



**AGENDA  
PLANNING COMMISSION  
COUNCIL BLUFFS PUBLIC LIBRARY,  
400 WILLOW AVENUE, COUNCIL BLUFFS, IA  
Tuesday, April 8, 2025 - 6:00 PM**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. ADOPTION OF AGENDA**

**4. APPROVAL OF MINUTES**

**5. PROOF OF PUBLICATION**

**6. REVIEW OF MEETING PROCEDURES**

**7. PUBLIC HEARINGS**

**A. CASE #PI-24-001(M)**

Public hearing on the request of EDC Omaha Landco LLC, represented by John Dolan, to amend the adopted PI/Planned Industrial Development Plan for a new 'data center' on property legally described as being a parcel of land located in part of the SE1/4 of Section 21-75-43 and part of the NE1/4 of Section 28-75-43, all lying south of East Kaneshville Boulevard (U.S. Highway 6), City of Council Bluffs, Pottawattamie County, Iowa. Location: Undeveloped land at the southeast corner of the intersection of College Road and East Kaneshville Boulevard.

**B. CASE #MIS-25-001**

Public hearing on the request of Midlands Credit Union, represented by Mindy Cooper, to adopt a site-specific development plan for a 'financial service' (Midlands Credit Union) on property legally described as Lot 7, except the southeast corner thereof dedicated for right-of-way, and Lot 8, all in Block 20, Bayliss and Palmer's Addition, Council Bluffs, Pottawattamie County, Iowa and being more particularly described in the case staff report. Location: 1900 West Broadway. MIS-25-001

**C. CASE #PR-25-001**

Public hearing on the request of Heidi Mazel, represented by Gabrielle Dowdy, to append a PR/Planned Residential Overlay and to adopt the associated development plan for a 'boarding, rooming, lodging house' on property legally described as the West 110 feet of Lot 1, Block 5, Park Addition, City of Council Bluffs, Pottawattamie County, Iowa. Location: 1003 High Street. PR-25-001

**8. OTHER BUSINESS**

A. 2024 City Planning Commission Annual Report

See the attached 2024 City Planning Commission Annual Report.

**9. ADJOURNMENT**

If you plan to attend this meeting and require special assistance please contact the Community Development Department at (712) 890-5350 at least 48 hours before the meeting.

## Planning Commission Communication

Department: Community  
Development

Case/Project No.: PI-24-001(M)

CASE #PI-24-001(M)

Council Action: 4/8/2025

Submitted by: Moises Monroy,  
Planner, Community Development  
Department

### Description

Public hearing on the request of EDC Omaha Landco LLC, represented by John Dolan, to amend the adopted PI/Planned Industrial Development Plan for a new 'data center' on property legally described as being a parcel of land located in part of the SE1/4 of Section 21-75-43 and part of the NE1/4 of Section 28-75-43, all lying south of East Kaneshville Boulevard (U.S. Highway 6), City of Council Bluffs, Pottawattamie County, Iowa. Location: Undeveloped land at the southeast corner of the intersection of College Road and East Kaneshville Boulevard.

### Background/Discussion

See attached staff report.

### Recommendation

### ATTACHMENTS:

Description	Type	Upload Date
Staff Report and Attachments A - E	Staff Report	4/3/2025

**Planning Commission Communication**

<p>Department: Community Development</p> <p>CASE #PI-24-001(M)</p> <p>Applicant/Property Owner: EDC Omaha Landco LLC 30 Old Kings Highway South #1005 Darien, CT 06820</p> <p>Representative: John Dolan 30 Old Kings Highway South #1005 Darien, CT 06820</p>	<p>Resolution No. _____</p>	<p>Planning Commission: 4/8/2024</p>
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**Subject/Title**

**Request:** Public hearing on the request of EDC Omaha Landco LLC, represented by John Dolan, to amend the adopted planned industrial development plan for a new ‘data center’ on property legally described as being a parcel of land located in part of the SE ¼ of Section 21-75-43 and part of the NE ¼ of Section 28-75-43, all lying south of East Kanesville Boulevard (U.S. Highway 6), City of Council Bluffs, Pottawattamie County, Iowa.

**Location:** Undeveloped land at the southeast corner of the intersection of College Road and East Kanesville Boulevard (U.S. Highway 6)

**Background/Discussion**

The Community Development Department has received a request from EDC Omaha Landco LLC, represented by John Dolan, to amend the adopted planned industrial development plan for a new ‘data center’ on property legally described as being a parcel of land located in part of the SE ¼ of Section 21-75-43 and part of the NE ¼ of Section 28-75-43, all lying south of East Kanesville Boulevard (U.S. Highway 6), City of Council Bluffs, Pottawattamie County, Iowa.

The subject property consists of several undeveloped parcels of land located east of the Iowa Western Community College campus. A planned industrial development plan was previously adopted at this site for a logistics park via Resolution No. 21-308 (resolution approved by City Council on October 25, 2021). The project did not move forward and the land remained undeveloped. The City of Council Bluffs received a new proposal in April 2024 from EDC Omaha LLC to develop the subject property as a data center. The proposal from EDC Omaha LLC consisted of two 80-foot tall buildings, each containing 450,000 square feet in ground floor area, and a MidAmerican Energy substation to service the proposed data center. On June 10, 2024, City Council passed Resolution No. 24-166 to adopt a planned industrial development plan for the proposed data center. The new development plan superseded and replaced the previous development plan adopted for the logistics park.

The developer is proposing to alter the adopted development plan. The following components of the project will be modified:

- (1) The ground floor area of each data center building (reduced from 450,000 square feet to 285,444 square feet);
- (2) The height of the data center buildings (reduced from 80 feet to 36 feet 3 inches);
- (3) The location of the proposed data center buildings on the subject property;

- (4) The configuration of the outdoor electrical/mechanical yards; and
- (5) The required landscaping along the perimeter of the site.

Additionally, the developer is proposing to: (1) construct a 24,310-square foot office/administrative building, (2) install two owner-operated substations (each substation will service one of the proposed data center buildings); the MidAmerican Energy substation shown on the original proposal has been replaced with a switchyard), and (3) install additional overhead electric facilities to service the proposed substations. The proposed modifications will substantially alter the design and layout of the proposed ‘data center’ and thus must be reviewed by the City Planning Commission and approved by City Council.

The developer intends to subdivide the subject property into at least two lots (one lot for the data center and one lot for the substation) at a later date. The proposed subdivision should be completed prior to the commencement of any construction associated with this project; however, the final plat may be executed after to the construction is completed provided the necessary access easements are conveyed during the platting process.

Land Use and Zoning – The subject property is currently zoned P-I/Planned Industrial District. The following zoning and land uses surround the subject property:

Direction	Zoning District(s)	Land Uses
North	C-2/Commercial District and R-3/Low-Density Multifamily Residential District	East Kanesville Boulevard (U.S. Highway 6) and undeveloped land
South	P-I/Planned Industrial District	An office building (Black Hills Energy)
East	A-2/Parks, Estates and Agricultural District	Interstate 80 and undeveloped land
West	A-2/Parks, Estates and Agricultural District and R-3/Low-Density Multifamily Residential District	A college campus (Iowa Western Community College) and student housing

The Future Land Use Plan of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) designates the subject property as ‘Office/Industrial’ and ‘Local Commercial.’

City Departments and Utilities – All appropriate City departments and utilities were notified of the planned industrial development plan request. The following comments were received:

- A. The Council Bluffs Parks and Recreation Department stated that they have no comments on the request.
- B. The Council Bluffs Police Department stated that they have no comments or objections to the request.
- C. The Iowa Department of Transportation stated that they have no conflicts with the request.
- D. Council Bluffs Water Works stated that they have no comments on the request.

**Development Plan**

The developer is proposing to amend the adopted planned industrial development plan for the proposed ‘data center.’ Amendments to the adopted development plan reflecting the proposed modifications to this project are highlighted in

gray or crossed out below. All other development standards outlined in the adopted development plan will remain in effect.

