



**AGENDA
CITY OF CEDAR FALLS, IOWA
PLANNING AND ZONING COMMISSION MEETING
WEDNESDAY, DECEMBER 22, 2021
5:30 PM AT CITY HALL**

The City is providing in-person and electronic options for this meeting and encourages in-person attendees to follow the latest CDC guidelines to reduce the risk of COVID-19 transmission.

The meeting will be accessible via video conference and the public may access/participate in the meeting in the following ways:

- a) By dialing the phone number +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 and when prompted, enter the meeting ID (access code) 886 2008 9534.
- b) iPhone one-tap: +13126266799,,88620089534# or +19292056099,,88620089534#
- c) Join via smartphone or computer using this link: <https://us02web.zoom.us/j/88620089534>.
- d) View the live stream on Channel 15 YouTube using this link: <https://www.youtube.com/channel/UCCzeig5nIS-dIEYisqah1uQ> (view only).
- e) Watch on Cedar Falls Cable Channel 15 (view only).

Call to Order and Roll Call

Approval of Minutes

1. Planning and Zoning Commission Regular Meeting Minutes of December 8, 2021

Public Comments

Old Business

2. **Preliminary Plat for Cedar Falls West Viking Road Industrial Park, Phase V (PP21-007)**
Location: 200 acres of land located south of West Viking Road and east of South Union Road; west of the existing West Viking Road Industrial Park.
Owners: City of Cedar Falls
Applicant: Eric Cannon and Lindsay Beaman, Snyder & Associates
Previous discussion: None
Recommendation: *Introduction and Discussion*
P&Z Action: *Discuss and continue to the next meeting*

New Business

3. **Amendment to Site Plan for River Place Plaza (SP21-017)**
Location: Lot 3, River Place 3rd Addition (east end of 2nd Street)
Owners: River Place Properties, LC
Applicant: River Place Properties, LC (Mark Kittrell)
Previous discussion: Original site plan approved May, 2016; Amended site plan approved March, 2020
Recommendation: *Approval*
P&Z Action: *Review and make a recommendation to City Council*

Commission Updates

Adjournment

Reminders:

- * January 12 and January 26, 2022 - Planning & Zoning Commission Meetings
- * January 3 and **Tuesday**, January 18, 2022 - City Council Meetings

**Cedar Falls Planning and Zoning Commission
Regular Meeting
December 8, 2021
In person and via videoconference
Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on December 8, 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: Crisman, Grybovych, Hartley, Larson, Leeper, Lynch and Moser. Holst and Saul were absent. Karen Howard, Community Services Manager, Michelle Pezley, Planner III, and Jaydevsinh Atodaria, Planner I.

- 1.) Chair Leeper noted the Minutes from the November 10, 2021 regular meeting are presented. Ms. Lynch made a motion to approve the Minutes as presented. Mr. Hartley seconded the motion. The motion was approved unanimously with 7 ayes (Crisman, Grybovych, Hartley, Larson, Leeper, Lynch and Moser), and 0 nays.
- 2.) The first item of business was a College Hill design review for a Kwik Trip remodel at 2019 College Street. Chair Leeper introduced the item and Mr. Atodaria provided background information. He explained that it is proposed to update the exterior appearance, replace fascia, gutters and soffit on the store, upgrade the lighting, updating the canopy and changing the fuel dispenser color. Staff finds that that the upgrades will enhance the look of the site and enhance the character of the neighborhood, but have some concerns with the gas canopy lighting. Staff recommends finding non-illuminating alternatives that is downcast on the site and not illuminate toward neighborhood properties. Staff recommends approval of the project with the stipulation that the LED light strip is removed from the design of the canopy. Mr. Atodaria noted that a letter was received from the College Hill Partnership that has been passed on to the Commission. The applicant was available via Zoom to answer any questions.

Mr. Larson moved to approve the item as submitted without a change to the lighting on the canopy. Mr. Hartley seconded the motion. Mr. Larson stated that he believed that the picture that was referenced with the red light was from the Kwik Star near Greenhill Road. He feels that the neighborhoods are similar and the lighting at that location does not appear to be an issue. Ms. Howard explained that the building locations are much closer together along College Street than on Greenhill Road, with the apartments directly across the street from the gas station. She explained that leaving this design element would create a nuisance to apartment dwellers across the street and since the lighting is more of an aesthetic element on the canopy rather than light that is necessary for the functioning of the site, staff recommends eliminating it from the canopy.

The motion was denied with 2 ayes (Hartley and Larson), and 5 nays (Crisman, Grybovych, Leeper, Lynch and Moser).

Ms. Lynch moved to approve the item as submitted with no LED lights on the exterior of the canopy, as recommended by staff. Ms. Crisman seconded the motion. The motion was approved unanimously with 7 ayes (Crisman, Grybovych, Hartley, Larson, Leeper, Lynch and Moser), and 0 nays.

- 3.) The next item for consideration by the Commission was a preliminary plat for the Cedar Falls West Viking Road Industrial Park, Phase V and VI. Chair Leeper introduced the item, and Ms. Howard provided initial remarks. She introduced people in the audience that have been

integral in preparing the plat. Eric Cannon of Snyder and Associates has been working with the Engineering office to do technical work. Matt Tolan of the City Engineering Division and Shane Graham of the Economic Development Division have been working on the project. She noted that they are available for any questions.

Ms. Pezley provided background information, explaining that the applicant proposes a preliminary plat with 29 buildable lots and four outlots that will contain the regional stormwater management areas on approximately 200 acres of land. The site is located south of West Viking Road and east of South Union Road and has previously been leased as farmland. She discussed the phasing plan, divided into two phases. She displayed the phasing plan showing which areas will be part of each phase. She discussed the temporary road that will be used for construction of one of the development lots that is likely to commence construction before the roads are completed. This temporary road will be removed once access is available from the existing industrial park. Viking Road will be reconstructed to City standards in 2023, as well as the connection from Innovation Drive to West Viking Road.

Ms. Pezley presented the phasing plan, noting that it had been updated from the one included in the Commission packet. She explained the lot configuration, land suitability, and stormwater plans. She noted that the City has been meeting with the surrounding property owners throughout the annexation and rezoning of the property and have developed a master plan that addresses their concerns. The stormwater management areas are placed to also serve as landscaped buffer areas between the industrial lots and neighboring residential properties. Outlot Y will include a public trail around the stormwater pond that will then extend south to connect with Technology Parkway. Some of the outlots will be graded to create berms to enhance the buffer effect. There are no significant water issues or environmental issues on the site. At this time, staff would like to gather comments from the Commission and public and continue the discussion at the next meeting. She also noted that a public meeting is scheduled for December 16 to hear any concerns or comments from neighboring property owners.

Eric Cannon, Snyder and Associates, introduced himself and stated he is available for any questions.

Bruce Baridon, 6337 Viking Road, stated that he has appreciated the City staff and the developer for inviting comments and input from the neighbors. He appreciates that the platting proposed is designed the way neighbors had hoped.

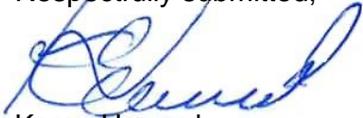
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phasing plan. Ms. Howard offered to provide some examples at the next meeting of other commercial/industrial subdivisions where lots do not all have street frontage, but share access roads.

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

The meeting adjourned at 6:04 p.m.

Respectfully submitted,



Karen Howard
Community Services Manager



Joanne Goodrich
Administrative Assistant



DEPARTMENT OF COMMUNITY DEVELOPMENT

City of Cedar Falls
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Cedar Falls, Iowa 50613
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MEMORANDUM

Planning & Community Services Division

TO: Planning and Zoning Commission
FROM: Michelle Pezley, Planner III
Matt Tolan, PE, Civil Engineer
DATE: December 3, 2021 updated December 17, 2021
SUBJECT: West Viking Road Industrial Park Phase V and VI Preliminary Plat (PP21-007)

REQUEST: Request to approve a Preliminary Plat for West Viking Road Industrial Park Phase V and VI

PETITIONERS: Eric Cannon and Lindsay Beaman; Snyder & Associates; applicant City of Cedar Falls, property owner

LOCATION: Approximately 200 acres of land located south of West Viking Road and east of South Union Road; west of the existing Viking Industrial Park.

PROJECT #: PP21-007 West Viking Road Industrial Park Phase V Preliminary Plat

PROPOSAL

The applicant submitted a request for a preliminary subdivision plat for Cedar Falls West Viking Road Industrial Park Phase V, which includes 29 building lots and four outlots for the regional stormwater



management and buffers on approximately 200 acres of land. The site is located south of W. Viking Road and east of S. Union Road; west of the existing Viking Industrial Park. The preliminary plat also indicates the location of streets and stormwater management areas. Per the subdivision code regulations, the applicant has also submitted a phasing plan, indicating that the subdivision will be final platted in two phases beginning with extending Venture Way creating eighteen lots, and Phase V will be built complete by the end of end of 2022. The City proposes to complete the Phase VI subdivision improvements within three years, subject to the Capital Improvement Program. The subdivision is intended for light industrial uses.

BACKGROUND:

The subject property was annexed into the City in early 2020. Per the Cedar Falls City Code (Section 26-121), once the land is annexed, the property is automatically zoned A-1 Agricultural. In June 2020, the properties were rezoned from A-1 Agricultural District to M-1-P (Planned Light Industrial).

The subject properties are bordered by an R-1 zoned single-family cluster of houses that were annexed into the city at the same time as the subject parcels. There are larger residential parcels that are located to the north and west of the subject parcels that are outside of the City Limits and within Black Hawk County of A-R (Agricultural – Residential) or A (Agricultural) Zoning Districts. There is also one residential property located to the northeast corner of the subdivision. The City was leasing the 200 acres for to be used as farmland.

During the process to annex and rezone the properties, the applicant and City Staff met with the neighbors and listened to their concerns about the need for buffer areas that would provide a visual screen and additional space to help reduce the potential for noise, spillover glare from lights, and other potential externalities typical from an industrial area. There were also concerns expressed about how construction traffic would be routed to reduce nuisance to adjacent property owners. The City agreed to establish buffers between the existing residents and the new industrial uses as indicated on the master plan for the development (see attached). As noted below, certain Outlots and stormwater management areas are designed to provide the promised buffer areas and berms. The Deed of Dedication contains language ensuring the long term maintenance responsibilities for these areas along with other standards that will help prevent light pollution onto neighboring residential lots.

The City also agreed that a clause will be added to any purchase agreement for any lot within the development that all construction traffic will be routed through the existing industrial park. The City will also add into the contract for grading and construction of utilities/roads that all construction traffic will be routed through the existing industrial park.

Since the City Council approved the master plan for the subdivision with the rezoning application; the City has updated the configuration of the lots to fit the needs of potential developments. The plat will still meet the landscaping and buffers that were originally planned on the master plan.

ANALYSIS

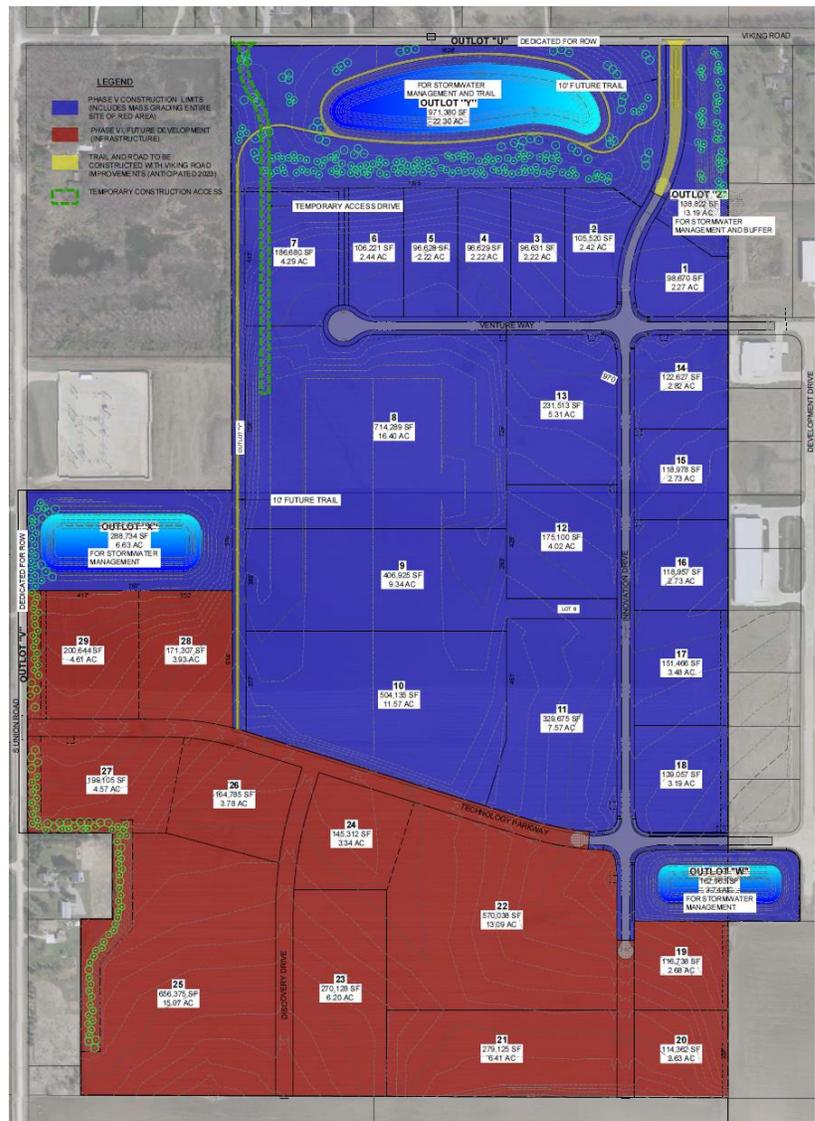
Phasing of Development and Street Network:

Per the recent amendment to the subdivision code, the applicant is required to submit a phasing plan that shows the order of development with an emphasis on ensuring the timely connection of streets and other infrastructure within the development.

This expansion of the City's industrial park is split between two phases. Phase V contains approximately 56% of the developable lot area and Phase VI contains 44% of the developable lot area. These two phases are shown at right. The blue area will be final platted as Phase V and the red area as Phase VI, continuing the numbering from previous phases of the West Viking Road Industrial Park.

Technology Parkway and Venture Way will be extended from the existing industrial park to serve as east-west street connections in the new subdivision. At full build out there will be a connection from W. Viking Road and two connections to the south property boundary to provide north-south routes for future expansion. Venture Way will be extended and terminate at a cul-de-sac between lots 6, 7, and 8, as it is not anticipated that the Wildlife Sanctuary, located at the corner of Viking and Union Roads, will be redeveloped in the future.

The phasing plan also indicates that the street connection to W. Viking Road will not be completed until the full reconstruction of W. Viking Road. This will ensure that road construction traffic for Phase V will be routed through the existing Industrial Park along Venture Way and Technology Parkway. Phase VI will include all the lots shown in red and include the final extension of all streets to the industrial park boundary, including the connection to W. Viking Road, Union Road, and to the south property boundary. It is anticipated that W. Viking Road will be improved to Union Road in 2023 to bring it up to City street standards prior to completing the northernmost segment of Innovation Drive where it will intersect with the improved W. Viking Road. The street intersections, cul-de-sac, and curves will be designed for a semi-truck trailer to have adequate moving room within the subdivision.



