

City of Decorah  
Planning and Zoning Commission  
September 25, 2017 – 6:00pm  
Meeting Minutes

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

Others present: Zoning Administrator / City Manager Chad Bird.

Consider approval of minutes from the September 11, 2017 meetings

**Motion by Thompson and seconded by Zook to approve the minutes from the September 11, 2017 commission meeting.**

**Roll call vote: Unanimous, motion passed.**

Consider vacation and disposal of public property, 331 Pershing Avenue

*Bird reviewed a proposed property / right-of-way vacation the city council is considering. He reviewed the property at 331 Pershing and noted it to be approximately 2,850 square feet.*

*Bird also noted that the city's code requires the planning and zoning commission to review the possible sale of the property and make a recommendation to the city council.*

*It was noted the city council will hold a public hearing and take action on this vacation on Monday, October 2, 2017.*

**Motion by Thompson and seconded by Zook to recommend approval of the vacation to the city council.**

**Roll call vote: Unanimous, motion passed.**

Work session on sidewalk improvement plan

*Cook opened the meeting by discussing the sidewalks issues involved with granting waivers and asked the commission what criteria they may wish to use. There was general discussion about a policy for sidewalks that would provide some guidance for waivers, which streets have priorities for sidewalks and an overall approach to compelling installation. The commission directed Bird to draft a policy.*

***Steve Chambliss**, 1106 Linden Street addressed the commission and believes the city should develop a long range strategic plan. He believes the city should study the issue then create a ten-year implementation plan so the entire city knows what is going to happen.*

*Massman asked about possible city funding sources and how the assessment process may work.*

*Cook asked about the end goal, what is the goal in requiring sidewalks? Thompson noted it is about pedestrian safety and connectivity.*

*Zook and Cook engaged in a conversation about why the sidewalks were not put in up in this subdivision and if the owners should be surveyed and asked their thoughts. There was also a comment about if the city would consider possible exemptions preemptively.*

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*Clarke asked if there could a checklist of criteria in the policy for waivers.*

*The commission directed Bird to return with a plan and cost estimates, waiver and appeal criteria and a few of the waivers.*

Discussion, review and update of city's 2012 comprehensive plan  
Chapter 9 – Land Use

*There was little discussion on this final chapter of review.*

Other business

There being no other business, the meeting was adjourned at 7:35pm

Respectfully submitted,



Chad A. Bird  
City Manager  
Zoning Administrator