MINUTES
CITY PLANNING COMMISSION MEETING
Thursday, February 21, 2019@ 3:00 PM
City Hall Council Chambers
101 First Street SE, Cedar Rapids, IA 52401

Members Present:  Jim Halverson
Richard Pankey
Virginia Wilts
Amy Homan
Lisa Peloquin
Daniel Seufferlein
Kim King

Members Absent:  Karl Cassell, Samantha Dahlby

DSD Staff:  Vern Zakostelecky, Zoning Administrator

CD Staff:  Seth Gunnerson, Planner
Sylvia Bochner, Planner
Charlie Nichols, Planner

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

Seven (7) 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 minutes from the January 31, 2019 meeting stand approved.

B. Adoption of the Agenda

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City program, service, or activity, should contact Dani Blin at 319 286-5780 or email da.blin@cedar-rapids.org as soon as possible but no later than 48 hours before the event.
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:** 1901 42nd Street SE (Preliminary Plat)  
   *PRPT-028261-2019; Case Manager: Vern Zakostelecky*

   Consideration of a Preliminary Plat for Frake’s Deer Run Woods Addition in an S-RLL, Suburban Residential Large Lot District as requested by Colleen M. and Jeffery L. Frake (Applicant).

   No objectors were present. No written objections were filed.

   After discussion, Commissioner King made a motion to approve the Preliminary Plat. Commissioner Homan seconded the motion.

   Result: Approved  
   7 Ayes, Commissioners: Halverson, Pankey, Wilts, Homan, Peloquin, Seufferlein, King

2. **Envision CR Element Updates**  
   *Presenters: Sylvia Bochner and Charlie Nichols, Community Development*

   Staff reviewed the purpose, structure, implementation plan, timeline, element review and update process for this year for GrowCR and ConnectCR.

   Outlined Comprehensive Plan text amendment Review Criteria.

   After discussion, Commissioner Peloquin made a motion to approve the Envision CR Element Updates. Commissioner Pankey seconded the motion.

   Result: Approved  
   7 Ayes, Commissioners: Halverson, Pankey, Wilts, Homan, Peloquin, Seufferlein, King

3. **Zoning Code Updates**
Staff reviewed background and included information on frequent update process with include:
Correction of errors and clarification of wrong wording
Use specific standards
  • Group Home/Assisted Living – Recommending a new category for up to 8 residents
  • Align “Group Large Home and Assisted Living to be permitted in Multi-Use Districts
  • Add language regarding removal of Accessory structure within 120 days
  • Parking – Include clear definition for driveway and explain that parked cars shall not obstruct sidewalks
  • Mobility and connectivity – Traffic impact to be done by a professional engineer and include language that addresses pedestrian traffic
  • Site and Structure Standards
  • Landscaping and Street Side Landscaping
  • Administrative Procedures
  • Recommendations and next steps

The Commission asked that they receive quarterly reports of Administrative Adjustments for educational purposes.

After discussion, Commissioner Wilts made a motion to approve the Zoning Code Updates. Commissioner Seufferlein seconded the motion.

Result:  Approved
7 Ayes, Commissioners: Halverson, Pankey, Wilts, Homan, Peloquin, Seufferlein, King

The meeting adjourned at 3:36 pm
Respectfully Submitted,

Dani Blin, Administrative Assistant
Development Services Department