#### A. Site Development

1. All principal and accessory structures shall have a minimum perimeter setback of 25 feet.
2. The maximum height allowed for ~~principal~~ all structures, exclusive of any utility poles and associated equipment, shall be ~~80 feet~~ 40 feet, as measured from finished grade to the highest point of the parapet wall.
  - a. The revised architectural renderings (see page 2 of Sheet A200, Attachment 'C') show each proposed data center building will measure 36'-3" in height.
  - b. The revised architectural renderings (see page 1 of Sheet A200, Attachment 'C') show the proposed office/administrative building will measure 14'-4" in height.
- ~~3. The maximum height allowed for accessory structures shall be 50 feet, as measured from finished grade to the peak of the roof.~~
3. The maximum combined lot coverage for all structures shall not exceed 60% of the total lot area.
  - a. The combined area of all buildings proposed to be constructed at this site will be 595,198 square feet, which is approximately 15% of the total lot area. The area of the outdoor mechanical/electrical yards is unknown at this time; however, said outdoor mechanical/electrical yards shall also be subject to the maximum lot coverage requirements at this site.
4. All fences/walls shall be installed in accordance with Section 15.24.040, Fence Regulations, of the Council Bluffs Municipal Code (Zoning Ordinance).
  - a. The submitted site plan (Attachment 'C') shows an anti-climb Ameristar fence will be installed around the perimeter of the data center. The maximum height allowed for the proposed fence shall be 10 feet, as measured from finished grade to the highest point of the fence structure.
  - b. The submitted site plan (Attachment 'C') shows a masonry wall will be installed along the north and west sides of the MidAmerican Energy substation. A masonry wall shall also be installed along the northerly 20 feet of the east side of the substation to adequately screen ground-mounted equipment from public view.
    - i. The proposed masonry wall shall have a minimum height of 10 feet and a maximum height of 20 feet, as measured from finished grade to the highest point of the wall.
  - c. No barbed wire shall be allowed on the proposed fence or masonry wall.
5. Any solar energy conversion systems installed at this site shall be subject to Section 15.34.030, Solar Energy Conversion Systems, of the Council Bluffs Municipal Code (Zoning Ordinance).
6. All exterior lighting shall conform to Section 15.24.050, Lighting Controls, of the Council Bluffs Municipal Code (Zoning Ordinance). All outdoor light poles shall be limited to a maximum height of 40 feet, as measured from finished grade to the highest point of the pole structure. All light poles shall be painted or finished aluminum or steel. Wood poles shall not be allowed.
7. Outdoor storage of materials, products, equipment, or packaging shall not be permitted. This includes the semi-permanent and/or permanent placement of inter-modal storage/shipping containers.

- a. Power generators installed to service the proposed data center are allowed to be stored outdoors.

## **B. Utilities**

1. All utilities shall be installed underground. Any cost to remove, relocate, modify, and/or extend utilities to this site shall be at the sole cost of the developer and not the City.
  - a. Overhead facilities shall only be allowed to service the proposed MidAmerican substation switchyard and the owner-operated substations adjacent to each data center building. No other overhead facilities shall be allowed to be installed at this site.
    - i. According to MidAmerican Energy, the height of the poles to service the proposed substations may range between 60 and 90 feet to meet clearance regulations. To ensure the proposed utility poles do not overwhelm the appearance of the data center, the height of the poles shall not exceed the minimum height required to meet clearance requirements. Additionally, said utility poles shall be designed and/or painted in such manner as to lessen their visual impact on the aesthetics of the site. The applicant and/or MidAmerican Energy shall provide schematics and/or renderings of the proposed poles to the City prior to installation.
2. All grading and drainage activity for this development shall be completed in accordance with Public Works standards.
3. Water, power, and gas service shall be coordinated with the appropriate utility provider.

## **C. Off-Street Parking**

1. The minimum number of off-street parking spaces is typically calculated using the parking requirements in Section 15.23.060, Parking Spaces Required, of the Council Bluffs Municipal Code (Zoning Ordinance). For a data center, the number of required parking spaces would be calculated using Schedule A in Section 15.23.060 of the Council Bluffs Municipal Code (Zoning Ordinance). The warehousing component of the data center would require one (1) space per 5,000 square feet and the office/administrative activity component would require one (1) space per 300 square feet. ~~This would result in approximately 200 parking spaces being required for the proposed data center.~~ The submitted site plan (see Sheet CS100, Attachment 'C') shows 80 201 parking spaces will be provided at this site. City staff and the developer have discussed establishing site-specific parking standards for this project to ensure the off-street parking needs for the proposed development are adequately satisfied while not requiring an excessive amount of parking to be provided. In this regard, the developer shall submit a parking demand memo prior to building plans being finalized for building permit review to verify the amount of parking provided for the proposed development will be sufficient. ~~Shared parking between the two lots that will contain the proposed data center buildings shall be allowed.~~
2. All off-street parking areas, driveways and drive aisles shall comply with the standards in Chapter 15.23, Off-Street Parking, Loading and Unloading, of the Council Bluffs Municipal Code (Zoning Ordinance), and Iowa's Statewide Urban Design and Specifications (SUDAS) manuals for public improvements.
  - a. The ground surface for the proposed MidAmerican Energy substation may be constructed out of gravel.
3. All off-street parking lots shall comply with Chapter 661-18, Parking for Persons with Disabilities, of the Iowa Administrative Code.
4. Bicycle parking shall be incorporated into the overall layout of each lot.

- a. Designated bicycle parking areas shall be located within a reasonable distance of, and clearly visible from, the main entrance of each building. Bicycle parking may alternatively be provided in a publicly accessible indoor location within a convenient distance of the main building entrance.
  - b. Bicycle racks shall be secured to the pavement in a location that does not conflict with pedestrian or vehicular circulation routes.
  - c. Bicycle parking shall be provided at a rate of one bicycle parking space per 45,000 square feet of ground floor area. Using this calculation, a minimum of 20 bicycle parking spaces shall be provided for this project. Bicycle parking shall be distributed evenly between the two lots containing the data center buildings.
  - d. Bicycle parking shall be installed prior to the issuance of the Certificate of Occupancy for the proposed project.
5. A parking lot permit shall be submitted with the building permit application for the proposed data center, and shall include the number, location, and dimension of all drive aisles and spaces, bicycle parking, pedestrian ways, islands, landscaped areas, loading areas and lighting.
  6. The submitted site plan in Attachment 'C' shows the proposed data center will be accessed via two driveways on College Road, which includes the shared driveway with the Black Hills Energy facility at 2287 College Road. The developer shall be subject to the terms and conditions in the shared access easement agreement at all times.

#### **D. Architecture**

1. ~~Architectural renderings/elevations for the proposed data center are shown in Attachment 'J.'~~ Architectural renderings/elevations for the proposed data center buildings and the office/administrative building are shown in Sheet A200, Attachment 'C.' The submitted renderings show the exterior of all buildings being constructed primarily out of insulated precast concrete panels. This material is acceptable and shall be painted in a pattern generally consistent with the submitted renderings.
2. All rooftop mounted mechanical equipment that is visible from an adjacent public street right-of-way shall be screened from view using architectural design features.
  - a. The rooftop mounted mechanical equipment on the proposed office/administrative building shall be screened from view using a parapet wall or individually using architectural features.
3. All ground-mounted mechanical equipment that is visible from an adjacent public street right-of-way shall be completely screened from view using architectural design features, fencing, masonry wall, landscaping, or a combination thereof.
  - a. The landscape buffer proposed to be planted along the perimeter of the project site shall be acceptable provided it is sized and planted to adequately screen all ground-mounted equipment from public view.
4. All trash receptacles visible from a public right-of-way shall be enclosed on three sides with a masonry, wood, or vinyl fence and shall be have a lockable gate that, when closed, completely eliminates view of the dumpster.

#### **E. Landscaping**

1. A landscaping plan shall be part of every building permit application. The plan shall clearly identify plant materials, quantity, and size and shall show dimensions of all areas to be landscaped.

2. A minimum of one evergreen tree and/or deciduous shade tree shall be planted every 30 linear feet along the frontages abutting College Road, East Kaneshville Boulevard (U.S. Highway 6), and Interstate 80, exclusive of any area containing a utility easement granted to accommodate the overhead facilities that will service the proposed switchyard and/or substations.
  - a. ~~The submitted landscaping plan (Attachment 'G') shows a double row of deciduous and evergreen trees will be planted on a 3 to 4 foot tall landscape berm along the perimeter of the project site.~~ The revised landscaping plan (see Sheet CS900, Attachment 'C') shows a row of deciduous and evergreen trees will be planted on earthen berms along the frontages abutting East Kaneshville Boulevard (U.S. Highway 6) and Interstate 80. Trees will also be planted along the northerly and southerly ends of the frontage abutting College Road; however, a significant portion of said frontage will remain unplanted as to not encumber the easement granted to MidAmerican Energy to accommodate the overhead electrical facilities that will service the proposed development. The Community Development Department finds the proposed amount of landscaping will sufficiently screen the data center from public view.
  - b. All tree species planted along the frontage of a public right-of-way shall comply with the Council Bluffs Street Tree Guide and shall be reviewed and approved by the City prior to installation.
3. Not more than 10% of the landscaped area shall be of inorganic material such as brick, stone, aggregate, river rock, metal or artificial turf. Organic mulch may be used around trees and/or shrubs.
4. A minimum five foot-wide strip of landscaping, planted with trees, shrubs, and/or grass, shall be installed between the edge of all parking lot areas and any abutting property line. The five-foot wide strips may be included in the 10% requirement.
5. All parking lot islands shall be planted with a minimum of one canopy shade tree and ground cover vegetation (e.g., shrubs, sod, mulch, or river rock, etc.). Trees planted on along parking lot islands shall consist of drought resistant species native to Iowa.
6. All disturbed areas without a specific landscape design shall be seeded with sod, turf, and/or prairie grass.
7. All trees shall have a minimum caliper width of two inches at the time of planting.
8. Landscaping shall not impede the vision of any pedestrian and/or automobile traffic entering/exiting or circulating on the subject property.
9. All landscaping shall be appropriately maintained and dead plant material replaced at a time appropriate to planting seasons but in all cases shall be replaced within one year.

