MINUTES
CITY PLANNING COMMISSION MEETING
Thursday, July 18, 2019@ 3:00 PM
City Hall Council Chambers
101 First Street SE, Cedar Rapids, IA 52401

Members Present:  Jim Halverson
Linda Langston
Karl Cassell
Kim King
Lisa Peloquin
Amy Homan
Daniel Seufferlein

Members Absent:  Samantha Dahlby, Virginia Wilts

DSD Staff:  Dave Houg, Zoning Coordinator
Vern Zakostelecky, Zoning Administrator
Sandy Pumphrey, Development Services Assistant Manager

CD Staff:  Caleb Mason, Economic Development Analyst

Call Meeting to Order

The meeting was called to order at 3:02p.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.

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 June 27, 2019 meeting 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. **West Side Corporate Park Urban Renewal Area Plan**  
   *Presenter: Caleb Mason*
   
   Consideration regarding conformity of the proposed West Side Corporate Park Urban Renewal Area Plan with the City’s Comprehensive Plan.

   1 objector was present. No written objections were filed.

   City Staff provided background details regarding the West Side Corporate Park Urban Renewal Area Plan and reviewed the EnvisionCR Goals as it relates to this Plan and shared the timeline and next steps.

   After discussion, Commissioner Homan made a motion to approve the amendment to the Urban Renewal Area Plan.

   Commissioner Cassell seconded the motion.

   Result: Approved  
   7 Ayes, Commissioners: Halverson, Langston, Cassell, King, Peloquin, Homan, Seufferlein

2. **Case Name: 62 16th Avenue SW (Conditional Use)**  
   *COND-028960-2019; Case Manager: Dave Houg*
   
   A public hearing was held to consider a Conditional Use an expansion of outdoor service area in a U-VG, Urban Village General District as requested by Michael Flack (Applicant).

   No objectors were present. No written objections were filed.

   After discussion, Commissioner King made a motion to approve the Conditional Use with the following conditions:

   1. The outdoor service area shall be clearly delineated by a fence, wall or similar feature that meets the design guidelines for the zone district. Chain link fence or temporary fencing shall not be permitted.
   2. The service area is subject to the licensing requirement of chapter 51 of the municipal code.
   3. Municipal code chapter 60a surveillance cameras for businesses requires installation of a video surveillance systems.

   Commissioner Langston seconded the motion.

   Result: Approved  
   7 Ayes, Commissioners: Halverson, Langston, Cassell, King, Peloquin, Homan, Seufferlein

3. **Case Name: 8205 6th Street SW (Rezoning)**  
   *RZNE-028937-2019; Case Manager: Vern Zakostelecky*

   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.
A public hearing was held to consider a Rezoning from A-AG, Agriculture District to an I-GI, General Industrial District as requested by 380 Commerce Park, LLC (Applicant) and Janice J. & Nicholas Horack (Titleholder).

No objectors were present. No written objections were filed.

After discussion, Commissioner King made a motion to approve the Rezoning with the following conditions:

1. This site shall be developed in compliance with the provisions of the Flood Plain Management Ordinance.
2. Proposed improvements must be reviewed by the Eastern Iowa Airport & FAA.
3. Applicant is encouraged to review Municipal Code Chapter 60A Surveillance Cameras for Businesses and verify whether the proposed business establishment(s) will be required to install video surveillance systems.
4. At the Administrative Plan stage a lighting plan with photometrics to demonstrate minimal lighting impact at property lines will be required. All lighting shall be of a type, design and placement, and also be shielded in a manner to minimize impact on residential properties or uses adjacent to or immediately across the street as per Subsection 32.04.07 of the Zoning Ordinance.
5. Dumpster, garbage, or trash enclosure(s) shall be screened per Subsection 32.04.06.K.2.e. of the Zoning Ordinance.
6. Landscaping and buffering/screening shall be provided per the Zoning Ordinance, Subsection 32.04.06.
7. ADA handicap parking needs to be provided per code.
8. Sites will need to comply with off-street parking requirement per the Zoning Ordinance, Subsection 32.04.02.
9. For principal structure 50-years old or older Historic Preservation Commission review is required.
10. The existing structures must be removed under appropriate permit and inspections conducted and approved.
11. That all parking spaces, drives, aisles, turnarounds, and loading areas be hard surfaced per provisions of the Zoning Ordinance, Subsection 32.04.02.L.
12. Roof-mounted, wall-mounted and ground-mounted mechanical equipment shall be screened per Subsection 32.04.06.K. of the Zoning Ordinance.
13. Provide peak hour trip generation calculations to determine level of traffic impact analysis required for this site per City Code 32.04.03.C.