Temporary Access Road:

While the access road for temporary construction of one of the sites is not part of the plat, staff wanted to verify where construction traffic will be routed as shown in the updated phasing plan.

The City expects to convey Lot 8 to a new owner prior to completing the public improvements. A temporary construction access will be established to allow construction to commence on this lot concurrently with construction of the public streets. Once one of the street connections is completed to the existing industrial park, the temporary road will be removed. From that point on all the construction traffic for Phase V will be routed through the existing industrial park. The City's preferred route for the temporary access road is shown on the attached phasing plan. The city anticipates that the temporary access road will only be needed for approximately 3 months beginning in August, 2022.

The City is hosting an informational meeting for the surrounding property owners on Thursday, December 16 to discuss the project, the phasing, and temporary construction access. Staff will update the Commission on this discussion at your meeting on December 22.

Lot Configurations:

The plat contains 29 buildable lots that range in size from approximately 2 acres to over 17 acres. There are four outlots intended for regional stormwater management and for residential buffers. The lot sizes meet the requirements of the M-1-P (Planned Industrial District). A 10-foot utility easement will be established along the frontages of all lots. Stormwater easements will be established along all stormwater lines installed outside of any outlot.

At your last meeting, it was noted by the Commission that Lot 9 does not have any street frontage. While there are a number of commercial developments that have lots without frontage (College Square Mall and Viking Plaza are two examples), it is good practice, as the Commission noted, for each lot to have frontage on a public street. Therefore, instead of an access easement extending from Innovation Drive to Lot 9, this area is now incorporated into Lot 9. With this change each lot will have public street frontage of no less than 75 feet. Lot 10 is proposed to have access to Technology Parkway that will be built in Phase VI. However, it is anticipated that Lot 10 will eventually be conveyed to the same entity that is proposing to build on Lots 8 and 9. The reason for platting these as separate lots is to convey them in phases as this use develops over time. The development agreement with this future owner will be reviewed and approved by the City Council, as has been the case for all properties within the City's industrial park. If, for whatever reason, Lot 10 is not needed for this development, it can be sold to another user once Technology Parkway is extended to Union Road in the second phase of the development.

Land Suitability:

The City hired consultants to review the land suitability of development. As required by code, an environmental review was conducted by Snyder and Associates. Snyder and Associates found that there are no floodway areas, floodplain areas, wetlands,

significant tree stands, or steep slopes on the properties. The City has been working with the Iowa Economic Development Authority to have the properties to be listed as part of the Iowa Certified Site Program . The City is in the final stages of the process and the preliminary plat is one of the documents that will be part of the final submittal package.

Trails and Buffers:

During the public hearings and neighbor community meetings that were held during the annexation and the rezoning of the properties, surrounding property owners indicated concerns about the proximity of their houses next to the industrial zone. The City agreed that there would be buffers and trail amenities within the subdivision that would minimize the effects to the surrounding property owners. In the northern section of the subdivision will be one of the regional detention ponds that will provide a buffer to the residential properties to the north. Landscaping and trees will be planted in all buffer areas and outlots in a manner consistent with the Master Concept Plan adopted with the rezoning. A detailed landscaping plan will be included in the construction drawings. The City will construct a 10-foot trail that will connect from W. Viking Road and extend around the stormwater detention pond within Outlot Y. Also note that Outlot Y extends south along the western edge of Lots 7-10, so the trail can be extended to connect with Technology Parkway, where it will continue along the north side of Technology Parkway to connect to W. Viking Road Industrial Park Phase IV subdivision. It is anticipated that the trail along Lots 7-10 will be completed with Phase V and the trail around the retention pond and connection to W. Viking Road will be completed when Viking Road is improved in 2023.

A landscaped berm will be established within a landscaping easement that will run along Lots 25, 27, and 29 to screen and buffer the industrial uses from the residential homes to the west. The Deed of Dedication contains language about maintenance of the landscaping and includes restrictions to prevent any development from encroaching into these easements. Outlot Z will be graded to establish a landscaped berm to buffer the residential properties that are within the northeast area of the subdivision. Outlot Z will also be used as a stormwater route.

Stormwater Management:

Outlots W, X, Y and Z will be used for regional stormwater management. The proposed detention ponds located in these outlots will serve the entire subdivision and will be designed and sized such that individual stormwater detention areas will not be needed. The City will install stormwater pipes and swales that will connect and transfer the stormwater to one of these regional basins. The property owner will be able to remove the swale if they choose to maintain their stormwater onsite. The four proposed basins are designed to ensure that the water run-off from the new development is properly managed for the entire subdivision.

Concerns Raised in Prior Reviews:

As mentioned above, the applicant and City staff heard the neighbors' concerns during the annexation and rezoning of the property regarding construction traffic, light pollution, and proximity to industrial uses. As mentioned above, the City is proposing buffers between existing single-family residences and the subdivision with landscaping, landscape easements and the stormwater basins. The buffers will provide additional

space to help reduce the potential for noise, spillover glare from lights, and other potential externalities typical from an industrial area. The City will require construction traffic to be routed through the existing industrial park in purchase agreements for individual lots. Construction traffic during installation of the public improvements will also be routed from the existing industrial park, with the exception of the temporary road as noted above for approximately the first three months beginning in August 2022.

Process:

Approval of a preliminary plat will allow the City to proceed with the construction and installation of all required public infrastructure such as streets, sewers, public utilities, and other public improvements for the Cedar Falls West Viking Road Industrial Park Phase V. The City is working with the consultant to have the development plans be approved by City Council at the same time as the preliminary plat. After approval of the plat by the City Council, the City will go through the bid process to select a contractor for the installation of the public improvements.

No lot sales or new construction may begin until a final plat is approved by the City Council. Since the property is owned by the City, staff recommends that a final plat not be approved until infrastructure construction plans (streets, utilities, grading, etc.) are approved by the City Engineering Division and a contract is in place to complete the public improvements.

Neighbor Notice:

A courtesy notice to nearby property owners was mailed on November 23, 2021, with a notice that the City will be holding a community meeting. The community meeting will be held on December 16th at 5:30 PM at Cedar Falls Public Works Facility at 2200 Technology Parkway in Cedar Falls.

As of writing the staff report, the city received one public comment with the concern of the temporary access proposed along W. Viking Road.

TECHNICAL COMMENTS

Public Utilities:

Cedar Falls Utilities (CFU) has reviewed the preliminary plat for the CF W Viking Rd Industrial Park. Water, electric, gas, and communications utility services are available in accordance with the service policies of CFU. The developer is responsible for the construction of a properly sized water system from the existing 12" water mains at the west end of Venture Way and Technology Parkway. Included in the installation are valves, fire hydrants, and water service stubs for the new lots. Water main sizing and fire hydrant and valve placement locations will be reviewed as part of the construction plan review process. CFU will construct the electric three-phase distribution system, the gas distribution system, and the communication utility fiber system to serve the development. The developer is responsible for the costs of the installation of streetlights in the development. Cedar Falls Utilities will install and maintain the streetlights. Currently, costs are \$2,600 per streetlight.

Sewer:

Sanitary sewer is available to the site. 18" and 12" sanitary sewer mains are located

adjacent to the property within Technology Parkway and Venture Way rights-of-way within the existing industrial park to the east.

STAFF RECOMMENDATION

Staff recommends approval of PP21-007, a preliminary plat for the Cedar Falls W. Viking Road Industrial Park, Phases V and VI, subject to the following conditions:

- 1) Any comments or direction specified by the Planning & Zoning Commission.
- 2) Conform to all city staff recommendations and technical requirements.

PLANNING & ZONING COMMISSION

Discussion
12/08/21

The next item for consideration by the Commission was a preliminary plat for the Cedar Falls West Viking Road Industrial Park, Phase V and VI. Chair Leeper introduced the item, and Ms. Howard provided initial remarks. She introduced people in the audience that have been integral in preparing the plat. Eric Cannon of Snyder and Associates has been working with the Engineering office to do technical work. Matt Tolan of the City Engineering Division and Shane Graham of the Economic Development Division have been working on the project. She noted that they are available for any questions.

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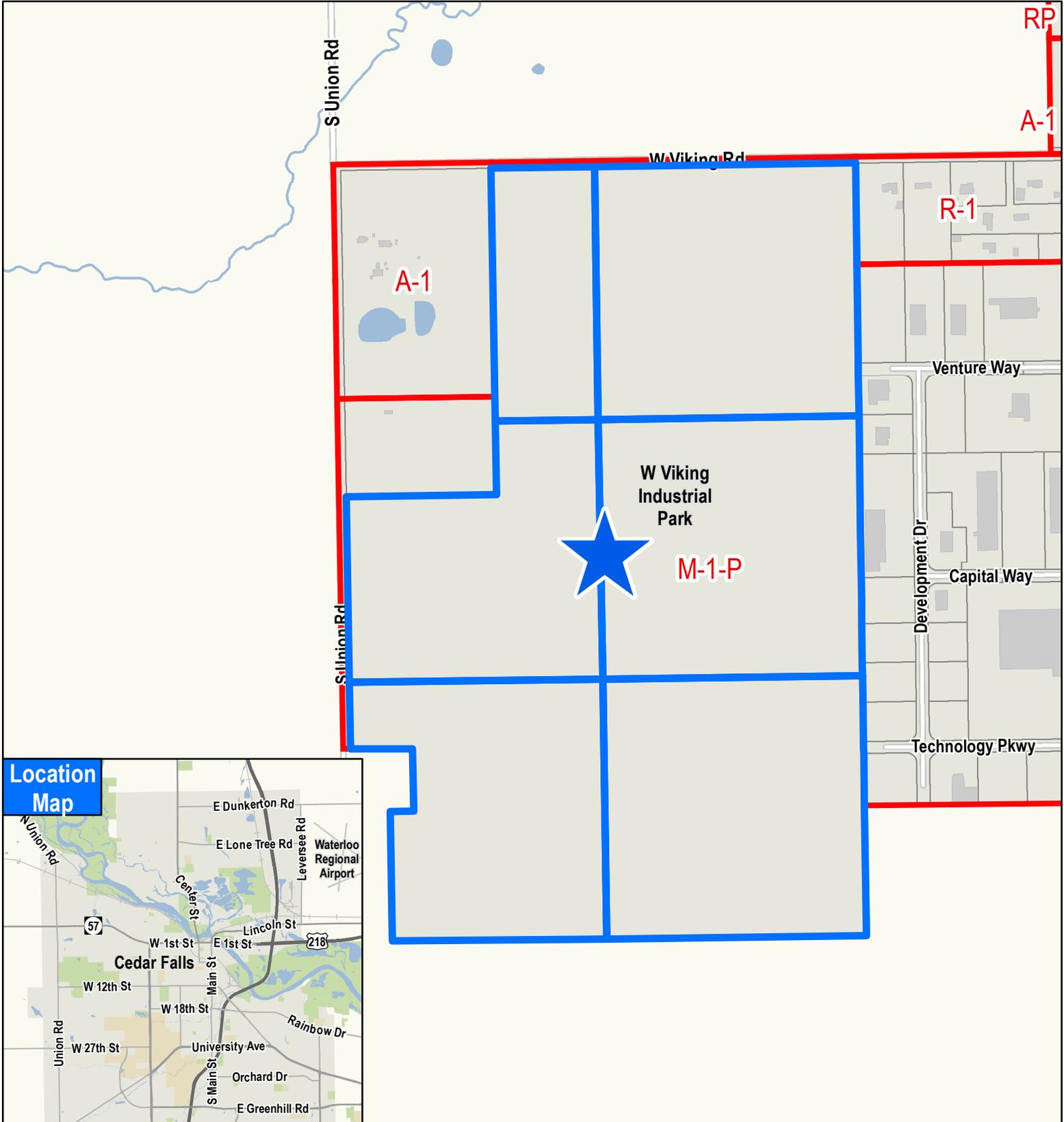
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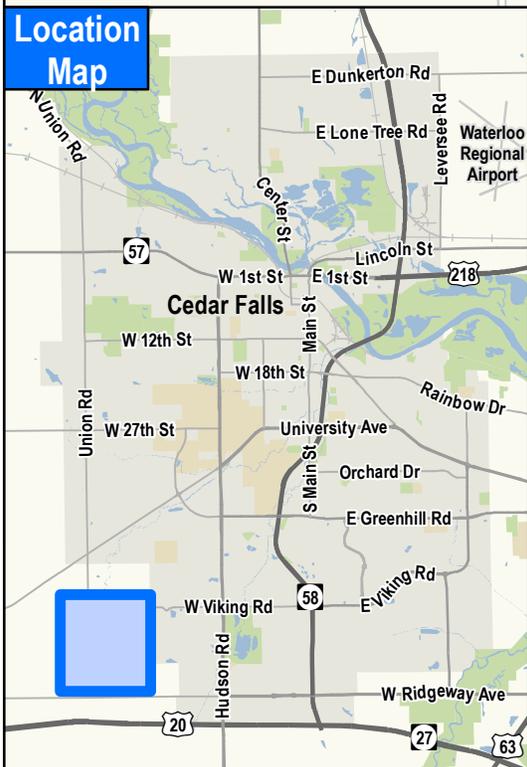
Review and
Decision
12/22/21

Cedar Falls Planning and Zoning Commission December 22, 2021

Item 2.



Location Map



**CF W Viking Rd. Industrial Park
Phase V Preliminary Plat (PP21-007)
S of W. Viking Road, E of S. Union Rd**

Michelle Pezley

From: Matthew Schultes <schultesmatt@gmail.com>
Sent: Monday, December 13, 2021 9:33 PM
To: Michelle Pezley
Subject: Industrial Park Expansion - Viking Rd

CAUTION: This email originated outside the City of Cedar Falls email system.

Do not click links or open attachments unless you recognize the sender and know the content is safe.

Greeting Michelle,

My name is Matt Schultes and I am the owner of 6810 Viking Rd property in Cedar Falls, Iowa. This email concerns the public meeting at the Cedar Falls Public Works facility discussing with the local community members the Viking Rd and industrial park project. For preparation for the meeting, I attended the December 9th Zoning and Planning committee meeting on the preliminary plat. During the meeting, I was surprised to see the plan was different from the packet published on the city website. The temporary access road from properties 8, 9, and 10 was moved from exiting to the west onto Union Road to exiting to the north onto Viking Road.

Though minor in nature for the project, it brought the industrial park construction project right to our front door. The sketch shows the access road exiting across the street directly across from my property. Even though I understand temporary inconveniences are necessary for the good of the project, I ask that the commission explore other options. I have laid out my concerns below. I ask that the commission considers these concerns before making a final decision.

