# PLAN AND ZONING COMMISSION MEETING

# CITY OF DAVENPORT, IOWA

## TUESDAY, SEPTEMBER 1, 2020; 5:00 PM

# COUNCIL CHAMBERS CITY HALL, 226 WEST 4TH STREET

\*A PARTIALLY ELECTRONIC MEETING IS BEING HELD BECAUSE A FULLY "IN PERSON" MEETING IS IMPOSSIBLE OR IMPRACTICAL DUE TO CONCERNS FOR THE HEALTH AND SAFETY OF COUNCIL MEMBERS, STAFF, AND THE PUBLIC PRESENTED BY COVID-19, AND TO FOLLOW THE GOVERNOR'S PROCLAMATION DIRECTING SOCIAL DISTANCING AND PLACING RESTRICTIONS ON GATHERINGS.\*

#### **REGULAR MEETING AGENDA**

- I. Roll Call
- II. Report of the City Council Activity
- III. Secretary's Report
  - A. Consideration of the August 18, 2020 Meeting Minutes.
- IV. Report of the Comprehensive Plan Committee
- V. Zoning Activity
  - A. Old Business
  - B. New Business
- VI. Subdivision Activity
  - A. Old Business
  - B. New Business
    - i. Case F20-08: Request of Prairie Heights Development, LLC for a Final Plat of Prairie Heights Third Addition for a 23 lot subdivision on 25.04 acres located west of Olde Brandy Lane and Mississippi Avenue. [Ward 8]
    - Case F20-09: Request of Scott County Family YMCA for a Final Plat of Scott County Family YMCA First Addition for a 3 lot subdivision on 13.36 acres, more or less, north of East 4th Street. [Ward 3]
- VII. Future Business
  - A. Case F20-10: Dolan's 53rd St 8th Addition
- VIII. Communications
- IX. Other Business

X. Adjourn

Department: DNS Contact Info: Laura Berkley, 563-888-3553

Subject: Consideration of the August 18, 2020 Meeting Minutes.

#### Recommendation: Approve the minutes.

#### ATTACHMENTS:

Туре

Exhibit

Description

8-18-2020 Minutes

# Staff Workflow Reviewers

**REVIEWERS**:

Department City Clerk Reviewer Berkley, Laura Action Approved Date 8/27/2020 - 2:58 PM

Date 9/1/2020

#### MINUTES

#### PLAN AND ZONING COMMISSION MEETING

CITY OF DAVENPORT, IOWA TUESDAY, AUGUST 18, 2020; 5:00 PM COUNCIL CHAMBERS, CITY HALL 226 WEST 4TH STREET

A partially electronic meeting was held because a fully "in person" meeting is impossible or impractical due to the concerns for the health and safety of Commission members, staff and the public presented by COVID-19 and to follow the Governor's proclamation directing social distancing and placing restrictions on gatherings.

## **REGULAR MEETING AGENDA**

I. Roll Call

Present: Schneider, Lammers, Johnson, Tallman, Inghram, Hepner, Brandsgard, Reinartz, Maness, Garrington Excused: Medd Staff: Berkley, Warner

II. Report of the City Council Activity

Ordinance for Case REZ20-05 being the request of Rev. Richard Hayslett to rezone 508-510 Marquette St from R4-C, Single- and Two-Family Central Residential District, to c-1, Neighborhood Commercial District [Ward 3]. **ADOPTED 2020-327** 

III. Secretary's Report

Consideration of the August 4, 2020 Meeting Minutes.

Motion by Tallman, second by Hepner to approve the August 2, 2020 meeting minutes. Motion to approve was unanimous by voice vote.

IV. Report of the Comprehensive Plan Committee

There was nothing to report.

- V. Zoning Activity
  - A. Old Business: None
  - B. New Business:

i. Case REZ20-06: Request of Malwa, LLC to rezone 1.38 acres, more or less, of property located at 4425 W. Locust Street from C-1 Neighborhood commercial to C-2 Corridor Commercial to permit retail alcohol sale [Ward 1].

Berkley gave the staff report.

Motion by Tallman, seconded by Hepner, to forward Case REZ20-06 to the City Council with a recommendation for denial.

#### Findings:

- 1. The City made a deliberate decision to not allow retail alcohol sales in C-1 under the new Zoning Ordinance.
- 2. The request conflicts with the Comprehensive Plan.
- 3. The proposed zoning map amendment would not achieve consistency with approval standards enumerated in Section 17.14.040E.1 of the Davenport City Code.

Motion to recommend denial passed unanimously.

- VI. Subdivision Activity
  - A. Old Business: None
  - B. New Business: None
- VII. Future Business:
  - A. Case F20-08: Prairie Heights Third Addition
  - B. Case F20-09: Scott County Family YMCA First Addition
- VIII. Communications: None
  - IX. Other Business: None
  - X. Adjourn

The meeting adjourned at 5:15 pm

XI. NEXT MEETING: September 1, 2020

Department: DNS Contact Info: Laura Berkley, 563-888-3553 Date 9/1/2020

Subject:

Case F20-08: Request of Prairie Heights Development, LLC for a Final Plat of Prairie Heights Third Addition for a 23 lot subdivision on 25.04 acres located west of Olde Brandy Lane and Mississippi Avenue. [Ward 8]

#### Recommendation:

Staff recommends the Plan and Zoning Commission accept the listed findings and forward Case F20-08 to the City Council with a recommendation for approval subject to the ten listed conditions.

