AGENDA
CITY PLANNING COMMISSION MEETING
Thursday, February 2, 2017 @ 3:00 PM
City Hall Council Chambers
101 First Street SE, Cedar Rapids, IA 52401

Call Meeting to Order

Roll Call

A. Approval of the Minutes

B. Adoption of the Agenda

C. Action Items

1. Case Name: 1030 Old Marion Road NE (Rezoning with a Preliminary Site Development Plan and Conditional Use)
   a. Consideration of a change of zone with a preliminary site development plan from C-2, Community Commercial Zone District to O-S, Office/Service Zone District as requested by PRG Group, LLC (Applicant/Titleholder)
      Case No: RZNE-024179-2016; Case Manager: Kirsty Sanchez
   
   b. Consideration of a Conditional Use Request for Self Service Storage in a O-S, Office/Service Zone District as requested by PRG Group, LLC (Applicant/Titleholder)
      Case No: COND-024229-2016; Case Manager: Kirsty Sanchez
MINUTES OF
CITY PLANNING COMMISSION MEETING,
Thursday, January 12, 2017 @ 3:00 p.m.

Cedar Rapids City Hall Council Chambers, 101 First Street SE

Members Present: Richard Pankey, Vice Chair
Virginia Wilts
Dominique Blank
Anthony Brown
Karl Cassell
Lisa Peloquin

Members Absent: Jim Halverson
Samantha Dahlby
Kim King

DSD Staff: Dave Houg, Plats & Zoning Conditions Coordinator
Kirsty Sanchez, Development Services Project Planner

CD Staff: Seth Gunnerson, Planner
William Micheel, Assistant Director
Caleb Mason, Economic Development Analyst
Betty Sheets, Administrative Assistant

City Council Liaison: Justin Shields

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 six (6) Commissioners present.
A. Approval of the Minutes

Commissioner Pankey called for any additions or corrections to the minutes. Commissioner Pankey stated with no additions or corrections, the January 5, 2017. Minutes stand approved.

B. Adoption of the Agenda

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

C. Action Items

1. Case Name: La Hacienda Stradt Addition (Preliminary Plat)

   Consideration of a Major Preliminary Plat in R-3, Single Family Residence Zone District for property at 1525 Hollywood Boulevard NE as requested by Adam Stradt Property LLC (Applicant) and Apple Kids CR, LLC (Titleholder)
   Case No: PRPT-024128-2016; Case Manager: Dave Houg Canceled at the Applicants request

2. Case Name: 4420 Center Point Road NE (Conditional Use)

   Consideration of a Conditional Use Request for Day Care Center in a R-3, Single Family Residence Zone District as requested by The Robyns Nest (Applicant) and St. Andrews Evangelical Lutheran (Titleholder)
   Case No: RZNE-024175-2016; Case Manager: Dave Houg

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

Mr. Houg stated that this was a Conditional Use request at 4420 Center Point Road NE. The applicant is requesting approval for Day Care Center in a R-3, Single Family Residence Zone District. Mr. Houg presented General Information, Zoning Map, Aerial View and View from Center Point Road NE, View from Walker Street NE and a Site Development Plan. Mr. Houg said that if approved the Board of Adjustments would consider this Conditional Use at its meeting on February 13, 2017.

Following discussion, Commissioner Pankey called for a motion. Commissioner Peloquin made a motion to approve the request for a Conditional Use for Day Care Center in an R-3, Single Family Residence Zone District. Commissioner Brown seconded the motion.

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

Voting: Adopted, 6 Ayes, Commissioners Pankey, Wilts, Blank, Brown, Cassell, and Peloquin 0 Nays
3. Case Name: 3333 1st Avenue SE (Preliminary Site Development Plan)

Consideration of a Preliminary Site Development Plan in a C-3, Regional Commercial Zone District as requested by Ross R. and Donna R. Neal (Applicant/Titleholder)

Case No: PSDP-024166-2016; Case Manager: Kirsty Sanchez

Ms. Sanchez presented the City Planning Commission Criteria for Recommendation and Action for a Preliminary Site Development Plan.

Ms. Sanchez stated the applicant is requesting Preliminary Site Development Plan approval for the property located at 3333 1st Avenue SE. The proposal is to construct a 1,536 sq. ft. single-story addition to the rear of the existing 1,344 sq. ft. building. The property is zoned C-3, Regional Commercial Zone District.

The proposed use and development plan are consistent with the intent and purposes of EnvisionCR, the Comprehensive Plan. The proposed development area is shown as “Urban – High Intensity” on the Future Land Use Map in the Comprehensive Plan. Ms. Sanchez presented a Location Map, General Information, Aerial, View from 1st Avenue SE, View from 34th Street SE, a 1990 Previously approved Preliminary Site Plan, Site Plan, Renderings and Recommended Conditions.

