



AGENDA
CITY OF CEDAR FALLS, IOWA
PLANNING AND ZONING COMMISSION MEETING
WEDNESDAY, JUNE 12, 2019
5:30 PM AT CITY HALL

Call to Order and Roll Call

Approval of Minutes

1. Planning and Zoning Commission Minutes of May 22, 2019.

Public Comments

Old Business

New Business

2. **Cherrywood Acres Minor Subdivision Plat**

Location: 4114 High Street

Applicant: Anthony Runyan

Previous discussion: None

Recommendation: Review and continue discussion

P&Z Action: Review and continue discussion at the June 26th P&Z Meeting

Commission Updates

Adjournment

Reminders:

- * June 26th and July 10th Planning & Zoning Commission Meetings
- * June 17th and July 1st City Council Meetings

**Cedar Falls Planning and Zoning Commission
Regular Meeting
May 22, 2019
City Hall Council Chambers
220 Clay Street, Cedar Falls, Iowa**

MINUTES

The Cedar Falls Planning and Zoning Commission met in regular session on Wednesday, May 22, 2019 at 5:30 p.m. in the City Hall Council Chambers, 220 Clay Street, Cedar Falls, Iowa. The following Commission members were present: Giarusso, Hartley, Holst, Larson, Leeper, Saul and Wingert. Adkins and Prideaux were absent. Karen Howard, Community Services Manager, and Shane Graham, Economic Development Coordinator were also present.

- 1.) Chair Holst noted the Minutes from the May 8, 2019 regular meeting are presented. Ms. Saul made a motion to approve the Minutes as presented. Ms. Giarusso seconded the motion. The motion was approved unanimously with 7 ayes (Giarusso, Hartley, Holst, Larson, Leeper, Saul and Wingert), and 0 nays.
- 2.) The first item of business was a HWY-1 District Site Plan for Gateway Business Park Subdivision. Mr. Holst stated that he will have to abstain from the item and that Mr. Leeper will be the Acting Chair. Mr. Leeper introduced the item and Mr. Graham provided background information. He explained that this is a continued discussion for the HWY-1 District Site Plan Review for Lot 2 of the Gateway Business Park at the northeast corner of West Ridgeway Avenue and Hudson Road. He provided renderings that displayed the elements of the site plan, including entrances, the proposed Dairy Queen, and the service and convenience stores. He also discussed the stormwater detention basin, trash enclosure, trail connections and sidewalks. He presented the landscape, signage, and stormwater management plans, noting that all requirements have been met or exceeded. Mr. Graham showed the overall layout of the site and building design for the proposed buildings. He noted that there was discussion regarding a landscape island that the developer asked to remove and he stated that staff recommends that it not be removed. Staff recommends approval with any additional comments from the Planning and Zoning Commission.

Brad Best of Peters Construction and Aaron Lee of US Oil came forward to speak on behalf of the project. Mr. Best formerly requested that the island be removed from the project, as well as the cornice on the south side of the building. They feel that the island may create pedestrian issues. Mr. Lee added that US Oil supplies roughly 650 independent gas stations throughout the Midwest. Market studies have showed that there is a need for fueling station at that location.

Mr. Wingert stated that he has no issues with the proposed modifications. Ms. Saul, Mr. Larson and Ms. Giarusso agreed. Mr. Graham stated that staff would like an updated landscaping plan before the project goes to City Council so points can be recalculated for an accurate staff report.

Mr. Wingert made a motion to approve with modifications. Mr. Hartley seconded the motion. The motion was approved unanimously with 5 ayes (Giarusso, Hartley, Holst, Larson, Leeper, Saul and Wingert), 2 abstentions (Holst and Leeper) and 0 nays.

- 3.) The next item for consideration by the Commission was a College Hill Neighborhood Overlay District – Site Plan review for 2119 College Street. Chair Holst introduced the item and Ms. Howard provided background information. She explained that the item was delayed until the

College Hill Overlay Ordinance was updated. As the new standards are now approved by City Council, the item is being brought before the Commission again for consideration. Ms. Howard explained that it is proposed to replace the current building located at 2119 College with a mixed-use building with storefronts on the ground floor and residential units on the upper floors and presented the changes between the previous code requirements and the current code standards. She noted that the building meets requirements for mixed-use buildings and the new parking requirements for mixed-use buildings. She displayed renderings of the proposed buildings and break-down of the proposed exterior building materials. She presented a comparison of building heights in the area, landscaping plan, dumpster enclosure, underground detention and bike racks. She noted that the proposed building is consistent with the comprehensive plan goal to encourage additional storefront mixed-use development to tie the lower Hill and upper Hill together into a more cohesive business district. The current older residential building is not consistent with character envisioned in the Comprehensive Plan. She stated that Staff recommends approval of the proposed site plan as it complies with the requirements in the zoning ordinance.

