



Planning & Zoning Commission

Meeting Minutes Monday, April 21, 2025

The Linn County Planning and Zoning Commission meeting was called to order at 6:00 p.m. by Chair, Tina DuBois. The meeting was held in the Jean Oxley Public Service Center Formal Board Room, 935 2nd Street SW, Cedar Rapids, Iowa.

QUORUM DETERMINED:

PRESENT:	Tina DuBois, Chair	2025
	Diane Brecht	2025
	Griffin Kuntz, Vice Chair	2026
	Bob Doubek	2027
ABSENT:	Brock Grenis	2028
STAFF:	Stephanie Lientz, Planning & Zoning Division Manager	
	Brad Wylam, Planner II	
	Sue Bennett, Recording Secretary	

See attendance sheet for community sign in

APPROVAL OF MINUTES:

The minutes of the March 17, 2025, Planning & Zoning Commission meeting were approved as submitted, with the correction that Griffin Kuntz be noted as the Vice-Chair.

CONSENT AGENDA:

PF25-0002	Horak's Third Addition	Final Plat
PPS25-0007	Cress Third Addition	Residential Parcel Split
PPS25-0008	Tichy Farm Addition	Residential Parcel Split
PPS25-0009	Nietert First Addition	Residential Parcel Split
PPS25-0010	Nietert Second Addition	Residential Parcel Split

Motion by Brecht, to approve the consent agenda, subject to the conditions of the staff reports. Second by Kuntz.

Grenis	Absent
Brecht	Aye
DuBois	Aye
Kuntz	Aye
Doubek	Aye

REGULAR AGENDA:

**PF25-0003
MONTGOMERY ADDITION
FINAL PLAT**

Brad Wylam presented the staff report.

The proposed final plat is a 2-lot re-plat of Lot 2 of Selzer's Fourth Addition, resulting in the creation of one additional buildable lot. Proposed Lot 1 is shown to be 0.998 acres and contains a single-family dwelling constructed in 1978, three accessory buildings, and septic. Proposed Lot 2 contains 0.968 acres and contains one existing accessory building. Lot 1 is served by a community well. The subject property is zoned USR (Urban Services Residential).

This proposal meets the standards for approval per Article IV, Section 107-72 of the Linn County Unified Development Code (UDC). The property meets both Minimum Levels of Service (MLS) and Land Evaluation Site Assessment (LESA) requirements and earned a LESA score of 204.05 (the minimum threshold needed to pass in MUSA land use designation is 105).

Staff recommends approval subject to the conditions of the staff report.

Paul Petrick, 7201 Selzer Road, stated that he doesn't oppose the proposed subdivision, but he is concerned that there are currently 7 properties on the community well, and he doesn't believe the well can handle another property. Wylam responded that the applicant had already informed him that a new well would be dug on the property in question.

Motion by Kuntz to recommend approval of case PF25-0003, subject to the conditions of the staff report. Second by Brecht.

DuBois	Aye
Kuntz	Aye
Grenis	Absent
Doubek	Aye
Brecht	Aye

**PR25-0002
REZONING**

Brad Wylam presented the staff report.

The applicant is proposing to rezone approximately 22.48-acre from the RR1 (Rural Residential One-Acre) and AG (Agricultural) zoning districts to the RR2 (Rural Residential Two-Acre) zoning district. The property is located within the RRD2 (Rural Residential 2- Acre Density) area on the Linn County Rural Land Use Map.

A 3-lot final plat case (PF25-0004) is running concurrently with the rezoning case. Proposed Lots 2 and 3 make up the subject property of the rezoning, as depicted in the rezoning exhibit. Proposed Lot 1 will remain in the AG (Agricultural) zoning district, which aligns with the Future Land Use Map of the City of Bertram.

This proposal does not meet the Minimum Levels of Service (MLS) requirements in Article IV, Section 107-69, specifically the subject property is located over ¼-mile from a hard- surfaced road; however, as no new buildable lots are being created, staff believes the proposed lots are served by adequate public facilities and services.

This proposal meets the standards for approval of Article IV, Section 107-70 of the Linn County Unified Development Code (UDC). A Land Evaluation and Site Assessment (LESA) analysis is not required per Article IV, Section 107-70, subsection (1)(c) of the UDC, as the proposed rezoning to prevent a situation that would result in a parcel with more than one zoning district classification.

Staff recommends approval subject to the conditions of the staff report.

Wylam indicated that he had heard from one neighbor concerning the flood plain in this area. Kuntz asked if the neighbor's phone call had been specific to this application. Wylam stated that it wasn't, it was more general concerns about the significant flood plain areas. Kuntz asked if the flood plain would impact the ability to put septic on the lots, Wylam stated that issue had been discussed at Technical Review Committee and the Health Department didn't feel there would be any issues.

Doubek asked how much buildable land is outside the flood plain. Wylam didn't know and referred the question to the surveyor, Mike Brain, who stated that it hadn't been measured.

Mike Brain, 1540 Midland Court NE, came to the podium, and stated that while FEMA had estimated where the flood plain was, there wasn't any actual conclusive information. He stated that the builders would be evaluating the area prior to building to ensure that any structure is built within flood plain regulations.

Motion by Kuntz to recommend approval of case PR25-0002, subject to the conditions of the staff report. Second by Brecht.

Doubek	Aye
Grenis	Absent
DuBois	Aye
Kuntz	Aye
Brecht	Aye

**PF25-0004
DRAHOS FIRST ADDITION
FINAL PLAT**

Brad Wylam presented the staff report.

The proposed final plat is a 3-lot re-plat of three lots previously identified as Legal Lots of Record. Proposed Lot 1 is shown to be 36.49 acres. Proposed Lot 2 contains 14.31 acres and Proposed Lot 3 contains 8.17 acres. An additional 2.66 acres (proposed Lot A) will be dedicated for road right-of-way.

The subject property is currently zoned RR1 (Rural Residential One-Acre) and AG (Agricultural). Rezoning case PR25-0002 is running concurrently with this final plat case, to rezone Proposed Lots 2 and 3 to RR2 (Rural Residential Two-Acre) in line with the RRD2 (Rural Residential 2-Acre Development Area) Rural Land Use Map designation and to avoid a lot with split zoning.

This proposal meets the standards for approval per Article IV, Section 107-72 of the Linn County Unified Development Code (UDC). Minor subdivisions that do not create any additional buildable lots are not subject to Minimum Levels of Service (MLS) or Land Evaluation Site Assessment (LESA) requirements.

Staff recommends approval subject to the conditions of the staff report.

Motion by Kuntz to recommend approval of case PF25-0004, subject to the conditions of the staff report. Second by Brecht

Kuntz	Aye
Brecht	Aye
Doubek	Aye
DuBois	Aye
Grenis	Absent

OTHER BUSINESS:

COMMISSION COMMENTS:

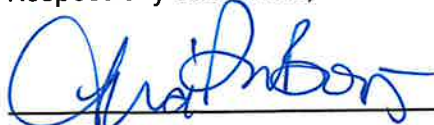
STAFF COMMENTS:

PUBLIC COMMENTS:

ADJOURNMENT:

The meeting was adjourned at 6: 45 p.m.

Respectfully submitted,



Tina Dubois, Chair



Sue Bennett, Recording Secretary