

City of Decorah
Planning and Zoning Commission
December 9, 2019 – 7:00pm
Meeting Minutes

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

Absent: Llew Jenkins and Joel Zook

Others present: Zoning Administrator / City Manager Chad Bird.

Consider approval of minutes from the November 11, 2019 regular meeting

Motion by Moellers and seconded by Thompson to approve the minutes from the November 11, 2019 regular meeting.

Roll call vote: Ayes, unanimous.

Motion passed.

Consider C-3 Commercial Design Review re: 206 West Water Street, *Two Bocks, Inc – T-Bock's – install lighting on existing sign*

Bird reviewed this C-3 application, noting it was for outdoor auxiliary lighting on the front façade of T-Bock's Sports Bar. He also noted the Decorah Historic Preservation Commission had reviewed the application and recommended approval.

There were no commission comments.

Motion by Massman and seconded by Clarke to recommend approval for C-3 Commercial Design Review re: 206 West Water Street, Two Bocks, Inc. – T-Bock's front façade lighting.

Roll call vote: Ayes, unanimous.

Motion passed.

Consider **Resolution No. 2019-11**, Massman Addition, Phase II

Barbara Massman removed herself from the commission dais and took a seat in the gallery for this discussion and action. She noted she is abstaining from discussion and voting due to her conflict of interest in the action as her and her husband own the subdivision in question.

Bird reviewed the final plat check list and noted a few items he was working with the developer on securing. Bird noted most of the work on the site has been completed and the street has one lift of asphalt. He also noted there are generally two schools of thought on street pavement and completion, which he reviewed; one in which a first lift is completed before construction traffic and the other in which the final lift is completed.

He shared the Engineer's Certification of Completion and noted he was waiting for the updated Stormwater Pollution Prevention Plan from the Developer.

He said it appeared all else was in order.

There was a question about sidewalks and Bird noted they are on the preliminary plat.

Clarke also raised a question about Lot 4 and if the easement as soon was accurate. Massman noted there should be a revised plat issued.

There were no other commission comments.

Motion by Thompson and seconded by Moellers to recommend approval for Massman Addition – Phase II final plat contingent on receiving final documentation.

Roll call vote: Ayes, unanimous.

Abstain: Massman

Motion passed.

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

Bird reviewed a draft code amendment for short-term rentals. The commission reviewed the proposal page by page and offered input.

Bird recommended the commission discuss the submitted provisions for one more meeting (January 2020) and then set a public hearing and input session for February 2020 before submitting final recommendations to the city council.

P&Z Commission – 2019 year in review

Bird reviewed the year-end report of the Commission's actions in 2019. A printed report was in the Commission's packet.

Other business

- a. Zoning administrator's report
Commission seats up soon, Bird noted this was Moellers' final meeting and he congratulated him on his 15 years of service.

There being no other business, the meeting was adjourned at 7:48pm

Respectfully submitted,



Chad A. Bird
City Manager
Zoning Administrator