



AGENDA
CITY OF CEDAR FALLS, IOWA
PLANNING AND ZONING COMMISSION MEETING
WEDNESDAY, MAY 22, 2024
5:30 PM AT CITY HALL, 220 CLAY STREET

Call to Order and Roll Call

Approval of Minutes

1. Planning and Zoning Commission Regular Meeting Minutes for May 8, 2024

Public Comments

Old Business - None

New Business

2. **MU District Master Plan Amendment – Western Homes (MP24-003)**
Petitioner: Western Home Communities
Previous discussion: none
Recommendation: *Approval*
P&Z Action: *hear public comments and make a recommendation to City Council*

Commission Updates

Adjournment

Reminders:

- * June 12 and June 26 - Planning & Zoning Commission Meetings
- * June 3 and June 17- City Council Meetings

**Cedar Falls Planning and Zoning Commission
Regular Meeting
May 8, 2024
Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on May 8, 2024 at 5:30 p.m. at City Hall. The following Commission members were present: Alberhasky, Grybovych, Hartley, Henderson, Johnson, Leeper, Moser, Sorensen and Stalnaker. Karen Howard, Planning and Community Services Manager; Thomas Weintraut, Planner III; and Michelle Pezley, Planner III, were also present.

- 1.) Chair Hartley noted the Minutes from the April 24, 2024 regular meeting are presented. Sorensen made a motion to approve the Minutes as presented. Alberhasky seconded the motion. The motion was approved unanimously with 9 ayes (Alberhasky, Grybovych, Hartley, Henderson, Johnson, Leeper, Moser, Sorensen and Stalnaker), and 0 nays.

- 2.) The first item of business was a minor subdivision plat for West Fork Crossing 1st Addition, Replat of Lots 25 and 26. Chair Hartley introduced the item and Stalnaker abstained from this item. Ms. Pezley provided background information, explaining that the owner would like to change the lot line between lots 25 and 26 of West Fork Crossing Addition, enlarging one lot and making the other smaller. She discussed the lot requirements for the R-1 zoning district and provided the statistics for each lot being considered to demonstrate that the lot requirements are met. She discussed the proposed changes to the lots, noting that the applicant is proposing to build a single-family house on the larger lot with a driveway over the existing 20' utility and drainage easement, which contains an underground storm sewer pipe. An additional drainage easement is proposed to handle the overland stormwater flow between the two lots. Staff recommends approval with any comments or direction specified by the Commission and conformance with all staff recommendations and technical requirements.

Nick Brewer was available to represent the owner for any questions.

Commission members had a few questions regarding any potential problems with the storm sewer under the driveway. Ms. Howard explained that the owner understands that if any maintenance is needed for the storm sewer, the owner will be responsible for replacing any portion of the driveway that is removed for said maintenance. The owner has acknowledged this in the owner's statement that will be recorded with the minor plat.

Bob Manning, Executive Director for Cedar Valley Homebuilder's Association, spoke in favor of the plat and expressed gratitude for the work being done to encourage development.

Moser made a motion to approve the item. Henderson seconded the motion. The motion was approved unanimously with 8 ayes (Alberhasky, Grybovych, Hartley, Henderson, Johnson, Leeper, Moser and Sorensen), 0 nays, and one abstention (Stalnaker).

- 3.) The next item for consideration by the Commission was a HWY-1 site plan for the Boulder Tap House Restaurant on Lot 3 of Pinnacle Prairie Commercial South, Phase V and Lot 2 of Phase VI. Chair Hartley introduced the item and Mr. Weintraut provided background information. He explained that the lot being considered straddles two subdivisions and noted that the subdivision for Lot 3 was divided into three lots earlier this year and it was approved at City Council. He explained that the development has met all requirements, such as a sidewalk connection to Viking Road to the entrance as well as landscaping points and street tree

requirements. He provided renderings of the building design and discussed the materials being used as well as scale and proportions in comparison with nearby buildings. Staff recommends approval subject to any comments or direction specified by the Commission and conformance to all recommendations and requirements.

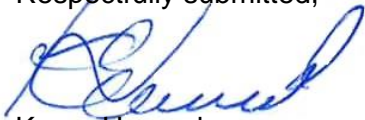
Stalnaker asked about lighting requirements and Ms. Howard explained that while there are no specific lighting standards in the code, that applicants often provide a photometric plan to show that there will be minimal spillover light onto other properties because if lighting becomes a nuisance in the future, the City will enforce it through the nuisance ordinance. Sorensen asked about stormwater retention and Mr. Weintraut explained that stormwater will drain to a regional detention basin located east of the property. No on-site detention is required.

