



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, August 13, 2015 @ 3:00 p.m.**

Cedar Rapids City Hall Council Chambers, 101 First Street SE

Members: 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, Zoning Administrator
Dave Houg, Plats & Zoning Conditions Coordinator
Johnny Alcivar, Development Services Specialist

CD Staff: Betty Sheets, Administrative Assistant

Call Meeting to Order

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

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

Roll Call

Roll call was answered with eight (8) Commissioners present. (Commissioner Knox-Seymour arrived at 3:05 pm).

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 July 23, 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.

Commissioner Overland stated that the Commission would hear the New Business first which would be the presentation on the Historic Preservation Plan Draft.

Commissioner Knox-Seymour arrived at 3:05 pm

C. New Business

a. Consideration of the Cedar Rapids Draft Historic Preservation Plan (Anne Russett).

Anne Russett, Community Development and Planning Department Planner stated she was here with Noré Winter, of Winter and Company, a Preservation and Planning Firm from Boulder Colorado. Ms. Russett said that she had brought the plan to the Commission in May and now is asking for recommendation before it goes to City Council to adopt the Plan.

Ms. Russett presented the background and how the City's First Historic Preservation Plan came about. Ms. Russett stated that a Historic Preservation Task Force was formed of which Commissioner Knox-Seymour was on that Task Force.

Ms. Russett then introduced Noré Winter of Winter and Company, Boulder, Colorado.

Mr. Winter stated this plan will guide preservation work efforts for the city however, it also provides work efforts for the community. The Plan is a city working document as well as a community working document from the standpoint of historic preservation. Basically the overall theme for the Vision of Preservation is that in the future preservation should be an integral part of the community and people recognize preservation as being important not only because of the historic value of resources but how they contribute to the economy, sustainability and other aspects of well-being of the community.

Mr. Winter further stated key initiatives that are related to a series of goals and policies: incorporate historic preservation into Neighborhood Action Plans and Corridor Action Plans, planning study areas and other planning projects; update Chapter 18, Historic Preservation of the Municipal Code; update the guidelines for Cedar Rapids Historic Districts and update Chapter 32 the Zoning Ordinance of the Municipal Code to better support preservation and consideration of neighborhood character.

Mr. Winters identified the following five strategic components that make up the preservation program:

- *Administration*: The framework for operating the preservation program.
- *Identification*: The survey and recognition of properties with cultural or historic significance.
- *Management Tools*: The specific mechanisms for protecting historic properties.
- *Incentives and Benefits*: Programs that assist property owners and support preservation.
- *Education*: The tools to build awareness and strengthen skills to support preservation.

Mr. Winter also identified the 11 goals outlined in the plan:

Goal 1 A sustainable community supported by preservation efforts

Goal 2 Preservation principles are embedded in other community goals and policies

Goal 3 A livable community with a strong sense of history.

Goal 4 The City maintains a functional, integrated preservation program.

Goal 5 A detailed understanding of Cedar Rapids' history that provides a base for preservation efforts.

Goal 6 Information is available regarding the history and potential significance of historic properties throughout Cedar Rapids.

Goal 7 Clear and concise ordinances that guide the preservation program, protect historic properties and promote preservation goals.

Goal 8 Incentives and benefits for preserving historic properties should attract investment in historic properties.

Goal 9 Public appreciation of Cedar Rapids' diverse history and its historic resources.

Goal 10 Practical education programs support historic preservation.

Goal 11 Community organizations are strong advocates for historic preservation.

As we move forward the goals for the Historic Preservation Plan will be carried forward on many fronts, working and woven into many of the planning initiatives that the City undertakes and that information generated will help to inform those planning efforts. In some cases an analysis of a traditional neighborhood, even if it is not historically significant officially, understanding those traditional development patterns in the scale and character of those neighborhoods when the plans and zoning codes are rewritten.

Commissioner Overland called for questions.

Commissioner Blank asked to review Goal 6 with a 4 or 5 year plan to get the "how to" out to people. Ms. Russett stated that the existing guidelines are a current example of how the City helps property owners with questions related to proper preservation techniques. Mr. Winter stated this prioritization is a tool and some are already in play at different levels.

Commissioner Hunse asked if a sufficient distinction is made between "old stuff" and "good old stuff" -- we know that much of it is not.

Mr. Winter said it cuts across many things in the plan. One is being clear and the management component of how the ordinance is written and what the criteria for historically significant are and age is not the only defining issue. The ordinance had some weaknesses and needed strengthening.

