



**AGENDA**  
**CITY OF CEDAR FALLS, IOWA**  
**PLANNING AND ZONING COMMISSION**  
**WEDNESDAY, APRIL 11, 2018**  
**5:30 PM AT CITY HALL - COUNCIL CHAMBERS**

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1. **Call to Order and Roll Call**
2. **Approval of Minutes**
3. **Public Comments**
4. **Public Hearing**

**A. Zoning Ordinance Amendments**

Location: City wide: Section 29-2, Definitions; Section 29-151, C-3, Commercial District; Section 29-160, CHN College Hill Neighborhood Overlay Zoning District; Section 29-168, CBD, Central Business District Overlay Zoning District; Section 29-177, Off Street Parking Spaces

Applicant: City of Cedar Falls

Previous Discussion: January 24, 2018 and March 28, 2018

*Staff Recommendation: Hold the Public Hearing for comments from the Commission and public.*

*P&Z Action Needed: Close the Public Hearing and table this item to gather additional input from the public.*

5. **Old Business**

**A. Zoning Ordinance Discussion – Central Business District Overlay Amendments**

Location: City wide: Section 29-168, Central Business District Overlay

Applicant: City of Cedar Falls

Previous Discussion: January 24, 2018

*Staff Recommendation: Discuss drafted text amendments to Section 29-168.*

*P&Z Action Needed: Provide direction to City Staff.*

6. **New Business**

7. **Adjournment**

Reminders:

- April 25<sup>th</sup> and May 9<sup>th</sup> Planning & Zoning Commission Meeting
- April 16<sup>th</sup> and May 7<sup>th</sup> City Council meeting



**Cedar Falls Planning and Zoning Commission  
Regular Meeting  
March 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, March 28, 2018 at 5:30 p.m. in the City Hall Council Chambers, 220 Clay Street, Cedar Falls, Iowa. Mr. Sturch introduced Karen Howard, Planning & Community Services Manager and had roll call. The following Commission members were present: Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Oberle, Saul and Wingert. 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 February 28, 2018 regular meeting are presented. Mr. Leeper made a motion to approve the Minutes as presented. Mr. Hartley seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Saul and Wingert), 1 abstention (Oberle) and 0 nays.
- 2.) The first item of business was a HWY-1 District site plan review for the Holiday Inn & Suites/Conference Center. Chair Oberle introduced the item and Mr. Graham provided background information, noting that this item was initially discussed with the Commission on February 14, 2018. He explained that the property is zoned HWY-1 Commercial, and is located near the corner of West Ridgeway Avenue and Hudson Road. This use is permitted in this zoning district. Mr. Graham showed renderings of the site plan, displaying the proposed elements. He also discussed the signage plan, stormwater management plan and building design, showing changes in the design since the last meeting. Staff recommends approval subject to additional comments or direction from the Commission.

Ms. Saul noted that she likes the change in color and the canopy. Mr. Arntson asked about the roads and entry points.

Mr. Leeper made a motion to approve. Mr. Wingert seconded the motion. The motion was approved unanimously with 9 ayes (Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Oberle, Saul and Wingert) and 0 nays.

- 3.) The next item for consideration by the Commission was amendments to the Zoning Ordinance. Chair Oberle introduced the item and Mr. Sturch provided background information. He explained that potential changes to the ordinance were discussed in January and staff has looked at other towns and ordinances and gotten feedback from local groups with regard to those changes. He discussed the addition of new definitions for efficiency/studio units and mixed use buildings. It is also proposed to define residential dwelling units, ground level floor uses and parking behind the commercial space, as well as onsite parking requirements for residential users and consideration of off-premise parking. Exceptions to parking requirements are also being considered, as are parking ratios for efficiency and studio units. At this time, this item is being presented for discussion.

Eashaan VajPeyi, 3831 Convair Lane, spoke on behalf of himself and his client Brian Sires. He stated that it is his client's position that the changes appear to be proposed to allow certain developments that have thus far failed to meet the ordinances. They are changes that are not necessary to develop residential properties in these districts. He believes that site plans should conform to the code; the code shouldn't conform to the site plans. He feels that studio

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units and one-bedroom units are no different in terms of the number of tenants and should have the same parking requirements. He also addressed an issue with Mr. Wingert being allowed to vote on site plans that involve Brent Dahlstrom's properties as they work so closely on, as he believes he cannot be impartial.

Ryan Kreiner, 4525 Quesada Court, spoke about the council partnership and their mission statement, which talks about urbanization and revitalization. He feels that restricting developers will restrict that belief.

Dr. Brian Sires, stated that he has rented apartments of all sizes and has found that people choose a location and then look for a price point. When college students come, they are often couples and rent depending on the price point. Couples will rent studio units as much as one-bedroom units, and these students have a high car use rate. He feels that this is going to create more of a parking problem if parking isn't accommodated better and the parking is changed in the ordinance to allow for less parking.

