

**CASCADE PLANNING & ZONING COMMISSION**  
**AGENDA**  
**THURSDAY, MARCH 14, 2024**  
**6:00PM**

NOTICE: Notice is hereby given that the Cascade Planning & Zoning Commission will hold a meeting on Thursday, March 14, 2024 at 6:00 PM in the Cascade City Hall Council Chambers, 320 1<sup>st</sup> Ave W, Cascade, IA 52033. Any visual or hearing- impaired persons or persons with special accessibility needs should contact the City Clerk at 563-852-3114 prior to the meeting.

1. Call to Order
2. Roll Call
3. Approve the Agenda as Presented
4. Meeting Minutes – Review & approve the February 20, 2024 minutes
5. Open Public Hearing on Proposed Re-Zoning 108 2<sup>nd</sup> Avenue SW and the Vacant Lot to the East of 108, from R-1 Single Family Residential to C-2 General Retail
6. Close Public Hearing
7. Consideration of Recommendation to the City Council on Ordinance #08-24 Rezoning of 108 2<sup>nd</sup> Avenue SW from R-1 Single Family to C-2 General Retail
8. Discussion on Planning and Zoning Commission Training
10. Adjournment

## PLANNING & ZONING COMMISSION MEETING

February 20, 2024

Meeting Minutes

The Cascade Planning & Zoning Commission met on February 20, 2024, at 6:00p.m. in the Cascade City Hall Council Chambers, 320 1<sup>st</sup> Ave W, Cascade, IA 52033.

Present: Moriarity, Conlin, Steffen, Kerper and Moran.

Motion by Steffen, second by Moran to approve the agenda as presented. Motion carried, ayes.

Motion Kerper, second Moran to approve the October 19, 2023 minutes. Motion carried, all ayes.

Motion Steffen, second Conlin to nominate Bob Moriarity as Chairperson. Motion carried, all ayes.

Motion Conlin, second Moran to nominate Naomi Steffen as Vice-Chairperson. Motion carried, all ayes.

Motion Steffen, second Moran to open the public hearing for two proposed zoning code changes (1) Visibility at Street and Alley intersections and (2) Small Solar Systems that Require a Special Exception. Motion carried, all ayes.

Speakers were City Administrator Kotter, Citizens Al Ries and Phil Lehman and Police Chief Heim.

The Commission discussed the intersection restrictions and thought it was best to not have any new requirements.

The Commission discussed the solar systems and still thought that any small solar systems that are ground mount should continue to require a small solar system.

Motion Kerper, second Steffen to close the public hearing.

Motion Kerper, second Steffen to recommend to the City Council no changes to the Visibility at Intersection zoning code. Motion carried, all ayes.

Motion Moran, second Steffen to recommend a zoning code change to eliminate the requirement to get a Special Exception for roof mount small solar systems. Motion carried, all ayes,

Motion Steffen, second Conlin to adjourn at 6:43pm. Motion carried.

Lisa A. Kotter  
City Administrator

Application for Change of Zoning District Boundaries  
City of Cascade

APPLICANT INFORMATION

1. Name and address of applicant: City of Cascade  
320 1<sup>st</sup> Avenue West, PO Box 400 Cascade IA 52033  
563-852-3114 (Phone)

2. Location of property to be re-zoned: 108 2<sup>nd</sup> Avenue SW  
(Street Address)

3. Legal description of property: 1931351014 Lot8/9 and 1931351013 Lot 1-7 East Cascade  
(Lot Number (s), Block Number (s), Subdivision Name)

4. Present and requested zoning classification: R-1 (Present) C-2 (Proposed)  
(Example A-1, R-1, C-2, M-1)

5. Existing and Proposed Uses of the Property:

The lots are currently vacant, but two of the three lots previously had a house on it and all three are zoned R-1 single family home. The homes were removed in Summer 23. The site will be used for the new library and the proper zoning for this public building a C-2 General Retail District.

6. Narrative statement of reasons why present zoning is no-longer valid.

The R-1 single family residential is no longer valid as the homes have been removed.

