



AGENDA
CITY OF CEDAR FALLS, IOWA
PLANNING AND ZONING COMMISSION
WEDNESDAY, SEPTEMBER 12, 2018
5:30 PM AT CITY HALL - COUNCIL CHAMBERS

1. **Call to Order and Roll Call**
2. **Approval of Minutes**
3. **Public Comments**
4. **Public Hearing**

A. Rezoning – A-1, Agricultural to R-1, Residential at the north end of Lakeshore Drive

Location: 20.8 acre property at the north end of Lakeshore Drive
Applicant: Larry Hill, owner; Wingert Development, CGA, Inc. Engineer
Previous Discussion: August 22, 2018
Staff Recommendation: Recommend Approval
P&Z Action Needed: Recommend Approval and Forward to City Council

5. **Old Business**
6. **New Business**

A. Park Ridge Estates Preliminary Plat

Location: 20.8 acre property at the north end of Lakeshore Drive
Applicant: Larry Hill, owner; Wingert Development, CGA, Inc. Engineer
Previous Discussion: None
Staff Recommendation: Introduction and Discussion
P&Z Action Needed: Provide direction, comments and continue the discussion at the September 26, 2018 P&Z meeting

B. Downtown Design Review – 308 Franklin Street

Location: 308 Franklin Street
Applicant: Thomas and Dorinda Pounds
Previous Discussion: None.
Staff Recommendation: Approval.
P&Z Action Needed: Recommend approval and forward to City Council.

C. Downtown Design Review – 419 Washington Street

Location: 419 Washington Street
Applicant: Cottonwood Canyon
Previous Discussion: None.
Staff Recommendation: Approval.
P&Z Action Needed: Recommend approval and forward to City Council.

D. Downtown Design Review – 408 – 412 Main Street

Location: 408 – 412 Main Street
Applicant: Jessica and Jeff Marsh
Previous Discussion: None.
Staff Recommendation: Approval.
P&Z Action Needed: Recommend approval and forward to City Council.

7. Commission Updates

A. Future community visioning process and zoning code update for Downtown Cedar Falls

8. Adjournment

Reminders:

- September 26th and October 10th Planning & Zoning Commission Meeting
- September 17th and October 1st City Council Meeting

**Cedar Falls Planning and Zoning Commission
Regular Meeting
August 22, 2018
City Hall Council Chambers
220 Clay Street, Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on Wednesday, August 22, 2018 at 5:30 p.m. in the City Hall Council Chambers, 220 Clay Street, Cedar Falls, Iowa. The following Commission members were present: Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Oberle, and Saul. Wingert was absent. Karen Howard, Community Services Manager and David Sturch, Planner III were also present.

- 1.) Chair Oberle noted the Minutes from the July 25, 2018 regular meeting are presented. Mr. Holst made a motion to approve the Minutes as presented. Ms. Adkins seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Oberle, and Saul), and 0 nays.

- 2.) The first item of business was public hearing regarding a request to rezone property at the north end of Lakeshore Drive from A-1, Agricultural to R-1, Residential. Chair Oberle introduced the item stating that the Notice of Public Hearing was published in the Courier on August 15, 2018. Mr. Leeper made a motion to file and receive the notice and Hartley seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Oberle, and Saul), and 0 nays. Chair Oberle declared the public hearing open and Mr. Sturch provided background information. He explained that the item is an introduction to a rezoning request for a 20 acre parcel at the north end of Lakeshore Drive from A-1, Agricultural to R-1, Residential. He discussed the elements that are considered for this kind of request. The proposed rezoning should be consistent with the future land use map and public utilities should be available to the site. Staff has worked closely with the engineer to ensure all utilities are available for extension to the property. Other considerations include the 9 acres of floodplain which include significant tree stands, a stream corridor, and steep slopes. As no lots can be placed in the floodplain, the homes will not be allowed in those areas. Additional review for storm water detention, wetlands, etc. is needed. This item is being brought to the Commission for discussion only at this time. He also stated that notices were sent to neighbors in the surrounding area.

Tamie Stahl, 1009 Lakeshore Drive, stated concerns regarding potential stormwater issues. All rainwater runs toward Lakeshore Drive. She also noted issues with the deterioration to the dam and street and poor erosion control. She feels the City should take the concerns seriously.

Michelle Buchan, 1226 Lakeview Drive, stated concerns that flooding will be worse due to runoff, as well as issues with erosion of the creek.

Mr. Holst asked about the storm sewer and where it will outlet. Mr. Sturch stated that stormwater will be detained on site in a basin which would be set up to collect run-off north of the dam and outlet into the ravine on the north and east side of the property. More detailed information will be available on the stormwater management when the preliminary plat is reviewed.

Adam Daters, project engineer (Clapsaddle Garber), stated that stormwater management is taken into account and some calculations for management have been presented to staff. A

Item 2.

portion of the site does drain to the south and within the existing watershed. The intent is to capture as much of that as they can and divert it to multiple detention areas, discharging it downstream of the existing structure.

James Hancock, 821 Lakeshore Drive, stated that the neighbors have been working to alleviate the problem with all the sediment that has come into the lake. They have gotten excavation and dredging bids to clean the area that range from \$350,000 to \$788,000. They are pursuing potential grant money to help with the cost or to find out if a wetland area would be available to help with sediment control before water reaches the lake. They have also worked with a consulting agency, as well as added aeration to help with the weeds and algae.

Mr. Leeper asked if staff has done an extensive review of the storm sewer. Mr. Sturch explained that they have been focusing on the sanitary sewer, but can look further into the storm sewer as well and those details will be discussed with review of the preliminary plat. Mr. Holst stated that he used to live in that neighborhood and he feels it is appropriate to rezone it R-1 as it would allow the property to develop with lower density residential uses. He would just like to ensure that whatever is done doesn't impact the existing issues.

Ms. Stahl came forward to reiterate that the area is all uphill and no drains can capture the water when it comes at a rapid pace and it is all flowing into the dam.

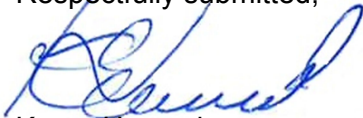
Chair Oberle reiterated that the issue at hand is the rezoning portion of the project. Once the rezoning is decided, the details of developing the property will be discussed down the road. She noted that the comments are appreciated and they will be more appropriately addressed when the subdivision plat is brought to the Commission.

The public hearing will be continued at the next Planning and Zoning meeting on September 12.

- 3.) As there were no further comments, Ms. Saul made a motion to adjourn. Adkins seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Oberle, and Saul), and 0 nays.

The meeting adjourned at 5:50 p.m.

Respectfully submitted,



Karen Howard
Community Services Manager



Joanne Goodrich
Administrative Clerk



DEPARTMENT OF COMMUNITY DEVELOPMENT

City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
Phone: 319-273-8600
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MEMORANDUM

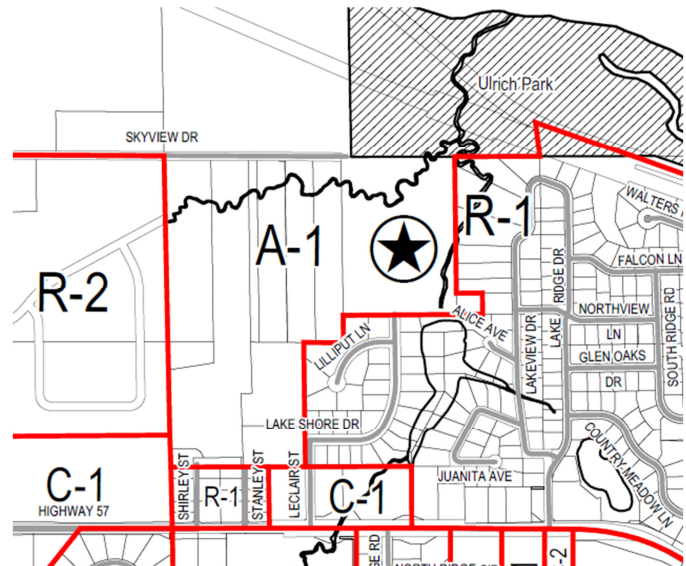
Planning & Community Services Division

TO: Planning & Zoning Commission
FROM: David Sturch, Planner III
DATE: September 6, 2018
SUBJECT: Rezoning Request – Park Ridge Estates

REQUEST: Rezone property from A-1, Agricultural to R-1, Single Family Residential
PETITIONER: Larry Hill, Owner; Wingert Development, CGA, Inc., Engineer
LOCATION: 20.8 acre parcel at the north end of Lakeshore Drive

PROPOSAL

The applicants have submitted a request to rezone 20.8 acres of land off the north end of Lakeshore Drive from A-1, Agricultural to R-1, Residential as shown on the location map. The rezoning will allow development of single family homes similar to the adjacent subdivisions of the Lakewood Estates, Lakewood Hills and the Ridges 7th developments.



BACKGROUND

This property has been zoned as agricultural since adoption of the Zoning Ordinance in 1970. The land is surrounded by R-1, Single Unit Residential zoning on the south and east sides. The current owner is interested in selling this land for future development. There is a current buyer with an offer to purchase the land with the condition to rezone the land for future residential development. The rezoning of this property must be carefully considered by evaluating the characteristics of the land and surrounding properties. This staff report will outline a number of these elements in order to have a firm understanding of the future use of this property.

Item 4.A.

ANALYSIS

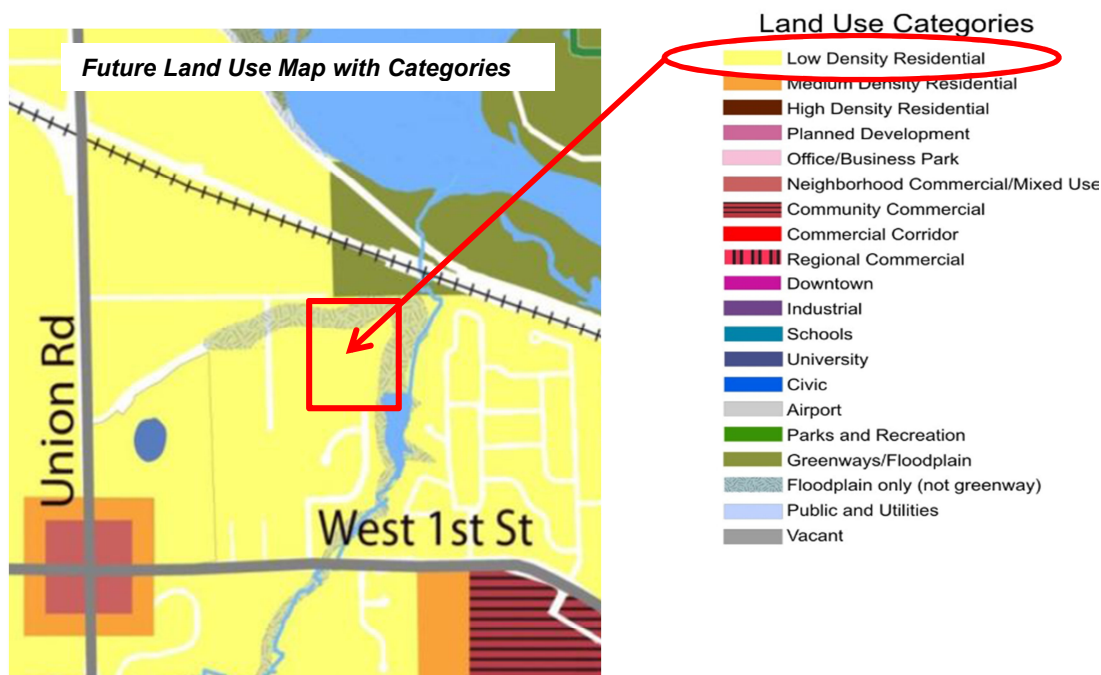
The purpose of the A-1, agricultural zoning district is to act as a “holding zone” for future development when municipal services (sanitary sewer, water, roads) are accessible to the site. When these services are available, the development of the land is threefold, beginning with the rezoning of the land, platting and construction.

As previously mentioned, this 20-acre property is surrounded by residential development on the west, south and east. The west side includes A-1, agricultural large lot residential homes with access onto Skyview Drive and Union Road. The south and east are residential subdivisions in the R-1, residential zoning district. The north side of the property is city owned Ulrich Park. Additional features of the property include steep slopes on the east and north which is part of the floodplain district. There are approximately 9 acres of land located in the aforementioned floodplain district. This leaves approximately 12 acres for development that is out of the floodplain and steep slopes area. The zoning ordinance allows the platting of land in the floodplain as long as the building area and no more than 25% of the lot area is in the floodplain. This basically allows the back yard area to be situated in the floodplain and in this case the ravine along the east and north side of the property.

