

City of Decorah
Planning and Zoning Commission
February 8, 2021 – 7:00pm
Meeting Minutes

Electronic meeting pursuant to Iowa Code section 21.8 – In circumstances where such a meeting is impossible or impractical due to concerns about COVID-19 and social distancing for the safety of commission members and the public.

In support of Iowa Governor Kim Reynolds' proclamation declaring a State of Public Health Disaster Emergency in Iowa, the current COVID-19 situation makes it "impossible and impractical" to meet in one location. Due to this the Decorah City Hall was partially closed to the public for the February 8, 2021 Planning & Zoning Commission meeting. Seating was limited to ensure distancing. The public was invited to participate via electronic means.

Members present included: Jared Essa, Terri Byrnes, Tony Clarke, Marla Klocke, Joel Zook. Ryan Delaney and Nathan Thompson *via Zoom*.

Others present: City Engineer and various citizens logged into the Zoom platform (~5).

Consider approval of minutes from the January 11, 2021 regular meeting.

Motion by Klocke and second by Zook to approve the minutes from the February 8, 2021 regular meeting.

Roll call vote: Ayes, unanimous.

Motion passed.

7:00pm – public hearing

Public hearing on a request for rezoning of property; 909 South Mill Street, *Mill Street Mocha – commercial building, Block 4 Paine and O'Connor Lot 1, except North 2', Section 21, Township 98 North, Range 8 West of the Fifth P.M all within the City of Decorah, Winneshiek County, Iowa parcels from R-3 Multi-family Residential District to C-1 Highway Commercial District*

Bird reviewed the rezoning application and noted it is for a small parcel adjacent to C-1 Highway Commercial zoning. He stated the applicants are proposing a commercial development of the site and need to have the land rezoned so the project may move forward. Bird noted the rezoning request is consistent with the City's Comprehensive Plan and it is appropriate to consider rezoning of the parcel given its proximity to the adjacent C-1 Highway Commercial District.

Commission member Klocke recused herself from the Commission's discuss due to her involvement in the project, working with the applicant as a consultant. She sat in the audience for the duration of the hearing and commission discussion and action.

Michelle Barth, applicant with Deneen Hovden (zoom) presented the application and discussed their proposed plan for a commercial building on the site. She stated the site is approximately 5,900 sq ft and is a perfect fit for a drive-thru coffee kiosk. She noted the flowing traffic patterns and proximity to the arterial Short Street entry to the community. The property is 909 South Mill Street and is the best property for this proposed development. They liked the fact the property is a double-frontage lot allowing the best flow of traffic for a drive-thru coffee facility.

Clarke called on members of the in-person audience and the Zoom / online audience for public comments.

Clarke asked Bird if any comments on the application had been received at city hall. Bird replied there were no written comments received at city hall.

Hearing no public comments, Clarke closed the public hearing.

Consider **Resolution No. 2021-2** on a request for rezoning of property; 909 South Mill Street, *Mill Street Mocha – commercial building, Block 4 Paine and O'Connor Lot 1, except North 2', Section 21, Township 98 North, Range 8 West of the Fifth P.M all within the City of Decorah, Winneshiek County, Iowa parcels from R-3 Multi-family Residential District to C-1 Highway Commercial District*

Clarke asked the Commission if they had further questions for the applicant or for Bird.

Zook noted he agreed, the proposed rezoning appeared to be a good fit for this parcel given its proximity to other C-1 zoning.

There were no other comments.

Motion by Essa and second by Delaney to recommend approval of the rezoning application to the city council.

Roll call vote: Ayes, unanimous. Abstain: Klocke

Motion passed.

Consider a Site Plan Review re: 909 South Mill Street, *Mill Street Mocha – commercial building*

Klocke continued to recuse herself from the discussion and commission deliberation.

Bird introduced the application for this commercial site plan and reiterated many of the points discussed during the zoning hearing. He stated the applicant is proposing a commercial drive-thru coffee facility on this lot. Bird noted the applicant has applied for variances from several code sections.

He also noted, the commission would consider approval, it would be contingent on the Board of Adjustment granting the variances.

Ms. Hovden and Ms. Barth reviewed the application and Bird shared the variance application requests as:

- 1) Side-yard setback – North side; requires 25'. Applicant is proposing 18'10"
- 2) Driveway width requirement is 18'. Applicant is proposing 13' 5"
- 3) Parking spaces, requirement is 4 off-street parking spaces. Applicant is alright with 4 but is asking for 3 to allow for more green space.
- 4) Parking and drive area setback from property line, requirement is 10'. East side shows 7.25 feet and West side shows 4.36 feet.
- 5) Driveway is required to be 15' from property line, plans show 6' from property line.

Barth noted they were proposing up to four employees on site.

Bird and City Engineer Jeremy Bril reviewed the storm water plan.

There were no additional comments or questions from the commission.

Motion by Clarke and second by Essa to recommend approval of the site plan for Mill Street Mocha; 909 South Mill Street subject to the Board of Adjustment's consideration of a variance application.

Roll call vote: Ayes, unanimous. Abstain: Klocke

Motion passed.

Other business

There being no other business, the meeting was adjourned at 7:26pm

Respectfully submitted,

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

Chad A. Bird
City Manager
Zoning Administrator