

**Cedar Falls Planning and Zoning Commission  
Work Session  
November 11, 2020  
Via Videoconference  
Cedar Falls, Iowa**

**MINUTES**

The Cedar Falls Planning and Zoning Commission met for a work session on November 11, 2020 immediately following the regular meeting. The work session was conducted via videoconference due to precautions necessary to prevent the spread of the COVID-19 virus. The following Commission members were present: Hartley, Holst, Larson, Lynch, Prideaux and Schrad. Leeper and Saul were absent. Karen Howard, Community Services Manager was also present.

- 1.) Chair Holst called the work session to order at approximately 5:50 PM.
- 2.) The item for discussion for the work session was the proposed schedule and review process for the adoption of new zoning regulations to implement the Imagine Downtown Vision Plan.


Howard presented an overview of the adopted Downtown Vision Plan and then described how the public review and adoption of the code will be handled to ensure there is adequate time for review of the new code by the Commission and the public. She also discussed how requests for changes to the code would be handled so that all requests were carefully considered with use of a decision matrix. The anticipated review and approval schedule was presented for discussion. The public review draft of the new code will be presented by the consultants in January with an extended public review period to follow. She noted that a number of additional work sessions are proposed for the Commission in January and February. Howard asked if there were any questions, concerns or suggestions about the review process or the timeline.

The Commission generally agreed that the timeline and process was reasonable.

- 3.) As there were no further comments, Ms. Lynch made a motion to adjourn. Mr. Hartley seconded the motion. The motion was approved unanimously with 6 ayes (Hartley, Holst, Larson, Lynch, Prideaux, and Schrad), and 0 nays.

The meeting adjourned at 6:15 p.m.

Respectfully submitted,



Karen Howard  
Community Services Manager



Joanne Goodrich  
Administrative Assistant