Sorensen made a motion to approve the item. Alberhasky seconded the motion. The motion was approved unanimously with 9 ayes (Alberhasky, Grybovych, Hartley, Henderson, Johnson, Leeper, Moser, Sorensen and Stalnaker), and 0 nays.

- 4.) As there were no further comments, Sorensen made a motion to adjourn. Alberhasky seconded the motion. The motion was approved unanimously with 9 ayes (Alberhasky, Grybovych, Hartley, Henderson, Johnson, Leeper, Moser, Sorensen and Stalnaker), and 0 nays.

The meeting adjourned at 5:47 p.m.

Respectfully submitted,



Karen Howard
Community Services Manager



Joanne Goodrich
Administrative Assistant



DEPARTMENT OF COMMUNITY DEVELOPMENT

City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
Phone: 319-273-8600
Fax: 319-273-8610
www.cedarfalls.com

MEMORANDUM

Planning & Community Services Division

TO: Planning & Zoning Commission
FROM: Thom Weintraut, AICP, Planning III
DATE: May 22, 2024
SUBJECT: MU District Master Plan Amendment: Western Home Communities (MP24-003)

REQUEST: To amend the Western Homes Communities portion of the MU District Master Plan for Pinnacle Prairie
PETITIONER: Western Home Communities
LOCATION: The west and east sides of Caraway Lane between Shooting Star Way and Savory Lane.

PROPOSAL

Western Homes Communities is requesting to amend the 2022 Pinnacle Prairie Master Plan to reflect the following:

- Three two-unit dwellings (villas) on a lot that was previously designated for the multi-unit “Restorative Cottage” buildings.” The proposed units are the same style as the other villas that have been constructed in several previous additions and the ones approved in 2022 that are currently under construction along Wild Rye Way.
- An expanded parking lot north of Jorgensen Plaza instead of an additional multi-unit building.
- Update to the plan to reflect the two–unit dwellings that were constructed on Lots 1 – 18 of the Ninth Addition Final Plat. The subdivision was approved in 2019; however, the Master Plan was not updated to reflect that development when the subdivision was approved.
- An expanded private park area located northeast of Jorgensen Plaza as shown on the Western Home Communities Seventh Addition Final Plat. Staff notes that the private park is about 1.5 acres instead of the 0.8 acres indicated on the plan.

BACKGROUND

The subject properties are zoned MU Mixed Use Residential District which allows a wide range of residential uses as well as “neighborhood commercial” uses according to an approved master plan.

In 2004, a Master Plan for Pinnacle Prairie was approved for approximately 620 acres. The subject property is in an area originally designated as a commercial core with a mixture of uses, including residential on upper floors. See image on right.

In 2015 the Master Plan was amended to show this area as Western Home Communities which showed an area as lots that would later provide the core for the two-unit dwellings called “villas” that have become popular with the community. See image below.



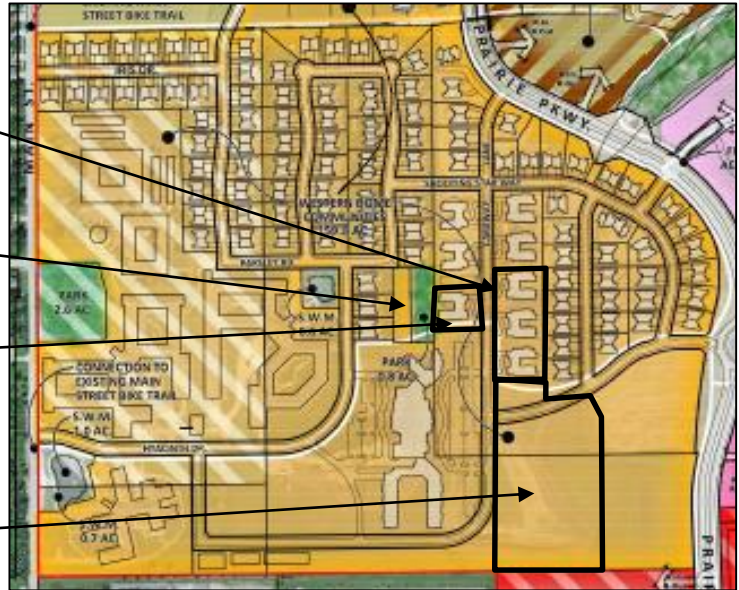
In 2022, the Master Plan area for Western Home Communities was again amended to allow a portion of the Pinnacle Prairie Business Center North along Wild Rye Way to be used for Western Homes villas. At that time, the Master Plan showed eight (8) “Restorative Cottages” and the locations of additional villas along the west side of Prairie Parkway; however, the Plan did not reflect Western Home Communities Ninth Addition, or the footprints of the villas that were constructed with the approval of the subdivision. See image below.

