

**MINUTES OF THE PLANNING COMMISSION
MEETING HELD ON DECEMBER 14, 2015**

The meeting was called to order by Chairman Eric Baker at 7:30 PM

Roll call was taken: **Present: Gardner, Hicks, Rau, Vogt, Lutz, Childers and Baker.**

Chairman Baker asked if there were any additions or corrections to the minutes of the November 9, 2015 meeting. Mr. Lutz mentioned that the date in the header was incorrect and should be November 9, 2015 and not November 19, 2015. A motion was made by Hicks and seconded by Gardner to approve the amended minutes of the November 9, 2015 meeting. Motion carried.

The Chairman asked if there were any citizens to address the Planning Commission. There were none.

The Chairman also asked if there were any corrections or deletions to the agenda. There were none.

OLD BUSINESS:

The Chairman asked if there was any old business. There was none

PETITIONS:

Z-15-12--01 Review and Comment on Petition for a Special Use Permit at 226 E. Third Street to allow for a Single Family Home in a B-3, Central Business Zoned District as permitted by Section 40-2-3(B).

Paul and Dorothy Mollet are requesting a Special Use Permit for a Single Family residence on a lot at 226 East Third Street. Currently there is an old metal building located on the rear of the property that was once a welding shop. This metal building is a complying structure. To the west of this property is a small apartment complex. It was mentioned that there were other residential properties nearby and that a single family home on this lot would be within the character of the neighborhood.

Motion was made by Gardner and seconded by Hicks to recommend approval for a Special Use Permit at 226 E. Third Street to allow for a Single Family Home in a B-3, Central Business Zoned District as permitted by Section 40-2-3(B).

Members voted as follows: YES – Gardner, Hicks, Rau, Vogt, Lutz, Childers and Baker. Motion carried.

Z-15-12-02 – Withdrawn

The Zoning Administrator explained the Mon Clair Development Company had development rights on a lot at the corner of Columbia Avenue and Station Crossing. Per code, the lot is only allowed nineteen (19) units of multi-family. Mon Clair was going to request a variance to allow for twenty (20) units. The City of Waterloo's attorney stated that Mon Clair Development did not meet the requirements for a variance, so the petition was withdrawn.

NEW BUSINESS:

Discussion on Comprehensive Plan

The Zoning Administrator stated that the Mayor has requested a bid proposal from Todd Streiler of Streiler Planning. The aldermen reviewed the recommendations from the last Comprehensive Plan and have notated any updates which have already been addressed, ie...the electrical and sewer upgrades. The Mayor has requested that the comprehensive plan be expanded to include the review of the sign code and a focus on a downtown revitalization plan. The Zoning Administrator mentioned that the revitalization of downtown will be difficult because the population base is rather small to support new business ventures. The two new micro-breweries are inquiring about utilizing food trucks, and the City has concerns of what possible effects this could have on other downtown restaurant businesses. In preparation for the Comprehensive Plan, the Zoning Administrator has reviewed residential lot availability, by zone district, to include a rough inventory depletion time based on current permitted requests.

COMMENTS:

The Chairman asked if there were any comments. There was none.

Motion to adjourn the meeting at 7:53 PM was made by Lutz and seconded by Vogt.

Motion carried.

Minutes respectfully submitted by Mechelle Childers.