

**MINUTES OF THE CITY OF PELLA  
PLANNING AND ZONING COMMISSION MEETING  
FEBRUARY 27, 2023**

**CALL TO ORDER BY THE CHAIRPERSON AND ROLL CALL**

Planning and Zoning Director Gerald Buydos called the Planning and Zoning Commission to order at 6:00 p.m. in the Public Safety Complex.

**Motion** by Visser, second by Vande Noord, that Cathy Haustein serve as temporary chair due to the absence of the chair and vice-chair. Motion carried 6-0.

Members present were: Sarah Buchheit, Julio Chiarella, Cathy Haustein, Tom Johnson, Marc Vande Noord, and Ann Visser; absent: Joe Canfield and Teri Vos. Staff present: Buydos, Zoning Analyst Jared Parker, Local Programming Coordinator Monte Goodyk, and the Deputy City Clerk. Five members of the public were present.

**APPROVAL OF TENTATIVE AGENDA**

**Motion** by Visser, second by Buchheit to approve the tentative agenda. Motion carried 6-0.

**APPROVAL OF MINUTES**

**Motion** by Johnson, second by Chiarella to approve the minutes of the January 23, 2023 meeting. Motion carried 6-0.

**NEW BUSINESS PROPOSED**

**Consider a Site Plan Application, Submitted by Vermeer Corporation, for the Plant 3 ½  
Renovation and Paving**

Vermeer Corporation submitted a site plan application to carry out the Plant 3 ½ renovation and provide parking. The location of the proposed 14,940-square-foot building is on the internal campus and will include approximately 10,500 square feet of paving near Plant 3 ½ and an approximately 3,300-square-foot parking area by the Training Center.

Chapter 165.36(F)(3) requires the proposed site plan to conform to the City's Comprehensive Plan. The Future Land Use Map of the Comprehensive Plan identifies this site for "General Industrial" land uses. Staff believes the proposal meets the community's goals listed in the Comprehensive Plan and complies with the Future Land Use Map. Staff believes the proposed site plan meets the requirements of the City's zoning code and is consistent with the City's Comprehensive Plan. Therefore, staff recommended the site plan be approved as submitted.

In response to a question from Chiarella, Zoning Analyst Jared Parker explained that the City of Pella Fire Chief reviewed the site plan and had no comments to provide.

**Motion** by Visser, second by Vande Noord to approve the site plan as submitted. Motion carried 6-0.

**Consider a Preliminary Plat Application, Submitted by Artisanal LLC, for the Triangle Properties Subdivision, Located at 2610 Washington St.**

Artisanal, LLC submitted a preliminary plat to create two parcels along Washington Street. The 2.5-acre site, located at 2610 Washington St., is currently developed and is zoned Community Commercial (CC). The applicant wishes to subdivide and create two separate parcels. One parcel has an existing structure on it and one parcel will be vacant.

Chapter 170.06.2 tasks the Planning and Zoning Commission to review the proposed preliminary plat for conformance with the City's Comprehensive Plan. The Comprehensive Plan's Future Land Use Map identifies this site as Commercial/Mixed Use. The existing use complies with this designation and the Comprehensive Plan.

The proposed preliminary plat satisfies pertinent City Code and is consistent with the Comprehensive Plan. Staff recommended approval of the preliminary plat as submitted.

**Motion** by Chiarella, second by Visser to approve the preliminary plat as submitted. Motion carried 6-0.

**OTHER BUSINESS / WORK SESSION**

**Next Meeting Date**

The next regular Planning and Zoning Commission meeting is scheduled for March 27, 2023.

Visser asked whether any of the vacancies on the Commission have been filled. Buydos reported that one applicant will be considered for appointment at the City Council meeting scheduled for March 7, 2023 to fill the seat vacated by Robin Pfalzgraf.

Adjourned at 6:15 p.m.