



**AGENDA
CITY OF CEDAR FALLS, IOWA
CITY COUNCIL WORK SESSION
MONDAY, FEBRUARY 07, 2022
5:10 PM AT COMMUNITY CENTER, 528 MAIN STREET**

The City is providing in-person and electronic options for this meeting. The City 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/observe the meeting in the following ways:

- a) By dialing the phone number +13126266799 or +19292056099 or +12532158782 or +13017158592 or +13462487799 or +16699006833 and when prompted, enter the meeting ID (access code) 962 7287 1738.
- b) iPhone one-tap: +13126266799,,96272871738# or +19292056099,,96272871738#
- c) Join via smartphone or computer using this link: <https://zoom.us/j/96272871738>.

Call to Order by the Mayor

1. Downtown Zoning Changes.
(50 Minutes, Planning & Community Services Manager Karen Howard)

Discussion of Amendments to the Downtown Character District City Council Work Session February 7, 2022



Work Session Overview

New Item referred for Discussion:

- Process to Repeal and Replace Downtown Character District regulations

Previous Items referred for discussion:

- Missing Middle Housing (comparison of old vs new zones)
- Accessory Dwelling Units
- Vinyl Siding
- Planning & Zoning Commission review of site plans
- ☑ Private Parking Requirements, including shared parking
(*Council forwarded petition to P&Z to amend*)

Discussion: Repeal and Replace

Step 1: Repeal and/or Replace the *Imagine Downtown Vision Plan*

Steps 2 & 3 are contingent on repealing or replacing the Downtown Vision Plan. Requests for changes to the zoning code and property rezonings must comply with the City's Comprehensive Plan, in this case the adopted Downtown Vision Plan.

Step 2: Repeal Downtown Character District

Step 3: Rezone properties back to previous zoning designations.

Steps to Repeal the *Downtown Vision Plan*

Item 1.

- Introduce Council petition to P&Z / P&Z sets public hearing date
- Notice published in Courier & publicized on all City social media outlets
- Public hearing at P&Z (at least one, more at the discretion of P&Z)
- P&Z makes recommendation to Council
- Presentation of P&Z recommendation at COW meeting
- Council sets public hearing date
- Public hearing at Council
- One reading of resolution to amend is required:
 - If P&Z has recommended approval, simple majority of Council to pass
 - If P&Z disapproves, 2/3 majority required to approve

Steps to Repeal Downtown Character District regulation Item 1.

- Prepare staff report and ordinance to:
 - Delete Sections 26-191 through 26-197 – Character District Regulations
 - Delete all cross-references and associated regulations throughout the City Code to the Downtown Character District
 - Re-establish the Central Business District Overlay Zone and all associated regulations and cross references throughout the City Code.
- Send notice to all properties and property owners within the Character District
 - 1276 property addresses, 563 property owners.
- Introduce Council request to P&Z / P&Z sets public hearing date
- Notice published in Courier & publicized on all City social media outlets
- Public hearing at P&Z (at least one, more at the discretion of P&Z)
- P&Z makes recommendation to Council
- Presentation of P&Z recommendation at COW meeting
- Council sets public hearing date
- Public hearing at Council
- Three readings required for passage:
 - If P&Z has recommended approval, simple majority of Council to pass
 - If P&Z disapproves, 2/3 majority required to approve

Steps to Rezone properties to previous zoning

- To reinstate previous zoning boundaries
 - Prepare legal descriptions for 15 distinct rezoning areas
 - Send notice to all properties and property owners within these areas
 - Prepare an ordinance for each rezoning area
 - Prepare staff report for each rezoning area
- Follow same P&Z and Council review and voting process outlined on previous slide
- *Note: Separate hearing for each rezoning area is required.*

Data Requested at last Council Work Session

Informal petition received during Council hearing protesting Downtown Character District ordinance:

- 25 property owners signed (owners of 72 properties)
 - *Note: 1 property owner requested her name be removed from the petition*

Total # property owners in Downtown Study Area:

- 563 property owners (owners of 1276 properties)

Update on parking amendments referred to P&Z

- Council requested that P&Z consider:
 - Deleting shared parking requirements
 - Increasing parking requirements for MF units to 1 space per bedroom
- January 26 – Council request introduced at P&Z
- February 9 – Public hearing at P&Z

The following slides are from the previous Council Work Session included for reference if needed for the discussion

