

City of Decorah
Planning and Zoning Commission
October 9, 2017 – 7:00pm
Meeting Minutes

Members present included: Llew Jenkins, Nathan Thompson, Tony Clarke, Joel Zook, Brain Cook and Barbara Massman

Members absent: Stan Moellers

Others present: Zoning Administrator / City Manager Chad Bird.

Consider approval of minutes from the September 25, 2017 meeting

Motion by Jenkins and seconded by Zook to approve the minutes from the September 25, 2017 commission meeting.

Roll call vote: Unanimous, motion passed.

Consider C-3 Commercial Design Review re: Cardboard Robot, 110 Winnebago Street – sign

Bird noted this is a new retail business which will operate out of the building at this location. Bird shared the sign and façade application from Eric Sovern and noted new sign and façade work on the front of this building at 110 Winnebago Street.

Bird reviewed the proposed sign is less than the maximum 20% of the building facia per code section 17.96.030 (c). The sign will be painted on all surfaces with no additional lighting.

Motion by Zook and seconded by Thompson to approve the C-3 design review and sign permit for Cardboard Robot at 110 Winnebago Street.

Roll call vote: Unanimous, motion passed.

Consider Site Plan / C-3 Commercial Design Review re: Viking State Bank, 321 West Water Street

Bird reviewed the proposed site plan and covered several aspects of the site demolition and redevelopment.

There were general concerns about the drive-thru areas and traffic patterns on the site. Thompson asked if the building could be re-oriented to a 90-degree turn to provide for more Water Street frontage. Rick Burris, Viking State Bank vice president noted that the design team had spent a good deal of time looking at several design and layout options and this proved to be the best.

Bird noted this is a very large project for downtown Decorah and city staff had worked with the design team from SciArt Studios, the architect for Viking State Bank for many months. The full permits, submittals and design specs were attached in several files for commission review and Bird walked through them.

Massman asked about storm water and Bird noted that the site would be more efficient because there would be the ability to get more of the water underground into the city's storm system.

Motion by Massman and seconded by Clarke to recommend approval the site plan and C-3 design review for Viking State Bank at 321 West Water Street. In discussion Thompson noted it would be nice to have a little more time for review on larger projects and site plans.

Roll call vote: Ayes: Massman, Clarke, Cook, Jenkins and Zook. Nays: Thompson. Absent: Moellers - motion passed.

Discussion and possible action on sidewalk policy revisions

Bird distributed a draft of a sidewalk administrative policy for the commission's consideration.

Cook expressed some concerns with handling amenities in the ROW and there was discussion in regard to moving or installing sidewalks around such amenities.

There was also considerable discussion about establishing criteria for determining a waiver system.

Zook recommended very specific elements for consideration when looking at reasons to apply a waiver to a property.

At this time, chair Cook opened the meeting for comments.

Comments from the public

a. *Steve Chambliss, Bruening subdivision residents*

Bird noted Mr. Chambliss, 1106 Linden Street, left a voice message prior to the meeting indicating he would like a few minutes in front of the commission to make a brief presentation.

Steve Chambliss, 1106 Linden Street thanked the commission for their time and for being open to discussion. He reviewed several points he believed important for the commission to consider and understand.

He believed there needed to be more study of the comprehensive situation.

- 1) *He noted 40% of the community's lots don't have sidewalks.*
- 2) *A comprehensive study would identify need:*
 - a. *Safety*
 - b. *Connectivity*
 - c. *Walkability*
- 3) *Cost analysis is critical and maybe show some areas are cost prohibitive.*
- 4) *He noted it may be cost prohibitive to the city, utilities, and homeowners.*
- 5) *Develop a vision for the future, for the community.*
- 6) *Develop a community involvement program.*
- 7) *Look to the new mayor and council for an overall assessment program.*

Jim Bower, 903 Park Street stated that he thought it was a great idea to not have to worry about sidewalks when he first moved to town. Now he feels that they should be installed.

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Mr. Bower further wondered what it would look like to have a connected community.

John Jenkins, 901 Park Street agreed with Mr. Chambliss and also added that perhaps sidewalks on one side of Park Street would be the best as it is a through street.

There were no other comments.

Other business

There being no other business, the meeting was adjourned at 8:15pm

Respectfully submitted,



Chad A. Bird
City Manager
Zoning Administrator