7. Attach a plat showing the location, dimensions, and use of the property and all property within 300 feet thereof including streets, alleys, and other prominent physical features.  
See attached

8. Attach the names and addresses of all property owners within 300 feet of property to be re-zoned. See attached.

9. Signature and date: Kathy Gaerdt 2-27-24  
(Applicants or Property Owners Signature) (Date)

10. Application Fee \$200 effective 1-1-23 (FEE WAIVED TO CITY)

Layer List

- CAT 142
- CAT 153
- Dubuque County TIF Boundaries
- Dubuque Co Parcels
- Jones Co Parcels
- City Zoning Districts
  - A-1 Agricultural
  - R-1 Single Family
  - R-2 Mixed Family
  - R-3 Multiple/Mobile Residential
  - R-4 Multiple Residential
  - C-1 Highway Commercial
  - C-2 General Retail
  - M-1 Light Industrial
  - M-2 Heavy Industrial







A Place We Call Home

City of Cascade  
320 1<sup>st</sup> Avenue West  
P.O. Box 400  
Cascade, Iowa 52033  
Ph. 563-852-3114  
[admin@citycascade.com](mailto:admin@citycascade.com)

### **NOTICE OF REZONING REQUEST**

The City is planning to hold a public hearing regarding the three lots located at 108 2<sup>nd</sup> Avenue SW to rezone all from R-1 Single Family Residential to C-2 General Retail for purposes of constructing a new library.

Notice is hereby given that on Thursday, March 14, 2024 at 6:00PM the Cascade Planning & Zoning Commission will hold a public hearing at City Hall, 320 1<sup>st</sup> Ave NW, to consider the rezoning request.

Notice is also given that on Monday, March 25, 2024 at 6:00PM the Cascade City Council will hold a public hearing at City Hall, 320 1<sup>st</sup> Ave NW, to consider the same rezoning request.

At the above designated time and place, an opportunity to be heard will be given on the request.

Lisa A. Kotter  
City Administrator

Publish March 6, 20204

OwnerName	Line1	City State PostalCode
AHECO HOLDINGS LLC	4282 BUFFALO CT NE	SOLOM ,IA 52333
AHMANN, DAVID J & CHING, ROMMEL T	1741 NE 52ND ST PO BOX 189	FT LAUDERDALE, FL 33334
CASCADE STORAGE FACILITY LLC	108 3RD AVE SW	CASCADE ,IA 52033
GIBBS, EVAN M	108 GARFIELD ST NW	CASCADE ,IA 52033
HOSCH, WILLIAM N	4282 BUFFALO CT	CASCADE ,IA 52033
IOWA MAIN STREET INVESTMENTS LLC	811 1ST AVE W PO BOX 643	SOLOM ,IA 52333
KURT, IVAN J & ELIZABETH A	PO BOX 415	CASCADE ,IA 52033-0643
LAMPE, JEROME R	605 GARFIELD ST SW	CASCADE ,IA 52033-0415
LEHMAN, PHILLIP J & JESICAH	209 MADISON ST SE	CASCADE ,IA 52033
LOEWEN-CRAFT LLC	PO BOX 125	CASCADE ,IA 52033
LOPEZ, AMBER R	115 2ND AVE SW PO BOX 701	CASCADE ,IA 52033-0125
LUCAS, DANIEL L	211 BUCHANAN ST SW	CASCADE ,IA 52033
MANTERNACH, ALICIA	PO BOX 755	CASCADE ,IA 52033
MANTERNACH, DAREN	805 5TH AVE SW	CASCADE ,IA 52033
MCGUIRE, JOHN T & MARY KATHLEEN	MOORE, PATRICIA ANN REVOCABLE TRUS 24453 HIGHWAY 151	CASCADE ,IA 52033
MULLINS, NANCY A	12658 267TH ST	ZWINGLE ,IA 52079
NJCALLAHAN LLC	177 REDWOOD DR	CASCADE ,IA 52033
PALMER RENTAL PROPERTIES LLC	204 4TH AVE NE	FARLEY ,IA 52046
PAYNE, MARK R & ANGELA I	26477 KEARNEY RD	CASCADE ,IA 52033
RHOMBERG, DAVID J & JENNIFER M	504 6TH AVE SW	CASCADE ,IA 52033
ROE, GARRETT P & ALISHA I	105 2ND AVE SW	CASCADE ,IA 52033
ROSO PROPERTIES LLC	PO BOX 746	CASCADE ,IA 52033-0746
SUPPLE, JAKE & ANGELA	2446 RECKER RD	HOPKINTON ,IA 52237
TB REAL ESTATE LLC	204 2ND ST NE	WORTHINGTON ,IA 52078
THREE B PROPERTIES LLC	PO BOX 926	CASCADE ,IA 52033
WAGNER, JACLYN M & BENJAMIN B	302 3RD AVE SW	CASCADE ,IA 52033
WOOD, JOEL & CHERYL	PO BOX 928	CASCADE ,IA 52033
ZOLLER, GEOFFREY G	123 1ST AVE W	CASCADE ,IA 52033

