

**Cedar Falls Planning and Zoning Commission
Regular Meeting
April 28, 2021
City Hall and via videoconference
Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on April 28, 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: Hartley, Holst, Larson, Leeper, Lynch, Prideaux, Saul, and Schrad. Sears was absent. Karen Howard, Community Services Manager, Jaydevsinh Atodaria, Planner I and Chris Sevy, Planner I, were also present.

1.) Chair Leeper noted the Minutes from the April 14, 2021 regular meeting and March 17 special meeting minutes are presented. Mr. Holst made a motion to approve the Minutes as presented. Ms. Saul seconded the motion. The motion was approved unanimously with 8 ayes (Hartley, Holst, Larson, Leeper, Lynch, Prideaux, Saul and Schrad), and 0 nays.

2.) The first item of business was a Central Business District Overlay Site Plan review for a new mixed use building at 7th and Main Streets. Chair Leeper introduced the item and noted that the applicant would like to defer the item.

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

3.) The next item for consideration by the Commission was a minor subdivision plat for Lot 2 of Blain's Corner 2nd Addition at 219 Brandilynn Boulevard. Chair Leeper introduced the item and Mr. Atodaria provided background information. He explained that this is the second time the item has been brought before the Commission and briefly re-capped the information previously discussed. Staff recommends approval of the item.

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

4.) The Commission then considered a HWY-1 site plan for Aldi's grocery store at 219 Brandilynn Boulevard. Chair Leeper introduced the item and Mr. Atodaria provided background information, noting that this item was also discussed at the last meeting. He gave a brief re-cap of the project and noted that staff recommends approval of the site plan.

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

- 5.) The next item of business was amendments to the zoning code text with regard to the Downtown Character District Regulations. Chair Leeper introduced the item and Ms. Howard provided background information. She noted that there are no additional requests received for amendments to the draft from what was discussed at the last meeting.

Mr. Hartley requested more discussion about the parking requirements that are in the draft code. Ms. Howard provided an overview of what was proposed for parking requirements in the code, noting the different between the Urban General Frontages and in the Neighborhood Frontages. She explained the requirements for each area and discussed shared parking. The Commission discussed generally and confirmed that they were in agreement that the parking requirements that are proposed are where they should be for the downtown area. As there was no additional public comment, Mr. Leeper closed the public hearing. Ms. Howard briefly explained the next steps in the approval process.

- 6.) The next item for consideration by the Commission was rezoning of property in the proposed Downtown Character District. Chair Leeper introduced the matter and Ms. Howard provided background information. She explained that mailed notice of the rezoning was sent out to all property owners in the rezoning area and notice of the public hearing was also published in the Courier. The item is for initial discussion at this time and will be continued to the next meeting.
- 7.) The Commission then considered a HWY-1 site plan for property located at 315 Viking Plaza Drive. Chair Leeper introduced the item and Mr. Sevy provided background information. He explained that the request is to build a new Scooter's Coffee shop with a drive-thru on the southeast corner of Viking Road and Andrea. He outlined the general features of the site plan, landscaping, building design, and signage.

Since the proposal meets all zoning requirements and the design is consistent with neighboring buildings staff recommended approval of the site plan.

Mr. Schrad motioned to approve the site plan. Mr. Larson seconded the motion. There was little discussion, but members of the commission generally expressed approval of the site plan and the proposed use.

The motion was approved unanimously with 8 ayes (Hartley, Holst, Larson, Leeper, Lynch, Prideaux, Saul, and Schrad), and 0 nays.

- 8.) The next item of business was a Central Business District Overlay Design Review for Taylor Vet Clinic at 315 State Street. Chair Leeper introduced the item and Mr. Atodaria explained the proposal for updating the façade and altering

the roofline for the Taylor Vet Clinic. He discussed how the proposal is to give a makeover to the existing building, creating a more modern and commercial look. The applicant will continue operating as Taylor Vet Clinic. Mr. Atodaria discussed the exceptions to the code requirements the applicant is requesting.

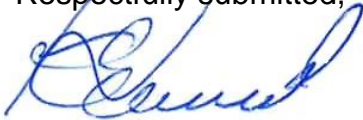
City staff is supportive of the requested exceptions as the original building was a house and was not designed as a storefront building. Mr. Atodaria noted that separate sign permits will have to be pulled to update the exterior signage on the building. He stated that the proposal meets the zoning ordinance requirements, provided the Commission approves of the exceptions and believes that the project will allow the applicant to update the façade of the building, blending well with site context. He noted that staff recommends approval of the submitted design review application.

Ms. Saul stated that the proposal looks like a nice improvement to the façade. Commission members expressed no concerns to the proposed item and agreed that the exceptions are warranted. Ms. Saul made a motion to approve the item. Mr. Holst seconded the motion. The motion was approved unanimously with 8 ayes (Holst, Hartley, Larson, Leeper, Lynch, Prideaux, Saul, and Schrad), and 0 nays.

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

The meeting adjourned at 6:12 p.m.

Respectfully submitted,



Karen Howard
Community Services Manager



Joanne Goodrich
Administrative Assistant