

**CITY OF WATERLOO PLAN COMMISSION MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
February 22, 2011**

1. **CALL TO ORDER AND ROLL CALL.** Crosby called the meeting to order at 7:00 p.m. Members present: Lichtenheld, Crosby, Butzine and Lannoy. Absent – Sievert and Thompson with one vacancy. Others present: Tyler Lamb of the Courier and Clerk/Treasurer Hansen.
2. **APPROVAL OF THE JANUARY 25, 2011. Motion:** Moved by Lichtenheld, seconded by Butzine to approve the January 25, 2011 meeting minutes as presented. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **CORRESPONDENCE & MISCELLANEOUS COMMUNICATIONS.** None.
5. **UNFINISHED BUSINESS**
 - a. **Comprehensive Plan Implementation Review Items**
 - i. **Extraterritorial Land Division Review Authority, Replies From Towns To Information Requests. Discussion:** The Commission reviewed the hand written reply from Portland Town Chairperson Wally Schoenherr indicating limited development was on the horizon for the Town of Portland. Crosby said the matter should be left on the agenda. No action taken.
 - ii. **Revisions To Park Land Dedication Requirements. Discussion:** The Commission reviewed select pages from the Parks Commission's preliminary Comprehensive Outdoor Recreation Plan update. Lichtenheld said a requirement should take into account location and service radii of big and small parks. He said some areas may overlap and other areas could be under served. Referencing developer requirements to dedicate land or pay fees for parks, Lichtenheld said the City Attorney would need to clarify if the current ordinance complies with current state law. No action taken.
 - iii. **Encouraging Conservation Design.** No action taken.
 - b. **Follow Up On January Discussion Of 2011 Goals**
 - i. **Water Star Community. Discussion:** Hansen informed the Commission of details related to the program. **By Consensus:** It was directed that the Utility Superintendent and the Public Works Director be given copies of the application and that their comments be sought.
 - ii. **Dog Park. Discussion:** Crosby said residents have expressed an interest in a local dog park. Crosby said the location shown in the packet would be a good location. Hansen mentioned objections from the Utility staff saying that heavy truck traffic comes in and out of the waste treatment plant during select times of the year. Crosby asked for comments from the public. No action taken.
6. **NEW BUSINESS**
 - a. **Review And Comment On Draft Tax Incremental Finance Policy. Discussion:** Hansen presented a draft policy for tax incremental finance to the Commission. Hansen said Council adoption of the policy could mean applications for tax incremental financing may be referred by the Council to the Plan Commission. Lichtenheld said the draft should have a Pro-Forma requirement spelling out the schedule by which payments or revenue would flow back to a tax increment district.
7. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
8. **ADJOURNMENT. Motion:** Moved by Crosby, seconded by Sievert to adjourn. **Voice Vote:** Motion passed. Approximate time: 7:40 p.m.

Attest:

Morton Hansen
Clerk/Treasurer