Restorative Cottages

Park

Parking Lot Expansion

Villas – Constructed in 2019

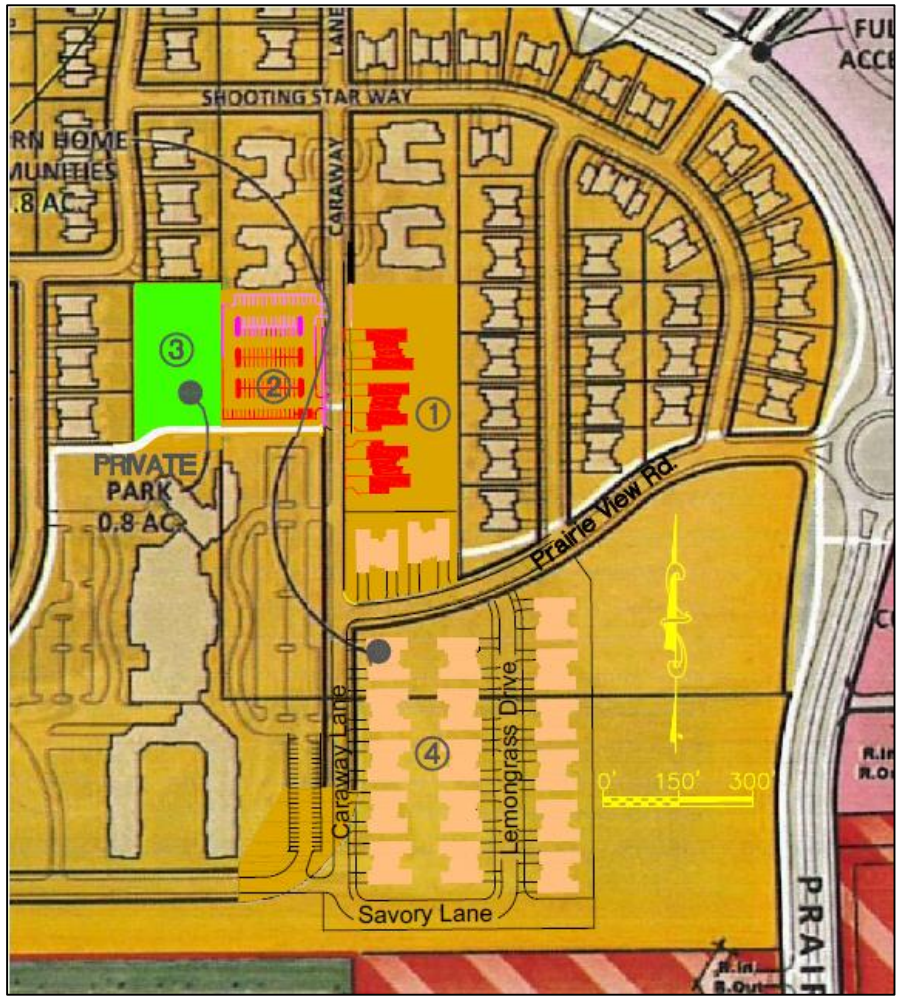


ANALYSIS

The Western Home Communities section of the Master Plan has evolved over the past 25 years. The Master Plan shows an area along the west side of S. Main Street where Western Home Communities had started the construction of their campus before the master plan was developed. When the Pinnacle Prairie Master Plan was created in 2004, it contained an area shown for Western Home Communities. This area was expanded again with the 2015 and 2022 updates.

This amendment involves a change in housing type (See number 1 in image below) and a request to add additional parking to support the commercial area and park space near Jorgensen Plaza (number 2 below). The demand for the housing types has evolved and there is a greater demand for the two-unit villas, as seen with the Ninth Addition and Tenth Additions, and less demand for the larger multi-unit “Restorative Cottage” housing.

The other two amendments reflect the private park area that is intended to serve the Western Home Communities (see 3 below) and the existing development pattern established by the Ninth Addition Subdivision (see 4 below).