Work Session Overview

- Legislative process for any amendments to the code
- Issues for discussion (what we heard from Council):
 - Missing Middle Housing (comparison of old vs new zones)
 - Accessory Dwelling Units
 - Vinyl Siding
 - Planning & Zoning Commission review of site plans
 - Private Parking Requirements, including shared parking

Re-Cap

- Draft code was presented to the public in February 2021.
- Planning & Zoning reviewed at 4 work sessions, held 3 public hearings, heard requests for changes, made changes, and voted unanimously to forward their recommended draft of the new code to the City Council on May 12.
- After 2 work sessions, 3 COW meetings, public hearing and three readings, Council adopted P&Z's recommended code on Nov 1.
- January 3 referral from Council to discuss amendments.

Legislative Process

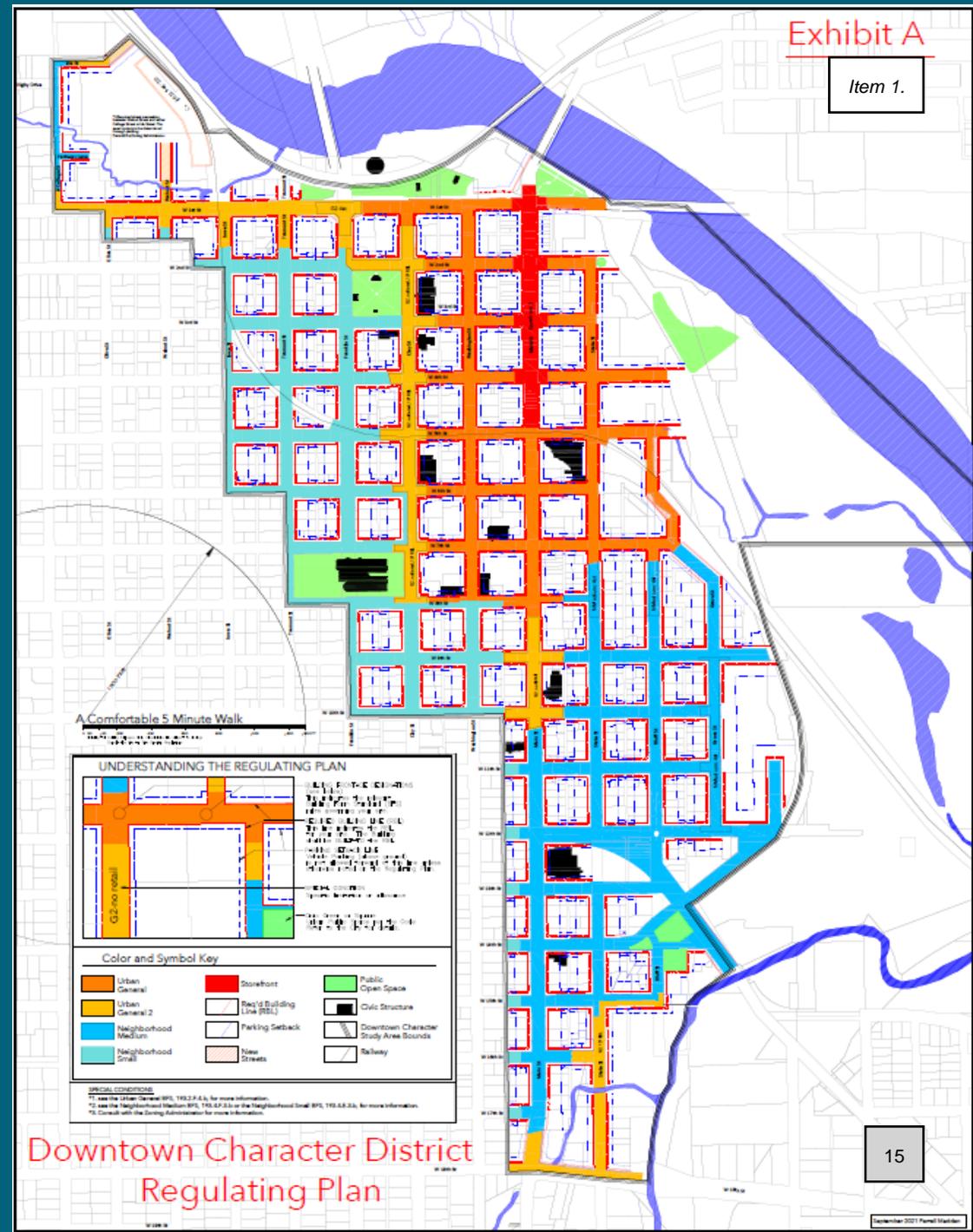
To amend the zoning code (City Code Sec. 26-4):

