



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

**MINUTES OF  
CITY PLANNING COMMISSION MEETING,  
Thursday, May 21, 2015 @ 3:00 p.m.**

**Cedar Rapids City Hall Council Chambers, 101 First Street SE**

Members Present: Scott Overland, Chair  
Jim Halverson, Vice – Chair  
Carletta Knox-Seymour  
Virginia Wilts  
Samantha Dahlby  
Richard Pankey  
Kim King  
Dominique Blank  
Bill Hunse

DSD Staff: Joe Mailander, Manager  
Vern Zakostecky, Planner  
Dave Houg, Plats & Zoning Conditions Coordinator

CD Staff: Jeff Hintz, Planner  
Bill Micheel, Assistant Community Development Director  
Anne Russett, Planner  
Kirsty Sanchez, Planner

City Council Liaison: Justin Shields

**Call Meeting to Order**

The meeting was called to order at 3:00 p.m.

Commissioner Overland presented the opening statements stating the protocol of the meeting and the purpose of the City Planning Commission.

**Roll Call**

Roll call was answered with nine (9) Commissioners present.

**A. Approval of the Minutes**

Commissioner Overland called for any additions or corrections to the minutes. Commissioner Overland stated with no additions or corrections, the April 30, 2015 Minutes stand approved.

## **B. Adoption of the Agenda**

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

## **C. Action Items**

### **1. Case Name: 1609 3<sup>rd</sup> Street SE and 219 16<sup>th</sup> Avenue SE (Preliminary Site Development Plan)**

Consideration of a Preliminary Site Development Plan in a C-3, Regional Commercial Zone District as requested by Brett A. McCormick (Applicant/Titleholder)

*Case No. PSDP-013126-2015; Case Manager: Vern Zakostelecky*

Mr. Zakostelecky stated the applicant is requesting Preliminary Site Development Plan approval for the property, which most recently was used as a contractor shop and warehouse and storage. The site plan also includes vacant property between the alley and 2<sup>nd</sup> Street SE that is proposed for parking. The property is currently zoned C-3, Regional Commercial Zone District and O-S, Office/Service Zone District. The proposal is to renovate the buildings into a mixed use development including a bar, restaurant, entertainment/amusement venue. The upper level of the building at 219 16<sup>th</sup> Avenue SE may end up being uses as residential provided building code issues can be adequately addressed. Mr. Zakostelecky presented a Location Map, Aerial Photo, Site Plan and Renderings of the buildings.

Commissioner Overland called for questions of Mr. Zakostelecky. Mr. Zakostelecky stated that if the applicant were to serve alcohol outside they would have to submit for a Conditional Use application for an Outdoor Service Area permit.

Commissioner Halverson asked why the applicant did not submit for a Planned Unit Development for this project. Mr. Zakostelecky stated that based on the projects the applicant is proposing, it is not a huge mix of uses and staff felt the current zoning was appropriate.

Commissioner Overland called for a representative of the applicant.

Ghassan Halloush, All Trans, Inc., 1930 St Andrews Court NE stated he would be happy to answer any questions.

Commissioner Hunse asked if there were any stormwater issues. Mr. Zakostelecky stated that since the site was already developed there would not be any stormwater detention requirement.

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

Commissioner Overland called for members of the public who wished to speak.

Commissioner Overland called for a motion. Commissioner Knox-Seymour made a motion to approve the Preliminary Site Development Plan in a C-3, Regional Commercial Zone District. Commissioner Halverson seconded the motion.

Commissioner Overland called for discussion on the motion. No further discussion.