Amendment to the Pinnacle Prairie Master Plan

In a larger MU District, such as Pinnacle Prairie, which encompasses more than 600 acres, it is expected that the build out would take years, with portions of the master planned area to be sold to other developers, such as Western Home Communities, who would prepare detailed site plans for their portion of the development. In this instance, Western Home has been developing this area for over 20 years and the market interest has been evolving. Again, as noted, the two-unit villas have become more popular in the past ten years and this requested change will essentially complete the buildout of this area.

Western Home Communities is proposing to use the same layout and design for the proposed villas that has been used for the villas in the 9th and 10th Additions.

The proposal shows the addition of three (3) two-unit dwellings adjacent to an area with the same style of housing, so the buildings will be consistent with the residential areas. As with their other residential areas, Western Home Communities plan to retain ownership of the land. The dwellings will have driveway access to Caraway Lane, which has already been constructed. The building site will include sidewalks along Caraway Lane and will have access to the Western Home Trail across the street to provide options for walking and biking for area residents.

The proposed amendment to expand the parking area located adjacent to the commercial area and the park will help to further support the businesses in that area and serve residents and visitors.

The other two amendments will update the Master Plan to reflect the housing that has been constructed in Western Home Communities Ninth Addition and address the intent of the park being a private amenity to the Western Home Communities.

The applicant has provided renderings of the proposed dwellings (see below). There are two models proposed, a plan with an extended garage below and a plan with a three-car garage. These are the same designs used in other areas of the development. A photo of an existing home is shown on the next page.





TECHNICAL COMMENTS

The acreage of the private park area shown on the master plan should be amended to state “1.5 acres” instead of 0.8 acres.