- City Council (or any other person) may forward a petition to P&Z to amend the zoning ordinance.
- P&Z reviews the request(s) for changes and sets a date of public hearing.
- After the public hearing, P&Z votes to approve, disapprove, or approve with modifications.
- Council receives the recommendation from the Commission and sets a date of public hearing.
- If P&Z approves the amendment, a simple majority vote by Council at three separate readings is required to adopt.
- If P&Z disapproves an amendment, 2/3 majority vote of Council at three separate readings is required to adopt.

Downtown Character District Regulating Plan

Frontage Designations

- Storefront
- Urban General
- Urban General 2
- Neighborhood Medium
- Neighborhood Small



Downtown Character District Regulating Plan

Issue: Missing Middle Housing

- Duplexes, townhomes, small apartment buildings, cottage courts, accessory dwelling units
- Called “missing” because used to be common in traditional neighborhoods prior to WWII, but in many cities is now largely prohibited due to adoption of extensive SF zoning.
- Surge in popularity because:
 - Offer alternative housing options for a variety of household sizes, incomes, and stages of life
 - With appropriate zoning standards, they can be sized and designed to fit into existing neighborhoods, similar to how they were pre-WWII.

Issue: Missing Middle Housing

Item 1.

Downtown Character District - Previous Zoning Compared to New Zoning

| | R3 | R4 | Neigh. Small | Neigh. Medium | R1/R2* |
|---------------|------------------------------|------------------------------|---|---|--|
| Single Family | Yes | Yes | Yes | Yes | Yes |
| Duplex | Yes | Yes | Yes | Yes | Yes |
| Townhomes | Yes | Yes | 3 max | 4 max | 2 max |
| Small MF | Yes | Yes | Yes; limited scale | Yes; limited scale | No |
| Large MF | Yes | Yes | No | No | No |
| Cottage Court | Yes | Yes | Yes; but limited size and occupancy | Yes; but limited size and occupancy | No |
| ADU | Would be considered a duplex | Would be considered a duplex | Yes; in SF owner-occupied only; 1 bedroom max | Yes; in SF owner-occupied only; 1 bedroom max | Would be considered a duplex, but no SF conversion allowed |
| Commercial | No | Yes | No | No | No |
| Mixed Use | No | Yes | No | No | No |
| SF Conversion | Yes | Yes | No | No | No |

* There was no R1 zoning in the area of the Downtown Code and only 1.5 blocks of R2

Additional Comparisons: Zoning Standards Item 1.

| | R3 | R4 | Neigh. Small | Neigh. Medium | R1/R2* |
|--------------------------------|---------------------|---------------------|---|---|-----------------------|
| <u>Bldg Height</u> | 3 stories 45 ft. | 3 stories 45 ft. | 2.5 stories 26 ft; Beyond first 60 ft: 18 ft. max. | 3.5 stories 36 ft; beyond first 60 ft: 18 ft. max. | 2.5 stories 35 ft. |
| <u>Bldg Size</u> | Not limited | Not limited | Max. 60 ft. wide | Max. 80 ft. wide | Not limited |
| <u>Open Space</u> | No | No | Yes | Yes | Yes |
| <u>Bldg Design Standards**</u> | No | No | Yes | Yes | No |
| <u>P&Z/Council Review</u> | No | No | No | No | No |

**For example: entryways, windows, exterior lighting, screening of mechanicals

Question: Accessory Dwelling Units

Item 1.

- Only allowed on properties with owner-occupied single family dwellings
- Location: rear of the lot, above a garage, or in a daylight basement
- Maximum size: one bedroom; 600 s.f.
- Maximum occupancy: 2 adults
- No additional parking required

Intent:

- Support owner-occupancy of older homes
- Support multi-generational housing
- Provide additional income for improvements / mortgage
- Provide additional small units close to downtown

Issue: Vinyl Siding

- Previous CBD Overlay had building materials standards for new buildings and did not allow vinyl siding for commercial, mixed-use and multi-family (MF) residential buildings with more than 6 units.
- New code continues that same prohibition + it extends the prohibition to any new MF residential building and any new single family dwelling.
- New code allows vinyl siding on all existing single family dwellings even if they do not currently have vinyl siding; and, on any existing buildings with vinyl siding, that siding may be replaced or repaired with vinyl siding and any additions may be clad with vinyl siding.
- P&Z discussed the issue at length and settled on this approach.