**ORDINANCE #08-24**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF CASCADE, IOWA BY REZONING PARCEL 1931351014 AND PARCEL 1931351013 FROM THE CURRENT ZONING DISTRICT CLASSIFICATION R-1 SINGLE FAMILY TO C-2 GENERAL RETAIL IN THE CITY OF CASCADE, IOWA**

WHEREAS, pursuant to the requirement of the Cascade Zoning Ordinance, the owner of 108 2<sup>nd</sup> Avenue SW and the vacant lot to the east of this lot, (Dubuque County Parcels 1931351014 Lot 8 & 9 East Cascade and 1931351013 Lots 1-7 East Cascade ), petitioned for rezoning of these two lots from R-1 Single Family to C-2 General Retail Commercial in the City of Cascade for the purpose of constructing a new public library; and,

WHEREAS, pursuant to the duly published notice in the March 6, 2024 edition of the Cascade Pioneer newspaper, the Cascade Planning & Zoning Commission held a public hearing on March 14, 2024 to review, consider and hear public comment on the rezoning request; and,

WHEREAS, pursuant to the duly published notice in the March 6, 2024 edition of the Cascade Pioneer newspaper, the Cascade City Council held a public hearing on March 25, 2024 to review, consider and hear public comment on the rezoning request; and,

WHEREAS, the Cascade Planning & Zoning Commission has approved the rezoning request and recommends to the Cascade City Council and the Cascade City Council concurs with the Planning & Zoning Commissions recommendation.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Cascade, Iowa, as follows:

Section I. That the Zoning Code of the City of Cascade, Iowa, is hereby amended by rezoning 1931351014 Lot 8 & 9 East Cascade and 1931351013 Lots 1-7 East Cascade from R-1 Single Family Residential to C-2 General Retail in the City of Cascade; and,

Section II. The City Clerk is hereby directed to make the above change on the Official Zoning Map of the City of Cascade, publish the ordinance in the Cascade Pioneer newspaper and submit the Ordinance and the attached map to the Dubuque County Recorder.

Section III. This ordinance shall take effect immediately upon publication as provided by law.

PASSED, APPROVED AND ADOPTED this 22<sup>nd</sup> day of April, 2024.

---

Steven Knepper, Mayor

---

Kathy Goerd, City Clerk

First Reading  
Third Reading  
American Legal

Second Reading  
Publication



C-2 GENERAL RETAIL DISTRICT

A. Statement of Intent. The "C-2" General Retail District is intended to accommodate a broad range of retail, wholesale, and commercial uses not necessarily dependent upon a highway location or serving the traveling public.

B. PERMITTED PRINCIPAL USES AND STRUCTURES	MINIMUM REQUIRED OFF-STREET PARKING
1. Apartments above a store or shop.	No off-street parking required in this district.
2. Automobile sales, service and repair.	
3. Farm implement sales, service and repair.	
4. Business and professional office and studios.	
5. Medical, dental and chiropractic clinics.	
6. Retail businesses.	
7. Person service and repair shops.	
8. Laundry or dry cleaning.	
9. Frozen food locker.	
10. Clubs and lodges.	
11. Public garages.	
12. Mini-warehouse.	
13. Storage garage.	
14. Parking lot.	
15. Plumbing, heating and electrical sales, service and repair shops.	
16. Blacksmith or welding shop.	
17. Printing shops.	
18. Restaurants, cafes, taverns.	