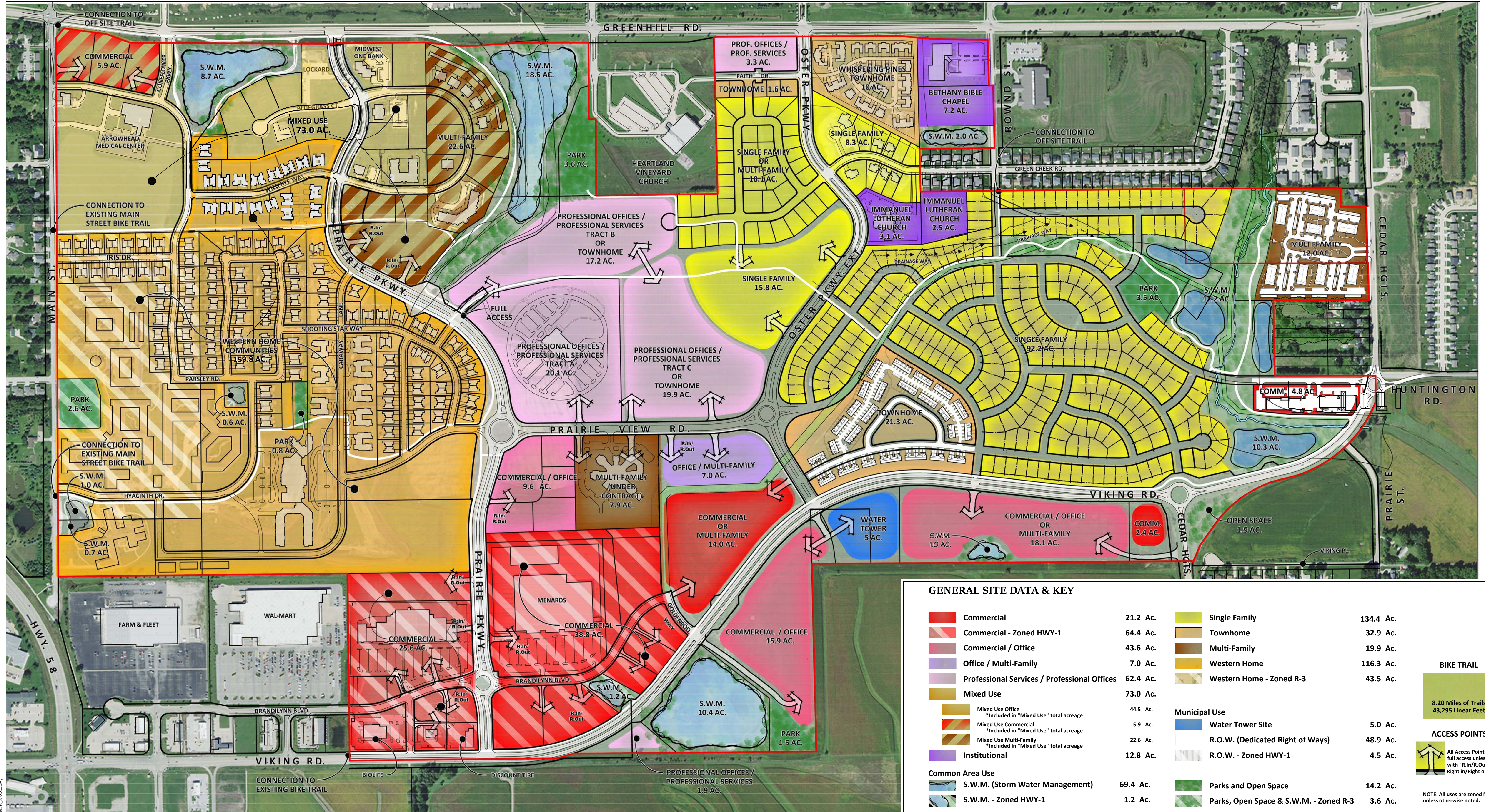
STAFF RECOMMENDATION

Staff recommends approval of MP24-003, an amended MU District Master Plan for the Western Homes Communities portion of Pinnacle Prairie, as described in this staff report.

PLANNING & ZONING COMMISSION

Introduction
5/22/2024
Discussion
& Vote

Attachments: 2022 Pinnacle Prairie Master Plan
Proposed Master Plan Amendment for “Western Home Communities”
Close-up of Amendment area
Applicant’s letter requesting amendment to the Master Plan



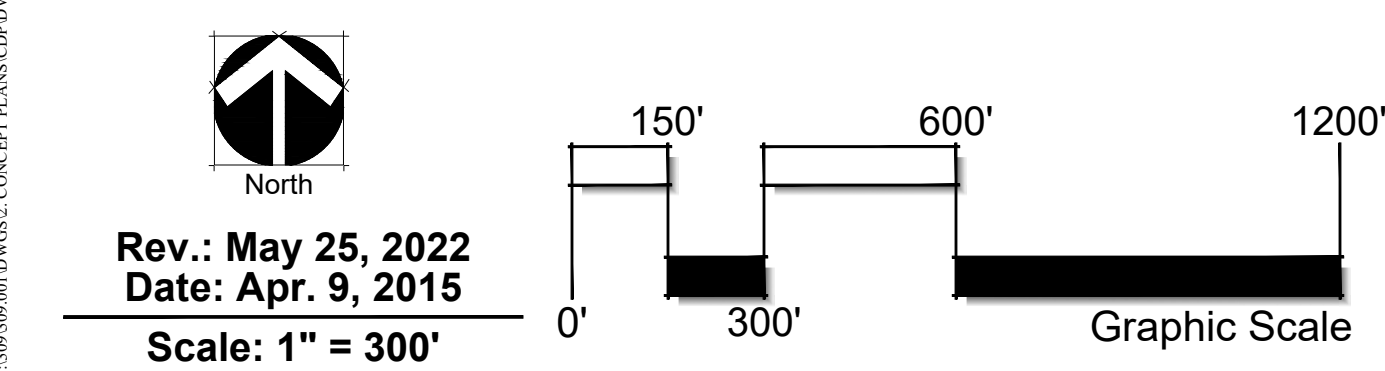
GENERAL SITE DATA & KEY

	Commercial	21.2 Ac.		Single Family	134.4 Ac.
	Commercial - Zoned HWY-1	64.4 Ac.		Townhome	32.9 Ac.
	Commercial / Office	43.6 Ac.		Multi-Family	19.9 Ac.
	Office / Multi-Family	7.0 Ac.		Western Home	116.3 Ac.
	Professional Services / Professional Offices	62.4 Ac.		Western Home - Zoned R-3	43.5 Ac.
	Mixed Use	73.0 Ac.		BIKE TRAIL	
	Mixed Use Office *Included in "Mixed Use" total acreage	44.5 Ac.		Water Tower Site	5.0 Ac.
	Mixed Use Commercial *Included in "Mixed Use" total acreage	5.9 Ac.		R.O.W. (Dedicated Right of Ways)	48.9 Ac.
	Mixed Use Multi-Family *Included in "Mixed Use" total acreage	22.6 Ac.		R.O.W. - Zoned HWY-1	4.5 Ac.
	Institutional	12.8 Ac.		Parks and Open Space	14.2 Ac.
	Common Area Use			Parks, Open Space & S.W.M. - Zoned R-3	3.6 Ac.
	S.W.M. (Storm Water Management)	69.4 Ac.			
	S.W.M. - Zoned HWY-1	1.2 Ac.			

