

## REGULAR NORWALK PLANNING AND ZONING MEETING 5-9-2016

### Call to order

The Regular Meeting of the Norwalk Planning and Zoning Commission was held at the Norwalk City Hall, 705 North Avenue, Monday, May 9, 2016. The meeting was called to order at 5:49 p.m. by Chairperson Chad Ross. Those present at roll call were, Judy McConnell, Jim Huse, Donna Grant, Elizabeth Thompson, Brandon Foldes, and Chad Ross. Absent: John Fraser.

Present was City Council liaison Stephanie Riva.

Staff present included: Luke Parris, City Planner; Wade Wagoner, Planning and Economic Development Director; Tim Hoskins, Public Works Superintendent.

### Approval of Agenda – 16-23

*Motion by Thompson and seconded by Huse to approve the agenda as presented. Approved 6-0.*

### Approval of Minutes – 16-24

*Motion by McConnell and seconded by Huse to approve the minutes from the March 28, 2016 meeting. Approved 6-0.*

### Approval of Minutes – 16-25

*Motion by McConnell and seconded by Thompson to approve the minutes from the April 25, 2016 meeting. Approved 6-0.*

### Welcome of Guests

Chairperson Ross welcomed guests present. With no guests wishing to speak, the business portion of the meeting was opened.

### New Business

#### **Request from Locust Center LTD to approve the Preliminary Plat of Twin Lakes Plat 4 (a subdivision outside of City limits within 2 miles) – 16-26**

Parris gave the staff report and explained that it had been awhile since the Commission dealt with a similar request. The City has a 28E agreement with the County to allow City review of plats within two miles. If you recall, we waived one south of town on the old Rolling Hills golf course because it's outside of our planned growth area. This plat however is within a likely annexation area. It does not have City Zoning, but if brought into the City it would likely be RE-1, which allows rural cross sections.

Bob Veenstra spoke on behalf of the applicant. Veenstra was asked many questions about the 18 foot wide street. Wagoner indicated that if this were a City development, the minimum private street width would be 24' wide.

Veenstra was asked if the 28E agreement the City has with the county would allow the City to impose our standard or if this is just a suggestion. Veenstra thought the City could impose, but said there is already a portion of the street out there that is developed at 18' wide and that widening to 24' on the last phase of the development would be of little value. McConnell expressed concerns about the street width not meeting our minimums. She and Grant were also specifically concerned about public safety vehicles being able to navigate the streets since it would be very narrow for fire trucks, has steep slopes, only one way in - one way out on a long cul-de-sac.

McConnell asked about draining indicating that the Commission has been burned on drainage matters far too often. Veenstra responded to McConnell that there wouldn't be a problem given the size of the lots and a house would add relatively little impervious surface and plenty of ground left to handle runoff. Also variable topography would make it hard to have onsite detention.

*Motion by Grant, seconded by McConnell to approve the plat as submitted, but to offer the suggestion (not mandate) that the streets be 24' wide. Approved 6-0.*

### **Planning and Zoning Commission Member Representation on the Economic Development Subcommittee – 16-27**

Wagoner explained the role of the subcommittee. There are no quorums and no formal votes taken; it's an advisory role to him as an Economic Development Director, but also used as a forum for developers to "dip their toe in the water" on new projects. The Commissioner's role would be to offer P&Z perspective and to communicate the often still-confidential projects to the other Commissioners.

McConnell volunteered for the role. Hearing no objections,, Chairperson Ross appointed McConnell to the Economic Development Subcommittee.

### **Discussion on Subdivision Regulations and Sign Ordinance memos.**

Parris briefly discussed both memos. He was instructed to proceed with updates and to provide examples of other community's regulations, especially those staff thought were successful. Parris acknowledged that now would be the time to address any lingering concerns with the Subdivision Ordinance and that any thought on areas to include in the update should be forwarded to staff.

### **Staff Development Update**

Wagoner presented the update. He spoke about the final portion of Cherry Parkway being planted with flowering trees by Tony Stravers, Chris Campbell and members of the Norwalk football team. He encouraged everyone to look at the final product and to come up with ideas for next year's Trees Please! program.

### **Future Business Items**

With time being of the essence, staff asked if there were questions on future business items. With none, staff did not go through items.

### **Adjournment – 16-28**

Motion by Huse and seconded by McConnell to adjourn the meeting at 6:48 P.M. Approved 6-0.

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Chad Ross, Chairperson

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Luke Parris, City Planner