

City of Decorah
Planning and Zoning Commission
March 17, 2014 – 5:30pm

Meeting Minutes

Members present included: Lynne Sootheran, Brian Cook, Jarrad Walter, Benji Nichols, Stan Moellers and Barbara Massman. Others present included City Manager Chad Bird, City Attorney Rick Zahasky and City Engineer Lindsay Erdman.

Absent: Donna Rae Ibanez

Approval of the January 13, 2014 meeting minutes

Motion by Cook and seconded by Sootheran to approve the minutes from the January 13, 2014 meeting.

Roll call vote: Unanimous, motion passed.

Discussion and possible action on resolution approving final plat – Woodland Acres Subdivision

Bird introduced this item and noted that the final plat was being referred for approval from the Winneshiek County Zoning Administrator. Bird and Erdman reviewed the final plat and noted comments from independent engineering consultant, WHKS. There were two noted comments, one regarding a storm drain / culvert that appeared to be 10 inches in diameter instead of the code required 12 inches. There was some discussion by the commission that the culvert should be the required 12 inches.

Cook moved and Moellers seconded a motion to recommend approval of the final plat of Woodland Acres Subdivision with the stipulation that the culvert be installed at the recommended 12 inches.

Roll call vote: Unanimous, motion passed.

Discussion and possible action on site plan re: Humane Society of Northeast Iowa. Lot 9 Decorah Business Park Subdivision

Bird introduced this item and he and Erdman reviewed the site plan check list against the city codes. Bird also noted that Decorah Jobs, Inc is planning to complete grading for both lots 8 & 9 so that they may grade both lots with consideration for storm water detention issues even though only lot 9 will be developed with this project.

The commission raised questions regarding onsite animal waste and storm water run-off issues. Bird noted that the owners proposed to hold animal waste on site and that it is not permitted to be disposed of in the municipal sanitary sewer system. Erdman addressed the storm water issues and noted that the developed area is relatively small in relation to the overall lot size on this site. He also noted that the soils are mostly clay and that detention may be difficult as water would run rather than soak into the soil. All in attendance noted that some effort to storm water management should be addressed when the project is graded. There was also some discussion regarding parking and ADA accessible lots.

Sotheran moved and Walter seconded a motion to recommend approval of the site plan for the Humane Society of Northeast Iowa, lot 9.

Discussion: Cook noted that detention should be per the engineer's direction and review.

Roll call vote: Unanimous, motion passed.

Consider vacations of parcels associated with Claiborne and State Street Improvement Project including part of Riverside Avenue north of Winneshiek Avenue.

Erdman reviewed fragment parcels for the commission consideration. He noted that these parcels are remnants of the Claiborne and State Street improvement project completed this past summer. Erdman noted that he is working with the school district to clean up many such fragment pieces. He asked for the commission's consideration in recommending approval to vacate and move these to council.

Nichols moved and Massman seconded a motion to recommend approval to vacate various fragment parcels from Claiborne and State Streets as presented.

Roll call vote: Unanimous, motion passed.

Short vacations

- a. Grant Street parcel
- b. Short St / Sherwin Williams parcel

Erdman reviewed similar pieces from the Short Street project area. He asked for the commission's consideration in recommending approval to vacate and move these to council.

Cook moved and Moellers seconded a motion to recommend approval to vacate various fragment parcels from Short Street and Grant Street as presented.

Roll call vote: Unanimous, motion passed.

Discussion and possible action on zoning petition referred from City Council

Nichols noted that he would like to see this item discussed further. Sootheran was favorable to an "R-6" zoning request and believe the community needs more dense housing areas.

There was general discussion about who should initiate a rezoning request.

Nichols asked the commission to consider discussion on this at the next regular meeting.

Other business

- c. Update on sign code amendments

No report

Adjournment

There being no other business, the meeting was adjourned at 6:28 p.m.

Respectfully submitted,



Chad A. Bird
City Manager
Zoning Administrator

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