Kathryn Sogard, Executive Director of the College Hill Partnership, stated that the Partnership supports the development. The Partnership believes the project will grow College Hill, offer additional jobs near campus, encourage walkability and link the upper and lower hill.

Eashaan Vajpeyi, 3831 Convair Lane, stated that this shouldn't be seen as old business and feels that the item should be deferred until the parking study is completed. He is concerned with the possibility that the parking study will not agree with the project upon completion. He doesn't believe the project needs to be approved right now. He also voiced his issue with the fact that Mr. Wingert has not recused himself from the matter.

Dave Diebler, President of the College Hill Partnership, is in support of the project. He believes infilling will create responsible growth. He feels the project should move forward at this time.

Mr. Holst asked for clarification of the parking study and whether it is looking at private parking. Mr. Howard stated that the study is focused primarily on the policies for the public parking system. The parking study will not give any specific recommendations with regard to the requirements for private, off-street parking. She noted that the parking impact analysis currently being completed by the parking consultant will provide information about how a project of this type may affect the public parking available in the area, but similar to the parking impact analysis completed for the recent downtown projects, will not provide a recommendation for whether the project should be approved.

Mr. Hartley stated that he likes the proposal and is happy with the compromise with the parking. Mr. Leeper stated that he is in support of the project as well. Ms. Saul stated that she struggles with the decision, but feels that it meets the current ordinances and it's not fair to make the developer wait. Mr. Wingert noted his concern that UNI has lost enrollment and believes that projects like these help UNI and the community grow and compete with other communities. Mr. Holst believes that it's time to move forward with the project.

Mr. Hartley made a motion to approve. Mr. Larson seconded the motion. The motion was approved unanimously with 7 ayes (Giarusso, Hartley, Holst, Larson, Leeper, Saul and Wingert), and 0 nays.

- 4.) The Commission then considered a rezoning request from R-2, Residential, to C-2, Commercial, at 2600 Grove Street. Chair Holst introduced the item and Ms. Howard provided background information. She explained that the boundaries were drawn incorrectly in the 1970's, excluding part of the property as a commercial property. Staff is recommending approval to rezone the area to correct the issue.

Ms. Saul made a motion to approve. Ms. Giarusso seconded the motion. The motion was approved unanimously with 7 ayes (Giarusso, Hartley, Holst, Larson, Leeper, Saul and Wingert), and 0 nays.

- 5.) The next item of business was the preliminary and final plats of the replat of Lot 16 and Tract "B" of West Viking Road Industrial Park Phase IV. Chair Holst introduced the item and Mr. Graham provided background information. The property is located along Technology Parkway west of the intersection with Production Drive. The replat will combine the lot and tract into one lot. A company is interested in this lot and has indicated the need for the additional land for a driveway for truck traffic. Staff recommends approval of the project.

Mr. Leeper made a motion to approve. Mr. Wingert seconded the motion. The motion was approved unanimously with 7 ayes (Giarusso, Hartley, Holst, Larson, Leeper, Saul and Wingert), and 0 nays.

- 6.) The next item for consideration by the Commission was an MU District Site Plan Review for Lot 2 of Pinnacle Ridge 1st Addition. Chair Holst introduced the item and Mr. Graham provided background information. The property is near the intersection of Faithway Drive and Oster Parkway, just south of Greenhill Road within the Pinnacle Prairie development. One two-unit and one three-unit dwelling are proposed at this location and site plan review is required. Building and landscaping requirements are met. Mr. Graham provided a rendering of the proposed building design for the units, and showed photos of comparable building designs. Staff recommends approval with conformance to any comments or direction from the Commission.

Sam Runyan, developer, (4010 W. 1st Street), stated that the project is very straightforward and would be available for any questions.

Ms. Saul made a motion to approve. Ms. Giarusso seconded the motion. The motion was approved unanimously with 7 ayes (Giarusso, Hartley, Holst, Larson, Leeper, Saul and Wingert), and 0 nays.

- 7.) Terra Ray, Engineering Tech, gave a presentation with regard to the downtown parking study recommendations and implementation. She touched on time limits, fines, monitoring lots and proposed new payment technologies that include meters that can be paid by mobile app. She also discussed the implementation recommendations and plans, as well as ordinance amendments being proposed.

