

MINUTES OF THE PLANNING COMMISSION
MEETING HELD ON December 14, 2020

The meeting was called to order by Chairman Nathan Rau at 7:30PM.

Roll call was taken: **Present: Rau, Hicks, Lutz, Voelker, Frederick, Pittman, Gaitsch**

Welcome to new Planning Commission Member Jane Gaitsch.

Chairman Rau asked if there were any additions or corrections to the minutes from October 12, 2020 Planning Commission meeting. A motion was made by Lutz and seconded by Gaitsch to approve the minutes of the October 14, 2020 meeting as presented. **Motion carried.**

The Chairman asked if there were any citizens to address the Planning Commission. There were none.

The Chairman asked if there were any corrections or deletions to the agenda. There were none.

NEW BUSINESS: The Chairman asked if there was any new business. There was none.

PETITIONS:

P-20-12-01 Review and Comment on an Annexation Petition by Human Support Services for 3.52 Acres located at 988 North IL Route 3; property to be zoned B3 (Part of Parcel # 07-13-400-001-000).

Human Support Services (HSS) is petitioning for their property at 988 North IL Route 3 to be annexed into the City of Waterloo. This property houses their main office and client services workshop. In addition, there is a new vehicle maintenance building being constructed on the property. Alderman Stan Darter was present to represent Human Support Services Board and answer questions.

Chairman Rau asked why HSS feels it is time to petition for annexation. Alderman Darter said that the new building requires an additional sewer tap and the only way to receive an additional tap would be to come into the city. The new building will contain offices, storage, garage, and bathroom. City Building Inspector Nathan Krebel has inspected and approved new building. County Zoning Administrator has also inspected since the property still resides outside the city limits. The property will be zoned B3 and meets the City's current requirements for B3 zoning.

It was also noted that this property is currently zoned in the comprehensive plan as residential and was probably an oversight.

A favorable recommendation to approve the Annexation petition by Human Support Services for 3.52 acres located at 988 North IL Route 3 was made by Hicks and seconded by Lutz.

Members voted as follows: YES – Rau, Hicks, Lutz, Voelker, Frederick, Pittman, Gaitsch.

Z-20-12-01 Review and Comment on Petition by Chris Kalbfleisch for a Special Use Permit to construct and operate a Self-Storage Facility at 1353 North IL Route 3 (Parcel # 07-13-101-006-000).

Chris Kalbfleisch, owner of property and Quality Collision at 1353 North Illinois Route 3, is petitioning for a Special Use Permit to allow construction and operation of a self-storage facility on the southern portion of the lot. Kalbfleisch was present to address any questions or comments.

Kalbfleisch plans to construct a 35' x 220' facility. Lutz inquired as to the type of building materials. Kalbfleisch commented that the building will have a brick front, split-block on back, and the side will be smooth metal.

Zoning Administrator Jim Nagel commented that the provided plans show a gravel drive where in practice it will need to be asphalt. Kalbfleisch agreed and said the drive surface would be asphalt and not gravel. Hicks asked if any neighbors have given him feedback. Kalbfleisch said he has spoken with neighbors and everyone was ok and for it. There is no residential zoning around the property and it would not block the neighbor's property in the front.

Self-storage listed in special use section of B2 zoning in city's code.

A favorable recommendation to allow the Special Use Permit to construct and operate Self-Service storage facility at 1353 North IL Route 3 was made by Frederick and seconded by Lutz.

Members voted as follows: YES – Rau, Hicks, Lutz, Voelker, Frederick, Pittman, Gaitsch.

OLD BUSINESS: The Chairman asked if there was any old business. There was none.

COMMENTS: The Chairman asked if there were any comments. There were none.

Motion to adjourn the meeting at 7:58PM was made by Lutz and seconded by Frederick. Motion carried.

Minutes respectfully submitted by Lauren Voelker.