



Planning & Zoning Commission

Meeting Minutes Monday, November 17, 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
	Brock Grenis, Vice-Chair	2028
	Griffin Kuntz	2026
	Mike Sadler II	2029
	Samuel Kratz	2029

ABSENT:	Diane Brecht	2025
----------------	--------------	------

STAFF:	Stephanie Lientz, Planning & Zoning Division Manager
	Mike Tertinger, Senior Planner
	Brad Wylam, Planner II
	Sue Bennett, Recording Secretary

See attendance sheet for community sign in

APPROVAL OF MINUTES:

The minutes of October 20, 2025, Planning & Zoning Commission meeting were approved as submitted.

NEW BUSINESS

Tom Gruis spoke regarding the Center Point Fringe Area Plan.

Motion by Sadler to recommend approval of the Center Point Fringe Area Plan. Second by Kratz.

DuBois	Aye
Kuntz	Aye
Grenis	Aye
Sadler	Aye
Brecht	Absent
Kratz	Aye

CONSENT AGENDA:

PF25-0018	Kress Second Addition	Final Plat
PPS25-0018	Zabokrtsky Oaks First Addition	Residential Parcel Split
PLPS25-0012	Ellie Rose and Jace Roy Wolrab Preservation Addition	Land Preservation Parcel Split
PPS25-0019	Morningside Farm Addition	Residential Parcel Split

**Motion by Sadler to approve the consent agenda, subject to the conditions of the staff reports.
Second by Kratz.**

Grenis	Aye
Brecht	Absent
Sadler	Aye
DuBois	Aye
Kuntz	Aye
Kratz	Aye

REGULAR AGENDA:**PF25-0017
HOGAN'S FIFTH ADDITION
FINAL PLAT**

Mike Tertinger presented the staff report.

The proposed is a 3-lot final plat of SE SW – Ex. N½ E¼ & Ex. Rds. & Ex. a tract described in Vol. 1607 Pg. 621 resulting in the creation of two additional buildable lots and one nonbuildable outlot. Proposed Lot 1 is shown to be 2.62 acres and contains a single-family dwelling constructed in 2022, with well and septic. Proposed Lot 2 contains 2.14 acres with no existing structures. Proposed Lot 3 contains 9.72 acres with five existing accessory structures. Proposed Outlot A contains 13.0 acres with a note stating, "This parcel may only be developed in accordance with all development regulations in effect at the time development is proposed." The subject property is zoned AG (Agricultural).

This proposal meets the standards for approval per Article IV, Section 107-72 of the Linn County Unified Development Code (UDC). The property meets Minimum Levels of Service (MLS) per a previously signed Road Agreement with Secondary Roads Department. It also meets the Land Evaluation Site Assessment (LESA) requirements and earned a LESA score of 152.50 (the minimum threshold needed to pass in AA land use designation is 115).

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

Motion by Kuntz to recommend approval of case PF25-0017, subject to the conditions of the staff report. Second by Grenis.

DuBois	Aye
Kuntz	Aye
Grenis	Aye
Sadler	Aye
Brecht	Absent
Kratz	Aye

PF25-0015
BANOWETZ ADDITION

Brad Wylam presented the staff report.

The proposed is a 3-lot final plat of part of Parcel A, Plat of Survey No. 2919, resulting in the creation of two additional buildable lots. Proposed Lot 1 is shown to be 10.11 acres with no existing buildings. Proposed Lot 2 contains 10.07 acres and a dwelling currently under construction. Proposed Lot 3 contains 15.49 acres with no existing buildings. The subject property is zoned CNR (Critical Natural Resources).

This proposal meets the standards for approval per Article IV, Section 107-72 of the Linn County Unified Development Code (UDC). The property meets Minimum Levels of Service (MLS) and Land Evaluation Site Assessment (LESA) requirements and earned a LESA score of 135.67 (the minimum threshold needed to pass in CNRA land use designation is 115). Property zoned CNR within the subwatershed of the Cedar or Wapsipinicon rivers have a minimum lot size requirement of 10 acres per Article VII, Section 107-142. Lot design standards per Article IV, Section 107-72, §(2)(h)(4) are not met as proposed, but Special Exception case PSE25-0003 was granted by the Board of Adjustment regarding lot depth to width ratio relief for the proposed lot design.

