

City of Decorah
Planning and Zoning Commission
November 11, 2019 – 7:00pm
Meeting Minutes

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

Others present: Zoning Administrator / City Manager Chad Bird.

Consider approval of minutes from the October 14, 2019 regular meeting.

Motion by Massman and seconded by Thompson to approve the minutes from the October 14, 2019 regular meeting.

Roll call vote: Ayes, unanimous.

Motion passed.

Consider C-3 Commercial Design Review re: 201 West Main Street, *US Cellular Wireless – small cell antennae*

Bird noted US Cellular is proposing to install small cell communications equipment in the downtown C-3 district. He stated the proposed installation would be mounted on an existing city owned street light pole in the Downtown, C-3 District. Bird referenced a packet of information, including a map and description of the city's zoning code requirements for communications towers in the packet. Bird reminded the Commission of the application and proposed technology and how it does not fit the model of communications towers in the zoning code and, the fact, the Iowa State Legislature has taken some of municipalities' ability to regulate small cell towers away under Iowa Code 8C with the Iowa Cell Siting Act of 2017.

Bird reviewed that a city may still enact some requirements and regulations such as location in the right-of-way and permit requirements. Bird concluded by stating staff opinion that C-3 applications for small cells should be reviewed by planning & zoning, even if there is little the city may do to regulate. He recommended approval.

Motion by Clarke and seconded by Delaney to recommend approval for C-3 Commercial Design Review re: US Cellular Wireless – small cell antenna; 201 West Main Street

Roll call vote: Ayes, unanimous.

Motion passed.

Consider C-3 Commercial Design Review re: 128 West Water Street, *third floor window replacement*

Bird reviewed this application and noted the changes reflect proposed improvements to the third-floor windows on a bay window. He clarified the changes only included changing the windows and directed the Commission to the application and packet items, including photos. The application noted special attention the historical aspects of the building and windows. Bird pointed out the application also spoke to attention paid to window safety as a primary concern and reason for selecting the windows proposed.

The application noted no changes in structure, trim, arch tops, or colors.

Bird recommended approval.

Jenkins asked if the Historic Preservation Commission has reviewed the application. Bird noted the Commission had received a copy of the C-3 application, but he had not received comment or a recommendation at the time of the P&Z Commission meeting.

There was question that the windows did not appear to be historic in nature.

Motion by Moellers and seconded by Delaney to recommend approval for C-3 Commercial Design Review re: third floor window replacement; 128 West Water Street.

Roll call vote: Ayes - Moellers, Delaney, Clarke, Zook. Nays – Jenkins, Thompson, Massman.

Motion passed – 4 – 3.

Consider **Resolution No. 2019-10**, Minowa Acres, final plat, 2nd addition

Brian Huinker reviewed his final plat for the Minowa Acres, 2nd Addition and reviewed his plans for the development. Huinker noted he is working to complete all the final documents and Bird noted since the addition is private, including private street and infrastructure, it is substantially complete enough for the commission to recommend approval to the city council.

Massman asked about sidewalks and Huinker indicated they were not in the plan and Bird reiterated since it is a private subdivision, they would not be required.

Motion by Zook and seconded by Thompson to approve Resolution No. 2019-10, the final plat for Minowa Acres, 2nd Addition.

Roll call vote: Ayes, unanimous.

Motion passed.

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

Bird submitted and reviewed a draft copy of a possible ordinance on this topic. There was general discussion.

Some of the questions raised included; Can the city place a cap on the number of units licensed in the city; can the short-term inspections be combined with the long-term inspections; and could there be a penalty for violations?

Bird noted he would continue to look into these issues.

Other business

- a. Zoning administrator's report
Commission seats up soon, Bird noted Moellers seat is up and that Thompson has been reappointed.

There being no other business, the meeting was adjourned at 7:55pm

Respectfully submitted,



Chad A. Bird
City Manager
Zoning Administrator