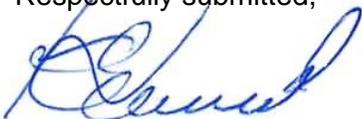
Mr. Holst asked about the proposal to keep on-street parking free. Ms. Ray stated that at this time that is the case and it will just be monitored by time.

Ms. Howard then discussed the upcoming *Imagine Downtown!* Community Design Charrette and all the opportunities for the public to attend and provide input, which will be held the first week of June, with a public design workshop on June 1 and the open design studio the following week.

- 8.) As there were no further comments, Mr. Wingert made a motion to adjourn. Mr. Leeper seconded the motion. The motion was approved unanimously with 7 ayes (Giarusso, Hartley, Holst, Larson, Leeper, Saul and Wingert), and 0 nays.

The meeting adjourned at 6:45 p.m.

Respectfully submitted,



Karen Howard
Community Services Manager

Joanne Goodrich
Administrative Clerk



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

Planning & Community Services Division

TO: Planning and Zoning Commission
FROM: David Sturch, Planner III
DATE: June 5, 2019
SUBJECT: Cherrywood Acres Minor Plat

REQUEST: Request to approve the Cherrywood Acres Minor Plat (Case # MP19-001)

PETITIONER: Anthony Runyan

LOCATION: 4114 High Street

PROPOSAL

The property owner at 4114 High Street proposes a lot split to create a lot for a new residential dwelling at the southwest corner of High Street and Union Road. A minor plat is needed to split the original single lot into two lots.

BACKGROUND

Cherrywood Acres was created with large rural lots in 1960 when this 56 lot subdivision resided in the county. In 1971, the western and northern portions of Cedar Falls were annexed into the City which included Cherrywood Acres. The house at 4114 High Street was built in 1962. The property is 120 feet wide (north/south) and 160 feet deep (east/west). The house is situated on the west half of the lot, facing north with a driveway onto High Street. There is approximately 100 feet of yard area off the east side of the house.



ANALYSIS

4114 High Street is located in the R-1 Residence Zoning District. A single housing unit in R-1 zoning is required to have a lot width of 75 feet and area of 9,000 square feet. The original lot is 23,400 square feet in area. The Minor Plat proposes to create two lots: Parcel F (4114 High

Street) will have an east/west width of 107 feet and a north/south depth of 120 feet with an area of 12,955 square feet. Parcel G will have an east/west width of 92 feet and a north/south depth of 120 feet with an area of 10,441 square feet. The existing home at 4114 High Street is on Parcel F and the proposed home is on Parcel G.

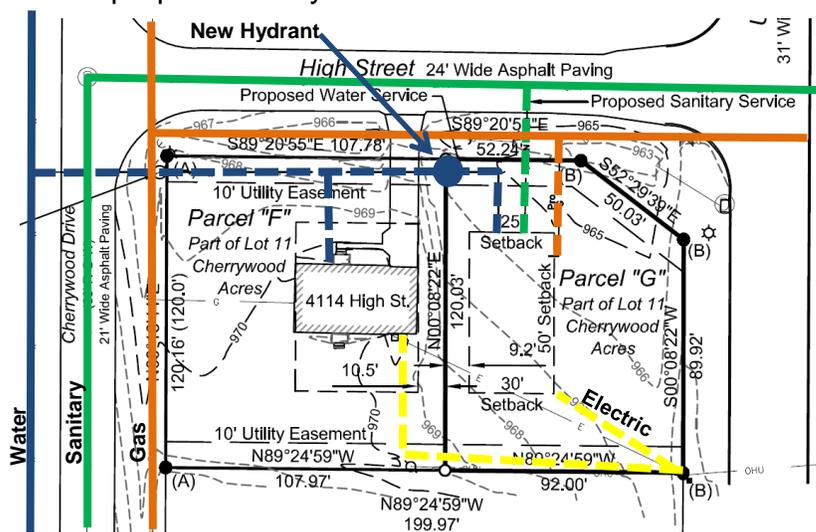
The drawing to the right graphically depicts the lot split and building locations. The building setbacks in the R-1 district require a 30-foot front yard and a 30-foot rear yard area. The side yard areas are 10% of the width of the lot. The proposed plat shows a 25-foot front yard based on the platted building line. Technically, this 25-foot building line was established on the plat to serve as a side yard setback. Since this is a newly created lot, the current R-1 standards must apply with a 30-foot front yard area. The remaining setback areas comply with the R-1 standards. The final rendition of the plat will not show the building and setback locations. The setbacks will be listed separately on the plat.