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

**2. Case Name: 1200 Continental Place NE (Conditional Use)**

Consideration of a Conditional Use for Warehousing, Wholesaling and Distribution Establishments in a C-3, Regional Commercial Zone District as requested by Continental Place, LLC (Applicant/Titleholder)

***Case No: COND-016331-2015; Case Manager: Dave Houg***

Mr. Houg stated that staff had examined the Major Revised Site Development Plan for a Conditional Use submitted by Greg's Lawn & Landscaping for property located at 1200 Continental Place NE and zoned C-3, Regional Commercial Zone District. The area shown for the proposed development consists of the original parcel (4.20 acres) and an additional leased parcel (1.79 acres). This request is for an expansion of an existing contractor's shop with additional outdoor storage and fencing which includes an adjacent parcel to the north. Mr. Houg presented a Location Map, 2012 Aerial View, 2014 Aerial View and a Site Plan.

Commissioner Overland called for questions of Mr. Houg. No questions were presented.

Commissioner Overland called for a representative of the applicant.

Mike Brain, Brain Engineering, 1540 Midland Court NE stated he would be happy to answer any questions.

Commissioner Pankey asked if they were adding fencing to screen the property. Mr. Zakostecky stated that the fence would be moved 20 feet and then landscaping would be provided for screening.

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

Commissioner Overland called for members of the public who wished to speak.

Commissioner Overland called for a motion. Commissioner Halverson made a motion to approve change of zone from I-1, Light Industrial Zone District to R-3, Single Family Residence Zone District. Commissioner Pankey seconded the motion.

Commissioner Overland called for discussion on the motion.

Commissioner Blank asked if the trail would be inside the fence. Mr. Zakostecky stated that it would be outside the fence.

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

**3. Case Name: 1103 and 1201 Blairs Ferry Road. NE (Preliminary Site Development Plan)**

Consideration of a Preliminary Site Development Plan in a PUD-1, Planned Unit Development One Zone District at 1103 and 1201 Blairs Ferry Road NE as requested by Hunter Companies, LLC (Applicant/Titleholder)

*Case No: PSDP-016434-2015; Case Manager: Vern Zakostelecky*

Mr. Zakostelecky stated the applicant is requesting Preliminary Site Development Plan approval for the property, which is the former Nash Finch distribution facility and property and a concrete distribution center. The improvements on the property are in the process of being demolished and recycled for re-use. The property is currently zoned PUD-1, Planned Unit Development One Zone District. The proposal is to subdivide the property into 13 lots for future development of mixed use commercial/office spaces. Since this project is still in the marketing phase there will most likely be changes to parking, building footprints, etc. These changes, if minor in nature would be dealt with at the time of Administrative Site Plan application. Mr. Zakostelecky presented a Location Map, Aerial Photo as well as a Site Plan

Commissioner Overland called for questions of Mr. Zakostelecky.

Commissioner Dahlby asked if there would be pedestrian access within the property. Mr. Zakostelecky stated there will be a sidewalk on Blairs Ferry Road and they would have to have sidewalks internally. Commissioner Dahlby asked if the applicant had included any bicycle racks. Mr. Zakostelecky stated that they had included bicycle racks.

Commissioner Blank asked about the trail. Mr. Zakostelecky stated there was a condition included.

Commissioner Hunse asked if the applicant had been in contact with the transit entity. Mr. Zakostelecky stated he did not know. Commissioner Hunse further stated his concerns about fire truck routes and maneuver space, semi truck routes and maneuver space, trash enclosures, parking impact, maneuver room, traffic visibility triangle impacts, sidewalk/pedestrian access to the southern buildings, sand / oil interceptors throughout the site and required egress from the rear of larger buildings and ADA route to R/W.

Commissioner Overland asked how the stormwater detention works as it builds out. Mr. Zakostelecky stated it would look like a typical detention area which would be addressed on a lot by lot basis, but could also include bio-cells and rain gardens.

Commissioner Overland asked what additional enhancements would be done. Mr. Zakostelecky stated that the building will be enhanced with stone, brick architectural metals, etc. and a preliminary list of what types of uses that would be allowed and which would not be allowed. Commissioner Overland asked if there would be a covenant. Mr. Zakostelecky stated that there will be a development agreement due to the fact it is a PUD development and that the developer is also working on restrictive covenants for the property.