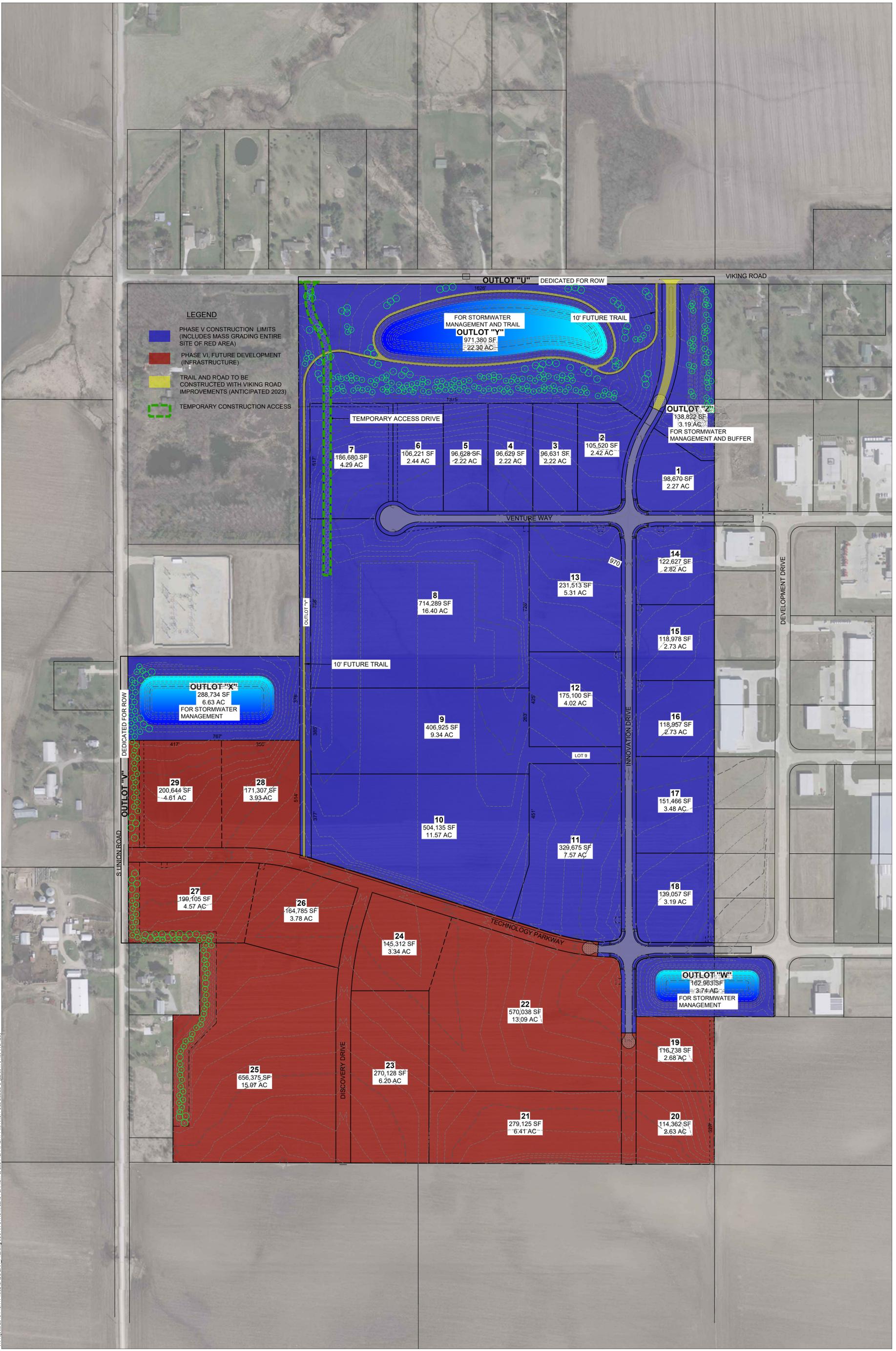
1. Traffic safety: The proposal of the access road at the west side of the development property entering Viking Rd is a blind spot safety concern. The sketch drawn shows the proposed road in place of the field gate access established today. Since 2009 when we moved in, my wife and I have watched farm equipment enter and exit from this spot. This fall we also were able to watch the city of cedar falls haul compost to the property with the tandem axle trucks. In both cases, we have seen trucks pull out of the field gate into oncoming traffic coming from the west. The trees along the fence line and road ditch on the south side of the road prevent clear vision from the access gate.
2. Construction traffic adds to busy traffic. Since first hearing about the project, as noted in the Planning and Zoning Committee meeting packet, the neighborhood has been concerned with the extra traffic that the expansion would bring to Viking Road. The proposed temporary access road from Union Road would help address these concerns. Union Road was used as an access point for the recent electrical substation project. Could this be an option for the industrial park early access?
3. In addition, multiple times we have witnessed drivers speed by or pass the school bus shortly before/after the bus stops. We are concerned that adding additional traffic or potential delays would be a safety concern for children.

4. Road integrity – a few years ago, the road was so destroyed by roadway traffic and the freeze/thaw that a heavy vehicle embargo was placed on Union and Viking Roads. Therefore, school buses were not allowed to drive on the road to transport children to and from school. If this entrance is a primary entry or egress for concrete trucks, construction equipment and worker access, I am concerned about the roadway integrity until the entire Viking Road paving is completed.

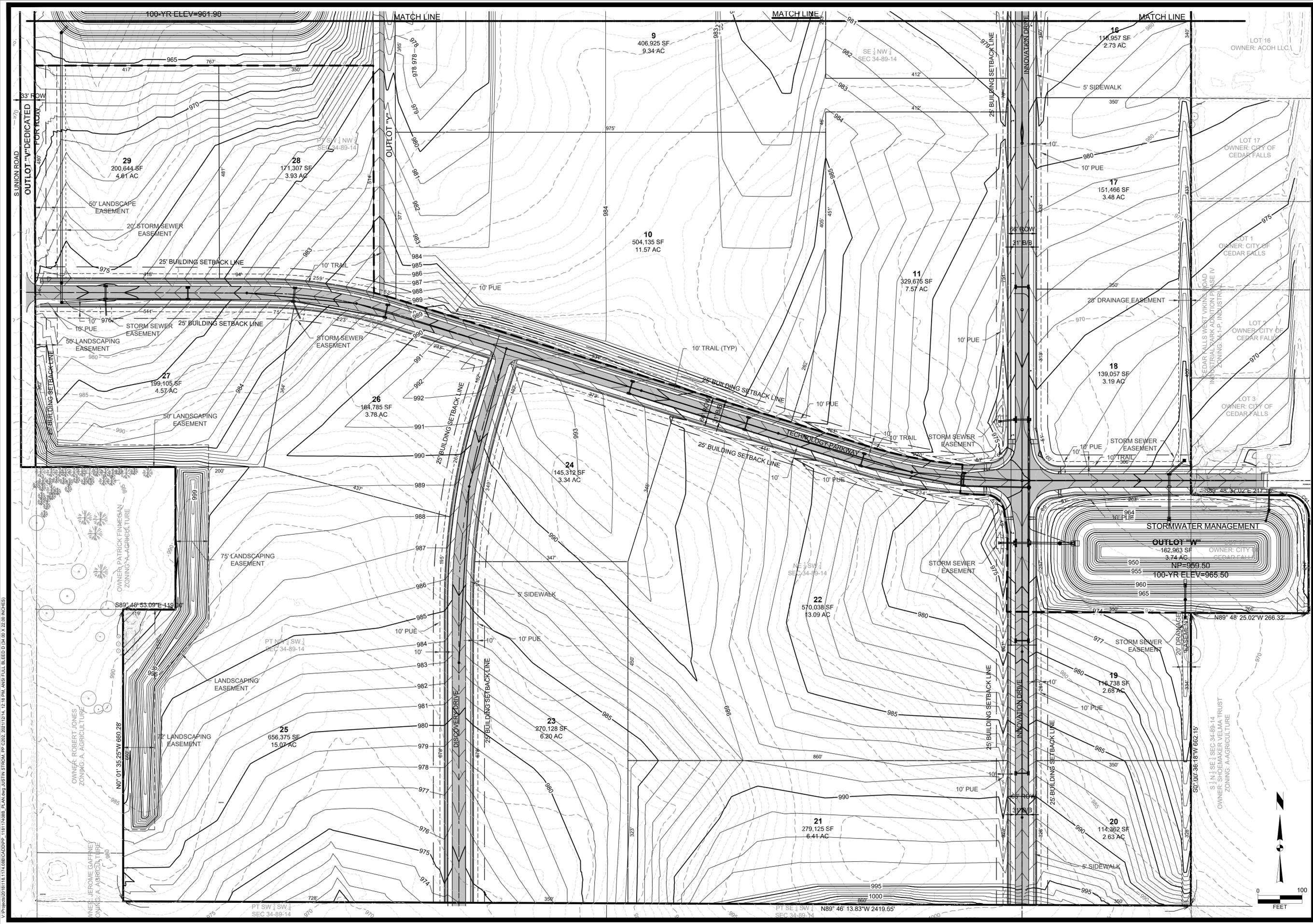
Michelle, please pass this along to the team so that they can review my concerns. I hope they can address them before the project starts this spring. Overall, I have been happy to see the commission work with the neighbors on the plat layout and will continue to listen and work with the team. Ideally the commission will find a different access point such as Union Rd or the existing industrial park for temporary access.

Thank you for your time and considerations,

Matt



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MARK	REVISION	DATE	BY
	Checked By: EDC	8-27-2021	
	Engineer: JFS		
	Technician: AWS		

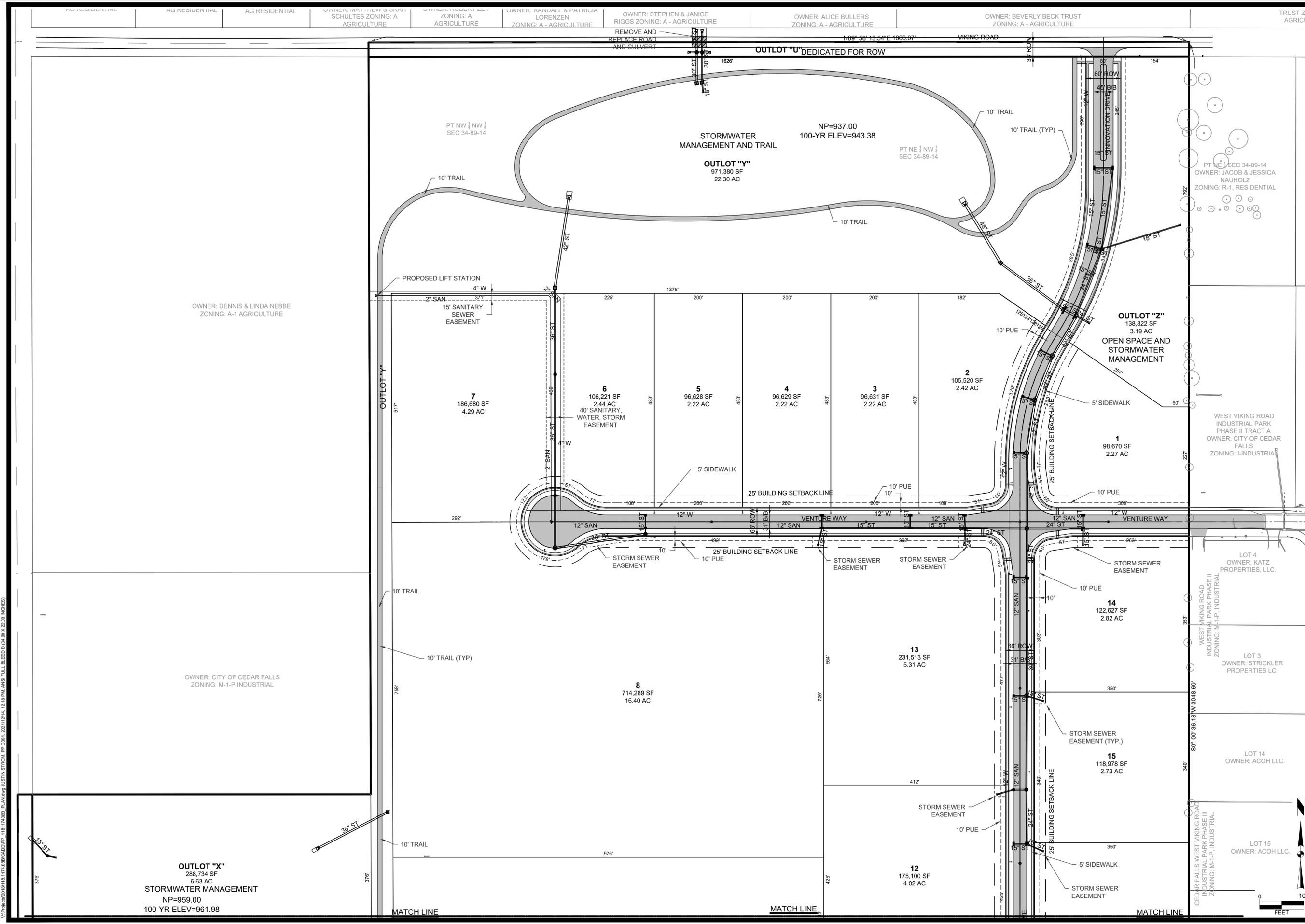
Scale: 1" = 40' SHOWN
T-R-S: 88N-14W-34
Project No: 118-1174-08B
Sheet C202

CEDAR FALLS WEST VIKING ROAD INDUSTRIAL PARK PHASE V & VI
PRELIMINARY PLAT-GRADING PLAN SOUTH
SNYDER & ASSOCIATES, INC.
 CEDAR FALLS, IA
 5005 BOWLING STREET S.W.
 CEDAR RAPIDS, IOWA 52404
 319-362-9594 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 118.1174.08B
 Sheet C202