#### **F. Signage**

1. The total maximum amount of signage allowed shall be based on a calculation of one and one-half (1 ½) square feet of signage per each lineal foot of street frontage along a public street right-of-way or private drive. The easterly property line abutting Interstate 80 right-of-way shall be excluded from the calculation to determine the maximum amount of signage allowed for this project.
2. The total amount of attached signage shall be limited to 15% of the building façade to which it is attached. Attached signage can be placed at any location on the building but shall not extend beyond any building wall or above the peak of the roof.
  - a. One attached wall sign is proposed to be installed above the main entrance of each building. Sign dimensions were not provided at the time of application submittal.

3. A maximum of one ground/monument sign shall be allowed per street frontage and shall be limited to a maximum height of 10 feet, as measured from finished grade to the highest point of the sign structure. The entire monument sign shall be counted as signage as measured from finished grade to the highest point of the monument and from one side of the monument structure to the other. The maximum sign area shall not exceed 100 square feet of signage per face.
  - a. One 5' × 6' monument sign is proposed to be installed near the south driveway entrance along College Road. The proposed monument sign is acceptable.
4. On-site directional/wayfinding signage shall count toward the overall amount of signage permitted on the subject property. Each sign shall be limited to a maximum height of six feet, as measured from finished grade to the highest point of the sign structure. The maximum sign area shall not exceed six square feet of signage per face.
5. No sign listed in Section 15.33.070, Prohibited Signs, of the Council Bluffs Municipal Code (Zoning Ordinance) shall be permitted.
6. A sign permit shall be submitted with every building permit application for any attached, detached and/or on-premise directional signage proposed to be installed on the subject property.

**Recommendation**

The Community Development Department recommends approval of the request to amend the adopted planned industrial development plan for a new 'data center' on property legally described as being a parcel of land located in part of the SE ¼ of Section 21-75-43 and part of the NE ¼ of Section 28-75-43, all lying south of East Kanessville Boulevard (U.S. Highway 6), City of Council Bluffs, Pottawattamie County, Iowa, subject to the comments stated above and the following conditions:

- A. Any modifications to the approved development plan which substantially alter the design, layout, configuration, and/or appearance of the project shall be reviewed the City Planning Commission and approved by City Council prior to such changes being made. All minor modifications to the adopted development plan may be administratively approved by the Community Development Director.

**Attachments**

- Attachment A: Location/Zoning Map
- Attachment B: Project Lola/Edged Preliminary Plans – Original
- Attachment C: Project Lola/Edged Preliminary Plans – Revised
- Attachment D: Preliminary Plans Comparison Exhibit
- Attachment E: Conceptual Street View Illustrations

Prepared by: Moises Monrroy, Planner, Community Development Department

# CITY OF COUNCIL BLUFFS - CITY PLANNING COMMISSION

## CASE #PR-24-001(M) LOCATION/ZONING MAP

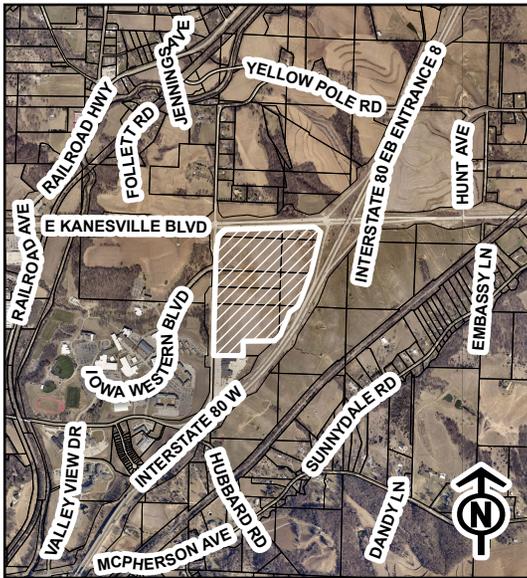
### Legend

Subject Property

0      310      620



1 inch = 458 feet



Last Amended: 3/20/25



Council Bluffs Community  
Development Department  
209 Pearl Street  
Council Bluffs, IA 51503  
Telephone: (712) 890-5350

**DISCLAIMER**  
This map is prepared and compiled from City documents, plans and other public records data. Users of this map are hereby notified that the City expressly denies any and all responsibility for errors, if any, in the information contained on this map of the nature of the same by the user or anyone else. The user should verify the accuracy of information/data contained on this map before using it. The City assumes no legal responsibility for the information contained on this map.



Location of proposed data center

Attachment 'B'

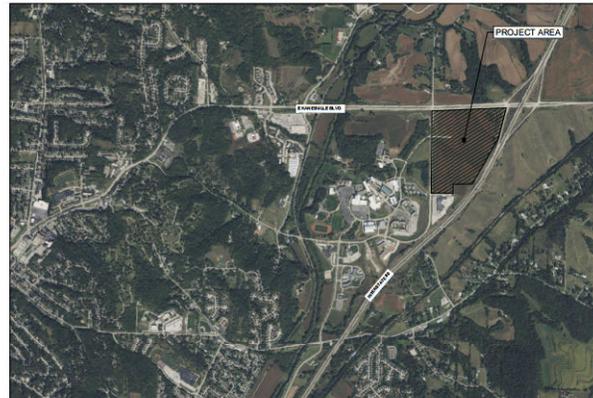
# PROJECT LOLA

## PRELIMINARY PLANS

### COUNCIL BLUFFS, IA

no.	date	by	chkd	description
A	04/15/2024	EWW	CAK	PLANNING SUBMITTAL

PROJECT INFORMATION:	
OWNER:	EDC OMAHA LANDCO LLC
ENGINEER:	BURNS & MCDONNELL ENGINEERING COMPANY, INC. 8400 WARD PARKWAY KANSAS CITY, MO. 64114
ZONING:	P-4/PLANNED INDUSTRIAL DISTRICT



DRAWING INDEX	
C-100	PRELIMINARY PLANNING COVER SHEET
VF100	EXISTING CONDITION PLAN
CS100	OVERALL SITE PLAN
CS200	PROPOSED SUBDIVISION PLAN
CG100	OVERALL GRADING & DRAINAGE PLAN
CU100	OVERALL UTILITY PLAN
LS100	OVERALL LANDSCAPE PLAN



I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

DATE: 04/16/2024

COREY KINGSLAND

MY LICENSE RENEWAL DATE IS 12/31/2024

PAGES OR SHEETS COVERED BY THIS SEAL: ALL SHEETS LISTED IN DRAWING INDEX

**BURNS & MCDONNELL**  
8400 WARD PARKWAY  
KANSAS CITY, MO 64114

date	04-16-2024	designed	EWW	checked	CAK
date	04-16-2024	designed	EWW	checked	CAK

EDC Omaha  
Landco LLC  
COUNCIL BLUFFS, IA

project  
169987 - PROJECT LOLA  
PRELIMINARY PLANNING  
COVER SHEET

drawing	C-100	rev.	A
sheet	1	of 7	sheets
file			





- LEGEND:**
- CORNERS FOUND (AS REBAR UNLESS OTHERWISE NOTED)
  - CORNERS SET (#5 Rebar With Cap)
  - SURVEY CONTROL POINT
  - SECTION CORNER
  - EXISTING STORM SEWER MANHOLE
  - EXISTING SANITARY SEWER MANHOLE
  - EXISTING CABLE TV MANHOLE
  - EXISTING POWER POLE
  - EXISTING LIGHT POLE
  - EXISTING GUY WIRE / POLE
  - EXISTING SIGN
  - EXISTING FIRE HYDRANT
  - EXISTING ELECTRICAL TRANSFORMER
  - EXISTING STORM SEWER FLARED-END-SECTION
  - — — — — EXISTING PROPERTY LINE
  - — — — — EXISTING BARBED-WIRE FENCE
  - — — — — EXISTING WATER LINE
  - — — — — EXISTING GAS LINE
  - — — — — EXISTING SANITARY SEWER LINE
  - — — — — EXISTING STORM SEWER LINE
  - — — — — EXISTING ELECTRICAL UNDERGROUND LINE
  - — — — — EXISTING FIBER OPTIC LINE
  - (M) MEASURED DISTANCE
  - (R) RECORDED DISTANCE
  - — — — — EXISTING EASEMENT LINE
  - — — — — EXISTING OVERHEAD ELECTRICAL LINE
  - — — — — EXISTING MAJOR CONTOUR
  - — — — — EXISTING MINOR CONTOUR
  - ▨ EXISTING TELECOM EASEMENT

**FEMA FLOODPLAIN INFO:**  
 SUBJECT PROPERTY IS IN FLOODPLAIN ZONE X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAINS AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA), FLOOD INSURANCE RATE MAP 191550041B, EFFECTIVE DATE APRIL 16, 2013.