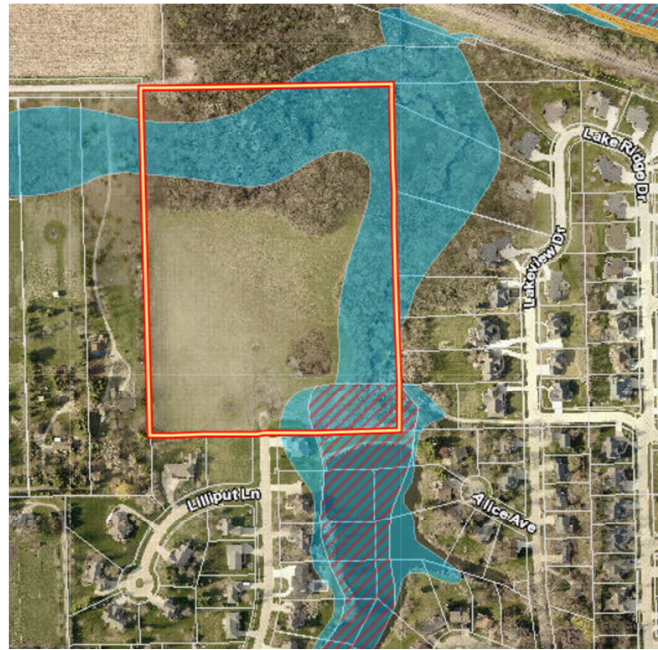
Zoning considerations normally involve evaluation of three main criteria:

- 1) Is the rezoning request consistent with the Future Land Use Map and the Comprehensive Plan?

The Future Land Use Map identifies this and the surrounding properties as Low Density Residential and Greenways/Floodplain. Low density residential emphasizes single family detached development. Typical densities range from 1 to 4 units per acre. These developments, as well as any development in the city will be provided with full municipal services. Residential growth centers are identified along W. 1st Street and Union Road. In order to develop the land to the west of this proposed site, the necessary infrastructure (i.e. sanitary sewer) will need to be extended through the north end of this site from the east end of Skyview Drive. From this point, the sanitary sewer will follow the ravine along the south side of Skyview Drive to service the area along Union Road. The intended use of the developable area of the property is less than 1 unit per acre.



The next land use category is floodplain. This property includes steep slopes, drainage ways and wooded areas on the east and north edge of the property which is part of the floodplain district. There are approximately 9 acres of land located in the aforementioned floodplain district. This leaves approximately 12 acres for development that is out of the floodplain and steep slopes area. These environmentally sensitive areas must be maintained to avoid flooding, erosion and other adverse impacts to this and the surrounding properties, which is a principle goal of the Comprehensive Plan.



These environmentally sensitive areas will be reviewed as part of the platting process. The developer submitted an environmental report and grading plan for stormwater control with the preliminary plat. As the plats are developed and the lots are identified, the floodplain area along the north and east edge of the property must be preserved in open space. The zoning ordinance allows the platting of land in the floodplain as long as the building area and no more than 25% of the lot area is in the floodplain. This basically allows the back yard area to be situated in the floodplain and in this case the ravine along the east and north side of the property. The intent in this case is to create “outlots” in the floodplain to be sold to the owner of the adjoining lot. The developer’s plan to leave this sensitive area in its current natural state and avoid the existing wooded areas next to the slope and in the ravine.

2) Is the property readily accessible to sanitary sewer service?

Yes, sanitary sewer is readily available to the site. This sewer is located off the north end of Lakeshore Drive approximately 200 feet into the petitioner’s property. This sewer line is located in the Lakeshore Drive right of way. At this point, a sewer manhole changes the route of the sewer line by heading east to the lift station near the southeast corner of the property. Sanitary sewer will extend from the aforementioned manhole in the Lakeshore Drive right of way to the end of the street to service the proposed lots in the subdivision. Typically, the sanitary sewer must be extended to the limits of the plat, per City’s subdivision ordinance in order to accommodate the future growth in the northwest portion of Cedar Falls. The petitioner’s engineer provided a preliminary sanitary sewer study to identify a future location of the sewer extension to the limits of the property (plat). It was determined that due to the steep slopes, floodplain and soil conditions, a sanitary sewer is not feasible through the north end of the Lakeshore Drive extension or along the easterly property line. The proposed development of this property will utilize the existing lift station at the southeast corner of the property.

The intent for future sanitary sewer is to extend the existing sewer line along the Cedar River to a new lift station in Ulrich Park, which is located adjacent to the north side of the property. A future sewer line will extend through the north edge of the petitioner’s property for sewer service to the northwest portion of Cedar Falls.

Item 4.A.

3) Does the property have adequate roadway access?

The property currently has access off the north end of Lakeshore Drive. The International Fire Code allows up to 30 dwelling units in a residential development on a single access road or public street. Since the west half of Lakewood Hills and the Lakewood Estates subdivision includes 30 residential dwellings, a secondary access to this site is needed. Multiple access roads are needed to ensure that if one road is blocked, the other road will provide access to the site. This secondary access could be provided with a street that continues through this property and connecting into the east end of Skyview Drive. This would require a structure or bridge to cross the floodplain and ravine along the north end of the property. An exception to this rule is that the single access road may be provided for more than 30 residential dwellings, these dwellings must be equipped with an approved automatic sprinkler system in accordance with the International Fire Code.

Lastly, there is an earthen dam located adjacent to the southeast corner of the property for the Lakewood Hill pond. Future development near this dam must be restricted in order to maintain access and the integrity of the structure.

As part of the technical review of this proposal, Cedar Falls Utilities personnel, have no concerns with the proposed rezoning request. All utility services are located in the adjacent residential subdivisions and will be extended into this property as part of the platting process.

The rezoning of this property would allow for the continued development of residential lots. A notice was mailed to the adjoining property owners on September 6, 2018 regarding this rezoning request.

STAFF RECOMMENDATION

The Community Development Department recommends approval of the request to rezone this property from A-1 Agricultural District to R-1 Residential subject to the following conditions:

1. Conformance with all City staff recommendations.
2. Gather any comments from the Planning and Zoning Commission and public.

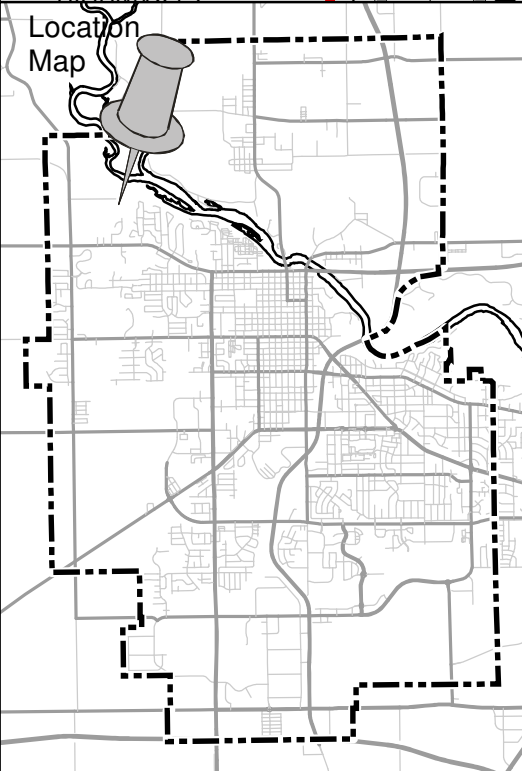
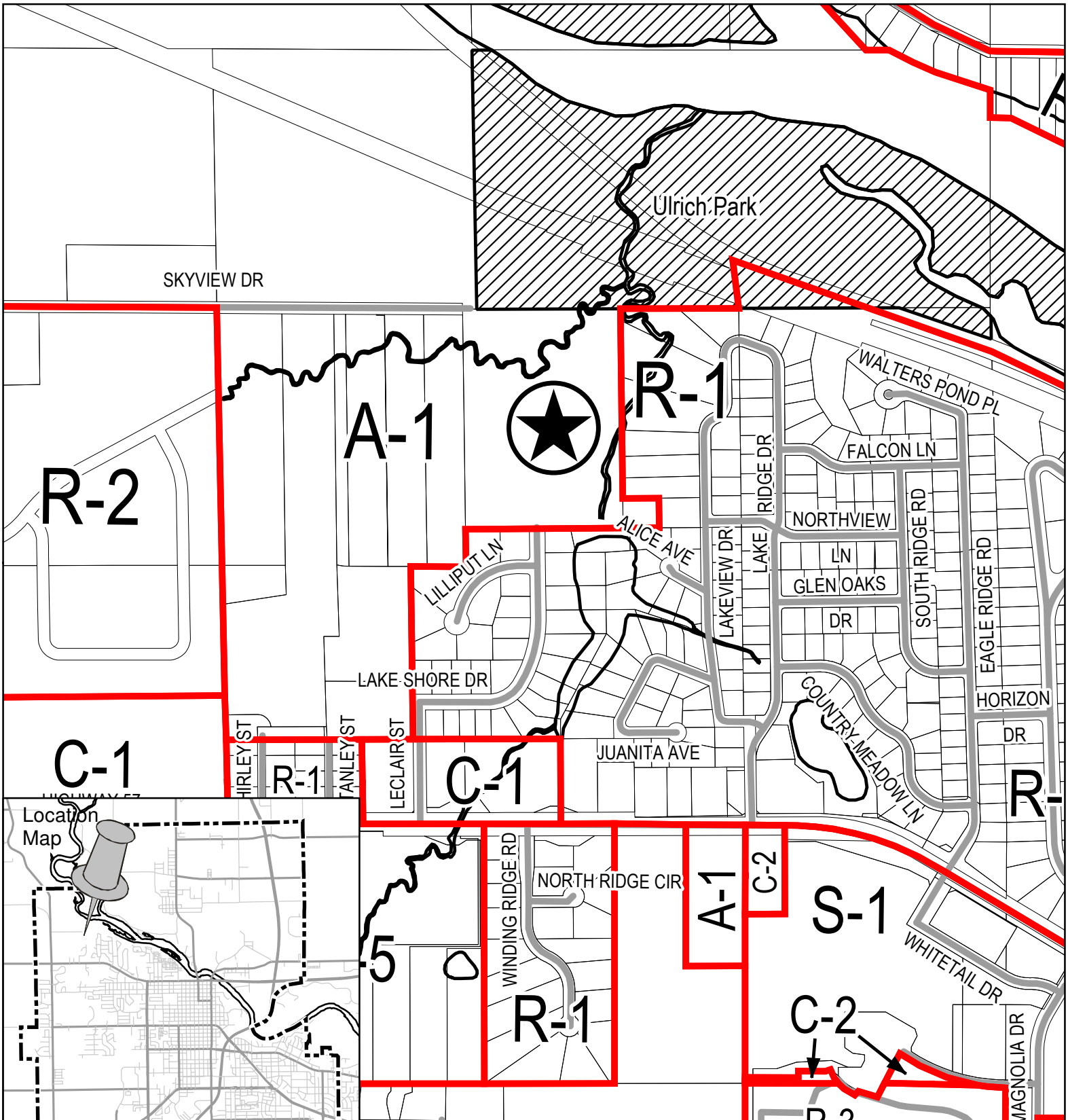
PLANNING & ZONING COMMISSION

Introduction and Public Hearing 8/22/2018 Mrs. Oberle introduced this item and Mr. Sturch provided background information. He explained that the item is an introduction to a rezoning request for a 20 acre parcel at the north end of Lakeshore Drive from A-1, Agricultural to R-1, Residential. He discussed the elements that are considered for this kind of request including future land use, public utilities, street access and existing environmental features including floodplain, tree stands, tree slopes, wetlands and drainage.

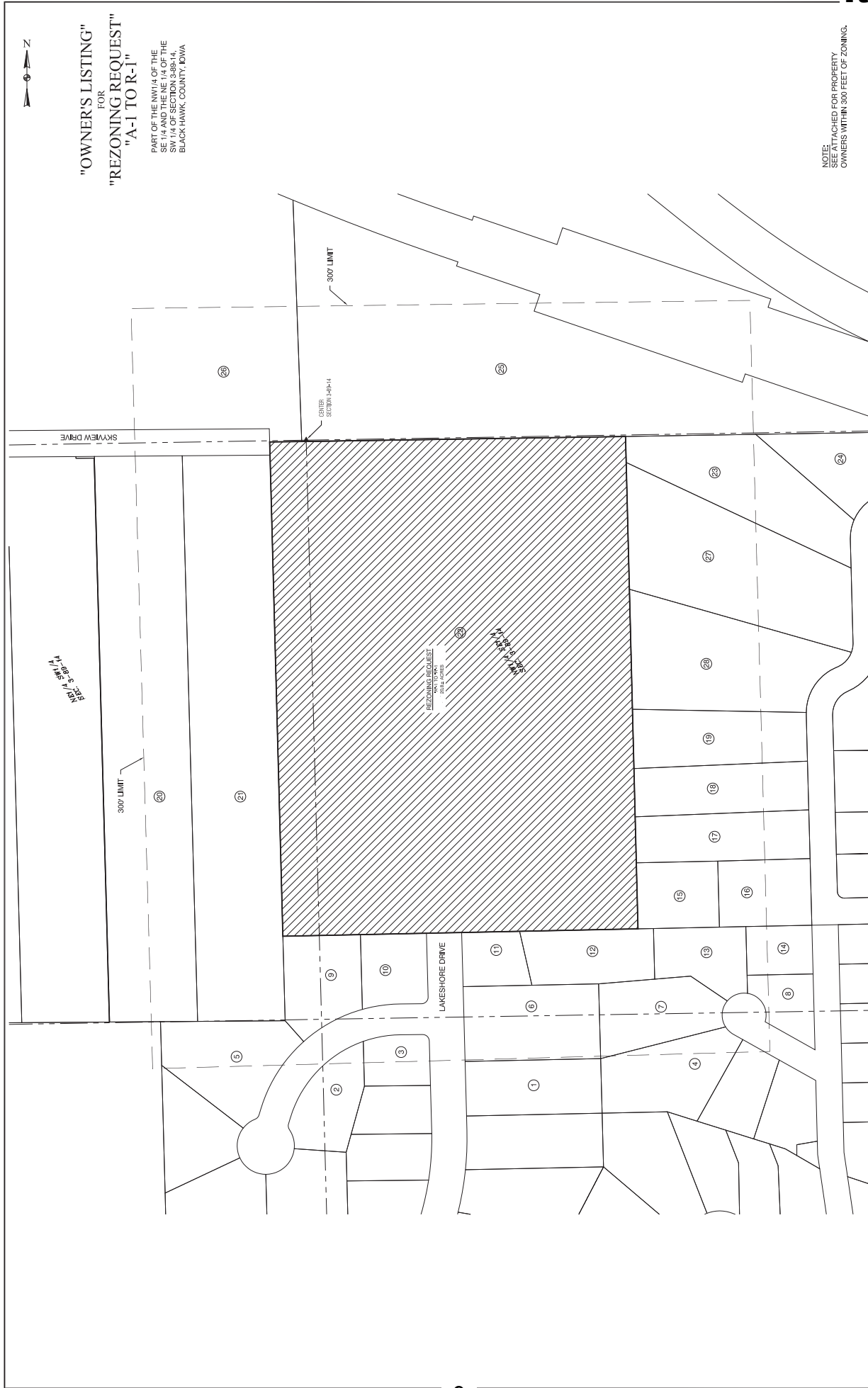
There were several nearby residents in the audience concerned about stormwater issues, flooding, erosion and the siltation of the existing lake. The Commission had questions regarding the sanitary and storm sewer. The project engineer from Clapsaddle Garber summarized the stormwater management.