Following discussion, Commissioner Pankey called for a motion. Commissioner Cassell made a motion to approve the Preliminary Site Development Plan in a C-3, Regional Commercial Zone District with the first condition already met. Commissioner Peloquin seconded the motion.

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

Voting: Adopted, 6 Ayes, Commissioners Pankey, Wilts, Blank, Brown, Cassell, and Peloquin 0 Nays

4. Case Name: 5050 18th Avenue SW (Rezoning with a Preliminary Site Development Plan)

Consideration of a change of zone with a preliminary site development plan from A, Agriculture Zone District to I-1, Light Industrial Zone District as requested by Mike Dawson (Applicant) and Ortman Properties, L.L.C. (Titleholder)

Case No: RZNE-024178-2016; Case Manager: Kirsty Sanchez

Ms. Sanchez presented the City Planning Commission Criteria for Recommendation and Action for a Rezoning with a Preliminary Site Development Plan.

Ms. Sanchez stated this is a request to rezone an 87,825 sq. ft. parcel from A, Agriculture Zone District to I-1, Light Industrial Zone District with a Preliminary Site Development Plan to allow for the construction of two buildings to be used as contractor shops. 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 use and density are suitable for the site. Ms. Sanchez presented a Location Map, General Information, Aerial, View from 18th Street SW, Zoning Map, Site Plan and Renderings. City Council will consider a public hearing at their meeting on February 14, 2017.
Following discussion, Commissioner Pankey called for a motion. Commissioner Cassell made a motion to approve the Rezoning with a Preliminary Site Plan from A, Agriculture Zone District to I-1, Light Industrial Zone District. Commissioner Wilts seconded the motion.

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

Voting: Adopted, 6 Ayes, Commissioners Pankey, Wilts, Blank, Brown, Cassell, and Peloquin 0 Nays

5. Consider of a recommendation to City Council for adoption of the Mt. Vernon Road Corridor Action Plan and its inclusion in EnvisionCR

Adam Lindenlaub, Community Development and Planning

Bill Micheel, Community Development Assistant Director stated that he was presenting this item in place of Adam Lindenlaub.

Mr. Micheel stated that this was the City’s first sub area plan. The purpose of this and all corridor plans are to identify actions that can spur private investment by identifying Aesthetic improvements, Opportunities for quality development/redevelopment, Placemaking opportunities and Pedestrian and bicycle improvements. There are unique areas of our city, what is unique about them, what we want to preserve, what we want to enhance and what of that study area could use some transformation. These were all identified as we worked on the plan.

Mr. Micheel went on to say that there were many public involvements which included: Stakeholder Meetings, Online Survey, Vision Workshop with over 200 attending, an Open House with over 80 attending and another Open House with over 90 attending.

Mr. Micheel stated that the plan is laid out in three focus areas which included Circulation, Lane Use and Character which came out of the comments that came out of the three public meetings that were held. Goals within each of the areas included improving traffic circulation and safety, increasing walkability and safety for pedestrians and bicyclists under Circulation, promoting new retail development and redevelopment along the corridor and encouraging neighborhood scale and neighborhood scale and neighborhood friendly uses under Land Use and Improving the aesthetic appeal of the corridor, Celebrating the historical significance of the corridor as well as Reducing visual clutter along the corridor under Character goals.

Mr. Micheel stated there were 23 City led action steps to help the City achieve those goals. Each has a timeframe for beginning and approval of plan and inclusion in EnvisionCR starting within one year, starting within 2 to 3 year or starting within 5 years.

Mr. Micheel said the next steps would be consideration by the Development Committee on January 18, 2017 and then City Council consideration on January 24, 2017.

Commissioner Blank asked how many cross walks would be included in the plan. Mr. Micheel stated that the road right of way cross section that is being standardized throughout the corridor considers the ease of pedestrians moving at key intersections and at a minimum of 4 crosswalks.
Commissioner Peloquin stated that this is great work and the level of analysis is highly readable and shows actionable steps and congratulations to the Consultants and but especially to the City staff.

Commissioner Cassell also stated job well done.

Commissioner Wilts said she has heard this from a number of people and a nice addition. Commissioner Pankey sees the suggestion for medians at 15th and 19th and it gives him concern for the navigation particularly at 19th if it does not allow a person who is traveling north on 19th to turn left or go west you must turn right and sashay around through the neighborhood to get back on 19th has concerns that it will have undo traffic in some of those residential areas. In this process are there more severe recommendations as far as realignment of 19th or cost factors and acquiring properties. Mr. Micheel stated this identified one of two issues that received the most comments from citizens and advisory group. There is a longer term plan for this. We were not able to implement the plan without condemning property and increase the size of the road right of way. The advisory commission had a lot of discussion about traffic diversion. The traffic analysis that was done demonstrated that the level of service or congestion pushes cars into adjacent neighborhoods. This was a stop gap measure.