- |  |   |
|--|---|
| <p>19. Commercial amusements.</p> <p>20. Wholesale display and salesrooms.</p> <p>21. <b>Public and community buildings.</b></p> <p>22. Hotels and motels.</p> <p>23. Public utilities, but not including equipment storage or maintenance yards or buildings.</p> | <p>No off-street parking required in this district.</p> |
|--|---|

C. PERMITTED ACCESSORY USES AND STRUCTURES.

1. Uses and structures clearly incidental and necessary to the permitted principal uses or structures of this district.
2. Storage warehouses in conjunction with the permitted principal uses or structures of this district.
3. Temporary buildings used in conjunction with construction work, provided that such buildings are removed promptly upon completion of the construction work.
4. Satellite receivers.

D. SPECIAL EXCEPTION USES AND STRUCTURES. Subject to Section 165.34(2) and other requirements contained herein, the Board of Adjustment may permit the following:

1. Manufacturing, assembly and processing uses except the manufacture, warehousing, storage or blending of fertilizers, pesticides, insecticides or other chemicals that are combustible, explosive or of a toxic nature potentially dangerous to the health, safety and general welfare of the people of Cascade. All operations must be contained within the limits of the buildings. Minimum required off-street parking 1 space/employee plus 1 space/vehicle used by the industry.

E. MINIMUM LOT AREA, WIDTH	MINIMUM YARD REQUIREMENTS	MAXIMUM HEIGHT
Commercial Uses:  No Minimum	None except where apartments are above a shop or store, a rear yard of 20-feet shall be	4-stories or 50-feet.

	provided and where adjacent to an "R" district, a front or side yard of 10-feet and a rear yard of 20-feet shall be provided.	
--	---	--

F. PERMITTED SIGNS.

1. Advertising signs, billboards and trade, business or industry identification signs provided that:
  - a) Free standing signs do not exceed 25 feet in height.
  - b) Signs to a building shall not project above the height of the building or more than four (4) feet from the wall of the building.
  - c) No sign shall exceed 100 sq. ft. in area nor shall any sign cover more than ten (10) percent of the building face on which it is mounted.
2. No sign or billboard shall be located in, overhang or project into a required yard.
3. All signs and billboards shall be maintained in a neat and presentable condition and in the event their use shall cease, they shall be promptly removed and the surrounding area restored to a condition free from refuse and rubbish.
4. See Supplementary District Regulations (Section 165.12).

G. SPECIAL REQUIREMENTS.

1. See Supplementary District Regulations (Section 165.12).

# Planning, Land Use, and Zoning Fact Sheets

Planning, Land Use, and Zoning Fact Sheets help to address common questions and explain basic concepts. These fact sheets represent best practices in planning and zoning in Iowa, but are no substitute for legal advice. Only your city or county attorney is qualified to give you advice as to how the specific facts in your case affect you.

## General

[Responsibilities of Land Use Decision-Makers](#)

[Iowa Laws Relating to Planning and Zoning](#)

[Legislative v Quasi-Judicial Decisions](#)

## Comprehensive Planning

[The Purpose of the Comprehensive Plan](#)

[Adopting a Comprehensive Plan](#)

[Being an Effective Planning Commission](#)

[The Elements of a Comprehensive Plan](#)

[Iowa Smart Planning Principles](#)

## Zoning

[The Zoning Ordinance](#)

[Nonconforming Uses](#)

[Special or Conditional Uses](#)

[Variances](#)

[Spot Zoning](#)

