



City Planning Commission
City of Cedar Rapids
101 First Street SE
Cedar Rapids, IA 52401
Telephone: (319) 286-5041

**MINUTES
CITY PLANNING COMMISSION REGULAR MEETING,
Thursday, August 29, 2013 @ 3:00 p.m.**

Cedar Rapids City Hall Council Chambers, 101 First Street SE

Members Present: Scott Overland, Chair
Jim Halverson, Vice – Chair
Samantha Dahlby
Carletta Knox-Seymour
Richard Pankey
Allan Thoms

Members Absent: Mike Tertinger
Virginia Wilts

DSD Staff: Vern Zakostelecky, Planner
CD Staff: Betty Sheets, Administrative Assistant

The meeting was called to order at 3:03 p.m.

Opening statements were presented stating the protocol of the meeting and the purpose of the City Planning Commission.

Roll call was answered with six (6) Commissioners present and two (2) absent.

Commissioner Overland stated Commissioners have received the minutes from August 8, 2013 and called for additions or corrections. Seeing there are no additions or corrections they stand approved as read.

Commissioner Overland called for any additions or corrections to the agenda. Commissioner Overland stated with no additions or corrections, the agenda stands approved.

REGULAR AGENDA

- 1. Case Name: 6677 16th Avenue SW (Rezoning) Case No. RZNE-004447-2013; Case Manager: Vern Zakostelecky**

Recommendation for approval of a rezoning from A, Agriculture Zone District and C-3, Regional Commercial Zone District to PUD-1, Planned Unit Development Zone District as requested by Sharp Investments LLC (Applicant/Titleholder).

Mr. Zakostelecky presented a location map that showed the location at the southwest corner of 16th Avenue and Stoney Point Road SW. The property closest to the intersection is zoned C-3, and the rest is zoned agricultural. The property is currently a nine-hole golf course. The metal building will be removed as the property develops. There is a club house on the site that is planned to be retrofitted for office use or some commercial business. This is a request for a PUD-1, the development calls for mixed use of commercial, office, multi-family and single-family residential. It is about 37 acres. They will be providing access onto 16th Avenue and Stoney Point Road and they will provide street extensions to the west and the south for connectivity for future development. As part of the general information in the development agreement, general phasing plan, this is a five year build out and City Planning Commission will be reviewing PSDP's as they come in for actual developments. The developer has not identified any specific uses. Green space will be incorporated in the stormwater management areas, and other amenities include, but are not limited to landscaping that exceeds City standards, trails, walks, playgrounds in the residential area and rain gardens. A retention basin is planned for the overall development. Buildings will be built to LEED certification standards. The developers will utilize local contractors to the extent possible and the exterior materials of the buildings will be mostly natural stones and brick. Mr. Zakostelecky also produced an aerial photo, site plan and master plan.

Commissioner Overland called for questions of Mr. Zakostelecky. Commissioner Dahlby asked if the Commission would see future plans for this development. Mr. Zakostelecky stated with the PUD-1, the master plan gets approved with the development agreement and as each individual site or phrase comes in CPC will see the preliminary site plans for review and approval.

Commissioner Halverson asked if when the Traffic Engineering Department completed their study if things would change. Mr. Zakostelecky stated that once they review the impact study those areas according to the requirements of the study will be addressed as conditions of future site plan approvals. Site plans will be approved by City Planning Commission resolutions.

Commission Thoms asked how long before the project needs to be completed. Mr. Zakostelecky stated the City would want to see activity on a site over a period of time. Basically there is a sunset clause for master plan approval and if they continue to actively work on the project, the time gets extended. The plan could get withdrawn and the developer would have to go through a new master plan approval process. There are provisions in the PUD ordinance for monitoring the site activity.

Commissioner Overland called for a representative of the applicant. Larry Sharp, Sharp Investments LLC, 3614 Sue Lane NW, Cedar Rapids, Iowa stated he would be happy to answer any questions. The answer to the last question is that we want to see this completed as soon as possible.

Commissioner Overland called for questions of the applicant. No questions were presented.

Commissioner Overland called for members of the public who wished to speak. Patricia Sawell, 2001 Stony Point Road SW, Cedar Rapids, Iowa raised a concern regarding the multi-family that is already in the area and asked how definite is it that there would be more than in the master plan. Mr. Zakostecky stated that uses contemplated on the master plan could expand or decrease depending on market demand.