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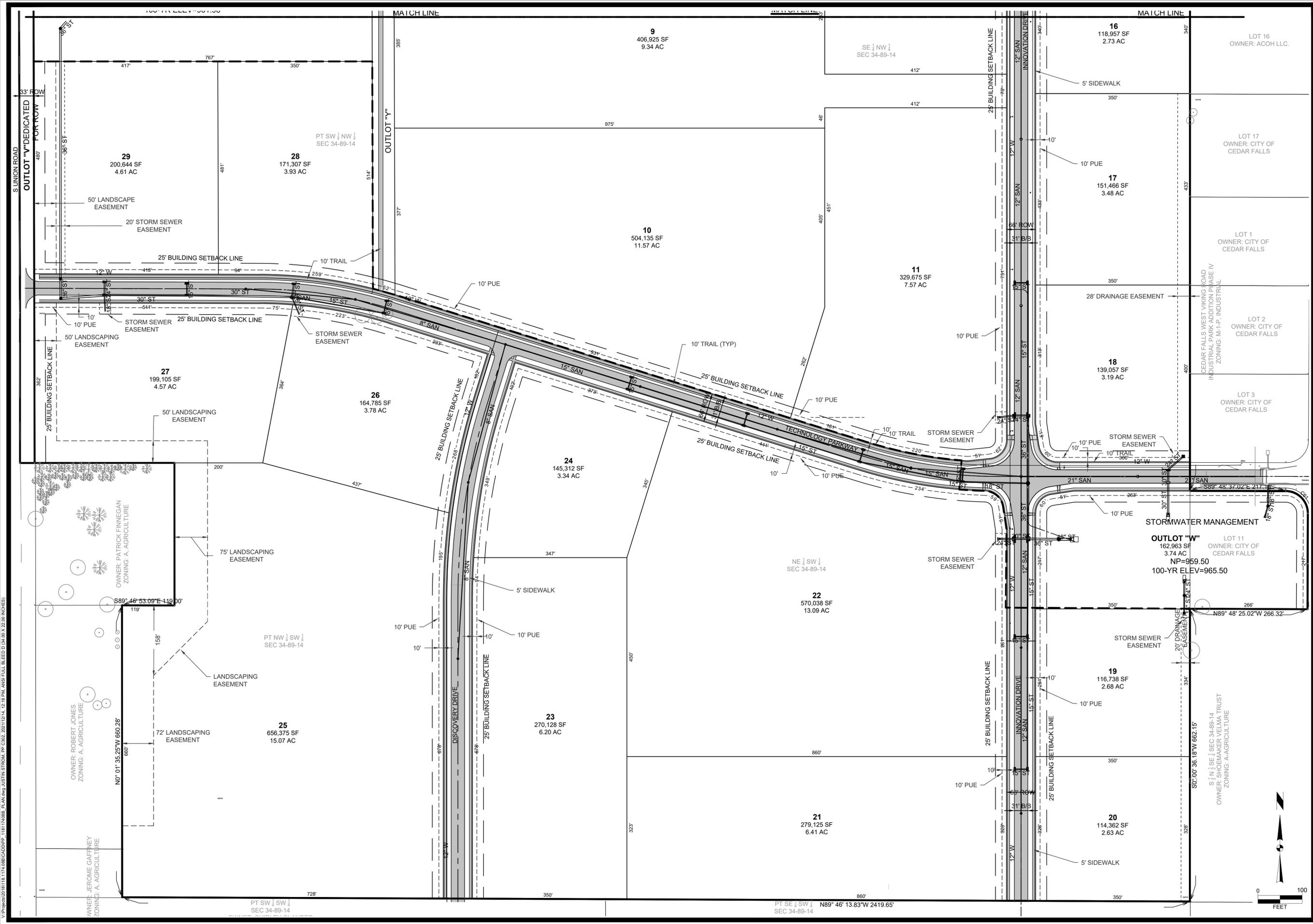
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	Checked By: EDC		
	Engineer: JFS	Date: 8-27-2021	
	Technician: AWS		

Scale: 1" = 40' SHOWN
T-R-S: 89N-14W-34
Project No: 118.1174.08B
Sheet C301

CEDAR FALLS WEST VIKING ROAD INDUSTRIAL PARK PHASE V & VI
PRELIMINARY PLAT-LAYOUT AND DIMENSION PLAN NORTH CEDAR FALLS, IA
SNYDER & ASSOCIATES, INC.
 5005 BOWLING STREET S.W.
 CEDAR RAPIDS, IOWA 52404
 319-362-9894 | www.snyder-associates.com

Project No: 118.1174.08B
 Sheet C301

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MARK	REVISION	DATE	BY
	Checked By: EDC		
	Engineer: JFS		
	Technician: AWS		
Scale: 1" = 40' SHOWN		T-R-S: 88N-14W-34	
Date: 8-27-2021		Project No: 118.1174.08B	
Sheet C302			

CEDAR FALLS WEST VIKING ROAD INDUSTRIAL PARK PHASE V & VI
PRELIMINARY PLAT-LAYOUT AND DIMENSION PLAN SOUTH CEDAR FALLS, IA
SNYDER & ASSOCIATES, INC.

5005 BOWLING STREET S.W.
 CEDAR RAPIDS, IOWA 52404
 319-362-9994 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 118.1174.08B
 Sheet C302

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OWNER’S STATEMENT AND DEED OF DEDICATION
OF
CEDAR FALLS WEST VIKING ROAD INDUSTRIAL PARK PHASE V AND VI
CITY OF CEDAR FALLS, IOWA

KNOW ALL MEN BY THESE PRESENTS:

That the City of Cedar Falls, Iowa (hereinafter, “Owner”), being desirous of setting out and platting into lots and streets the land described in the attached Certificate of Survey by _____, a Professional Engineer and Licensed Land Surveyor, dated _____ day of _____, 2021, do by these presents designate and set apart the aforesaid premises as a subdivision of the City of Cedar Falls, Iowa the same to be known as:

CEDAR FALLS WEST VIKING ROAD INDUSTRIAL PARK PHASE V AND VI
CITY OF CEDAR FALLS, IOWA

(hereinafter, “Development”) all of which is with the free consent and the desire of the Owner and the Owner does hereby designate and set apart for public use the street(s) as shown upon the attached plat.

EASEMENTS

The Owner does hereby retain for itself, its successors and assigns, and hereby grants to any private corporation, firm or person furnishing utilities for the transmission and/or distribution of water, sanitary sewer, gas, electricity, communication service or cable television, perpetual easements for the erection, laying, building and maintenance of said services over, across, on and/or under the property as shown on the attached plat.

NEGATIVE EASEMENT

A perpetual easement is granted for the establishment of a 50-75 foot wide berm and/or landscaping easement between Lots 25, 27, 29, and the residential uses located immediately to the west and south of said Lots, as a landscaped buffer between this industrial lot and the adjacent residential property. This easement area shall not be utilized for any other purpose than open landscape area, with necessary landscaping and maintenance by the property owner.

RESTRICTIONS

Be it also known that the Owner does hereby covenant and agree for itself and its successors and assigns that each and all of the lots in the Development be and the same are hereby made subject to the following restrictions upon their use and occupancy as fully and effectively to all intents and purposes as if the same were contained and set forth in each deed of conveyance or mortgage that the Owner or its successors in interest may hereinafter make for any of said lots and that such restrictions shall run with the land and with each individual lot thereof for the length of time and in all particulars hereinafter stated, to-wit:

1. All lots described herein shall be known, described and used solely as industrial lots as set forth in the “M-1- P” Planned Light Industrial District of the Zoning Ordinance of the City of Cedar Falls, Iowa.
2. No building shall be erected on any lot nearer to the front lot line than twenty-five (25’) feet, or nearer than ten (10’) feet to the rear lot line, or nearer than ten (10’) feet to the side lot line.
3. No trailer, basement, tent, shack, garage, barn or other outbuilding erected on any lot shall at any time be used as a residence temporarily or permanently, nor shall any residence of a temporary or permanent character be permitted.
4. Outlot “Z” shall be used for an earthen berm for the benefit of the residential neighborhood located immediately to the east of said Outlot and for stormwater detention.
5. Outlots “W” and “X” shall be used for stormwater detention.
6. Outlot Y shall be used for stormwater detention and 10-foot trail.
7. No area of a lot shall be established as a gravel parking area. All areas that are intended to be used or are commonly used for on-site parking of vehicles shall be hard surfaced and meet City parking lot requirements and specifications.
8. The titleholders of each lot, vacant or improved, shall keep the lot free of weeds and debris.
9. All primary occupied buildings within said addition shall be of any allowable construction type noted in Code of Ordinances, City of Cedar Falls, Chapter 7, Buildings and Building Regulations and Chapter 9, Fire Prevention and Protection. Furthermore, all building plans shall be signed and sealed by a registered engineer certifying to the fact that such buildings meet all loading requirements of applicable codes.
10. On all primary occupied buildings the minimum gauge metal for sidewalls is 26 gauge and roof panels shall be 24 gauge standing seam type. The exterior finish of all metal buildings shall be guaranteed by the manufacturer for a minimum of five (5) years from the date of completion of the primary occupied building. On all steel and plain faced concrete block primary occupied buildings, a minimum of fifty percent (50%) of the exposed exterior wall area facing the street(s) shall be constructed of a decorative brick, block, stone, glass, or other color/finish that provides a contrast to the rest of the exterior wall material.
11. All developed properties shall be required to be landscaped. On each lot there shall be provided an open green space area consisting of natural vegetative material equal to twenty-five (25) percent of the total lot area. Said green space area will be unencumbered with any structure, off-street parking, storage areas, or ingress/egress drives. The green space area shall be landscaped and well maintained with grass, trees and shrubbery.

The location and type of all plants, grass, trees, or ground cover to be used in the landscape areas shall be illustrated on a landscape plan, with the size and names of plants, shrubs and trees clearly indicated. The minimum requirements are as follows:

- A. One over-story tree shall be planted for every five thousand (5,000) square feet of the required open green space area on the lot. Up to thirty-five (35) percent of the required over-story trees may be substituted with over-story conifers. The minimum size of over-story trees at the time of planting shall be 1 ½” caliper. The minimum height of conifers at the time of planting shall be 3 feet.
- B. Street plantings shall be required along the street frontage of each lot at the rate of one over-story tree for every 75 feet of street frontage. Trees planted within the public right-of-way must gain prior approval from the City Arborist. All trees must be located so as to avoid utility easements or otherwise must not interfere with utility services.
- C. One ornamental tree or three shrubs shall be planted for every ten thousand (10,000) square feet of the required open green space area on the lot. These plantings shall be planted near the main entrance to the building, and/or along the visitor/employee parking area. The minimum size of ornamental trees shall be 1” caliper, and the minimum size of shrubs shall be 2 gallons.
- D. On Lots 2, 3, 4, 5, 6 and 7, owners of said lots shall also plant, in addition to the requirements specified herein, at least five (5) over-story trees evenly spaced across the rear of the Lot, for the purpose of screening said Lot from the nearby residential properties.

12. Lots 2, 3, 4, 5, 6, 7, 25, 27 and 29 within the Development are adjacent to nearby residential uses. For the benefit of all lots within this subdivision, as well as for the owners of the nearby residential uses, the following restrictions shall apply to Lots 2, 3, 4, 5, 6, 7, 25, 27 and 29:

- A. Roof-mounted appurtenances and mechanical equipment such as air conditioning units, furnaces, generators, fans, blowers or similar utility or building service components are discouraged from being established on the roof of any structure on said Lots. However, in those cases where such facilities must be established on the rooftop area of the building, a solid screen/architecturally compatible shield shall be established on the roof that obscures said facilities from public view.
- B. Lots 25 and 27 shall incorporate an earthen berm measuring at least 9 feet in height along a portion of the rear of the lot, as shown on the plat, that must be maintained by the owner of the lot in such a manner that the established height of the berm is not reduced in any fashion and that the vegetation on the berm,

including grass, trees and bushes, is properly maintained. If any vegetation on said berm is damaged, destroyed, dies, is harvested or is otherwise removed, the property owner will be responsible for its proper reestablishment and continued maintenance. Proper maintenance of the vegetative materials shall include appropriate mowing, weeding, and any other maintenance acts necessary to ensure that the aesthetic condition of the berm easement area is maintained. The owner is also responsible for maintaining the originally established height and structural integrity of the earthen berm structure.

- C. On Lots 25, 27, and 29, a 50-75 foot landscape easement, as shown on the plat, shall be reserved as a landscaped buffer between this industrial lot and the adjacent residential property. This easement area shall not be utilized for any other purpose than open landscape area, with necessary maintenance, and shall not be utilized for any business purposes that are visible to the owners of the nearby residential properties. This easement area cannot be utilized or encumbered with onsite parking, building structures or other above-ground structural features.
- D. Any trash receptacles located on said Lots shall be enclosed with concrete masonry or siding that matches the materials used on the principal structure.

13. Site lighting shall be designed to illuminate only the subject lot. All exterior fixtures must be downcast and fully shielded to prevent glare and spillover light onto nearby properties, with particular care taken where properties are adjacent to or visible from residential properties. Floodlights and wall pack fixtures should be avoided to the extent possible, but if used must be aimed no higher than forty-five degrees from vertical and be located and shielded such that the bulb is not directly visible from any residential use.

14. Advertising signs must be necessary in nature (relating only to the use of the premises on which the sign is located). No off-premise sign shall be allowed unless specifically authorized by the City.

Permitted signs shall be limited to the following types:

- A. Wall Signs shall not exceed ten (10) percent of the wall area of any single wall to which the sign is attached. No murals, paintings, or other drawings will be permitted upon the exterior wall of any structure. Such wall signs shall not project more than eighteen (18) inches from the face of the building. No sign shall be permitted to project above the roof line of any structure. Sign letters shall be constructed of plastic or fabricated metal. Direct, back lighting or internal illumination of signs shall be permitted. Permitted lighting shall not include flashing, pulsating, or colored lighting.
- B. Free Standing Signs shall be limited to the front yard area of each property. Such signs shall be limited in size to forty (40) square feet in area, ten (10) feet in height, with an eighteen (18) inch clearance above grade.

One (1) enter or exit sign shall be permitted for each curb cut. Such signs shall be limited in size to six (6) square feet in area, three and a half (3.5) feet in height, with an eighteen (18) inch clearance above grade.

C. Unless otherwise specified, the Cedar Falls Sign Regulations as set forth in the Code of Ordinances Chapter 26, Article IV, shall apply to all sign displays.

15. The Owner and all persons and entities hereafter acquiring any right, title, or interest in any of the lots in said Development shall be taken and held to have agreed and covenanted with the owners of all other lots in this Development and with the respective successors and assigns of all of the rest of such other lots to conform to and observe all of the foregoing covenants, restrictions, and stipulations, for a period of 21 years from the date of filing for record of said plat, and this Owner’s Statement and Deed of Dedication. Within the period of 21 years and in accordance with Iowa Code § 614.24 and § 614.25 or their successor provisions, these covenants, restrictions, and stipulations may be extended for an additional period of 21 years upon compliance with § 614.24 and § 614.25 of the Code of Iowa. In the event an extension of the covenants, restrictions, and stipulations is not filed within the period of 21 years or successive 21-year periods, then the covenants, restrictions, and stipulations contained herein shall terminate at the end of the then existing period of 21 years.

16. Invalidation of any of these covenants by judgment, decree, or court order, shall in no way affect any of the other provisions of this dedication and such other provisions shall remain in full force and effect.

17. If any person or entity shall violate or attempt to violate any of the covenants, restrictions or stipulations herein, it shall be lawful for any person or entity owning property in said Development to prosecute any proceedings at law or in equity against the person or entity violating or attempting to violate any such covenants, restrictions or stipulation, and for the purpose of preventing such acts or recovering damages for such violations, or both, and for costs and reasonable attorney fees as determined by the court.

PUBLIC IMPROVEMENTS REQUIRED IN PLAT

Owner, for itself and its successors and assigns, agrees as follows:

1. The public street(s) shown on the attached plat shall be brought to City grade and the streets shall be thirty-one (31) feet, back of curb to back of curb, with approved hard surface pavement in accordance with the City of Cedar Falls Standard Specifications unless otherwise specified as per approved construction plans.

2. Sanitary sewer, together with the necessary manholes and sewer service lines to all buildings in the plat shall be provided.

3. Underground utilities, as required by the Subdivision Ordinance of the City of Cedar Falls, Iowa, shall be installed.

4. City water shall be provided to all buildings as required by the Cedar Falls Municipal utilities.

5. Municipal fire hydrant(s) shall be provided as required by the Cedar Falls Public Safety Department.

6. Storm sewer shall be provided as specified by the City Engineer.

7. ADA accessible ramps shall be provided as required by law.

8. A 5-foot wide concrete sidewalk four inches thick shall be installed across the entire street frontage of any lot, at the time of construction upon said lot. This shall include ADA accessible ramps as provided by state law.