Commissioner Halverson expressed his compliments; it provides a broader context of the historic preservation in Cedar Rapid in light of many years of inventorying properties.

Commissioner Overland called for a motion. Commissioner Knox-Seymour made a motion to approve the adoption of the City of Cedar Rapids Historic Preservation Plan. Commissioner Dahlby seconded the motion.

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

Commissioner Overland said that he felt it was a marvelous document and would have a lot of uses going forward.

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

D. Action Items

1. Case Name: 3215 Johnson Avenue NW (Rezoning and Conditional Use)

- a. Consideration of a change of zone from C-2, Community Commercial Zone District and R-2, Single Family Residence Zone District to O-S, Office/Service Zone District as requested by TSS holdings, LLC (Applicant) and Baker Greenhouses, LLC (Titleholder)
Case No: RZNE-019776-2015; Case Manager: Dave Houg
- b. Consideration of a Conditional Use for Self-Service Storage Facility in a O-S, Office/Service Zone District as requested by TSS Holdings, LLC (Applicant) and Baker Greenhouses, LLC (Titleholder)
Case No: COND-019777-2015; Case Manager: Dave Houg

Mr. Houg stated this is a request to rezone approximately 2.6 acres to the O-S, Office/Service Zone District as well as a Conditional Use for a Self-Service Storage Facility. The property was formerly the site of the Baker Greenhouses. The land is currently vacant. The applicant held a neighborhood meeting and no issues or concerns were identified. Zoning is in place for some of the area. Mr. Houg presented General Information, Aerial Photo/Zoning, Street View, Site Plan and two Renderings of the Self-Service Storage Facility.

Commissioner Overland called for questions of Mr. Houg.

Commissioner Knox-Seymour asked if the strip mall would be next to Guppys On The Go. Mr. Houg stated that it would not be next to Guppys On The Go however it is sideways and located on the easterly lot line.

Commissioner Wilts asked if there were any traffic issues on Johnson Avenue. Mr. Houg stated that Traffic has reviewed and approved the project.

Commissioner Halverson asked if there was a new egress. Mr. Houg stated that the existing drive that was used by the greenhouse would be used.

Commissioner Overland asked about stormwater detention. Mr. Houg stated he would defer to the applicant.

Commissioner Hunse asked about the elevations that back up to the residences and stated that basically an industrial park has moved into their neighborhood. Furthermore, noting the revised building footprint that has offsets in it, Mr. Hunse stated that he would not be surprised if it reduced the aisles. We have elevations that are not the real elevations and elevations that are offensive to the neighbors and a site plan that is a possible bust because of the offsets that satisfies the minimal elevations considerations. Mr. Houg stated that the offsets that are

projecting out further, the outer most projections are the roof overhang on the buildings. The buffering that they are proposing is a fence and plantings and 15 foot yard.

Commissioner Blank asked if Mr. Houg knew what kind of fence would be installed. Mr. Houg stated that he did not know what the fencing would be.

Commissioner Overland called for a representative of the applicant.

Brian Vogel, Hall & Hall Engineers, 1860 Boyson Road, Hiawatha stated stormwater will be underground and drain into Guppys on the Go and tied into the existing storm sewer.

Commissioner Overland called for questions of the applicant.

Commissioner Hunse asked if his client would be the operator. Mr. Vogel stated he would be the operator. He asked if he had operated this before. Commissioner Hunse stated that you do not know what is stored in the storage units nor will anyone here and more importantly neither does the Fire Department. Would there be fire sprinklers? Mr. Vogel said no fire sprinklers. Commissioner Hunse asked where the fire hydrant was. Mr. Vogel showed the Commissioners where the fire hydrant was located as recommended by the Fire Department. Commissioner Hunse asked how the fire truck gets to the fire hydrant. Mr. Vogel stated that they ran turning templates. Commissioner Hunse asked how he makes the turn once he gets on the site? The first turn he has to make he can't once he is on the site. Mr. Vogel replied that the fire truck could turn through the area. He acknowledged that some of the turns were close and they would be tweaked on the final plans. Commissioner Hunse stated that it would be useful when he and his colleagues submitted plans, for his benefit, they would be submitted so that he could see those things. Commissioner Hunse asked about the provisions for hazardous material spill. Mr. Vogel stated they do not have any plans for hazardous spills and if they did it would go down the detention basin.

Commissioner Overland asked if we could deal with the specifics of the site.

Mr. Zakostecky stated that Commissioner Hunse had some valid concerns; however, this is not the format for those concerns. Mr. Zakostecky stated that he would offer a meeting with Commissioner Hunse and the Fire Department professionals so that this discussion does not have to be brought up for every case.