By applying the setbacks on this lot, the potential building area for a new dwelling is approximately 2,000 square feet. This building area is similar in size to other dwellings in the neighborhood. The area of both lots will be half the size of the other lots in the neighborhood. The two parcels will still exceed the minimum R-1 lot area standards of 9,000 square feet. Both lots meet all zoning ordinance requirements if subdivided.

TECHNICAL COMMENTS

City technical staff, including Cedar Falls Utilities (CFU) personnel, has reviewed the proposed plat. The following items listed below are the technical comments for the development of this plat and proposed home. The solid lines on the plat represent the existing utility service locations and the dashed lines represent the proposed utility service lines.

1. The existing underground electric line from the southeast corner of the lot to the existing house must be relocated and buried within the 10-foot utility easement along the south lot line.
2. The existing 12" water main lies along the west side of Cherrywood Drive. The plat shows a new water main extension off the existing main with a hydrant at the northwest corner of the lot.



The water main must be extended to the middle of the lot along High Street for the hydrant, as shown above. This will provide water service to both the existing dwelling at

4114 High Street and the proposed dwelling. This water service will run along the 10-foot utility easement along the north lot line. Final fire hydrant and valve placement locations will be part of the construction review.

3. Sanitary sewer service will be connected to the existing sewer on High Street.
4. Gas service will be connected to the existing gas line on High Street.
5. The existing lot slopes from the southwest to the northeast. The grading of the property must be done so that it does not affect the adjacent lot or adjacent roadway.
6. The Cherrywood Acres subdivision was developed with a rural roadway cross-section with no curb and gutter. There are ditches alongside the roadway that carry the stormwater through pipes under the driveways and in field tiles. If the owner discovers a buried field tile during the construction of the home, that tile must be relocated and rerouted around the building's foundation.
7. The proposed driveway off of High Street must be at least 75 feet from the west edge of Union Road.
8. There will be no access onto Union Road.

The property is located outside the floodplain overlay district.

STAFF RECOMMENDATION

Gather any comments from the Planning and Zoning Commission and public then continue the discussion at the next Planning and Zoning Commission meeting on June 26, 2019 with the following conditions:

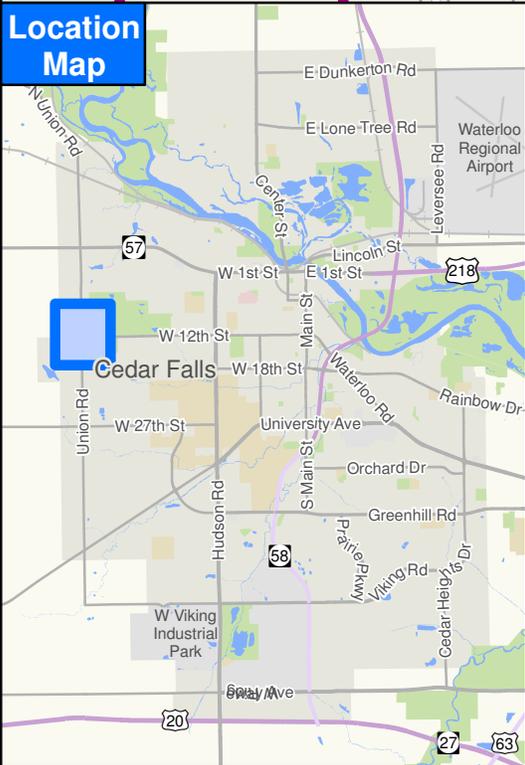
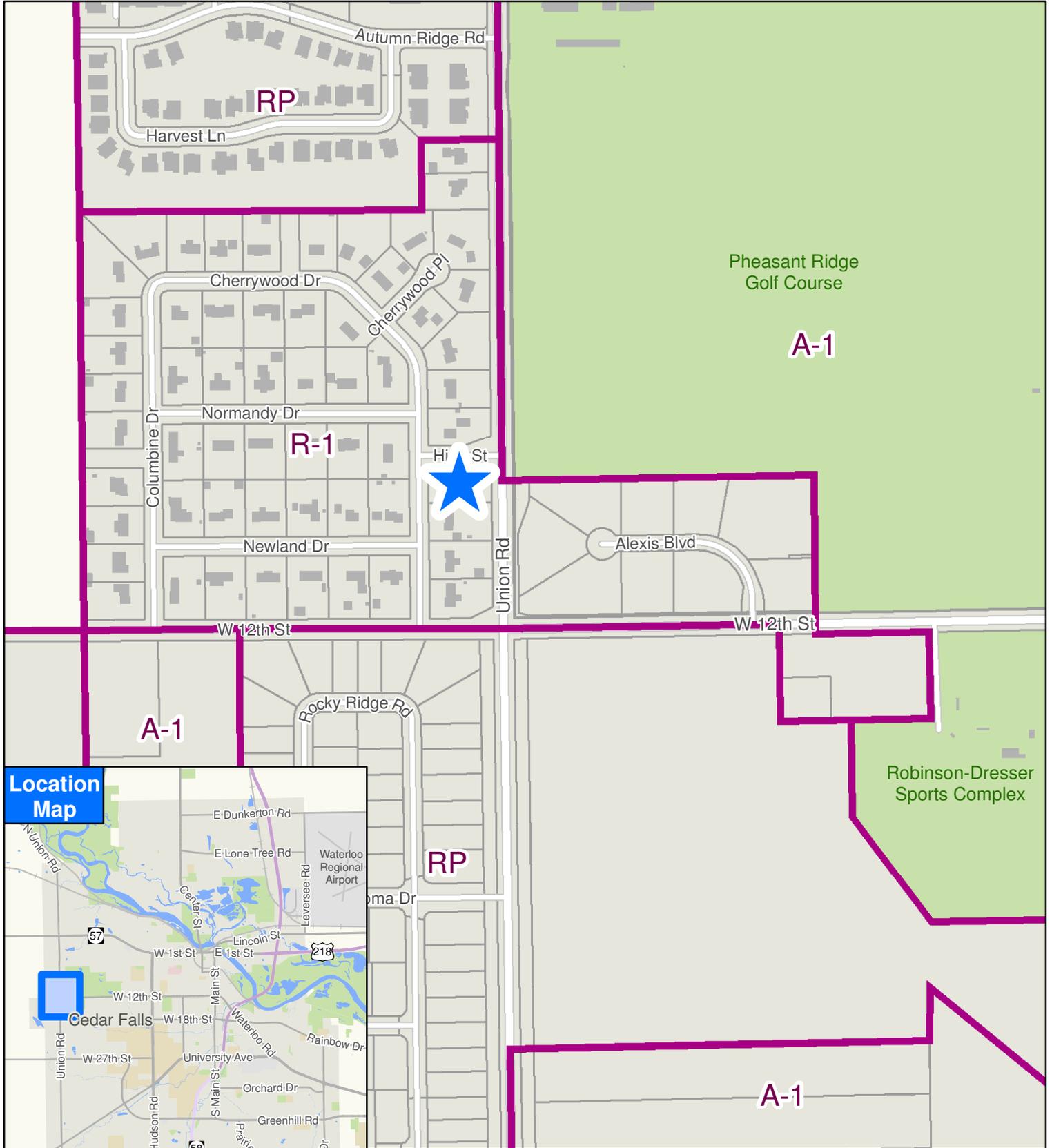
1. Amend the plat to show a 30-foot setback from the north lot line.
2. Extend the water main across the north lot line for the placement of the hydrant east of the existing driveway.
3. The existing home must be connected to the water main.
4. Any comments or direction specified by the Planning and Zoning Commission.
5. Conform to all city staff recommendations and technical requirements.