Chair Oberle reiterated that the issue at hand is the rezoning portion of the project. There were no other comments and the public hearing and discussion will continue at the next Planning and Zoning Commission meeting on September 12, 2018.

Public Hearing
9/12/18



Rezoning Request A-1, Agricultural to R-1, Residential



"OWNER'S LISTING"
FOR
"REZONING REQUEST"
"A-1 TO R-1"

PART OF THE NW 1/4 OF THE
SE 1/4 AND THE NE 1/4 OF THE
SW 1/4 OF SECTION 3-98-14,
BLACK HAWK COUNTY, IOWA

NOTE:
SEE ATTACHED FOR PROPERTY
OWNERS WITHIN 300 FEET OF ZONING.

17.89' x 141.89' x 141.89' x 141.89'

REZONING REQUEST
DALLAS, TEXAS

17.89' x 141.89' x 141.89' x 141.89'

GRAPHIC SCALE 0 100' 200' 300'		PROJECT NO. 20814A	
DATE: _____		SHEET NO. 1	
DESIGNED BY: _____	DATE: 05/20/08	REZONING EXHIBIT	
DRAWN BY: _____	DATE: 05/20/08	WINGERT DEVELOPMENT	
CHECKED BY: _____	DATE: 05/20/08	CEDAR FALLS, IOWA	
APPROVED BY: _____	DATE: 05/20/08	CGA	
Wingert-Gruber Associates, Inc. 1000 West 10th Street, Suite 200 Cedar Falls, Iowa 52608 Phone: 319-258-8971 www.wingertgruber.com			



DEPARTMENT OF COMMUNITY DEVELOPMENT

City of Cedar Falls
220 Clay Street
Cedar Falls, Iowa 50613
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MEMORANDUM

Planning & Community Services Division

TO: Planning & Zoning Commission
FROM: David Sturch, Planner III
Jon Resler, City Engineer
DATE: September 6, 2018
SUBJECT: Park Ridge Estates Preliminary Plat

REQUEST: Request to approve the Park Ridge Estates Preliminary Plat

PETITIONER: Larry Hill, Owner; Wingert Development, CGA, Inc., Engineer

LOCATION: 20.8 acre parcel at the north end of Lakeshore Drive

PROPOSAL

It is proposed to create 6 residential lots on 20.8 acres of land. This subdivision includes the extension of Lake Shore Drive approximately 500 feet north of its current terminus. Lake Shore Drive will be dedicated as a public street.

BACKGROUND

This property has been zoned as agricultural since adoption of the Zoning Ordinance in 1970. The land is surrounded by R-1, Single Unit Residential zoning on the south and east sides. The current owner is interested in selling this land for future development. There is a current buyer with an offer to purchase the land contingent on the rezoning of the property to R-1, so it can be developed for residential uses. The application for rezoning is currently under review by the Planning and Zoning Commission. The preliminary plat is the next step in the development process. This staff report will summarize the proposed preliminary plat for this 20.8 acre parcel.

ZONING

The Planning and Zoning Commission is currently considering the application for rezoning from A-1 to R-1. It is the intent of the developer to zone this property to R-1 for six (6) single unit residential dwellings. The frontage and yard requirement for the R-1 district provides a minimum lot area of 9,000 ft² with a minimum lot width of 75 feet. Minimum required building setbacks are 30 feet for front and side yards abutting a street, 30-foot rear yard setback and side yard building setbacks of not less than 10% of the lot width.

Item 6.A.

ANALYSIS

It is proposed to create six residential lots and six outlots on the 20.8 acre property. All lot areas and lot widths satisfy the R-1 district standards of 9,000 square feet and 75 feet, respectively. The following is a summary of the areas and widths for each lot.

Lot #	Lot Width (ft.)	Lot Area (sq.ft.)
1	159	32,428
2	164	34,675
3	80	104,552
4	90	86,908
5	115	65,392
6	391	92,117
Outlot A	391	39,141
Outlot B	180	73,909
Outlot C	159	32,771
Outlot D	164	30,612
Outlot E	401	156,103
Outlot F	401	120,595

The plat shows a 30-foot front yard setback. The rear yard setbacks will be 30 feet and the side yard setback will equal 10% of the lot width. These building setbacks conform to the R-1, residential zoning district standards.

The lots are intended to be developed with single unit detached dwellings. The outlots (with the exception of Outlot A) identified on the plat encompasses the sensitive land features including the floodplain district, wetlands, steep slopes and tree stands. Outlot A will be sold to the owner of Lot 14 in Lakewood Estates. The developer intends to convey the remaining outlots to the adjacent lots in the proposed subdivision. The future use of these remaining outlots must be clearly defined as part of this platting process. Staff recommends that a riparian easement be established over the outlots that encroach in the aforementioned sensitive areas. This is a perpetual easement for preservation purposes. The riparian easement will clearly define this area as a no disturbance buffer, the owner(s) will not be permitted to make any temporary or permanent change in the character of the aforementioned sensitive features, no grading/fill, no structures or any other encroachment will not be permitted.

The Park Ridge Estates plat includes a cul-de-sac extension of Lakeshore Drive. The middle of the cul-de-sac is approximately 600 feet from the north curb line of Lilliput Lane. This will be a 31-foot wide street in a 60-foot public right of way. The cul-de-sac must have a 45-foot radius for 90 feet of pavement which is large enough for city vehicles and fire trucks to make the turnaround. The cul-de-sac has 80-feet of pavement that must be changed to 90 feet to satisfy the City's SUDAS design requirements. All lots will have access onto Lakeshore Drive.

The International Fire Code allows up to 30 dwelling units in a residential development on a single access road or public street. Since the west half of Lakewood Hills and the Lakewood Estates subdivision includes 30 residential dwellings, a secondary access to this site is needed. Due to the rugged topography of the site providing a second means of access would be difficult and costly and would involve disturbance of sensitive environmental areas. However, there is an exception to this rule. More than 30 residential dwellings may be approved with only a single

means of access, if these dwellings are equipped with an approved automatic sprinkler system in accordance with the International Fire Code. The proposed homes in this subdivision will be constructed with a residential sprinkler system approved by the City of Cedar Falls Building Department. Given the limited number of dwellings proposed, the difficulty of providing a second means of access and the addition of sprinkler systems, staff finds that making an exception to the rule is acceptable.

The Deed of Dedication in association with the plat submittal is straightforward. The Deed language is fairly limited and it outlines the requirements for the developer and restricts the development of each lot in accordance with the R-1 residential standards found in the Zoning Ordinance. The development of this subdivision is limited to single unit dwellings. There is a provision in the Deed of Dedication for the installation of a 4-foot wide public sidewalk across the entire frontage of any lot at the time when a new house is under construction.

TECHNICAL COMMENTS

City technical staff, including Cedar Falls Utilities (CFU) personnel, noted that the water, gas and communication services are available to the site at the north end of Lakeshore Drive. The developer is responsible for the construction of a properly sized water system from the 12" water main on north end of Lakeshore Drive to and throughout the proposed addition. Included in the installation are valves and water service stubs for the new lots. The preliminary plat shows two fire hydrants along Lakeshore Drive. The developer will be responsible for extending the utility services to the proposed development. The easements identified on the plat satisfy CFU requirements.

A storm water detention plan has been reviewed and approved. Approximately 1/3 of the southwest portion of the plat will drain into the storm sewer intakes in Lakeshore Drive. From here, the storm water will be carried in an existing pipe to the east end of Outlot B and empty into the ravine along the east side of the plat. This ravine meanders in a northeasterly direction and eventually connects into the Cedar River. The rest of the lots in the subdivision will drain to the east and north into detention basins located on Outlots B and C and Lots 3 and 4. These basins will be designed to detain the 100 year storm flow and have a controlled release into the ravine along the east and north side of the subdivision. These storm water basins will provide a better way to collect and release the storm water than the existing uncontrolled flow. Therefore, the entire site will have a net discharge rate in compliance with the Cedar Falls stormwater detention requirements. Drainage easements are provided along the north and west edge of the site to channel the water into the proposed detention basin. The subdivision must be designed so that it is clear who is responsible for long term maintenance of the stormwater facilities. Staff is concerned with the current proposal that extends the two basins across the private lot lines, which will make it difficult to define responsibility for maintenance of these facilities over time. When there is confusion or misunderstanding about such matters, it often falls to the City to address the issue. To prevent such a situation, each stormwater basin should be placed within a separate outlot or tract, and the responsibility for maintenance set forth in the legal papers. Typically such maintenance is assigned to a homeowner's association so costs are shared between all the owners within the subdivision, rather than just a few. Staff recommends modification of the proposed plat to address this issue. A legal description of these stormwater basins should be identified on the plat. Staff notes that some lot lines may need to be adjusted slightly to ensure that lot width standards are still met for the two lots at the end of the cul-de-sac.

The sanitary sewer will be extended to the north end of Lakeshore Drive to service each lot. Typically, the sanitary sewer must be extended to the limits of the plat, per the City's subdivision

Item 6.A.

ordinance in order to accommodate the future growth in the northwest portion of Cedar Falls. The petitioner's engineer provided a preliminary sanitary sewer study to identify a future location of the sewer extension to the limits of the plat. It was determined that due to the steep slopes, floodplain and soil conditions, a sanitary sewer is not feasible through the north end of the Lakeshore Drive extension or along the easterly property line. Therefore, the proposed development of this property will utilize the existing lift station at the southeast corner of the property. The plan is to extend a future sanitary sewer to a new lift station in Ulrich Park, north of the proposed subdivision. This sewer line will continue through the north edge of this plat to service future growth in western Cedar Falls at some point in the future. A sanitary sewer easement will be established along the north side of the plat to allow for the future extension of the sanitary sewer.

The City's Subdivision Ordinance outlines the requirements pertaining to Subdivision Plats. A Preliminary Subdivision Plat represents a "conceptual development plan" which the City must review and evaluate to insure compliance with all City regulations. Issues related to zoning regulations, utility easement provision, street locations and alignments and other factors are all subject to review and approval by City staff and the Planning and Zoning Commission and the City Council. Following Preliminary Plat approval by the City Council, the developer is free to begin installing the necessary public improvements (i.e. streets, sewers, waterlines, etc.) as indicated on the plat.

A Final Subdivision Plat formalizes the Preliminary Plat and authorizes the developer to begin selling lots and to begin building on the newly created lots. Normally a Final Subdivision Plat cannot be approved until all of the required public improvements have been installed and completed to the satisfaction of the City Engineer. A Final Plat can be "expedited" prior to full completion and acceptance of public improvements provided that the developer posts a cash bond or escrow agreement with the City Engineering Division which serves as a financial guarantee that all the improvements will be installed in a timely fashion.

The lots are located outside of the designated 100-year floodplain. Outlots B, C, D, E and F encompass the 100-year floodplain. Notice has been sent to the adjacent property owners on September 6, 2018.

