

WATERLOO PLAN COMMISSION – Minutes for March 23, 2021

PUBLIC HEARING – CONDITIONAL USE APPLICATION

1. CALL TO ORDER . Mayor Quimby called the public hearing to order at 7:00 pm. Plan Commissioners attending: Leisses, Crosby, Quimby, Sorenson, Petts, Reynolds and Lannoy. Absent: none. Others attending: Kurt Baumgartner; Maureen Giese; Richard Korth; Matthew Frankey; Richard Nelson; an unidentified woman; Amber Gerber of the Courier; and the Clerk/Treasurer.
2. PUBLIC HEARING – Conditional Use Application, Matthew Frankey, prospective owner of 255 Jefferson Street. H2Owners LLC, a light manufacturing/assembly company producing outdoor specialty products seeks to operate out of the Ground Floor of 255 Jefferson St. It seeks a conditional use to allow for uses similar in character with the permitted uses and the manufacture or treatment of products clearly incidental to the conduct of a retail business on the premises. DISCUSSION: The applicant described the project describing basement assembly work with no saws or industrial equipment. He said a similar operation has been taking place as his current location for 3 years. He described 4 to 5 employees involved. He said he would grow into the rest of the building over time. In reply to a Kurt Baumgartner question, the applicant described noise as minimal with no cutting or sawing of materials.
3. ADJOURN PUBLIC HEARING. Mayor Quimby adjourned the public hearing at approximately 7:03 pm.

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER AND ROLL CALL. Mayor Quimby called the regularly scheduled meeting to order at 7:04 pm. Plan Commissioners attending: Leisses, Crosby, Quimby, Sorenson, Petts, Reynolds and Lannoy. Absent: none. Others attending: Kurt Baumgartner; Maureen Giese; Richard Korth; Matthew Frankey; Richard Nelson; an unidentified woman; Amber Gerber of the Courier; and the Clerk/Treasurer.
2. APPROVAL OF MEETING AND PUBLIC HEARING MINUTES: 9/16/20, 9/22/20 and 2/26/21. MOTION: Moved by Petts, seconded by Crosby approve the meeting minutes as listed and presented. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. ## Maureen Giese shared a two page handout. She said meeting minutes should be completed sooner than they have been. She listed items should wanted included in the comprehensive plan document. She identified a document typo. ## Don Nell said the map for the DeYoung Farm discussion was obsolete. He asked about the Plan Commission role in a proposed development.
4. COMPLIANCE & ENFORCEMENT REPORT. Noted.
5. UNFINISHED BUSINESS
 - a. Review And Action On Procedures For Building Permit Applications ([§140-7 Building Inspector](#)) And Future Development Plans ([§380-13 Subdivision Of Land Preapplication](#)) - Checklist Review. The Mayor requested the tabling of the item. MOTION: Moved by Petts, seconded by Sorenson to table the item until April. VOICE VOTE: Motion carried.
 - b. Review And Action On Comprehensive Plan. DISCUSSION: The Mayor said she has re-worked the plan. She requested input. Petts said she liked the format. The Mayor noted charts were to be yet updated. Don Nell asked for an editable version. Nell said an overall theme was absent. Lannoy said the grocery store could be considered a major employer, the school also. MOTION: Moved by Crosby, seconded by Petts to review again in April prior to a Council recommendation. VOICE VOTE: Motion carried.
6. NEW BUSINESS
 - a. Conditional Use Application, Matthew Frankey, prospective owner of 255 Jefferson Street. H2Owners LLC, a light manufacturing/assembly company producing outdoor specialty products seeks to operate out of the Ground Floor of 255 Jefferson St. It seeks a conditional use to allow for uses similar in character with the permitted uses and the manufacture or treatment of products clearly incidental to the conduct of a retail business on the premises. MOTION: Moved by Petts, seconded by Lannoy to recommend approval to the City Council. VOICE VOTE: Motion carried.
 - b. Development Agreement Briefing, DeYoung Farm Subdivision (Remainder), City of Waterloo And JGP

Land Development LLC. DISCUSSION: The Mayor briefed Commissioners on the status of negotiations. Sorenson said he and Chad Yerges had questions. Referencing Yerges' items of concern, Sorenson mentioned the bike path plan and the fence along the preserve. Sorenson objected to PVC for the public water service. Leisses agreed. Sorenson said the standard was ductile iron and copper for laterals. Leisses asked for an opportunity to review and comment.

7. FUTURE AGENDA ITEMS & ANNOUNCEMENTS

- a. Zoning Maps & Planning Map Updates & Forms Updates. Noted.
- b. Treyburn Farms Lot 2 Development, Julie Busche Follow-up To December Presentation. Noted.

8. ADJOURNMENT. MOTION: Moved by Leisses, seconded by Petts to adjourn. Approximate time: 8:00 p.m.



Mo Hansen, Clerk/Treasurer