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 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 November 21, 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. **Case Name:** 6600 Kirkwood Boulevard SW (Conditional Use)  
   COND-029879-2019; Case Manager: Dave Houg

   A public hearing was held to consider a Conditional Use for a contractor shop in a T-MC, Traditional Mixed-Use Center District as requested by MBS Development, LLC (Titleholder).

   No objectors were present. No written objections were filed.

   After discussion, Commissioner Langston made a motion to approve the Conditional Use with the following conditions.

   1. A certificate of occupancy must be obtained for the change of use prior to occupying the structure.

   Commissioner Seufferlein seconded the motion.

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

2. **Case Name:** 238 Blairs Ferry Road NE (Conditional Use)  
   COND-029943-2019; Case Manager: Dave Houg

   Consideration of a Conditional Use for a contractor auto sales in an S-MC, Suburban Mixed Use Community Center District as requested by Frank C. Orr (Applicant) and James JR. and Donna Raftis (Titleholder).

   This case was requested to be removed from the agenda by the Titleholder.

3. **Case Name:** 0000 C Street SW (Rezoning)  
   RZNE-029619-2019; Case Manager: Dave Houg

   A public hearing was held to consider a Rezoning from A-Ag, Agriculture District to S-RM1, Suburban Medium Single Unit District and S-MC, Suburban Mixed-Use Community Center District as requested by SK Investments, LLC (Titleholder).

   Four objectors were present. One written objections were filed.
After discussion, Commissioner Homan made a motion to approve the Rezoning with the following conditions.

1. Subject property shall be platted per State and City Platting regulations.
2. Prior to issuance of Building Permit, a second street access shall be constructed.

Commissioner Dahly seconded the motion.

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

4. **Case Name:** 0 Crimson Lane SW (Preliminary Plat)
   PRPT-029620-2019; Case Manager: Dave Houg

A public hearing was held to consider a Preliminary Plat for Clover Heights Addition as requested by SK Investments, LLC (Titleholder).

Four objectors were present. One written objections were filed.

After discussion, Commissioner Peloquin made a motion to approve the Rezoning with the following conditions.

1. The property owner is responsible to extend sanitary sewer to serve the development. If sewer extensions crossing private property are necessary to serve the subject property, as determined by the City, the property owner shall be responsible for the related costs including (but not limited to) planning and design of the sewer, acquisition of right-of-way and/or easements, construction, administration, inspection and other incidental costs.
2. **PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY,** the property owner shall be responsible to complete the following:
   A. Prior to the issuance of any certificate of occupancy, a professional civil engineer licensed in the State of Iowa shall certify in writing that the lowest as-built building opening elevation(s) on the Lot(s) as identified by the Civil Engineer in the Development Agreement, are equal to or higher than the lowest allowable building opening elevation(s), or higher than the water surface elevation(s) of the overland conveyance of the 100-year storm water runoff, as stated on the approved improvement plans by the engineer of record.
   B. Construction of concrete sidewalk along all streets adjoining and within this site. The property owner shall construct the sidewalk improvements in accordance with City Standards, City policy, ADA requirements, and improvement plans accepted by the City. The property owner may request deferral of the sidewalk installation requirement if in accordance with the sidewalk installation policy.
3. The Developer agrees the City will not take over maintenance of the public storm water detention basin(s) in the development until ninety five percent (95%) of the lots, or other number of lots approved by the City, that are tributary to the detention basin(s) have been built, building construction and grading have been completed, and sod/grass have been established in the lots as approved by the City Engineer. The City Engineer may authorize the City take over maintenance of the detention basin(s) after a period of time if the site is stabilized and deemed appropriate. The Developer agrees to be responsible remove all sediment and debris from the detention basin(s) and restore grading to the original design and

*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.*
stabilize the basin establishing permanent vegetation as approved by the City Engineer, prior to the City taking over maintenance of the basin(s). Upon completion of the detention basin(s) construction and stabilization, and after the agreed upon time period for the Developer to maintain the basin(s), the City Engineer shall cause to be filed a release instrument of this condition. Such release instrument will indicate that the improvements have been completed and the detention basin(s) maintenance responsibilities are being assumed by the City and will release the Developer and the Real Estate from all obligations due under this Agreement and will specifically discharge and release the Developer and the Real Estate from any lien.

4. When this property is final platted, must comply with lot area and width requirements prescribed for in the Zoning Ordinance.

Commissioner Langston seconded the motion.

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

5. Adoption of 2020 CPC Workplan
Presenter: Sylvia Rueckert

After discussion, Commissioner Langston made a motion to approve the the adoption of the 2020 CPC Workplan.

Commissioner Peloquin seconded the motion.

The meeting adjourned at 3:46 pm
Respectfully Submitted,

Dani Blin, Administrative Assistant
Development Services Department