9. A 10-foot wide concrete trail shall be installed on Outlot Y, as shown on the plat which will be installed during the reconstruction of W. Viking Road.

10. A concrete surface driveway or entrance shall be installed during or immediately after the construction of a building on any particular lot.

All public improvements within the Development shall be constructed and installed in accordance with the design standards and technical standards established for such public improvements by the City and by Cedar Falls Utilities and as required by the City Engineer.

SIGNED and DATED this _____ day of _____, 2022

CITY OF CEDAR FALLS, IOWA

Robert M. Green, Mayor

Jacqueline Danielsen, MMC, City Clerk

STATE OF IOWA, BLACK HAWK COUNTY: ss

This record was acknowledged before me on the ____ day of _____, 2022, by Robert M. Green as Mayor, and Jacqueline Danielsen as City Clerk, of the City of Cedar Falls, Iowa.

Notary Public in and for the State of Iowa



DEPARTMENT OF COMMUNITY DEVELOPMENT

City of Cedar Falls
 220 Clay Street
 Cedar Falls, Iowa 50613
 Phone: 319-273-8600
 Fax: 319-268-5126
www.cedarfalls.com

MEMORANDUM
Administration Division

TO: Planning & Zoning Commission
FROM: Stephanie Houk Sheetz, AICP, Director of Community Development
DATE: December 15, 2021
SUBJECT: River Place Plaza Site Plan Amendment (Lot 3 River Place 3rd Addition) (SP21-017)

In March 2020, a site plan for the River Place Plaza was amended and approved (SP20-004). It had previously been approved in 2016. The Plaza was substantially completed in Summer 2020, with the bathrooms nearly finalized as of the date of this memo. The Plaza has been completed per the Site Plan approved on March 16, 2020 (with the additions at the City Council meeting of a drinking fountain, which was added in the bathroom area, and a doggie fountain added to the east end of the building exterior at 100 E 2nd St.). Three bollard lights originally shown to occur on the levee were not installed in order to avoid both conflicts with items on the levee as well as decorative lighting present in that area. The point of review at this time is the temporary stage. The 2020 Staff Report for the Plaza site plan indicated a temporary stage was planned to be in place for no more than one week at a time within the period of May – October every year. This was based on conversations staff had with the Developer's team at that time. For this reason, the compatibility of the design of the truss system and stage with the design of the plaza and the surrounding area did not seem necessary during the site plan review.

The Developer is now requesting a Certificate of Completion through their Development Agreement, which brings up compliance of the Plaza with the March 2020 approved site plan. The Developer recently explained a change in intention with the plaza stage and truss system. Their correspondence notes that due to the type of components needed for a sturdy stage, it is not easily assembled or disassembled. Unfortunately, this change was not brought forward by the Developer prior to ordering or installation of the stage. After the fact, the Developer is now asking to have the stage truss system in place year-round.

This change to what was represented in the staff report in 2020 should be reviewed and considered by the Planning & Zoning Commission. The Downtown Character District Code does not have requirements on design of stages; but any new such open plaza spaces would be required to be public and thus any improvements would have to be approved by the City Council.

While staff notes concern of design compatibility, it has been in place for over a year. Understandably, some type of exposed truss system is needed to attach lights and sound equipment, but structural and overhead components could have design elements that complement the Plaza and surrounding building designs (such as brick columns or other options). At this point, due to the circumstances noted in this report, Staff recommends approval to remain as currently installed.

Attachments: Staff Report on Site Plan Review, March 2020
Site Plan
11/29/21 e-mail from Shane Cross & Mark Kittrell, Eagle View Partners

xc: Karen Howard, AICP, Planning & Community Services Manager
Shane Graham, Economic Development Coordinator



DEPARTMENT OF COMMUNITY DEVELOPMENT

City of Cedar Falls
 220 Clay Street
 Cedar Falls, Iowa 50613
 Phone: 319-273-8600
 Fax: 319-273-8610
www.cedarfalls.com

MEMORANDUM
Administration Division

TO: Planning & Zoning Commission
FROM: Stephanie Houk Sheetz, Director of Community Development
DATE: March 4, 2020
SUBJECT: Site Plan Review for the Plaza at River Place Properties

REQUEST: Request to approve a revised River Place Plaza site plan

PETITIONER: River Place Properties, LC (Mark Kittrell)

LOCATION: Lot 3 River Place 3rd Addition. The property is located on the east side of the E. 2nd Street and State Street intersection.

PROPOSAL

A site plan for the Plaza improvements was reviewed and approved in May 2016, along with two buildings of the River Place development. The applicant is requesting changes to the Plaza, which necessitate review by the Planning and Zoning Commission and City Council.

BACKGROUND

This staff report starts by covering the background of River Place, in detail, to provide context on the development's intent and to explain changes that have happened over the course of the development. The Development Agreement set forth the vision and anticipated plan, however much has changed in the eight years since it was approved. The background provided is intended to help with understanding, as we consider the request before us.



From approximately 1990-2005, the City acquired properties east of State Street between First and Fourth Streets. The City recognized a unique redevelopment opportunity that most cities never have in the heart of their downtown districts. Over the course of time, approximately six acres of land were acquired by the City in the area that was referred to, at that time, as the State Street Riverfront Corridor. These properties had various uses including manufacturing, salvage, small retail operations, and others.

Staff and City Council developed general parameters for the desired development of this area including:

- A comprehensive mixed-use development that was compatible to the existing downtown commercial and residential character.
- A project that was not “piecemeal” in nature and would have a positive long term impact by generating additional pedestrian traffic to existing businesses and increase the site’s taxable valuation.
- A project that would be an appropriate gateway to Downtown and serve as an extension of Main Street with streets, sidewalks, lighting, public plazas, building materials, etc. that are compatible with the existing Downtown.
- A project whereby the City would not have significant upfront public costs and any incentives would be “performance based” to the developer.
- Selection of a developer (preferably local) that understands and is sensitive to the local issues for a major Downtown redevelopment project.

What we know today as River Place, originated in 2012. Through many discussions, a Master Plan was developed and approved. Then a development agreement was completed. The 2012 Development Agreement worked to identify the scope of the project, which included buildings and other amenities and improvements; namely, the Plaza and the parking lot/alley improvements. Discussions at the Planning and Zoning Commission conveyed three main objectives of the project: make connections to the river, create a public gathering space and walking area, create residential and commercial opportunities along with a business hotel facility (Exhibit C). Following are excerpts from the staff report to Council in July 2012, considering the Development Agreement:



On May 29, 2012 the City Council approved the attached RiverWalk Redevelopment Concept Master Plan showing four (4) primary components of the proposed project. These four components are generally described as:

1. Mill Race Condominiums: These townhomes/condominiums would be part of the proposed Western Home Communities development.
2. 100 Block: This area includes the proposed Inn at River Place (hotel), the River Place Event space, and parking ramp structure.
3. 200 Block: This component is proposed for upscale apartments along with limited site support retail development.
4. 300 Block: This area proposes a mix of residential townhomes and stacked flats.

During the process of drafting/negotiating the terms and conditions of the proposed Agreement, the focus has been to be similar, in part, with the prior State Street/Broom Factory agreements, minimize public risk and expenditures by tying incentives to developer performance, develop a project that is supported by downtown business and property owners, and be a gateway to Cedar Falls at the same time being compatible with the existing downtown character.

In spite of everyone's best efforts, the private development was not been completed as quickly as contemplated, the following being a brief timeline:

- The 300 block of State Street (SSR1-21 residential units), completed in 2014.
- The 200 block of State Street: MU1-30 residential units, Mill Race, and 6 retail suites completed in 2015 and SSR2-43 residential units completed in 2016.
- The 100 block of E 2nd Street (MU2-24 residential units, 12 retail/office suites) completed in September 2019.
- The former Broom Factory site (Hampton Inn-130 rooms) completed in June 2019.

The other major developments were called "Public Amenities" in the Development Agreement and final designs were to be completed in conjunction with the City and Community Main Street. These included what are now known as:

- The 100 Block Public Parking lot, completed in 2018 (which is now being transferred back to the City), and
- The Plaza, an outdoor event space, which is the focus of this report and the last component of the project.

Throughout this time, the City has also worked with the Developer to coordinate major streetscape improvements in the district, an alley reconstruction in the 100 Block and complete a major renovation to the river levee. This coordination and adjustments by both parties have been documented in updates to the Master Plan (2015 and 2016) and two amendments to the Development Agreement. This is expected of a project of this scale and timeframe, where some decisions impact others, financing requirements

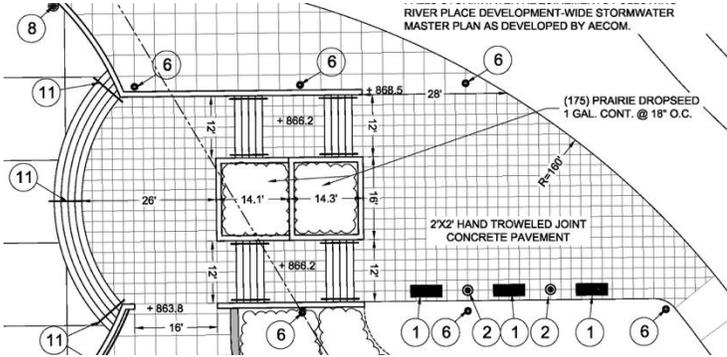
change, the economy varies, and partnerships must adapt and change. The goal, then, is to work to the extent possible to execute the vision originally communicated within reasonable terms to the benefit of all.

The rebates have also not occurred as originally estimated. Improvements were in place by 2016, for rebate payments to start. From 2016 to 2019, rebates have totaled \$601,235. In 2020 we estimate the rebate to be \$394,916. Full valuation is anticipated by Fall 2021 (with all buildings recently completed and factoring in the 18-month lag between completion and when an improvement is taxed) will be \$550,175 per year. This may fluctuate slightly each year, as the TIF tax rate is determined on an annual basis after the City's tax rate is set. With eight years left on the agreement (valid through July 1, 2027), we estimate another \$4,401,402 in rebates. Combined with what has already been paid, that would total \$5,397,553. The development agreement contemplated up to \$15 million in rebates. In spite of the fact that the rebates will fall short of this projection, the project will be completed and will have a long lasting impact on the downtown district.

The 2012 Development Agreement (DA) provided a conceptual plan for the Plaza as a “multi-purpose outdoor plaza, regional bike trailhead (possible outfitter), drop-off and/or terminus off Second Street and State Street, Plaza/informal performance feature (featuring public art), pedestrian access to river walk/riverfront, Streetscape and landscape to match adjoining areas, signage to be coordinated with CMS, SFHS & Trails”. A plaza site plan was approved in 2016, finding the intent of the DA met.

The 2012 Development Agreement did not specify ownership of the improvements discussed above, but left it up to the parties to decide which was best. Article III acknowledges “the Public Amenities will be of benefit to the project and the City and the general public.” It refers to Exhibit B, B-1, and C for amenities information. It goes on to say “at the time of construction of each particular phase, the City and Developer may determine which entity (City or Developer) shall own and maintain the Amenities.” The DA requires construction plans be submitted with each phase (Section 5.1).

In May 2018, the Second Amendment to the Development Agreement was approved by Council. Among other things, it established clarity in the Plaza's completion timeline, updated the Master Plan and extend temporary construction easements for the levee. The levee's timeline has been an influencing factor in the timeline of the Plaza.



The levee gained Army Corps approval in July 2017. Construction started in November 2017. It was completed by the end of 2019. The levee included the stairs, part of the Plaza improvements, shown in the image.

The Second Amendment outlined the following, relating to the Plaza:

- City to complete the portion included in the Levee/Floodwall system and cost estimate for the developer's portion established at \$250,602 (image above).
- River Place Plaza Amenity to be constructed in substantial conformance with the site plan attached as Exhibit 5. *(The 2016 approved site plan.)*
- Construction details identified in Section 3.c.i as follows:
 - A. Phase I – Temporary recreational trail between the levee and State Street by July 1, 2019. Remediation of environmental issues by July 1, 2020. *Update: In Summer 2019, Developer & City worked to install a permanent trail along the south side of the Plaza. This avoided making an investment that would later be removed. The dollars for temporary trail went toward a permanent one.*
 - B. Phase II – Developer's portion of the Plaza to start construction on or before April 1, 2020 and shall be completed on or before July 1, 2021. *Update: Developer began in late 2019.*
 - C. Construction Plans – The plans for the Plaza to be submitted at least 90 days before commencing construction work. *Update: Plans were submitted in mid-December 2019, staff reviewed and commented, the site plan is now being revisited.*

Terms of Plaza ownership are in negotiation. The purview of the Planning & Zoning Commission is to review the proposed changes to the site plan and determine if the Plaza meets the character of the downtown and the intent of the Development Agreement.

ANALYSIS

Staff's review will cover the proposed changes from the 2016 site plan to identify the changes and consider how they substantially conform to the original intent of the development.

The 2016 staff report described the improvements as follows:

The proposed plan involves the establishment of a public plaza at the east end of E. 2nd Street. It will provide a gateway to the trail system and river levee improvement area. The design of the Plaza is terraced from the sidewalk level on State Street to the top of the levee. The main part of the Plaza is raised open space or gathering area with decorative paving features of various colors, score lines and materials. In this area there will be room for seating, outdoor activities and entertainment. From this point the Plaza enters a set of stairs to the top of the levee. There will be ramps to access the Plaza and the existing recreational trail will be relocated to the south side of the Plaza. The Plaza is surrounded by decorative fixtures, landscaping beds and proposed public art features. The Plaza walls are created with concrete retaining walls with a stone form finish topped with a concrete cap.

As with the SSR2 and MU1 buildings, the proposed River Place Plaza has been discussed in numerous forums to get to the point of the current elevation drawings. Staff should note that the Developer's responsibility for the plaza includes construction of the base plaza noted on the renderings including all brick and concrete work including the plaza, trails, sidewalks, ramps, stairs, etc. landscaping, lighting within the plaza and the plaza periphery, installing electrical conduit for possible future public uses, the public restrooms located within MU2, and the art/sculpture pad at the east end of the plaza. Other future features and uses that would be added to the plaza would be provided through private funding. Various proposed ideas including a water feature, skating rink, amongst others, are being explored through Community Main Street and will be coordinated with the Developer as construction approaches in 2017. Likewise, long term ownership and maintenance of the plaza after all improvements have been made will be discussed between the City and Developer.

Following is a review of the proposed changes.

