

**Cedar Falls Planning and Zoning Commission  
Regular Meeting  
November 28, 2018  
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 28, 2018 at 5:30 p.m. in the City Hall Council Chambers, 220 Clay Street, Cedar Falls, Iowa. The following Commission members were present: Adkins, Arntson, Giarusso, Hartley, Leeper, Oberle, Saul and Wingert. Holst was absent. Karen Howard, Community Services Manager, David Sturch, Planner III, Shane Graham, Planner II, and Iris Lehmann, Planner I, were also present.

- 1.) Chair Oberle noted the Minutes from the November 14, 2018 regular meeting are presented. Ms. Giarusso made a motion to approve the Minutes as presented. Ms. Adkins seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Arntson, Giarusso, Hartley, Leeper, Oberle, Saul and Wingert), and 0 nays.
- 2.) The first item of business was a public hearing regarding the rezoning of a property at the north end of Arbors Drive and the west end of Richard Road from A-1, Agricultural to R-1, Residential. Chair Oberle explained that a notice was published in the Courier on November 18, 2018 and asked for a motion to receive and file the public notice. Mr. Hartley made a motion to approve. Ms. Saul seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Arntson, Giarusso, Hartley, Leeper, Oberle Saul and Wingert), and 0 nays.

Chair Oberle opened the public meeting and Mr. Wingert noted that he will be abstaining from this item. Ms. Lehmann provided background information, explaining that Panther Farms LLC has submitted a request to rezone about 40 acres of land from A-1, Agricultural to R-1, Residential. The area being rezoned consists of two parcels of land that are located directly north of the new Aldrich Elementary school site. The rezoning of the land would allow for single-family homes to be built in the area similar to the homes in the neighboring subdivisions. Ms. Lehmann noted that the rezoning request is consistent with the existing zoning in the area. All criteria with regard to future land use map consistency, protection of environmentally sensitive areas, access to needed municipal services, and adequate street connection to the site, have been met. Staff recommends approval of the request. Ms. Oberle asked if there were any comments from the public. There were none. The Commission agreed that the request was fairly straight forward. Ms. Lehmann noted that if the Commission felt it was appropriate they could forward the request on to City Council without reviewing it again at the next Commission meeting. The Commissioners discussed the possibility and agreed that reviewing the request a second time was not needed.

Mr. Leeper made a motion to approve. Ms. Saul seconded the motion. The motion was approved unanimously with 6 ayes (Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Oberle and Saul), 1 abstention (Wingert) and 0 nays.

- 3.) The next item for consideration by the Commission was a Central Business District Overlay Design Review for the Tea Cellar at 209 State Street. Chair Oberle introduced the item and Ms. Lehmann provided background information. She explained that the request is for a façade review of a new wall sign and awnings that will advertise the new tenant. She also provided renderings of the work being proposed and discussed the criteria that needed to be met for approval. As all requirements are met, staff recommended approval.

Ms. Saul made a motion to approve. Ms. Giarusso seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Arntson, Giarusso, Hartley, Leeper, Oberle Saul and Wingert), and 0 nays.

- 4.) The Commission then considered a Planned Commercial District (PC-2) site plan for Outbuilding #1 at 936 Viking Road. Chair Oberle introduced the item and Mr. Graham provided background information. He explained that the property is located just to the east of the CFU Solar Garden and Prairie Lakes Park. He displayed a rendering of the overall site development plan, showing the proposed 8,000 square foot building, surrounding buildings, and future buildings. He also showed the staging plan for paving on the site, building design and landscape plan. Mr. Graham explained that several technical comments, including site lighting and storm water management, have been addressed and staff recommends approval.

Mr. Leeper commented that this request is pretty straight forward, as the building design is similar to the other building already constructed on the site, and is consistent with the overall approved plan for the property.

Mr. Hartley made a motion to approve. Mr. Leeper seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Arntson, Giarusso, Hartley, Leeper, Oberle Saul and Wingert), and 0 nays.

- 5.) The next item of business was a College Hill Neighborhood Overlay District site plan review for 2119 College Street. Chair Oberle introduced the item and Mr. Sturch provided background information. He explained that the project consists of three lots near the Great Wall building (2119 College Street, 925 W. 22<sup>nd</sup> Street, and 1003 W. 22<sup>nd</sup> Street) and is located in the C-3, Commercial District. It is proposed to demolish the existing multi-family dwellings and construct a new 5-story mixed-use building. He discussed the code with regard to property use and noted that staff feels that this is an appropriate project for this area. He spoke about the parking requirements and plans, provided building renderings from different perspectives and building materials. He also displayed examples of building heights in the area, building scale, and discussed additional site plan review elements. He discussed trash enclosure as well as lighting details and landscaping plan. Mr. Sturch also noted that a letter was submitted from an attorney concerning this project on November 27, 2018. This letter was given to the Commission members before the meeting.

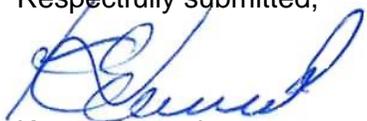
Ms. Oberle asked if there has been any notification sent to neighbors in the area. Mr. Sturch noted that notifications were sent out and that there was not a great deal of response. Mr. Leeper stated that he would feel more comfortable moving the item to the next Planning and Zoning meeting when there are more clarifications that can be presented to the Commission. Chair Oberle cautioned that the Commission that it is not correct to tie this application to what changes they would like to see in the code. Ms. Howard agreed that the votes for this item need to be separate from the discussion regarding what the Commission would like to change the code to say.

The item will be continued at the December 12, 2018 meeting.

- 6.) Ms. Howard noted that there will not be a quorum for the December 26 meeting and staff will discuss whether or not the meeting will be rescheduled or cancelled.
- 7.) As there were no further comments, Mr. Hartley made a motion to adjourn. Mr. Wingert seconded the motion. The motion was approved unanimously with 7 ayes (Adkins, Arntson, Giarusso, Hartley, Leeper, Oberle, Saul and Wingert), and 0 nays.

The meeting adjourned at 6:15 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'K Howard', written in a cursive style.

Karen Howard  
Community Services Manager

A handwritten signature in blue ink, reading 'Joanne Goodrich', written in a cursive style.

Joanne Goodrich  
Administrative Clerk