Issue: Vinyl Siding

Options:

1. Leave as P&Z recommended.
2. Add an allowance for vinyl siding on any new SF dwelling
3. Add an allowance for vinyl siding on any new residential building with less than 7 units. (duplexes, townhomes, small apartment buildings)

Assumption? The Council would like to maintain the prohibition that previously applied in the CBD Overlay to the Storefront and Urban General Zones (core downtown). These would primarily be commercial and mixed-use buildings.

Issue: Planning & Zoning Review

Item 1.

| | C1 | C2 | M1 | CBD Overlay | Storefront | Urban General | Urban General 2 |
|-----------------------------|----------------------------|----------------------------|----|-------------|------------|---------------|-----------------|
| P&Z/Council Review Required | No, except for residential | No, except for residential | No | Yes | No | No | No |

| | R3 | R4 | Neigh. Small | Neigh. Medium | R1/R2* |
|--------------------|----|----|--------------|---------------|--------|
| P&Z/Council Review | No | No | No | No | No |

Sec. 18-23: Powers and Duties of the Planning & Zoning Commission

- Plan for the future growth of the city – comprehensive planning
- Make recommendations on legislative matters related to planning and zoning, i.e. amendments to the zoning code, changes to the zoning map (rezonings)
- Make recommendations on subdivisions of land, including extension of streets, proposals for parks

Review of site plans is not one of the official duties listed. P&Z review of site plans was added later to the code for certain newer zoning districts and overlay zones.

Comparisons: Downtown Commercial Area Item 1.

Downtown Character District - Previous Zoning Compared to New Zoning

| | C1 | C2 | M1 | C3 | CBD Overlay | Storefront | Urban General | Urban General 2 |
|--|----------------------------|----------------------------|------------------|--|---|--|--|--|
| Residential Uses Allowed? | Conditional | Conditional | No | Conditional | Yes, but not on ground floor in core area** | Yes, but not on ground floor | Yes; all types | Yes, all types |
| Commercial Uses Allowed? | Yes | Yes | Yes + industrial | Yes | Yes | Yes | Yes | Yes |
| Mixed Use Allowed? | Conditional | Conditional | No | Conditional | Yes | Yes | Yes | Yes |
| Bldg Height | 2 stories; 35 ft. | 3 stories; 48 ft. | 75 feet | 165 ft. or 3x width of fronting street | Architectural compatibility with surrounding structures | Min. 2 stories; Max. 3 stories (Main St) | Min. 2 stories; Max. 4 stories; 52 ft. | Min. 2 stories; Max. 3 stories; 42 ft. |
| Bldg Size | No limit | No limit | No limit | No limit | Architectural compatibility with surrounding structures | Max. 25,000 sf footprint | Max. 25,000 footprint | Max. 25,000 footprint |
| Open Space Requirement | No | No | No | No | No | Yes | Yes | Yes |
| Bldg Design Standards* | No | No | No | No | Yes, but vague and open to debate | Yes | Yes | Yes |
| P&Z/Council Review Required | No, except for residential | No, except for residential | No | No | Yes | No | No | No |

* For example: entryways, windows, awnings and canopies, exterior lighting, screening of mechanicals, neighborhood manners

** Area bounded by 1st, 6th, Washington, and State Streets

Issue: Private Parking Requirements

Item 1.

Options:

Urban General, Urban General 2, Storefront

1. Leave as P&Z recommended:
 - For MF: 0.5 spaces per bedroom + 0.25 per bedroom shared parking
 - For upper floor non-residential uses 5000 sf or greater: 1.25 spaces per 1000 square feet
2. Eliminate shared parking requirements
3. Increase parking requirement for apartments from 0.5 to .75 per bedroom
4. Add the clause, “but not less than 1 space per unit.” (This will ensure that if the building has all one bedroom or studio units, there is at least one parking space per unit).

Neighborhood Frontages

1. Leave MF requirement as P&Z recommended: 0.75 spaces per bedroom +0.25 per bedroom shared parking.
2. Eliminate shared parking requirement
3. Increase parking requirement for MF apartments from 0.75 to 1 per bedroom, but no less than 1 space per unit.

Next Steps

- Requested amendments to the code
- Timeframe:
 - dependent on complexity of amendments requested