

P&Z Report – September 26, 2023

The Honorable Danny Beyer
and Members of the City Council
Dallas Center, IA 50063

Dear Mr. Mayor and Members of the Council:

The Dallas Center Planning & Zoning Commission met Tuesday, September 26, 2023 at 6:30 P.M. at Memorial Hall. Commission members Abby Anderson, Amanda Davison, Perry Gruver, Linda Licht, Jim Pohl, Thomas Strutt and Matt Ostanik were present. City Administrator Cindy Riesselman, City Attorney Ralph Brown and City Engineer Bob Veenstra also were present and participated.

Public Communications

No public communications were received.

Sonntag Roofing at 1205 Walnut Street

The Commission reviewed and discussed a proposed site plan for new concrete parking at Sonntag Roofing at 1205 Walnut Street.

The discussion included the importance of sidewalks to our growing community. When commercial properties are built or improved, the Commission believes that we should ensure that sidewalks are provided.

After discussion, Abby Anderson moved and Amanda Davison seconded to recommend that City Council approve the 1205 Walnut site plan subject to the construction of a new five-foot wide sidewalk from the north property line south to its intersection with the existing sidewalk along Walnut Street.

Ayes – Anderson, Davison, Gruver, Licht, Pohl, Strutt, Ostanik. Nays – none. The motion passed 7-0.

Raccoon Valley Bank at 590 Sugar Grove Avenue

The Commission reviewed and discussed proposed site and architectural plans for new parking, vestibules and other improvements to Raccoon Valley Bank.

The Commission again discussed the importance of sidewalks. Due to the bank's substantial improvements and the bank's location next to other new commercial and residential developments, the Commission believes the bank property should provide sidewalks. However the Commission agrees to waive the requirement for a sidewalk along Highway 44 at the current time because it would not connect to anything to the east.

After discussion, Abby Anderson moved and Perry Gruver seconded to recommend that City Council approve the Raccoon Valley Bank site plan subject to construction of a new five-foot wide sidewalk along Fair View Drive from the north property line to the south property line. The new sidewalk should connect with the new sidewalk also being provided by The Neighborhood.

Ayes – Anderson, Davison, Gruver, Licht, Pohl, Strutt, Ostanik. Nays – none. The motion passed 7-0.

Jim Pohl then moved and Thomas Strutt seconded to recommend that City Council approval the Raccoon Valley Bank architectural plan.

Ayes – Anderson, Davison, Gruver, Licht, Pohl, Strutt, Ostanik. Nays – none. The motion passed 7-0.

The Neighborhood Plat 2

The Commission reviewed and discussed a revised preliminary plat for the The Neighborhood Plat 2. The revised preliminary plat reduces the overall number of new residential lots and increased the width of the proposed lots.

After discussion, Perry Gruver moved and Linda Licht seconded to recommend that City Council approve the revised preliminary plan subject to construction of a new five-foot wide sidewalk along Fair View Drive.

Ayes – Anderson, Davison, Gruver, Licht, Pohl, Strutt, Ostanik. Nays – none. The motion passed 7-0.

Medicap Pharmacy Sign Variance

The Commission's agenda included discussion of a sign variance application from Medicap Pharmacy. However the materials for the application have not been received by the City. As a result, no discussion occurred and no action was taken on this item.

Advertising Signs on the Pool Shelter

Earlier this year the Commission reviewed and recommended approval of an architectural plan for the new open shelter next to the pool. The shelter has now been constructed, and advertising signs were placed on the shelter to promote the construction company that built it. The signs were not disclosed or shown in the architectural drawings that were previously submitted to the Commission.

The Commission discussed whether it is appropriate for private advertising signs to be placed on a publicly owned structure like the shelter. Our conclusion was that it is not.

After discussion, Thomas Strutt moved and Linda Licht moved to recommend to City Council that (1) the signs on the pool shelter do not comply with the approved architectural plan, (2) the signs on the pool shelter also do not comply with City's sign ordinance which states that no sign shall be located on public property except by permission of City Council, (3) the signs on the pool shelter should be removed or covered, and (4) private advertising signs and logos should not be allowed on any public structures moving forward.

Ayes – Anderson, Davison, Gruver, Licht, Pohl, Strutt, Ostanik. Nays – none. The motion passed 7-0.

Landscaping Requirements for Commercial Developments

The Commission had an initial discussion about defining landscaping requirements for new commercial developments. Our current ordinance requires a landscaping plan but does not define specific landscaping requirements. The Commission discussed examples from other cities. No action was taken. We plan to continue discussion at our next meeting.

Planning & Zoning Commission Responsibilities

The Commission had an initial discussion about updating Chapter 22 of the City's ordinances to better reflect the Commission's current responsibilities. No action was taken. We plan to further research how other cities handle this and then continue discussion at future meetings.

Respectfully submitted,
Matt Ostanik
P&Z Commission Chair