

**Cedar Falls Planning and Zoning Commission
Regular Meeting
April 22, 2020
Held via videoconference**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on Wednesday, April 22, 2020 at 5:30 p.m. via videoconference due to precautions necessary due to COVID-19 pandemic. The following Commission members were present: Adkins, Hartley, Holst, Larson, Leeper, Lynch, Prideaux and Saul. Karen Howard, Community Services Manager, Shane Graham, Economic Development Coordinator and Jaydevsinh Atodaria, Planner I, were also present.

- 1.) Chair Holst noted the Minutes from the April 8, 2020 regular meeting are presented. Mr. Hartley made a motion to approve the Minutes as presented. Mr. Larson seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Hartley, Holst, Larson, Leeper, Lynch, Prideaux and Saul), and 0 nays.

- 2.) The first item of business was a preliminary plat amendment for the Arbors Fourth, Fifth and Sixth Additions. Chair Holst introduced the item and Mr. Graham provided background information. He explained that the plat is located west of Arbors Drive and north of Viking Road and the new Aldrich Elementary School and provided information regarding the original preliminary plat approved in 2014. He explained revisions made in 2018 with regard to the locations of the plats and discussed the newly proposed revisions, which include creating a public trail and stormwater management easement, creation of additional smaller size lots for zero lot line dwellings, removal of a cul-de-sac in order to provide for an additional street connection to serve future development to the west and necessary street redesign. He provided renderings of the proposed duplexes and their designs. At this time, the item is being brought to the Commission for discussion and public comments, noting that staff is comfortable with a decision tonight if the Commission prefers to do that.

Kevin Fittro, Skogman Homes\Midwest Development, provided the perspective of the developers on the proposed changes. The phasing will be changed to accommodate the school and he explained that the timing will be dependent on the sales. He stated that the building types were changed based on market demand. The intention is to blend the duplexes into the single-family homes in the neighborhood, and noted that the street extension to the west was requested by the City.

Amy Rube, 2932 Timber Cove, stated that when they first built their home they believed that there would only be single-family homes and stated her concerns with the home values. She also asked about the phases and when they will begin and whether these will be owner occupied or rental units. Mr. Fittro stated that they don't have a specific time yet, but as the sixth addition his best guess would be based on each addition taking roughly a year to a year and a half and there would be three additions before that one. He stated that he doesn't believe that the duplexes will affect the home values. Ms. Rube asked if a clause can be added that would not allow rentals. Mr. Fittro stated that they would have to speak to their attorney as they would not be able to tell a single-family homeowner that they could not rent, so it may not be an option with the duplexes.

Ms. Prideaux asked about the projected population and price range for the future housing needs in the community and asked if the Comprehensive Plan had any information. Ms. Howard stated that staff can look into that information. Mr. Larson asked what makes the decision on whether or not a vote needs to go through two meetings as opposed to one. Ms.

Howard stated that the decision is up to the Commission. Typically there are two meetings to allow the public to get more information and have discussion.

Mr. Leeper stated that it seems that homeowners seem to be unclear on what is allowed in certain zoning districts when they purchase their homes. He asked if there is anything that can be done to help homeowners understand what is possible with the zoning codes. Ms. Howard provided clarification on the zoning and plan development. Mr. Larson suggested getting information to realtors with regard to zoning and potential development so they can pass that information on to potential buyers.

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

- 3.) The next item for consideration by the Commission was a street right-of-way vacation along Prairie Parkway. Chair Holst and Ms. Lynch stated that they each had a conflict of interest and would be abstaining from the item. Vice-Chair Leeper introduced the item and Mr. Atodaria provided background information. He explained that the location is at the southwest corner of the intersection of Prairie View Road and Prairie Parkway and the property to the west is owned by Western Home Communities. Western Homes has requested the partial street ROW vacation with the intention of then purchasing the vacated property along the road, which would be combined with their existing property to the west. Acquisition of the ROW would allow them to place an entranceway sign for the development in a location more visible to Prairie Parkway. Atodaria noted that due to the design of the roadway with the curve and the roundabout there is excess ROW not needed by the City, except that a 30-foot wide easement would be established along the eastern edge of the vacated area to protect utilities that are located in this area. The approximate vacation area is 21,995 sq. ft. In addition, a 10 ft. utility easement will need to be established along Prairie View Road. At this time, the item is being presented for discussion and comments and the Commission can approve at this time or move to the next meeting. Staff recommends approval with the condition that easements be established as noted in the staff report.

Ms. Prideaux made a motion to approve the item. Ms. Adkins seconded the motion. The motion was approved with 6 ayes (Adkins, Hartley, Larson, Leeper, Prideaux and Saul), 2 abstentions (Lynch and Holst) and 0 nays.

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

The meeting adjourned at 6:24 p.m.

Respectfully submitted,


Karen Howard
Community Services Manager


Joanne Goodrich
Administrative Clerk