8.20 Miles of Trails
43,295 Linear Feet

ACCESS POINTS
All Access Points are full access unless noted with "R.In/R.Out" for Right In/Right Out.

NOTE: All uses are zoned MU unless otherwise noted.

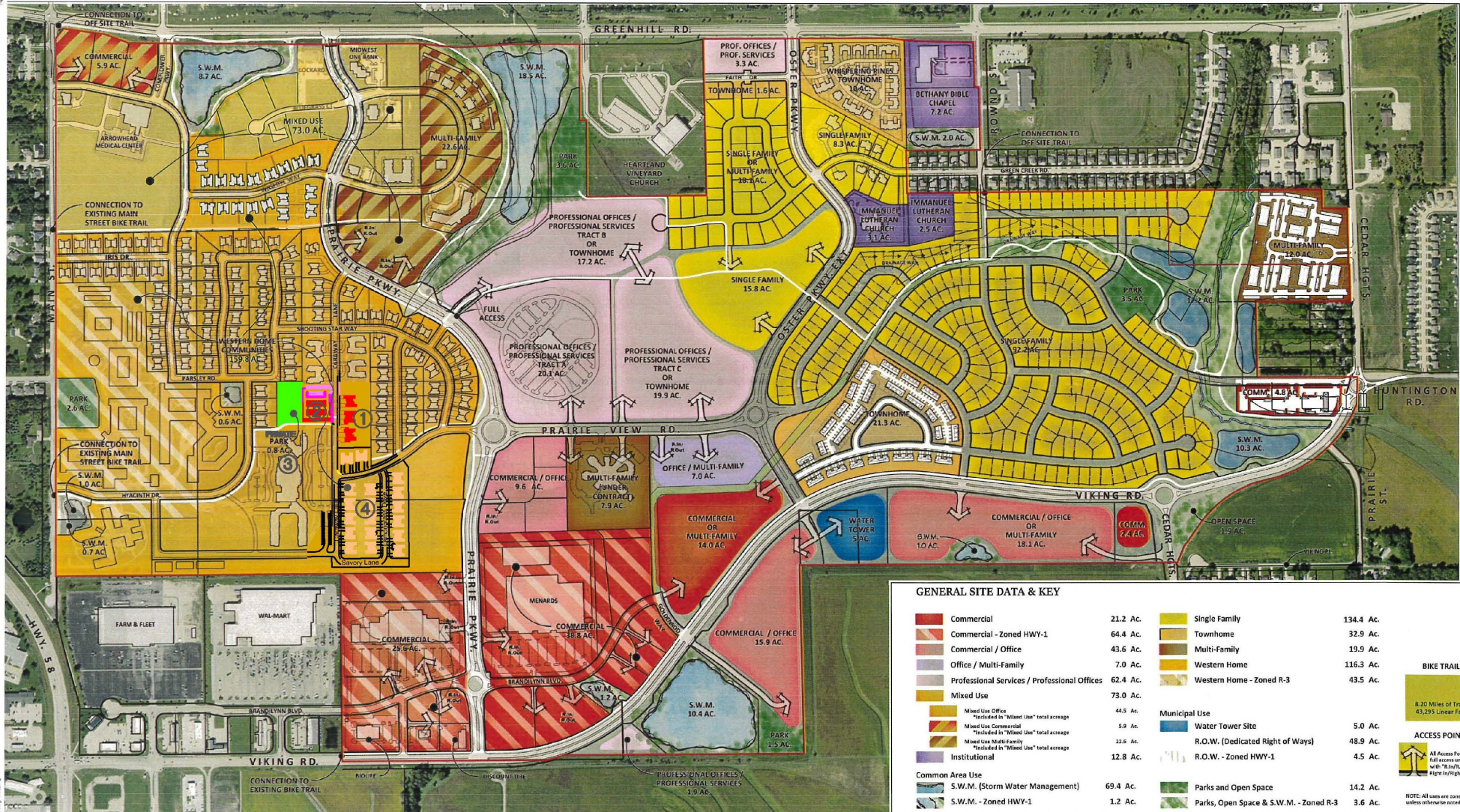


UPDATED MASTER PLAN

Prepared For:
Oster Partners

Prepared By:

