

SERGEANT BLUFF, IOWA
Planning and Zoning Commission Minutes

Electronic Meeting, 6:00 PM

July 7, 2020

Chairman Kehrt called the meeting to order at 6:00 pm

Attendee Name	Title	Status	Arrived
Chad Kehrt	Chairman	Remote	
Anthony Lamb	Vice Chairman	Remote	
Mark Monson	Board Member	Remote	
Nicole Garber	Board Member	Remote	
Wayne Johnson	Board Member	Remote	
Glenda Moriarty	Board Member	Absent	
Kevin McGregor	Board Member	Absent	
Shawn Streck	Board Member	Remote	
Michelle Colvert	Board Member	Remote	

Also in attendance were:

David Brown, Major Site Plan applicant
James Colvert, Building Inspector
Aaron Lincoln, City Administrator
Danny Christoffers, Secretary

On March 23, 2020, Mayor Winkel, as the presiding officer of the Council’s meetings, and in light of the proclamation of emergency made by his office and the Governor’s prohibition of community gatherings of more than 10 people, determined that all regular Planning & Zoning meetings going forward should be conducted by electronic means. The determination was due to the fact that an in person meeting was impossible or impractical due to the public health threat of the Novel Coronavirus 2019 (“COVID-19”) as those who need to participate or may have interest to participate would result in a gathering of more than 10 people. For good cause, Planning & Zoning meetings in person were deferred until further notice and arrangements were made to complete the Planning & Zoning meeting electronically via teleconference call on **July 7, 2020 at 6:00 p.m.** An opportunity was provided to residents to call into the meeting or connect digitally through the Gotomeeting.com website. Directions for connecting to the electronic meeting were provided to the public through the Agenda which was posted pursuant to our usual procedures and further communicated by Facebook and the City website www.cityofsergeantbluff.com.

Additionally, it is noted that electronic meeting was authorized as a result of Gov. Reynolds State Public Emergency Declaration issue on March 20, 2020 which stated in Section Nine: “Pursuant to Iowa Code § 29C.6(6), and at the request of the Iowa League of Cities on behalf of numerous local governmental bodies, I temporarily suspend the regulatory provisions of Iowa Code §§ 21.8, 26.12, and 414.12, or any other statute imposing a requirement to hold a public meeting or hearing, to the extent that the statutes could be interpreted to prevent a governmental body from holding the meeting by electronic means, provided that the governmental body properly notices the meeting or hearing and includes a telephone conference number or website address that permits the public to participate in the meeting or hearing. I also temporarily

suspend those statutes to the extent they could be interpreted to prevent a governmental body from limiting the number of people present at an in-person location of the meeting, provided that the governmental body provides a means for the public to participate by telephone or electronically as provided in this section.”

Approve the Minutes

A motion was made by Lamb, seconded by Streck to approve the minutes of the June 2, 2020 Regular Meeting and the June 22, 2020 Special Meeting.

All ayes, motion carried.

Public Hearing @ 6:00 pm - Minor Subdivision

The Planning & Zoning Commission is considering a Minor Subdivision application submitted by the City of Sergeant Bluff pertaining to an area more generally described as the intersection of Port Neal Road and Dogwood Trail. (Parcel ID: PARCEL ID: 874706200028)

A motion was made by Garber, seconded by Colvert to open the public hearing at 6:03 pm.

All ayes, motion carried

James Colvert, Building Inspector, said that this would divide a single lot into three.

Danny Christoffers, Secretary, said that he has received no comments by phone or in writing.

Aaron Lincoln, City Administrator, said that lot 1 was sold and another entity is interested in lot 2. He discussed some changes to the easements to permit power from Midamerican and a sewer line extension. The owner of the lot is Doug Wood and he has co-signed on the application.

Shawn Streck asked if Lot 2's traffic will be coming through Dogwood or Port Neal Road. Aaron Lincoln said that the front yard would be on Dogwood with the side yard on Port Neal.

A motion was made by Monson, seconded by Streck to close the public hearing at 6:15 pm.

All ayes, motion carried.

Commission Discussion and Vote:

A motion was made by Lamb, seconded by Streck to approve and recommend to the City Council the Minor Subdivision named Sergeant Bluff Park Addition.

Roll Call Vote: Streck- yes, Colvert- yes, Johnson- yes, Garber- yes, Monson- yes, Kehrt- yes, Lamb- yes, Moriarty- absent, McGregor- absent.

All ayes, motion carried.

Public Hearing @ 6:05 pm – Major Site Plan:

The Planning & Zoning Commission is considering a Major Site Plan application submitted David Brown to build and establish a warehouse and office. The property location is 2200 Port Neal Road.

A motion was made by Colvert, seconded by Johnson to open the public hearing at 6:17 pm.
All aye, motion carried.

Chad Kehrt stated that he will abstain from any votes since he has worked on the project with the applicant. He said that the site plan shows a 50x75 warehouse building and office space. The correct amount of parking is provided for the building type. The stormwater retention is on site and is roughly three times what is required.

David Brown explained that the reason the detention pond is larger than what is required, this would give them the ability to expand the facility if needed.

Aaron Lincoln said that the Development Review Committee reviewed the plan. All items that were brought up during that process have been addressed. They asked the developer to incorporate some screening with trees.

Mark Monson asked if there will be a ditch between Port Neal and that property?
David Brown said that is correct, it will be filled in somewhat to make it easier for them to maintain.

Regarding traffic, David Brown said that 95 percent of the summer time they are on the job site so they won't have much traffic onto Port Neal Road.

Mark Monson asked what the business will be.
David Brown said that it is landscaping and construction.

Jennifer Lucas who attended digitally asked: "Will anything be stored outside or will it all be in the building?" (Eg. mounds of dirt or sand)
David Brown said that there will be trailers outside. On the south end of the building his equipment and attachments will be stored. They do not have intentions for putting piles of rock or dirt, but in the future they may like to.

A motion was made by Monson, seconded by Streck to close the public hearing 6:28 pm.
All ayes, motion carried.

Commission Discussion and Vote:

A motion was made by Lamb, seconded by Streck to recommend and approve and recommend the Major Site Plan for 2200 Port Neal Road to the City Council.

Roll Call Vote: Streck- yes, Colvert- yes, Johnson- yes, Garber- yes, Monson- yes, Kehrt- abstain, Lamb- yes, Moriarty- absent, McGregor- absent.

Motion carried.

Comments and updates by the Chairperson/Vice-Chairperson:

None.

Community Development Corporation Update:

None

Comments and updates by City Staff members:

Aaron Lincoln said that the City Council had discussed the City wide Urban Revitalization program and the effects of COVID. The program is set to end in November 2020. They are considering possibly extending that due to COVID19.

Aaron said that he appreciates David Brown investing in our community. There are some other leads for possible developers for the Dogwood area.

Mark Monson asked how many new homes have there been?

James said 2 in Serenity Point, duplex on Warrior Road compete, Duplex on Coffee Farm.

Aaron Lincoln said that the Governors Proclamation extended the availability to do remote meetings until the end July.

Set date for the next Planning & Zoning Commission meeting:

The next Regular Meeting will be August 4, 2020

Adjourn:

A motion was made by Streck, seconded by Monson to adjourn at 6:38 pm.

All ayes, motion carried.

Danny Christoffers, P&Z Secretary

Chad Kehrt, Chairman