**LEGAL DESCRIPTION AS SURVEYED:**  
 A PARCEL OF LAND LOCATED IN SECTIONS 21 AND 28 ALL LOCATED IN TOWNSHIP 75 NORTH, RANGE 43 WEST OF THE 5TH P.M., CITY OF COUNCIL BLUFFS, POTTAWATTAMIE COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 21; THENCE 88°48'12"E A DISTANCE OF 42.60 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF COLLEGE ROAD, SAID POINT ALSO BEING THE TRUE POINT OF BEGINNING; THENCE NORTHERLY ON THE EAST RIGHT-OF-WAY LINE OF SAID COLLEGE ROAD ALONG THE FOLLOWING DESCRIBED COURSES:  
 THENCE A BEARING OF N11°14'48"E, A DISTANCE OF 656.79 FEET;  
 THENCE A BEARING OF N14°22'22"E, A DISTANCE OF 65.03 FEET;  
 THENCE A BEARING OF N15°45'55"E, A DISTANCE OF 278.25 FEET;  
 THENCE A BEARING OF N7°50'31"E, A DISTANCE OF 14.05 FEET;  
 THENCE A BEARING OF N11°19'20"E, A DISTANCE OF 112.00 FEET;  
 THENCE A BEARING OF N18°40'34"E, A DISTANCE OF 83.82 FEET;  
 THENCE A BEARING OF N12°51'51"E, A DISTANCE OF 130.00 FEET;  
 THENCE A BEARING OF N4°24'02"E, A DISTANCE OF 164.46 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF EAST KANESVILLE BOULEVARD; THENCE A BEARING OF N8°12'20"E, ALONG THE SAID SOUTH RIGHT-OF-WAY LINE OF EAST KANESVILLE BOULEVARD, A DISTANCE OF 1776.35 FEET, TO A POINT ON THE WEST RIGHT-OF-WAY LINE OF INTERSTATE 80; THENCE SOUTHERLY ON SAID WEST RIGHT-OF-WAY LINE OF INTERSTATE 80 ALONG THE FOLLOWING DESCRIBED COURSES:  
 THENCE A BEARING OF S51°55'43"E, A DISTANCE OF 163.04 FEET;  
 THENCE A BEARING OF S13°37'20"W, A DISTANCE OF 822.53 FEET;  
 THENCE A BEARING OF S20°15'25"W, A DISTANCE OF 553.77 FEET;  
 THENCE A BEARING OF S28°59'48"W, A DISTANCE OF 99.30 FEET;  
 THENCE A BEARING OF S27°16'04"W, A DISTANCE OF 54.15 FEET;  
 THENCE A BEARING OF S28°50'36"W, A DISTANCE OF 14.01 FEET;  
 THENCE A BEARING OF S59°11'00"W, A DISTANCE OF 136.25 FEET;  
 THENCE A BEARING OF S31°37'27"W, A DISTANCE OF 154.15 FEET;  
 THENCE A BEARING OF S24°17'28"W, A DISTANCE OF 411.72 FEET;  
 THENCE A BEARING OF S22°01'41"W, A DISTANCE OF 65.91 FEET;  
 THENCE A BEARING OF S49°23'56"W, A DISTANCE OF 80.74 FEET TO THE NORTHEAST CORNER OF PARCEL 22070;  
 THENCE A BEARING OF N8°50'04"W, ALONG THE NORTH LINE OF SAID PARCEL 22070 A DISTANCE OF 613.59 FEET, TO THE NORTHWEST CORNER OF SAID PARCEL 22070;  
 THENCE A BEARING OF S11°11'56"W, ALONG THE WEST LINE OF SAID PARCEL 22070, A DISTANCE OF 289.29 FEET TO THE SOUTHWEST CORNER OF SAID PARCEL 22070, SAID CORNER ALSO BEING A POINT ON THE NORTH LINE OF THE BLACK HILLS SUBDIVISION, A SUBDIVISION LOCATED IN SAID SECTION 28, POTTAWATTAMIE COUNTY IOWA;  
 THENCE N88°49'47"W, ALONG THE NORTH LINE OF SAID BLACK HILLS SUBDIVISION, A DISTANCE OF 564.52 FEET TO THE NORTHWEST CORNER OF SAID BLACK HILLS SUBDIVISION, SAID POINT ALSO BEING ON SAID EAST RIGHT-OF-WAY LINE OF COLLEGE ROAD;  
 THENCE A BEARING OF N11°14'48"E, ALONG SAID EAST RIGHT-OF-WAY LINE OF COLLEGE ROAD, A DISTANCE OF 1,015.62 FEET, TO THE POINT OF BEGINNING.  
 SAID PARCEL CONTAINS 3,958,202 SQUARE FEET OR 90.87 ACRES MORE OR LESS.

no.	date	by	chkd	description
A	10/16/2024	EWV	CAK	PLANNING SUBMITAL



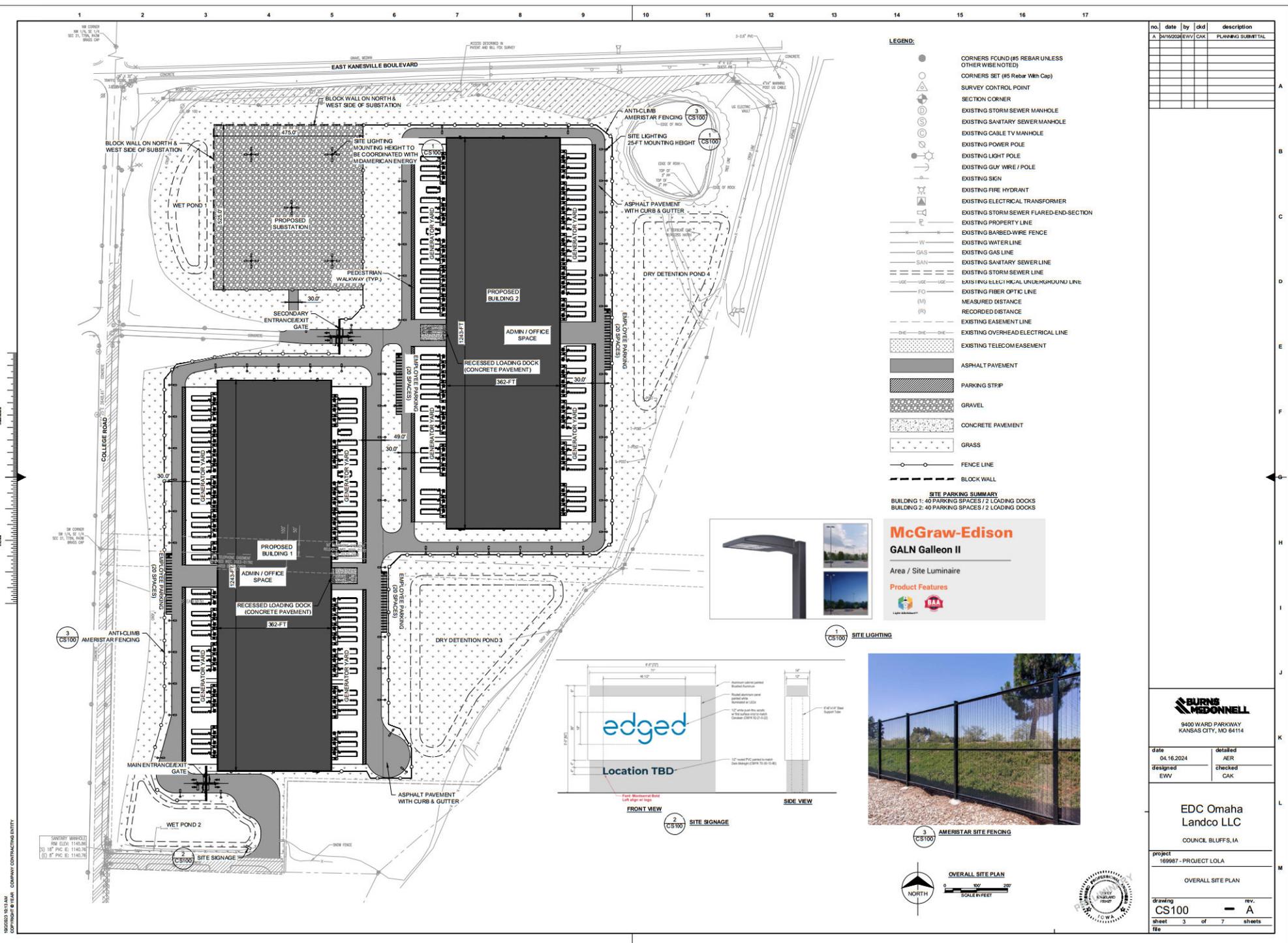
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designed	EWV	checked	CAK

**EDC Omaha Landco LLC**  
 COUNCIL BLUFFS, IA

project: 169987 - PROJECT LOIA  
 EXISTING CONDITIONS PLAN

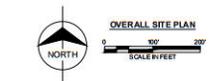
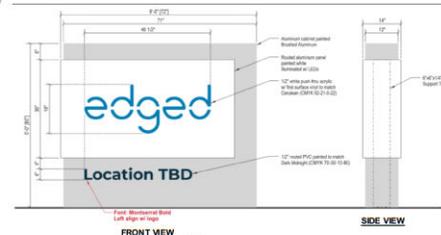
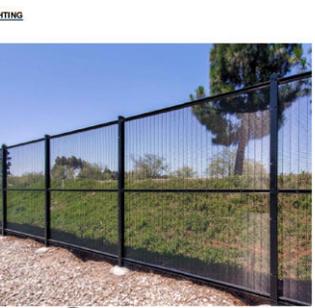
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sheet	2	of	7
file			