# Background: **Comprehensive Plan:**

Within Existing Urban Service Area: Yes

Within Urban Service Area 2035: Yes

Future Land Use Designation: Residential General (RG) – Designates neighborhoods that are mostly residential but include, or are within one-half mile (walking distance) of scattered neighborhood-compatible commercial services, as well as other neighborhood uses like schools, churches, corner stores, etc. generally oriented along Urban Corridors (UC). Neighborhoods are typically designated as a whole. Existing neighborhoods are anticipated to maintain their existing characteristics in terms of land use mix and density, with the exception along edges and transition areas, where higher intensity may be considered.

Relevant Goals to be considered in this Case: Strengthen the Existing Built Environment.

The proposed Final Plat would comply with the Davenport 2035 proposed land use section. **Zoning:** 

The property is currently zoned R-4 Single and Two-Family Residential Zoning District.

## **Technical Review:**

Streets.

The property would have access via Olde Brandy Lane and would add 889 linear feet of new street added to the City, all of which would meet Davenport Municipal Code requirements.

## Storm Water.

The development will include more than 5,000 square feet of hard surface. Outlot A will serve as water detention for this development. With R-4 zoning, the maximum impervious surface coverage is 60% of each of the lots. The development of the property will need to comply with the City's

stormwater requirements.

<u>Sanitary Sewer.</u> Sanitary sewers will be extended from existing infrastructure on Olde Brandy Lane.

<u>Other Utilities.</u> Other normal utility services are available.

# Public Input:

No public hearing is required for a Final Plat. **Discussion:** 

The request is for a Final Plat for a 23 lot subdivision on 25.04 acres of property to facilitate a residential development. This plat is a continuation of the development adjacent to the east and is compatible with that development.

# Recommendation:

Findings:

- 1. The plat conforms to the comprehensive plan Davenport+2035; and
- 2. The plat (with conditions recommended by City staff) would achieve consistency with subdivision requirements.

Staff recommends the Plan and Zoning Commission accept the listed findings and forward Case F20-08 to the City Council with a recommendation for approval subject to the following conditions:

- 1. That the surveyor signs the plat;
- 2. That the utility providers sign the plat when their easement needs have been met;
- 3. That a signature line for the City Plan & Zoning Commission is added and the City approval stamp is removed.
- 4. That the 40' sanitary sewer easement shall continue south through lot 23.
- 5. That easements denoted as utility shall be called out as sewer easements if a sewer is within it.
- 6. That the right-of-way to be dedicated shall not be platted as Outlot C.
- 7. That building setback lines shall be shown.
- 8. That notes be added to address drainage easement and excess stormwater passage statements.
- 9. That the plat is tied to two quarter corners both labeled with description or two previously established lot corners both labeled with description of each corner;
- 10. That a note be added to the plat stating that sidewalks shall be installed along street frontages when so ordered by the City.

# ATTACHMENTS:

Туре

- Backup Material
- Backup Material
- Backup Material
- Backup Material

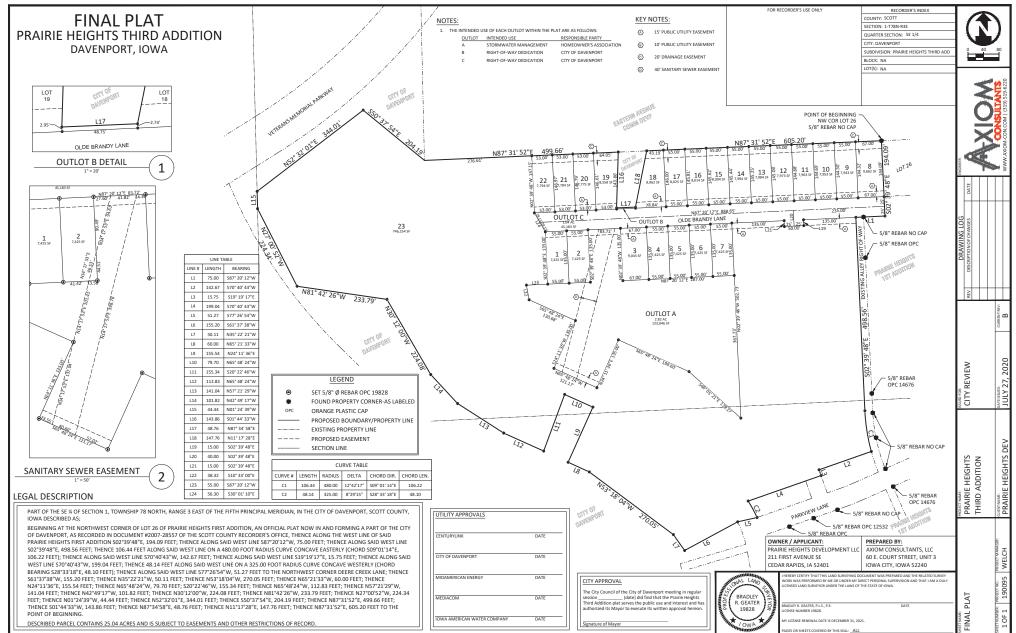
Description Final Plat Zoning Map Future Land Use Map Application