Mr. Holst asked for clarification on the parking requirements between the studio and one-bedroom units. Mr. Sturch explained that one-bedroom would require two spots and the studio would require one. Ms. Giarusso asked how staff came up with six hundred square feet for the studio units. Mr. Sturch noted that they compared with other communities and past ordinances. Mr. Oberle asked how parking was decided for the studio units. Mr. Sturch stated that staff looked at other communities and how they calculated their parking requirements. Ms. Saul had questions about the exceptions that are proposed.

Mr. Wingert asked if staff had any idea of what this new potential mixed use building might look like and where it would go. He feels that the vision of the local developers is critical as they know our community well. Mr. Holst stated that he wants to see commercial use preserved in commercial districts.

Mr. Leeper stated that he would take exception with the accusation that this group is playing favoritism with any person or group. They are trying to deal with the density issues the community is facing in an open process. He also stated that he understands Mr. Sires' point regarding equity between studio units and one bedroom units. He also asked about the proposed exceptions, particularly the section about three or fewer units on the upper floor with up to six units.

Ms. Sheetz stated that the proposal includes a more explicit requirement for parking for residential units in the C-3 district to provide more clarity in the code, which will prevent confusion on these types of mixed use projects moving forward. The changes to parking for the studio units would be citywide. Mr. Arntson asked what the difference would be between R-4 and the C-3 proposed parking requirements. Mr. Wingert asked if there are any current buildings that would fit the new criteria to use as an example.

Mr. Wingert wanted to put on the record that it there is no reason for him to abstain from this project.

Chair Oberle noted that this item will be continued as a public hearing on April 11. That will be the time for any input from developers and citizens.

- 4.) The Commission then considered Greenhill Village Townhomes Master Plan Amendment. Chair Oberle introduced the item and Ms. Lehmann provided background information. Mr. Wingert noted that he will abstain from this item. Ms. Lehmann explained that the site is located southeast of Greenhill and Hudson Roads and the applicant is proposing to amend the section of the Greenhill Village Master Plan to allow for higher residential density to be

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developed, specifically townhomes. As this is a significant improvement, the amendment will need Planning and Zoning and City Council review and approval. Ms. Lehmann displayed and discussed the original and currently proposed Master Plan as well as the requests relation to the Future Land Use map for the city. In summary, the proposed amendment is consistent with both the Master Plan's overall goal and the type of use shown in the City's Future Land Use map. She discussed the concept plan that was submitted with the Master Plan amendment that will be used as a guide for the type of multi-family development approved for the area. Staff recommends approval of the Greenhill Village Master Plan amendment and submitted concept plan permitting the development of townhome style multi-unit dwellings at this location at a density of approximately 7.7 units per acre.

Mr. Holst verified that notifications were sent to the neighbors and he feels that this is a good transition for that area. Mr. Leeper agreed that the density makes sense.

Mr. Holst made a motion to approve. Mr. Arntson seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Oberle and Saul), 1 abstention (Wingert) and 0 nays.

- 5.) The next item of business was Gateway Business Park at Cedar Falls I Final Plat. Chair Oberle introduced the item and Mr. Graham provided background information. He explained that the property is located near the corner of West Ridgeway Avenue and Hudson Road. He displayed a rendering of the final plat with different elements highlighted, as well as street connectivity. Staff recommends approval of the plat.

Mr. Arntson made a motion to approve. Mr. Saul seconded the motion. The motion was approved unanimously with 9 ayes (Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Oberle, Saul and Wingert) and 0 nays.

- 6.) The next item for consideration by the Commission was Western Home Communities Eighth Addition Preliminary Plat. Chair Oberle introduced the item and Mr. Sturch provided background information. He explained that the property is located in the Western Home South Main Street campus on Hyacinth and Caraway Lane. He showed the preliminary and final plats and provided plat details, noting that it complies with all requirements. Staff recommends approval of the plats. Mr. Holst noted that he has a conflict of interest and will abstain from the vote.

Ms. Adkins made a motion to approve. Mr. Wingert seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Arntson, Giarusso, Hartley, Leeper, Oberle Saul and Wingert), 1 abstention (Holst) and 0 nays.

- 7.) As there were no further comments, Mr. Hartley made a motion to adjourn. Mr. Holst seconded the motion. The motion was approved unanimously with 9 ayes (Adkins, Arntson, Giarusso, Hartley, Holst, Leeper, Oberle, Saul and Wingert) and 0 nays.

The meeting adjourned at 6:25 p.m.