PLANNING & ZONING COMMISSION

Discussion
6/12/2019

Cedar Falls Planning & Zoning Commission

June 12, 2019



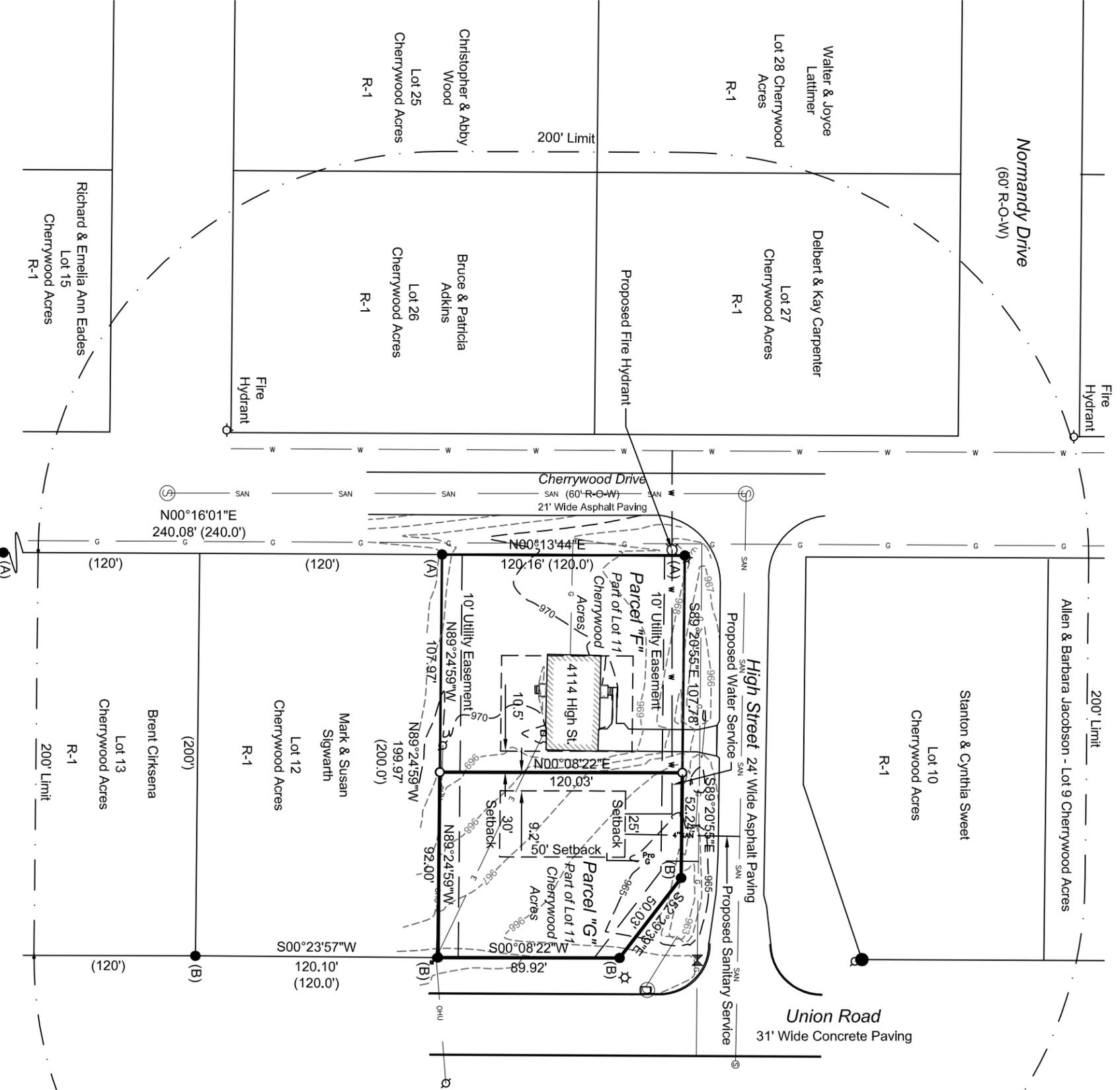
Cherrywood Acres Minor Plat

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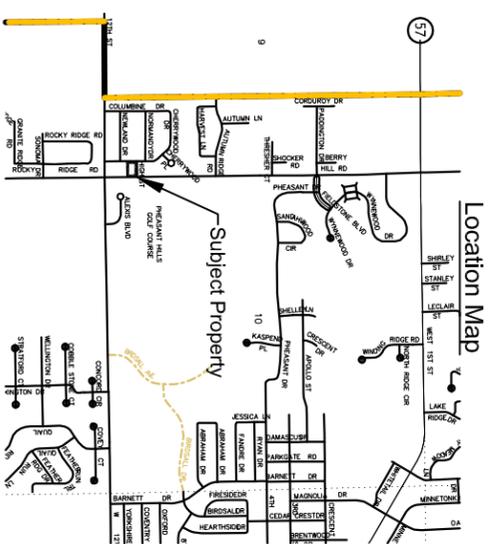
Plat of Survey
Cherrywood Acres Minor Subdivision Plat
Cedar Falls, Iowa
 Lot 11, Cherrywood Acres, Black Hawk County, Iowa

Parcel "F" Legal Description:
 Lot No. 11 in Cherrywood Acres in Black Hawk County, Iowa, except the East 92 feet and except that part conveyed to the City of Cedar Falls, Iowa for Union Road right-of-way in 591 CLD 82.