# Staff Workflow Reviewers

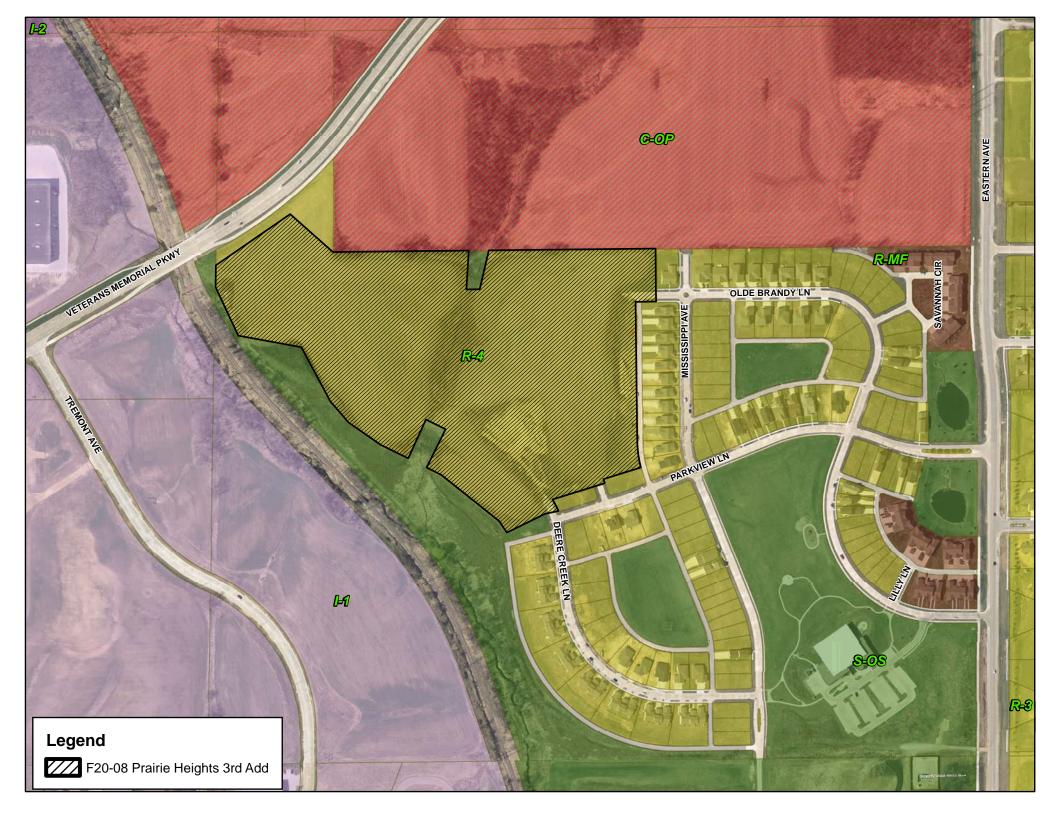
#### **REVIEWERS**:

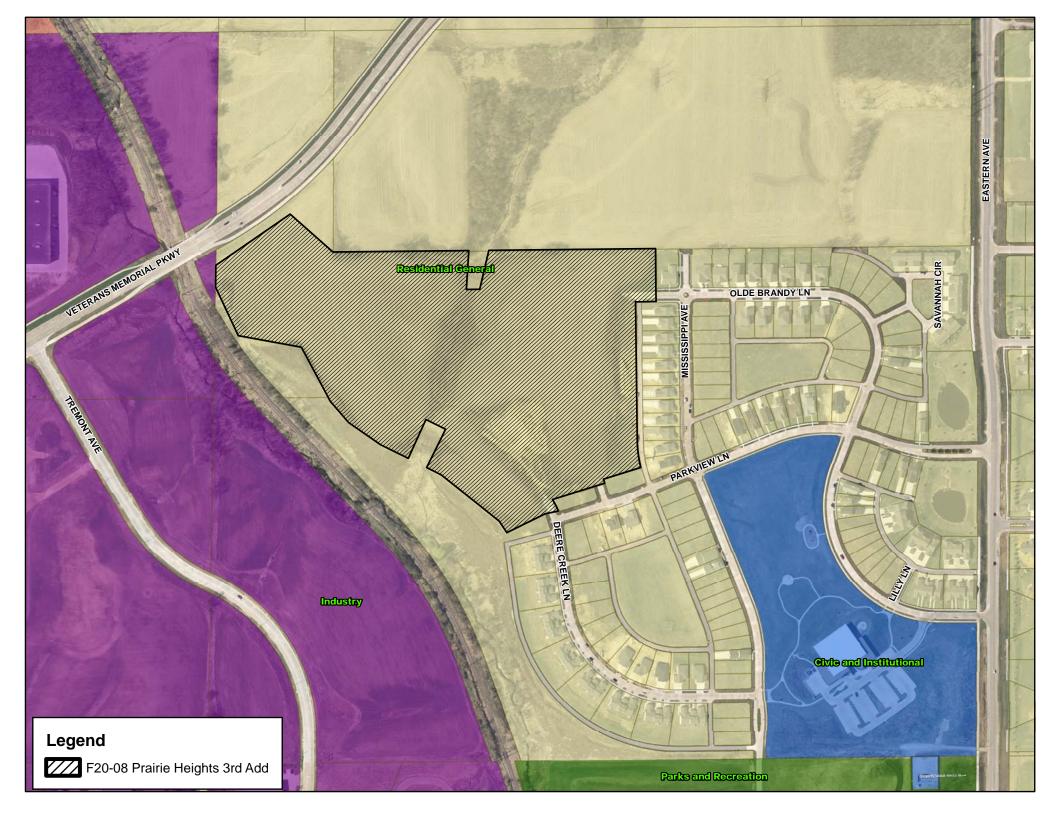
Department City Clerk Reviewer Berkley, Laura Action Approved

Date 8/28/2020 - 4:41 PM



Jul 27, 2020 - 5:00pm S:\PROJECTS\190095\05 design\civil-survey\Plats\190095 FP.dwg







#### Complete application can be emailed to planning@ci.davenport.ia.us

Property Address\* Part of the SE 1/4 of Section 1, Township 78 North, Range 3 East of Fifth Principre \*If no property address, please submit a legal description of the property.

#### **Applicant (Primary Contact)**

•••		
Name:	Prairie Heights LLC / CO	
Company:	High Development - Darryl High	
Address:	211 First Avenue SE	
	Cedar Rapids, Iowa 52401	
Phone:	319-363-3900	
Email:	darrylh@highdevelopment.com	

#### **Owner** (if different from Applicant)

Name:	Same
Company:	
Address:	
City/State/Zip	
Phone:	

#### Engineer (if applicable)

Name:	Mike Welch
Company:	Axiom Consultants, LLC
Address:	60 E Court Street, Unit 3
City/State/Zip	Iowa City, Iowa 52240
Phone:	319-519-6220
Email:	mwelch@axiom-con.com

#### Architect (if applicable)

Name:	
Company	
Address:	
City/State/Zip:	
Phone:	
Email:	

#### Attorney (if applicable)

Matt Hektoen
Simmons Perrine Moyer Bergman PLC
115 3rd Street SE, Suite 1200
Cedar Rapids, Iowa 52401
319-896-4030
mhektoen@spmblaw.com

# Application Form Type:

<u>Plan and Zoning Commiss</u>	on
Zoning Map Amendment (Rezoning)	
Planned Unit Development	
Zoning Ordinance Text Amendment	
Right-of-way or Easement Vacation	
Voluntary Annexation	

#### Zoning Board of Adjustment

- Zoning Appeal 
  Special Use
- Hardship Variance

#### **Design Review Board**

Design Approval	
Demolition Request in the Downtown	
Demolition Request in the Village of	
East Davenport	

## **Historic Preservation Commission**

Certificate of Appropriateness Landmark Nomination Demolition Request

## **Administrative**

Administrative Exception	
Health Services and Congregate	
Living Permit	

#### Preliminary Plat – Required for subdivisions of four lots or more.

Property Location:

Part of the SE 1/4 of Section 1, Township 78 North, Range 3 East of Fifth Principal Meridian, in the City of D

Total Land Area: 25.04 Acres

Total Number of Lots: 23 + 3 outlet

Does the Property Contain a Drainage Way or is it Located in a Floodplain Area: Yes No

## Submittal Requirements:

- The completed application form.
- Required fee: Ten or fewer lots - \$400 plus \$25 per lot. Eleven to twenty-five lots - \$700 plus \$25 per lot. More than twenty-five lots - \$1,000 plus \$25 per lot.
- A PDF of the proposed plat at a scale of not less than one inch per one hundred feet, which depicts the following:
  - The location of existing property lines, section lines, easements, corporate limits and other legally established districts, streets, buildings, watercourses, tree masses and other existing features within the area to be subdivided and similar facts regarding existing conditions on the land.
  - The proposed location and width of streets, alleys, lots, building setback lines and easements.
  - Existing sanitary and storm sewers, water mains, culverts and other underground structures within the tract and immediately adjacent thereto. The location and size of the nearest water main and sewer or outlet shall be indicated in a general way upon the plat.
  - Proposed name of the subdivision (which shall not duplicate any previously filed plat), the name of the land owner, land developer, and land surveyor.
  - The names and adjoining boundaries of all adjacent subdivisions and the names of record owners of adjoining parcels of unsubdivided land.
  - Existing contours with intervals of five feet or less.
  - North point, scale and date.
  - A vicinity sketch showing the proposed subdivision in relationship to surrounding development and street systems.

