

**Cedar Falls Planning and Zoning Commission  
Regular Meeting  
March 22, 2023  
Cedar Falls, Iowa**

**MINUTES**

The Cedar Falls Planning and Zoning Commission met in regular session on March 22, 2023 at 5:30 p.m. at City Hall. The following Commission members were present: Crisman, Grybovych, Larson, Leeper, Lynch and Moser. Hartley was absent. Karen Howard, Planning & Community Services Manager, Thomas Weintraut, Planner III, Michelle Pezley, Planner III, and Chris Sevy, Planner I were also present.

- 1.) Chair Lynch noted the Minutes from the March 8, 2023 regular meeting are presented. Ms. Crisman made a motion to approve the Minutes as presented. Ms. Grybovych seconded the motion. The motion was approved unanimously with 6 ayes (Crisman, Grybovych, Larson, Leeper, Lynch and Moser), and 0 nays.
- 2.) Chair Lynch noted that a request was made to move the third item on the agenda to the end of the agenda. Ms. Moser made a motion to approve the move of the item. Ms. Crisman seconded the motion. All voted in favor of the agenda revision.
- 3.) The first item of business was a rezoning request of land west of Cypress Avenue and north of Tomahawk Lane from A-1 to R-2 Zoning District. Chair Lynch introduced the item and Ms. Pezley provided background information. She briefly recapped the information that was shared at the last meeting, including criteria for approval. She noted that staff recommends approval of the request.

Tom Herzmann, 1122 West 10<sup>th</sup> Street, spoke as representative of the buyer of the property under contract for 1317 Tomahawk Lane. He noted concerns with the stormwater management plan, size, and density of the property. He also asked about the plan for curbs and gutters on the streets. Ms. Pezley stated that the existing streets will not change and the streets that would be proposed in the subdivision will be reviewed in the preliminary plat process. Stormwater requirements would also be reviewed at that time.

Jon Metcalf, 3421 Cypress, noted concerns with the water and the potential phasing of the project.

Mr. Leeper clarified that the current vote won't be about the water, just the zoning, but the Commission has heard the concerns about the water and will ensure that those concerns will be addressed at the next stage.

Larson made a motion to approve the item. Ms. Crisman seconded the motion. The motion was approved unanimously with 6 ayes (Crisman, Grybovych, Larson, Leeper, Lynch and Moser), and 0 nays.

- 4.) The next item for consideration by the Commission was a Zoning Text Amendment modifying the sign allowance for Civic and Institutional Uses in the Downtown Character District. Chair Lynch introduced the item and Ms. Howard provided background information. She explained that there had been a request from St. Patrick's School to replace their freestanding monument sign but current sign allowances for the Downtown Character District would not allow for the requested sign because the school is located in the Urban General Frontage District. She noted that Institutional and civic uses are different than other uses, so may need to be looked at a little differently when it comes to signage. She noted that in the Neighborhood frontages of the Downtown Character District, institutional uses are allowed signage similar to what is allowed in the R-1 Zone, where monument signs with electronic message centers are allowed. Staff recommends amending the code to allow signage for institutional and civic uses in all frontage districts of the Downtown Character District according to the standards in the R-1 District. The result would be that all institutional and civic uses in the Downtown Character District would be treated the same with regard to signage allowances.

Ms. Gryboych made a motion to approve the item. Mr. Larson seconded the motion. The motion was approved unanimously with 6 ayes (Crisman, Gryboych, Larson, Leeper, Lynch and Moser), and 0 nays.

- 5.) The next item for consideration by the Commission was Minor Plat approval for Gateway Business Park Minor Plat of Lot 2. Chair Lynch introduced the item and Mr. Sevy provided background information. He explained that the applicant is requesting a minor subdivision of Lot 2 of the Gateway Business Park, dividing it into two lots so that each business can reside on a separate lot and the lots can be sold separately. Staff has reviewed the plat and finds that it complies with all requirements and recommends approval.

Dan Keagle, representing the applicant MT Tanks noted that he is available for any questions.

Mr. Larson made a motion to approve the item. Ms. Moser seconded the motion. The motion was approved unanimously with 6 ayes (Crisman, Gryboych, Larson, Leeper, Lynch and Moser), and 0 nays.

- 6.) The next item for consideration by the Commission was a rezoning request for 3.07 acres of land west of Hudson Road along Ashworth Drive from A-1 to R-1 Zoning District. Chair Lynch introduced the item and Mr. Larson recused himself from the item. Mr. Weintraut provided background information, explaining that the property is located on Hudson Road near the intersection with Ashworth Drive. The City purchased land from the applicant to build an extension of Ashworth Drive. The petitioner would like to rezone the property that will abut this new street extension to allow for residential development. The area purchased by the City for the road is also included in the rezoning. Mr. Weintraut discussed how the petition fits in to the Future Land Use Map and Comprehensive Plan and notes that all services are available for residential development. Staff recommends approval of the rezoning.

Ms. Grybovych asked about an email that was shared regarding roads not being extended and who would be responsible for development of the roads. Ms. Howard explained that the City is constructing the road as it is a priority to make the needed connection over to Aldrich Elementary School. Property owners on both sides of the street will benefit from the road extension as it will allow additional development to occur on both properties.

Ms. Crisman made a motion to approve the item. Ms. Moser seconded the motion. The motion was approved unanimously with 5 ayes (Crisman, Grybovych, Leeper, Lynch and Moser), 1 abstention (Larson) and 0 nays.

- 7.) As there were no further comments, Ms. Moser made a motion to adjourn. Mr. Leeper seconded the motion. The motion was approved unanimously with 6 ayes (Crisman, Grybovych, Larson, Leeper, Lynch and Moser), and 0 nays.

The meeting adjourned at 5:50 p.m.

Respectfully submitted,



Karen Howard  
Community Services Manager



Joanne Goodrich  
Administrative Assistant