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 six (6) 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 February 23, 2017. 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: 5200, 5220 and 5300 16th Avenue SW (Conditional Use)**

   Consideration of a Conditional Use for Ground Floor Dwelling Units in a C-3, Regional Commercial Zone District for property at 5200, 5220 and 5300 16th Avenue SW as requested by TWG Development LLC (Applicant) and Eagle Ridge LC (Titleholder)

   *Case No: COND-024306-2017; Case Manager: Dave Houg*

   Mr. Houg presented the City Planning Commission Criteria for Recommendation and Action for a Conditional Use Request.

   Mr. Houg stated that the applicant is requesting a Conditional Use approval at 5200, 5220 and 5300 16th Avenue SW for Ground Floor Dwelling Units in a C-3, Regional Commercial Zone District. The 152 multi-family dwelling units are proposed within 2 4-story buildings, as well as 2 6-bay and 2 12-bay parking garages. Mr. Houg presented a Zoning Map, General Information, Aerial View, Site Development Plan, Landscape Plan, Renderings and stated that if approved this request will be considered by the Board of Adjustments on March 20, 2017.

   Following discussion, Commissioner Halverson called for a motion. Commissioner Peloquin made a motion to approve the Conditional Use for Ground Floor Dwelling Units 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.

   **Voting:** Adopted,
   
   6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
   0 Nays, Commissioners

2. **Case Name: 4625 Tower Terrace Road NE (Conditional Use)**

   Consideration of a Conditional Use for Outdoor Service Area in C-3, Regional Commercial Zone District for property as requested by HJD Investments LLC (Applicant/Titleholder)

   *Case No: COND-024438-2017; Case Manager: Dave Houg*

   A public hearing was presented for a Conditional Use at 4625 Tower Terrace Road NE. The applicant is requesting approval for Outdoor Service Area as part of a joint athletic facility (Twisters Gymnastics and Precision One Volleyball in a C-3, Regional Commercial Zone District. Mr. Houg presented a Location Map, General Information, Approved Site Development Plan, Proposed Outdoor Service Area and stated that this request would be presented to the Board of Adjustments at their March 20, 2017 Meeting.
Following discussion, Commissioner Halverson called for a motion. Commissioner Brown made a motion to approve the Conditional Use for Outdoor Service Area in a C-3, Regional Commercial Zone District. Commissioner Pankey seconded the motion.

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

Voting: Adopted,
6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
0 Nays, Commissioners

3. **Case Name: 8005 C Avenue NE (Preliminary Site Development Plan Extension)**

Consideration of a request to extended the expiration date of May 4, 2017 until May 3, 2018 for the approved Preliminary Site Development Plan for the proposed Hy-Vee Store west of C Avenue NE, south of East Main Street and north of Sheffield Drive NE requested by Hy-Vee, Inc.

*Case No: PSDP-024452-2017; Case Manager: Dave Houg*

Mr. Houg presented the City Planning Commission Criteria for Recommendation and Action for a Preliminary Site Development Plan Request

A public hearing was presented for a Preliminary Site Development Plan Extension for property at 8005 C Avenue NE from Hall & Hall Engineers, Inc. on behalf of Hy-Vee, Inc. which is scheduled to expire on May 3, 2017.

City staff has reviewed this time extension request and recommends approval subject to the conditions of the original Rezoning Ordinance No. 014-12 and the Preliminary Site Development Plan CPC Resolution No. CPC-92-050. Mr. Houg presented the Site Development Plan, Location Map, Renderings and Elevations.

Following discussion, Commissioner Halverson called for a motion. Commissioner Wilts 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.

Voting: Adopted,
6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
0 Nays, Commissioners

4. **Case Name: 5225, 5229, 5233, 5237, 5301 and 5305 Dostal Drive SW (Rezoning)**

Consideration of a change of zone from RMF-1, Multiple Family Residence Zone District to R-TN, Traditional Neighborhood Residence Zone District as requested by Thomas Dostal Developers, Inc. (Applicant/Titleholder)

*Case No: RZNE-024360-2017; Case Manager: Vern Zakostelecky*

Mr. Zakostelecky presented the City Planning Commission Criteria for Recommendation and Action for a Rezoning Request.
Mr. Zakostelecky state that the applicant is requesting rezoning of .63 acres of vacant land to allow for the development of 6 small lot single-family detached homes. The property is identified as “Urban Medium-Intensity” on the City’s Future Land Use Map in EnvisionCR, the City’s Comprehensive Plan. A site plan(s) are not included with the request. Site plans will be required at the time of application for building permits. Mr. Zakostelecky presented Location/Zoning Map, General Information and Aerial and stated the Public Hearing for this request will be on City Council on April 11, 2017.

Following discussion, Commissioner Pankey made a motion to approve the change of zone from RMF-1, Multiple Family Residence Zone District to R-TN, Traditional Neighborhood Residence Zone District. Commissioner King seconded the motion.