## Final Plat – Required for subdivisions of two lots or more.

#### Property Location:

Part of the SE 1/4 of Section 1, Township 78 North, Range 3 East of Fifth Principal Meridian, in the City of D

Total Land Area: 25.04 Acres

Total Number of Lots: 23 + 3 outlet

Linear Feet of Streets Added: 889

Does the Property Contain a Drainage Way or is it Located in a Floodplain Area: Yes No

#### Submittal Requirements:

- The completed application form.
- Required fee: Ten or fewer lots - \$400 plus \$25 per lot.
   Eleven to twenty-five lots - \$700 plus \$25 per lot.
   More than twenty-five lots - \$1,000 plus \$25 per lot.
- A PDF of the proposed final plat at a scale of not less than one inch per one fifty feet, which depicts the following:
  - The boundary lines of the area being subdivided with accurate distances and bearings.
  - The lines of all proposed streets and alleys with their width and names.
  - The accurate outline of any property which is offered for dedication for public use.
  - The lines of all adjoining lands and the lines of adjacent streets and alleys with their width and names.
  - All lot lines and an identification system for lots and blocks.
  - Building lines and easements for any right-of-way provided for public use, services or utilities, or excess storm water passageways with figures showing their dimensions.
  - All dimensions, both linear and angular, necessary for locating subdivision boundaries, lots, streets, alleys, and of any other areas for public or private use. The linear dimensions are to be expressed in feet and decimals of a foot.
  - Radii, arcs and chords, points of tangency, central angles for all curvilinear streets, and radii and tangents for all rounded corners.
  - All survey monuments and bench marks together with their descriptions.
  - Name of subdivision and description of property subdivided showing its location by distance and bearing to the nearest quarter section monument; points of compass; graphic scale of map; and name and address of owner or owners or the subdivider, or in the case of corporate ownership, the name and address of the registered agent of said corporation shall also appear on the plat;
- Prior to forwarding the proposed final plat to City Council:
  - One full size copy of corrected final plat with the original mylar/sepia and one reduced copy signed/stamped by the utility companies.
  - Executed platting certificates acceptable to the City of Davenport:
    - Acceptance by the City of Davenport.
    - Hold Harmless Agreement.
    - Assessment waiver (sidewalks and subdivision improvements).
    - Dedication of Owner.
    - Consent to platting where applicable.
    - Certificate of Attorney.
    - Surveyor's Certificate.
    - Certificate of County Treasurer.
    - Certificate of Subdivision Name by Scott County Auditor.

# The petitioner hereby acknowledges and agrees to the following procedure and requirements for submission and approval of a Preliminary Plat:

- (1) Application:
  - The submission of the application does not constitute official acceptance by the City of Davenport. Planning staff will review the application for completeness and notify the applicant that the application has been accepted or additional information is required. Inaccurate or incomplete applications may result in delay of required public hearings.
- (2) Plan and Zoning Commission's consideration of the proposed preliminary plat:
  - Planning staff will perform a technical review of the petition and present its findings and recommendation to the Plan and Zoning Commission.
  - The Plan and Zoning Commission will vote to provide its recommendation to the City Council. The Plan and Zoning Commission's recommendation is forwarded to the City Council.
- (3) City Council's consideration of the proposed preliminary plat:
  - The Committee of the Whole (COW) will consider the petition. Subsequently, the City Council will vote on the petition.

# The petitioner hereby acknowledges and agrees to the following procedure and requirements for submission and approval of a Final Plat:

- (1) Application:
  - The submission of the application does not constitute official acceptance by the City of Davenport. Planning staff will review the application for completeness and notify the applicant that the application has been accepted or additional information is required. Inaccurate or incomplete applications may result in delay of required public hearings.
- (2) Plan and Zoning Commission's consideration of the proposed final plat:
  - Planning staff will perform a technical review of the petition and present its findings and recommendation to the Plan and Zoning Commission.
  - The Plan and Zoning Commission will vote to provide its recommendation to the City Council. The Plan and Zoning Commission's recommendation is forwarded to the City Council.
- (3) City Council's consideration of the final plat:
  - Prior to forwarding the petition to the City Council, the following must be provided to the Community Planning and Economic Development Department:
    - One full size copy of the corrected final plat and one reduced copy of the corrected final plat signed/stamped by the utility companies.
    - Executed platting certificate.
  - The Committee of the Whole (COW) will consider the petition. Subsequently, the City Council will vote on the petition.
- (4) Recordation:
  - After the Mayor signs the approved final plats and Acceptance by the City of Davenport, the final will be released to the Surveyor to obtain and return 21 full size copies to the Community Planning and Economic Development Department.
  - After the 21 copies are returned, two copies of the final plat and platting certificates will be released to the petitioner.
  - It is the petitioner's responsibility to record the final plat with the Scott County Recorder's Office.