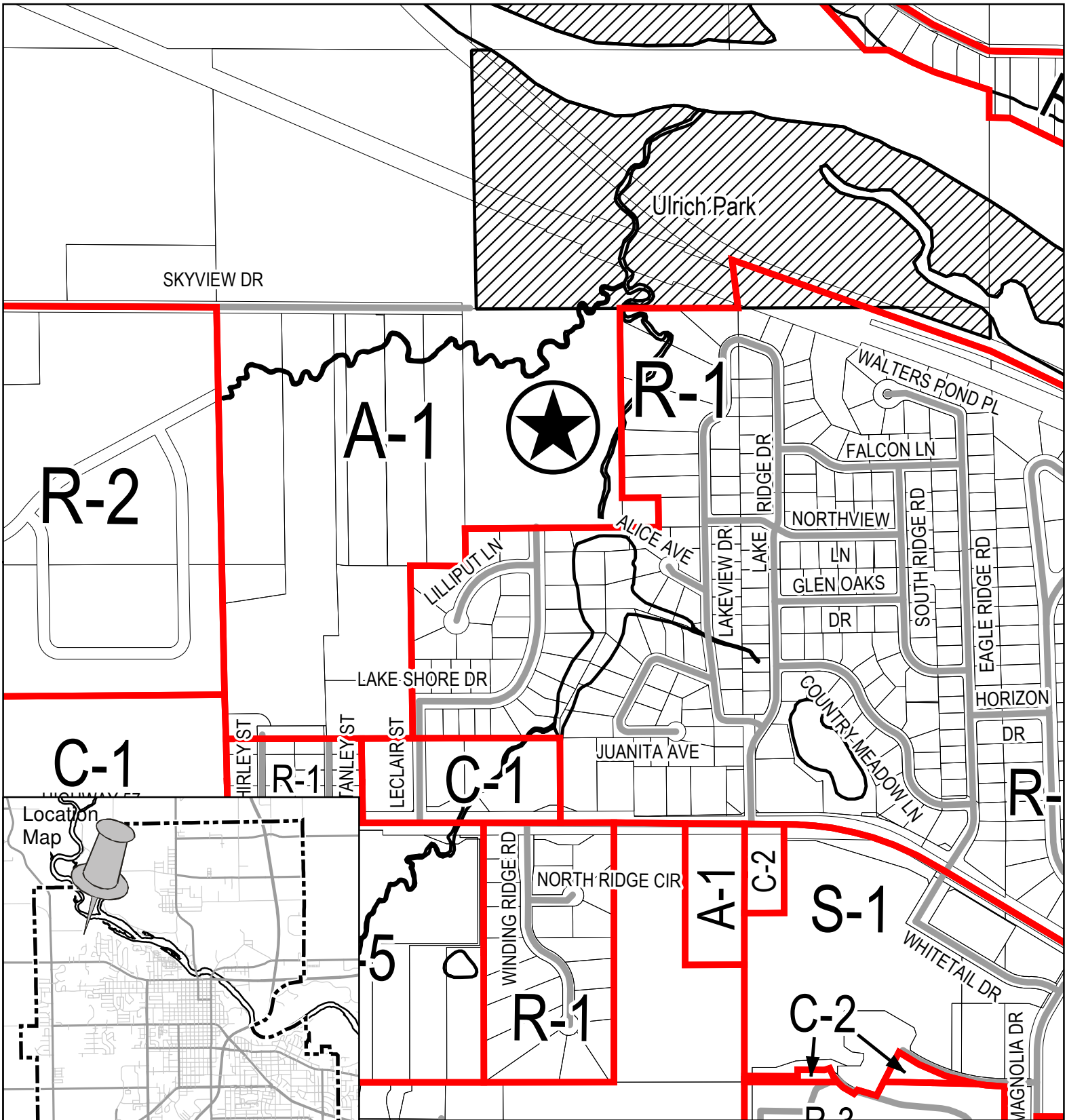
STAFF RECOMMENDATION

Gather any comments from the Planning and Zoning Commission and public then continue the discussion at the next Planning and Zoning Commission meeting on September 26, 2018 with the following conditions:

1. The cul-de-sac must have a 45-foot wide radius for 90 feet of pavement.
2. Place the stormwater detention basins in a separate outlot or tract with legal descriptions.
3. Each lot must comply with the lot width standards for the R-1 zoning district.
4. Provide a riparian easement for the future use of Outlots B, C, D, E and F.
5. Conform to all city staff recommendations and technical requirements.
6. Provide a revised owner's Deed of Dedication.

PLANNING & ZONING COMMISSION

Introduction
9/12/2018



CEDAR



FALLS-15-

Iowa

Park Ridge Estates Preliminary Plat

PRELIMINARY PLAT PARK RIDGE ESTATES SUBDIVISION CEDAR FALLS, IOWA

LEGEND

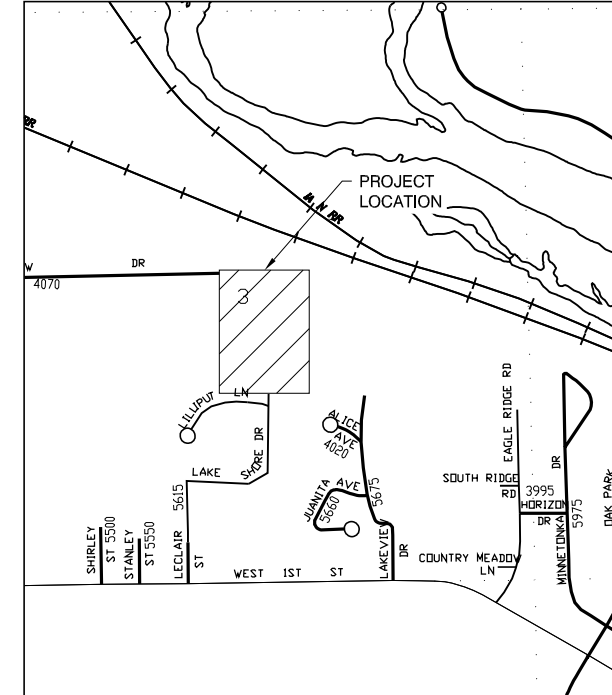
EXISTING	PROPOSED	
		EVERGREEN TREE
		DECIDUOUS TREE
		SHRUBS (BUSHES)
		TREE LINE
		SIGN (TYPE AS NOTED)
		FENCE
		SILT FENCE
		CONTOUR LINE
		WATERLINE
		WATER VALVE
		FIRE HYDRANT
		SANITARY SEWER LINE
		STORM SEWER LINE
		MANHOLE
		CLEANOUT
		INTAKE
		BEEHIVE INTAKE
		GAS LINE
		GAS VALVE
		OVERHEAD ELECTRICAL LINE
		BURIED ELECTRICAL LINE
		POWER POLE
		STREET LIGHT
		ELECTRICAL BOX/TRANSFORMER
		TELEPHONE LINE
		TELEPHONE PEDESTAL

LEGAL DESCRIPTION

THAT PART OF THE NORTHWEST QUARTER (NW 1/4), OF THE SOUTHEAST QUARTER (SE 1/4) OF SECTION THREE (3), TOWNSHIP EIGHTY-NINE NORTH (T89N), RANGE FOURTEEN WEST (R14W) OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF CEDAR FALLS, BLACK HAWK, COUNTY, IOWA, LYING NORTH OF LAKEWOOD HILLS, EXCEPT THE EAST SIX HUNDRED FIVE (605) FEET THEREOF.

ALSO

THAT PART OF THE NORTHEAST QUARTER (NE 1/4), OF THE SOUTHWEST QUARTER (SW 1/4) OF SECTION THREE (3), TOWNSHIP EIGHTY-NINE NORTH (T89N), RANGE FOURTEEN WEST (R14W) OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF CEDAR FALLS, BLACK HAWK, COUNTY, IOWA, LYING NORTH OF LAKEWOOD HILLS, EXCEPT THE WEST ONE THOUSAND TWO HUNDRED FORTY-EIGHT (1,248) FEET THEREOF.



VICINITY MAP
NOT TO SCALE

OUTLOT USES:

- OUTLOT A: TO BE USED FOR EXPANSION OF A YARD IN ADJOINING LAKEWOOD ESTATES, TO BE CONVEYED TO THE OWNER OF ADJOINING LOT 14, LAKEWOOD ESTATES, CEDAR FALLS, BLACK HAWK COUNTY, IOWA.
- OUTLOT B: RESERVED FOR FURTHER DEVELOPMENT PENDING FLOOD MAP REVISIONS.
- OUTLOT C: TO BE CONVEYED TO THE OWNER OF LOT 1.
- OUTLOT D: TO BE CONVEYED TO THE OWNER OF LOT 2.
- OUTLOT E: TO BE CONVEYED TO THE OWNER OF LOT 3.
- OUTLOT F: TO BE CONVEYED TO THE OWNER OF LOT 4

SURVEYOR AND ENGINEER

JEREMY A. HARRIS, P.L.S.
ADAM DATERS, P.E.
CLAPSADDLE-GARBER ASSOCIATES
P.O. BOX 754 - 16 E. MAIN STREET
MARSHALLTOWN, IOWA 50158
(641)752-6701

ZONING INFORMATION:

CURRENT: R1 (RESIDENTIAL)

SURVEY REQUESTED BY:

BRIAN WINGERT
2021 MAIN ST., SUITE A
CEDAR FALLS, IOWA 50613

CLOSURE:

- ALL SUBDIVISION BOUNDARIES ARE WITHIN THE 1:10,000 ERROR OF CLOSURE REQUIREMENT
- ALL LOTS ARE WITHIN THE 1:5000 ERROR OF CLOSURE REQUIREMENT.

NOTE:

ALL BEARINGS ARE THE RESULT OF G.P.S. OBSERVATIONS USING NAD83 IOWA STATE PLAN NORTH ZONE

OWNERS OF RECORD

LARRY HILL
511 OAK PARK BLVD.
CEDAR FALLS, IOWA 50613

FLOOD ZONE

(ZONE A & AE)
PANEL # 1903C0161F
EFFECTIVE DATE: JULY 18, 2011

SURVEY LEGEND

- ▲ GOVERNMENT CORNER MONUMENT FOUND
- △ GOVERNMENT CORNER MONUMENT SET
- 1/2" x 30" REBAR w/BLUE PLASTIC ID CAP #22259
- PARCEL OR LOT CORNER MONUMENT FOUND
- 1/2" x 30" REBAR w/BLUE PLASTIC ID CAP #22259
- SET 1/2" x 30" REBAR w/BLUE PLASTIC ID CAP #22259
- () RECORDED AS

DATE PREPARED: JULY 3, 2018

NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE

Clapsaddle-Garber Associates, Inc
16 East Main Street
Marshalltown, Iowa 50158
Ph 641-752-6701
www.cgaconsultants.com

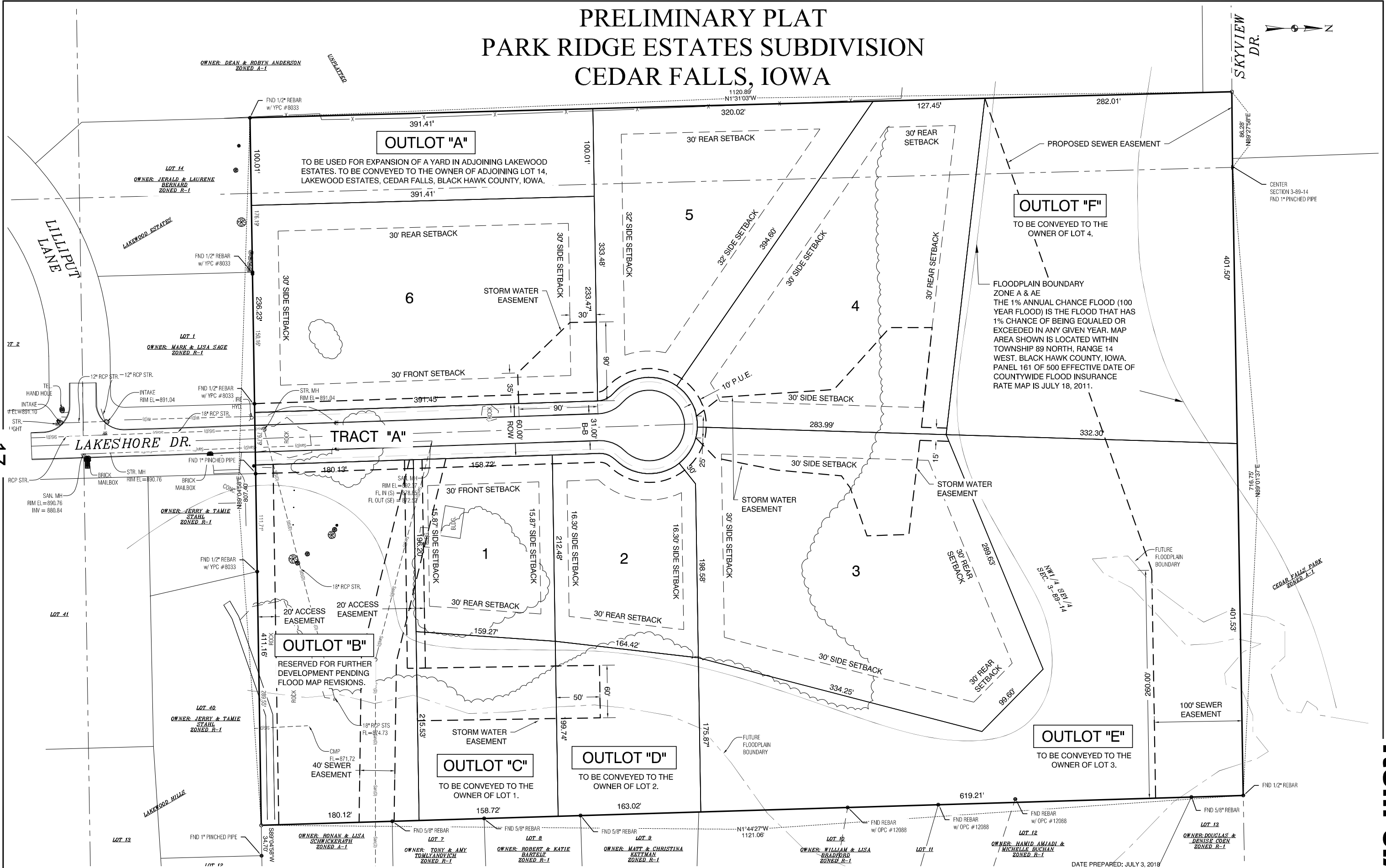
DESIGNED: _____ DATE: _____
DRAWN: BMC DATE: 04-18-2018
CHECKED: ACD DATE: 04-18-2018
APPROVED: _____ DATE: _____

**PARK RIDGE ESTATES SUBDIVISION
CEDAR FALLS, IOWA**

PRELIMINARY PLAT

PROJECT NO.
5694
SHEET NO.
1 OF 3

PRELIMINARY PLAT PARK RIDGE ESTATES SUBDIVISION CEDAR FALLS, IOWA



FLOODPLAIN BOUNDARY ZONE A & AE
 THE 1% ANNUAL CHANCE FLOOD (100 YEAR FLOOD) IS THE FLOOD THAT HAS 1% CHANCE OF BEING EQUALED OR EXCEEDED IN ANY GIVEN YEAR. MAP AREA SHOWN IS LOCATED WITHIN TOWNSHIP 89 NORTH, RANGE 14 WEST, BLACK HAWK COUNTY, IOWA. PANEL 161 OF 500 EFFECTIVE DATE OF COUNTYWIDE FLOOD INSURANCE RATE MAP IS JULY 18, 2011.