Commissioner Hunse asked if we could condition this case so that it comes back after he met with the Fire professionals. Mr. Mailander said that this could not be done. Mr. Mailander stated that this is a Preliminary Site Development Plan. Commissioner Hunse asked what their approval meant. Mr. Mailander said that the Commission is looking at the zoning and land use. Commissioner Hunse asked why the Commissioners see a site plan. Mr. Mailander stated so that the Commissioners could see what the plan would look like.

Mr. Zakostecky stated the issue here is that this is a preliminary site plan, once they into site engineering the plan would change, but this is the concept. There are conditions for engineering design. At this point this is preliminary.

Commissioner Dahlby asked why the 15 foot variance. Mr. Vogel stated that a 15 foot setback is the commercial standard. There would be a solid privacy fence as well as landscaping.

Commissioner Dahlby asked about the neighborhood meeting. Mr. Vogel stated that neighbors did attend and there were no concerns.

Commissioner Overland asked what kind of fence. Mr. Vogel stated a vinyl privacy fence.

Commissioner Hunse asked if smoking would be allowed on this property. Mr. Vogel said he did not know.

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

Fred Cernan, 208 32nd Street NW stated his property is 50 feet from the proposed building site. He asked what could be built if it wasn't a Self-Service Storage Facility. Commissioner Overland stated offices but not restaurant. Mr. Cernan said that this facility will be a welcome project and bring revenue into the area. Mr. Cernan stated that he was all for the project.

Commissioner Overland called for a motion. Commissioner Halverson made a motion to approve the change of zone from C-2, Community Commercial Zone District and R-2, Single Family Residence Zone District to O-S, Office/Service Zone District. Commissioner Knox-Seymour 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.

Commissioner Overland called for a motion. Commissioner Pankey made a motion to approve the Conditional Use request for Self-Service Storage Facility in an O-S Zone District. Commissioner Halverson seconded the motion.

Commissioner Overland called for discussion on the motion.

Commissioner Dahlby stated that she felt that this storage facility fit better contextually for the area than the request that was considered at the last meeting.

Commissioner Blank asked if discussion of the 15 foot side buffer was discussed in the neighborhood meeting and if everyone was made aware of this. Mr. Houg said yes.

Commissioner Overland stated that the vote was for a Conditional Use request for a Self-Service Storage Facility in an O-S District.

Mr. Zakostecky clarified that this was a rezoning and conditional use submitted along with a preliminary site plan so approval of the conditional use and the rezoning also approves the preliminary site plan. Mr. Zakostecky further stated those things would not change when they do site engineering. The approval would be subject to all conditions codes and the staff conditions.

Commissioner Overland called for a vote on the motion. The motion passed with one opposed.

2. Case Name: 605 Boyson Road NE (Conditional Use)

Consideration of a Conditional Use for Self-Service Storage Facility in a O-S, Office/Service Zone District as requested by Century Communications, L.C. (Applicant/Titleholder)

Case No: COND-019907-2015; Case Manager: Dave Houg

Mr. Houg stated this is a request to develop a Self-Service Storage Facility in an O-S, Office/Service Zone District. This project was approved for development in 2006, but construction never occurred and the preliminary site development plan expired. The proposed project includes additional property so the conditional use and preliminary site development plan need to be re-approved. A condition of the rezoning to the O-S, Office/Service Zone District in 1996 restricted development to only 15% of the total site area. Staff has found no reason for this restriction other than a letter from the applicant at that time stating only 15% of the total site area would be developed. Staff is working with the current applicant to get this restriction removed.

Mr. Houg presented General Information, Aerial Photo, Street View and two Renderings of the Self-Service Storage Facility. The Rezoning public hearing will be held on August 25, 2015 and the Board of Adjustment will consider the Conditional Use at their September 14, 2015 meeting.

Commissioner Overland called for questions of Mr. Houg.

Commissioner Dahlby asked if sidewalks will be required on this project. Mr. Houg stated that the sidewalk was shown on the site plan. Commissioner Dahlby asked to make certain the sidewalk was included. Commissioner Hunse suggested that the sidewalk also be included to connect the office to the right-of-way.

Commissioner Hunse asked where the trash enclosure was located. Mr. Houg stated that no dumpster was required with Self-Service Storage Facilities.

Commissioner Pankey asked for clarification on the western property line - will there still be a buffer there? Mr. Houg stated they are proposing to do a line of evergreens and decorative fencing. Commissioner Pankey further asked if it would be a secured fence. Mr. Houg stated it was.