Respectfully submitted,

  
Karen Howard  
Community Services Manager

  
Joanne Goodrich  
Administrative Clerk





DEPARTMENT OF COMMUNITY DEVELOPMENT

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MEMORANDUM

Planning & Community Services Division

TO: Planning & Zoning Commission
FROM: David Sturch, Planner III
DATE: April 4, 2018
SUBJECT: Zoning Ordinance text amendments related to the C-3 district residential density determination

REQUEST: Zoning Ordinance Amendment
Section 29-2: Definitions
Section 29-151, C-3 Commercial District
Section 29-160, CHN College Hill Neighborhood Overlay Zoning District
Section 29-168, CBD, Central Business District Overlay Zoning District
Section 29-177, Off Street Parking Spaces
PETITIONER: Department of Community Development
LOCATION: City-wide

PROPOSAL

City Staff is recommending changes to the zoning ordinance related to the development of mixed use buildings in the C-3 zoning districts of downtown and College Hill. The intended goal of such changes is to create clear and objective standards in the code to facilitate consistent review and approval of development in these districts. Promoting mixed use development, maintaining commercial "street level" uses, retail expansion and having a variety of housing types conveniently located next to commercial and civic activities are common goals listed in the Comprehensive Plan.

BACKGROUND

The Planning and Zoning Commission has reviewed a number of mixed use development plans throughout the city over the past few years. Given some ambiguity in the zoning ordinance, City staff has interpreted the principal use in a mixed-use building in the C-3 District to be the use located on the main floor or street level floor of the property. Upper floor uses have been considered secondary or incidental uses of the property. However, as the demand for residential in these urban centers have increased, larger mixed-use buildings have been proposed than when these definitions of principal and secondary were originally written into the code. Therefore, it is important to remove ambiguous or conflicting language in the code and update the ordinance in order to provide consistent review of applications and guidance for developers when they are designing new projects in Downtown and College Hill. These ordinance amendments will provide guidance on how parking is calculated for mixed-use buildings and create parking standards more appropriate for these urban districts.

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### ANALYSIS

Currently, residential uses are permitted in the C-3 district subject to site plan review by the Planning and Zoning Commission and City Council. The zoning ordinance should provide clear guidance for new development in these areas. The challenge becomes situations where a total redevelopment of the site is proposed. First, these existing sites are often confined and have set configurations. Planning a modern building and site can be difficult on narrower lots, for example. Sometimes multiple properties need to be acquired, which can be difficult. Second, such an endeavor requires tearing down a structure, preparing a site and then building an entirely new building along with the associated parking.

The zoning ordinance should encourage redevelopment of property in the C-3 district with a balanced approach. Setting the parking requirements too low will certainly encourage development, but create a parking shortage. Setting the parking requirements too high will discourage development projects in these areas. Also, it is important to adopt a parking ratio for these residential uses in the C-3 district and locational standard for the parking lots.

On January 24, 2018, staff introduced some options to consider in the development of these ordinance amendments. Since that time Staff has refined these options based on research of parking policies in other similar communities and initial discussions with Community Main Street and the College Hill Partnership. The following is a summary of these refined proposals.

Section 29-2: Definitions. Add new definitions for an efficiency/studio unit and a mixed use building

*Efficiency/Studio Unit:* A dwelling unit consisting of one principal room, in addition to a bathroom, hallway and closets, which serves as the occupant's living room and bedroom. The kitchen may be located in this principal room or may be located in a separate room. An efficiency or studio unit shall not exceed 600 square feet in area.

*Mixed Use Building:* A single building containing more than one type of land use.

Section 29-151, C-3 Commercial District

Section 29-160, CHN College Hill Neighborhood Overlay Zoning District

Section 29-168, CBD, Central Business District Overlay Zoning District

The two C-3 districts in the City are also within the College Hill Neighborhood Overlay Zoning District and the Central Business District Overlay Zoning District. It is important to coordinate the two districts with the similar guidelines for new and existing development. The idea is to introduce the term "mixed use building" as it pertains to the use of the land.

The following is a list of the proposed changes to the aforementioned sections of the Zoning Ordinance.

- Residential dwelling units are allowed to be established on the upper floors of a mixed-use building with the ground level floor reserved primarily for commercial uses. In general parking should be located behind the commercial space, so that active buildings uses open on to pedestrian-oriented street frontages.

- On-site parking will be required for all residential uses, with specific ratios yet to be determined.
- The Planning and Zoning Commission may recommend to the City Council consideration of a private off-premise parking. The criteria for off-site parking will be developed for the Planning and Zoning Commission to consider.
- Consider restricting residential dwelling units to the upper floors within the C-3, commercial district.
- All parking areas must be placed behind the storefront or commercial shop front on the main floor or street level floor.
- The residential use shall conform to all parking guidelines as specified in section 29-177 of the Zoning Ordinance.
- Exceptions: To encourage full utilization of existing mixed-use buildings, the new parking requirements would not apply to existing buildings in the C-3 commercial district and parking would not be required for restoration/reconstruction of buildings that were substantially damaged buildings in the C-3 commercial district that were previously occupied by a residential use. To encourage small infill projects that may otherwise be difficult to develop, for a new mixed-use building with three (3) or fewer upper floor residential dwelling units, no parking would be required (not to exceed a total of six (6) bedrooms).