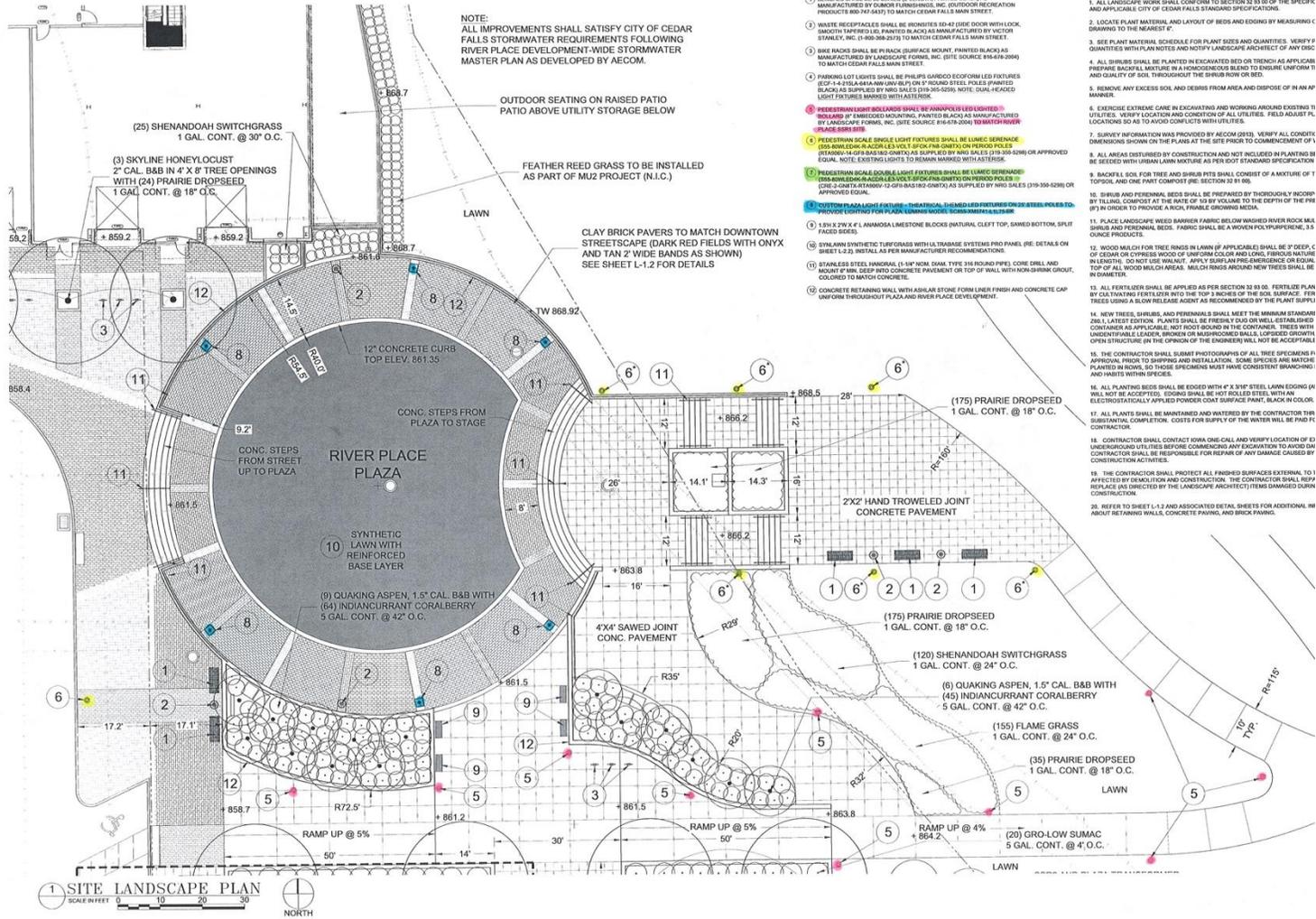
- **Lighting**

The approved 2016 plaza site plan shows 21 Lumec Serenade decorative lights. The intent of the plan was to match the decorative lights on 2nd St. and those yet to be installed by the developer along the east side of State Street. The change proposed in the construction plans is to provide seven single-head Lumec lights, replacing others with lower level bollard lighting. Ten bollard lights are proposed. This change is proposed after the Developer completed a photometric plan, which showed the area is overly lit under the 2016 plan. It showed foot-candles of 1.5 – 2.0, depending upon the location. For comparison, twilight produces about 1 foot-candle. Once dark, lighting can often seem brighter. When there's ambient lighting (other lights such as street lights), less lighting is needed since they support each other. Staff agrees too much lighting can be a nuisance and considering a reduction is appropriate, based on the photometric plan.



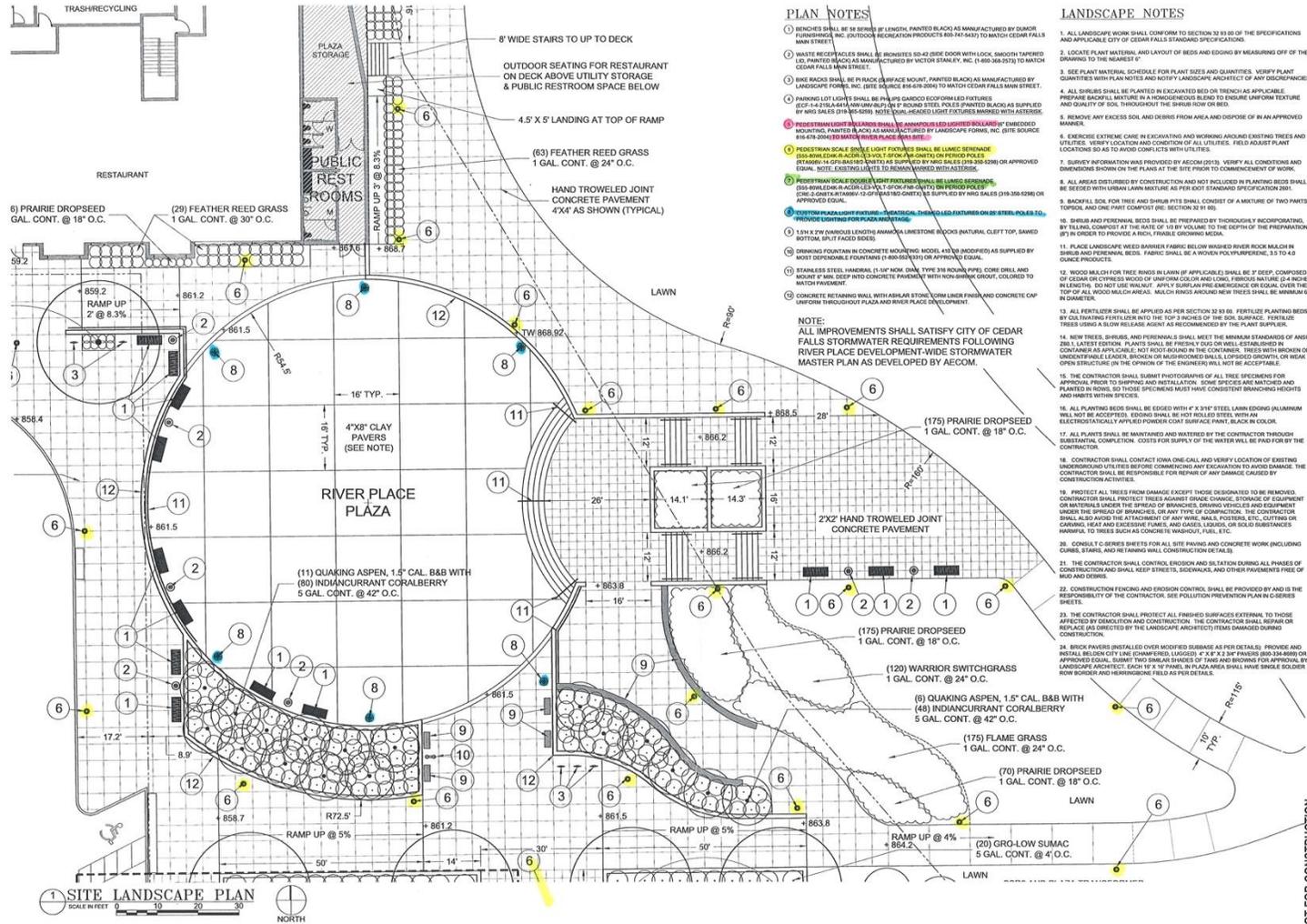
The style of lighting is another point of review. Below, staff provides a highlighted version of the site plan, enabling a quick review of the lighting types and locations. The decorative light matching the streetscape (Lumec Serenade) would be along the street and up the stairs on the east side of the Plaza. The bollards are proposed along the area south of the Plaza (along the trails heading east connecting to the levee trail). The style of bollards proposed match those found in the back areas of the River Place development. Theatrical lights are within the Plaza. Outside of planned events, it is anticipated they will provide some lighting for the area until approximately 10 p.m. The brightness and timing will be monitored and adjusted as needed.

2020 Proposal:



Lumec Serenade (single lantern)
 Bollard lighting
 Theatrical lighting

2016 Approved Site Plan:

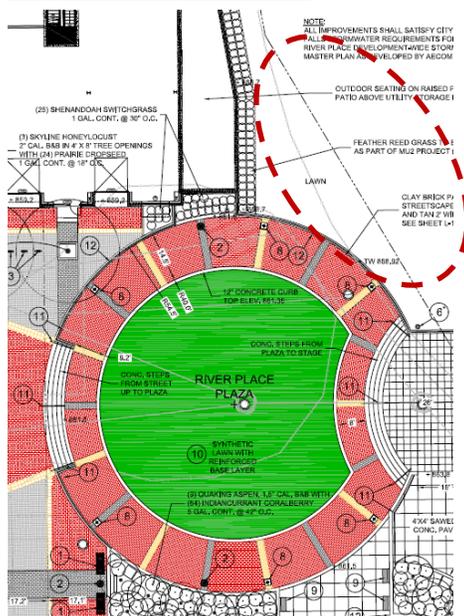


Lumec Serenade (single lantern)
 Bollard lighting
 Theatrical lighting

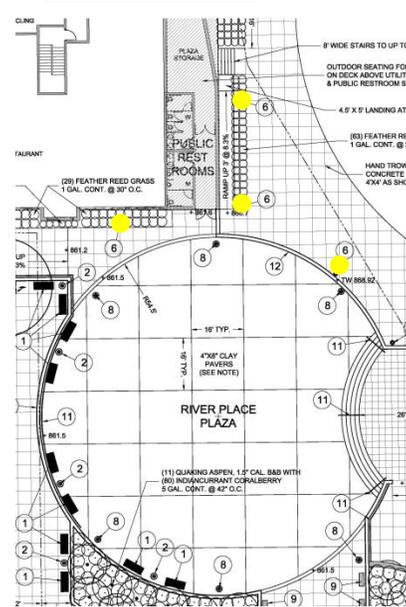
The intent has been that the Plaza complements the downtown streetscaping. Staff feels the changes proposed accomplish this. Streetscape lights are used in the focal areas, while different lighting is to the south side of the site, providing continuity with the River Place development. Theatrical lights remain consistent in their use and general location from 2016 to 2020. The poles are simple 6" round poles, to be painted black.

Area lighting has been removed on the north side of the Plaza, circled in red on the 2020 plan below. Originally, the developer anticipated steps from the residential area (in the MU2 building) to a gathering area on the north side of the Plaza. This area was also going to be generally level with the levee and feature concrete walking/gathering area. This is no longer planned due to several factors. This area is now proposed for seeding and landscaping. The public and residents will not be encouraged to heavily use this area; therefore ambient lighting from the Plaza will be sufficient. The Developer also plans to add landscaping along the north wall of the Plaza, which will add decorative features while discouraging heavy use of that area.

2020 Proposed Plan



2016 Site Plan



● Lumec Serenade (single lantern)

A decorative light has been removed from the street edge, near the staircase from the sidewalk to Plaza. This seems appropriate for several reasons: it removes visual barriers to the Plaza, removes a conflict with the brick pattern for this area, and improves spacing of lighting given a double head light is on the north side of E 2nd St. Staff requested a double head light be located at the southeast corner of the State Street/2nd St. intersection, to complement the pattern of double-head lights found at most downtown intersections. The Developer is updating the plans to make that change.

Staff recommends approval of the lighting changes.



- **Benches**

The 2016 site plan shows 13 black benches by Dumor, matching the downtown benches. It is proposed that a movable table/chair combination be placed within the Plaza. This seems reasonable. A table/chair offering would encourage lunches and meetings, contributing to the Plaza's ambiance. The stairs connecting the public sidewalk to the Plaza drives re-locating or removing several benches. However, the same total quantity is proposed: 8 table/bench combinations and 5 benches. The following pages provide comparison drawings from 2016 site plan to the proposed plan.



The developer has agreed to move one bench at the top of the stairs from the south side to the north side. This would better balance the benches found on the south side in that location.



Staff recommends approval of the changes.

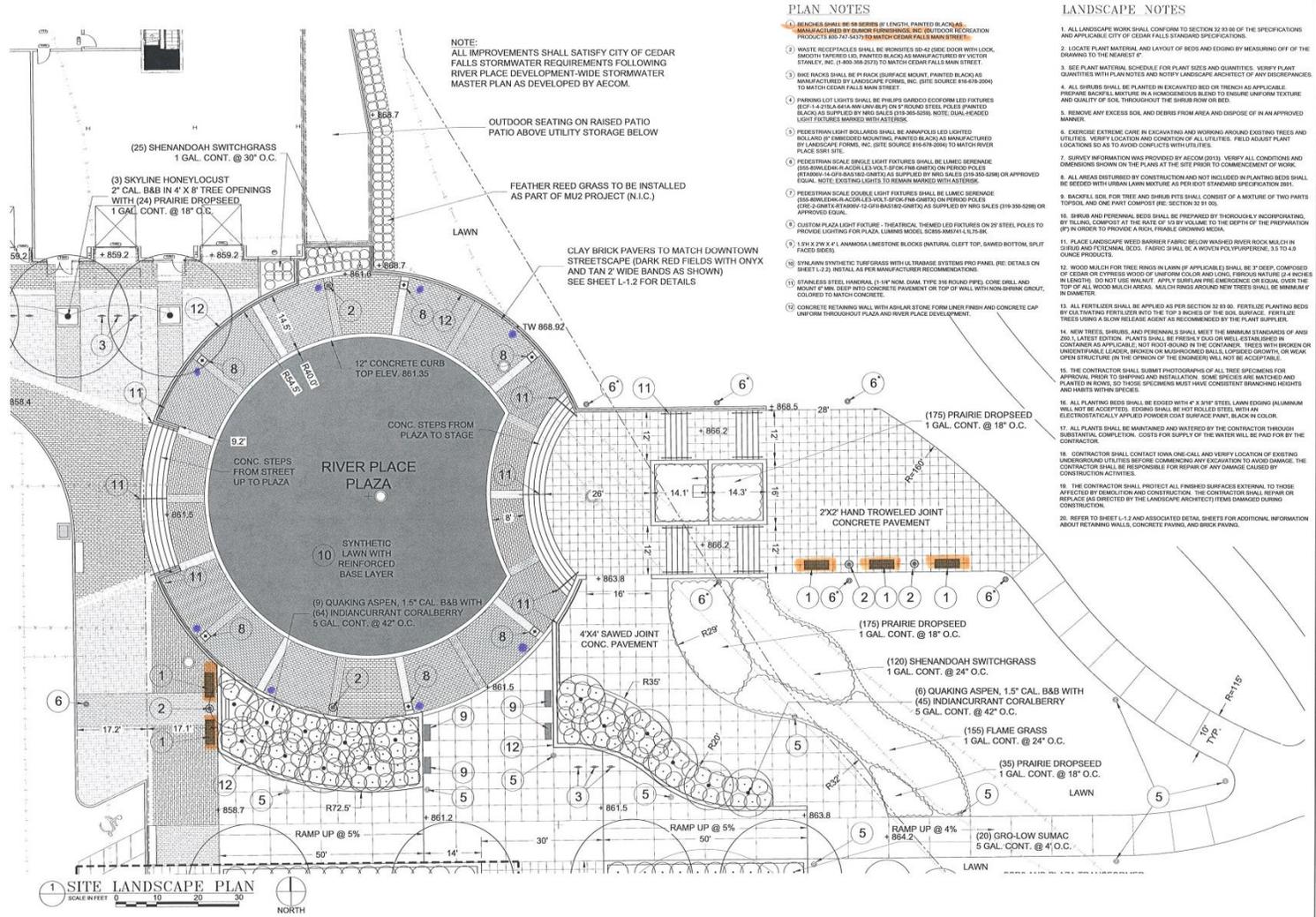
- **Trash Receptacles**

The 2016 site plan included seven trash receptacles, partnered with bench locations. The current plan includes five. The Plaza area includes two trash cans. The change is not substantial and is related to the change in bench locations.



