

**Cedar Falls Planning and Zoning Commission
Regular Meeting
October 11, 2023
Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on October 11, 2023 at 5:30 p.m. at City Hall. The following Commission members were present: Alberhasky, Crisman, Grybovych, Hartley, Larson, Leeper, Lynch, and Stalnaker. Moser was absent. Karen Howard, Planning & Community Services Manager, Michelle Pezley, Planner III, and Chris Sevy, Planner I were also present.

- 1.) Chair Lynch noted the Minutes from the September 13, 2023 regular meeting are presented. Mr. Hartley made a motion to approve the Minutes as presented. Ms. Crisman seconded the motion. The motion was approved unanimously with 8 ayes (Alberhasky, Crisman, Grybovych, Hartley, Larson, Leeper, Lynch, and Stalnaker), and 0 nays.

- 2.) The first item of business was a College Hill Neighborhood Design Review for 2121 Walnut Street. Chair Lynch introduced the item and Mr. Sevy provided background information. He explained that the petitioner is proposing to build a new porch and add new siding. It is proposed to remove the upper floor sleeping porch and replace it with two windows of vinyl construction and construct a new front porch, with design consistent with the design of the home. The footprint of the new porch will be similar to what is currently there. It will be covered by a roof held up by porch posts and a new stoop added to access the front face of the porch rather than the side. A new walk will be paved from the porch stoop to the public sidewalk. Mr. Sevy reviewed the materials proposed for the project. Staff recommends approval of the design review application.

Mr. Larson made a motion to approve the item. Ms. Crisman seconded the motion. The motion was approved unanimously with 8 ayes (Alberhasky, Crisman, Grybovych, Hartley, Larson, Leeper, Lynch, and Stalnaker), and 0 nays.

- 3.) The next item for consideration by the Commission was a HWY-1 Commercial Site Plan for 703 Brandilynn Boulevard. Ms. Lynch introduced the item and Ms. Pezley provided background information. She explained that the application has come to the Commission in the past and the developer has changed the proposal since 2021 to remove the drive through at the rear and the building size and front facade has been modified slightly. Ms. Pezley discussed the proposal noting that all zoning requirements are met for the project. She spoke about the building materials and colors and noted that they meet the design standards in the district. Staff recommends approval of the proposal.

Mr. Leeper made a motion to approve the item. Ms. Crisman seconded the motion. The motion was approved unanimously with 8 ayes (Alberhasky, Crisman, Grybovych, Hartley, Larson, Leeper, Lynch, and Stalnaker), and 0 nays.

- 4.) As an update for the Commission, Ms. Howard noted that the Upper Midwest Regional American Planning Association Conference is being held in Cedar Falls and Planning staff are involved in many aspects of the conference and are excited to showcase the best of Cedar Falls for planners from around Iowa and other Midwest states.

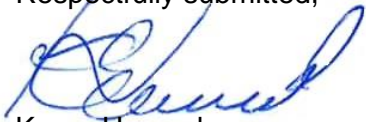
Mr. Larson requested a meeting or discussion at a future meeting regarding the role of what the Commission does as a body and as individual commissioners regarding stating reasons

for their decisions/votes, especially when their recommendation is disapproval. Ms. Howard noted that is generally good practice for Commissioners to state why they are voting the way they are to give the applicant feedback and for the public. However, what the Commission is legally required to do is dependent on the type of case and whether it is legislative or quasi-judicial. She stated that she would request the City Attorney to provide some guidance either in writing or by attending a future meeting and to answer any questions.

- 5.) As there were no further comments, Ms. Crisman made a motion to adjourn. Mr. Hartley seconded the motion. The motion was approved unanimously with 8 ayes (Alberhasky, Crisman, Grybovych, Hartley, Larson, Leeper, Lynch, and Stalnaker), and 0 nays.

The meeting adjourned at 5:45 p.m.

Respectfully submitted,



Karen Howard
Community Services Manager



Joanne Goodrich
Administrative Assistant