

CITY OF DECORAH
PLANNING AND ZONING COMMISSION
May 9, 2022 -5:30pm
Meeting Minutes

Members present included: Ryan Delaney, Martin Refsal, Nathan Thompson, Holly Reilly, Marla Klocke
Others present: Jeremy Brill, Travis Goedken, Greg Swanson
Zoom participants present: Joel Zook, Leslie White

Consider approval of minutes from the April 11, 2022 regular meeting.

Motion by Refsal and second by Klocke to approve the minutes from the April 11, 2022 regular meeting.

Roll call vote: Ayes, unanimous.

Motion passed.

Consider approval of site plan for Helms Funeral Home located at 304 E Water Street. Scott Helms of Helms Funeral Home located at 304 E Water Street is requesting permission for site approval to construct a new 2600 SF building addition. The new structure will be connected to the existing single upon remove of the existing 2 story residential structure. Use is compliant with Ordinance Regulations C-3 Chapter 17.96-020 A-11 Funeral homes. Bulk Reg 17.96.040 all comply, Parking stalls not required in C-3 district, 18 stalls provided in west lot and 6 employee stalls in rear lot. Staff recommends approval. City engineer report was provided with recommendations.

This new space will be double the square footage that they currently have. Need to identify any existing easements, if there are any. Signage will need to be approved by the Historical Society. Parking setbacks are not part of the proposed project. The board would like to look at the take a look at the materials.

Motion by Refsal and second by Reilly to approve the site plan for Helms Funeral Home located at 304 E Water Street as long as it meets the design criteria and Historical Society guidelines.

Roll call vote:

Ayes, unanimous

Motion passed.

Public Hearing on Title 15.04 – Design Criteria Code Amendments.

Title 15.04 – Design Criteria process pertaining to Variances is amending the language previously giving Planning and Zoning and City Council the ability to grant variances. The section should, as shown on amended ordinance, give the Board of Adjustment the ability to grant variances.

Consider **Resolution No. XXXX-X** on Title 15.04 – Design Criteria Code Amendments.

Travis Goedken, City Manager, discussed the Iowa State law. This was overlooked when it was when it was adopted by the City of Decorah.

Motion by Delaney and second by Refsal to Consider a Resolution on Title 15.04 – Design Criteria Code Amendments.

Roll call vote: Ayes, unanimous.

Motion passed.

Discussion on Decorah Code 17.96.020- principal permitted uses.

Our current code reads that under 17.96.020 A. Retail business or service establishments including, but not limited to, the following, and similar uses as may be determined by the zoning administrator: (20) Dwelling units above a store or shop. Does the Commission want to consider a change to the language from requiring residential use only above a retail use; or do they want to consider a change similar to “Dwelling units above the first floor”?

The board had a discussion on whether to change that language on Code 17.96.020. Many of the members stated they were happy this discussion was brought up.

Consider setting a date for public hearing on zoning code amendments Chapter 17.08 and 17.52 Loading and Parking Space Requirements for June 13, 2022 at 5:30pm.

Motion by Klocke and second by Refsal to Consider setting a date for public hearing on zoning code amendments Chapter 17.08 and 17.52 Loading and Parking Space Requirements for June 13, 2022 at 5:30pm.

Roll Call Vote: Ayes, unanimous.

Consider setting a date for public hearing on zoning code amendments Chapter 17.16.135, 17.68.030, and 17.80.030 – Fence Requirements for June 13, 2022 at 5:30pm

Motion by Refsal and second by Klocke to Consider setting a date for public hearing on zoning code amendments Chapter 17.16.135, 17.68.030, and 17.80.030 – Fence Requirements for June 13, 2022 at 5:30pm

Roll Call Vote: Ayes - Unanimous

Motion Passed

Other Business: Arthaus – fixing exterior mural. Nathan Thompson stated that this would be his last meeting after 6 years. Next meeting is June 13, 2022 at 5:30pm.

Meeting Adjourned 6:06 pm

Respectfully submitted: Greg Swanson, Zoning Admin