Commissioner Dahlby stated there is only one bus stop on Blairs Ferry and a bus stop at light would be preferable for safety. Commissioner Dahlby asked if there would be a landscape screening on their site. Mr. Zakostelecky stated it falls on Greg's Lawn Service to the south.

Commissioner Overland called for a representative of the applicant. No applicant was present.

Commissioner Overland called for members of the public who wished to speak.

Greg Scharf, 1200 Continental Place NE asked where the water detention was going to drain off on site.

Mr. Zakostelecky stated that runoff could not go off onto other neighbors' property. Mr. Strecker stated that run off would be on Blairs Ferry Road or Council Street or Continental Place.

Commissioner Overland called for a motion. Commissioner Halverson made a motion to approve the Preliminary Site Development Plan in an I-1, Light Industrial Zone District. Commissioner Knox-Seymour seconded the motion.

Commissioner Blank stated she was excited for this and trust that what we do not see but feel that it will look great.

Commissioner Overland called for discussion on the motion. No further discussion.

Commissioner Overland called for a vote on the motion. The motion passed by a vote of 8 to 1.

#### **4. Case Name: 3730 Williams Boulevard SW (Preliminary Site Development Plan)**

Consideration of a Preliminary Site Development Plan in a C-2, Community Commercial Zone District at 3730 Williams Boulevard SW as requested by Kwik Trip, Inc. (Applicant) and Perpetual Savings & Loan Association (Titleholder)

***Case No: PSDP-017977-2015; Case Manager: Chris Strecker***

Mr. Strecker the property is currently developed as a bank. The applicant is applying for Preliminary Site Development Plan approval to construct a 9,022 sq. ft. convenience store including a car wash. Mr. Strecker presented a Zoning Ariel, Street View, Revised Site Plan and Renderings. Mr. Strecker further stated that an additional condition had been added which is: "That a pedestrian sidewalk connection be constructed from the main customer entrance southerly to the proposed sidewalk along Williams Boulevard SW." An Administrative Site Development plan will be reviewed as part of City review.

Commissioner Overland called for questions of Mr. Strecker.

Commissioner Wilts asked where the cars would exit the car wash. Mr. Strecker stated that cars will exit towards Williams Boulevard.

Commissioner Hunse failed to see where the trash enclosure was located. Mr. Strecker stated that it is behind the ice machines at the rear of the building.

Commissioner Overland called for a representative of the applicant.

Brent Dusek, Kwik Trip/Kwik Star, 1626 Oak Street, LaCross, WI stated he would be happy to answer any questions of the Commissioners.

Commissioner Overland called for questions of the applicant.

Commissioner Blank asked if he had spoken with the neighbors. Mr. Dusek stated he did not and did not know if Mr. Dummond had reached out to the neighbors.

Commissioner Hunse asked if they anticipated outside sales of mulch, charcoal, and firewood. Mr. Dusek stated they do occasionally sell firewood.

Commissioner Wilts asked if this would be a 24 hour station. Mr. Dusek stated it would be a 24/7 station.

Commissioner Blank asked if they would have compressed natural gas on site. Mr. Dusek stated no.

Commissioner Pankey asked what the screen fencing would be between the station and the residential property. Mr. Dusek stated that landscaping would be added rather than privacy fencing. Mr. Zakostecky stated that Kwik Trip/Kwik Star had submitted a very extensive landscaping plan and is exceeding the buffering and screening requirements.

Commissioner Knox-Seymour stated that this will be a nice feature for this area. Commissioner Knox-Seymour further stated that she hoped they would reach out to the neighbors. Mr. Dusek stated that when they do start the project, they typically reach out to the neighbors and want to be good neighbors.

Commissioner Overland asked if there was an Ordinance that prohibited stations to stack items near the pumps. Mr. Zakostecky stated there are some restrictions but they are not totally restricted from stacking items.

Commissioner Overland called for members of the public who wished to speak.

