

WATERLOO PLAN COMMISSION – Minutes for May 5, 2020

PUBLIC HEARING – CONDITIONAL USE APPLICATION, ST JOHN'S EVANGELICAL LUTHERAN CHURCH, 413 EAST MADISON STREET, FELLOWSHIP HALL

1. PUBLIC HEARING CALL TO ORDER. Mayor Quimby called the remotely accessed public hearing to order at 7:00 pm. Plan Commissioners attending: Leisses, Crosby, Reynolds, Quimby, Lannoy and Petts. Absent: Butzine. Others attending: Charles Kuhl; Pam Kuhl; Jayson Daye and Tom Schermerhorn both with Excel Engineering; Mark Herbst; Maureen Giese; Bob Topel representing St. John's Church and the Clerk/Treasurer.
2. PUBLIC HEARING COMMENT – St. John's Evangelical Lutheran Church, 413 East Madison Street requests amendment to an existing conditional use permit to allow for the construction of Fellowship Hall within an overall area of 17,600 square feet – Topel described changes from the 2017 issued conditional use permit. Leisses said less than an acre would be disturbed, adding that the applicant should provide a storm water study for any next project. He noted items listed on the Kunkel Engineering review document. Daye said the front circle driveway plans hadn't changed. Charles Kuhl sought clarifications that no changes to parking lot asphalt would take place in the northeast corner of the church parcel. Schermerhorn confirmed this. Lannoy asked if both new and old areas would now be sprinklered. Schermerhorn said code compliant fire separations would exist. Only the new area would be sprinklered.
3. ADJOURN PUBLIC HEARING. The Mayor closed the public hearing at 7:16 p.m.

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER & ROLL CALL. The Mayor called the remote meeting to order at 7:00 pm. See above for the roll call.
2. APPROVAL OF PRIOR MEETING MINUTES – November 26, 2019. MOTION: Moved by Petts, seconded by Crosby to approve the minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. COMPLIANCE & ENFORCEMENT REPORT – Building Inspector activity at 134 East Madison Street noted as primary activity since last report.
5. UNFINISHED BUSINESS
 - a. Follow-up Discussion Of A Comprehensive Plan Update – Maureen Giese submitted a handout on behalf of the Historical Society. She said the 2008 plan was an excellent document; enhancing entryways including Fox Park should be included; successes such as a pop-up store should be noted.
6. NEW BUSINESS
 - a. St. John's Evangelical Lutheran Church Fellowship Hall
 - i. Architectural Design Review -- Leisses reviewed the submitted information saying material would match with much glass on the street side of the new structure. MOTION: Moved by Leisses, seconded by Crosby to approve the review. VOICE VOTE: Motion carried.
 - ii. Conditional Use Permit Application. MOTION: Moved by Crosby, seconded by multiple to recommend Council approval of the application. VOICE VOTE: Motion carried.
 - b. Draft Ordinance Revising The Special Assessment Policy – Leisses said the draft should be modified to change "new street" to "unimproved street." Petts agreed. The Mayor said the draft could be edited for next meeting. No action taken.
7. FUTURE AGENDA ITEMS & ANNOUNCEMENTS
 - a. The Regulation Of Accessory Buildings Or Structures, Setting A Minimum Size (\$385-8 and throughout) Building Inspector Chris Butschke
 - b. Zoning & Planning Map Updates
 - c. Forms Updates
8. ADJOURNMENT. MOTION: Moved by Lannoy, seconded by Petts to adjourn. Approximate time: 7:50 p.m.



Mo Hansen
Clerk/Treasurer