

Malvern Planning and Zoning Commission  
Minutes of the August 2, 2017 Meeting  
Malvern City Hall  
9:30 a.m.

The August 2, 2017 meeting of the Malvern Planning and Zoning Commission was called to order by Chairman Vicki Drews at 9:35 a.m. at the Malvern City Hall Council Chambers. Roll call was answered by: Ardeth Henderson, Zack Jones, Josie Williams, and Tom Winchester. Jeff Williams was absent. Zoning Administrator Bob Blum, City Clerk Mary Poort, Mayor Michael Blackburn, Water Superintendent Howard Peterson, and Developer Jay Burdic were also present.

After his original motion to approve the agenda, Jones motioned to strike the original motion now to amend the agenda striking Item 8 since chairmanship was approved in the May 5<sup>th</sup> meeting and modifying Item 7(A) to read that Diane Clay's seat is the fifth seat in need of filling a vacancy, with qualifier to be a City Resident. Henderson seconded. All ayes; motion carried.

Henderson motioned to approve the minutes of May 5, 2017. Winchester seconded. All ayes; motion carried.

Discussion was held regarding two Commission seats up for reinstatement after 12/2017. Josie Williams volunteered for another five-year commitment pending City Council approval. Jones denied an opportunity for reinstatement after 12/17. Blum and Blackburn called attention to the City Ordinance verbiage, "Commission members shall be qualified by knowledge or experience to act in matters pertaining to the development of a City plan and shall not hold any elective office in the City government."

Discussion was held regarding Diane Clay's current vacancy ending 12/2018. Clay's and Jones' vacancies require qualifiers to be City Residents.

Jones motioned to nominate Winchester to serve as Vice Chairman. Josie Williams seconded. All ayes; motion carried.

Discussion was held regarding appointments by the Mills County Board of Supervisors due to recent moves outside the Malvern City Limits, as stated in Chapter 21.01—Planning and Zoning Commission, Malvern City Ordinances. City Clerk Poort will provide the Mills County auditor with the current addresses of Vicki Drews and Jeff Williams to spur the process.

Discussion was held on the 2017 Fairview Hills Golf Course Development Preliminary Plat of Boundary Information, Lot Layout, and Utility Plan. The following recommendations were made prior to approval:

- A. How are all areas of the golf course accessed? Moving from Outlot B to Outlot A needs to be addressed (passing on a city street with open containers). Also approval from the Fairview Hills Golf Course Board of Directors is a need.
- B. Eliminate Lot 31 to allow waterline extension and street access to Chariot Farms land for future development.
- C. Fire hydrants need to be noted on the plat.

- D. With removal of terraces, make a plan for minimal water run-off. Show ditches and natural waterways; minimize storm sewers as much as possible. How will removal of terraces be approved, and where will water go?
- E. Streets will need to be named with guidance from Mills County Board of Supervisors with 911 considerations.
- F. Concrete streets with curb depth and thickness needs to be indicated.
- G. Sidewalks throughout the subdivision and allowances for them need to be indicated.
- H. An abstractor's title together with an attorney's opinion in duplicate showing that the fee title to the subdivision is in the owner as shown on the plat and showing any encumbrances that may exist against said land.

Henderson motioned to approve the recommendations as stated for the Fairview Hill Preliminary Plat. Josie Williams seconded. All ayes; motion carried. City Clerk Poort will forward these recommendations to Developer Jay Burdic, Kate McGann, and Elvera Thomas.

Discussion was held with a presentation by Zack Jones regarding the Iowa Great Places Art Work in Public Places. A Main Street Improvements Plan Poster by JEO Consulting Group was viewed. Six trees by Woody Jones, local metal sculptor, were proposed for the Iowa Great Places Grant, sponsored by the Iowa Arts Council: 1) Chocolate Vine Steel Tree already installed at Club 321, with bench to be added; 2) 14-foot tall Heritage Park Steel Tree already anchored with concrete and rebar; 3) Stainless Steel leads on the installed Malvern Bank Tree; 4) proposed Kohll's Tree is to be a female figure; 5) proposed Pocket Park Tree is to 'morph into bikes'; 6) proposed tree by Hilltop Veterinary Hospital is to provide a focal point upon entrance to the downtown business district. The Pocket Park will host benches, tables, gazebo, a path of pea gravel, and a living fence, plus Mulholland's Grocery north wall – an extensive mural by Zack Jones, local artist, depicting the Wabash Trace Nature Trail and its lively features. The 2017 Malvern Downtown Project also includes refurbishing of light poles, sidewalks, benches, trash cans, and planters.

Winchester motioned to approve retroactively and ongoing designs and proposed and current locations per JEO Main Street Improvements Plan of 3/27/17. Josie Williams seconded. All ayes; motion carried.

Jones motioned to adjourn the meeting. There being no further business, the meeting was adjourned at 11:12 a.m.

Vicki Drews, Chairman

ATTEST:  
Mary Poort, City Clerk