

**Cedar Falls Planning and Zoning Commission
Regular Meeting
December 22, 2020
Via Videoconference
Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on Tuesday, December 22, 2020 at 5:30 p.m. via videoconference due to precautions necessary to prevent the spread of the COVID-19 virus. The following Commission members were present: Holst, Larson, Leeper, Lynch, Prideaux, Saul, Schrad and Sears. Hartley was absent. Karen Howard, Community Services Manager, Shane Graham, Economic Development Coordinator, Thomas Weintraut, Planner III, Michelle Pezley, Planner III, Jaydevsinh Atodaria, Planner I and Chris Sevy, Planner I, were also present.

- 1.) Chair Holst noted the Minutes from the November 24, 2020 regular meeting are presented. Ms. Lynch made a motion to approve the Minutes as presented. Mr. Leeper seconded the motion. The motion was approved unanimously with 8 ayes (Holst, Larson, Leeper, Lynch, Prideaux, Saul, Schrad and Sears), and 0 nays.
- 2.) The first item of business was consideration of the Carolan Minor Plat. Chair Holst introduced the item and Ms. Pezley provided background information. She explained that the plat is located at 927 and 929 West 1st Street and was originally platted in 1857. The applicant proposes to divide the lot into two lots which will turn the duplex into two bi-attached dwellings and the project meets all requirements for the district. Staff recommends approval with any comments or direction by the Commission and conformance with all staff recommendations and technical requirements.

Mr. Hartley made a motion to approve the item. Ms. Lynch seconded the motion. The motion was approved unanimously with 8 ayes (Holst, Larson, Leeper, Lynch, Prideaux, Saul, Schrad and Sears), and 0 nays.

- 3.) The next item for consideration by the Commission was the final plat for Arbors Fourth Addition. Chair Holst introduced the item and Ms. Pezley provided background information. She explained that the property is located north of Viking Road and west of Arbors Drive and the preliminary plat was created in 2014. In May of 2020 it was revised to add 39 bi-attached dwellings. The final plat is in conformance with the preliminary plat, but a pedestrian access easement needs to shift to the east to provide access to the city park. The amendment will be made at the next meeting. The item is for discussion only at this time.

Kevin Fittro, Skogman Homes\Midwest Development, noted that all improvements and utilities have been put in place and they are working to move the easement to a practical location.

Ms. Saul asked why the easement move wasn't brought up before now. Ms. Howard explained that there was originally a street in that location, but when the school was established the street connection was eliminated and the easement needed to be moved to accommodate the changes.

The item will be continued to the next meeting.

- 4.) The Commission then considered the final plat for Pinnacle Prairie Commercial South Phase III, Second Addition. Chair Holst introduced the item and Mr. Atodaria provided background

information. He explained that the property is located next to Prairie Parkway and south of Bluegrass Circle and provided a rendering of the being discussed. He explained that it is proposed to build a senior living center and create a floodplain, wetland and drainage easement for the area. He also noted that there is a public trail going through the tract that will be added, as well as a sidewalk connection. He discussed the technical comments that were brought forward, including the establishment of an onsite private storm sewer network from the site to the existing Greenhill Road Detention facility. A private storm sewer network will also be established onsite to collect and convey sanitary sewer from the proposed building to the public sanitary network located along the southeastern boundary of the property. The stormwater maintenance and repair agreement will need to be completed and technical errors regarding platting of lot lines on the proposed final plats must be corrected, with the revisions to be made prior to second review by the Planning and Zoning Commission. Compliance must also be met with the previous developmental procedural agreement with regard to landscaping amenities in the roundabout at Prairie Parkway and Prairie View Road. Staff recommends the item be brought forward for discussion only at this time.

Nick Bettis, Axiom Consultants, spoke to the technical concerns with the agreement and survey questions. He stated that those items should be resolved soon for commission review.

Ms. Saul asked about the landscaping amenities that need to be completed to continue complying with previous Developmental Procedural agreement. Mr. Atodaria explained that those amenities are the responsibility Oster. Staff has been working with the Oster to resolve compliance with the previous agreement.

Mr. Schrad asked if the proposed wetland area connects to the other wetland area on Greenhill Road. Mr. Atodaria confirmed that it does.

The item was continued to the next meeting.

- 5.) The next item of business was a site plan for Pinnacle Prairie Senior Living Facility. Chair Holst introduced the item and Mr. Atodaria provided background information. He explained that the site plan is for the property discussed in the previous item and stated the area is 5.54 acres. He discussed the senior living center and wetland, floodplain and drainage easement proposed for the tracts. He also provided information with regard to height and setbacks for the proposed building, which are all allowed in the MU zoning district. He also discussed vehicular and pedestrian access, noting that these connections are in line with the master plan. Mr. Atodaria provided a rendering of the landscaping plan and discussed the landscaping points, and the mixture of trees, shrubs and prairie grass proposed. He then talked about the storm sewer collection and outlets and parking requirements. He also discussed the three sections of the building (assisted living, commons area and memory care), the façade elements, site lighting, dumpster enclosure and monument signage. He noted that the site plan is just being presented for discussion at this time.

Mr. Holst commented that there were letters received right before the meeting from neighbors who had concerns with the project. Ms. Lynch asked if there has been any traffic study done in the area with regard to the median. Ms. Howard stated that it was studied when the design was originally done and was noted in the master plan that this lot would only have right in/right out traffic.

Mr. Leeper asked if the project meets the requirements for visibility and distance from intersections as those concerns were stated in the letters. Ms. Howard stated that it was studied at the time the master plan was approved and that more information can be brought back from the city engineer at the next meeting.

The discussion was closed and will be continued at the next meeting.

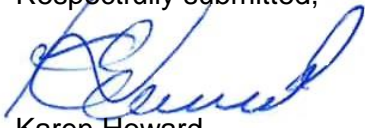
- 6.) The next item for consideration by the Commission was the nomination and election of officers. The nominating committee (Lynch and Schrad) made the recommendation to nominate Brad Leeper for Chair and Kyle Larson for Vice Chair.

The election was approved unanimously with 8 ayes (Holst, Larson, Leeper, Lynch, Prideaux, Saul, Schrad and Sears), and 0 nays.

- 7.) As there were no further comments, Ms. Lynch made a motion to adjourn. Ms. Saul seconded the motion. The motion was approved unanimously with 8 ayes (Holst, Larson, Leeper, Lynch, Prideaux, Saul, Schrad and Sears), and 0 nays.

The meeting adjourned at 6:30 p.m.

Respectfully submitted,



Karen Howard
Community Services Manager



Joanne Goodrich
Administrative Assistant