SERGEANT BLUFF, IOWA
Planning and Zoning Commission Minutes
501 4th St 6 PM
December 5, 2023

Attendee Name	Title	Status	Arrived
Shawn Streck	Chairman	Present	
Kevin McGregor	Vice Chairman	Remote	
Glenda Moriarty	Board Member	Present	
Mark Monson	Board Member	Present	
Dan Hunter	Board Member	Present	
Lance Roberts	Board Member	Present	
Laurie Beardsley	Board Member	Present	

Also in attendance were: Jeanette Kellen, Secretary
Aaron Johnson, City Inspector
Jim Linafelter, City Council Member

Chairman Streck called the meeting to order at 6:01 pm.

Roll Call

Approval of September 5th regular meeting minutes, motion by Monson, 2nd by Roberts, all ayes, motion passes.

Approval of November 14th special joint meeting minutes, motion by Moriarty, 2nd by Hunter, all ayes, motion passes.

Discussion of International Zoning Code vs Municipal Zoning Code as it pertains to parking space requirements. Aaron Johnson had printed out materials from a few other cities in Iowa to compare to our local municipal codes. General discussion on the different codes and some updates that Aaron Johnson would like to make in Sergeant Bluff's codes to clarify categories and requirements. Johnson said currently there are several codes that an establishment could fall under, and some aren't specified at all. Fareway's parking lot in Sergeant Bluff was used as an example. Johnson said Fareway was the start of this, because they do want to change the layout of their parking lot by lowering the number of spaces and creating some green space. Johnson said he has a proposal for it, but he told Fareway that they would need to add 11 spots to what they are proposing. Monson said that they will also have to address the parking for the new occupants of the sports complex and hotel that will be coming, so this is timely. Streck said he would like it to be based off square footage instead of occupancy and use more concise language to make the descriptions clearer. Streck asked when the changes would apply to an existing building. Johnson said it would be with new construction, existing establishments would be grandfathered in. Johnson also said that if an existing establishment does a remodel that increases occupancy or square footage, that will trigger new compliance. Streck suggested that Johnson work with Lance Roberts, since Lance deals with the codes for his job. Roberts said that he would be willing to do that with Johnson, Johnson could submit a draft copy to Roberts, and he would look it over and give Johnson his comments. Streck asked Johnson if he could get a proposal together by the meeting in February, Johnson said that he could. Streck said it would also take 2 readings for the change. No action was taken at this time.

Comments and Updates:

P&Z Chairman comments:
Streck acknowledged Glenda Moriarty's resignation from the Commission and thanked her for her years of service on the Planning and Zoning Commission. Streck said one more time how much he appreciates the impact that Moriarty has had on the commission.

City Staff:
Linafelter also acknowledged Moriarty's service and thanked her. He said that he will be done serving on Council at the end of December and wanted to ask the Commission that for any future multifamily complexes that come to town, please ask them to include a a greenspace park in the development agreement. He said that in hindsight they should have had Riverbend add a larger greenspace because of the number of children in the location. He said the city should not have to buy the ground for a greenspace for that large of a complex going forward. He also mentioned that Riverbend had agreed to add trees along the interstate as a sound barrier and have not yet done it. He wanted to make sure that gets done before the development agreement gets closed for that location.

Kellen thanked Moriarty for her service and said the commission would be losing a lot of years of knowledge with her departure. Also mentioned that if Fareway reduces space numbers to the minimum, Johnson would probably need to find out what their plan for snow will be, because if they cover several spaces for months with a snow pile, it will create a shortage. Johnson said they will no longer be able to put softner salt in parking spots. Monson said they probably won't want to put salt etc. from the snow on their greenspace.

Johnson said that he will get a proposal together for the next meeting. He also mentioned some public comments received at the last City Council meeting about short-term rentals. He said that they will have to get with the City Attorney for some guidelines on the short-term rentals. Streck asked if it was one segment in town, or if it's all over town. Johnson said they are everywhere, in several neighborhoods. Moriarty said there were around 12 in town. Linafelter said Iowa law is a mess with these because things like Megan's Law haven't applied to them. Moriarty said it's a business, and that should apply. Johnson said he appreciated the Commission's time with the proposal. Streck thanked him for looking into it because it needs to be updated.

Set a date for next meeting:
January 9th was chosen since the 1st Tuesday would be the day after the holiday. Streck said unless there is an agenda item, it could be cancelled. Kellen said City Council would like a couple possible dates for a joint meeting and Council suggested February. Streck said March could be better since there may be public hearings on the code change. March 12 or March 26th would be the two City Council meetings, with the commission saying March 26th being the preferred date.

Adjourn:
Motion to adjourn by Hunter and seconded by Roberts. Meeting adjourned at 6:49 PM.

_____ _____

Jeanette Kellen, Secretary Shawn Streck, Chairman