OUTLOT "A"
 TO BE USED FOR EXPANSION OF A YARD IN ADJOINING LAKEWOOD ESTATES. TO BE CONVEYED TO THE OWNER OF ADJOINING LOT 14, LAKEWOOD ESTATES, CEDAR FALLS, BLACK HAWK COUNTY, IOWA.

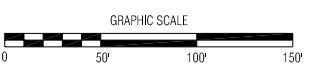
OUTLOT "F"
 TO BE CONVEYED TO THE OWNER OF LOT 4.

OUTLOT "B"
 RESERVED FOR FURTHER DEVELOPMENT PENDING FLOOD MAP REVISIONS.

OUTLOT "C"
 TO BE CONVEYED TO THE OWNER OF LOT 1.

OUTLOT "D"
 TO BE CONVEYED TO THE OWNER OF LOT 2.

OUTLOT "E"
 TO BE CONVEYED TO THE OWNER OF LOT 3.



NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE

CGA Clapsdille-Garber Associates, Inc.
 116 East Main Street
 Marshalltown, Iowa 50158
 Ph 641-753-6701
 www.cgaconsultants.com

DESIGNED: - DATE: -
 DRAWN: BMC/RWA DATE: 7-26-2018
 CHECKED: ACD DATE: 7-26-2018
 APPROVED: - DATE: -

PARK RIDGE ESTATES SUBDIVISION CEDAR FALLS, IOWA

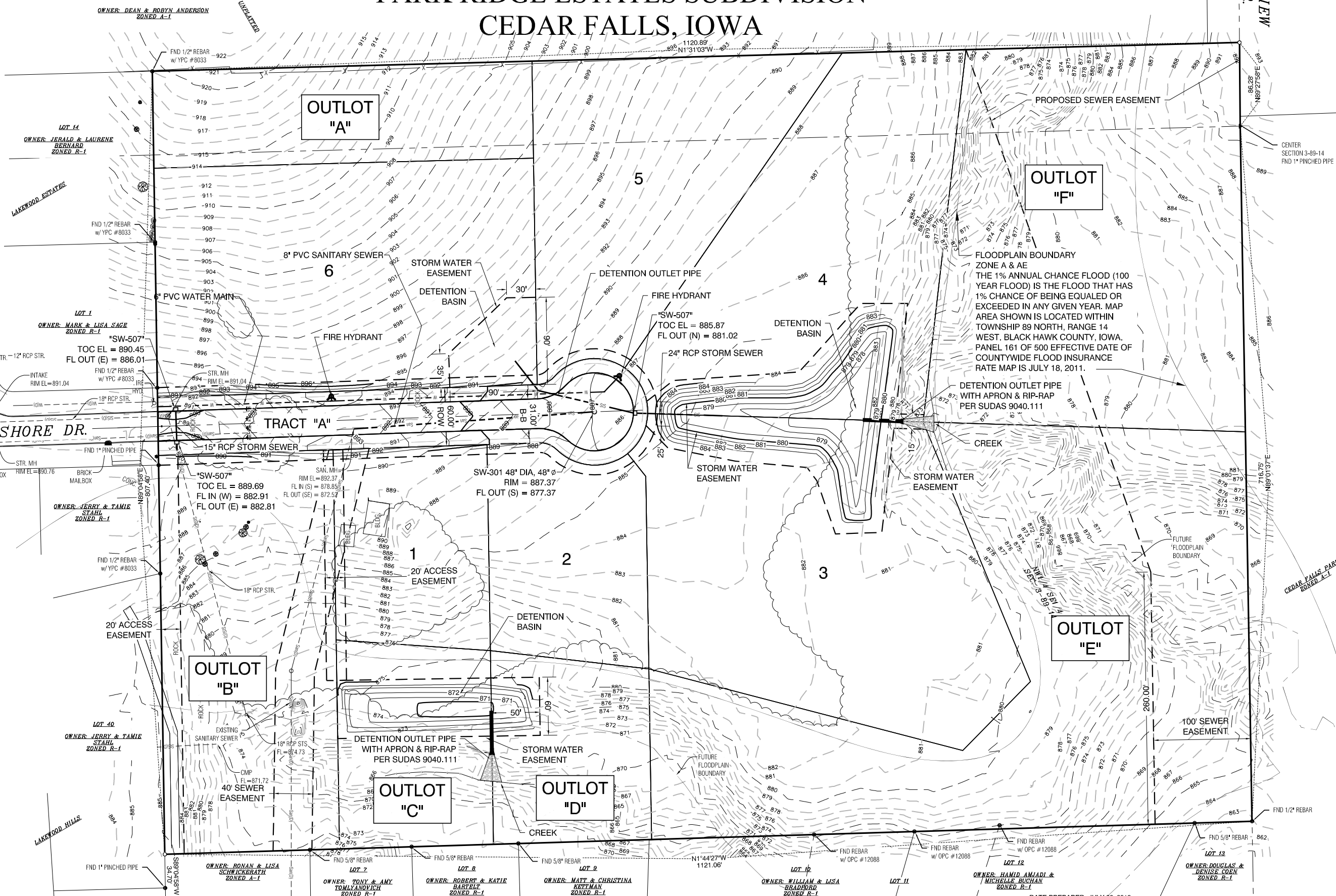
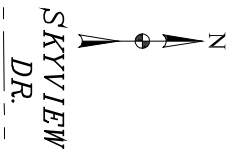
PRELIMINARY PLAT

PROJECT NO. 5694
 SHEET NO. 2 OF 3

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Item 6.A.

PRELIMINARY PLAT PARK RIDGE ESTATES SUBDIVISION CEDAR FALLS, IOWA



FLOODPLAIN BOUNDARY
ZONE A & AE
THE 1% ANNUAL CHANCE FLOOD (100
YEAR FLOOD) IS THE FLOOD THAT HAS
1% CHANCE OF BEING EQUALED OR
EXCEEDED IN ANY GIVEN YEAR. MAP
AREA SHOWN IS LOCATED WITHIN
TOWNSHIP 89 NORTH, RANGE 14
WEST, BLACK HAWK COUNTY, IOWA.
PANEL 161 OF 500 EFFECTIVE DATE OF
COUNTYWIDE FLOOD INSURANCE
RATE MAP IS JULY 18, 2011.

-18-

J:\5694\dwg\Survey\Preliminary Plats\5694-Preliminary Plat Sheet 3 of 3.dwg - Final Plat Sheet 3 - 06-20-18 - 12:44pm - cac288



NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE

CGA Clapsaddle-Garber Associates, Inc.
116 East Main Street
Marshalltown, Iowa 50158
Ph 641-752-6701
www.cgaconsultants.com

DESIGNED: - DATE: -
DRAWN: BMC/RWA DATE: 7-26-2018
CHECKED: ACD DATE: 7-26-2018
APPROVED: - DATE: -

PARK RIDGE ESTATES SUBDIVISION
CEDAR FALLS, IOWA

PRELIMINARY PLAT

PROJECT NO. 5694
SHEET NO. 3 OF 3

DATE PREPARED: JULY 26, 2018

DEED OF DEDICATION
OF
PARK RIDGE ESTATES SUBDIVISION
CEDAR FALLS,
IOWA

KNOW ALL MEN BY THESE PRESENTS:

That BJW Holdings, LLC, an Iowa limited liability company, with its principal office in Cedar Falls, Iowa; being desirous of setting out and platting into lots and streets the land described in the attached Certificate of Survey by _____, a Professional Engineer and Licensed Land Surveyor, dated ____ day of _____, 2018, does by these presents designate and set apart the aforesaid premises as a subdivision of the City of Cedar Falls, Iowa the same to be known as:

PARK RIDGE ESTATES SUBDIVISION
CEDAR FALLS, IOWA

all of which is with the free consent and the desire of the undersigned and the undersigned do hereby designate and set apart for public use the street(s) as shown upon the attached plat.

EASEMENTS

The undersigned do hereby grant and convey to the City of Cedar Falls, Iowa, its successors and assigns, and to any private corporation, firm or person furnishing utilities for the transmission and/or distribution of water, sanitary sewer, gas, electricity, communication service or cable television, perpetual easements for the erection, laying building and maintenance of said services over, across, on and/or under the property as shown on the attached plat.

RESTRICTIONS

Be it also known that the undersigned do hereby covenant and agree for themselves and their successors and assigns that each and all of the residential lots in said subdivision be and the same are hereby made subject to the following restrictions upon their use and occupancy as fully and effectively to all intents and purposes as if the same were contained and set forth in each deed of conveyance or mortgage that the undersigned or their successors in interest may hereinafter make for any of said lots and that such restrictions shall run with the land and with each individual lot thereof for the length of time and in all particulars hereinafter stated, to-wit:

1. Any dwelling that shall be erected on any lot shall have a minimum setback from the front of the lot line as indicated on attached Final Plat. The minimum set back from each side lot line is 10% of the lot width measured along the front of the lot or seven (7) feet whichever is greater. All minimum setbacks will be required to meet or exceed R-1 Zoning.

Item 6.A.

2. No single family dwelling shall be constructed, permitted or occupied on any lot herein having a square footage floor space, designed, intended, and constructed for living quarters, which space shall not include cellars, attics, garages, breezeways, porches, stoops, and other such non-living areas, of less than the following requirements:

A. 2,000 square feet for the main base of a single story, split-level or split-foyer houses.

B. 1,300 square feet on the first floor for story and one-half houses, or two story houses. With a total for all floors not less than 2,600 square feet excluding the basement level.

3. Each single family residence shall have a minimum of a three stall garage with a minimum of 850 square feet.

4. The owner(s) of each lot, vacant or improved, shall keep his/hers lot or lots free of weeds and debris.

5. No obnoxious or offensive trade or activity shall be carried on upon any lot nor shall anything be done thereon which may be or become an annoyance or nuisance to the neighborhood.

6. All approaches and driveways in said subdivision shall be paved with concrete.

7. No old or used buildings shall be moved upon any of the lots in said subdivision for any purpose. Any auxiliary buildings or sheds must be built of the same or similar materials of the residential structure on the lot and have the same roof pitch and design as said residential structure.

8. No radio station or short-wave operators of any kind shall operate from any lot which shall cause interference with audio or visual reception upon any other lot. No exterior radio antenna shall be erected or maintained in or on the property. No satellite TV antenna or "Dish" may be maintained, constructed or erected on any lot unless it is constructed in the rear yard and at least twenty feet from any property line and is shielded from the public view by shrubbery and landscaping. No dish larger than 24" will be allowed.

9. No dwelling on any lot of said subdivision shall be occupied until the exterior is completed and finished and the interior substantially completed and finished.

10. No bus, semi-tractor, RV, fifth-wheel camper, trailer or truck of any kind except what is commonly described as a "pick-up truck" shall be kept or parked on any lot or street in said subdivision for a period not to exceed twenty-four hours, after which said vehicle can not return to said subdivision for a period of five days, provided, however, that this prohibition shall not

apply to such vehicles driven in said subdivision in pursuit of and in conducting their usual business.

11. All buildings erected on any lot in said subdivision shall be constructed in accordance with the Building, Plumbing, and Electrical Codes of the City of Cedar Falls, Iowa.

12. No animals, livestock, or poultry of any kind shall be raised, bred or kept on any lot, except that two dogs or cats maximum, or other household pets are allowed and then only if they are not kept, bred or maintained for any commercial purposes, such animals shall be kept under control so as not to constitute a public nuisance and must be kept in compliance with applicable zoning laws and regulations of the City of Cedar Falls, Black Hawk County, Iowa. Dog runs or dog kennels of any kind are prohibited.