Rick Bowman, 2415 Westdale Drive SW asked if there will be a dedicated road off Westdale or would the Kwik Star be using the shared access road that was shared with the bank. Mr. Zakostecky stated that there would only be one access from Westdale. Iowa DOT would not allow an access from Williams Boulevard due to the amount of traffic on that road.

Commissioner Pankey asked if there was a recorded agreement. Mr. Bowman stated he would have to research his files if there was a recorded agreement. Mr. Bowman wanted to make his concern known.

Commissioner Overland called for a motion.

Commissioner Hunse stated he would like to add a condition that no outside sales of merchandise be allowed and if that fails that outside sales be subject to a use permit.

Commissioner Overland called for a motion.

Commissioner Hunse made a motion to approve the Preliminary Site Development Plan in a C-2, Community Commercial Zone District with the added condition that no outside sales of merchandise be allowed. Commissioner Halverson seconded the motion.

Commissioner Halverson stated that all the convenience stores have outside sales on merchandise and asked how would the City would approach that to enforce these sales. Mr. Zakostelecky stated that the City allows for outdoor sales in many stores. This is a bigger discussion and a policy issue.

Commissioner Halverson stated that posing this restriction on this project was unfair and suggested when the code is updated then it would affect all parties.

After discussion Commissioner Hunse withdrew the motion.

Commissioner Overland called for a motion. Commissioner Halverson made a motion to approve the Preliminary Site Development Plan in a C-2, Community Commercial Zone District. Commissioner Wilts seconded the motion.

Commissioner Overland called for discussion on the motion.

Commissioner Blank asked about the shared drive issues. Mr. Zakostelecky stated that this is a shared drive and more discussion will take place to make certain all parties are in agreement.

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

#### **D. New Business**

- a. Consideration of the proposed Center Point Urban Renewal Area and Plan located at 1427 Center Point Road NE and an Ordinance relating to collection of tax increment within the proposed area (Kirsty Sanchez)

Kirsty Sanchez that City Council has initiated proceedings to consider the creation of the Center Point Urban Renewal Area Plan located at 1427 Center Point Road NE. The proposed Urban Renewal Area is generally located southeast of the intersection of Interstate 380 and 29<sup>th</sup> Street NE in the City of Cedar Rapids. This district is intended to stimulate private investment through planning and providing land for new and expanding private development and to achieve a well-balanced diversified economy.

The State Code of Iowa requires that prior to City Council adoption of an Urban Renewal Area, the Urban Renewal Plan be referred to the City Planning Commission for review and recommendation *“as to its conformity with the general plan for the development of the municipality as a whole.”*

The action requested from Planning Commission at this time is to make a finding regarding the consistency of the proposed Center Point Urban Renewal Plan for the Center Point Urban Renewal Area with the EnvisionCR Comprehensive Plan.

Commissioner Overland called for questions of Ms. Sanchez. No questions were presented.

Commissioner Overland called for a motion. Commissioner Knox-Seymour made a motion to approve the request for a proposed Center Point Urban Renewal Area and Plan. Commissioner Halverson seconded the motion.

Commissioner Overland called for discussion on the motion. No further discussion.

- b. Consideration of the proposed Creekside Urban Renewal Area and Plan located at 1415 Center Point Road NE and an Ordinance relating to collection of tax increment within the proposed area (Kirsty Sanchez).

Ms. Sanchez stated that City Council has initiated proceedings to consider the creation of the Creekside Urban Renewal Area Plan located at 1415 Center Point Road NE. The proposed Urban Renewal Area is generally located southeast of the intersection of Interstate 380 and 29<sup>th</sup> Street NE in the City of Cedar Rapids. This district is intended to stimulate private investment through planning and providing land for new and expanding private development and to achieve a well-balanced diversified economy.

The State Code of Iowa requires that prior to City Council adoption of an Urban Renewal Area, the Urban Renewal Plan be referred to the City Planning Commission for review and recommendation *“as to its conformity with the general plan for the development of the municipality as a whole.”*

The action requested from Planning Commission at this time is to make a finding regarding the consistency of the proposed Creekside Urban Renewal Plan for the Creekside Urban Renewal Area with the EnvisionCR Comprehensive Plan.