- LEGEND:**
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  - SURVEY CONTROL POINT
  - SECTION CORNER
  - EXISTING STORM SEWER MANHOLE
  - EXISTING SANITARY SEWER MANHOLE
  - EXISTING CABLE TV MANHOLE
  - EXISTING POWER POLE
  - EXISTING LIGHT POLE
  - EXISTING GUY WIRE / POLE
  - EXISTING SIGN
  - EXISTING FIRE HYDRANT
  - EXISTING ELECTRICAL TRANSFORMER
  - EXISTING STORM SEWER FLARED-END-SECTION
  - EXISTING PROPERTY LINE
  - EXISTING BARBED-WIRE FENCE
  - EXISTING WATER LINE
  - EXISTING GAS LINE
  - EXISTING SANITARY SEWER LINE
  - EXISTING STORM SEWER LINE
  - EXISTING ELECTRICAL UNDERGROUND LINE
  - EXISTING FIBER OPTIC LINE
  - MEASURED DISTANCE
  - RECORDED DISTANCE
  - EXISTING EASEMENT LINE
  - EXISTING OVERHEAD ELECTRICAL LINE
  - EXISTING TELECOM EASEMENT
  - ASPHALT PAVEMENT
  - PARKING STRIP
  - GRAVEL
  - CONCRETE PAVEMENT
  - GRASS
  - FENCE LINE
  - BLOCK WALL

**McGraw-Edison**  
**GALN Galleon II**  
 Area / Site Luminaire  
 Product Features



no.	date	by	description	
A	04/16/2024	EWV	CAK	PLANNING SUBMITTAL

date	04/16/2024	designed	EWV	checked	CAK
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project	169987 - PROJECT LOLA
client	EDC Omaha Landco LLC
location	COUNCIL BLUFFS, IA
drawing	CS100
sheet	3 of 7

**BURNS & MCDONNELL**  
 9400 WARD PARKWAY  
 KANSAS CITY, MO 64114

**EDC Omaha Landco LLC**  
 COUNCIL BLUFFS, IA





no.	date	by	chkd	description
A	04/16/2024	EWV	CAK	PLANNING SUBMITTAL



- LEGEND:**
- CORNERS FOUND (#5 REBAR UNLESS OTHERWISE NOTED)
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  - ⊙ SURVEY CONTROL POINT
  - ⊠ SECTION CORNER
  - ⊕ EXISTING STORM SEWER MANHOLE
  - ⊕ EXISTING SANITARY SEWER MANHOLE
  - ⊕ EXISTING CABLE TV MANHOLE
  - ⊕ EXISTING POWER POLE
  - ⊕ EXISTING LIGHT POLE
  - ⊕ EXISTING GUY WIRE / POLE
  - ⊕ EXISTING SIGN
  - ⊕ EXISTING FIRE HYDRANT
  - ⊕ EXISTING ELECTRICAL TRANSFORMER
  - ⊕ EXISTING STORM SEWER FLARED-END-SECTION
  - ⊕ EXISTING PROPERTY LINE
  - ⊕ EXISTING BARBED-WIRE FENCE
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  - SAN — EXISTING SANITARY SEWER LINE
  - S — EXISTING STORM SEWER LINE
  - E — EXISTING ELECTRICAL UNDERGROUND LINE
  - FO — EXISTING FIBER OPTIC LINE
  - (M) MEASURED DISTANCE
  - (R) RECORDED DISTANCE
  - EXISTING EASEMENT LINE
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  - ▨ EXISTING CONCRETE ROAD
  - ▨ EXISTING SWALE
  - ▨ ASPHALT PAVEMENT
  - ▨ PARKING STRIP
  - ▨ GRAVEL
  - ▨ CONCRETE PAVEMENT
  - ▨ GRASS
  - ▨ RIPRAP
  - ST — FENCE LINE
  - ST — STORM LINE
  - ▨ FLARED END SECTION
  - ▨ STORM INLET
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**BURNS MEDONNELL**  
 9400 WARD PARKWAY  
 KANSAS CITY, MO 64114

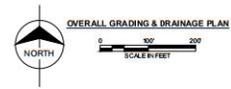
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checked	CAK				

**EDC Omaha Landco LLC**  
 COUNCIL BLUFFS, IA

project  
 169987 - PROJECT LOIA

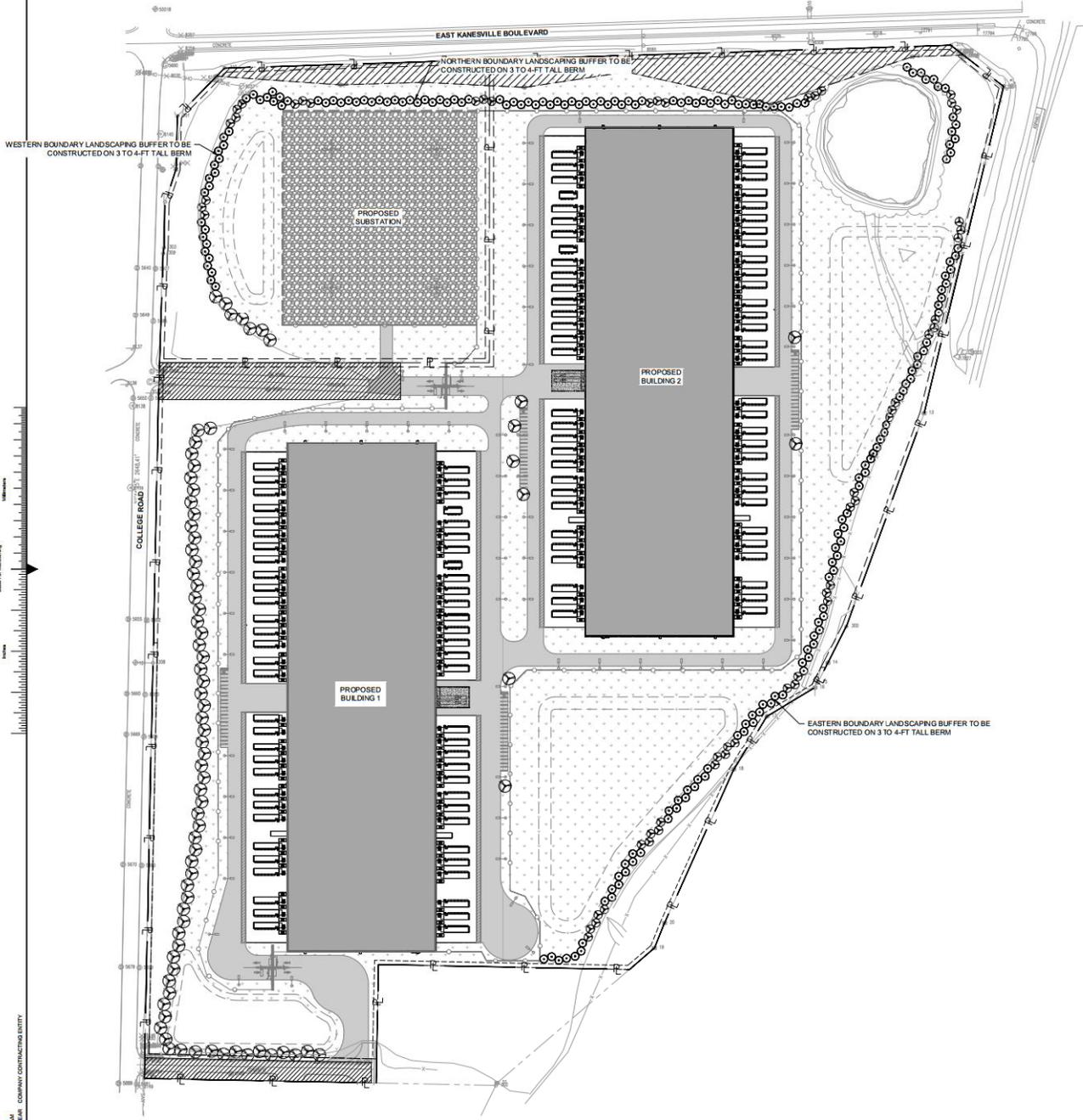
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drawing	CG100	rev.	A
sheet	5 of 7	sheets	





1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17



- LEGEND:**
-  DECIDUOUS TREE; SIZE: 2-INCH CAL.
  -  EVERGREEN TREE; SIZE: 6-7 FT HT.
  -  GRASS

no.	date	by	chkd	description
A	04/16/2024	EWV	CAK	PLANNING SUBMITTAL

Vertical grid lines A through M are marked along the right edge of the drawing.