Petitioner: Prante HEIGHT L.L.C Danny Hit of By typing your name, you acknowledge and agree to the aforemention			
Received by: Planning staff	Date:		
Date of Plan and Zoning Commission Public Hearing:			

Plan and Zoning Commission meetings are held in City Hall Council Chambers located at 226 West  $4^{th}$  Street, Davenport, Iowa.

#### **Authorization to Act as Applicant**

I, Darryl High authorize Mike Welch and/or Brian Boelk

to act as applicant, representing me/us before the Plan and Zoning Commission and City Council.

Part of the SE 1/4 of Section 1, Township 78 North, Range 3 East of Fifth

Signature(s)

State of County of Sworn and subscribed to before me

This 19TH day of AUGUST 2026

Notary Public

My Commission Expires: 4 29 22

Form of Identification



# **2020 DEVELOPOMENT CALENDAR**

#### CITY PLAN & ZONING COMMISSION SCHEDULE

#### CITY COUNCIL SCHEDULE

<u>Rezoning &amp; Row</u> <u>Vacation</u> Submittal deadline	<u>SUBDIVISION</u> <u>&amp; DEV. PLAN</u> SUBMITTAL DEADLINE	PLAN & ZONING PUBLIC HEARING (Preview for plats/plans)	PLAN & ZONING COMMISION MEETING	COUNCIL ITEMS SUBMITTAL DEADLINE	COMMITTEE OF THE WHOLE (PUBLIC HEARING)	CITY COUNCIL MEETING
12:00 PM - Monday	12:00 PM - Monday	5:00 PM - Tuesday	5:00 PM - Tuesday	12:00PM - Friday	5:30 PM - Wednesday	5:30 PM - Wednesday
11/19/19	12/02/19	12/10/19	12/24/19	12/27/19	01/08/20	01/15/20
12/02/19	12/16/19	12/24/19	01/07/20	01/10/20	01/22/20	01/29/20
12/17/19	12/28/19	01/07/20	01/21/20	01/24/20	02/05/20	02/12/20
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11/09/20	11/23/20	12/01/20	12/15/20	12/11/20	12/30/20	01/06/21
11/23/20	12/07/20	12/15/20	12/29/20	12/23/20	01/13/21	01/20/21
12/07/20	12/21/20	12/29/20	01/05/21	01/08/21	01/27/21	02/03/21
12/14/20	12/28/20	01/05/21	01/26/21	01/22/21	02/10/21	02/17/21

SUBMISSION & MEETING DATES MAY BE CHANGED DUE TO HOLIDAY MARKED IN RED

ORDINANCES REQUIRE THREE CONSIDERATIONS BEFORE CITY COUNCIL

DATES SUBJECT TO CGHHANE DUE TO HOLIDAYS MARKED IN RED

DELAYS MAY OCCUR UPON THE PETITION REACHING THE CITY COUNCIL'S AGENDA

Department: DNS Contact Info: Laura Berkley, 563-888-3553 Date 9/1/2020

Subject:

Case F20-09: Request of Scott County Family YMCA for a Final Plat of Scott County Family YMCA First Addition for a 3 lot subdivision on 13.36 acres, more or less, north of East 4th Street. [Ward 3]

## Recommendation:

Staff recommends the Plan and Zoning Commission accept the listed findings and forward Case F20-09 to the City Council with a recommendation for approval subject to the seven listed conditions.

Background: Comprehensive Plan:

Within Existing Urban Service Area: Yes

Within Urban Service Area 2035: Yes

<u>Future Land Use Designation</u>: Downtown (DT) – The original center of the City, marked by historical buildings, regional cultural attractions, large scale single-purpose or mixed-use developments, government or institutional centers. Development in DT shall be governed by detailed design guidelines marked by high quality design and building materials, set in an environment that is supportive of all transportation modes, including pedestrian.

Relevant Goals to be considered in this Case: Strengthen the Existing Built Environment.

The proposed Final Plat would comply with the Davenport 2035 proposed land use section. **Zoning:** 

The property is currently zoned C-D Commercial Downtown Zoning District.

# **Technical Review:**

Streets.

The property would have access East 4<sup>th</sup> Street and LeClaire Street.

## Storm Water.

The development will include more than 5,000 square feet of hard surface. Water detention and stormwater quality is required. The development of the property will need to comply with the City's stormwater requirements.

Sanitary Sewer.

Sanitary sewers are adjacent to the site.

<u>Other Utilities.</u> Other normal utility services are available.

# **Public Input:**

No public hearing is required for a Final Plat. **Discussion:** 

The request is for a Final Plat for a 3 lot subdivision on 13.36 acres, more or less, of property to contain a multi-family residential development, future commercial development and the Scott County Family YMCA complex.

# Recommendation:

Findings:

- 1. The plat conforms to the comprehensive plan Davenport +2035; and
- 2. The plat (with conditions recommended by City staff) would achieve consistency with subdivision requirements.