Commissioner Halverson asked if a project could change dramatically within a PUD or is there a benchmark where it has to start. Mr. Zakostecky stated that there are some percentages that state increases or decreases by more than 20% would have to come back for review. Commissioner Halverson asked if the site would be posted for adjacent property owners so they know who to contact in the City. Mr. Zakostecky stated Development Services would be working with the developer to define uses in the development agreement. As the developer goes through PSDP, there will be posting of signs, courtesy mailings and the project would be brought to CPC.

Commissioner Overland called for a motion to approve the rezoning. Commissioner Pankey made a motion to approve the rezoning from A, Agriculture Zone District and C-3, Regional Commercial Zone District to PUD-1, Planned Unit Development Zone District. Commissioner Halverson seconded the motion.

Commissioner Overland called for discussion on the motion. No discussion was presented.

Commissioner Overland called for a vote on the motion. The motion passed unanimously with none opposed.

2. Case Name: 3015 and 3233 Blairs Ferry Road NE (Rezoning) Case No. RZNE-004536-2013; Case Manager: Vern Zakostecky

Recommendation for approval of a rezoning from A, Agriculture Zone District to C-2, Community Commercial Zone District as requested by Linn Area Credit Union (Applicant/Titleholder) and Assembly of God Church (Titleholder).

Mr. Zakostecky stated Linn Area Credit Union is requesting rezoning to expand the existing credit union. The property is currently an undeveloped portion of the First Assembly of God Church property. The Preliminary Site Development Plan consists of a total site area of 2.59 acres including the credit union & church property. The total building area is 29,936 sq. ft. including 18,702 sq. ft. existing and 11,234 sq. ft. for the proposed addition. The total hard surface proposed includes a building of 85,577 sq. ft. with total open space proposed as 2,724 sq. ft. (24.1% of total site area). The total parking required is 120 spaces and 130 spaces will be provided including 5 handicap spaces. Access to the site will remain the same from Blairs Ferry Road NE and storm water management for the new improvements will be provided underground in the new parking area. The area the credit union is purchasing from the church is relatively small. Mr. Zakostecky also had an aerial photo, site plan and building renderings.

Commissioner Overland called for questions of Mr. Zakostecky. Commissioner Dahlby asked if the trees where the parking lot will be expanding will be replaced. Mr. Zakostecky said he would defer that question to the applicant.

Commission Thoms said the number of parking spaces were rather surprising. Mr. Zakostecky stated that corporate meetings are held at this location and therefore the credit union needs the additional parking spaces. Commission Thoms asked if the church can take responsibility of providing buffer trees and the maintenance of those trees. Mr. Zakostecky stated it is his understanding the church wanted to sell as little of their property as they had to allow this expansion to happen and they are volunteering to have those plantings on their property and the credit union is responsible for the cost of planting and maintenance. Condition No. 5 states “that a 15’ side bufferyard is required where adjacent to a residential district or a variance must be obtained. In lieu of providing the buffer yard on the Linn Area Credit Union property, the applicant can provide an agreement between the First Assembly of God Church and Linn Area Credit Union agreeing to the buffer yard being on the Church property. Said agreement shall include provisions for who will provide long term maintenance of the plantings and shall be recorded and a copy submitted to the City Development Services Department prior to issuance of a temporary or final certificate of occupancy.”

Commissioner Halverson asked if the access drive was not changing. Mr. Zakostecky stated that was correct.

Commissioner Overland called for a representative of the applicant. Michael Dryden, Ament Design, 625 32nd Avenue SW, Cedar Rapids, Iowa. Mr. Dryden stated the buffer area will be maintained by the Credit Union even though the church did not want to sell the addition space to accommodate the parking lot. Mr. Dryden further stated that this Linn Area Credit Unions training facility is used for education and company meetings.

Commissioner Overland called for questions of the applicant. Commissioner Pankey asked what the scheduled was for starting. Mr. Dryden stated they would like to start this fall.

Commissioner Overland called for members of the public who wished to speak. Jerry Huggins, 1021 Bolder Street, Hiawatha stated this is a highly traveled street with plenty of noise and wishes the church did not sell the property to the credit union.

Commission Thoms asked for the location map to be displayed and asked the citizen where on the map he lived. The citizen indicated where his house was located.

Commissioner Overland called for a motion to approve the rezoning. Commissioner Pankey made a motion to approve the rezoning from A, Agriculture Zone District to C-2, Multiple Family Residence Zone District. Commissioner Knox-Seymour seconded the motion.