Schoppe Design Associates, Inc.
LAND PLANNING & LANDSCAPE ARCHITECTURE
126 S. Main Street
Oswego, IL 60543
p: 630 551-3355
f: 630 551-3639
schoppesign.net

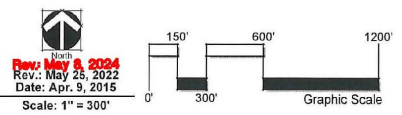

GENERAL SITE PLAN & KEY

	Commercial	21.2 AC.		Single Family	134.4 AC.
	Commercial - Zoned HWY-1	64.4 AC.		Townhome	32.9 AC.
	Commercial / Office	43.6 AC.		Multi-Family	19.9 AC.
	Office / Multi-Family	7.0 AC.		Western Home	116.3 AC.
	Professional Services / Professional Offices	62.4 AC.		Western Home - Zoned R-3	43.5 AC.
	Mixed Use	73.0 AC.		Municipal Use	
	Mixed Use Office	44.5 AC.		Water Tower Site	5.0 AC.
	Mixed Use Commercial	5.9 AC.		R.O.W. (Dedicated Right of Ways)	48.9 AC.
	Mixed Use Multi-Family	22.8 AC.		R.O.W. - Zoned HWY-1	4.5 AC.
	Institutional	12.8 AC.		Parks and Open Space	14.2 AC.
	Common Area Use			Parks, Open Space & S.W.M. - Zoned R-3	3.6 AC.
	S.W.M. (Storm Water Management)	69.4 AC.			
	S.W.M. - Zoned HWY-1	1.2 AC.			

BIKE TRAIL
8.20 Miles of Trails
0.3, 29.5 Linear Feet

ACCESS POINTS
All Access Points are Full Access unless noted with "R/W/Out" for Right-of-Way/Out

NOTE: All uses are listed M/U unless otherwise noted.



