

**Cedar Falls Planning and Zoning Commission
Regular Meeting
January 13, 2021
Via Videoconference
Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on January 13, 2021 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: Hartley, Leeper, Lynch, Prideaux, Saul, Schrad and Sears. Holst and Larson were absent. Karen Howard, Community Services Manager, Thomas Weintraut, Planner III, Michelle Pezley, and Planner III, Jaydevsinh Atodaria, Planner I, were also present.

- 1.) Chair Leeper noted the Minutes from the December 22, 2020 regular meeting are presented. Ms. Lynch made a motion to approve the Minutes as presented. Ms. Saul seconded the motion. The motion was approved unanimously with 7 ayes (Hartley, Leeper, Lynch, Prideaux, Saul, Schrad and Sears), and 0 nays.

Chair Leeper thanked Mr. Holst for his service as Chair.

- 2.) The first item of business was the final plat for Arbors Fourth Addition. Chair Leeper introduced the item and Ms. Pezley explained that the project was introduced at the last meeting and briefly touched on the background information again. She noted that the final plat conforms to the preliminary plat, however at the previous meeting a concern was presented with regard to the pedestrian access between lots 14 and 15 that did not lead to the city park as originally intended. The applicant redesigned the plat and shifted the access to the east between lots 16 and 17. Staff recommends approval of the plat with the conditions that any comments or direction from the Planning and Zoning Commission and all recommendations and technical requirements from city staff are met. It is anticipated that all final signed plats and legal papers will be submitted in time for by the City Council meeting on February 1st.

Nick Brewer, CGA representing Midwest Development Companies, stated that he is available for any questions.

Mr. Schrad made a motion to approve the item. Ms. Lynch seconded the motion. The motion was approved unanimously with 7 ayes (Hartley, Leeper, Lynch, Prideaux, Saul, Schrad and Sears), and 0 nays.

- 3.) The next item for consideration by the Commission was the final plat for Pinnacle Prairie Commercial South Phase III, Second Addition. Chair Leeper introduced the item and Mr. Atodaria explained that the item was discussed at the last meeting and gave a brief reminder of the project. He explained that the applicant is proposing to do the final plat for this area so they can start construction for the senior living facility planned for this location. The easements and plat are consistent with the preliminary plat and all technical issues from the last meeting have been resolved by the applicant. Staff notes that all original hard copies of the legal documents with required signatures need to be provided prior to City Council consideration. He also noted that compliance with the previous developmental procedural agreement is required and that the applicant has agreed to provide a cash escrow for the agreed upon improvements at the terminus of Goldenrod. Once the total amount of escrow is determined and the agreement is drawn up, it will be submitted to City Council for approval. Staff recommends that the cash escrow be in place prior of issuance of a building permit for the

proposed senior living facility. It is recommended to approve the proposed final plat with any comments or direction specified by the Commission, conformance to all city staff recommendations and technical requirements, and the establishment of the cash escrow to be in place prior to the issuance of a building permit.

Nick Bettis, Excellent Consultants representing the developer, stated that he is available for any questions.

Ms. Saul made a motion to approve the item. Ms. Lynch seconded the motion. Ms. Howard clarified that the escrow will be established both for both the agreed upon amount of \$40,000 for the roundabout at Prairie Parkway and Prairie View Road and for the improvements at Goldenrod. The motion was approved unanimously with 7 ayes (Hartley, Leeper, Lynch, Prideaux, Saul, Schrad and Sears), and 0 nays.

- 4.) The Commission then considered the site plan for Pinnacle Prairie Senior Living Facility. Chair Leeper introduced the item and Mr. Atodaria explained that the site plan was discussed at the last meeting as well. He briefly discussed what was presented at that time, explaining that a senior living facility is proposed on a 5.54 acre lot and that it is in line with the master plan. He again discussed the height, setbacks and access, as well as the landscaping plan. He explained that the utilities and parking all meet or exceed requirements. He provided a rendering of the three wings that are proposed on the property as well as façade elements proposed. He showed the proposed site lighting, dumpster and monument sign plans noting they all meet requirements as well. Staff recommends approval of the proposed site plan with conformance to the stipulations on the proposed final plat.

Mr. Schrad stated concerns brought forward by neighbors in the area. They are concerned about the speed on Prairie Parkway and the fact that this will be a right-in/right-out access. He asked if there is a way to slow the traffic by adding a roundabout at Caraway Lane. He stated that he likes the layout and the plan, but the traffic is a concern. Nick Bettis explained that a traffic study was done that called for only the right-in/right-out access for the property.

Ms. Prideaux indicated that she is satisfied if the access is consistent with the traffic study.

Ms. Saul made a motion to approve the item. Mr. Schrad seconded the motion. The motion was approved unanimously with 7 ayes (Hartley, Leeper, Lynch, Prideaux, Saul, Schrad and Sears), and 0 nays.

- 5.) Ms. Howard noted that the downtown zoning code review has been pushed forward into the middle of February to start. She displayed the schedule for the review process and stated that she will send a copy to the Commission for any input.
- 6.) As there were no further comments, Ms. Lynch made a motion to adjourn. Mr. Hartley seconded the motion. The motion was approved unanimously with 7 ayes (Hartley, Leeper, Lynch, Prideaux, Saul, Schrad and Sears), and 0 nays.

The meeting adjourned at 6:10 p.m.

Respectfully submitted,


Karen Howard
Community Services Manager


Joanne Goodrich
Administrative Assistant