Parcel "G" Legal Description:
 The East 92 feet of Lot No. 11 in Cherrywood Acres in Black Hawk County, Iowa, except that part conveyed to the City of Cedar Falls, Iowa for Union Road right-of-way in 591 CLD 82.



- Feature Legend**
- Set 5/8"Ø x 24" Rebar w / Orange Cap L.S. #22561
 - Property Corner Found
 - ▲ Set Section Corner
 - ▲ Section Corner Found
 - ▲ 100.00' Dimension of Survey
 - ▲ (100.00') Dimension of Record



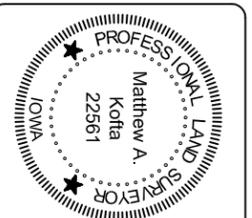
Current & Proposed Zoning:
 R-1 Residence District

Owner/Subdivider:
 Anthony Runyan
 4144 High Street
 Cedar Falls, IA 50613

Parcel Area Tabulation
 Parcel "F": 12,955 Sq. Ft. (0.30 acres)
 Parcel "G": 10,441 Sq. Ft. (0.24 acres)

- Notes:**
- 1.) Underground Electric Service to 4114 High Street to be relocated to 10' utility easement along the South side of Lot 11
 - 2.) Underground Title across Parcel "G" to be relocated prior to construction of a new residence.
 - 3.) Proposed grading changes to subject parcel are not to impact adjacent properties.
 - 4.) Soil Types per NRCS Web Soil Survey Klinger-Urban 87.4% Tripoli-Urban 12.6%
- Found Corner Monument Legend:**
 (A) - Found 1"Ø Pinched Pipe
 (B) - Found 1/2"Ø Rebar w/Yellow Cap #2697

- Notes:**
- 1.) The South line of Lot 11 was assumed to bear N89°24'59"W
 - 2.) All dimensions are in US Survey feet and decimals thereof.
 - 3.) The error of closure is better than 1:10,000
 - 4.) Proprietor: Anthony M. & Sandra Runyan
 - 5.) Survey Requested by: Tony Runyan
 - 6.) Field work was completed: 4-12-2019
 - 7.) Parcel letters "F" and "G" assigned by County Auditor.

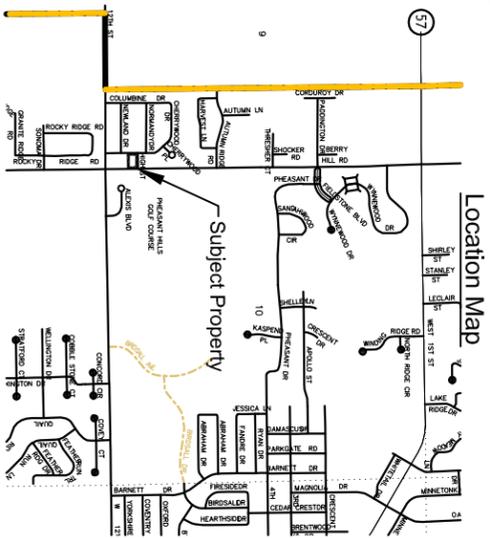


I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

Matthew A. Kofa, P.L.S.
 License number 22561
 My license renewal date is December 31, 2020
 Date _____
 Pages or sheets covered by this seal: _____

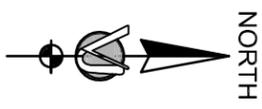


scale	1"=60'
drawn by	WJL
date	5-3-2019
revisions	



Plat of Survey Cherrywood Acres Minor Subdivision Plat

Cedar Falls, Iowa
Lot 11, Cherrywood Acres
Black Hawk County, Iowa



Normandy Drive
(60' R-O-W)