### Section 29-177, Off Street Parking Spaces

- Establish parking requirements for upper floor residential uses based on the anticipated parking demand in Downtown and College Hill. At a minimum consider establishing a lower parking requirement for efficiency/studio units in these urban districts than in outlying, more auto-oriented districts of the city.

It is important to understand the parking demand for both C-3 districts. The demand for parking in walkable urban areas like Downtown and College Hill is most likely different than in outlying, more auto-oriented districts. In addition, the occupancy of residential units may be different between these two districts and we suggest further discussion on whether the parking requirements should be differentiated in the code. Downtown has proven attractive to many different populations, including empty nesters, retirees, young professionals and college students, so may have fewer occupants per unit as opposed to College Hill where student populations are more concentrated near campus.

Understanding this parking demand, working with neighborhood organizations and developers will provide a better outcome to these ordinance suggestions. Finally, adding clarity in sections of the Zoning Ordinance between the overlay zones of the C-3 districts and the parking section will facilitate consistent reviews of future development projects.

### SUMMARY

At the March 28, 2018 Planning and Zoning Commission meeting, the following comments were discussed for each of the section of the zoning ordinance.

The Planning and Zoning Commission wanted to get a better understanding of the difference between a one bedroom unit and an efficiency/studio unit. Staff developed a definition for an efficiency/studio unit with a common room for the bedroom and living room. It was proposed that the kitchen and bathroom may be located in other rooms in the unit. More discussion on the layout of these types of units is needed in order to clearly distinguish the difference between a

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one bedroom unit and an efficiency/studio unit. Finally, the maximum area for an efficiency/studio unit was derived from past projects in the City, but may need further refinement.

In respect to the changes in the C-3 district and the overlay districts of the downtown and College Hill, the Planning and Zoning Commission expressed general understanding and acceptance of the suggestion to establish a definition in the code of a mixed use building where both ground level and upper floor uses are considered principal uses of the property. Though there was some discussion on the parking exception clause for small mixed-use buildings. Staff will investigate this idea further pertaining to the number of units and bedrooms.

Finally, to provide context for further discussion, staff researched other college communities in the Midwest. The following table outlines the parking ratio for mixed use/multi-family dwellings.

City	Ratio
Ames (CBD/Campustown)	1 stall/unit plus commercial parking requirements
Iowa City (CBD)	Efficiency/Studio - 0.5 stall/unit 2 Beds - 1 stall/unit 3 Beds - 2.5 stalls/unit Residential apartments with more than 3 bedrooms are not allowed. No parking requirements for commercial
Stevens Point, WI	1 Bed - 1.5 stalls/unit 2 Beds - 1.75 stalls/unit 3 Beds - 2 stalls/unit
LaCrosse, WI	1-3 Beds - 1.5 stalls/unit > 3 Beds - 2.5 stalls/unit not to exceed 4 stalls/unit
Cedar Rapids	Efficiency/Studio - 1 stall/unit > 1 bed - 2 stalls/unit Guest parking - 10% of total
Sioux City	Apartments - 1.5 stalls/unit
Omaha, NE	Efficiency/Studio - 1 stall/unit 1 Bed - 1.5 stalls/unit > 2 Beds - 2 stalls/unit

### STAFF RECOMMENDATION

The Community Development Department recommends closing the public hearing and tabling this matter in order to gather more information and public input. Staff will bring this back for further review and hearing at a later date.

### PLANNING & ZONING COMMISSION

Discussion 1/24/2018 Chair Oberle introduced the discussion with regard to principal and accessory/secondary uses and Mr. Sturch provided background information. He introduced elements for consideration with regard to mixed use developments within the C-3 District. He summarized the Comprehensive Plan goals and introduced ideas to consider when drafting the ordinance amendments.

The Commission members discussed the need to better define an accessory use. Mr. Sturch indicated that the accessory use is only on upper floors of a

commercial structure; must comply with the residential parking guidelines; and all parking must be placed behind the street level storefront (commercial use).

Mr. Sturch explained that the C-3 District does not have parking requirements for residential as an accessory use. The City began to apply the requirements based on the State Street development as the lots were assembled. This proposal would better define the building use and set up parking requirements.

Mr. Wingert stated that it is expensive to redevelop and feels the 50% use restricts development. Ms. Giarusso stated that if the Commission is looking at C-3 zoning, residential should be considered as well. Ms. Saul stated many shoppers are from outside the area, and parking needs to be considered.

Mr. Sturch also discussed efficiency/studio unit considerations. These ordinance changed should include the area calculation of each efficiency/studio unit and its parking ratio.

Several members of the public provided comments on the importance of off street parking in the downtown and College Hill area.

Mr. Sturch indicated that staff will seek input from Community Main Street and the College Hill Partnership as well as surveying other communities. This matter will be brought back to the Commission in March.

Discussion  
3/28/2018

The next item for consideration by the Commission was amendments to the Zoning Ordinance. Chair Oberle introduced the item and Mr. Sturch provided background information. He summarized the potential changes to the ordinance. At this time, these ordinance amendments are being presented for discussion.