Staff recommends the Plan and Zoning Commission accept the listed findings and forward Case F20-09 to the City Council with a recommendation for approval subject to the following conditions:

- 1. That the surveyor signs the plat;
- 2. That the utility providers sign the plat when their easement needs have been met;
- 3. That the Base Flood Elevation and floodway shall be depicted and a note added stating the effective date of the most current Flood Insurance Study.
- 4. That a description shall be provided for at least two of the existing lot corners found.
- 5. That the easement granted to River Action for the construction of the First Bridge shall be depicted.
- 6. That excess stormwater passageways be depicted as easements with a note for maintenance.
- 7. That all stormwater detention and water quality treatment areas shall be depicted as easements with access easements to the areas and a note on maintenance to shall be added.

Action

Approved

## ATTACHMENTS:

## Туре

- Backup Material
- Backup Material
- Backup Material

## Staff Workflow Reviewers

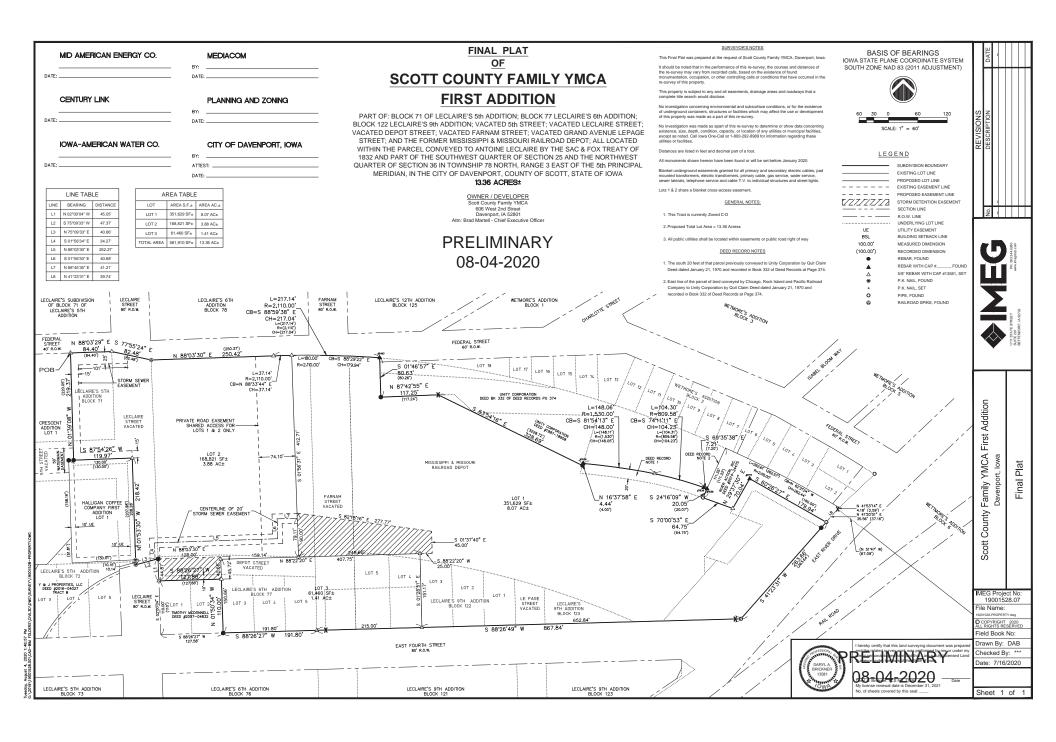
## REVIEWERS:

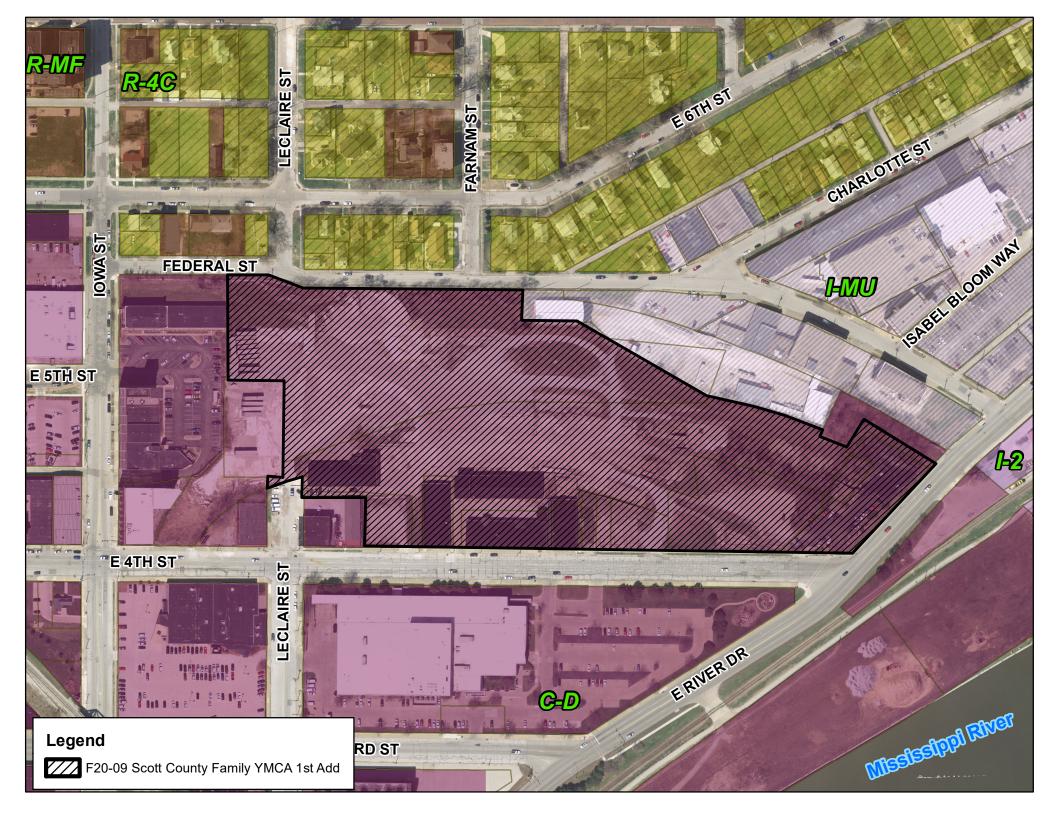
Department	Reviewer
City Clerk	Berkley, Laura