Commissioner Pankey asked if there was anyone from the public who wished to speak. No member of the public was present to speak.

Following discussion, Commissioner Pankey called for a vote on the motion. Commissioner Blank made a motion for adoption of the Mt. Vernon Road Corridor Action Plan and its inclusion in EnvisionCR. Commissioner Cassell seconded the motion

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

Voting: Adopted, 6 Ayes, Commissioners Pankey, Wilts, Blank, Brown, Cassell, and Peloquin 0 Nays

The meeting was adjourned at 3:43 PM

Respectfully Submitted,

Betty Sheets, Administrative Assistant
Community Development and Planning Department
STAFF REPORT TO CITY PLANNING COMMISSION
Rezoning with a Preliminary Site Development Plan

CPC Date: February 2, 2017

To: City Planning Commission
From: Development Services Department

Applicant: PRG Group, LLC
Titleholder: PRG Group, LLC

Location: 1030 Old Marion Road NE
Request: Consideration of a change of zone from C-2, Community Commercial Zone District to O-S, Office Service Zone District with a Preliminary Site Development Plan

Case Manager: Kirsty Sanchez, Development Services Project Planner
Case Number: RZNE-024179-2016

BACKGROUND INFORMATION:
This is a request to rezone a 37,500 s. f. portion of the parcel located at 1030 Old Marion Road NE from C-2, Community Commercial Zone District to O-S, Office/Service Zone District with a Preliminary Site Development Plan to allow for the construction of self-service storage units. The property is identified as “Urban-Medium Intensity” on the City’s Future Land Use Map in EnvisionCR, the City’s Comprehensive Plan. As such, commercial and medium density uses are suitable.

The Preliminary Site Development Plan as submitted includes the following:
- Total lot size – 37,500 sq. ft.
- 50 storage units – 11,000 sq. ft. GFA
- Total parking – 17 spaces provided, 26 required

FINDINGS:
Section 32.02.030.C.5.e of the Zoning Ordinance requires the City Planning Commission to review the application based on the following criteria:

1. Whether the amendment is required to correct a technical mistake in the existing zoning regulations.

Staff Comments: This amendment is not to correct a technical mistake on the existing Zoning Map.
2. Whether the amendment is consistent with the Future Land Use Policy Plan and other elements of the Comprehensive Plan.

*Staff Comments:* The subject property is shown as “Urban-Medium Intensity” on the Future Land Use Map (FLUM) in EnvisionCR, the City’s Comprehensive Plan. The requested zone change is in accord with the FLUM.

a) FORM/USE/INTENSITY CHARACTERISTICS:
   i. Residential densities from 4 to 24 units/acre are allowed.
      *Staff Comments:* Not applicable to request.
   
   ii. Non-residential or mixed use FAR is maxed at 1.0.
      *Staff Comments:* The FAR is 0.3.
   
   iii. Shared parking is encouraged to reduce land used as parking areas.
       *Staff Comments:* Parking is being shared with the existing auto repair shop. 26 spaces are required, 17 are being provided. Applicant is requesting a variance for reduced parking.
   
   iv. Should generally have good access to freeways, highways arterials & transit, while still being designed around pedestrians.
       *Staff Comments:* There is an existing sidewalk that the applicant is providing access to. Access to the site is provided via Old Marion Road NE, a minor arterial.
   
   v. A high-connectivity grid pattern should be used to expand viable locations for higher intensity land uses, resulting in greater integration of land uses.
       *Staff Comments:* Not applicable to request.

b) COMPATIBILITY CHARACTERISTICS:
   i. Different land uses can be close together because high levels of service, design, and amenities take into account these juxtapositions and make appropriate accommodations.
      *Staff Comments:* The property is adjacent to single-family homes, a sewing shop, Discovery Living, an ice cream shop, an automotive repair shop, and a restaurant/bar. A large multi-family apartment complex is located across the street. The proposed rezoning and accompanying Preliminary Site Development Plan include a 25 foot rear yard buffer and a 25 foot side yard buffer from office-service uses, per the requirements for Self-Service Storage facilities. Landscaping and fencing will be used to provide screening between the different land uses.
   
   ii. Form and design rule and performance regulations address aesthetic and functional compatibility.
      *Staff Comments:* Elevations will be included in the presentation to City Planning Commission as part of the public hearing. Proposed development must meet the city’s Commercial Design Guidelines as well as the Use Specific Standards for self-service storage facilities.
iii. Industrial uses may be allowed with requirements that they mitigate any anticipated negative impacts on adjacent land uses and that they are located on arterial streets or rail lines.
*Staff Comments:* Not applicable to this proposal.

iv. Land uses should be fully integrated horizontally and mixed vertically, resulting in complementary and alternating times of use and the ability to share parking areas.
*Staff Comments:* Not applicable to request.

v. Higher levels of urban amenities are necessary to offset the area's intensity level and enhance livability.
*Staff Comments:* The proposed development is located near restaurants, housing, and an automotive repair shop.

