

WATERLOO PLAN COMMISSION – MINUTES
November 27, 2018

PUBLIC HEARING

1. CALL TO ORDER – CONDITIONAL USE PERMIT Scott Neitzel, 447 Polk Street, requests a conditional use permit to: (a) allow the construction of a new 24' X 24' (576 sq. ft.) attached garage; (b) retain an existing 24.3' x 14.3' unattached garage (347.49 sq. ft.) and associated driveway; and (c) allow for a second driveway off Van Buren Street to serve the new attached garage. Mayor Thompson called the public hearing to order at 7:00 p.m. in the Council Chambers. Plan Commissioners attending: Leisses, Crosby, Thompson, and Reynolds. Absent: Springer, Butzine and Lannoy. Others attending: Dale Kraus; Scott Neitzel; Diane Graff, the Courier and the Clerk/Treasurer.
2. PUBLIC HEARING COMMENT – Dale Krause asked if Van Buren Street north of Polk Street would be abandoned by the City. Hansen replied no. Kraus raised storm water drainage issues saying water runs from the Van Buren right-of-way onto his property and the discharge site is in disrepair. Having grown up in the area, Crosby described the storm water flow in detail. Leisses said he would follow-up with the Public Works Department on the Kraus matter. Kraus said he had no objections to the permit request.
3. ADJOURN PUBLIC HEARING. Without objection, Mayor Thompson closed the public hearing at 7:15 pm.

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER AND ROLL CALL. Mayor Thompson called the regularly scheduled meeting to order at 7:16 pm.
2. APPROVAL OF MEETING AND PUBLIC HEARING MINUTES: August 28, 2018. MOTION: Moved by Crosby, seconded by Reynolds to approve the meeting minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. COMPLIANCE & ENFORCEMENT REPORT. Noted.
5. UNFINISHED BUSINESS
 - a. Discussion/Recommendation Zoning Ordinance Changes Relating To Permitting Attached And Detached Garages And Garden And Yard Equipment Sheds. DISCUSSION: Leisses asked what is too big. Crosby described a recent Van Buren Street approval as too big. Leisses noted the ordinance says accessory buildings which are not a part of the main building are not to occupy more than 30% of the area of the required rear yard, nor be more than 15 feet high. Hansen said the area of accessory structures requiring a conditional use permits was increased from 120 square feet to 144 square feet in 2009 to better accommodate those seeking a place for a gas can and/or small mower. Thompson said the ordinance could be changed or each one could come before the Plan Commission, he didn't have a preference. More research was requested. No action taken.
6. NEW BUSINESS
 - a. Discussion/Recommendation – Conditional Use Permit Application, Scott Neitzel, 447 Polk Street. MOTION: Moved by Leisses, seconded by Crosby to recommend Council approval of the application with one condition: the new driveway is to run west perpendicular with Van Buren rather than bend towards the intersection as shows on the application. VOICE VOTE: Motion carried.
 - b. Referred From Public Works & Property Committee
 - i. Discussion/Recommendation Revising The Special Assessment Policy. No action taken due to Springer's absence.
7. FUTURE AGENDA ITEMS & ANNOUNCEMENTS – (1) Zoning Maps & Planning Map Updates & Forms Updates; (2) The December meeting was moved from December 25th to December 18th at 7 pm.
8. ADJOURNMENT. MOTION: Moved by Crosby, seconded by Reynolds to adjourn. Approximate time: 7:30 p.m.



Mo Hansen
Clerk/Treasurer