



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, February 18, 2016 @ 3:00 p.m.**

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

Members Present: Jim Halverson, Chair  
Richard Pankey, Vice Chair  
Carletta Knox-Seymour  
Virginia Wilts  
Kim King  
Dominique Blank  
Anthony Brown  
Bill Hunse

Member Absent: Samantha Dahlby

DSD Staff: Vern Zakostelecky, Zoning Administrator  
Chris Strecker, Civil Engineer  
Johnny Alcivar, Development Services Specialist

CD Staff: Seth Gunnerson, Planner  
Jennifer Pratt, Director  
William Micheel, Assistant Director  
Betty Sheets, Administrative Assistant

City Council Liaison: Justin Shields

**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.

**A. Approval of the Minutes**

Commissioner Halverson called for any additions or corrections to the minutes. Commissioner Halverson stated with no additions or corrections, the January 28, 2016 Minutes stand approved.

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

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

## **C. Action Items**

### **1. Case Name: 551 West Side Place SW (Preliminary Site Development Plan)**

Consideration of a Preliminary Site Development Plan in a I-1, Light Industrial Zone District as requested by West Side Property 103 LLC (Applicant/Titleholder)

*Case No. PSDP-021285-2015; Case Manager: Johnny Alcivar*

Mr. Alcivar presented the criteria regarding a Preliminary Site Development Plan.

A public hearing was presented for a Preliminary Site Development Plan at 551 West Side Place SW. The applicant is requesting approval to construct a 3-story 60,000 s.f. office building (20,000 per floor) and a 30,000 s.f. maintenance building. Mr. Alcivar presented the Preliminary Site Plan criteria as well as the Location Map, General Information and Street View.

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

No further discussion was held; Commissioner Halverson called for a vote on the motion. The motion passed unanimously.

### **2. Case Name: 4350 16<sup>th</sup> Avenue SW (Preliminary Site Development Plan)**

Consideration of a Preliminary Site Development Plan in a C-3, Regional Commercial Zone District as requested by Casey's Marketing Company (Applicant) and JAY Holdings LC (Titleholder)

*Case No. PSDP-022264-2015; Case Manager: Chris Strecker*

A public hearing was presented for a Preliminary Site Development Plan at 4350 16<sup>th</sup> Avenue SW to construct a 4,069 s.f. convenience store. The property is currently vacant land. Mr. Strecker presented General Information, Aerial Photo/Zoning, Site Layout and Renderings. An Administrative Site Development Plan will be reviewed as part of City process.

Following discussion, Commissioner Halverson called for a motion. Commissioner Brown made a motion to approve the Preliminary Site Development Plan in a C-3, Regional Commercial Zone District. Commissioner Blank seconded the motion.

No further discussion was held; Commissioner Halverson called for a vote on the motion. The motion passed unanimously with none opposed.

### **3. Case Name: Gardenview Third Addition (Major Preliminary Plat)**

Consideration of a Major Preliminary Plat in R-2, Single Family Residence Zone District as requested by Gardenview, Inc. (Applicant/Titleholder)

*Case No. PRPT-022397-2015; Case Manager: Chris Strecker*

A public hearing was presented for a Major Preliminary Plat for Gardenview Third Addition. The applicant is requesting approval for the agricultural land located at Belle Street SW and Bryant Boulevard SW. The property is currently used for agriculture and is currently zoned R-2, Single Family Residence Zone District. The proposal is to extend existing streets and subdivide the property into 42 numbered lots for single-family homes, 1 lettered lot for storm water detention and 1 lot for future development. Mr. Strecker presented a Location Map, General Information, Aerial Photo/Zoning and a Preliminary Plat.

Following discussion, Commissioner Halverson called for a motion. Commissioner Pankey made a motion to approve the Major Preliminary Plat in an R-2, Single Family Residence Zone District. Commissioner Knox-Seymour seconded the motion.

No further discussion was held; Commissioner Halverson called for a vote on the motion. The motion passed unanimously with none opposed.

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

Consideration of a Preliminary Site Development Plan in a C-3, Regional Commercial Zone District as requested by Unity Point Health (Applicant) and Menards, Inc. (Titleholder)  
***Case No. PSDP-022448-2016; Case Manager: Chris Strecker***

A public hearing was presented for a Preliminary Site Development Plan for property that is currently land that is part of the Menards site. The land is being platted to create a separate lot. The applicant is applying for Preliminary Site Development Plan approval to construct a 24,000 s.f. medical clinic with physical therapy and lab facility. An Administrative Site Development Plan will be reviewed as part of the City process.

Following discussion, Commissioner Halverson 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 King seconded the motion.

No further discussion was held; Commissioner Halverson called for a vote on the motion. The motion passed unanimously with none opposed.

It was suggested that traffic study training would be beneficial for a future City Planning Commission meeting.

The meeting was adjourned at 3:50 pm

Respectfully Submitted,

Betty Sheets, Administrative Assistant  
Community Development and Planning Department