



**AGENDA  
CITY OF CEDAR FALLS, IOWA  
PLANNING AND ZONING COMMISSION MEETING  
WEDNESDAY, FEBRUARY 26, 2020  
5:30 PM AT CITY HALL**

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**Call to Order and Roll Call**

**Approval of Minutes**

1. Planning and Zoning Commission Minutes of February 12, 2020.

**Public Comments**

**Old Business**

**New Business**

2. **Special Commission and Board Training** - Conflicts of Interest and Ex Parte Communication – Kristine R. Stone, Ahlers & Cooney Attorneys

**Commission Updates**

**Adjournment**

Reminders:

- \* March 11<sup>th</sup> and 25<sup>th</sup> - Planning & Zoning Commission Meetings
- \* March 2<sup>nd</sup> and 16<sup>th</sup> - City Council Meetings
- \* March 28<sup>th</sup> – April 2 – **Imagine College Hill!** - Community Design Charrette

**Cedar Falls Planning and Zoning Commission  
Regular Meeting  
February 12, 2020  
City Hall Council Chambers  
220 Clay Street, Cedar Falls, Iowa**

**MINUTES**

The Cedar Falls Planning and Zoning Commission met in regular session on Wednesday, February 12, 2020 at 5:30 p.m. in the City Hall Council Chambers, 220 Clay Street, Cedar Falls, Iowa. The following Commission members were present: Adkins, Hartley, Holst, Larson, Leeper, Lynch, Saul and Wingert. Prideaux was absent. Karen Howard, Community Services Manager, and Jaydevsinh Atodaria, Planner I, were also present.

- 1.) Chair Holst noted the Minutes from the December 4, 2019 regular meeting are presented. Mr. Wingert made a motion to approve the Minutes as presented. Ms. Saul seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Hartley, Holst, Larson, Leeper, Lynch, Saul and Wingert), and 0 nays.
- 2.) The first item of business was the Nomination and Election of Officers. Commissioner Hartley stated that the nomination committee nominated Mardy Holst as chair and Brad Leeper as co-chair. Mr. Holst noted that a new Chair and Co-Chair will have to be nominated next year as Mr. Holst and Mr. Leeper have served two terms. Mr. Hartley made a motion to approve the item. Ms. Adkins seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Hartley, Holst, Larson, Leeper, Lynch, Saul and Wingert), and 0 nays.
- 3.) The next item for consideration by the Commission was a HWY-1 site plan review for the Residence Inn by Marriott. Chair Holst introduced the item and Mr. Atodaria provided background information. He explained that the proposed site is located at 7200 Nordic Drive. The proposed hotel is five stories with 190 rooms on a 2.65 acre lot and is part of Lot 4 and part of Lot 5 of Lockard Pines subdivision. The property is also included in more than one overlay district, which requires that the zoning for the site plan follows the one with the strictest requirements. Mr. Atodaria discussed aspects of the site plan, including the dumpster enclosure, sidewalks and parking, as well as setbacks and height for the building. He displayed renderings of, and discussed, the utility plan, landscape plan, building design, lighting and signage and noted that all requirements have been met. Staff recommends approval with any comments or direction by the Commission.

Ms. Howard noted that this item was on the agenda of the previous Commission meeting, which was cancelled due to inclement weather and stated that unless there are additional issues that the Commission would like addressed, staff would ask that the Commission make a recommendation to City Council at this time.

The applicant, Om Patel, Coralville, Iowa, provided a brief overview of the project explaining that this would be an extended stay hotel within the Marriot family, catering to the three to five business day corporate travelers. The hotel has full suites that include kitchenette units.

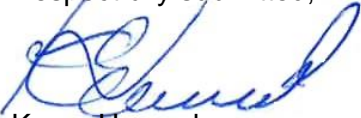
Ms. Adkins stated that she feels it's a great project; extended stay hotel is needed in this area.

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

- 4.) Ms. Howard provided Commission updates noting that Conflict of Interest/Ex-Parte Communication training has been rescheduled for February 26. A special work session has also been scheduled for March 11 to discuss the upcoming legislative review process for the Zoning Code Update for Downtown.
  
- 8.) As there were no further comments, Mr. Larson made a motion to adjourn. Ms. Adkins seconded the motion. The motion was approved unanimously with 8 ayes (Adkins, Hartley, Holst, Larson, Leeper, Lynch, Saul and Wingert), and 0 nays.

The meeting adjourned at 5:50 p.m.

Respectfully submitted,



Karen Howard  
Community Services Manager



Joanne Goodrich  
Administrative Clerk