There were several people in the audience to comment on the proposed changes to the zoning ordinance.

Eashaan VajPeyi, 3831 Convair Lane provided some comments on the parking proposal for efficiency/studio units.

Ryan Kreiner, 4525 Quesada Court, spoke about the College Hill Partnership and their mission statement.

Dr. Brian Sires, 8230 Beaver Hills Lane, talked about occupancy standards in one bedroom units. He believes that the proposed parking ratio for efficiency/studio units will create a parking problem by not providing ample stalls for the tenants.

The commission had some comments on the proposed zoning amendments. Mr. Holst asked for clarification on the parking requirements between the studio and one-bedroom units. Ms. Giarusso asked how staff came up with six hundred square feet for the studio units. Mr. Oberle asked how parking was decided for the studio units. Ms. Saul and Mr. Leeper had questions about the exceptions that are proposed. Mr. Sturch responded to these questions.

Mr. Wingert asked if the local developers would comment on the proposed

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changes. Mr. Holst stated that he wants to see commercial use preserved in commercial districts. Mr. Arntson asked what the difference would be between R-4 and the C-3 proposed parking requirements. Mr. Wingert asked if there are any current buildings that would fit the new criteria to use as an example. Mr. Sturch responded to these questions.

Community Development Director Sheetz provided some comments during the discussion. These parking requirements will be for residential uses in the C-3 district and citywide for efficiency/studio units.

Mr. Wingert wanted to put on the record that he had no reason to abstain from this project.

Chair Oberle noted that this item will be continued as a public hearing on April 11. That will be the time for any input from developers and citizens.

Discussion  
4/11/18



**DEPARTMENT OF COMMUNITY DEVELOPMENT**

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**MEMORANDUM**

***Planning & Community Services Division***

**TO:** Planning & Zoning Commission  
**FROM:** Iris Lehmann, Planner I  
**DATE:** April 5, 2018  
**SUBJECT:** Revision to Section 29-168: Central Business District Overlay Zoning

The Central Business District Overlay provides guidance for building, site design standards, maintenance, and development within the district. City Staff has been working with Community Main Street to clarify the review process and provide more objectivity to the design criteria of this section; specifically for new development and redevelopment. Establishing more objective standards in the overlay code will help both City Staff and the Planning & Zoning Commission be consistent in their reviews as well as create a vision of how the downtown should grow. Developers will also benefit by having a clear set of standards to follow. In addition, since Community Main Street’s Design Committee, comprised of experts from various fields, would like to move into more of an advisory role and no longer wishes to participate in the formal design review process, these code amendments aim to incorporate their various areas of expertise so that development in the downtown can continue at the high level that it has in the past.

A brief introduction of this effort was presented to the Planning and Zoning Commission at their regular January 24th, 2018 meeting. Based on the Commission’s discussion, City Staff has drafted the attached text changes. With the Commission’s feedback, City Staff will continue to work with Community Main Street to formulate the desired code changes and potentially present a final draft of the amendments to Section 29-168 at an upcoming meeting.

Topics that will be discussed include:

- Allowing smaller front yard setbacks.
- Specifying height minimums and maximums.
- Adding building composition requirements.
- Adding window and transparency requirements.
- Specifying types and percentages of materials permitted on the exterior of buildings.
- Outlining the types of colors permitted in the district.
- Adding building entry requirements.
- Outlining the types of signs permitted in the district.

xc: Stephanie Sheetz, Community Development Director



Sec. 29-168. - CBD, Central business district overlay zoning district.

- (a) *Purpose and intent.* The purpose of the CBD, central business district overlay zoning district (hereinafter the "overlay district") is to provide guidance for future development in the specified area and to encourage continued successful business development in the downtown Cedar Falls area, ~~particularly in the Main Street Parkade retail and service business area extending from First Street to Sixth Street.~~ However, the overlay district may be extended over other nearby downtown areas. The overlay district is intended to allow land uses and to encourage appropriate building design standards in a manner that complements and strengthens the downtown retail and service business sector. Originally developed as a compact, multi-functional, walkable environment, the overlay is intended to support pedestrian access and use. The provisions of this section shall apply in addition to any other zoning district regulations and requirements in which the land may be classified.
- (b) *Boundaries.* The CBD, ~~central commercial~~ business district overlay zoning district boundaries are outlined in the image below. The legal description of the overlay legally described on Attachment A to this ordinance (said attachment is not set out at length herein, but is on file in the office of the city clerk).