13. No fencing shall be allowed on any Lot.

14. Each house must be constructed with a residential sprinkler system approved by the City of Cedar Falls Building Department.

15. Tract A to be deeded to the City of Cedar Falls, for street purposes.

16. Outlot A shall be used for expansion of a yard in adjoining Lakewood Estates. Outlot A must be conveyed to the owner of adjoining Lot 14, Lakewood Estates, Cedar Falls, Black Hawk County, Iowa.

17. Outlots B, C, D, E and F are located in a flood plain and shall follow all federal, state, and local ordinances regarding the same. Outlot B is reserved for further development pending flood map revisions. Outlot C must be conveyed to the owner of Lot 1. Outlot D must be conveyed to the owner of Lot 2. Outlot E must be conveyed to the owner of Lot 3. Outlot F must be conveyed to the owner of Lot 4

18. A 20 foot access easement along the southern border of Outlot B is shown on the plat. Said easement is for access to the existing dam and is granted to any party having a legal right to inspect, maintain, or repair said dam. Said easement is not a public easement.

19. A 20 foot access easement between Outlot B and Lot 1 and Outlot C is shown on the plat. Said easement is for access to the detention pond located on Outlots C and D and is granted to any party having a legal right to inspect, maintain, or repair said detention pond. Said easement is not a public easement.

20. A four foot wide P.C.C. sidewalk four inches thick will be installed by the owner of said lot during or immediately after the construction of the residence on any particular lot, or within five years after the date the plat is filed in the office of the recorder of Black Hawk County, whichever is sooner and that the sidewalk be across the full width of the lot and on

Item 6.A.

corner lots also. In the event that the City is required to construct the sidewalk, a lien or liens may only be imposed against the lot or lots which require city construction and no others in the subdivision.

21. No building or structure shall be erected, placed or altered on any lot in this subdivision until the building plans, and plot plan, showing all buildings, patios, and pools, and showing the location thereof, and side yard distances, rear yard distances, front yard distances, driveways, and walkways, and type of construction have been approved in writing as to conformity and harmony of the external design and quality workmanship and materials with existing structures in the subdivision by a representative of BJW Holdings, LLC.

22. Factory-built housing or modular homes will not be allowed. Panelized homes may be allowed, but must meet the requirements of BJW Holdings, LLC, as stated in the previous restriction.

23. The Owner and/or occupant of each Lot shall jointly and severally be responsible to keep in good order or to maintain the area between the curblin and the property line abutting their property including keeping said area free of holes, pitfalls, stumps of trees, fences, brick, stone, cement, stakes, posts or rods to which a metal, plastic or similar receptacle designed to hold newspapers are affixed, private irrigation or sprinkler systems, retaining walls, landscaping brick, block, stone, timber or other similar material, or any other similar obstructions. All mailboxes shall be clustered or grouped for the units, and shall not be placed between the curb line and the property line abutting the lots.

24. The contractor or owner of any lot shall verify the depth of the sanitary sewer service line serving said lot to insure minimum drainage will be met prior to any footing or foundation work being completed. All sump pump lines must be buried and attached to the subdrain along the back of the P.C.C. curbed street. No sump lines will be allowed to dump directly onto the ground surface.

25. Any and all drainage easements will be required to follow the "Stormwater Management Plan" and no building structures, fence structures, landscaping structures, private gardens or any other possible obstruction can be built in and over said drainage easements. All lot owners and/or contractors working on said lots will be responsible to maintain said easements to be free and clear of any physical obstruction(s) thus allowing the conveyance of overland storm water runoff as intended per "Stormwater Management Plan" on record with the City of Cedar Falls Engineer's Office.

26. Each person or entity who is record owner of a fee or undivided fee interest in any lot shall be a member of the Homeowners Association to be known as Park Ridge Homeowners Association. This shall not be construed to include persons or entities whom hold an interest merely as security for the performance of an obligation. There shall be one vote per lot and each lot owner shall be a member of the Homeowners Association. Membership shall be appurtenant

to and may be not separated from ownership of any lot; ownership of such lot shall be the sole qualification of membership.

The purpose of Park Ridge Homeowners Association shall be to own and maintain the common area and green spaces of the development, and surrounding access and such other activities set forth in the Articles of Incorporation and Bylaws of the Association. Such ownership and maintenance shall include, but not limited to, mowing, watering, include upkeep of any underground sprinkler system, snow removal of common areas. Initially, the Developer, BJW Holdings, LLC, shall perform the actual construction duties to establish the common area, green spaces, entrance, and surrounding access area.

The annual dues for the Association shall initially be set at \$300 per lot per year beginning in _____ 1, 2018. The Developer, BJW Holdings, LLC, shall be exempt from any dues expense. The Association shall have the ability and authority to adjust annual dues as it deems appropriate to carry out the maintenance duties as described above.

PUBLIC IMPROVEMENTS REQUIRED IN PLAT

1. The Street(s) shown on the attached plat, and referred to as Tract A, will be brought to City grade and that the street will be thirty-one (31) feet, back of curb to back of curb, with approved hard surface pavement in accordance with the City of Cedar Falls, Standard Specifications unless otherwise specified as per approved construction plans.
2. Sanitary sewer, together with the necessary manholes and sewer service lines to all lots in the plat will be provided.
3. That underground utilities, as required by the Subdivision Ordinance of the City of Cedar Falls, Iowa, shall be installed.
4. That city water will be provided to all lots as required by the Cedar Falls Municipal utilities.
5. That municipal fire hydrant(s) will be provided as required by the Cedar Falls Public Safety Department.
6. That Storm sewer will be provided as specified by the City Engineer.
7. That handicap ramps will be provided as required by law.
8. That the work improvements called herein shall be in accordance with the specifications of the City of Cedar Falls, Iowa, and performed under the supervision of the City Engineer. In the event that the developer, BJW Holdings, LLC, it grantees and assigns fail to

Item 6.A.

complete said work and improvements called for within one (1) year from the date of the acceptance of said final plat by the City of Cedar Falls, Iowa, the City may then make improvements and assess the costs of the same to the respective lots. The undersigned, for themselves, their successors, grantees and assigns, waive all statutory requirements of notice of time and place of hearing and agree that the City may install said improvements and assess the total costs thereof against the respective lots.

9. That the City may perform said work, levy the cost thereof as assessments, and the undersigned agree that said assessments so levied shall be a lien on the respective lots with the same force and effect as though all legal provisions pertaining to the levy of such special assessments have been observed, and further authorize the City Clerk to certify such assessments to the County Auditor as assessments to be paid in installments as provided by law.

10. The Developer shall construct and install all required public improvements within the subdivision plat, to conform with approved construction plans which meet the specifications of the City of Cedar Falls, Iowa. Such required public improvements shall meet the following requirements:

- (a) Shall be constructed and installed in a good and workmanlike manner;
- (b) Shall be free of defects in workmanship or materials;
- (c) Shall be free of any conditions that could result in structural or other failure of said improvements;
- (d) Shall be constructed and installed in accordance with the design standards and technical standards established for such public improvements by the City and by Cedar Falls Utilities;
- (e) Shall be constructed and installed in strict compliance with the minimum acceptable specifications for the construction of public improvements set forth in the Cedar Falls Code of Ordinances, including without limitation, Chapter 24, Subdivisions, and as such specifications shall be recommended for approval by the City Engineer from time to time, and approved by the city council.

The Developer's construction plans are now on file in the Office of the City Engineer.

SIGNED and DATED this _____ day of _____, 2018.

BJW Holdings, LLC

Brian J. Wingert, Manager

STATE OF IOWA, BLACK HAWK COUNTY: ss

On this ____ day of _____, 2018, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Brian J. Wingert, Manager of BJW Holdings, LLC, to me known as the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed on behalf of BJW Holdings, LLC.

Notary Public in and for the State of Iowa



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 and Zoning Commission
FROM: David Sturch, Planner III
DATE: September 5, 2018
SUBJECT: Site Plan review of property in the Central Business District Overlay

REQUEST: Site Plan Review in the Central Business District

PETITIONER: City of Cedar Falls on Behalf of the Property Owner

LOCATION: 308 Franklin Street

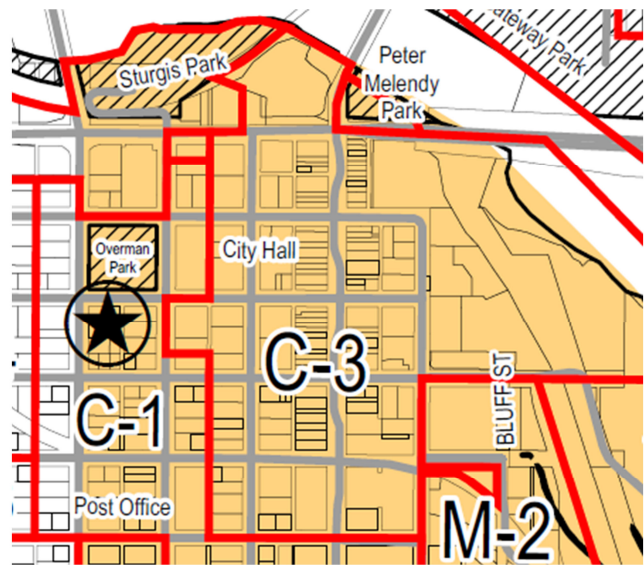
PROPOSAL

The owner of 308 Franklin Street is converting the existing structure into a commercial office space. It is proposed to construct an 11'-10" x 28' addition and deck off the back of the existing structure.

BACKGROUND

The property owner is working with the City of Cedar Falls to relocate their business from 704 W. 1st Street to 308 Franklin Street. This business relocation is part of the W. 1st Street reconstruction project that requires a total acquisition of the property at 704 W. 1st Street.

All substantial improvements in the Central Business District, as defined in Section 29-168 - CBD, Central business district overlay zoning district, must be reviewed and approved by the Planning & Zoning Commission and the City Council. The proposed changes to 308 Franklin Street qualify as a substantial improvement as it will modify the exterior appearance of the structure. Typically, a single family dwelling is exempt from the overlay review process. However, since the property is being converted from a single family dwelling to an office space, all commercial changes to the facade or additions need approval by the Planning and Zoning Commission and City Council.



Item 6.B.

The Central Business District design review is in place to ensure that proposed improvements or development will complement existing nearby uses and building designs. The property in question is located at the edge of the CBD in a C-1 commercial zoning district. The property is surrounded by existing commercial office use, parking lots, the Historical Society and Museum and residential dwellings along W. 4th Street.

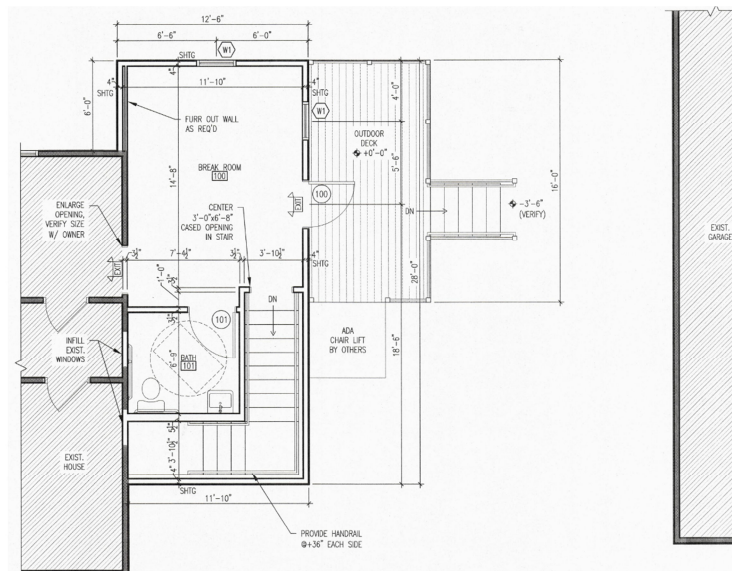
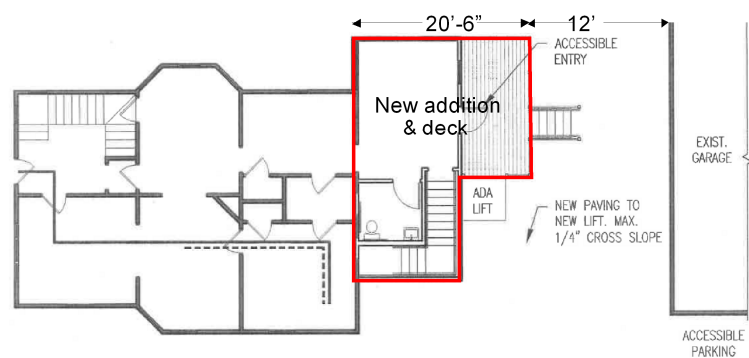
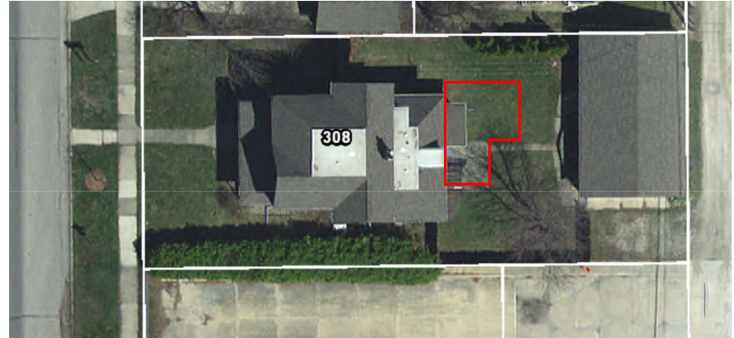
ANALYSIS

The property is located in the C-1, commercial district. The proposed use as an office space conforms to the permitted uses within said commercial district. The current parking standards are provided on site and in the adjacent parking lot. The only proposed change will be to remove a small entry off the back of the building and replace it with a larger entry and deck to accommodate ADA accessibility requirements for the new office. The proposed addition will be approximately 8 feet from the north side lot line and 37 feet from the back lot line. The proposed addition will not extend beyond the front or south side of the house. All building setbacks satisfy the C-1 district standards. An ADA chair lift will be installed off the south side of the deck. There will be a sidewalk from the deck to the garage.