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

Voting: Adopted,
   6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
   0 Nays, Commissioners

5. Case Name: South of Wright Brothers Boulevard off Earhart Lane SW, east of I-380 and north of Walford Road (Rezoning) and A-J-B Addition (Major Preliminary Plat)

   a. Consideration of a change of zone from A, Agriculture Zone District to I-1, Light Industrial Zone District as requested by Hunter Companies LLC (Applicant) and A-J-B LP (Titleholder)

   Case No: RZNE-024389-2017; Case Manager: Vern Zakostelecky

Mr. Zakostelecky presented the City Planning Commission Criteria for Recommendation and Action for a Rezoning Request.

A Public Hearing was presented for a Rezoning of 88.3 acres of vacant land to allow for the development of light industrial uses. The property was annexed to the City in 2016. The property is identified as “Urban Medium-Intensity” on the City’s Future Land Use Map in EnvisionCR, the City’s Comprehensive Plan. A site plan(s) are not included with the request. Preliminary Site Development Plans will be required prior to development of the parcels. A preliminary plat has also been submitted for City Planning Commission review. Mr. Zakostelecky presented a Location/Zoning Map, General Information, Aerial and Preliminary Plat and stated that the Public Hearing at City Council was scheduled for April 11, 2017.

Leo E. Rigel, 9707 Club Road and Denise Votroubeck, 319 Walford Road stated their concerns about Stormwater issues that are present and how this rezoning will make things worse.

Following discussion, Commissioner Peloquin made a motion to approve the change of zone from A, Agriculture Zone District to I-1, Light Industrial Zone District. Commissioner Pankey seconded the motion.

Following additional discussion, Commissioner Halverson called for a vote on the motion.
Voting: Adopted,
6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
0 Nays, Commissioners

b. Consideration of a Major Preliminary Plat for A-J-B Addition in I-1, Light Industrial Zone District as requested by Hunter Companies, LLC (Applicant) and A-J-B LP (Titleholder)
   Case No: PRPT-024390-2017; Case Manager: Vern Zakostelecky

Following discussion, Commissioner Pankey made a motion to approve the preliminary plat in a proposed I-1, Light Industrial Zone District. Commissioner King seconded the motion.

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

Voting: Adopted,
6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
0 Nays, Commissioners

6. Case Name: 329 12th Avenue SE, 1217, 1221, 1223, 1225, 1229, 1231 and 1235 4th Street SE (Rezoning with a Preliminary Site Development Plan)

   Consideration of a change of zone from I-2, General Industrial Zone District to C-3, Regional Commercial Zone District as requested by Fusion Architects, LLC (Applicant) and 2025 Development Group, LLC (Titleholder)
   Case No: RZNE-024385-2017; Case Manager: Kirsty Sanchez

Mr. Zakostelecky presented the City Planning Commission Criteria for Recommendation and Action for a Rezoning Request.

Mr. Zakostelecky stated that this is a request to rezone a 51,233 s. f. parcel located at 329 12th Ave SE, 1217, 1221, 1223, 1225, 1229, 1231, and 1235 4th Street SE from I-2, General Industrial Zone District to C-3, Regional Commercial Zone District with a Preliminary Site Development Plan to allow for the construction of a four-story mixed-use building. The ground floor will be dedicated for retail/commercial uses. The 2nd and 3rd floors will have 9 units each and the 4th floor will have 4 units. The property is identified as “Urban-High Intensity” on the City’s Future Land Use Map in EnvisionCR, the City’s Comprehensive Plan. As such, the proposed mixed-uses are suitable for the site. Mr. Zakostelecky presented Location/Zoning Map, General Information, Aerial, View from 12th Avenue SE, View from 4th Street SE, Zoning Map, Site Development Plan, Renderings and stated that the Public Hearing will be held on the April 11, 2017 City Council Meeting.

Taylor Bergen, 1100 3rd Street SE and Jennifer Pruden, 101 16th Avenue SW voiced their concerns about the lack of parking in the NewBo District that this project will create.

Following discussion, Commissioner Pankey made a motion to approve the change of zone from I-2, General Industrial Zone District to C-3, Regional Commercial Zone District with a Preliminary Site Plan. Commissioner Peloquin seconded the motion.
Further discussion was held; Commissioner Halverson called for a vote on the motion.

Voting: Adopted,
6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
0 Nays, Commissioners

7. **Case Name: 428, 432, 500 and 502 F Avenue NW and 427, 431, 435 and 437 G Avenue NW (Rezoning with a Preliminary Site Development Plan)**

Consideration of a change of zone with a preliminary site development plan from RMF-2, Multi-Family Residence Zone District, R-3, Single Family Residence Zone District and R-TN, Traditional Neighborhood Residence Zone District to PUD-2, Planned Unit Development Two Zone District as requested by Matthew 25, Inc. (Applicant/Titleholder)

*Case No: RZNE-024398-2017; Case Manager: Kirsty Sanchez*

Mr. Zakostelecky presented the City Planning Commission Criteria for Recommendation and Action for a Rezoning Request.

