

**PLANNING & ZONING COMMISSION**  
**Meeting Minutes**  
**January 31, 2024**

**The Mount Vernon Planning & Zoning Commission met January 31, 2024, at City Hall, 213 First St NW, Mount Vernon , IA; with the option of attendance via Zoom.**

**Call to Order:** At 6:36 p.m., Commission Chair Truman Jordan called the meeting to order.

**Role Call:** Truman Jordan, Jay Willems and Joan Burge were in attendance, with Jacob Buster via Zoom. Commission members Jacob Lindauer and Matt Nelson were absent.

**Agenda Approval:** Motion to approve, Willems; seconded by Burge. All in favor.

**Minutes Approval:** Motion by Willems to approve the minutes from November 30, 2023, meeting; seconded by Burge. All in favor.

**Public discussion / items not on the agenda:** None

**Agenda Item #5: Rezoning Application for 606 2<sup>nd</sup> Ave SW / Washington Square, 2<sup>nd</sup> Addition Lot 2**

The public hearing was opened, with one member of the public present for comment. Caroline Kelly, owner of the adjacent lot at 601 1st Ave SW (Washington Square, 2<sup>nd</sup> Addition Lot 1), expressed concern that her parcel was reported to be zoned as Mixed-Use Urban Corridor (UC); stating that she had inquired numerous times and been told the parcel was Traditional Residential (TR). Kelly owns a home-based business and would like to make sign improvements if it is indeed zoned UC. The most recent Zoning Map does indicate the parcel to be zoned UC and staff member Bradbury will follow-up to confirm. Kelly stated that she has no concerns regarding the rezoning application currently before the board, other than wanting to clarify this matter.

**Motion by Willems to approve the rezoning application and make recommendation for approval to City Council. Seconded by Burge, all in favor.**

**Staff Updates:**

**Community Housing Initiative (CHI) / Cottonwood Trail Apartments**

The architect's rendering of Community Housing Initiative's Cottonwood Trail project were shared with the Commission and are attached to this document (pages 3-4). The exterior design has been reviewed and negotiated by staff in consideration of US Hwy 30 Master Plan design standards. Dave Schechinger, City Engineer, is finalizing access road and stormwater management plans. The Cottonwood site plan will come before the Commission in February for formal consideration, with construction anticipated to begin in April 2024.

**Accessory Dwelling Units (ADUs)**

An information packet prepared by prior staff member Laura Eckels was distributed with the January 31st meeting packet. There is interest from the public in pursuing an ADU ordinance and the City has approached Tom Gruis from ECICOG to facilitate this process. Commission members expressed concern regarding the potential impact of ADU rental units in neighborhoods originally built out as single family residential. Staff will convey this concern to Gruis for his preparations, with the formal process anticipated to begin in March / April of 2024.

**Adjournment:** Meeting adjourned at 7:41 p.m.

**Staff present:** City Planner Leigh Bradbury

**Members of the public:** Caroline Kelly, 601 2<sup>nd</sup> Ave SW, Mount Vernon.

# Community Housing Initiative's Cottonwood Trail



*Figure 1 South Facing - Main entrance*



*Figure 2 West Facing, Glenn Street view*



*Figure 3 North Facing - Glenn Street*



*Figure 4 West-facing, view from parking*