



**West Burlington**  
**Planning and Zoning Commission Meeting Minutes**  
**Wednesday, June 29, 2022**

The West Burlington Planning and Zoning Commission met on Wednesday, June 29, 2022, at 5:30 p.m. at West Burlington City Hall, 122 Broadway Street, West Burlington, Iowa, with Chairman Steve Swafford presiding.

**MEMBERS PRESENT:** Steve Swafford, Blake Ruther, Karen Dewey, Joe Rector, and Sandy Lee

**MEMBERS ABSENT:** Larisa Conner and Gary Deen

**ALSO PRESENT:** City Clerk Kelly Fry

**CALL TO ORDER**

**ROLL CALL**

**PERFECTING & APPROVAL OF AGENDA**

Moved by Rector, seconded by Ruther, to approve the agenda as presented. Motion carried by the following votes:

Ayes: Swafford, Ruther, Dewey, Rector, and Lee

**PERFECTING & APPROVAL OF MINUTES**

**Consider approval of minutes from the Planning and Zoning meeting on January 13, 2022.**

Moved by Ruther, seconded by Dewey, to approve the Minutes from the January 13, 2022 commission meeting as presented. Motion carried by the following votes:

Ayes: Swafford, Ruther, Dewey, Rector, and Lee

**NEW BUSINESS**

**Welcoming new Commission members**

The Commission welcomed Sandy Lee and Joe Rector to the Commission. Their terms will end on December 31, 2026.

**Consider the Final Plat for the 9th Addition to Wildlife Lakes Subdivision**

In January of 2020, a Preliminary Plat was approved for ten residential lots located in our two-mile subdivision review area. Five of the lots (Lots 29, 31, 32, 33, and 38) were final platted as the 8th Addition to Wildlife Lakes Subdivision in June of 2020. A final plat for the remaining five lots (Lots 30,34,35,36, and 37) has been presented in the proposed 9th Addition to Wildlife Lakes Subdivision.

The only improvement that needed to be completed to finalize the remaining lots was the addition of a concrete turnaround branching off from Wood Duck Cove Drive. The hammerhead turnaround shown on the Preliminary Plat for the 8th Addition to Wildlife Lakes Subdivision measures 60' long x 20' wide with a flare connecting the hammerhead to Wood Duck Cove Drive. At this time Mr. Bohlen has paved a 45' long x 20' wide strip without the flare. The ground is currently being farmed and if the entire 60' hammerhead was paved, it would extend into the field. Mr. Bohlen asked Council for a variance that

would allow the remaining 15' of concrete to be poured when the lots are sold and the field is no longer used for farming. In an email to City Clerk Fry, Mark Crooks, Burlington Fire Marshal, stated that he did not have an issue with Mr. Bohlen waiting to pour the remaining concrete until the lots were developed. When the lots are developed, Fire Marshal Crooks said he expects the hammerhead to be completed as indicated on the Preliminary Plat for the 8th Addition to Wildlife Lakes Subdivision.

Moved by Rector, seconded by Dewey, to recommend approval of the Final Plat for the 9th Addition to Wildlife Lakes Subdivision as presented with a variance to allow the remaining concrete for the hammerhead turnaround to be constructed as shown on the Preliminary Plat for the 8th Addition to Wildlife Lakes Subdivision, at the time the lots are sold and the ground is developed.

Motion carried by the following votes:

Ayes: Swafford, Ruther, Dewey, Rector, and Lee

#### **Update on Penn's Landing Subdivision and Celtic Crossing Subdivision**

At this time there has been no progress in moving forward with infrastructure improvements to complete the Final Plats for either subdivision.

#### **OLD BUSINESS**

#### **ADJOURN**

There being no further business, the meeting adjourned at 5:50 p.m.

Moved by Swafford, seconded by Ruther, to adjourn the meeting. Motion carried by the following votes:

Ayes: Swafford, Ruther, Dewey, Rector, and Lee

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Kelly D. Fry, City Clerk

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Steve Swafford, Chairman