

City of Decorah
Planning and Zoning Commission
May 14, 2018 – 7:00pm
Meeting Minutes

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

Others present: Zoning Administrator / City Manager Chad Bird, City Attorney John Anderson and City Engineer Lindsay Erdman.

Consider approval of minutes from the April 9, 2018 meeting

Motion by Massman and seconded by Zook to approve the minutes from the April 9, 2018 commission meeting.

Roll call vote: Unanimous, motion passed.

Consider setting a public hearing on rezoning of property; David & Julie Olson, 1006 Woodside Court property parcel to R-2 Single – Four-family residential district, June 11, 2018 at 7:10pm

Bird noted staff is asking the commission to reinstitute this rezoning request due to an error in the final legal description for the property. Bird noted upon final review and updating of the zoning map an error was noted which technically and legally prevented a portion of the property from being rezoned as intended.

Bird also noted the owner has consented to the submittal. He suggested the hearing be set for Monday, June 11, 2018 at 7:10pm.

Motion by Moellers and seconded by Clarke to approve setting the public hearing for Monday, June 11, 2018 at 7:10pm.

Roll call vote: Unanimous, motion passed.

Consider Preliminary Site Plan Review re: 1780 Old Stage Road / Co Rd A52, Menards, Inc.

Bird provided an introduction and overview of this site plan application. He noted staff is asking the commission to give an initial review of plan. He noted owing to the complexity, city staff, including the city attorney are providing an overview and timeline for review including contingencies such as Board of Adjustment review and Iowa Department of Natural Resources review and approval process.

Bird pointed out the engineer's comments, the applicant's responses and two pieces of information from the city attorney in the packet.

Bird introduced assistant city attorney John Anderson for a review of the process and some additional background.

Anderson provided comments on how the Planning and Zoning Commission should approach the Menards' Site Plan review process. To begin the process, P&Z must review Menards' Site Plan and accompanying documents, along with the Engineer's Report.

Next Anderson noted to the commission, keeping in mind the City Engineer's Report, review the Site Plan for conformity with the regulations and standards contained in the City Zoning Code. He added the Commission may confer with the developer on changes that are deemed advisable in the Site Plan. Decisions must be based upon applying the facts to the relevant City and State Code, as well as the City's Comprehensive Plan.

Anderson went on to say if the Preliminary Site Plan, subject to the reasonable conditions agreed to by Menards and the City, is approved, there should be a final Site Plan review. While the City Council's final decision should be based on the totality of the evidence before it at that time, if the City approves the Preliminary Site Plan, if all conditions of the Preliminary approval are met, then the City should not deny the final Site Plan unless there is a substantial change in conditions. Anderson noted City Code does not clearly provide for the variety of issues involved in Menards' proposed development and does not clearly provide for a preliminary and final review. However, if we don't allow for a preliminary review and a final review process, the application could get stuck and bogged down early in the process without any fair way for all parties to proceed.

Anderson asked Menards' representative Tyler Edwards if the preliminary and final review is an acceptable process for review of Menards' applications. Mr. Edwards nodded that it is acceptable.

Anderson further explained and concluded his remarks that the Planning and Zoning Commission may consider the following actions in regards to Menards' Site Plan:

- a. Disapproval of the preliminary Site Plan as non-compliant with the requirements of Chapter 17.36 and/or the City's Municipal Code, or
- b. Approval conditioned upon the following:
 - i. Board of Adjustments decision on the Special exception Fill permit; and
 - ii. Review and action on the final Site Plan by the Planning and zoning Commission and City Council; and
 - iii. Review and final action on rezoning by the Planning and Zoning Commission and the City Council
- c. Variances: P&Z and Council may find matters in the Site Plan that require a variance, such as parking spaces, and Preliminary Approval of the Site Plan may be conditioned on obtaining any necessary variances from the Board of Adjustment.

Bird introduced city engineer Lindsay Erdman for a review of the site plan itself and his comments at this point in the preliminary review.

Erdman reviewed his notes and comments as submitted to the commission. Several areas were brought to the commission's attention including:

Parking requirements, a third turning lane on Old Stage Road, the driveway throat length and DOT traffic concerns were also discussed.

Tyler Edwards, representing Menards then took the podium and introduced the project. He noted the company is excited to be looking at Decorah and is set on this proposed site.

Edwards noted several inconsistencies in the plan and noted he would be submitting an application for variances on several of the items with the Board of Adjustment in the near future. One of the key elements he noted is the proposed application's call for 384 parking spaces instead of the code required 798.

Cook asked about the Freeport Trail bike path and if that was being proposed to be rerouted. Edwards note that he was not looking to reroute an otherwise perfectly good bike path. He added that it seemed like a shame to put it behind the store.

Cook, Thompson, and Clarke noted the bike trail is pretty important to the community and sees a high volume of use. The supported rerouting the trail to provide for a safer environment.

Cook asked Edwards what size store this one would be in relation to others around the state. Edwards noted Menards has a one size fits all store model. This store will be like all the others.

Thompson raised concerns about the size of the storm water detention ponding area. Bird asked about the size of the pond and it was noted that it is approximately five acres in size. Clarke asked about soil compositions and Edwards noted he had taken soil samples to 25 feet and felt comfortable with the soil types in the area.

Cook wondered about the actual size of the Wal-Mart parking lot today. Bird noted he would find out.

Jenkins expressed some concerns about traffic flows and Erdman noted he has been in conversation with the Iowa DOT and the County Engineer.

Edwards noted he will provide some traffic numbers to the city.

Jenkins and others on the commission asked about the site and other locations. Edwards noted this is THE site for Menards and he noted they are not interested in other locations.

Cook asked if there would be any impact to the proposed dog park. Bird noted he didn't believe there to be any known issues.

Cook thanked everyone for their time and Bird reviewed the list of items that need to come back to the commission for clarification.

Consider setting a public hearing on rezoning of property; *Menards, Inc.*, 1780 Old Stage Road / Co Rd A52 parcel(s) to C-4 Shopping Center Commercial District, June 11, 2018 at 7:10pm

Bird noted the commission is to consider this rezoning application from Menards. He also recommended the commission consider either the requested C-4 Shopping Center Commercial District or he proposed a review of the C-1 Highway Commercial District.

He reviewed the issues in each district including the allowed principle uses.

Bird also engaged the commission in a discussion about the term "warehouse" and discussion from each zoning district relative to that term.

Motion by Moellers and seconded by Clarke to approve setting the public hearing on rezoning for either C-1 or the C-4 district for Monday, June 11, 2018 at 7:10pm. Roll call vote: Unanimous, motion passed.

Review initial sidewalk plan from consultant; *draft*

Bird introduced Kurt Mester from McClure Engineering who reviewed the proposed sidewalk plan with the commission.

Mester reviewed three layout plans; the original concepts, a design showing sidewalks on all sides and a third design with sidewalks on one side only. The commission reached a consensus that sidewalks on one side would be preferred. They directed Mester to modify the plan to include color coding for proposed and existing sidewalks, use the most cost-effective methods to achieve the desired results and to plan on a July 9 public forum to discuss final designs with the public and residents.

Review of comp plan revisions... Discussion, review and update of city's 2012 comprehensive plan

Due to the lateness of the hour, Cook tabled this item for discussion at another time.

Other business

There being no other business, the meeting was adjourned at 9:15pm

Respectfully submitted,



Chad A. Bird
City Manager
Zoning Administrator