Commissioner Overland called for discussion on the motion. No discussion was presented.

Commissioner Overland called for a vote on the motion. The motion passed unanimously with none opposed.

New Business

1. City initiated rezoning for 39 City-owned lots for the Rebuilding Ownership Opportunities Together Program (ROOTS) from R-3, Single Family Residence Zone District; R-3D, Two Family Residence Zone District; RMF-1, Multiple Family Residence Zone District; RMF-

2, Multiple Family Residence Zone District; and O-S, Office/Service Zone District to R-TN, Traditional Neighborhood Residence Zone District.

Mr. Zakostecky stated that this rezoning is for actually 31 City-owned lots not the 39 that is listed. The request from the City is to rezone these properties to R-TN, Traditional Neighborhood Residence Zone District which was created before the flood to allow for development of infill lots in core areas that do not meet any of our other district requirements in terms of minimal square footage and lot width. These were properties that were damaged beyond repair in the flood of 2008. The City purchased them through the Voluntary Acquisition Program and are offering the lots to developers to provide affordable workforce housing in these areas. Mr. Zakostecky produced a map showing where the lots were located.

Commissioner Overland called for questions of Mr. Zakostecky. Commissioner Dahlby asked if these lots would be available for people to purchase if they wanted to build a home on these lots, for instance can residences purchase and rent them out. Mr. Zakostecky stated builders need to have a track record of building homes that are up to energy standards and new residential energy code compliance that they have to meet. The City does take proposals on these lots.

Commissioner Knox-Seymour asked if these were in line with workforce housing. Mr. Zakostecky stated that most of the houses built in the Single Family New Construction Program (SFNC) and Rebuilding Ownership Opportunities Together Program (ROOTs) were in the range of \$150,000 to \$180,000. There is money available to developers up to \$12,000 per lot for construction improvements like sidewalks replacement and water and sewer upgrades. If you are a qualified buyer based on income level you get a buy at a lower market value.

Commissioner Overland called for a motion to approve the rezoning. Commissioner Thoms made a motion to approve the rezoning for 31 City-owned lots for the Rebuilding Ownership Opportunities Together Program (ROOTs) from R-3, Single Family Residence Zone District; R-3D, Two Family Residence Zone District; RMF-1, Multiple Family Residence Zone District; RMF-2, Multiple Family Residence Zone District; and O-S, Office/Service Zone District to R-TN, Traditional Neighborhood Residence Zone District. Commissioner Halverson seconded the motion.

Commissioner Overland called for a vote on the motion. The motion passed unanimously with none opposed.

2. Review of City Planning Commission Draft Work Plan

Commissioner Overland stated this is a draft of the City Planning Commission Work Plan for 2013-2014 which a CPC sub-committee reviewed and is recommending for approval.

Mr. Zakostecky reviewed the goals as outlined in the work plan:

- Goal 1 Develop a Sustainable Development Measurement Tool
- Goal 2 Increase knowledge of CPC by attending training opportunities
- Goal 3 Participate and contribute to the development of the City's Comprehensive Plan
- Goal 4 Increase interaction and communication with City Council as necessary

Commissioner Overland called for discussion.

Commissioner Thoms brought up the subject of moving the meeting to 6:00 in the evening to make it more accessible for more citizens. Mr. Zakostelecky suggested that perhaps we poll several cities to see what their practices are.

Commissioner Knox-Seymour suggested that perhaps one meeting start at 3:00 pm and the next at 6:00 pm. Commissioner Thoms suggested that we try it for a quarter to see how well it is received. Commissioner Halverson stated that a later time would cut into family time for the commissioners as well as for the public. Commissioner Dahlby asked if it is obvious to the public that they can send in comments by email or call. Mr. Zakostelecky stated that he reminds citizens that call him that they are welcome to circulate a petition or send a letter. Mr. Zakostelecky also stated that comments forwarded to Commissioners should be forwarded to City staff so they can respond to the request.

Commissioner Overland called for a motion to approve the City Planning Commission Draft Work Plan. Commissioner Pankey made a motion to approve the 2013-2014 Work Plan
Commissioner Knox-Seymour seconded the motion.

Commissioner Overland called for a vote on the motion. The motion passed unanimously with none opposed.

The meeting was adjourned at 3:50 p.m.

Respectfully Submitted,

Betty Sheets, Administrative Assistant II
Community Development