

**Cedar Falls Planning and Zoning Commission
Regular Meeting
November 6, 2019
City Hall Council Chambers
220 Clay Street, Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on Wednesday, November 6, 2019 at 5:30 p.m. in the City Hall Council Chambers, 220 Clay Street, Cedar Falls, Iowa. The following Commission members were present: Adkins, Hartley, Holst, Larson, Leeper, Lynch, Saul and Wingert. Ms. Prideaux was absent. David Sturch, Planner III, was also present.

- 1.) Chair Holst noted the Minutes from the October 23, 2019 regular meeting are presented. Ms. Adkins made a motion to approve the Minutes as presented. Mr. Hartley seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Hartley, Holst, Larson, Leeper, Lynch, Saul and Wingert), and 0 nays.

- 2.) The first item of business was a site plan amendment and first amendment to a Conditional Zoning Agreement for the Mills Fleet Farm signage plan at 400 W. Ridgeway Avenue. Chair Holst introduced the item and Mr. Sturch provided background information. He explained that the amendment pertains to the location of a pole sign at the Mills Fleet Farm and the first amendment to the Conditional Zoning Agreement. He went over zoning history on the project, noting that the zoning agreement was approved with the rezoning of the property in 2018. A condition of the zoning agreement states that no structure shall be placed on Tract E (part of the Highway 58 corridor preservation zone established by the Iowa DOT) of the final plat. The approved site plan illustrated that a 25-foot tall, 200 square foot pylon sign would be placed at the southeast corner of the site, which is currently at the bottom of an embankment. The applicant requests permission for the proposed sign to be located at a higher elevation that would be more visible. The desired location is within Tract E. The conditional zoning agreement does not allow any structures, including signs, to be located within this Tract, which is reserved for future right-of-way needs for the Highway 20 interchange. The applicant has received permission from the Iowa Department of Transportation to locate their sign within this Tract, provided that if this area is needed in the future for right-of-way purposes, that the sign would be moved at the property owner's expense. Staff has drafted an amendment to the conditional zoning agreement to allow the sign to be located as indicated in the revised site plan, subject to the conditions agreed upon with the IDOT. Staff recommends approval of the proposed amendment to the conditional zoning agreement and the amendment to the site plan.


Mr. Holst clarified that the owner is responsible for moving the sign and it has been approved by the IDOT. Mr. Leeper commented that with the updating of the zoning code, he would hope that these kinds of things would not have to come before the Commission.

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

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

The meeting adjourned at 5:40 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Karen Howard".

Karen Howard
Community Services Manager

A handwritten signature in blue ink, appearing to read "Joanne Goodrich".

Joanne Goodrich
Administrative Clerk