

**PLAN COMMISSION
MINUTES**

Wednesday, August 8, 2018

Present: Butch Trevor (Chairman), Bill Fitzsimmons (Vice Chairman), Dennis Kelly, Mike Crotty, Cindy Wermuth, John Wetzel, Alan Hon, Craig Mack

Absent: Peter McDermott, Jeff Nelson, Matt Puck

Staff: Shawn Christ, Jeff Anderson

Others: Alexandra Elias

1. Call to Order

Chairman Trevor called the meeting to order at 4:00 pm.

2. Reading and approval of Minutes – July 11, 2018

Motion made by Commissioner Fitzsimmons; seconded by Commissioner Kelly, to approve the minutes for July 11, 2018. Motion carried unanimously.

Shawn Christ, Land Development Manager stated the agenda would be modified slightly with the Zoning Code Review and I-74 redevelopment zone discussions taking place prior to the 2001 Comprehensive Plan assessment.

3. New Business

a. Zoning Code Review topic and action summary (Shawn Christ, Land Development Manager)

Shawn Christ stated that a report of activities was provided to the Commission as part of the agenda packet. Mr. Christ stated the report highlights Council's direction for staff to work with the Plan Commission in order to review the Zoning Code, the various activities that have been reviewed, as well as the actions taken as a result of said direction. The purpose of the review was to find ways to make the Code more flexible. Mr. Christ recommended review of the document and asked for suggestions, if any on continued review of the topics listed. Brief discussion took place regarding tiny homes and building standards. The consensus among the Commissioners was to continue to follow the trends on tiny homes.

b. I-74 redevelopment zone (Shawn Christ, Land Development Manager)

Mr. Christ stated a committee has been formed for an in-depth analysis of the I-74 Lakota Group study. Various members are working to assist with future development. Mr. Christ stated a draft Policy Statement of Guiding Principles for Design and Construction within the Moline Downtown Redevelopment Zone was provided as part of the agenda packet as to what will be allowed and what will not be allowed. Mr. Christ noted there are all kinds of tools to go through the process for various development and a lot of guidance within the Zoning Code. The Policy Statement lists three key principles:

high density development, pedestrian-oriented development, compatible design and integrated development. Mr. Christ also noted it is not ideal to tear down buildings, but rather to keep the building stock downtown and maintain lack of setbacks. Mr. Christ stated the draft Policy is a reference tool to help staff and the Plan Commission when reviewing future development projects. Commissioner Fitzsimmons inquired as to whether there are any signage concerns that should be included in the Policy. Mr. Christ stated a review of the Sign Code could take place. Commissioner Mack also suggested a map delineating the downtown area. Mr. Christ noted he would proceed under advisement from the Commission. Brief discussion took place among the Commissioners.

Alexandra Elias, Director for Renew Moline addressed the Commission and noted Mr. Christ provided a great overview of the I-74 study. Ms. Elias stated that the Lakota Group has identified several areas that need focus and will take time to look into each one.

Motion made by Commissioner Wetzel; seconded by Commissioner Wermuth, to approve the Policy Statement of Guiding Principles for Design and Construction within the Moline Downtown Redevelopment Zone as submitted. Motion carried unanimously.

c. 2001 Comprehensive Plan assessment (Jeff Anderson, City Planner)

Jeff Anderson stated that he has completed his review of the Comprehensive Plan that stemmed from an initial conversation that took place in January. Mr. Anderson stated a memorandum and handout with list of activities completed since 2001 was provided to the Commission for their review. Mr. Anderson noted he took a look at planning trends and compared them to the Comprehensive Plan and began to assess whether the Comprehensive Plan was similar to the trends, rendering the Plan essentially timeless, or dated. Mr. Anderson stated that after reviewing the Comprehensive Plan, chapter by chapter, he was of the opinion that the Comprehensive Plan be updated in its entirety.

Mr. Anderson noted that the Comprehensive Plan is created by community standard that begins with evaluating existing conditions and follows with a series of meetings and collection of data, noting that it would be difficult to update individual portions of the Plan. Mr. Anderson recommended that the Commission review the memorandum and communicate its suggestions to Council. Chairman Trevor stated that he believed the Commission needed to communicate to Council that there is a sense of urgency to complete the Comprehensive Plan update and suggested that the Commission request for an entire update with the process beginning soon because “it takes a lot of time.” The Commission inquired as to an estimated cost. Mr. Anderson stated he was of the belief the cost would be between \$350k-\$400k to complete and recommended hiring a consulting firm to do the leg work. General discussion took place among the Commissioners.

Motion made by Commissioner Wetzel; seconded by Commissioner Mack, to draft a memo to Council recommend updating the Comprehensive Plan in its entirety. Motion carried unanimously.

4. Other business

None.

5. Review upcoming meeting

Mr. Christ stated there is no business for the August 22, 2018 meeting and recommended canceling.

6. Public comment

None.

7. Adjourn

There being no further business, the meeting adjourned at 5:42 p.m.

Respectfully submitted,
Anamaria Vera, Administrative Secretary