



Plan Commission Minutes  
October 4, 2021 at 7:00 p.m.  
City Hall Council Chambers &  
Virtual Online – WebEx Meeting

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Commission Members Present: Christopherson, Gragert, Granlund, Obaid, Seymour, Helgeson and Wolfgram

Staff Members Present: Allen, Petrie, Hufford and Wittwer

1. Call to Order – Chairperson Granlund called the Plan Commission meeting to order at 7:00 p.m.
2. Roll Call – Chairperson Granlund called the roll for the meeting. Commissioners Granlund, Seymour, Gragert, Wolfgram, Helgeson, and Christopherson were present in the Council Chambers. Commissioner Obaid was present virtually online.
3. Commissioner Seymour moved to approve the September 20<sup>th</sup> minutes. Commissioner Wolfgram seconded and the motion carried.

4. Open public comment period for items that do not appear on this agenda noted as public hearings. None.

5. Rezoning (Z-1700-21) – R-1A to R-1P & R-2P  
Preliminary Plat (P-12-21) – Mill Meadows 2<sup>nd</sup> Addition

Mr. Allen presented a request to recommend approval of a rezoning from R-1A to R-1P & R-2P and to adopt the general development plan for a subdivision known as Mill Meadows 2<sup>nd</sup> Addition located north of Folsom Court and west of I-94. The planned development is noted as single family homes and twin homes along with the flexibility for bay homes. The preliminary plat shows the mixture of the lots along I-94 for the twin homes and the remaining lots will be single family homes. This rezoning will be reviewed by the Council at their meeting on October 11<sup>th</sup>.

Nick Brenner with Menard Inc, noted the buffer along Interstate 94 and the goal was to save the trees along the highway. He noted the subdivision will have a restrictive covenant as well for the preservation of the tree buffer.

Commissioner Seymour moved to recommend approval with conditions in the staff report and a change from 100 feet to 75 feet for the buffer along Interstate 94. Commissioner Helgeson seconded and the motion carried.

6. Conditional Use Permit (CZ-2112) – Bed and Breakfast

Mr. Petrie presented a request to consider a conditional use permit for a bed and breakfast located at 1510 Necessity Street. The property is currently a duplex and one side would be a used for a bed and breakfast. The property size is approximately 18,920 square feet and the home was built in 1952. The property is located on the corner and is larger lot than the surrounding lots. The property will be for three bedrooms and the short-term rental rather than a long-term rental.

Owner Russ Peloquin noted the bed and breakfast will be listed on Airbnb website. He noted the rentals will be allowed to use the garage and the driveway for parking. The tenant next door will be the manager of the property.

Brad Venaas, 1735 16<sup>th</sup> Street, spoke in opposition of the request and the proposed land use of the bed and breakfast.

Commissioner Wolfgram moved to postpone the conditional use permit to October 18<sup>th</sup> in order to have a neighborhood discussion. Commissioner Helgeson seconded and the motion carried.

7. Conditional Use Permit (CZ-2113) – Vet Clinic

Ms. Hufford presented a request for a conditional use permit for a vet clinic located 2809 Golf Road. The vacant building was previously a used car lot. The building is approximately 2,944 square feet and proposed as an emergency veterinary clinic. The original structure was built in 1990 as a Kwik Trip and the entire building will be remodeled for the clinic.

Kara Nelson, owner of Allied Emergency Veterinary Clinic, was in attendance.

Commissioner Seymour moved to recommend approval. Commissioner Christopherson seconded and the motion carried.

8. Site Plan (SP-2133) – Parco Windows Building

Mr. Petrie presented a request for an approval of a site plan for Parco Windows located on Venture Drive. The site plan shows a 25,000 square foot building with a future addition of 10,000 square foot. The parking lot shows 31 parking stalls and the property was subdivided with a CSM approved by staff.

Christian Peterson with Cedar Falls Building Systems Inc. explained the loading area and the site work required with the project. He noted that the property would use the loading area on the back side of the building.

Commissioner Gragert moved to approve the site plan with staff conditions. Commissioner Christopherson seconded and the motion carried (Granlund abstained).

9. Site Approval – 819 Starr Avenue

Mr. Allen presented a request for a site plan for a single-family home located at 819 Starr Avenue. The Housing Authority is looking to purchase this home and the Housing Authority Board approved the transaction.

Commissioner Helgeson moved to approve the site approval. Commissioner Wolfgram seconded and the motion carried.

10. Future Agenda Items and Announcements – Mr. Allen noted the next Plan Commission is October 18<sup>th</sup>. He noted the kickoff for the Participatory Budget project is tomorrow from 4-7 PM.

11. The meeting adjourned at 8:32 p.m.



Zina Obaid, Secretary