

City of Decorah
Planning and Zoning Commission
July 8, 2019 – 7:00pm
Meeting Minutes

Members present included: Llew Jenkins, Ryan Delaney, Joel Zook, and Barbara Massman.

Absent: Nathan Thompson, Tony Clarke, and Stan Moellers.

Others present: Zoning Administrator / City Manager Chad Bird.

Consider approval of minutes from the May 13, 2019 meeting

Motion by Massman and seconded by Delany to approve the minutes from the June 10, 2019 regular meeting.

Roll call vote: Ayes, unanimous.

Motion passed.

Update and report from Decorah Jobs, Inc.

Stephanie Fromm, Winneshiek County Development, Inc. and Decorah Jobs, Inc. and Lindsay Erdman, Erdman Engineering were present to provide an update on work the group has been doing to plan and improve the Decorah Business Park.

Erdman provided an overview of the history of the park noting it started in 1999 and was originally visioned as a more industrial feel than today's business feel. He also noted the Park's concept grow out of the County's Freeport Park as it become more fully developed.

Fromm discussed the need to phase several zoning districts together in one area and accommodate several business-type uses.

Erdman noted at times, the board doesn't always know what the prospect may want in a lot or site, so it has been a moving target to complete more large-scale planning.

The commission discussed some of the maintenance and nuisance issues in the business park with some junk vehicles and tall grass. There was also conversation regarding traffic patterns along Hwy 9 and what issues future growth may bring.

Bird asked both groups if this conversation could continue on a semi-annual or annual basis. The commission noted they would like that.

Consider C-3 Commercial Design Review re: 122 East Water Street, TJK Herman Enterprises, LLC – remove and replace existing siding and roof line and finish, replace windows and signage

Trevor Herman and Kylie Olson presented the application for a front façade project on this property. They noted they have been working on improving this building since the fire last spring. They noted they would like to see board and batten and some steel roof covering to enhance the new windows they would like to install.

Olson noted if they replace the windows the stucco will not match properly and they would like to change the look so it better reflects the improvements they will make.

Mark Muggli, from the Decorah Historic Preservation Commission noted the proposed work is more "right" than not on this particular building noting it is not a contributing building to the National Register designation.

He also noted there is no historical character left to the building. He also noted the Commission was divided on the acceptability of these improvements but that they mostly fit with the downtown.

Muggli noted the commission had three points they considered as they reviewed the application;

- 1) The windows are out of character and improvements should be made. They should be taller and raise up off the roof lip, and they should be matching windows.*
- 2) There should be some definition and relief to the windows, borders.*
- 3) There should be an upper roof line façade or relief.*

There was additional and continued discussion about historic features in buildings downtown.

Motion by Massman and seconded by Delaney to recommend approval of the C-3 permit for 122 East Water Street, TJK Herman Enterprises.

Roll call vote: Ayes, unanimous.

Motion passed.

Consider C-3 Commercial Design Review re: 105 West Water Street, GamesXP – permanent sign

The commission discussed the historical integrity of this sign application and there was also discussion about the overall look and condition of the façade. Bird and Muggli noted they would try and work with the building owner on maintenance of the façade.

Steve Kelsay, commission member with the Historic Preservation Commission, noted he would work with the store owner / applicant on possible variation of the sign.

Motion by Jenkins and seconded by Massman to table the C-3 sign permit for 105 West Water Street, GamesXP.

Roll call vote: Ayes, unanimous.

Motion passed.

Consider **Resolution No. 2019 – 05**; final plat amendment – Riverwalk Second Addition Subdivision

Bird reviewed this actionable item and noted the developer was not completely ready for formal submission. There was general discussion and the commission looked favorable on the changes.

Consider review of City Code Title 16 - subdivisions

Bird reviewed this code section with the commission and noted city staff are looking to update this section and noted it has been since 1993 since the last major updates.

The commission noted they wanted one more month to review changes and asked Bird to bring it back in August.

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Discussion and possible action on zoning code sections related to short-term lodging units and rentals

There was general discussion regarding short-term rentals. The commission directed Bird to develop some type of short-term rental inspection program and bring it back for discussion. The commission felt a registration and inspection program would be a good starting point versus a more restrictive look at regulations through zoning changes.

Other business

There being no other business, the meeting was adjourned at 9:03pm

Respectfully submitted,



Chad A. Bird
City Manager
Zoning Administrator