Commissioner Overland called for questions of Ms. Sanchez. No questions were presented.

Commissioner Overland called for a motion. Commissioner Hunse made a motion to approve the request for the proposed Creekside Urban Renewal Area and Plan at 1415 Center Point Road NE. Commissioner Wilts seconded the motion.

Commissioner Overland called for discussion on the motion. No further discussion.

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

- c. Informational presentation and discussion on the Cedar Rapids Draft Historic Preservation Plan (Anne Russett)

Anne Russett reported on the Draft Historic Preservation Plan and its background. In August 2011 the City entered into an MOA with FEMA, SHPO, IHSEMD regarding the demolition of historic properties that resulted from the 2008 flood. The MOA includes 8 mitigation measures, including the preparation of a Historic Preservation Plan

#### Draft Plan Framework

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- Part 1 – Preservation in Cedar Rapids
  - Introduction
  - Vision for Historic Preservation
  - Cedar Rapids Preservation Program
- Part 2 – Preservation Background
  - Historic Preservation Program Components
- Part 3 – The City’s Cultural Resources

## Vision for Framework in Cedar Rapids 2025

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- Historic properties are integral to life in Cedar Rapids.
- Historic properties convey the humanity of the city.
- A network of individuals and organizations support historic preservation throughout the community.
- Historic preservation is solution oriented.
- Historic preservation looks forward while valuing the past.
- Historic preservation is integrated in planning efforts.
- The City's historic preservation program is readily accessible.
- The preservation program provides guidance for treatment of historic properties.
- Historic properties are key to the City's sustainability initiatives.

## Key Initiatives

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- Incorporate historic preservation into Neighborhood Action Plans and Corridor Action Plans, planning study areas, and other City planning projects.
- Update Chapter 18 Historic Preservation of the Municipal Code.
- Update the Guidelines for Cedar Rapids Historic Districts.
- Update Chapter 32 Zoning of the Municipal Code to better support preservation and consideration of neighborhood character.

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The following outlines the final step for the development of the Plan:

### Step 4. Develop Final Cedar Rapids Historic Preservation Plan

- Revisions based on Stakeholder Feedback  
May 2015
- Revise Draft Historic Preservation Plan & Submit to Reviewing Bodies\*  
May 2015
- Meetings with Community Stakeholders  
May & June 2015
- Discussions with the Cedar Rapids Historic Preservation Commission  
May & June 2015
- Additional Revisions to Plan based on Feedback from Reviewing Bodies\*  
June 2015
- Deliver Final Historic Preservation Plan to Reviewing Bodies\*  
July 2015
- Present Final Preservation Plan to:  
August 13, 2015
  - Historic Preservation Commission
  - City Planning Commission
- Present Final Preservation Plan to City Council  
September 22, 2015

Commissioner Pankey asked if there was a financial benefit for the City if we have this in place to assist Historic Preservation. Ms. Russett stated that since the City is a Certified Local Government, the city does have access to some grants. In addition, one of the benefits of preservation is that it can increase property values, which would also be an economic benefit to the City. Jeff Hintz with the City's Community Development Department also added that some granting bodies look for plans, so having a preservation plan could increase the number of grant opportunities.

Commissioner Halverson stated that sometimes the CPC reviews development projects within historic districts. He asked how to ensure compatibility of new projects within these districts and if the plan would address that.

Ms. Russett stated that this is a topic that will be addressed as part of the comprehensive update to Chapter 32 Zoning of the municipal code.

Commissioner Wilts asked what other cities in Iowa have historic preservation plans.

Ms. Russett stated that the City of Iowa City has a historic preservation plan. Mr. Hintz added that preservation plans are not that common.

The meeting was adjourned at 4:33 pm

Respectfully Submitted,

Betty Sheets, Administrative Assistant  
Community Development