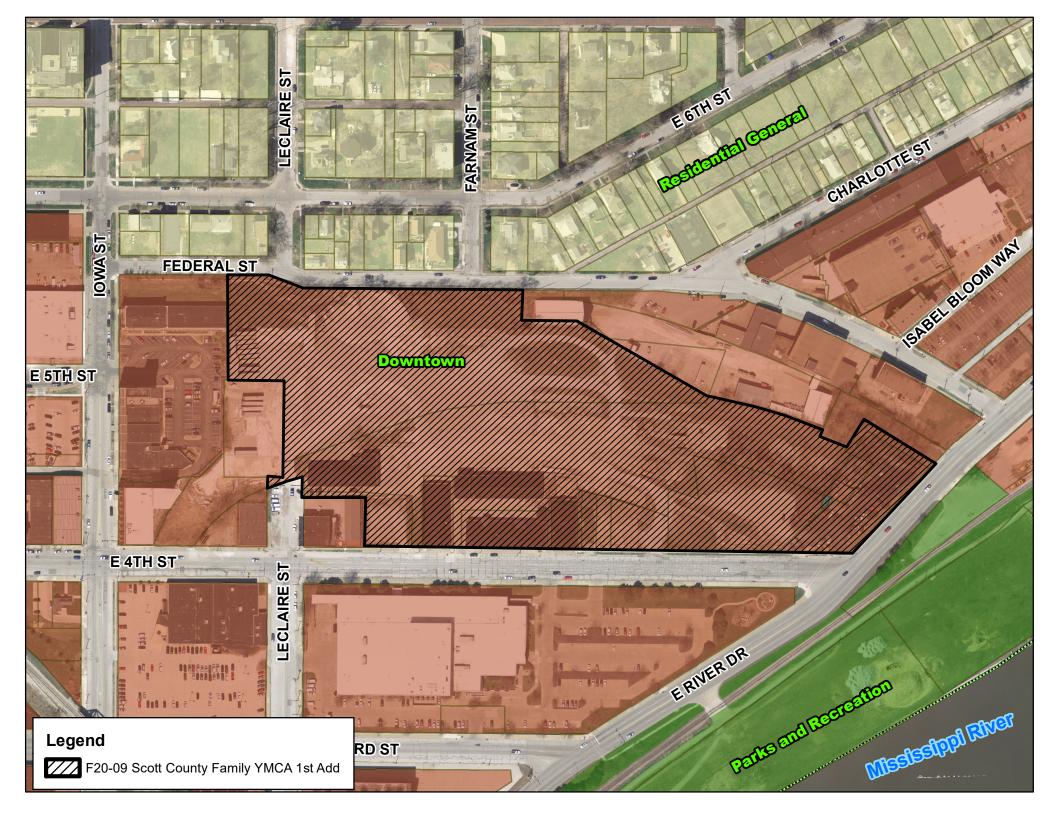
## Description

Final Plat Zoning Map Future Land Use Map

> Date 8/28/







Department: DNS Contact Info: Scott Koops, 563-328-6701 Date 9/1/2020

Subject: Case F20-10: Dolan's 53rd St 8th Addition

Recommendation: None at this time.

# Background:

Currently under technical review and scheduled for Plan & Zoning Commission consideration on September 22, 2020.

#### ATTACHMENTS:

	Туре	Description
D	Backup Material	Final Plat

#### Staff Workflow Reviewers

#### **REVIEWERS**:

Department	Reviewer	Action	Date
City Clerk	Berkley, Laura	Approved	8/28/2020 - 5:01 PM