Commissioner Cassell seconded the motion.

Result: Approved
7 Ayes, Commissioners: Halverson, Langston, Cassell, King, Peloquin, Homan, Seufferlein

4. Case Name: 8205 6th Street SW (Future Land Use Amendment) FLUMA-029074-2019; Case Manager: Vern Zakostelecky

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A public hearing was held to consider a Future Land Use Amendment from the U-MI, Urban Medium Intensity to I, Industrial as requested by 380 Commerce Park, LLC (Applicant) and Janice J & Nicholas Horak (Titleholder). 

No objectors were present. No written objections were filed.

After discussion, Commissioner Langston made a motion to approve the Future Land Use Map Amendment. Commissioner Seufferlein seconded the motion.

Result: Approved
7 Ayes, Commissioners: Halverson, Langston, Cassell, King, Peloquin, Homan, Seufferlein

5. Case Name: Vacant land south of Otis Road SE & east of Prairie Park Fishery Road SE (Essential Service) 
   PSDP-028113-2018; Case Manager: Sandy Pumphrey

A public hearing was held to consider an essential service rail yard in an R-1, Single Family Residence Zone District as requested by Cargill, Inc. (Applicant) and Gregory Baird and James & Mary O’Connor Trust (Titleholders).

22 objectors were present. 26 written objections were filed.

After discussion, Commissioner Homan made a motion to approve the Essential Service Railroad with the following amended Conditions.

1. The railyard shall operate within limited hours of operation (7am to 7pm Central Time, 7 days a week). Up to 10 exceptions to this each year shall be granted for unforeseen circumstances such as making up for inclement weather and operational breakdowns. Each instance of operations occurring outside of the standard hours shall be documented by the applicant, and the record made available to an enquirer upon request. Cargill will define the “exceptions” that may arise as part of their operation and will assign typical time estimates that would be required that correlate with those exceptions.

2. Noise shall be limited to levels outlined in noise report submitted as part of the application. Train horns shall be prohibited within the railyard, other than in an emergency situation.

3. A “quiet zone” will be established by the City at the crossing at Otis Road SE. All project costs associated with the quiet zone will be reimbursed by Cargill up to $400k.

4. No DOT hazardous materials to be stored in railcars on site at any time. It is understood that insignificant quantities of ancillary chemicals such as spray cans of lubricant, epoxy paint for marking track areas, etc. may be present for minor maintenance activities at the facility.

5. Noise and visual mitigation in the form of a wall and a berm to be installed prior to railyard operations commencing. The wall shall have aesthetic treatments and allow for a short break at the vehicular point of entry along Otis Road SE for access to the facility’s parking lot.

6. Lightpole height shall be limited to 30’ from finished grade. Yard lighting after operating hours shall be limited to providing security for the onsite office.

7. Proposed trees shall exceed 2.5” Diameter at Breast Height (DBH) at time of planting, and be in accordance with approved landscape plan.

8. Cargill will be required to secure a licensed professional to complete a traffic study for entry and exiting truck turning movements on Otis Road SE, to identify any necessary safety improvements at this location.

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9. Cargill will organize further collaborative public meetings (up to 4), prior to and throughout the construction of the proposed railyard.

Commissioner Langston seconded the motion.

Result: Approved
1 Recusal, Commissioner: Peloquin
5 Ayes, Commissioners: Halverson, Langston, King, Homan, Seufferlein
1 Nay, Commissioner: Cassell

The meeting adjourned at 6:20 pm
Respectfully Submitted,

Dani Blin, Administrative Assistant
Development Services Department