

**Cedar Falls Planning and Zoning Commission  
Regular Meeting  
September 25, 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, September 25, 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, Lynch, Prideaux and Wingert. Leeper and Saul were absent. Karen Howard, Community Services Manager, Shane Graham, Economic Development Coordinator, David Sturch, Planner III and Iris Lehmann, Planner II, were also present.

- 1.) Chair Holst noted the Minutes from the September 11, 2019 regular meeting are presented. Mr. Larson made a motion to approve the Minutes as presented. Ms. Prideaux seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Hartley, Holst, Larson, Lynch, Prideaux, and Wingert), and 0 nays.
- 2.) The first item of business was the Panther West preliminary plat. The item was deferred.
- 3.) The next item for consideration by the Commission was the Creekside Technology Center Master Plan. Chair Holst introduced the item and Mr. Graham provided background information. He explained that the consultant gave a presentation at the last Planning and Zoning meeting. The City purchased approximately 157 acres near the corner of Hudson Road and West Ridgeway Avenue that has been leased out as farm ground and the City is looking at future uses for the property. Staff is recommending approval of the Master plan subject to any comments from the Commission.

Mr. Holst noted his concern with the curb appeal and how it is viewed from Highway 20 and Ridgeway Avenue and that he would like to see that addressed.

Mr. Larson asked about the timing of development. Mr. Graham stated that the phases should be starting in the next two to three years.

Mr. Wingert asked if the City will seek out buyers for the properties and if there will be any incentives for future businesses. Mr. Graham stated that part of the plan is to develop a marketing brochure, and discussed other options being considered. He also noted that there is potential for incentives depending on the use.

Ms. Prideaux stated that she appreciated the inclusion of the Dry Run Creek restoration.

Mr. Larson made a motion to approve the item. Mr. Hartley seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Hartley, Holst, Larson, Lynch, Prideaux, and Wingert), and 0 nays.

- 4.) The Commission then considered a Central Business District façade review at 202 Main Street. Chair Holst introduced the item and Ms. Lehmann provided background information. She explained that the property owner of The Horny Toad Bar and Grill is requesting a façade review for a new wall and projecting sign on the side of the building. She displayed renderings of the location of the proposed signs and design plan. Size requirements have been met for both signs, as well as the placement of the signs. Staff recommends approval of the signage.

Mr. Hartley stated he feels it adds a lot to that side of the building.

Mr. Hartley made a motion to approve the item. Ms. Adkins seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Hartley, Holst, Larson, Lynch, Prideaux, and Wingert), and 0 nays.

- 5.) The next item of business was a Central Business District façade review for 100 E. 2<sup>nd</sup> Street, Suite 105. Chair Holst introduced the item and Ms. Lehmann provided background information. She explained that the property owner is proposing a new projecting sign for their new tenant, Andy's Bike Shop. She provided a rendering of the proposed sign and the lighting plan. The proposed sign meets size and placement requirements. Staff recommends approval.

Ms. Prideaux made a motion to approve the item. Mr. Larson seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Hartley, Holst, Larson, Lynch, Prideaux, and Wingert), and 0 nays.

- 6.) The next item for consideration by the Commission was a Central Business District façade and site plan review for 203/205 Main Street. Chair Holst introduced the item and Ms. Lehmann provided background information. She explained that the owner is requesting a site plan review to redevelop the entire façade of the building and convert the second floor into apartments. She showed images of the current building and the proposed façade change. She discussed the design review requirements and noted that all criteria have been met. Ms. Lehmann then discussed the proposed change of use for the upper level of the building. She noted that the change of use from non-residential to residential requires review and approval by the Planning and Zoning Commission and City Council. Currently the upper floor is used for the rehearsal space and museum for the Cedar Falls Municipal Band. The applicant proposes to create two, two bedroom residential apartments. This proposed change in use would be in keeping with the intent of the code and appropriate for a Main Street building. The required parking, four spaces, is provided. Staff recommends approval of the proposal.

Mr. Wingert stated that he feels it is a great improvement to the property. Chair Holst agreed.

Mr. Wingert made a motion to approve the item. Ms. Adkins seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Hartley, Holst, Larson, Lynch, Prideaux, and Wingert), and 0 nays.

- 7.) Ms. Howard discussed the Imagine Downtown Vision Plan, noting that there have been considerable public input to this point and a lot of public interest. She explained that a presentation will be given by Mr. Geoffrey Ferrell at 6:30 p.m. to give an overview of the plan.
- 8.) As there were no further comments, Mr. Larson made a motion to adjourn. Mr. Wingert seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Hartley, Holst, Larson, Lynch, Prideaux and Wingert), and 0 nays.

The meeting adjourned at 5:57 p.m.

Respectfully submitted,

  
Karen Howard  
Community Services Manager

  
Joanne Goodrich  
Administrative Clerk