

ALTOONA PLANNING AND ZONING COMMISSION MEETING

January 26, 2021

Altoona City Hall

Members Present in Person: Scott Henry, Jill Pudenz, Dan Dove

Members Present Virtually: Michelle Sloan, Dan Narber, Ann Moyna,

Members Absent: Kenny Hodges

Staff: Chad Quick, Jenn Naylor, John Shaw

Guests: Meeting was held in a virtual GoToMeeting format due to COVID-19 restrictions

A meeting of the Altoona Planning & Zoning Commission was held January 26, 2021. In order to help stop the spread of the COVID-19 virus, this Planning & Zoning Commission meeting was held electronically. Chapter 21.8 of the Iowa Code does permit an electronic meeting where all members participate remotely when an in-person meeting is impossible or impractical, which is certainly true during this crisis. On March 19, 2020, Governor Reynolds issued a Proclamation of Disaster Emergency, which included a suspension of Iowa laws that would prevent the use of electronic meetings or the limitation on the number of people present at an in-person meeting site. This meeting was not open to public attendance. The agenda was posted more than 24 hours in advance to give instructions on how others could participate via Zoom.

Jill Pudenz called the meeting to order at 6:30 p.m. Roll call was taken. Six commissioners were present, virtually or in person.

1. Election of Officers for 2020.

1a. Nomination and Election of Chairperson for 2020

Motion by Henry, seconded by Dove, to nominate Dan Narber as Chairperson.

Votes: Yes - 6. No - 0. Abstain – 0. Motion approved, 6-0.

1b. Nomination and Election of Vice Chairperson for 2020

Motion by Henry, seconded by Dove, to nominate Ann Moyna as Vice Chairperson.

Votes: Yes - 6. No - 0. Abstain – 0. Motion approved, 6-0.

2. Consideration and recommendation of a site plan for Graham Warehouse Building 3.

Paul Claussen (Graham Group) presented the request. Building 3 was presented previously with 330,000 square feet and is now 300,000 square feet with south and north parking lots with headlight screening and double plantings. Henry asked about any issues. Shaw explained that staff has worked out details regarding utility extensions, connections, and storm sewer with the first two buildings, so now it's a matter of extending that out to the third and fourth buildings. He explained the future connection between this and the I-80 Business Park project is coming to fruition. There is a planned water tower to provide higher rate of water pressure for the industrial buildings. Henry asked if that were a shared cost with another city or if it were Altoona-only. Shaw said it was a shared cost with Facebook.

With no further questions or comments from Commissioners, Pudenz asked the public for comments. With no public comments, Pudenz asked for a motion.

Dove moved to approve recommendation of a site plan for Graham Warehouse Building 3. Seconded by Pudenz.

Votes: Yes – Dove, Pudenz, Sloan, Narber, Henry, Moyna. No - None. Abstain – None. Motion approved, 6-0-0.

3. Comprehensive plan process update.

Shaw explained that John Peterson will sit down with the department heads of Streets, Parks, Storm Water to discuss those portions of the Comp Plan. Illnesses and weather have delayed those meetings. He talked about the meeting with the DOT and the planned interchange between Altoona and Mitchellville. He went on to discuss how we will be looking at the sanitary sewer service area in the Muchakinock Basin in the northwestern boundary area to be included in the Comp Plan. The layout and spacing looking to the east with the topography could be challenging. There could be 5,000 people out there when it's built out, and careful consideration of arterial and collector streets, neighborhood parks, pocket parks, bike trails, and higher-density residential areas will be needed. Shaw stated that planning around a creek area is challenging. There will be a regional trail loop out there. There are FEMA flood plains in the watershed, so planning parks that aren't in the floodplain will need to be considered. He reiterated how we need to consider our housing goals. Dove asked how long it takes with the State to plan the interchange. Shaw said it's a 20-year process, and that we are trying to be proactive. Pudenz asked about the time frame for the comp plan. Shaw explained that we are behind schedule. Pudenz asked if there will be a workshop in the next month or so. Shaw said he would like to think so. Because of the pandemic, there hasn't been an open house to the public for their input. Once we get closer to a finished product, there might be a virtual Q & A for the public. Quick said there could be a social media survey.

4. Minutes of the December 15, 2020 meeting.

Henry moved to approve the minutes. Seconded by Dove.

Votes: Yes – Henry, Dove, Sloan, Pudenz, Moyna. No – None. Pass – Narber. Motion approved, 5-0-1.

5. Old Business.

Shaw gave an update on Stonebridge and Magnolia sanitary sewer service issues. Plans fell through regarding working with Pleasant Hill. There will be a series of lift stations to serve the area. They have met with the property owners. Stonebridge will go ahead as approved and designed. Another project will run sanitary sewer from the southern edge north on the Magnolia side. There will be three lift stations along the southern border. The City is in talks with Vista Realty to run the sanitary line from the lift station from the west side of 1st Ave across to the western half of Magnolia to eliminate one lift station. It might be possible to eliminate a lift station on the eastern half as well.

6. New Business.

Quick gave an update on the annual report, highlighting the record-breaking residential permits with 637 total housing units, stating that next year should be large as well. An annexation meeting regarding a piece of ground west of Brookhaven is coming. Shaw explained that generally there is a lot of face time with people answering questions about annexation. COVID has made that difficult. An additional planner and another inspector have been approved for hire. Quick said ALDI is now open. Edgewood Trail Plat should be coming forward next month.

Dove moved to adjourn. Seconded by Pudenz.

Votes: Yes – Dove, Pudenz, Narber, Henry, Moyna. No - None. Abstain – None. Sloan was not online. Motion approved, 5-0-0.

Meeting adjourned at 7:01 p.m. Next regular meeting is February 23, 2021.

Respectfully submitted,
Jennifer Naylor
Office Assistant