- (c) *Definition.*
  - "Façade" means the entire exterior wall of a building along a street, includes all stories.
  - "Storefront" means the area of a façade at ground level. The square footage of the storefront will be calculated using the first 15 vertical feet of the façade, unless otherwise demonstrated by applicant.
  - "Substantial *improvement* " includes any new building construction within the overlay district or any renovation of an existing structure that involves any modification of the exterior appearance of the structure by virtue of adding or removing exterior windows or doors or altering the color or exterior materials of existing walls. All facade improvements, changes, alterations, modifications or replacement of existing facade materials will be considered a substantial improvement. Included in this definition are any new, ~~modified or replacement~~ awning structures or similar material extensions over the public sidewalk area. A substantial improvement also includes any increase or decrease in existing building height and/or alteration of the existing roof pitch or appearance. Routine repair or replacement of existing roof materials that do not materially change the appearance, shape or configuration of the existing roof will not be considered a "substantial improvement". ~~Any new freestanding sign, projecting wall sign, or monumental sign, or an increase in size or height of any existing freestanding sign, projecting wall sign, or monumental sign, shall be considered a substantial improvement.~~ Existing detached single-unit and multi-

## Item 5.A.

unit residences containing less than seven dwelling units shall be exempt from the regulations of this section. Owner-occupied detached single family residences will not be subject to these regulations.

(d) *Permitted uses.*

- (1) Allowable uses within the overlay district include typical commercial, professional office and service oriented businesses, uses or facilities, including hotels and lodging facilities, all such uses currently allowed in the C-1 commercial, C-2 commercial and C-3 commercial districts unless herein limited. If the underlying zoning district is more restrictive than the C-3 commercial district, then only those uses permitted in the more restrictive district shall be allowed.
- (2) Residential uses are allowable subject to planning and zoning commission and city council review and approval. No residential use may be established on the ground floor of any store front or shop front located within the ~~Main Street Parkade retail and service storefront~~ commercial area extending from First Street south to Sixth Street and ~~from Washington Street east to State Street, also extending at least one-half block in depth on any side street perpendicular to said Main Street Parkade area.~~ Residential uses are encouraged to be established in upper levels of downtown commercial ~~facilities~~ buildings.

(e) *Conditional uses.* Where some question arises whether a particular commercial use is appropriate within the overlay district, the use may be allowed subject to planning and zoning commission and city council review and approval, provided that the proposed use conforms to the prevailing character of the downtown area and provided that the use will not necessitate the use of outdoor storage areas. In addition, such uses must not generate excessive amounts of noise, odor, vibrations or fumes, or ~~generate excessive amounts of~~ truck traffic. If the underlying zoning district is more restrictive than the C-3 commercial district, allowable conditional uses will be those generally compatible with the more restrictive standards of the underlying zoning district. Examples of uses that may be allowed subject to approval of a conditional use permit are:

- (1) Auto repair shop.
- (2) Printing or publishing facility.
- (3) Limited manufacturing activity that is directly related to the operation of a retail business conducted on the premises.
- (4) Plumbing and heating shop.
- (5) Sign painting shop.
- (6) Appliance repair shop.
- (7) Home supply business.

(f) *Prohibited uses.* In all cases the following uses will not be allowed within the overlay district either as permitted or conditional uses:

- (1) Lumber yards.
- (2) Used or new auto sales lots and displays.
- (3) Auto body shop.
- (4) Storage warehouse or business.
- (5) Mini-storage warehouse.
- (6) Sheet metal shop.
- (7) Outdoor storage yard.

(g) *Site plan review.* Any proposed substantially improved or new building structure or development, including proposed residential facilities, must submit a detailed site plan and building plans for review and approval by the planning and zoning commission and the city council. Applicants are encouraged, but not required, to consult with Community Main Street's Design Guidelines and

Design Committee as a design resource. Elements to be considered in this review process are proposed use, proposed building improvements or new structural elements, with particular attention to exterior building design elements, parking provision (see section 29-177 parking regulations), and how the proposed improvement or development will complement existing nearby uses and building design elements. In the case of emergency repairs needed as the result of unanticipated building or facade damages due to events such as fire, vandalism, or weather related damages, site plan review will not be required, provided that the needed repairs do not alter the appearance of the structure prior to the event causing the unanticipated damages. Existing detached single unit and multi-unit residences containing less than seven dwelling units shall be exempt from this provision. ~~Owner-occupied detached single-family dwellings will be exempt from this provision.~~

On-site parking in the downtown area will not be required for principal permitted commercial, professional office or service business uses or facilities. Any proposed residential use established within the overlay district must conform to the parking regulations described in section 29-177.

(h) Setbacks. Minimum required building setbacks for new buildings and expansions shall conform to the requirements of the underlying zoning district that the property is located in, with the exception of any commercial, professional office, or service business uses. These uses may be built to the nearest front yard depth (from the street right-of-way to the structure) of existing structures on the same side of the street between two (2) intersecting streets.