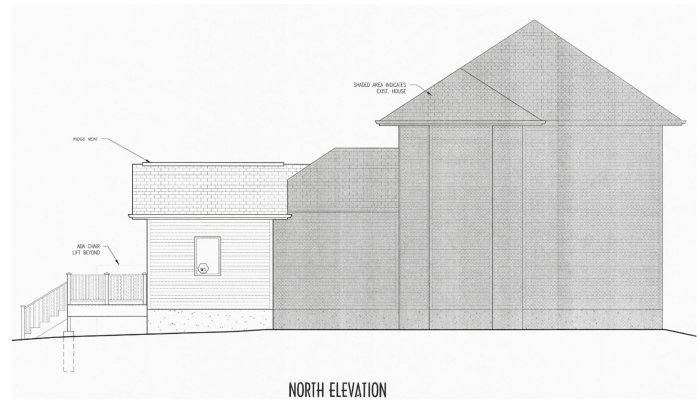
The proposed addition is a single story structure topped with a hip roof structure. Included in the design are windows on the north and east side along with a rear entry door onto the deck. The materials and color of the proposed addition will match the existing structure with a 4" lap board siding material. The addition will be constructed off the back of the house.

The following is an evaluation of the overlay district's design review requirements:

1. Proportion: The project will extend approximately 6 feet beyond the north side of the house. This off-set is due to the location of the basement stairway that will be installed around the ADA bathroom in the south half of the addition. The bottom of the stairway ties into an old exterior cellar door. Since this is a detached single unit structure, the proposed addition is complementary with the existing and surrounding structures. This criterion is met.

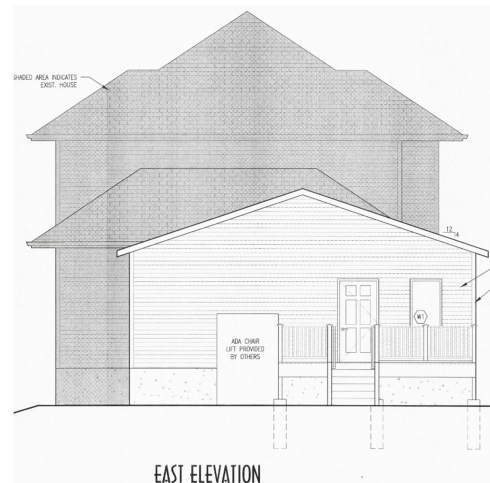


2. Roof shape, pitch and direction: The proposed addition is topped with a gable end roof that is tied into a hip roof. This design is similar in pitch, shape and direction as the existing and surrounding structures. This criterion is met.



3. Pattern: The plan will not add or remove any openings to the existing building. There will be new windows installed on the north and east side of the addition and a door off the east side to access the structure from the deck. This criterion is met.

4. Materials and texture: The exterior materials for this new addition will match the 4" lap board siding on the existing structure. The deck will be constructed with a treated wood frame and composite deck boards and railing. This criterion is met.



5. Color: The color of the proposed addition will match the color on the existing structure. This criterion is met.

6. Architectural features: The proposed addition is standard construction with a similar overhang. There are no special architectural features on the addition that will interfere with the design of the existing or surrounding structures. This criterion is met.

7. Exterior mural wall drawings, painted artwork, exterior painting: not applicable.

STAFF RECOMMENDATION

The Community Development Department recommends approval of the site plan at 308 Franklin Street.

PLANNING & ZONING COMMISSION

Discussion/Vote
9/12/2018



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 and Zoning Commission
FROM: Iris Lehmann, Planner I
DATE: September 6, 2018
SUBJECT: Design and Site Plan review of property in the Central Business District Overlay

REQUEST: Design and Site Plan Review in the Central Business District

PETITIONER: Randolph Bryan

LOCATION: 419 Washington Street

PROPOSAL

The owner of the restaurant, Cottonwood Canyon, located at 419 Washington Street is proposing to build a new deck on the front of the building to provide additional outdoor seating and create higher visibility for the restaurant. The existing accessible ramp and the steps and stoop that lead to the front building entrance will remain, but a new wood deck will be extended from the ramp approximately 13 feet toward the street. See original and proposed façade images below.



Original



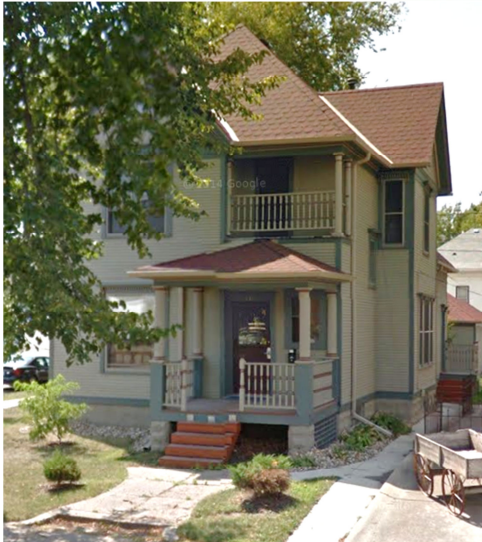
Proposed

Item 6.C.

BACKGROUND

All substantial improvements in the Central Business District, as defined in Section 29-168 - CBD, Central business district overlay, must be reviewed and approved by the Planning & Zoning Commission as well as City Council. The proposed changes to 419 Washington Street qualify as substantial improvements, since the area of the lot being used for restaurant space will be expanded and the exterior appearance of the structure will be modified.

419 Washington Street was originally built as a single family home in 1920. The house was repurposed into a commercial use in the 1990's. The current business, Cottonwood Canyon, first opened on December 15, 2016. The existing ramp that extends across the front of the building was installed to meet commercial ADA accessibility requirements.



← 421 Washington

415 Washington →

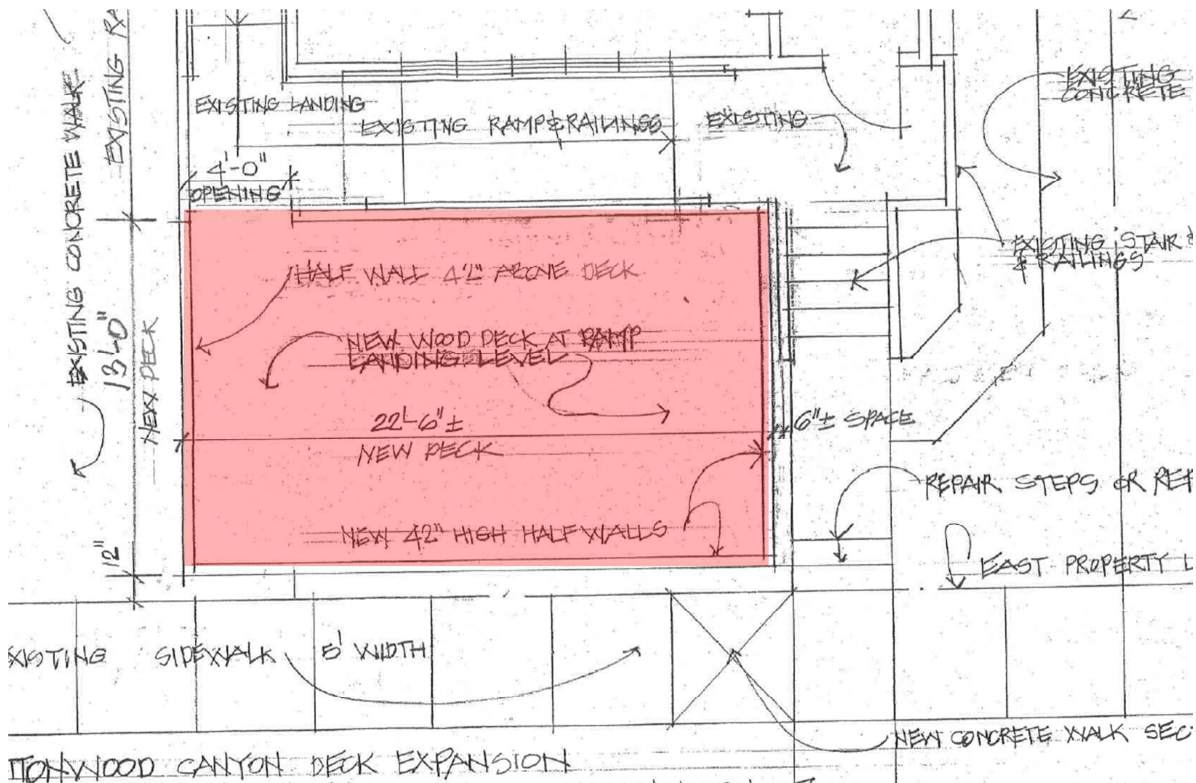


ANALYSIS

419 Washington Street is located in the C-3, commercial district. The existing use as a restaurant conforms to the permitted uses within the C-3 district. Outdoor seating areas add vibrancy to the commercial district and are consistent with the goals of the overlay. Since the

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proposal is an addition to a repurposed single family home located between two residential buildings, the outdoor service area should be designed in a manner that is complementary to the original design of the home and to the adjacent residential dwellings (shown in the photos on the previous page).



The following is an evaluation of the overlay district's design review requirements:

- 1. Proportion:** In typical residential fashion, the building that houses the restaurant and the two adjacent homes are setback from and elevated a few feet above the public sidewalk. The abutting dwellings both have front porches that provide semi-private outdoor space. As proposed, the 13 foot by 22.5 foot (292.5 square foot) deck will extend right up to the front property line, about a foot away from the sidewalk (see image above). While the proposed deck is much larger than the existing front porches in the neighborhood, the utilization of this space as proposed would further optimize the property as a commercial use and sets this property apart from its neighboring residential units. Since access to the deck will be from the ramp, which is elevated several feet above the level of the public sidewalk, staff has concerns about how the new deck will interface with the public sidewalk. In addition, even with the C-3 zoning in place, both the property directly to the north and south of this lot are residential. To keep in character with the neighboring properties and with the re-purposed residential structure of the restaurant, staff recommends that the deck be set back a minimum of three feet from the public sidewalk. This will leave sufficient room for a landscape buffer between the elevated deck and the public sidewalk. This will also maintain an attractive pedestrian environment along the public sidewalk and provide more of a transition between this commercial use and the neighboring residential uses. Staff has discussed this change with the applicant and he is agreeable to a 3-foot setback from the public sidewalk and to planting some small shrubs between the deck and the sidewalk. With these changes, staff finds that the criterion is met.

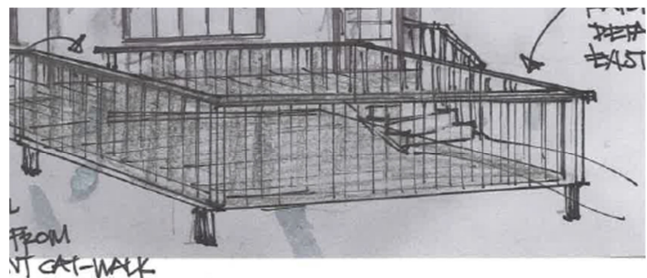
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2. **Roof shape, pitch and direction:** The building's roof is not being altered; this criterion does not apply for this review.
3. **Pattern:** The applicant is not proposing to add or remove any openings to the building. This criterion is met.
4. **Materials and texture:** The applicant is proposing to build the deck with the same type of wood as the existing ramp that was constructed to meet ADA accessibility requirements. While a wood deck is not generally an acceptable material for the frontage of a downtown commercial building, it is consistent with material used for residential stoops and porches. Given that this residential building has been creatively re-purposed for a commercial use, staff finds that it is appropriate to allow a wood deck along the frontage of the property as long as it is designed in a manner that is complementary to the existing residential structure (see below for more on the design). This criterion is met.
5. **Color:** As the proposed is an expansion to the buildings use, current design standards are applied. As stated above, wood decks are not typical for storefront commercial buildings. The standards in the overlay state that any wood used on the façade must be painted. As this is a deck, staff would be open to allowing opaquely stained wood in a color that is consistent with the existing building (so to appear painted). The applicant has indicated that he is agreeable to staining the deck in this fashion. Staff recommends that the existing wood ramp be stained to match the new deck. Provided the deck and ramp structure are stained or painted as described staff finds that the proposal meets the criterion.