date	04.16.2024	designed	EWV	detailed	AER	checked	CAK
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**EDC Omaha  
Landco LLC**  
COUNCIL BLUFFS, IA

project  
169987 - PROJECT LOLA

OVERALL LANDSCAPING PLAN

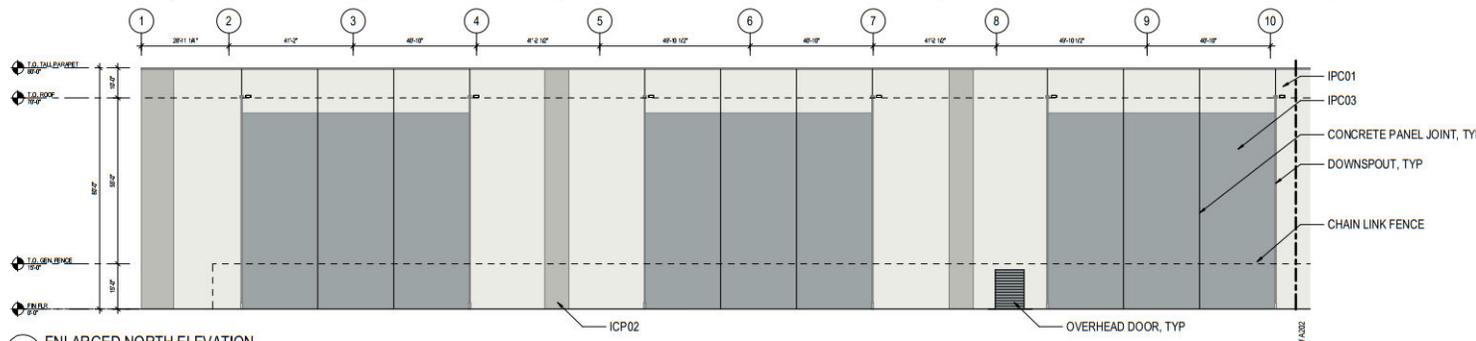
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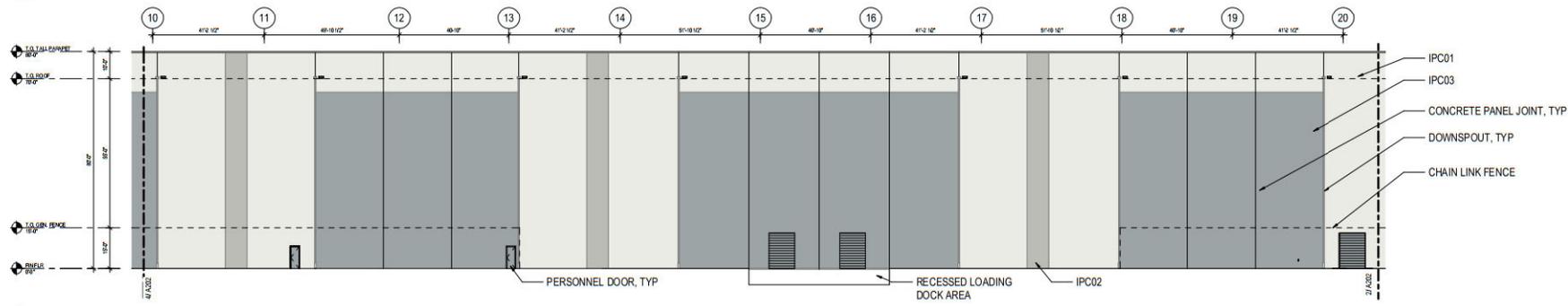
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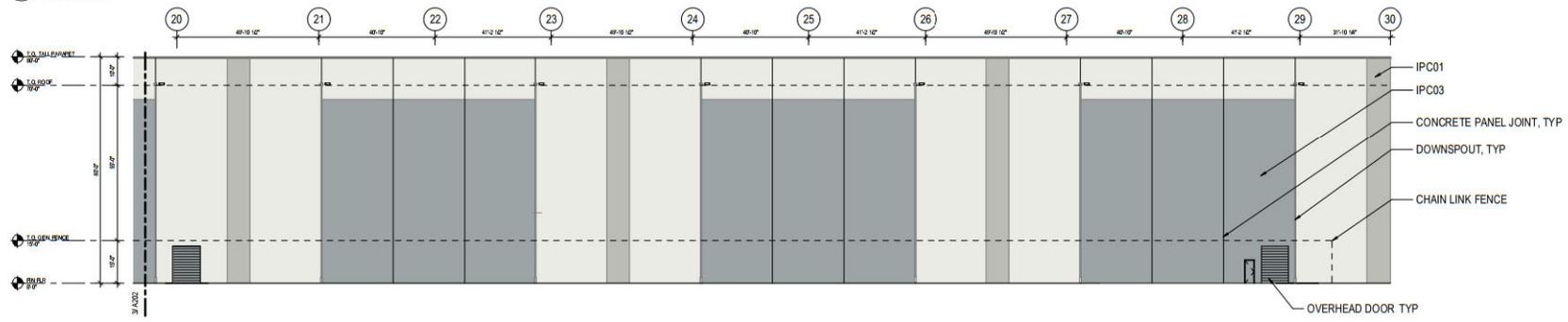
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IP03	A. 1/2" MIN. TYPE III INSULATED PRECAST CONCRETE PANEL B. FINISH TYPE: POST-APPLIED COLORED STAIN C. COLOR COATING: COLOR MATCH TO SHEWAN WILLIAMS SHIRTS DARK NIGHT D. FINISH: SATIN
IP04	A. 1/2" MIN. TYPE III INSULATED PRECAST CONCRETE PANEL B. FINISH TYPE: POST-APPLIED COLORED STAIN C. COLOR COATING: COLOR MATCH TO SHEWAN WILLIAMS SHIRTS MAJOR BLUE D. FINISH: SATIN
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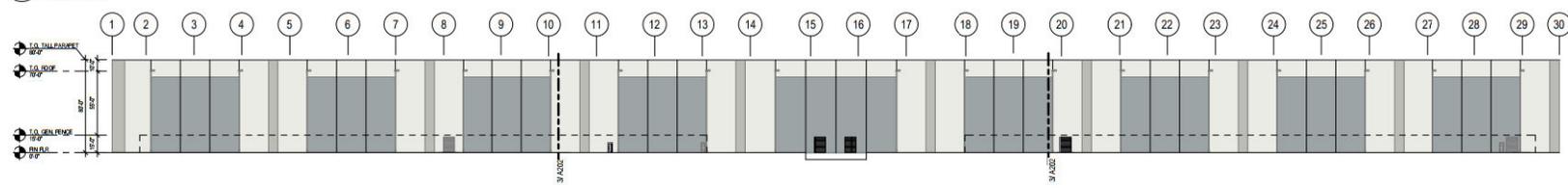
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SCALE: 1/16" = 1'-0"



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2 ENLARGED EAST ELEVATION  
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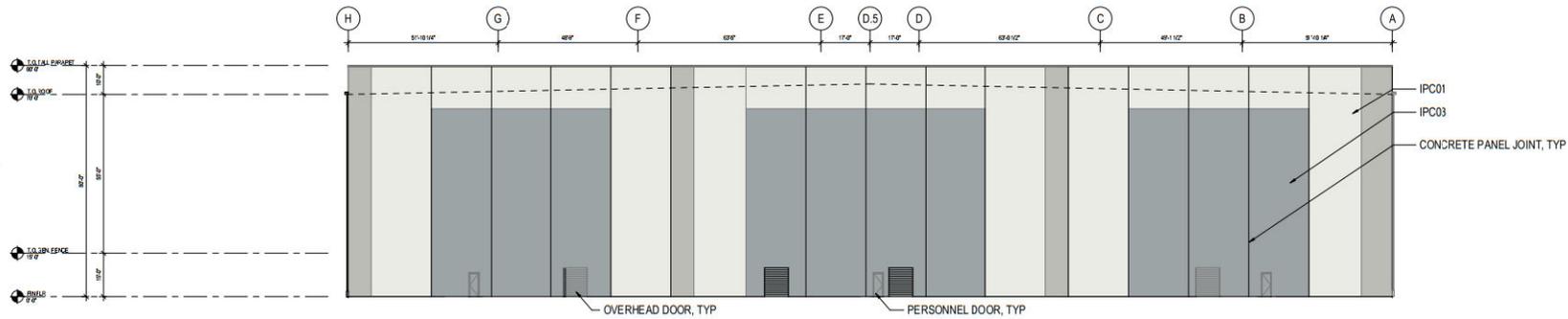


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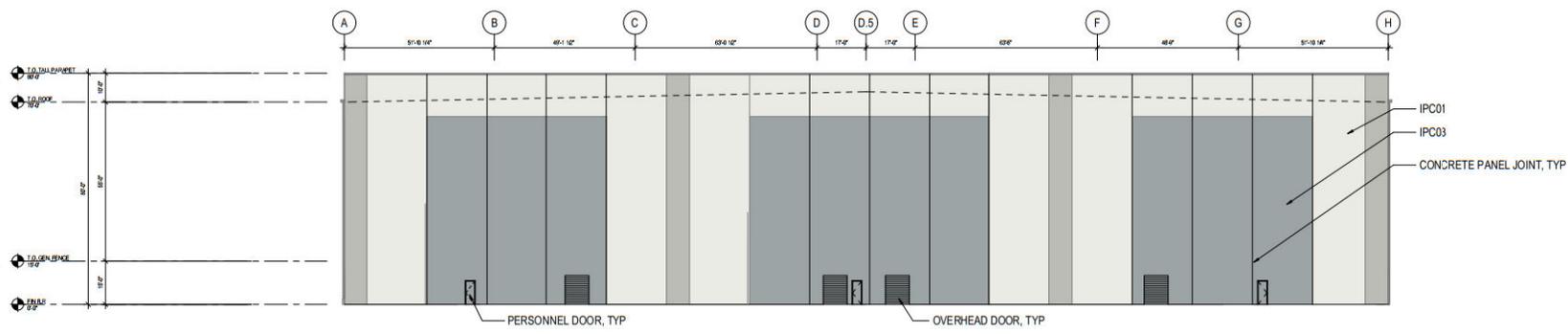
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EXTERIOR ELEVATIONS  
**A202**

