

CITY OF DECORAH  
PLANNING AND ZONING COMMISSION  
June 14, 2021-5:30pm  
Meeting Minutes

Members present included: Terri Byrnes, Jared Essa, Joel Zook, Nathan Thompson and Marla Klocke

Absent: Ryan Delaney and Tony Clarke

Others present: John Anderson, Tom Rhodes & Melissa Koch

Consider approval of minutes from the May 10, 2021 regular meeting.

**Motion by Klocke and second by Essa to approve the minutes from the May 10, 2021 regular meeting.**

**Roll call vote: Ayes, unanimous.**

**Motion passed.**

Consider approval on Discontinuing Zoom for Planning & Zoning Commission meetings effective beginning July 1, 2021.

*Clark sent this statement in his absence:*

*With the lifting of the mask mandate for those vaccinated against Covid-19 by the CDC and the Governor's Proclamation in HF 487, the necessity of providing Zoom access for the P&Z Commission meetings is no longer as urgent, or as necessary, as it had been of late. All those who have recently had business before the Commission have been able to attend in person, as well as those that had an interest in what is being presented. I would therefore recommend the discontinuation of Zoom beginning July 1.*

*Klocke questioned if other boards are also discontinuing Zoom. Swanson stated that Board of Adjustment and the Historical Preservation have already discontinued Zoom and City Council will be terminating Zoom soon.*

*Klocke questioned if Zoom is discontinued, will the meetings be recorded. Swanson stated he didn't know, John Anderson stated the other board meetings are not recorded. Klocke stated Zoom is a great way to communicate with the public.*

**Motion by Klocke and second by Byrnes to deny discontinuing Zoom for Planning & Zoning Commission meetings effective beginning July 1, 2021**

**Roll call vote: Ayes, unanimous.**

**Motion passed.**

Consider approval of the C-3 Commercial Design Application for the ArtHaus at 107 W Broadway Street- 6 foot high fence.

*Swanson stated ArtHaus is requesting permission to install a 6 foot high fence on the west side of their building. The fence would run parallel to Broadway approx. 36' and enclose the garden area on the west side of the building to deter deer from eating and destroying plantings.*

*Tom Rhodes, City of Decorah, presented concerns. Will the City have access to drainage tunnel/culvert? Where and how deep with the fence posts be installed and who is responsible for fence if emergency removal is required.*

*Klocke questioned who maintains the dry run and should the culvert need repair, who is responsible. Rhodes stated he didn't know the answers yet but the City is working with Erdman Engineering to locate drainage easement. He hopes to have more answers by July meeting.*

**Motion by Klocke and second by Thompson to table the approval of the C-3 Commercial Design Application for the ArtHaus at 107 W Broadway Street- 6 foot high fence until more information is obtained.**

**Roll call vote: Ayes, unanimous.**

**Motion passed.**

Discuss Rental Permit Fees

*Swanson stated Anderson and staff have been contemplating new information on rental fees, inspection fees, and Iowa code Chapter 137c, 137F.1 and 100 relevant to hotels, B&B's, and fire code.*

*Anderson explained State requirements on Chapter 14 of Rentals and the differences between State and City codes as well as differences between a Bed & Breakfast Inn (no more than 4 rooms) vs a Bed and Breakfast Home (5-9 rooms).*

*Koch explained that her Bed and Breakfast is classified as a hotel and is subject to inspection by the state every other year and permitted yearly.*

***Motion made by Thompson and second by Essa to remove Bed and Breakfast Inn's and Bed and Breakfast Home's from the City's ordinance of short term rental guidelines.***

***Roll call vote: Ayes, unanimous.***

***Motion passed.***

Other business

*Klocke questioned status of rules and regulations for murals. Swanson stated Historical Preservation is working on regulations, but not finalized yet.*

*Klocke states she is not opposed to murals but just has concerns on who is responsible for the mural if it fades or the building is vacant and how the commission should proceed with the process.*

*Swanson stated as soon as the Historical Preservation has updates he will pass them on.*

Meeting Adjourned 6:41.5

Respectfully submitted: Greg Swanson, Zoning Administrator