(i) Building design review. All substantially improved or new building structures within the overlay district shall be reviewed by the planning and zoning commission and the city council for architectural compatibility with surrounding structures. Paramount ~~in to~~ this review will ~~include be~~ consideration of building materials, exterior building materials on all sides, coloration of materials, building height, roof line, size and location of windows and doors, roof mounted appurtenances, and facades. In addition to consideration of typical physical structural improvements to structures, review is also required of any wall painting, mural wall signs or painted artwork or other similar applications to exterior walls. The purpose of review of said exterior wall paintings or drawings is to ensure that said applications are consistent with the prevailing standards and character of the downtown area. The following design elements will be reviewed: All substantially improved structures within the overlay district in C-1, C-2, and C-3 Zoning must meet all the design elements outlined below.

(1) Proportion Height: ~~It is the intent of this section for the relationship of width and height of the front elevations of adjacent buildings shall to be considered in the construction or alteration of a building. Height restrictions are as follows: The relationship of width and height of windows and doors of adjacent buildings shall be considered in the construction or alteration of a building. Particular attention must be given to the scale of street level doors, walls and windows. Large expanses of blank wall spaces at street level are to be discouraged.~~

Minimum:

(i) On Main Street from 1st Street to 6th Street: two stories.

Maximum:

(i) C-3 Zoning: up to four stories

(ii) Other areas of the district: up to three stories, unless part of an area Master Plan covering at least two blocks.

**OR**

Above the 3rd floor, building facades facing a street, plaza, or park shall step back 10 feet minimum from the lower floor façade. A maximum of six stories is permitted.

(2) Roof shape, pitch and direction: The similarity or compatibility of the shape, pitch and direction of roofs in the immediate area shall be considered in the construction or alteration of a building. Routine repair and maintenance or replacement of existing roof materials will not be subject to review provided that the existing roof line and configuration is not altered during the course of said repairs or maintenance.

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- (3) *Pattern*: Alternating solid surfaces and openings (wall surface versus doors and windows) in the front facade, sides and rear of a building create a rhythm observable to viewers. This pattern of solid surfaces and openings shall be considered in the construction or alteration of a building.

(4) Building Composition:

(i) To break up building facades along street frontages, facades shall be divided vertically into bays. Façade bays shall be a minimum of 20 feet and a maximum 40 feet in width. A rhythm of vertical modules unified by a complimentary rhythm of windows and window groupings. Façade bays shall be distinguished by varying patterns, recessing wall planes, varying building materials, or establishing a rhythm of architectural elements.

(ii) Building facades shall be established with a base, middle, and top. The ground floor façade composes the base.

(iii) For all mixed-use and non-residential buildings, the minimum ground floor-to structural ceiling height is 14 feet.

- (5) Windows and Transparency: The size, proportion, and type of windows need to be compatible with existing neighboring buildings.

(i) Transparent windows and doors comprise a minimum of 50% of the storefront's area. In addition, in the case of a corner lot the longer side of the storefront shall comprise a minimum of 25% transparent windows and doors. Window areas should be concentrated between 2 and 10 feet in height above the sidewalk level and start no more than 3 feet above sidewalk level.

(ii) Comprise a maximum of 75% of each side of the building's upper stories.

(iii) Be kept at least 50% transparent, shades and curtains excluded, unless it is business signage then refer to sign regulations.

(iv) If storefront windows or doors, have a tint of less than 10%.

(v) Reduction or removal of existing windows requires Planning and Zoning Commission and City Council approval.

(vi) Any perforated materials will be counted at 100% coverage.

(v) Exceptions: The Planning and Zoning Commission and City Council may approve deviations from the requirements if:

a) There are characteristics of the site or building that makes it difficult or infeasible to meet the requirements. Such as the building is on a corner lot, the project is a reuse of an existing building that was not originally designed as a storefront building, or other similar situations.

b)The proposed design fits the characteristics of the site and the surrounding neighborhood, are consistent with the intent of the standard being modified, and will not detract or be injurious to other property improvements in the vicinity.

- ~~(6)~~(4) *Materials and texture*: The similarity or compatibility of existing materials and texture on the exterior walls and roofs of the buildings in the immediate area shall be considered in the construction or alteration of a building. A building or alteration will be considered compatible if the materials and texture used are appropriate in the context of other buildings in the immediate area. The following materials must consist of at least 50% of the façade and at least 25% of the rear and 25% of the side faces of the building:

(i) Brick

(ii) Stone

(iii) Terra Cotta

The following materials can be used in limited amounts:

(i) Fiber Cement, Aluminum, Metal, EFIS, Preformed Panels, Painted Wood, or anything similar – Up to 35 percent of any one siding material may be used on the primary façade and up to 40 percent of any other sides.

(ii) Concrete and Precast Concrete- This includes site-poured or preformed concrete items. Use is limited to architectural elements such as window hoods, cornices, columns, capitals, etc. Architectural CMU may be used in combination with other materials such as brick, stone or terra cotta.

The following materials are prohibited from use on buildings:

(i) Porcelain

(ii) Asphalt or wood shingles

In the case of an unenclosed rear or roof deck, stained wood is permitted.