Commissioner Hunse asked how long the north-south drive that ends on the southwest is. Commissioner Hunse asked how one would get out of there. Mr. Houg stated that the applicant would have to answer these questions.

Commissioner Overland called for a representative of the applicant.

Brent Jackman, Hall and Hall Engineers, 5090 North Ridge Point. Mr. Jackman stated that drive is approximately 200 foot in depth and according to the fire code anything over 100 or 150 foot requires a temporary cul-de-sac until future development occurs. Mr. Jackman said it would meet the Fire Code.

Mr. Jackman stated that the code calls for in the O-S and Residential Districts a 6 foot minimum solid wall screened fence. It is proposed that a 6 foot fence is on the east side of the site, residential side, on the south, west and north side it is proposed a black metal decorative fence and evergreen trees for year round buffering. Mr. Jackman also said a sidewalk on Boyson Road is shown on the site plan.

Commissioner Overland called for questions of the applicant.

Commissioner Blank asked if they had spoken with the property owner to the south. Mr. Jackman stated they had not spoken with that owner.

Commissioner Hunse asked what about fire suppression runoff? Mr. Jackman said the water would drain to Dry Creek.

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

Larry Carroll, 925 Rolling Creek Drive NE asked about the traffic on Boyson which was his only concern.

Mr. Zakostecky stated that this type of facility was one of the lowest traffic generators that can be proposed.

Commissioner Halverson stated that storage facilities are very low traffic generators.

Mr. Carroll asked if this was a 24/7 facility. Mr. Zakostecky stated that it will be a 24/7 facility with a controlled entrance.

Commissioner Overland called for a motion. Commissioner Dahlby made a motion to approve the Conditional Use request for a Self-Service Storage Facility in an O-S, Office/Service Zone District with the addition of the following variances: 1. Variance from buffer yard landscaping on the south and west sides of the property in lieu of landscaping on the property owners lot to the west and 2. Variance from 2' building off-sets every 50' requirement for buildings internal to the site and with the requirement for sidewalk. Commissioner Knox-Seymour seconded the motion.

Commissioner Overland called for discussion on the motion.

Commissioner Blank stated that this was a good facility for the area.

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

3. Case Name: 777 76th Avenue Drive SW (Future Land Use Amendment and Rezoning)

- a. Consideration of a Future Land Use Map Amendment from Public/Semi-Public to Urban Medium Intensity as requested by Mercy Medical Care Management Inc. (Applicant) and Kirkwood Community College (Titleholder)

Case No: FLUMA-020248-2015; Case Manager: Vern Zakostecky

- b. Consideration of a change of zone from A, Agriculture Zone District to O-S, Office/Service Zone District as requested by Mercy Care Management Inc. (Applicant) and Kirkwood Community College (Titleholder)

Case No: RZNE-020247-2015; Case Manager: Vern Zakostecky

Mr. Zakostelecky stated the applicant is requesting an amendment to the Future Land Use Map (FLUM) in the City's Comprehensive Plan, EnvisionCR to allow for development of a medical clinic. The applicant has also submitted for annexation and an application for rezoning from A, Agriculture Zone District to O-S, Office/Service Zone District. The proposed development includes the proposed medical building, associated parking and drives and a storm water management area. Prior to City Council consideration of the Future Land Use Map amendment and rezoning request the property needs to be annexed into the City's corporate limits.

Mr. Zakostelecky presented a Location Map, General Information, Zoning Map, Aerial View, Future Land Use Map, Site Plan and Renderings of the medical building.

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

Commissioner Overland called for a representative of the applicant.

Jon Bogert, Anderson-Bogert, 2001 River Ridge Drive

Commissioner Overland called for questions of the applicant.

Commissioner Overland asked with the detention basin, is that immediately draining off into a storm sewer.

Mr. Bogert stated that it would drain into the storm sewer as well as infiltrate into the ground.

Commissioner Overland called for members of the public who wished to speak. No member of the public was present to speak.

Commissioner Overland called for a motion. Commissioner Blank made a motion to approve the Future Land Use Map Amendment from Public/Semi-Public to Urban medium Intensity. 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.

Commissioner Overland called for a motion. Commissioner Knox-Seymour made a motion to approve the change of zone from A, Agriculture Zone District to O-S, Office/Service Zone District. Commissioner King 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.

The meeting was adjourned at 4:10 pm

Respectfully Submitted,
Betty Sheets, Administrative Assistant, Community Development