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D. FINISH:	SATIN
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D. FINISH:	SATIN
IP03	A. 10'x8'x4" TYPE: INSULATED PRECAST CONCRETE PANEL B. FINISH TYPE: POST-APPLIED COLORED STAIN C. COLOR/COLORING: COLOR MATCH TO SHEWAN WILLIAMS SHIRTS DARK NIGHT
D. FINISH:	SATIN
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D. FINISH:	SATIN
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2 NORTH ELEVATION  
SCALE: 1/8" = 1'-0"



1 SOUTH ELEVATION  
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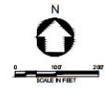
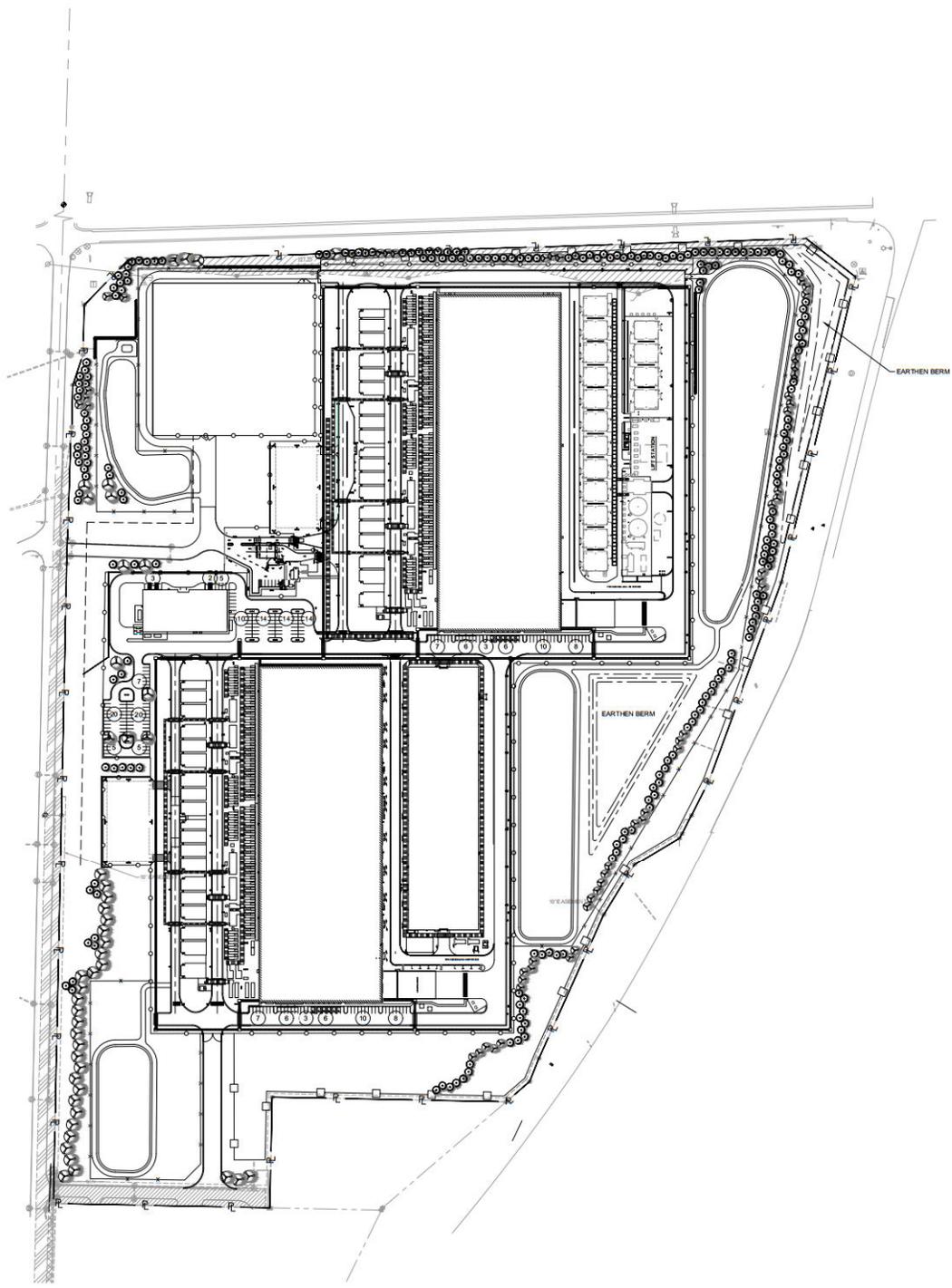












GENERAL NOTES:				
no.	date	by	chkd	description
1A	03/11/25	CJK	ENK	PLANNING

KEY NOTES LEGEND

SHEET LEGEND

- EVERGREEN TREE;  
SIZE: 6-7 FT HEIGHT
- DECIDUOUS TREE;  
SIZE: 3-4 IN CAL.
- MEDIAL DECIDUOUS SHRUB;  
SIZE: 4-8 FT HEIGHT

PRELIMINARY - NOT FOR CONSTRUCTION

**BURNS & MCDONNELL**  
Burns & McDonnell Engineering Company, Inc.  
940 WARD PARKWAY  
KANSAS CITY, MO 64114

date	03/11/25	date Mod	J. JENKINS
designed	C. KINGSLAND	checked	E. VADENKORER

**EDC Omaha Landco LLC**  
COUNCIL BLUFFS, IA

project  
19987 - PROJECT LOLA  
PRELIMINARY PLANNING  
OVERALL LANDSCAPING PLAN

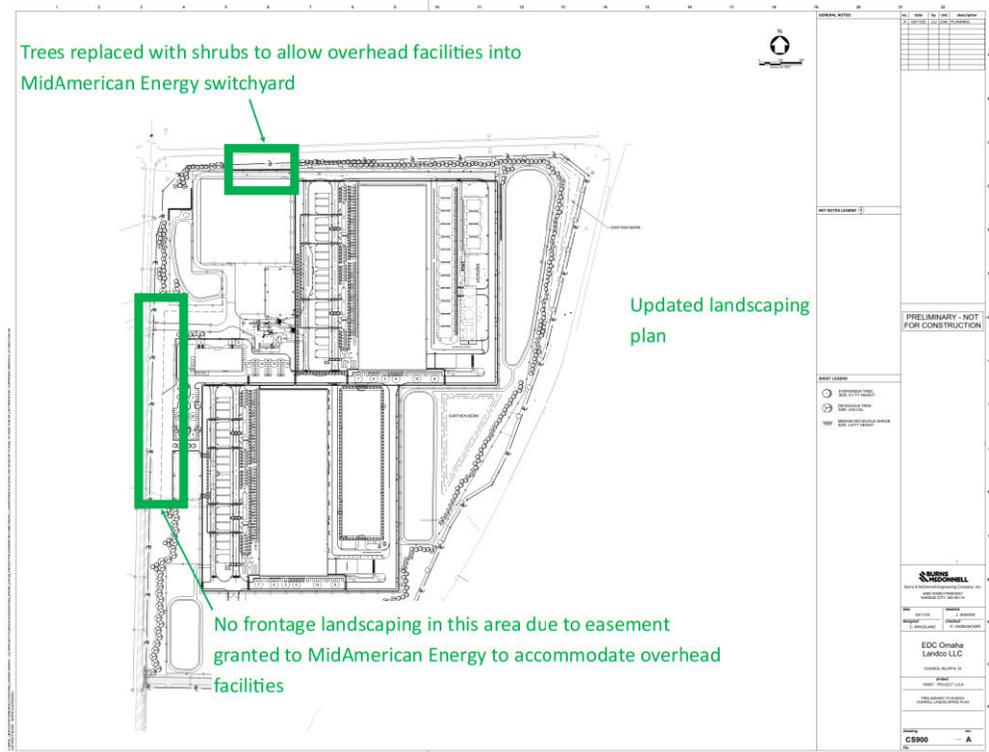
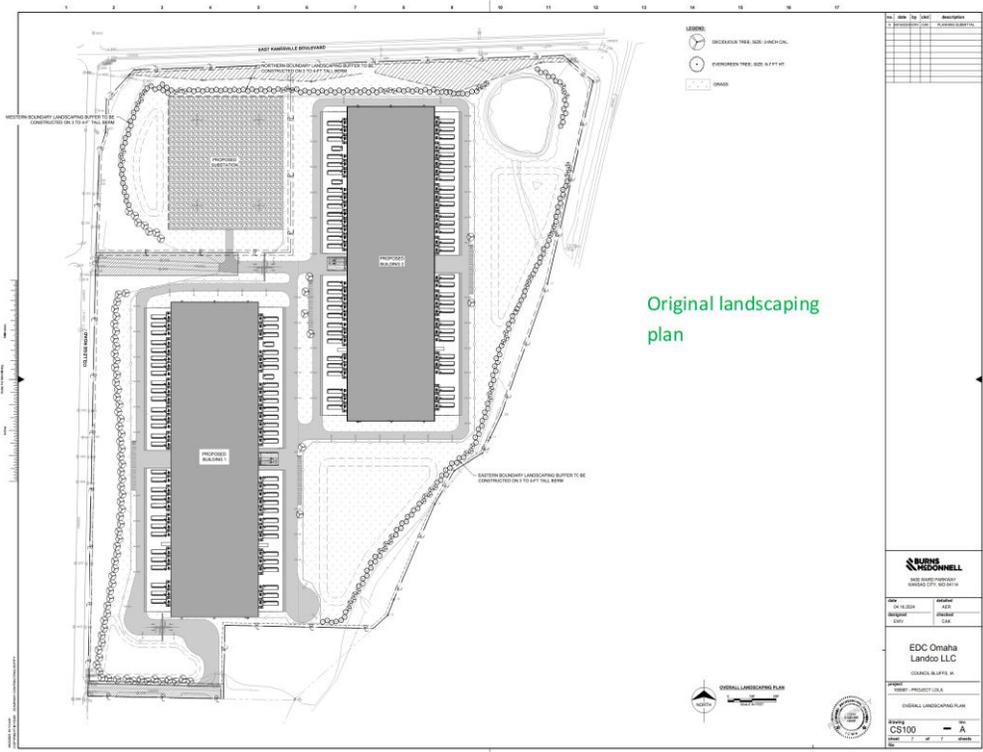
drawing	CS900	rev.	A
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GEORGE J. MCDONNELL & ASSOCIATES, INC. PROJECT: EDC OMAHA LANDCO LLC OVERALL LANDSCAPING PLAN LAST SAVED BY: J. JENKINS 03/11/25 10:58 AM LAST PRINTED BY: CORTNEYA. WINTNER 03/11/25 10:58 AM  
 COMPANY: 12021 - BURNS & MCDONNELL

