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

Public Comment Taken.

Gregory Manternach, 4310 Boy Scouts Road, spoke in opposition to the final plat. He asked if the house for Lot 2 would be placed in the access easement for Lot 3. He has concerns about the easements and the steep slopes. He stated that the building currently in process is already affecting his land. He expressed concern over the amount of fill needed to be able to build, and how it would affect his property. He stated that they positioned their house to take advantage of the opportunity to see wildlife, and there is already less wildlife since the building started.

Steve Scott, 3426 Standlea Road, spoke as the surveyor for the final plat. He stated that this area already had 2 buildable lots near the river, and that they are trying to mitigate impact by putting the houses closer to the road.

Tom Sindelar, 4292 Boy Scouts Road, spoke in opposition to the final plat. He is concerned about the development of Lot 3, the easement relating to its access, and the impact this will have on surrounding properties as there is flood plain in the area.

DuBois asked staff for clarification regarding the easement and the impact of Lot 3 on surrounding properties. Wylan answered that when Lot 3 is developed, which will be in the future, there will be additional conditions placed on that building site, including drainage ways and other requirements to mitigate the amount of disruption caused.

Kratz asked if the developers would be allowed to remove fill from the neighboring properties. Wylan stated that would not be allowed.

Steve Scott, surveyor, stated that his clients are aware that Lot 3 will be difficult to build on, and that a mitigation plan will be needed. He stated that the Banowetz's intent is not to disturb the land, and to minimize any damage caused by building on the property.

Motion by Kuntz to recommend approval of case PF25-0015, subject to the conditions of the staff report. Second by Grenis.

Kratz	Aye
Grenis	Aye
DuBois	Aye
Sadler	Aye
Kuntz	Aye
Brecht	Absent

PF25-0019
ARBOR MASTERS PLAT 1 ADDITION

Mike Tertinger presented the staff report.

The applicant is requesting a Conditional Use Permit for a Lawn, Garden & Yard Maintenance Services business on the subject property. The applicant is currently operating Arbor Masters, a tree care business, in addition to the existing single family residential use at this address. Continuation of the business at this location, per compliance with Linn County Unified Development Code, requires severing the existing residential use from the business use. As such, the applicant has submitted a 2-Lot Final Plat application (case # PF25-0019) running concurrently with the conditional use permit application. Materials proposed to be stored outdoors for the business use include: dirt, logs, tree debris and mulch. Several business vehicles are also stored outdoors as well as three fuel tanks. The applicant indicates 7 full-time employees will be coming to the site daily, 2 working in the office, with the business operating Monday through Friday from 8am to 5pm. The subject property is zoned Agricultural (AG) with a future land use designation of Agricultural Area (AA).

The lawn, garden and yard maintenance services business use is allowed with a Conditional Use Permit in the AG zoning district. Pending approval and subsequent recording of Final Plat (case# PF25-0019), the proposal appears to meet all of the standards for approval for Conditional Use Permits in Article IV, Section 107-73, § (4) of the Linn County Unified Development Code (UDC). However, the proposal does not appear to meet the standards for commercial uses in Article VI, Section 107-115, § (k). Any outdoor storage of materials must be screened from view from adjacent residential uses and the public road. An electrical permit is also required for all commercial fuel tanks.

Tertinger noted that a Conditional Use case was supposed to be running concurrently with this case, but has been delayed. Both cases are necessary to alleviate an active enforcement process.

Staff recommendation pending.

Grenis asked if there would be a requirement for screening of the business. Tertinger stated yes, but that it would be a condition of the Conditional Use case, not the Final Plat.

Motion by Kuntz to recommend approval of case PF25-0019, subject to the conditions of the staff report. Second by Grenis.

Kratz	Aye
Grenis	Aye
DuBois	Aye
Sadler	Aye
Kuntz	Aye
Brecht	Absent

OTHER BUSINESS:

Lientz spoke regarding the proposed updates to the 2013 Comprehensive Plan and the Linn County Future Land Use Map.

COMMISSION COMMENTS:

The Commission requested that the meeting agenda be sent attached to the email regarding the link, so that it can be reviewed separately from the cases.

STAFF COMMENTS:

PUBLIC COMMENTS:

ADJOURNMENT:

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,



Tina DuBois, Chair



Sue Bennett, Recording Secretary