

CITY OF DECORAH  
PLANNING AND ZONING COMMISSION  
June 13, 2022 -5:30pm  
Meeting Minutes

Members present included: Ryan Delaney, Martin Refsal, Hanna Garry and Marla Klocke  
Others present: Jeremy Brill, Travis Goedken, Greg Swanson, Lorraine Borowski and Renee Hill  
Zoom participants present: Tade Kerndt, Kelli

Consider approval of minutes from the May 9, 2022 regular meeting.

**Motion by Klocke and second by Refsal to approve the minutes from the May 9, 2022 regular meeting.**

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

**Motion passed.**

Consider approval of site plan for Skyline Lanes for a new 54ft x 16ft addition.

*Russel Novak of Skyline Lanes, located at 400 Heivly Street, is requesting permission for site approval to construct a new 864 SF building addition. The new addition will be connected to the west side of the existing structure. Use is compliant with Ordinance Regulations C-3 Chapter 17.96-020 A-17 commercial amusements. A variance of 9' was granted June 2, 2022. 15' setback required per Bulk Reg 17.96.040. Staff recommends approval. Novak states the space will be used for a golf simulator and the addition will match the scale of the other side of the building.*

**Motion by Klocke and second by Garry to approve the site plan for Skyline Lanes 54' x 16' addition.**

**Roll call vote:**

**Ayes, unanimous**

**Motion passed.**

Review and consider approval of Preliminary Plat for Bluffside Gardens.

*The applicant wishes to split an existing parcel into two separate parcels. City Code requires that every owner of any tract or parcel of land who has subdivided or hereafter subdivides or plats the same in three or more parcels for the purpose of laying out an addition, subdivision, building lot or lots, acreage or suburban lots within the city. However, State Code requires a subdivision plat shall be made when a tract of land is subdivided by repeated divisions or simultaneous division into three or more parcels. The parcel has been split several times and this can be identified by its legal description (Lot 1 of 2 of 1 of 1 of ...). This is an atypical plat and some components of our subdivision ordinance will not apply.*

*Bril states the City is working on confirming the sidewalk assessment and the project is unique since there are no public utilities or infrastructure.*

**Motion by Delaney and second by Refsal to approve the preliminary plat for Bluffside Gardens.**

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

**Motion passed.**

Review and consider approval of Final Plat for Bluffside Gardens.

**Motion by Refsal and second by Garry to approve the final plat for Bluffside Gardens.  
Roll Call Vote: Ayes, unanimous.**

Review and consider approval of Site Plan for Bluffside Gardens

*Bril states a few items still need to be addressed, but nothing substantial that should hold things up. Staff is recommending approval contingent on ownership of property, sign permits and right of way work permit. A storm water management assessment was required, although it has some challenges they are happy with the results.*

**Motion by Garry and second by Refsal to approve the site plan for Bluffside Gardens**

**Roll Call Vote: Ayes - Unanimous  
Motion Passed**

Set a date for Public Hearing for Ordinance amendment 17.96 C-3 Parking Garages

*Goedken explains some of the properties on Day Spring Lane and the North Alley have double frontage. He advises some language change may need to happen. Board discusses principal uses and what is prohibited. Refsal stated he would like to see a list of all permitted uses and parking regulations for both private and public. Board agrees.*

**Motion by Refsal and second by Klocke to table setting a date for a public hearing on Ordinance amendment to 17.96 C-3 parking garages.**

**Roll Call Vote: Ayes - Unanimous  
Motion Passed**

Consider setting a date for public hearing on zoning code amendments Chapter 17.08 and 17.52 Loading and Parking Space Requirements for July 11, 2022 at 5:30pm

**Motion by Refsal and second by Garry to set a date for public hearing on zoning code amendments Chapter 17.08 and 17.52 Loading and Parking Space Requirements for July 11, 2022 at 5:30pm**

**Roll Call Vote: Ayes - Unanimous  
Motion Passed**

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 July 11, 2022 at 5:30pm

**Motion by Klocke and second by Garry to set a date for public hearing on zoning code amendments Chapter 17.16.135, 17.68.030 and 17.80.030 Fence Requirements for July 11, 2022 at 5:30pm**

**Roll Call Vote: Ayes - Unanimous  
Motion Passed**

Other business

Board discusses the vacant seat for vice Chair.

**Klocke nominates Delaney for Vice Chair, Refsal seconded the nomination**

**Roll Call Vote: Ayes - Unanimous  
Nomination Passed**

Meeting Adjourned 5:55 pm

Respectfully submitted: Greg Swanson, Zoning Admin