MINUTES
CITY PLANNING COMMISSION MEETING
Thursday, August 29, 2019 @ 3:00 PM
City Hall Council Chambers
101 First Street SE, Cedar Rapids, IA 52401

Members Present: Jim Halverson
Linda Langston
Kim King
Lisa Peloquin
Samantha Dahlby
Virginia Wilts
Amy Homan
Daniel Seufferlein

Members Absent: Karl Cassell

DSD Staff: Dave Houg, Zoning Coordinator

CD Staff: Seth Gunnerson, Planner II
Sylvia Bochner, Planner I
Adam Lindenlaub, Planner III
Caleb Mason, Economic Development Analyst

Call Meeting to Order

The meeting was called to order at 3:01 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 minutes from the August 8, 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: 3412 Oakland Road NE (Major Design Exception)  
   ADMD-029380-2019; Case Manager: Dave Houg

A public hearing was held to consider a Major Design Exception for reduced front yard setback and 50% reduction of the required parking lot screening in an S-RM1, Suburban Residential Medium Single Unit as requested by Primus Companies (Applicant) and Cedar Rapids Bible Chapel (Titleholder).

No objectors were present. One written objections were filed.

After discussion, Commissioner Langston made a motion to approve the Major Design Exception with the following conditions:

1. Prior to construction the property owner shall obtain appropriate building permits.
2. Said lots are to be combined so as to constitute a single zoning lot.
3. Should the lack of screening be deemed a problem by the City, the property will be brought into compliance with the screening requirements in effect at such time.

Commissioner Dahlby seconded the motion.

Result: Approved
8 Ayes, Commissioners: Halverson, Langston, King, Peloquin, Dahlby, Homan, Wilts, Seufferlein

2. Chapter 32, Zoning, Amendment  
   Presenter: Seth Gunnerson

Clarifying requirements for temporary signage during election events.

After discussion, Commissioner Peloquin made a motion to approve the Chapter 32, Zoning Amendment.

Commissioner Langston seconded the motion.

Result: Approved
8 Ayes, Commissioners: Halverson, Langston, King, Peloquin, Dahlby, Homan, Wilts, Seufferlein


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Staff presented an overview on the Bever Woods Intensive Survey and communicated that the project is a top priority for the Historic Preservation Society. The proposed boundary lines were reviewed, along with the planned public outreach efforts. Staff highlighted that the project will be partially funded by a grant.

4. 6th Street SW Corridor Action Plan

Presenter: Sylvia Bochner

Staff presented an overview and communicated that EnvisionCR has identified the 6th Street SW corridor as a priority road for improvements. Proposed boundaries and maps were reviewed as were the proposed improvements, including sidewalk plans. Staff outlined the planned public input meetings as well as the next steps for the plan to move forward.

5. Czech Village/ NewBo Area Action Plan Update

Presenter: Adam Lindenlaub

Staff presented information about the six area organizations in the Czech Village/Newbo area that were a part of the Summit and reviewed the boundary map and action plans with the Commission. The role and members of the Advisory Group were revealed as were the common themes and additional considerations heard during the Advisory Group kick-off meeting. Staff informed the Commission of the various workshops (Sinclair site design, Visioning, Geographic mapping exercise) that took place, and the draft concepts that were the result of those workshops. There will be an open house held on September 18th, and a preliminary plan timeline calls for the City Council to adopt the Action plan in November/December.

6. REM Mentor Urban Renewal Area Plan

Presenter: Caleb Mason

Consideration regarding conformity of the proposed REM Mentor Urban Renewal Area Plan with the City’s Comprehensive Plan

After discussion, Commissioner King made a motion to approve the REM Mentor Urban Renewal Area Plan

Commissioner Peloquin seconded the motion.

Result: Approved
8 Ayes, Commissioners: Halverson, Langston, King, Peloquin, Dahlby, Homan, Wilts, Seufferlein

The meeting adjourned at 3:52 pm
Respectfully Submitted,

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