6. **Architectural features:** The proposed deck is designed to visually be an extension of the existing ramp. As the proposed is an expansion to the use of the building, current design standards are applied. This criterion requires that the design of the adjacent buildings be considered in the review so that the proposed work is compatible with its surroundings. The neighboring residential units, see images on the previous page, both have front porches. For consistency the proposed deck should be designed to mirror a porch aesthetic.



The provided drawing shows the posts of the deck exposed and area under the deck open. This will become a maintenance issue and an area for trash and leaves to collect. Screening this portion with typical porch skirting will both visually and functionally improve the



proposal as well as be consistent with best practices for porches. In addition, the vertical boards (balusters) on the deck railing (balustrade) should connect to both a top rail and a bottom rail. It is difficult to tell if this is what is proposed in the submitted drawing. Staff has discussed this issue with the applicant and he is agreeable to designing the deck railing with both a top and bottom rail to give a more finished appearance to the deck. Provided skirting to screen the underside of the porch is provided and the balustrade is designed as described above, staff finds that the criterion is met.

7. Exterior mural wall drawings, painted artwork, exterior painting: not applicable.

The freestanding sign that is currently in the front yard will need to be moved. The relocation of the sign will need to be reviewed in the future.

TECHNICAL COMMENTS

City Staff has reviewed the request to build a new deck on the front of 419 Washington Street and have the following additional comments:

- The liquor license for the business will need to be updated to include the area of the deck.

PLANNING & ZONING COMMISSION

Discussion/Vote

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STAFF RECOMMENDATION

The Community Development Department recommends approval of the submitted improvement to 419 Washington Street, subject to the following stipulations:

- The wood deck and existing wood ramp and stoop structure must be painted or stained with an opaque color that is consistent with the color of the building.
- Applicant modifies the size of the deck to ensure it is setback a minimum of 3 feet from the public sidewalk and provides a landscape plan including low shrubs for the area between the deck and the sidewalk.
- Additional details are provided for the construction of the deck. Specifically the type of skirting and balustrade details as described in the staff report.
- The liquor license is amended to include the area of the new deck.

Attachments: Letter of Intent

Letter of Intent

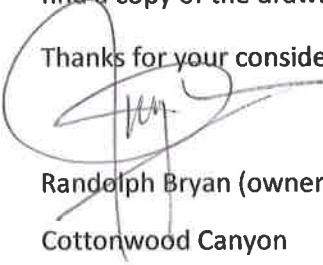
Cottonwood Canyon,
419 Washington Street,
Cedar Falls, Iowa. 50613

Dear Sir/Madame

Cottonwood Canyon "The House" located at 419 Washington Street, Cedar Falls proposes to build a deck as an addition to its existing front ramp. This will create higher visibility for Cottonwood Canyon. The Washington Street area compared to that of Main Street is not as vibrant commercially. The proposed deck will provide additional outdoor seating and will enhance our customers experience to the downtown Cedar Falls.

Cottonwood will use the same wood type deck board that was used on its existing ramp and side deck. This will allow for consistency and also maintain the existent house feel. Attached you will find a copy of the drawing of the deck plans.

Thanks for your consideration. If you have any questions you may use any of the contacts listed below.



Randolph Bryan (owner)
Cottonwood Canyon

419 Washington Street,
Cedar Falls, Iowa 50613.

(319)493-9310

cottonwoodcoffee@gmail.com

DRAWING PROVIDED BY
Megan Hannam
Construction & Design



STEPS + ORIGINAL
ENTRY TO REMAIN
AS IS

RAILING + BALUST
DETAIL WILL MATCH
EXISTING

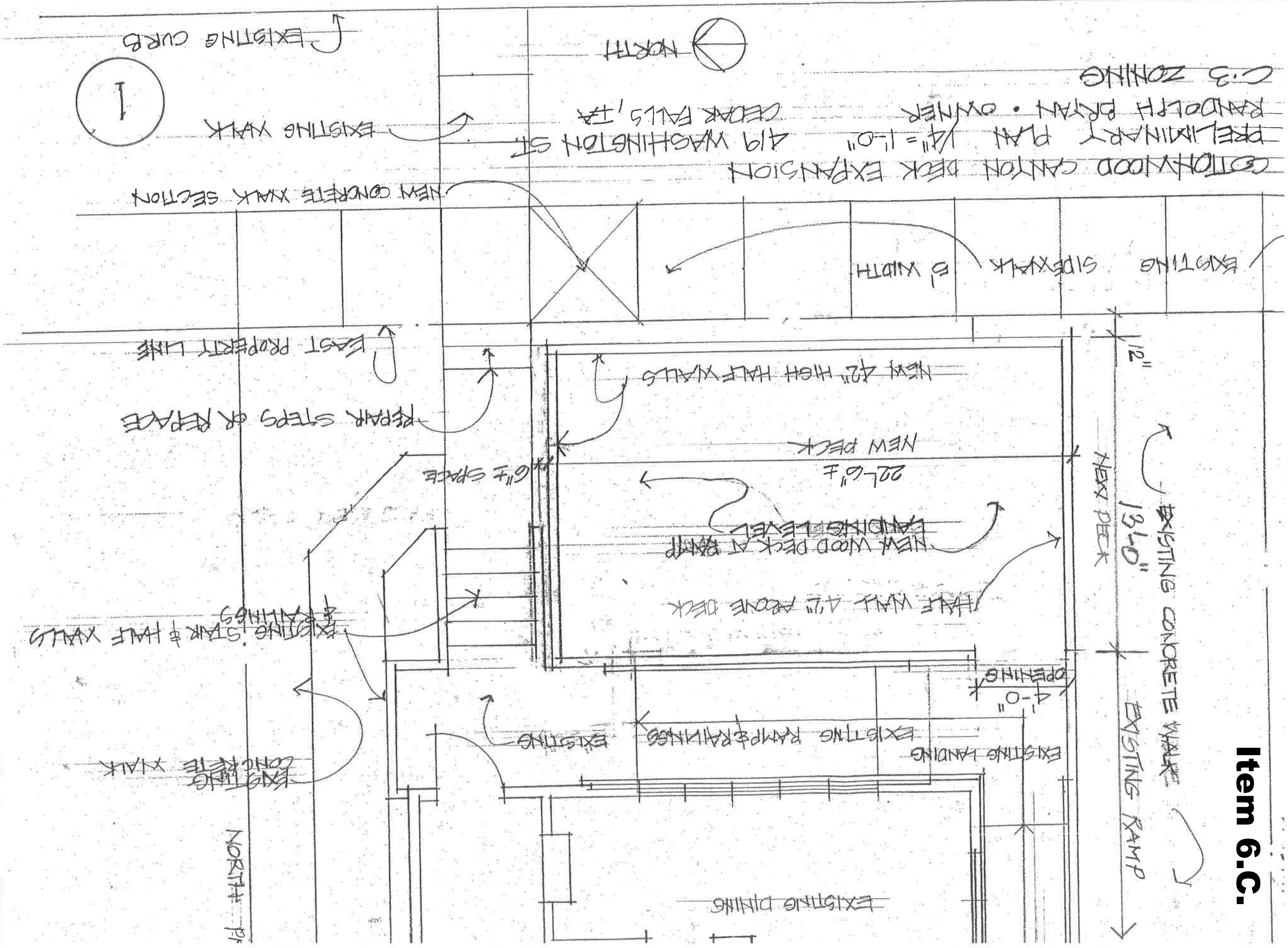
PRELIMINARY
DRAWING

RAMP TO
REMAIN
AS IS

PARAPETS WILL
ENTER DECK FROM
EXISTING FRONT CAT-WALK



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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 and Zoning Commission
FROM: Iris Lehmann, Planner I
DATE: September 6, 2018
SUBJECT: Design review of property in the Central Business District Overlay

REQUEST: Design Review in the Central Business District
PETITIONER: Jeffery and Jessica Marsh, property owners
LOCATION: 408-412 Main Street

PROPOSAL

The owners of 408-412 Main Street are proposing to paint a mural over the entire south side of the building. The proposed mural was designed by Jenny Boevers. If approved the mural will be painted by attendees of an artistic weekend retreat and later completed by downtown stakeholders. More information about the proposed event and the painting process are outlined in the letter of intent. See image of the existing wall and the proposed mural to be painted over it below.



Existing wall



Proposed Mural

BACKGROUND

All substantial improvements in the Central Business District, as defined in Section 29-168 - CBD, Central business district overlay, must be reviewed and approved by the Planning &

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Zoning Commission as well as City Council. The proposed mural on 408-412 Main Street qualifies as substantial improvement. For reviewing murals the following code is applicable:

“Exterior mural wall drawings, painted artwork, exterior painting: These elements shall be reviewed to consider the scale, context, coloration and appropriateness of the proposal in relation to nearby facades and also in relation to the prevailing character of the downtown area.” (Sec. 29-168, h, 7)

ANALYSIS

The proposed location of the mural is on the buildings secondary façade and is adjacent to a parking lot. See map to the right, the yellow star indicating the wall that the proposed mural will be on. Although the proposal will not affect the primary façade of the building along Main Street, it will be highly visible to those entering the downtown coming from the south. Having a mural at this location will provide visual interest and vibrancy to what is currently a blank wall.

The proposed mural will cover the entire south-facing cinderblock painted wall, encompassing 840 square feet (40 feet by 21 feet). The mural will not cover any architecturally significant brickwork. The paint that the applicant is proposing to use is Chalk Paint that is weather resistant. The applicants have agreed to take responsibility of maintaining the mural and will address deterioration or any vandalism.



The mural, designed by Jenny Boevers, is her abstract representation of Cedar Falls. Numerous local landmarks and symbols have been incorporated into the design. It does not advertise a business, use, or merchandise so it does not trigger signage requirements. There are numerous colors proposed in the mural that provide contrast and vibrancy. Although some of the colors proposed are very bright there are enough neutral colors in the design to stabilize the piece.

Overall, the proposed mural is a statement piece that is the artist's attempt to capture the spirit of Cedar Falls. The proposed location of the mural, on a secondary façade, along with the mural details is consistent with the character of the downtown.

TECHNICAL COMMENTS

No Technical Comments.

PLANNING & ZONING COMMISSION

Discussion/Vote
9/12/2018

STAFF RECOMMENDATION

The Community Development Department recommends approval of the submitted mural to 408-412 Main Street, subject to the following stipulations:

- Any recommendations or suggestions from the Planning and Zoning Commission.
- Jeffery and Jessica Marsh will take responsibility for maintaining the mural.

Attachments: Project Summary, Letter of Intent, Image of existing wall, Image of proposed mural

PROJECT SUMMARY

Location: 408-412 Main Street Building
South-Facing Cinder Block Exterior Wall

Project Description: Cedar Falls-Themed Public Art Mural

Mural Size: 40' x 21' (Entire Wall Surface Area)

Applicants: Jeffrey & Jessica Marsh (Building Owners)

Project Coordinator: Jenny Boevers, Owner of Fig & Frolic

Project Start Date: September 21, 2018

Project Completion: October 15, 2018

Materials: Chalk Paint® by Annie Sloan

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Letter of Intent

August 28, 2018

City of Cedar Falls
Attention: Planning & Zoning Commission

To whom it may concern:

We are submitting this letter to request permission to have a mural painted on the south side of our building, located at 408-412 Main Street. We purchased the property in early 2017, and have always wanted to beautify the painted cinderblock wall, as it is one of the first things that guests see as they enter our Downtown from the south.

Several months ago, we were approached by Jenny Boevers, owner of Fig & Frolic, requesting our participation in bringing a mural to Downtown via the use of our south-facing exterior wall. As you may know, Jenny has been a key organizer of the upcoming "Create Her" event which will take place in late September. As part of this artistic retreat weekend, Jenny would like to have attendees assist in creating the mural. Jenny's plan is to sketch a "paint by numbers" layout on the wall the week prior to the event. During the event, attendees will be given a specific paint color and will be brought in groups of five to paint their designated "number" on the wall. They will be closely supervised. Once the event has ended, Downtown stakeholders will be offered the opportunity to paint any remaining spaces, and Jenny will add the finishing touches.

The wall is approximately 40' wide and 21' tall. The entire wall will be covered by the mural. Jenny will be using Chalk Paint® by Annie Sloan, and it weathers beautifully. She has used this paint for other outdoor items, and after 5+ years, they still look great. In the event that the mural is vandalized, Jenny is committed to repainting any damaged areas. As the building owners, we plan to monitor the artwork, and will take immediate action at the first signs of deterioration – whether that be having the paint touched up, or painting over it entirely with a solid neutral color.

As you can see by our attached image of the proposed mural, many unique landmarks and symbols of Cedar Falls have been meticulously incorporated into the artwork, making it a piece that we anticipate will bring a great deal of pride to our local citizens and interest from visitors. There are countless articles referencing the sense of community created by downtown murals, and we feel this will be exponentially felt in Cedar Falls due to the sheer number of individuals that will be physically contributing to our mural's creation.

We ask that you approve our mural request so that it may move immediately to City Council for final approval. Thank you for your time.

Jessica and Jeff Marsh
116 Summit Drive, Cedar Falls, IA 50613
319.269.8309 / 319.290.7503





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