(75) *Color:* The similarity or compatibility of existing colors of exterior walls and roofs of buildings in the area shall be considered in the construction or alteration of a building. Buildings in the downtown utilize earth and neutral tones; however, other colors can highlight the building's architectural features and are acceptable as accents. Accents generally include trim areas and comprise up to 15% of the façade.

(86) *Architectural features:* Architectural features including but not limited to cornices, entablatures, doors, windows, shutters, fanlights and other elements prevailing in the area shall be considered in the construction or alteration of a building. It is not intended that the details of existing buildings be duplicated precisely, but those features shall be suggestive of the extent, nature and scale of details that would be appropriate on new buildings or associated with building alterations.

(9) Building Entry:

(i) New commercial construction will orient their entrances in the same direction as the entrances of adjacent buildings.

(ii) For storefronts with frontage of 100 feet or more, a visible entry way will be installed every 50 feet.

(iii) Entry ways will be at grade with the public sidewalks.

(iv) Entryways will be prominent in the building's design. The use of architectural features such as awnings, canopies, and recessed entries are encouraged.

(107) *Exterior mural wall drawings, painted artwork, exterior painting:* These elements shall be reviewed to consider the scale, context, coloration and appropriateness of the proposal in relation to nearby facades and also in relation to the prevailing character of the downtown area. Exterior painting of detached single ~~family-unit~~ and two-~~unitfamily~~ residential structures within the district shall be exempt from this provision. Other multi-~~family-unit~~ dwelling structures will be subject to this review.

~~(j) Signage. Typical business signage shall be permitted without mandatory site plan review by the planning and zoning commission and city council, unless said review is mandated by ordinance requirements.~~ All signage shall conform to requirements of the Cedar Falls sign regulations outlined in the Zoning Ordinance, Section 29-202, except as provided for below.

(1) Freestanding signs:

(i) When located adjacent to any street other than First Street, shall not exceed 15 feet in height and 40 square feet in surface area.

(ii) When located adjacent to First Street, shall not exceed 25 feet in height and 60 square feet in surface area.

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- (iii) One freestanding or monument sign shall be allowed per lot provided all components are entirely on private property. In the case of a double frontage lot, a second sign may be considered.
- (iv)(2) Monumental signs: Shall not exceed 8 feet in height and 40 square feet in surface area per sign face.
- (2) Projecting signs: One projecting sign per business is permitted on the primary façade. For those signs which are permitted to encroach over or upon public rights-of-way shall meet the following:

  - (i) Vehicular ways: 14 feet, unless public services necessitate higher clearance.
  - (ii) Pedestrian ways: 10 feet. For blade signs and awnings, the minimum clearance height shall be 8 feet.
  - (iii) Blade signs are limited to an area of 4 square feet and a projection of 2.5 feet from an exterior wall.
  - (iv) All projecting signs, excluding blade signs, shall project no further than half the width of the sidewalk that the storefront is located on or 5 feet, whichever is less.
  - (v) All projecting signs, excluding blade signs, shall be no larger in size than 1 square foot for each linear foot of the side of the building to which the sign is attached, not to exceed 40 square feet per sign face.
  - (vi) Corner projecting signs are those that are visible from two or more intersecting streets, and shall be allowed as long as they do not exceed 40 square feet per sign face.
- (3) Roof Signs: Roof signs shall be allowed on buildings with three or more stories as long as they identify only the building or business therein. No roof sign shall project more than 15 feet above the roofline.
- (4) Window Signs and film: Permanent or adhered window signage and film shall not exceed 25% of glazing of the first 15 of vertical feet of wall area and shall not be placed to prevent view into storefront. Any perforated materials will be counted at 100% coverage.
- (5) Wall Signs: Wall signs shall not exceed 10% of the total wall area, and in no case shall exceed 10% of the area of the storefront.
- (6) Billboards: Prohibited
- (7) Painted Signs: Painted signs shall not exceed 10% of the total wall area, and in no case shall exceed 10% of the area of the storefront. It is prohibited to paint signs on previously unpainted brick or stone.
- (8) Illuminated signs: Illuminated signs are permitted. External illumination should be provided by a continuous light source directed onto the sign. The use of internally lit signs (back-lit plastic) is acceptable for monument and freestanding signs. The use of internally lit wall and projecting signs (back-lit plastic) are permitted when the background is opaque at night.
- (k) Removal or demolition of building structures.** Removal or demolition of structures within the overlay district is allowable, subject to securing a demolition permit with the city inspection services division. If no immediate building reconstruction plans are proposed within 30 days following building removal or demolition, the site shall be filled and graded to a topographic elevation equal to or level with surrounding adjacent property natural grade levels. All drainage shall be directed away from existing buildings. Within 30 days of final grading of the site or at the earliest opportunity during the growing season conducive to plant germination, the site shall be seeded with grass. Reasonable efforts shall be taken by the property owner to ensure proper germination of the vegetation and the property owner must maintain the property in accordance with city ordinances.