction of their new proposed addition/expansion project. The current zoning of the property is R-3 (Multiple Family Residential District) which requires a public hearing be held for the special provisional use as a hospital.

Mr. Mike Trachta, Chief Executive Officer, confirmed that the request has not changed from the initial review that was done previously at the Planning and Zoning meeting in November, 2002.

Motion By: Elizabeth Hartman Seconded By: Dean Soash

Move that a public hearing for the special provisional use request for the construction of the new Waverly Municipal Hospital Addition/Expansion Project be set for the Planning and Zoning Commission meeting on March 6, 2003.

Yes: 5 No: 0 Absent: 1

3. Review and Set Public Hearing on the Rezoning Request from Wartburg College.

Wartburg College proposes to rezone their property on the east-half of the block between 3rd & 4th Avenues NW and between 7th & 8th Streets NW from R-2 (Two-Family Residential District) to R-3 (Multiple Family Residential District). The purpose for the rezoning is to accommodate the proposed new residence hall addition to Grossman Hall and to match the majority of the college campus.

Mr. John Wuertz explained that this project has come about mainly due to the increased enrollment at Wartburg College. Vice-Chairperson Soash asked about the parking lots in the area. Mr. Wuertz stated that the addition would cause the service drive to be moved along with the loss of a few parking stalls directly in front of the building. Mr. Wuertz stated that the building would meet the required setbacks. Chairperson Huser and Mr. Soash both believed that after Wartburg completes their street realignment project, it would be best to include all of Wartburg's property into the R-3 district. Mr. Soash reiterated his concerns over parking for student housing. Mr. Wuertz mentioned the inclusion of more parking lots with the street realignment project but stated that the college has sufficient off-street parking to accommodate their current enrollment.

Motion By: Dean Soash Seconded By: Ann Bell

Move that a public hearing for the rezoning request from Wartburg College for their property on the east-half of the block between 3rd & 4th Avenues NW and between 7th & 8th Streets NW be set for the Planning and Zoning Commission meeting on March 6, 2003.

Yes: 5 No: 0 Absent: 1

4. Review and Set Public Hearing on the Special Provisional Use Request from Wartburg College for the new proposed addition to Grossman Hall.

Wartburg College has requested a special provisional use for the construction of their new proposed residence hall addition to Grossman Hall. The proposed location is on the east half of the block between 3rd & 4th Avenues NW and between 7th & 8th Streets NW. The special provisional use will need to be contingent upon the rezoning of the area to R-3 (Multiple-Family Residential District) and requires a public hearing be held for the special provisional use as a school-related boarding house.

Motion By: Dean Soash

Seconded By: Ann Bell

Move that a public hearing for the special provisional use request for the construction of Wartburg College's new proposed residence hall addition to Grossman Hall be set for the Planning and Zoning Commission meeting on March 6, 2003, contingent upon the rezoning of the property.

Yes: 5

No: 0

Absent: 1

5. Review and Recommendation of the Minor Subdivision Plat for R&P Properties.

R&P Properties, in conjunction with Van Winkle-Jacob Engineering, have submitted a minor plat for Lot 2 of the South Waverly Industrial Park. The minor plat entails the creation of one new parcel ("R") to be developed as a commercial business. Due to the relative youth of the Industrial Park, approval of a minor plat is required.

Secretary Passmore mentioned the previous City Council meetings that have preceded this request in order to potentially bring a new business into the area. Vice-Chairperson Soash asked about the balance of Lot 2. Mr. Passmore stated that the remainder of Lot 2 still has plans to also be developed in the very near future. Mr. Soash also asked about any soil condition concerns. City Engineer Cherry responded that the developer recently completed raising the elevation of the lot with new fill material and did a nice job on compaction. Commissioner Hartman asked about parking for the new businesses. Mr. Michael Bonner represented the developers and stated that each individual business will have their own designated parking areas but that it will all be combined together.

The Commission discussed potential driveways that will service both of the parcels or a common driveway. Mr. Soash asked about the setbacks for both of the parcels. Mr. Passmore noted that the plat left off a rear-yard setback for the new Parcel "R". The Commission discussed the setbacks for both parcels in detail. Mr. Soash proposed to deal with the setbacks on Parcel "R" at this time only and define the rear-yard setback to be the required 40-feet. Commissioner Bell added that the side-yard setback should follow the City code and not add additional setback requirements to the new parcel.

Motion By: Ann Bell

Seconded By: Elizabeth Hartman

Move that the Planning and Zoning Commission recommend to the City Council the approval of the minor subdivision plat for R&P Properties for Lot 2 of the South Waverly Industrial Park subject to a 40-foot rear-yard setback be shown on the north property line.

Yes: 5

No: 0

Absent: 1

D. Old Business:

Vice-Chairperson Soash asked about the status of sign code enforcement. Secretary Passmore explained that the concept of creating the ability for the City to issue civic citations has stalled since their last update. The Commission discussed sign code compliance in detail and expressed their desire to see the sign code strictly enforced.

E. New Business:

Vice-Chairperson Soash informed the Commission that he would be serving on the 3rd Street Bridge (Green Bridge) task force and would attempt to express ideas from a planning point of view.

F. Adjournment:

Motion By: Edith Waldstein

Seconded By: Elizabeth Hartman

That the Planning and Zoning Commission meeting be adjourned.

Yes: 5

No: 0

Absent: 1

This document was created with Win2PDF available at <http://www.win2pdf.com>.
The unregistered version of Win2PDF is for evaluation or non-commercial use only.
This page will not be added after purchasing Win2PDF.