Staff recommends approval.

2020 Proposal:



Dumor benches
 Table/bench combo

- Bike racks**

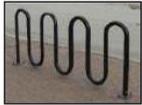
Six bike racks were included with the 2016 site plan. This will be maintained. Three remain on the west side of the Plaza and three remain to the southeast of the Plaza. The Plans indicate utilizing the Pi rack, which is found on the Parkade. Staff has learned that product is no longer available. All bike racks being installed by the City, for Peter Melendy Park and the Streetscape project are a U-shaped rack. The Developer is updating their plans to reflect this change in style.



TYPE 'A' BIKE RACKS



TYPE 'B' BIKE RACKS



TYPE 'C' BIKE RACKS

Staff recommends approval.

- Brick Pattern**

The 2016 plan noted clay pavers intended to match those found on the Parkade. The design has changed since 2016, with a new streetscape design developed in 2019. MU2 implemented this in the sidewalk area, after City Council expressed interest in full brick sidewalks on 2nd and 3rd Streets.

The proposed Plaza design works to match the new Parkade and streetscape design. The clay paver layout and type match the City's. The sidewalk area, beyond the Plaza itself, extends the MU2 sidewalk and is designed to create a focal point when looking east on 2nd St.

The change that needs discussion is a proposal to utilize synthetic lawn within the middle of the Plaza. This is deemed a significant change. The Developer explains this is an upgrade, as the investment is higher than the 2016 site plan, which contemplated using clay pavers matching the Parkade design in place at that time. The synthetic lawn is proposed based on experiences conveyed from Indian Creek Plaza in Caldwell, Idaho, David Street Station in Casper, Wyoming and Main Street Square in Rapid City, South Dakota. In Idaho, complaints were that the concrete surface was too hot and fundraising to change it to turf is now occurring. In Wyoming, it has been synthetic grass since installation and has been successful. In Rapid City, approximately 20% of the Square is turf. They shared their strong belief, with the developer, that the green space has been key to their success. They see people picnic on it, laying in the sun on nice days, and preferring to gather in that space.

Staff recommends approval of this change.



- **Landscaping Beds**

The landscaping bed locations and planting materials in the construction plans generally match the approved site plan from 2016. Deviations have been noticed at the north end. Plantings are slightly reduced from 29 Feather Reed Grass and 6 Prairie Dropseed to 25 Shenandoah Switchgrass. Staff has no concerns with this minor change. There remains landscaping to finish with MU2 and the developer has acknowledged this will be done in 2020.

As noted in the lighting section, landscaping will be added to the north side of the Plaza. The developer is making updates to the plan to reflect this change.

Staff recommends approval of this change.

- **Restrooms**

Restrooms were shown on the 2016 site plan and specifically mentioned in the staff report. The 2018 site plan focused on changes in height to MU2 and noted no other changes to the 2016 plan. The construction plans we received removed restrooms from the project. After staff expressed concern with this change, further discussion concluded the bathrooms will continue to be shown on the site plan, but will be constructed at a later time. They would be completed by July 1, 2021 to fulfill the terms of the Plaza construction timeline in the Second Amendment to the Development Agreement unless it is otherwise amended. With the goal to have events of varying sizes, restroom facilities will be an important amenity.

Staff recommends continuing with restrooms.

- **Drinking Fountain**

The 2016 plan included a drinking fountain. Construction plans no longer show it. This does not seem to be a major deviation.

Staff recommends approval of this change.

- **Stairs**

The 2016 site plan omits a lower stair case (west edge of Plaza). However, Staff understands they were discussed and were an anticipated feature. The stairs provide easy and direct access to the Plaza. This is a favorable component of the plan. It appears to eliminate the need for ramping at the north side of the Plaza, which has been eliminated from the plan.

Staff recommends approval of this change.

- **Curb line/sidewalk at corner of State & 2nd St.**

The plans indicate a sidewalk approximately 15-20 wide will be in place at the western edge of the Plaza. It would be lined with a curb delineating the street. Proper street drainage will be established. This includes correcting a ponding issue currently at that location. Several technical review comments are listed later in this report, addressing remaining items after Engineering's review of the construction plans.

The Plaza is on private property, the sidewalk is public right-of-way. It is proposed the design of the sidewalk change. The 2016 plan indicates hand troweled joint concrete pavement 4'x4'. Current plans show utilizing the streetscape pattern, using clay pavers. The developer is proposing the increased cost of this be covered by the City, similar to the arrangement with the MU2 sidewalk. This will be reviewed in a separate action, by Council, once a proposal has been submitted.

Staff recommends approval of the sidewalk changes.

- **Sponsorship Recognition/Plaza Signage**

Sponsorship materials for the Plaza have been circulating in the community. They indicate sponsors could be recognized through signage. Plan sheet L-1.2 indicates the location of a sign at the front of the landscaping bed, to the right of the Plaza (when standing on State Street). A digital sign is planned at that location. The Developer will add a note to the plans indicating the sign will be compatible with the pedestrian character of the downtown and is subject to a sign permit. Any signs must be limited to providing the name of the site/building. Any changeable messaging may only be related to the use of the Plaza. City ordinances do not allow off-premise advertising; therefore, event sponsors may only be listed on the on the same screen as the event announcement, not individually or on a separate screen. More information will be reviewed with the permit application to ensure it meets City ordinances.

It is also proposed that a back “wall” of the Plaza have sponsorship plaques. Plaques will only be seen when standing near wall. The largest plaque, for large donors, will not exceed 12”x12” in size. Staff understands the intent is to recognize donors, not advertise. The Developer will submit the design for Staff review and obtain permits if necessary.

Sign locations are acceptable and additional review for compatibility with the district will occur when a sign permit is submitted.

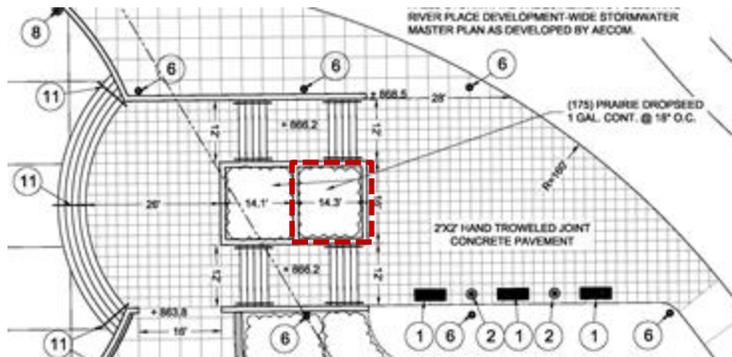
• **Moveable Stage**

While not part of the construction plans, renderings of the Plaza include images of a stage. Discussions with other groups (Community Main Street and Public Art Committee) have relayed the Developer’s intent to have a stage in place from May – October (six months), every year.

A structure that will be in place for six months of each year is not temporary. Design of the structure then becomes an important element to review and the Central Business District Overlay applies. While there are no precise criteria for a stage, the materials and overall compatibility with the District will be considered. Brick, stone or terra cotta are to be highly used, while metal is to be limited. Colors are to be earth and neutral tones. Architectural features are to be incorporated. While it may not be practical or visually appealing to consider stone pillars, the proposed metal trussing is also not visually appealing for half of the year. Alternatives such as metal poles matching the theatrical lights design could be considered that “sleeve” over an underground attachment.



An art pad is in the location outlined in red, to the right. During the levee construction, the Public Art Committee (PAC) expressed interest that a significant piece of art be located here. Ideas were that it be approximately 30’ tall.



However, the selection process for an art piece has not yet occurred. River Place attended a recent meeting with PAC to discuss the public art. Upon learning of the stage's intended placement (location and length), concerns about the visibility of the art piece were raised. This changes either the significance of the art piece or possibly deters the location from being used for public art.

Further discussion with the Developer has landed on placing the stage less frequently and for shorter durations. The Developer plans to have a temporary stage during the peak season. They will also limit the stage, truss, and tent "uptime" to no more than 1 week at a time. This fits much better within the definition of temporary. Discussions will continue with the Public Art Committee to determine a mutually agreeable solution to incorporating the art piece in the Plaza.

Due to the temporary nature of the stage and acknowledgment to work toward a mutually agreeable solution to incorporate art, Staff has no concerns.

TECHNICAL COMMENTS

The Second Amendment to the Development Agreement included an exhibit of the Plaza Site Plan. The Development Agreement will need to be revised to reflect the changes under discussion.

Engineering comments after reviewing the construction plans:

- a. Connection of existing 24" + proposed 15" RCP could create conflict at storm structure with approach angles. Please review and verify the clearance.
- b. Show ADA ramp flairs on details, meeting ADA Chapter 4.
- c. Submit SWPPP and ROW Permits prior to commencing work.

STAFF RECOMMENDATION

Staff recommends approval subject to the following conditions:

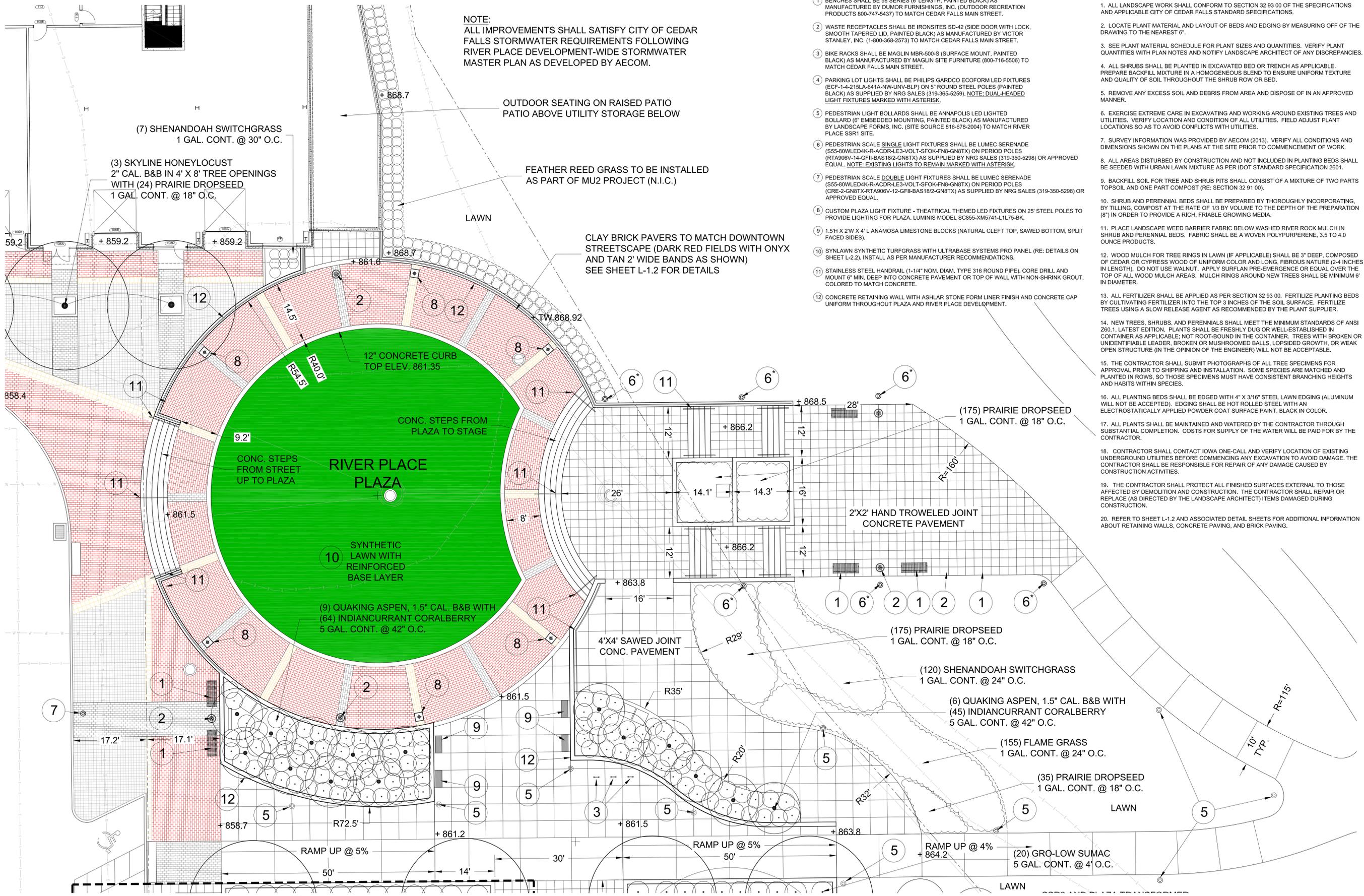
1. Change single-head Lumec Serenade light at southeast corner of 2nd/State St. intersection to a double head light, complementing the one currently at the northeast corner.
2. Move a decorative bench at the top of the stairs, from the south side to the north side.
3. Use U-shaped bike racks.
4. Complete restroom facilities, by July 1, 2021 unless amendments to the Development Agreement provide an alternative timeline.
5. All signage will require a permit. At that time, verification of Development Agreement terms and compatibility with the downtown will be reviewed.
6. Revise Development Agreement to include 2020 site plan.

7. Public access easements will be provided as outlined in the Development Agreement and amendments thereto.
8. All technical review comments must be met.

PLANNING & ZONING COMMISSION

Discussion
& Vote
3/11/2020

Attachments: Plaza Site Plan/Landscape Plan (from the 2/14/20 Construction Plans)
Marked up Plaza Site Plan indicating changes being made to the plans (dated 3/4/20)



NOTE:
 ALL IMPROVEMENTS SHALL SATISFY CITY OF CEDAR FALLS STORMWATER REQUIREMENTS FOLLOWING RIVER PLACE DEVELOPMENT-WIDE STORMWATER MASTER PLAN AS DEVELOPED BY AECOM.

