

**WATERLOO PLAN COMMISSION – MINUTES**  
**December 18, 2018**

1. CALL TO ORDER AND ROLL CALL. Mayor Thompson called the meeting to order at 7:16 pm. Plan Commissioners attending: Leisses, Crosby, Thompson, Lannoy and Reynolds. Absent: Springer and Butzine. Others attending: Diane Graff, the Courier and the Clerk/Treasurer.
2. APPROVAL OF MEETING AND PUBLIC HEARING MINUTES: November 27, 2018. MOTION: Moved by Leisses, seconded by Reynolds to approve the minutes as presented. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. COMPLIANCE & ENFORCEMENT REPORT. Noted.
5. UNFINISHED BUSINESS
  - a. Discussion/Recommendation Zoning Ordinance Changes Relating To Permitting Attached & Detached Garage Along With Garden And Yard Equipment Sheds. DISCUSSION: Leisses spoke about the percent of area a proposed accessory structure could occupy. Thirty percent is the Waterloo figure. He said setting a cut-off is difficult due to factors that come under consideration when comparing what is appropriate for large lots or small lots. Leisses questioned if action needed to be taken. Leisses mentioned a recent Polk Street approval with a 20% coverage figure. Hansen said a provision allowing the Building Inspector flexibility in setting side and rear yard setbacks in older neighborhoods with existing similar setbacks existed. Lannoy's concern was not adhering to stated limits in the code. Crosby said aesthetics must also be taken into consideration. Leisses said exceptions from stated limits will always be before the Commission. Thompson said the matter was not easy. Lannoy said people don't show up for when an item is under consideration, only to regret Plan Commission action later. He said, if it is good for one, it should be good for all. Lannoy said he was making exceptions outside of the defined parameters. Thompson said, that is why the body existed. Lannoy said parameters should be structured so more applicants are routed directly to the Building Inspector. Lannoy said submitted plans should show more detail. Thompson said people don't realize what they are getting into. No action taken.
  - b. Referred From Public Works & Property Committee
    - i. Discussion/Recommendation Revising The Special Assessment Policy. DISCUSSION: Thompson said he had not talked with Bill Springer about what policy changes were desired. Hansen was also unaware of the direction the Public Works & Property Committee was seeking. Leisses noted inconsistencies over time as to when a special assessment had taken place. Hansen gave the examples of Porter Street with no special assessment and Edison Street with special assessments. Leisses said special assessment revenue for Edison was \$73,000. Hansen asked why special assessments are just for sidewalks and not driveway aprons. In reply to a Crosby question, Hansen said all taxpayers cover expenses for sidewalk work not funded by special assessments. No action taken.
6. NEW BUSINESS
  - a. Certified Survey Map, Commercial Avenue Road Extension Outlot 1 - City of Waterloo. MOTION: Moved by Leisses, seconded by Crosby to recommend approval to Council contingent upon the sign-off by the City Engineer of a final draft. VOICE VOTE: Motion carried.
7. FUTURE AGENDA ITEMS & ANNOUNCEMENTS
  - a. Next Meeting January 22, 2019
  - b. Zoning Maps & Planning Map Updates & Forms Updates. Mayor Thompson directed the item to be taken off the agenda until such time as items are ready for review.
8. ADJOURNMENT. MOTION: Moved by Crosby, seconded by Reynolds to adjourn. Approximate time: 7:20 p.m.



Mo Hansen  
Clerk/Treasurer