

City of Decorah
Planning and Zoning Commission
October 14, 2019 – 7:00pm
Meeting Minutes

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

Absent: Joel Zook.

Others present: Zoning Administrator / City Manager Chad Bird.

Consider approval of minutes from the September 9, 2019 regular meeting.

Motion by Massman and seconded by Delany to approve the minutes from the September 9, 2019 regular meeting.

Roll call vote: Ayes, unanimous.

Motion passed.

Consider Site Plan / C-3 Commercial Design Review re: building exterior renovation; 302 Washington Street

Bird reviewed this C-3 design application and also noted Scott Johanningmeier was present for questions. Bird noted the applicant is proposing to renovate the building by residing and adding windows to their building at 302 Washington Street.

Bird and Johanningmeier noted the application included sample materials and illustrations attached in the packet. Bird stated the proposed new material concepts appear to meet the design requirements in the C-3 code.

Massman asked if the project included signage, Johanningmeier noted not at this time as the tenant is undetermined.

Historic Preservation Commission Chair Mark Muggli noted there appeared to be some demolition on the back side of the building. Johanningmeier noted one of the other buildings had been sold and there is some foundation repair work in progress on the main building, which is subject to this application.

Motion by Clarke and seconded by Thompson to recommend approval for C-3 Commercial Design Review re: building exterior renovation; 302 Washington Street

Roll call vote: Ayes, unanimous.

Motion passed.

Consider Site Plan / C-3 Commercial Design Review re: building exterior renovation / paint; 222 East Water Street

Bird noted Ryan Meier is proposing to repaint the front façade of his commercial building at 222 East Water Street. Bird noted paint colors are in the attached application and represented in the packet.

Mr. Meier noted no other changes to the building are proposed at this time.

Motion by Massman and seconded by Thompson to recommend approval for C-3 Commercial Design Review re: building exterior renovation / paint; 222 East Water Street

Roll call vote: Ayes, unanimous.

Motion passed.

Consider Site Plan / C-3 Commercial Design Review re: building sign; 106 Washington Street

Bird noted Kari Steinlage is proposing to install a blade sign above her business door at this address. Bird shared the dimensions of the sign and stated it appears to meet the C-3 zoning code requirements.

Motion by Massman and seconded by Delaney to recommend approval for C-3 Commercial Design Review re: building sign; 106 Washington Street

Roll call vote: Ayes, unanimous.

Motion passed.

Consider **Resolution No. 2019-08**, Nabotunet Addition, final plat

Bird shared the final plat checklist and information for approval of the final plat of Nabotunet, an eight-lot subdivision of Aase Haugen. Bird noted the subdivision was designed and built by Aase Haugen.

He noted the final plat application appears to include all materials and documents. Bird noted the City engineer is working to certify all infrastructures were built and installed to city specifications.

Massman asked about sidewalks and Bird noted they had not yet been installed but were on the plans.

Motion by Moellers and seconded by Thompson to approve Resolution No. 2019-08, the final plat for Nabotunet Addition.

Roll call vote: Ayes, unanimous.

Motion passed.

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

There was limited discussion on this topic and the commission directed Bird to draft an inspection program outline and bring registration and inspection information back for possible action. The commission noted they would most like to see the program set up similar to the long-term rental inspection program.

Other business

- a. Zoning administrator's report
Update on stucco repairs to 301 West Water Street

Commission seats up soon, Bird noted Moellers and Thompson have seats expiring soon.

There being no other business, the meeting was adjourned at 7:38pm

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Chad A. Bird".

Chad A. Bird
City Manager
Zoning Administrator