UPDATED MASTER PLAN

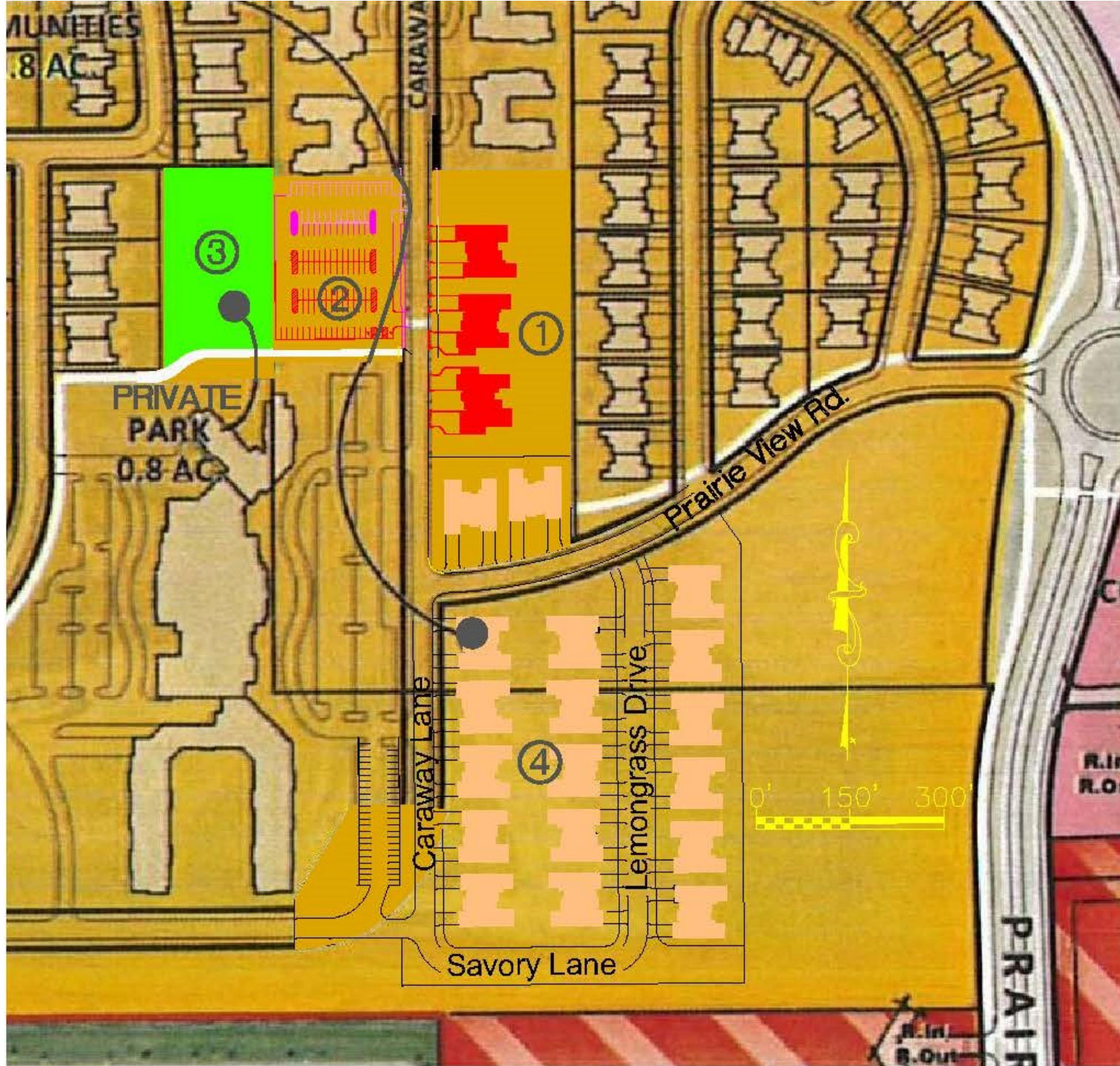
 Prepared For:
Oster Partners

 Prepared By:

Schoppe Design Associates, Inc.
 LAND PLANNING & LANDSCAPE ARCHITECTURE
 126 S. Main Street
 Osceola, IL 60543
 P: 630.551-3355
 F: 630.551-3639
 schoppe@design.net

This May 8, 2024 Revision prepared by Wayne Claassen Engineering and Surveying, Inc., Waterloo, Iowa, for the property owner, Western Home Independent Living Services, Inc., includes the following proposed changes to the previously approved, May 25, 2022 Pinnacle Prairie Updated Master Plan, Inc. :

- ① REMOVE 2 PLANNED FUTURE RESTORATIVE SUITES COTTAGES AND REPLACE WITH 3 DUPLEX VILLAS
- ② INCREASE PARKING LOT BY APPROXIMATELY 60 STALLS
- ③ CHANGE LABEL OF THIS FROM PARK TO PRIVATE PARK
- ④ THIS AREA WAS DEVELOPED AS WESTERN HOME COMMUNITIES 9th ADDITION IN 2019-2020, PRIOR TO THE PREVIOUS REVISION OF MAY 25, 2022, AND SHOULD HAVE BEEN INCLUDED IN THAT REVISION.



This May 8, 2024 Revision prepared by Wayne Claassen Engineering and Surveying, Inc., Waterloo, Iowa, for the property owner, Western Home Independent Living Services, Inc., includes the following proposed changes to the previously approved, May 25, 2022 Pinnacle Prairie Updated Master Plan, Inc. :

SHEET
2/2

The proposed changes to the Master Plan include the following:

1. Remove 2 of the previously proposed “Restorative Cottages” on the East side of Caraway and replace these with 3 new duplex Villas. The proposed Villas are the same size and construction as Villas presently being constructed on Wild Rye. We are attaching a PDF of the proposed Western Home Communities Condominiums Plat No. 3, which shows the proposed layout of these 3 new Villas. Market changes resulting in a lesser need for the “Restorative Cottages” and a greater need for the single family duplexes are driving this change.
2. Expand the existing parking lot between Deery Suites and the Restorative Cottage to the north. A need for additional parking is driving this change.
3. Change the label of the existing park immediately north of Deery Suites to “Private Park”. This is and always has been a private park exclusively for Western Home Communities (WHC) residents and not a public park. This change is being made for clarity and is not a change in usage.
4. Add the public streets and Villas to the area south of Prairie View Road and east of Caraway. This subdivision (Western Home Communities 9th) was constructed in 2019-2020 and the Villas were constructed shortly thereafter. It was erroneously omitted from the May 25, 2022 Updated Master Plan. This change is being made for clarity, as the subdivision was approved by the City and constructed prior to the May 25, 2022 Update and should have been included in the previous update.

Thanks.

Bill
William J. Claassen, P.E., President
Wayne Claassen Engineering and Surveying, Inc.
2705 University Avenue
PO Box 898
Waterloo, Iowa 50704
319-235-6294