



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, March 10, 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  
Samantha Dahlby  
Kim King  
Anthony Brown  
Bill Hunse

Members Absent: Dominique Blank

DSD Staff: Vern Zakostelecky, Zoning Administrator  
Dave Houg, Plats & Zoning Conditions Coordinator

CD Staff: 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 seven (7) Commissioners present. (Commissioner Wilts arrived at 3:12 pm)

**A. Approval of the Minutes**

Commissioner Halverson called for any additions or corrections to the minutes. Commissioner Halverson called for a motion. Commissioner Hunse made a motion to approve the minutes. Commissioner Brown seconded the motion.

Commissioner Halverson called for a vote on the motion. The motion to approve the February 18, 2016 minutes was 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: 603 Oakland Road NE (Conditional Use)**

Consideration of a Conditional Use Request for Motor Vehicle Sales in a C-2, Community Commercial Zone District as requested by Joseph Blount (Applicant/Titleholder)  
*Case No: COND-022599-2016; Case Manager: Dave Houg*

Commissioner King was recused from this project.

Mr. Houg reviewed the City Planning Commission Criteria for Recommendation and Action of a Conditional Use Application.

A public hearing was presented for a Conditional Use at 603 Oakland Road NE. The applicant is requesting approval for Motor Vehicle Sales in a C-2, Community Commercial Zone District. Mr. Houg presented General Information, Zoning, Aerial and Site Plan. Mr. Houg stated that the Board of Adjustments will consider this Conditional Use at its meeting on March 14, 2016.

Following discussion, Commissioner Halverson called for a motion. Commissioner Knox-Seymour made a motion to approve the Conditional Use for Motor Vehicle Sales in an C-2, Community Commercial Zone District. Commissioner Brown seconded the motion.

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

Following the vote, Commissioner King returned to the dais.

### **1. Case Name: South of 66<sup>th</sup> Avenue SW and west of Kirkwood Boulevard SW (Rezoning with a Preliminary Site Plan)**

Consideration of a change of zone from C-1, Mixed Neighborhood Convenience Zone District to C-2, Community Commercial Zone District with a Preliminary Site Plan as requested by The Votroubeck Real Estate Group (Applicant) and Kirkwood Community College (Titleholder)  
*Case No. RZNE-022606-2016; Case Manager: Johnny Alcivar*

Mr. Houg reported on behalf of Mr. Alcivar and reviewed the City Planning Commission Criteria for Recommendation and Action of a Rezoning Application.

A Public Hearing was presented for a Rezoning with a Preliminary Site Plan. The applicant is requesting rezoning from C-1, Mixed Neighborhood Convenience Zone District to C-2, Community Commercial Zone District. Mr. Houg presented General Information, Aerial, Zoning, Street Views, Site Plan and Renderings.

Following discussion, Commissioner Halverson called for a motion. Commissioner Brown made a motion to approve the change of zone from C-1, Mixed Neighborhood Convenience

Zone District to C-2, Community Commercial Zone District with a Preliminary Site Plan with the condition that hours of operation for deliveries, trash pick-up, and window operation be limited to the hours of 5:30 am to 10:00 pm. Commissioner King seconded the motion.

Following additional discussion; Commissioner Halverson called for a vote on the motion. The motion passed with one opposed.

The meeting was adjourned at 3:50 PM

Respectfully Submitted,

Betty Sheets, Administrative Assistant  
Community Development and Planning Department