This is a request to rezone a total of 44,799 s. f. located at 428, 432, 500, & 502 F Avenue NW and 423, 427, 431, 435, & 437 G Avenue NW RMF-2, Residential Multi-Family Zone District, R-3, Single-Family Residence Zone District, and R-TN, Traditional Neighborhood Residence Zone District to PUD-2, Planned Unit Development Zone District with a Preliminary Site Development Plan to allow for the construction of an outdoor kitchen with pergola, garage with restrooms, greenhouse and pavilion. The property is identified as “Urban-High Intensity” on the City’s Future Land Use Map in EnvisionCR, the City’s Comprehensive Plan. As such, the proposed uses are suitable for the site. Mr. Zakostelecky presented General Information, Aerial, View from F Avenue NW, View from G Avenue NW, Zoning Map, Site Development Plan, Renderings and stated that a Public Hearing will be held on April 11, 2017 at City Council.

Following discussion, Commissioner Brown made a motion to approve the change of zone from RMF-1, Multiple Family Residence Zone District, R-3, Single Family Residence Zone District and R-TN, Traditional Neighborhood Residence Zone District to PUD-2, Planned Unit Development Two Zone District with a Preliminary Site Plan. Commissioner Wilts seconded the motion.

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

Voting: Adopted,
6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
0 Nays, Commissioners

8. **EnvisionCR 2017 Initiatives Update Report - Adam Lindenlaub**

Mr. Lindenlaub stated that as part of the implementation of EnvisionCR, a review of the Initiatives (actions to be taken by the City to address the goals of EnvisionCR) is conducted every year. The purpose of this review is twofold. First, the review allows the City to track and share the progress of implementing EnvisionCR. And second, the review helps City
Departments prepare for the upcoming budget development process. The Initiatives Evaluation and Review report provides a status summary of the Initiatives, a summary of 2016 accomplishments, a preview of 2017 planned activities, and finally the Initiatives update.

Following discussion, Commissioner Halverson called for a motion. Commissioner Wilts made a motion to approve the EnvisionCR 2017 Initiatives Update Report. Commissioner Peloquin seconded the motion.

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

Voting: Adopted,
6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
0 Nays, Commissioners

9. EnvisionCR Element Update - Adam Lindenlaub

Mr. Lindenlaub stated that since EnvisionCR is a living document and key to the success of implementing, it is a continuous review process. This is done in two phases. As discussed previously, the first phase is the annual review of the Initiatives. The second phase is a review of two Elements every year. The first two Elements to be reviewed are StrengthenCR and InvestCR. These were examined by City Departments for the following:

- Changes to the Element Goals
- Changes to the Element Initiatives
- Changes to the Element text

Based on the review there were no major changes discovered that would impact the Goals and Initiatives of the two Elements. A summary of minor changes is below:

- Update to the Registered Neighborhood Map
- Added discussion on the City’s new Historic Preservation Plan and updated the National Register of Historic Places Listed Districts information and map
- Updated the text to reflect new information from the most recent housing needs analysis report

Following discussion, Commissioner Halverson called for a motion. Commissioner Pankey made a motion to approve the EnvisionCR Element Update. Commissioner Peloquin seconded the motion.

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

Voting: Adopted,
6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
0 Nays, Commissioners

10. EnvisionCR: Annual Future Land Use Map Amendments - Seth Gunnerson
Mr. Gunnerson stated that EnvisionCR is intended to be a living document that is refreshed annually. As part of this process, staff has identified a number of changes to the Future Land Use Map which are described in this memo.

The Future Land Use Map is a component of EnvisionCR which helps direct the future growth of the community, both in terms of redevelopment of existing areas of town and expansion into currently unincorporated areas. Various Land Development actions, such as rezoning, plats, and site plans should conform to the Future Land Use Map and the specific requirements for each Land Use Typology Area (LUTA) defined within the GrowCR element of the plan.

The individual changes in the proposed amendment fall into three broad categories:

1. Correcting errors or omissions that have been identified in the map.
2. Amending the map as a result of studies or plans that have been completed during the year.
3. Updating the map to better reflect the reality of land use in the City as it changes from year to year.

Following discussion, Commissioner Halverson called for a motion. Commissioner Brown made a motion to approve the Annual Future Land Use Map Amendments. Commissioner Wilts seconded the motion.

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

Voting: Adopted,

   6 Ayes, Commissioners Halverson, Pankey, Wilts, King, Brown, and Peloquin
   0 Nays, Commissioners

The meeting was adjourned at 4:31pm

Respectfully Submitted,

Betty Sheets, Administrative Assistant
Community Development and Planning Department