Delbert & Kay Carpenter
Lot 27
Cherrywood Acres
R-1

Bruce & Patricia Adkins
Lot 26
Cherrywood Acres
R-1

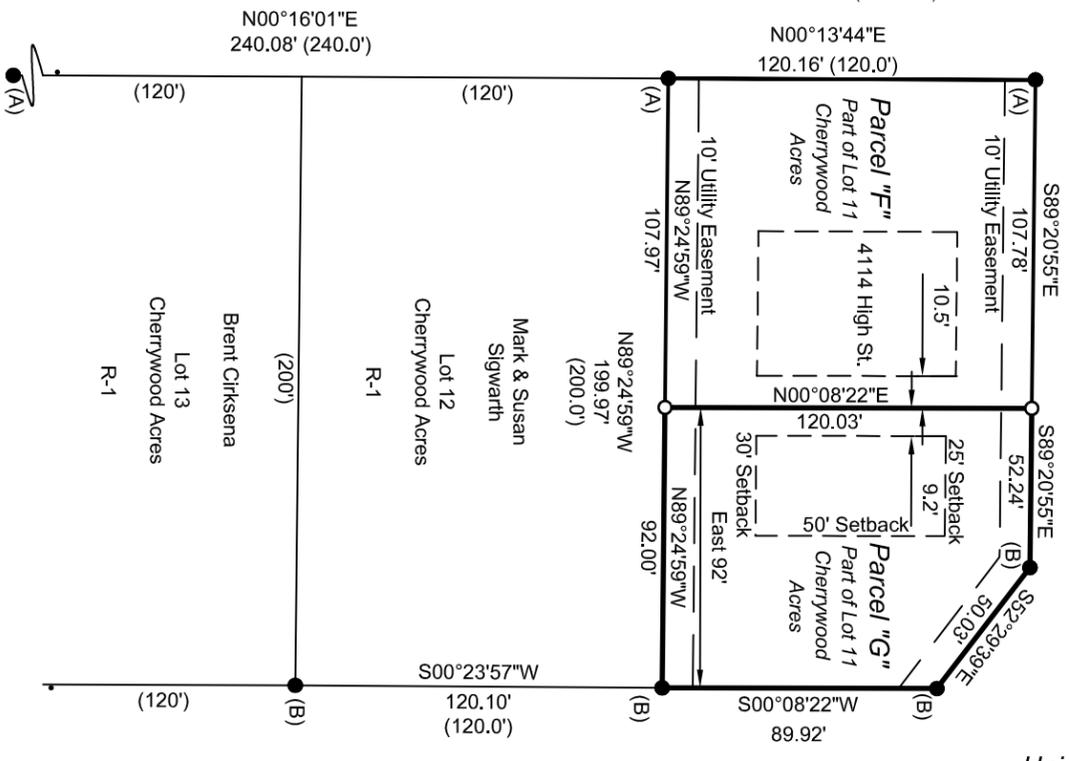
Fire Hydrant

Stanton & Cynthia Sweet
Lot 10
Cherrywood Acres
R-1

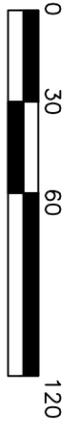
High Street
(Variable R-O-W)

Union Road

Cherrywood Drive
(60' R-O-W)



- Feature Legend**
- Set 5/8"Ø x 24" Rebar w / Orange Cap L.S. #22561
 - Property Corner Found
 - △ Set Section Corner
 - ▲ Section Corner Found
 - 100.00' Dimension of Survey (100.00') Dimension of Record



Richard & Emelia Ann Eades
Lot 15
Cherrywood Acres
R-1

Reserved for County Recorder's Use

This Plat of Survey been reviewed by the City of Cedar Falls, Iowa.

Signature of City of Cedar Falls, Iowa
Ordinance Administrator.

Date

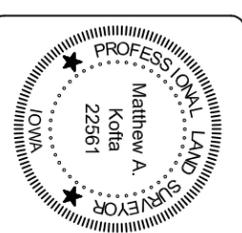
Owner/Subdivider:
Anthony Runyan
4144 High Street
Cedar Falls, IA 50613

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R-1 Residence District

Parcel Area Tabulation
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Found Corner Monument Legend:
(A) - Found 1"Ø Pinched Pipe
(B) - Found 1/2"Ø Rebar w/Yellow Cap #2697

- Notes:**
- 1.) The South line of Lot 11 was assumed to bear N89°24'59"W, utilizing the Iowa Regional Coordinate System, Zone 5.
 - 2.) All dimensions are in US Survey feet and decimals thereof.
 - 3.) The error of closure is better than 1:10,000
 - 4.) Proprietor: Anthony M. & Sandra Runyan
 - 5.) Survey Requested by: Tony Runyan
 - 6.) Field work was completed: 4-12-2019
 - 7.) Parcel letters "F" and "G" assigned by County Auditor.



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

Matthew A. Kofa, P.L.S.
License number 22561
My license renewal date is December 31, 2020
Pages or sheets covered by this seal: _____ Date _____

scale	1"=60'
drawn by	WJL
date	5-3-19
revisions	



VJ Engineering
1501 Technology Parkway
Cedar Falls, Iowa - 319-266-5829

Cherrywood Minor Plat
Division of Lot 11, Cherrywood Acres

198017

