

**Cedar Falls Planning and Zoning Commission
Regular Meeting
January 26, 2022
In person and via videoconference
Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on January 26, 2022 at 5:30 p.m. at City Hall and via videoconference due to precautions necessary to prevent the spread of the COVID-19 virus. The following Commission members were present: Crisman, Grybovych, Hartley, Holst, Larson (arrived late) Leeper, Lynch, Moser and Saul (via phone). Karen Howard, Community Services Manager was also present.

1.) Chair Leeper noted the Minutes from the December 22, 2021 regular meeting are presented. Ms. Lynch made a motion to approve the Minutes as presented. Mr. Hartley seconded the motion. The motion was approved unanimously with 8 ayes (Crisman, Grybovych, Hartley, Holst, Leeper, Lynch, Moser and Saul), and 0 nays.

2.) The first item of business was a zoning text amendment to amend CD-DT to eliminate shared parking requirements. Chair Leeper introduced the item and Ms. Howard provided background information. She explained that City Council has petitioned the Commission to consider amending the parking requirements in the Downtown Character District by deleting the requirements for shared parking and to increase the minimum parking requirement for multi-unit residential development to one space per bedroom and ensuring that there is at least one parking space per unit. She provided a summary of the Downtown Visioning and Code update project for the new Planning and Zoning Commissioners who were not on the Commission during the public review process for the project. She displayed a rendering of the boundary of the Downtown Character District and discussed the previous zoning within the boundaries. She detailed the extensive public review process that had taken place at the Planning and Zoning Commission before the Commission made their recommendation to the City Council in May of last year. Several work sessions took place regarding the code before seeking Council approval as well as a large amount of time was spent by Ferrell-Madden to study the area and results of public meetings.

Ms. Howard briefly covered the two types of parking in the Central Business District, public and private. She discussed each and explained that the current issue is whether there should be parking requirements on private property in the downtown area. She explained why cities are going away from focusing just on zoning requirements for parking and more toward public shared parking. She spoke regarding short-term and long-term parking, reasons why cities rely on public parking and the unintended consequences of high parking requirements. Ms. Howard discussed the parking study that was done in 2018 and how those results affected the zoning standards proposed in the new zoning code. She explained that the focus at the meeting is on the zoning code, and discussed the previous private parking requirements as well as the new code requirements. She also discussed the definition of shared parking. Staff recommends discussion of Council's request to eliminate shared parking requirements in the zoning Code and to increase the residential parking requirement back to one space per bedroom for new mixed-use and multi-unit buildings. It is recommended to set a public hearing date for February 9.

Mr. Larson made a motion to schedule a public hearing for February 9 for both items on the agenda. Ms. Lynch seconded the motion.

Mr. Holst asked about existing conditions for parking and how this will affect properties that are already established and previous requirements were met. Ms. Howard explained that it would only affect owners who are looking to make a change.

Mr. Larson asked for clarification on what would trigger new development as to when the shared parking requirement would be applicable. Ms. Howard stated that the only shared parking requirement is for new multi-family units, or for new upper floor commercial space that is greater than 5,000 square feet.

Mr. Larson asked how it will be decided what the portion of shared parking should be. Ms. Howard explained how the numbers are figured and how the spaces would be specified as available to the public. It was again clarified that these rules would not apply to existing properties.

Mr. Leeper asked for an example of how parking would be if requirements for one space per bedroom. Ms. Howard gave River Place as an example and presented the results from the parking study, which showed the percentage that was unused.

Ms. Grybovych asked about examples of how this has worked for other cities that have proposed lower parking requirements. Ms. Howard discussed findings from other communities and how they compare to Cedar Falls.

Ms. Crisman asked for clarification on whether private parking was just in lots or if it would include private garages. Ms. Howard stated that it would only apply to new multi-unit or mixed use buildings. Depending on how the parking is provided, it could be inside the building or be in surface lots. The owner would choose the best location for the shared parking spaces and would sign it for the hours it is available to the public.

Mr. Holst stated that he feels that going back to the way things were would cause the situation to digress and not allow for growth. It was recommended that documents and information from the studies, presentations and meetings be forwarded to the newest Commission members to give them some background on the information shared.

The motion was approved unanimously with 9 ayes (Crisman, Grybovych, Hartley, Holst, Larson, Leeper, Lynch, Moser and Saul), and 0 nays.

- 3.) Mr. Holst spoke on behalf of the nominating committee reporting that the committee would like to nominate Mr. Leeper as the continuing Chair and Mr. Hartley as Vice Chair.

Ms. Lynch made a motion to approve the item. Mr. Larson seconded the motion. The motion was approved unanimously with 9 ayes (Crisman, Grybovych, Hartley, Holst, Larson, Leeper, Lynch, Moser and Saul), and 0 nays.

- 4.) Ms. Howard updated the Commission that there will be a new meeting location for the foreseeable future. While construction is being done at City Hall, meetings will be held at the Community Center.

As there were no further comments, Ms. Lynch made a motion to adjourn. Mr. Larson seconded the motion. The motion was approved unanimously with 9 ayes (Crisman, Grybovych, Hartley, Holst, Larson, Leeper, Lynch, Moser and Saul), and 0 nays.

The meeting adjourned at 6:30 p.m.

Respectfully submitted,



Karen Howard
Community Services Manager



Joanne Goodrich
Administrative Assistant