

REGULAR NORWALK PLANNING AND ZONING MEETING 1-28-2019

Call to order

The regular meeting of the Norwalk Planning and Zoning Commission was held at the Norwalk City Hall, 705 North Avenue, Monday, January 28, 2019. The meeting was called to order at 5:45 p.m. by Chairperson Judy McConnell. Those present at roll call were John Fraser, AJ Samuelson, and Donna Grant. Absent: Summer Fuller, Elizabeth Thompson and Barbara Bellizzi

Staff present included: Luke Parris, Community Development Director and Elliot Klimowski, City Planner Hollie Askey, Economic Development Director, and Hillarie Ramthun, Community Development Coordinator.

Approval of Agenda – 19-04

Grant motioned and Fraser seconded. Approved 4-0.

Approval of Minutes – 19-05

Motion by Fraser and seconded by Samuelson to approve the Minutes from the January 14, 2019 meeting. Approved 4-0.

Welcome of Guests

There were no guests present; the business portion of the meeting was opened.

New Business

Public Hearing and Consideration of a recommendation on a Zoning Ordinance Amendment to the definition section and to the various rates and fees throughout the zoning ordinance—19-06

Public Hearing opened: 5:46 p.m.

This Zoning Ordinance Amendment is related to a couple of clean up items. The first change is related to the definitions section. In October 2018 the City adopted a Zoning Ordinance Amendment related to the floodplain chapters of the Zoning Ordinance prepared with the Iowa DNR & FEMA to ensure federal and state guidelines were met. When this changed, all of the Zoning Ordinance Definitions were replaced with the requested floodplain definitions eliminating section 17.04.040. The Public Hearing will readopt the missing section as it was previously written as well as add the requested definition from DNR & FEMA. At this time, City Staff would like to remove the list of fees in the Zoning Ordinance and instead add language to reference the fee set in City Code Chapter 177. This will help to codify the process and eliminate the need for two amendments for future fee adjustments.

Public Hearing closed: 5:51 p.m.

McConnell entertained a motion, Grant motioned to approve the Zoning Ordinance Amendment per City Staff recommendation and Samuelson seconded. Approved 4-0

City Council Update- Finance and budget complete for the year.

Economic Development Update- Future dates to remember: State of the City 06/11/19 at 6 p.m., Musicfest 09/01/19, Washington D.C trip May 8th-10th, Kosovo Trip May 12th-18th, Draught House plans to open doors at the end of February, Ignit is ready to move forward with project, Norwalk Chiropractic is now open, Michael Foods is hiring, Northshore is bringing forward version 3 for review by the City, Hyvee and Starbucks have submitted a site plan, there are a couple restaurant and coffee chains showing interest in starting business in Norwalk, and Friday the 2nd Certified Site application will be submitted.

Community Development Update- Certified Drone pilot training through the FAA took place over the past two months with individuals from Parks & Rec, Community Development, and Public Works

involved. Parris & Klimowski tested and passed and now obtain their Remote Pilot Certifications. Budget/Finance discussions for the City Comprehensive Plan funding established that \$42,000 per year for three years totaling \$125,000 starting spring of 2021/2022 to renew the plan. Community Development Department will be taking over Rental Inspections.

Next meeting Date – February 11, 2019.

Adjournment – 19-07

Motion by Grant and seconded by Fraser to adjourn the meeting at 6:09 p.m. Approved 4-0.

Judy McConnell, Chairperson

Luke Parris, Community Development Director