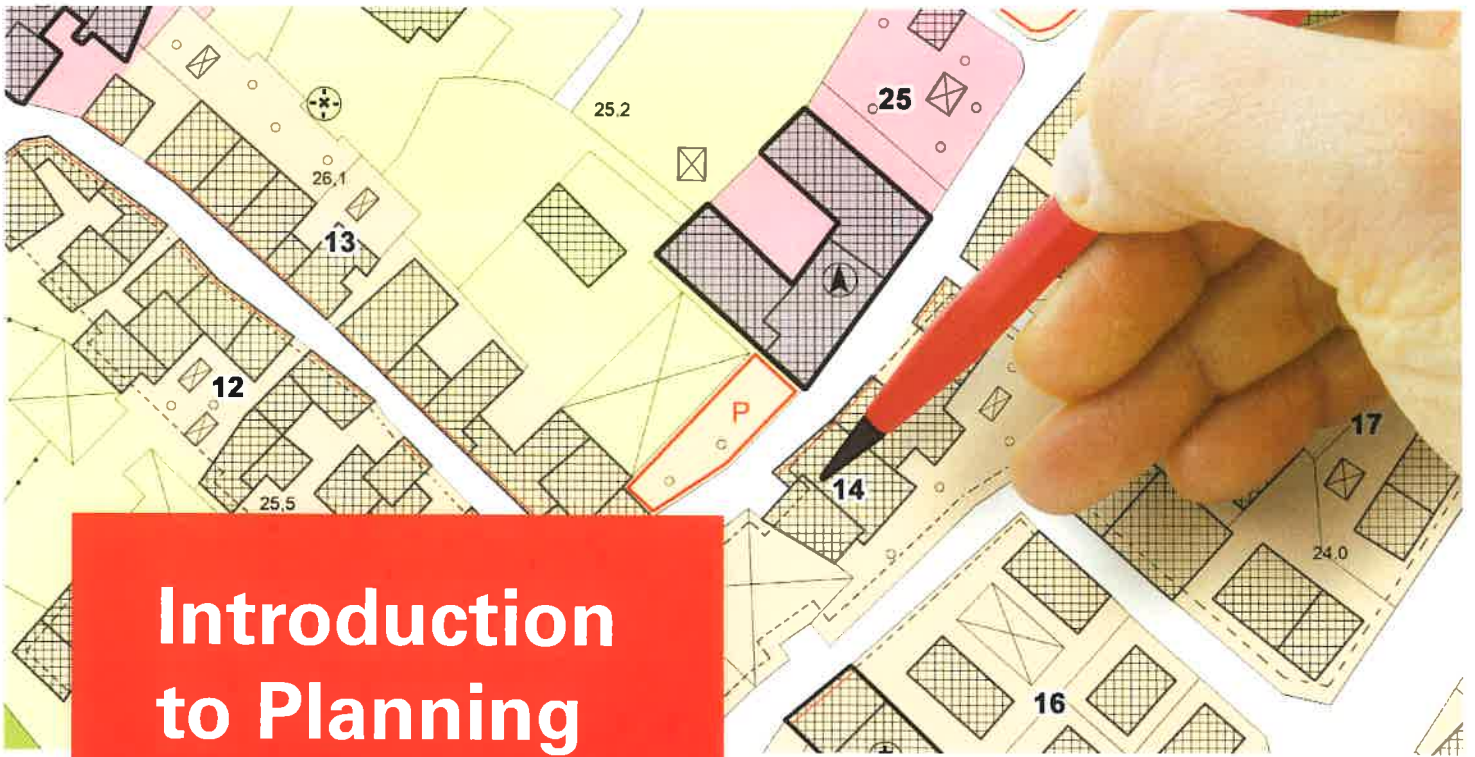
## Ethic and Meetings

[Rules of Decorum for Audience at Board of Adjustment Hearings](#)

[Conflicts of Interest](#)

[Pre-hearing Ethics Checklist](#)

[Ex Parte Contacts](#)



# Introduction to Planning and Zoning

Enhance your community's future

Learn key concepts and skills in land use planning and development at our targeted workshop for local officials.

## Workshop Highlights

- Designed for Local Officials
- Case Scenario-Based Learning
- Focus on Iowa Code and Case Law
- Practical Applications
- Networking Dinner

## Dates and Locations

[April 2th – Fairfield Arts and Convention Center, Fairfield](#)

[April 4th – O'Reilly Center, Creston](#)

[April 11th – Carroll County Extension Office, Carroll](#)

[April 16th – Best Western Holiday Lodge, Clear Lake](#)

[April 18th – Holiday Inn Council Bluffs, Council Bluffs](#)

[April 22nd – DoubleTree Hilton Cedar Rapids Convention Complex, Cedar Rapids](#)

[April 25th – Hotel Winneshiek, Decorah](#)

[April 30th - Hilton Garden Inn Des Moines/Urbandale, Johnston](#)

**IOWA STATE UNIVERSITY**  
**Extension and Outreach**  
**Community and Economic Development**

## Register Today

[www.extension.iastate.edu/communities/events](http://www.extension.iastate.edu/communities/events)

## Questions?

**Luke Seaberg**  
**Community and Economic Field Specialist**  
[seaberg@iastate.edu](mailto:seaberg@iastate.edu)