3. Whether the amendment is consistent with the characteristics of the surrounding area, including any changing conditions.

*Staff Comments:* The property is adjacent to single-family homes, a sewing shop, Discovery Living, an ice cream shop, an automotive repair shop, and a restaurant/bar.

4. Whether the property is suitable for all of the uses permitted in the proposed district.

*Staff Comments:* Staff does not consider this use to be the highest and best use for the area, however self-service storage facilities are permitted within the proposed O-S, Office Service Zone District.

5. Whether the proposed amendment will protect existing neighborhoods from nearby development at heights and densities that are out of scale with the existing neighborhood.

*Staff Comments:* The proposed rezoning and accompanying Preliminary Site Development Plan include a 25 foot rear yard buffer and a 25 foot side yard buffer from office-service uses, per the requirements for Self-Service Storage facilities. Landscaping and fencing will be used to buffer neighbors from the development.

6. Whether facilities and services (including sewage and waste disposal, water, gas, electricity, police and fire protection, and roads and transportation, as applicable) will be available to serve the subject property while maintaining adequate levels of service to existing development.

*Staff Comments:* Facilities and services are already in place. Adequate levels of services to the existing development will not be affected.

**NEXT STEPS:**

The City Planning Commission may approve the request as is, add conditions, or table the request (Chapter 32.02.020.1).
STAFF REPORT TO CITY PLANNING COMMISSION
Conditional Use

CPC Date: February 2, 2017
To: City Planning Commission
From: Development Services Department
Applicant: PRG Group, LLC
Titleholder: PRG Group, LLC
Location: 1030 Old Marion Road NE
Request: Consideration of Conditional Use approval for a Self-Service Storage in an O-S, Office Service Zone District
Case Manager: Kirsty Sanchez, Development Services Project Planner
Case Number: COND-024229-2016

BACKGROUND INFORMATION:
This is a request to construct 50 self-service storage units within an O-S, Office Service Zone District.

The site details are as follows:
- Total lot size – 37,500 sq. ft.
- 50 storage units – 11,000 sq. ft. GFA
- Total parking – 17 spaces provided, 26 required

FINDINGS:
Section 32.02.030.D. of the Zoning Ordinance requires the City Planning Commission to review the application based on the following criteria:

1. That the Conditional Use applied for is permitted in the district within which the property is located.
   Staff Comments: The applicant is requesting a Rezoning and Conditional Use to allow for the construction of self-service storage facilities in an O-S, Office Service Zone District. Self-service storage is permitted as a conditional use within the O-S, Office Service zone district. The Conditional Use is contingent upon City Council approval of the Rezoning.
2. That the proposed use and development will be consistent with the intent and purpose of this Ordinance and with the Future Land Use Policy Plan and other elements of the Comprehensive Plan.

   *Staff Comments:* The Future Land Use Map of the City’s Comprehensive Plan designates the property and surrounding area as Urban Medium-Intensity. The use proposed is allowed within this Land Use Typology Area (LUTA).

3. That the proposed use and development will not have a substantial adverse effect upon adjacent property, and the character of the neighborhood, traffic conditions, parking, utility and service facilities, and other factors affecting the public health, safety, and welfare.

   *Staff Comments:* Surrounding properties are a mix of commercial and residential uses. The proposed conditional use is not expected to have substantial adverse effects upon adjacent properties.

4. That the proposed development or use will be located, designed, constructed and operated in such a manner that it will be compatible with the immediate neighborhood and will not interfere with the orderly use, development and improvement of surrounding property.

   *Staff Comments:* The development is expected to be compatible with the immediate neighborhood. The preliminary site development plan includes a 25 foot rear yard buffer and a 25 foot side yard buffer from office-service uses, per the requirements for Self-Service Storage facilities. Landscaping and fencing will be used to provide screening between the different land uses.

5. That adequate measures have been or will be taken to assure adequate access designed to minimize traffic congestion and to assure adequate service by essential public services and facilities including utilities, storm water drainage, and similar facilities.

   *Staff Comments:* The property will be served adequately by the facilities and services present.

6. That the proposed building, development, or use will comply with any additional standards imposed on it by provisions of this Ordinance for the district in which the property is located.

   *Staff Comments:* The applicant has agreed to the additional conditions listed below.

7. Whether, and to what extent, all reasonable steps possible have been, or will be, taken to minimize any potential adverse effects on the surrounding property through building design, site design, landscaping, and screening.

   *Staff Comments:* The project will be required to meet all applicable zoning requirements. The plan also specifies that no outdoor storage will occur.

**NEXT STEPS:**
The City Planning Commission may approve the request as is, add conditions, or table the request (Chapter 32.02.020.I).