PLAN NOTES

- BENCHES SHALL BE 58 SERIES (6' LENGTH, PAINTED BLACK) AS MANUFACTURED BY DJMOR FURNISHINGS, INC. (OUTDOOR RECREATION PRODUCTS 800-747-5437) TO MATCH CEDAR FALLS MAIN STREET.
- WASTE RECEPTACLES SHALL BE IRONSITES SD-42 (SIDE DOOR WITH LOCK, SMOOTH TAPERED LID, PAINTED BLACK) AS MANUFACTURED BY VICTOR STANLEY, INC. (1-800-368-2573) TO MATCH CEDAR FALLS MAIN STREET.
- BIKE RACKS SHALL BE MAGLIN MBR-500-S (SURFACE MOUNT, PAINTED BLACK) AS MANUFACTURED BY MAGLIN SITE FURNITURE (800-716-5506) TO MATCH CEDAR FALLS MAIN STREET.
- PARKING LOT LIGHTS SHALL BE PHILIPS GARDCO ECOFORM LED FIXTURES (ECF-14-215LA-641A-NW-UNV-BL-P) ON 5" ROUND STEEL POLES (PAINTED BLACK) AS SUPPLIED BY NRG SALES (319-365-5259). NOTE: DUAL-HEADED LIGHT FIXTURES MARKED WITH ASTERISK.
- PEDESTRIAN LIGHT BOLLARDS SHALL BE ANNAPOLIS LED LIGHTED BOLLARD (6" EMBEDDED MOUNTING, PAINTED BLACK) AS MANUFACTURED BY LANDSCAPE FORMS, INC. (SITE SOURCE 816-678-2004) TO MATCH RIVER PLACE SSR1 SITE.
- PEDESTRIAN SCALE SINGLE LIGHT FIXTURES SHALL BE LUMEC SERENADE (S55-80WLED4K-R-ACDR-LE3-VOLT-SFOK-FN8-GN8TX) ON PERIOD POLES (RTA906V-14-GFIH-BAS18/2-GN8TX) AS SUPPLIED BY NRG SALES (319-350-5298) OR APPROVED EQUAL. NOTE: EXISTING LIGHTS TO REMAIN MARKED WITH ASTERISK.
- PEDESTRIAN SCALE DOUBLE LIGHT FIXTURES SHALL BE LUMEC SERENADE (S55-80WLED4K-R-ACDR-LE3-VOLT-SFOK-FN8-GN8TX) ON PERIOD POLES (CRE-2-GN8TX-RTA906V-12-GFIH-BAS18/2-GN8TX) AS SUPPLIED BY NRG SALES (319-350-5298) OR APPROVED EQUAL.
- CUSTOM PLAZA LIGHT FIXTURE - THEATRICAL THEMED LED FIXTURES ON 25" STEEL POLES TO PROVIDE LIGHTING FOR PLAZA. LUMINIS MODEL SC855-XM5741-L1L75-BK.
- 1.5H X 2'W X 4' L ANAMOSA LIMESTONE BLOCKS (NATURAL CLEFT TOP, SAWED BOTTOM, SPLIT FACED SIDES).
- SYNLAWN SYNTHETIC TURFGRASS WITH ULTRABASE SYSTEMS PRO PANEL (RE: DETAILS ON SHEET L-2.2). INSTALL AS PER MANUFACTURER RECOMMENDATIONS.
- STAINLESS STEEL HANDRAIL (1-1/4" NOM. DIAM. TYPE 316 ROUND PIPE, CORE DRILL AND MOUNT 6" MIN. DEEP INTO CONCRETE PAVEMENT OR TOP OF WALL WITH NON-SHRINK GROUT, COLORED TO MATCH CONCRETE.
- CONCRETE RETAINING WALL WITH ASHLAR STONE FORM LINER FINISH AND CONCRETE CAP UNIFORM THROUGHOUT PLAZA AND RIVER PLACE DEVELOPMENT.

LANDSCAPE NOTES

- ALL LANDSCAPE WORK SHALL CONFORM TO SECTION 32 93 00 OF THE SPECIFICATIONS AND APPLICABLE CITY OF CEDAR FALLS STANDARD SPECIFICATIONS.
- LOCATE PLANT MATERIAL AND LAYOUT OF BEDS AND EDGING BY MEASURING OFF OF THE DRAWING TO THE NEAREST 6".
- SEE PLANT MATERIAL SCHEDULE FOR PLANT SIZES AND QUANTITIES. VERIFY PLANT QUANTITIES WITH PLAN NOTES AND NOTIFY LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.
- ALL SHRUBS SHALL BE PLANTED IN EXCAVATED BED OR TRENCH AS APPLICABLE. PREPARE BACKFILL MIXTURE IN A HOMOGENEOUS BLEND TO ENSURE UNIFORM TEXTURE AND QUALITY OF SOIL THROUGHOUT THE SHRUB ROW OR BED.
- REMOVE ANY EXCESS SOIL AND DEBRIS FROM AREA AND DISPOSE OF IN AN APPROVED MANNER.
- EXERCISE EXTREME CARE IN EXCAVATING AND WORKING AROUND EXISTING TREES AND UTILITIES. VERIFY LOCATION AND CONDITION OF ALL UTILITIES. FIELD ADJUST PLANT LOCATIONS SO AS TO AVOID CONFLICTS WITH UTILITIES.
- SURVEY INFORMATION WAS PROVIDED BY AECOM (2013). VERIFY ALL CONDITIONS AND DIMENSIONS SHOWN ON THE PLANS AT THE SITE PRIOR TO COMMENCEMENT OF WORK.
- ALL AREAS DISTURBED BY CONSTRUCTION AND NOT INCLUDED IN PLANTING BEDS SHALL BE SEEDDED WITH URBAN LAWN MIXTURE AS PER IDOT STANDARD SPECIFICATION 2601.
- BACKFILL SOIL FOR TREE AND SHRUB PITS SHALL CONSIST OF A MIXTURE OF TWO PARTS TOPSOIL AND ONE PART COMPOST (RE: SECTION 32 91 00).
- SHRUB AND PERENNIAL BEDS SHALL BE PREPARED BY THOROUGHLY INCORPORATING, BY TILLING, COMPOST AT THE RATE OF 1/3 BY VOLUME TO THE DEPTH OF THE PREPARATION (8") IN ORDER TO PROVIDE A RICH, FRIABLE GROWING MEDIA.
- PLACE LANDSCAPE WEED BARRIER FABRIC BELOW WASHED RIVER ROCK MULCH IN SHRUB AND PERENNIAL BEDS. FABRIC SHALL BE A WOVEN POLYPROPYLENE, 3.5 TO 4.0 OUNCE PRODUCTS.
- WOOD MULCH FOR TREE RINGS IN LAWN (IF APPLICABLE) SHALL BE 3" DEEP, COMPOSED OF CEDAR OR CYPRESS WOOD OF UNIFORM COLOR AND LONG, FIBROUS NATURE (2-4 INCHES IN LENGTH). DO NOT USE WALNUT. APPLY SURFLAN PRE-EMERGENCE OR EQUAL OVER THE TOP OF ALL WOOD MULCH AREAS. MULCH RINGS AROUND NEW TREES SHALL BE MINIMUM 6" IN DIAMETER.
- ALL FERTILIZER SHALL BE APPLIED AS PER SECTION 32 93 00. FERTILIZE PLANTING BEDS BY CULTIVATING FERTILIZER INTO THE TOP 3 INCHES OF THE SOIL SURFACE. FERTILIZE TREES USING A SLOW RELEASE AGENT AS RECOMMENDED BY THE PLANT SUPPLIER.
- NEW TREES, SHRUBS, AND PERENNIALS SHALL MEET THE MINIMUM STANDARDS OF ANSI Z60.1, LATEST EDITION. PLANTS SHALL BE FRESHLY DUG OR WELL-ESTABLISHED IN CONTAINER AS APPLICABLE; NOT ROOT-BOUND IN THE CONTAINER. TREES WITH BROKEN OR UNIDENTIFIABLE LEADER, BROKEN OR MUSHROOMED BALLS, LOPSIDED GROWTH, OR WEAK OPEN STRUCTURE (IN THE OPINION OF THE ENGINEER) WILL NOT BE ACCEPTABLE.
- THE CONTRACTOR SHALL SUBMIT PHOTOGRAPHS OF ALL TREE SPECIMENS FOR APPROVAL PRIOR TO SHIPPING AND INSTALLATION. SOME SPECIES ARE MATCHED AND PLANTED IN ROWS, SO THOSE SPECIMENS MUST HAVE CONSISTENT BRANCHING HEIGHTS AND HABITS WITHIN SPECIES.
- ALL PLANTING BEDS SHALL BE EDGED WITH 4" X 3/16" STEEL LAWN EDGING (ALUMINUM WILL NOT BE ACCEPTED). EDGING SHALL BE HOT ROLLED STEEL WITH AN ELECTROSTATICALLY APPLIED POWDER COAT SURFACE PAINT, BLACK IN COLOR.
- ALL PLANTS SHALL BE MAINTAINED AND WATERED BY THE CONTRACTOR THROUGH SUBSTANTIAL COMPLETION. COSTS FOR SUPPLY OF THE WATER WILL BE PAID FOR BY THE CONTRACTOR.
- CONTRACTOR SHALL CONTACT IOWA ONE-CALL AND VERIFY LOCATION OF EXISTING UNDERGROUND UTILITIES BEFORE COMMENCING ANY EXCAVATION TO AVOID DAMAGE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIR OF ANY DAMAGE CAUSED BY CONSTRUCTION ACTIVITIES.
- THE CONTRACTOR SHALL PROTECT ALL FINISHED SURFACES EXTERNAL TO THOSE AFFECTED BY DEMOLITION AND CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE (AS DIRECTED BY THE LANDSCAPE ARCHITECT) ITEMS DAMAGED DURING CONSTRUCTION.
- REFER TO SHEET L-1.2 AND ASSOCIATED DETAIL SHEETS FOR ADDITIONAL INFORMATION ABOUT RETAINING WALLS, CONCRETE PAVING, AND BRICK PAVING.

RITLAND+KUIPER
 LANDSCAPE ARCHITECTS
 501 SYCAMORE STREET - MEZZ. A
 WATERLOO, IOWA 50703
 319-233-8090 www.ritlandkuiper.com

RIVER PLACE PLAZA
 CEDAR FALLS, IA 50613

BID DOCUMENTS
 02/14/2020

NO. REVISION SCHEDULE DESCRIPTION DATE

SITE
 LANDSCAPE
 PLAN

L-1.1

Stephanie Sheetz

From: Shane Cross <shane.cross@eagleviewpartners.com>
Sent: Monday, November 29, 2021 1:32 PM
To: Stephanie Sheetz
Cc: Mark Kittrell
Subject: Re: Plaza updates

CAUTION: This email originated outside the City of Cedar Falls email system.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Stephanie,

This letter is regarding the stage truss system located at River Place Plaza. Originally Eagle View Partners and River Place proposed the stage truss system to be a temporary tent structure that could be taken down and put up per event or seasonally. This was brought in front of city staff and approved by council. Once construction began, we quickly realized that the structure would need to be more significant to withstand the weather and necessary equipment loads. The size and style of structure that was needed to fit the space from a purposeful standpoint, as well as aesthetic standpoint, was contracted, engineered, and installed. Once installed we concluded that it was not something that could be easily taken down and put back up on a regular basis.

We knew that the public art piece to be located on the top side of the stage was something we needed to work around. We collaborated with the Art Committee and helped them decide on the piece that would be visible through the truss. This would allow the focal point of the piece to be from the bridge/bike trail rather than from 2nd Street.

With that, the stage truss system that is currently up will be a permanent structure into the foreseeable future. We do have multiple tarps that will be switched throughout the seasons. We will take the tarp down over the winter to prevent snow buildup - and any hazard that might cause. The Plaza season will typically run from the first event in the spring (early April) through to the end of the year.

We are asking that the current agreement be amended to allow the frame of the truss to be left in place permanently.

Thank you,

Shane Cross

Mark Kittrell

Eagle View Partners.

On Nov 23, 2021, at 1:32 PM, Stephanie Sheetz <Stephanie.Sheetz@cedarfalls.com> wrote:

Thank you for the update. I understand it can take a bit to line it up. The schedule got a little accelerated here with the transfer of the Plaza. That is tied to completion of the Plaza, so that prompted me touching base again.

From: Shane Cross [<mailto:shane.cross@eagleviewpartners.com>]

Sent: Tuesday, November 23, 2021 1:25 PM

To: Stephanie Sheetz

Subject: Re: Plaza updates

CAUTION: This email originated outside the City of Cedar Falls email system.

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Hey Stephanie,

I apologize for the delay. I have not forgotten about you. Was just trying to get all of the ducks in a row before I responded rather than piece by piece getting back to you.

I should have the loose ends of the bathroom permit tied up by end of this week or early next week.

Mathias is going to replace the dead tree in the spring they do not currently have any of that species in stock.

Working with Mark Kittrell to get the letter on the stage written. (he's hard to pin down sometimes)

I will send you all of this over as soon as I can and we can get this thing closed out by the end of the month here.

Thank you,
Shane Cross

On Nov 22, 2021, at 5:24 PM, Stephanie Sheetz <Stephanie.Sheetz@cedarfalls.com> wrote:

Any update?

From: Stephanie Sheetz
Sent: Thursday, November 11, 2021 1:06 PM
To: 'Shane Cross'
Subject: RE: Plaza updates

Hi Shane,

I checked in on the bathroom permit to see if we were wrapped up. I found the plumbing inspection passed on 10/25/21, however there was an issue with the women's bathroom door not properly functioning so it looks like we need that addressed yet in order to pass the building inspection and close out the bathroom permits. Please call for an inspection when you are ready & let me know when that's addressed. Then I will update/finalize a letter and get it to you & Mark. Any update on the dead tree I had noticed? Let me know if we need to meet on any of the other items, as you work to address those.

Would you or Mark Kittrell provide me with a letter explaining the Plaza changes in terms of what city staff has previously conveyed to P&Z and City Council about a temporary stage? If you want a copy of staff reports on that, let me know. I'm just looking for information, in the Developer's words, on why the change, what is the status/proposal at this time, would that continue going forward, etc. (re: it's more of a permanent stage in the form seen today, as an example).

Thank you,
 Stephanie

Stephanie Houk Sheetz, AICP
 Director of Community Development
 City of Cedar Falls
 220 Clay St.
 Cedar Falls, IA 50613
Stephanie.Sheetz@cedarfalls.com
 Phone (319) 268-5151 (Direct)
 (319) 273-8600 (Main)
 (319) 505-0048 (Cell)
 Fax (319) 273-8610

From: Shane Cross [<mailto:shane.cross@eagleviewpartners.com>]
Sent: Monday, October 25, 2021 9:45 AM
To: Stephanie Sheetz
Cc: Mark Kittrell
Subject: Re: Plaza updates

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Stephanie,

The inspections to finalize the restrooms have been scheduled for this afternoon at 2:30. I will work on working through those amendments and get this all buttoned up.

Thank you,

On Oct 25, 2021, at 8:15 AM, Stephanie Sheetz <Stephanie.Sheetz@cedarfalls.com> wrote:

Mark & Shane,

Thanks, Shane, for meeting with me earlier this month. Attached is a draft letter for certificate of completion on the Plaza. I am waiting for the bathroom final inspection to pass before officially issuing this letter. I thought I would provide it at this time since there are a number of items from the Third Amendment where I believe updates are needed. Please see pages 2-3 for a list of those items & let me know if I may be in error or when these will be completed.

Thank you,
Stephanie

Stephanie Houk Sheetz, AICP
Director of Community Development
City of Cedar Falls
220 Clay St.
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<Plaza certificate of completion 10-23-21 DRAFT.PDF>