

**Cedar Falls Planning and Zoning Commission
Regular Meeting
May 12, 2021
In person and via videoconference
Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on May 12, 2021 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: Larson, Leeper, Lynch, Prideaux, Saul and Sears. Hartley, Holst and Schrad were absent. Karen Howard, Community Services Manager and Jaydevsinh Atodaria, Planner I were also present.

- 1.) Chair Leeper noted the Minutes from the April 28, 2021 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 6 ayes (Larson, Leeper, Lynch, Prideaux, Saul and Sears), and 0 nays.
- 2.) The first item of business was an amendment of the Master Plan for Autumn Ridge Development 10th Addition. Chair Leeper introduced the item and Mr. Atodaria explained the proposal for amendment of the Autumn Ridge Master Plan. He discussed that the proposal was partly discussed at the Planning and Zoning Meeting on November 24th, 2020 wherein two proposals were discussed for amendment in the R-P Master Plan. However, at this time the applicant wishes to move forward with just one of the proposals. Mr. Atodaria stated that the proposed amendment would allow the development of Autumn Ridge 10th Addition with 6, six-plexes in two phases. He also mentioned that this will be accessed by two private drives from Autumn Lane and the developer will be adding public sidewalks along Autumn Lane to bridge the existing sidewalk gap in the subdivision. Mr. Atodaria mentioned that staff recommends approval of the requested amendment of the R-P Master Plan with stipulations and he and the applicant representative, Mr. Daters, will be available to answer any questions that the commission or any public may have.

Applicant representative Mr. Daters stated that there is no specific comment at this time and mentioned that the developer intends to start construction soon on the project and therefore respectfully requests the consideration to make a recommendation to City Council. Mr. Daters mentioned that he will be available for any questions that the commission has or any public.

Ms. Prideaux stated that the proposal is not concerning and made a motion to approve the item. Ms. Lynch seconded the motion. The motion was approved unanimously with 6 ayes (Larson, Leeper, Lynch, Prideaux, Saul, and Sears), and 0 nays.

- 3.) The next item for consideration by the Commission was the preliminary and final plats for Autumn Ridge 10th Addition. Chair Leeper introduced the item and Mr. Atodaria explained the proposal for the proposed preliminary and final plat for Autumn Ridge 10th Addition. He discussed that the proposal was partly discussed at Planning and Zoning Meeting on November 24th, 2020 wherein two proposals were discussed. However, at this time the applicant wishes to move forward with just one of the proposals. Mr. Atodaria stated that the proposed preliminary plat would allow the creation of 36 units on 6 lots. He also mentioned that the proposal will be a two-phase development which will allow the development of three lots and three six-plexes in phase I and the remaining three lots and three six-plexes in phase II. He also explained the setbacks, ingress/egress, and drainage easements for the 10th addition. Mr. Atodaria also highlighted the proposed mailbox location, the sidewalk that will be

added along Autumn Lane, and connection of North-South private drive. He also stated that the proposal meets the zoning code regulations and since all the development is private, the applicant would also like to approve the final plat for the Autumn Ridge 10th addition. Mr. Atodaria stated that the staff has received all the legal paperwork concerning the final plat and the final plat is in line with the proposed preliminary plat. Mr. Atodaria mentioned that staff recommends approval of the proposed preliminary and final plat for Autumn Ridge 10th addition with stipulations and he and the applicant representative Mr. Daters will be available to answer any questions that the commission or any public may have.

There was no additional discussion. Ms. Saul made a motion to approve the item. Ms. Lynch seconded the motion. The motion was approved unanimously with 6 ayes (Larson, Leeper, Lynch, Prideaux, Saul, and Sears), and 0 nays.

- 4.) The Commission then considered text amendments to the zoning code with regard to the Downtown Character District regulations. Chair Leeper introduced the item and Ms. Howard provided background information. She explained that this meeting is about finalizing the draft and getting the updates to City Council. As all changes had been made that the Commission had asked for, there were no questions or comments.

Ms. Saul made a motion to approve the item. Ms. Lynch seconded the motion. The motion was approved unanimously with 6 ayes (Larson, Leeper, Lynch, Prideaux, Saul and Sears), and 0 nays.

- 5.) The next item of business was rezoning of property in the proposed Downtown Character District. Chair Leeper introduced the item and Ms. Howard provided background information. She spoke about the rezoning process and displayed the current zoning map for downtown. The boundaries were created to be consistent with the Downtown Vision Plan. She also discussed the current zoning throughout the area and explained the current rezoning proposal. Ms. Howard discussed compliance with the comprehensive plan, access to public services and adequate street network. Staff recommends approval of the rezoning of all the property within the boundaries of the Downtown Character District Regulating Plan to CD-DT – Downtown Character District.

Mr. Leeper thanked the consultants and staff and Ms. Lynch stated she is eager to see how it works. There were no public comments.

Ms. Lynch made a motion to approve the item. Ms. Prideaux seconded the motion. The motion was approved unanimously with 6 ayes (Larson, Leeper, Lynch, Prideaux, Saul and Sears), and 0 nays.

- 6.) As there were no further comments, Ms. Lynch made a motion to adjourn. Ms. Saul seconded the motion. The motion was approved unanimously with 6 ayes (Larson, Leeper, Lynch, Prideaux, Saul and Sears), and 0 nays.

The meeting adjourned at 5:55 p.m.

Respectfully submitted,


Karen Howard
Community Services Manager


Joanne Goodrich
Administrative Assistant