## Planning Commission Communication

Department: Community  
Development

Case/Project No.: MIS-25-001

CASE #MIS-25-001

Council Action: 4/8/2025

Submitted by: Haley Weber,

Planner, Community Development

Department

### Description

Public hearing on the request of Midlands Credit Union, represented by Mindy Cooper, to adopt a site-specific development plan for a 'financial service' (Midlands Credit Union) on property legally described as Lot 7, except the southeast corner thereof dedicated for right-of-way, and Lot 8, all in Block 20, Bayliss and Palmer's Addition, Council Bluffs, Pottawattamie County, Iowa and being more particularly described in the case staff report. Location: 1900 West Broadway. MIS-25-001

### Background/Discussion

See attached staff report.

### Recommendation

### ATTACHMENTS:

Description

Type

Upload Date

Staff Report and Attachments A - G

Staff Report

4/3/2025

**City Planning Commission Communication**

Department: Community Development  CASE #MIS-25-001  Applicant/Property Owner: Midland Credit Union 2891 106 <sup>th</sup> Street Urbandale, IA 50322  Representative: Mindy Cooper 2891 106 <sup>th</sup> Street Urbandale, IA 50322	Resolution No. _____	Planning Commission: 4/8/2025
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**Subject/Title**

**Request:** Public hearing on the request of Midland Credit Union, represented by Mindy Cooper, to adopt a site-specific development plan for a 'financial service' (Midland Credit Union) on property legally described as Lot 7, except the southeast corner thereof dedicated for right-of-way, and Lot 8, all in Block 20, Bayliss and Palmer's Addition, Council Bluffs, Pottawattamie County, Iowa and being more particularly described in the case staff report.

**Location:** 1900 West Broadway

**Background/Discussion**

The Community Development Department has received a request from Midland Credit Union, represented by Mindy Cooper, to adopt a site-specific development plan for a 'financial service' (Midland Credit Union) on property legally described as Lots 7 and 8, Block 20, Bayliss and Palmer's Addition, Council Bluffs, Pottawattamie County, Iowa except a parcel of land being a portion of Lot 7, Block 20, Bayliss and Palmer Addition, City of Council Bluffs, Pottawattamie County Iowa, more particularly described in Attachment 'A.' The purpose of this request is to facilitate a remodel of an existing bank and associated site improvements and to obtain relief from certain West Broadway Corridor Design Overlay (CDO) standards in a manner that is consistent with the spirit and intent of the West Broadway CDO. A location/zoning map is included as Attachment 'B.'

The subject property, formerly United Credit Union, was purchased by Midland Credit Union in 2024. The applicant is proposing to modify the building to meet their organization's needs which includes a significant interior remodel that changes the primary customer entrance from the south to the north. The subject property is located within the West Broadway Corridor Design Overlay, which per Section 15.32A.150, *Adoption of a Development Plan*, allows for projects which are unable to meet certain aspects of the West Broadway CDO the option of applying for a site-specific development plan which enhances components of the development in exchange for relief of other requirements. The existing building and site layout of the subject property were constructed in 1977, prior to the adoption of the West Broadway CDO standards. The applicant has worked with City staff to propose a building design and site improvements that meet the spirit and intent of the West Broadway CDO while remaining sensitive to the retrofitting of an existing building and site and the bank's security needs. The applicant's letter of intent is included with this report as Attachment 'C.'

Per Section 15.32A.040, *Applicability of the West Broadway Corridor Design Overlay*, of the Council Bluffs Municipal Code (Zoning Ordinance), "building modifications equal to fifty (50) percent of the structure in a twenty-four (24) month period of time shall be required to bring the entire structure into compliance with the applicable standards of this Chapter. The assessed value shall be as most recently assessed by the Pottawattamie County Assessor." Per the most recently assessed valuation of the property, the building is valued at \$363,600 and the land is valued at \$206,400

for a total property value of \$570,000. The proposed remodel exceeds the threshold for bringing the entire property into compliance with the West Broadway CDO building and site design standards.

The request was routed to all City Departments and local utility providers. As of the date of this report, the following comments were received:

MidAmerican Energy stated they have no conflicts or concerns with the request.

Council Bluffs Water Works stated they have no comment on the request.

The Council Bluffs Police Department stated they have no comment or objection to the request.

The Council Bluffs Parks and Recreation Department stated they have no comment on the request.

The Council Bluffs Fire Department stated they have no comment on the request.

The Council Bluffs Community Development Department has coordinated with the applicant on the proposed site and building design and is supportive of the proposed development plan for the following reasons:

- A. The proposed remodel is a significant investment in one of the remaining outdated and highly visible properties along the West Broadway corridor. The proposed architectural design and site improvements are the result of a collaborative effort between the City and applicant as the designs meets the spirit and intent of the West Broadway CDO while taking into consideration the retrofitting of a 1970s, drive-through bank facility.
- B. The West Broadway Corridor Design Overlay (CDO) standards were generally intended to be applied to new construction and large-scale redevelopments within the West Broadway Corridor. The West Broadway CDO has a fairly high threshold that a remodel or redevelopment must hit to trigger compliance with the adopted design standards. Typically, this results in most remodel projects either 1) not meeting the threshold to comply or 2) discourages short-term investment in a property that might otherwise be well-suited for future redevelopment that better aligns with the long-term vision of the West Broadway CDO. Given this site is located on the corner of 19<sup>th</sup> and Broadway and would be a favorable site for redevelopment, staff feels that the proposed design achieves the spirit and intent of the West Broadway CDO, while not imposing the full extent of the CDO requirements on a small, 1970s building and site that is well-suited for future redevelopment.
- C. The geometrics of the site and placement of the existing building render it nearly impossible to impose the full-extent of the West Broadway CDO and parking lot design requirements of Chapter 15.23, *Off-Street Parking, Loading and Unloading*, without a full redevelopment of the site. Additionally, the retrofitting of drive-through establishments face greater challenges in applying the full-extent of the West Broadway CDO design requirements as already limited lot surface area is taken-up by established drive-through lanes. These drive-through lanes, in addition to existing utility areas, dictate, in-part, the building's interior layout and limit options for provision of additional transparency and architectural features.
- D. The proposed remodel and site improvement project will result in 1) an aesthetically enhanced, highly visible building along West Broadway; 2) increased foundation and site landscaping to further beautify the property and corridor; 3) screening of a formerly unscreened dumpster and 4) continued life and utilization of an outdated property within the West Broadway Corridor.

The proposed development plan standards are listed below:

#### **A. Site Development**

1. The subject property is a corner lot with frontage on West Broadway and N. 19<sup>th</sup> Street. According to the West Broadway Corridor Street Hierarchy, West Broadway and N. 19<sup>th</sup> Street are considered major streets. For the purposes of establishing a build-to-zone, defined by a minimum setback of five feet and a maximum setback of 20 feet, West Broadway shall be considered the highest category street. The subject building is a 2,558 square foot, one-story structure with an attached 504 square foot canopy over existing ATM drive-through lanes along the west side of the building. No building additions are

proposed with the proposed remodel. The existing building has an approximately 9-foot front yard setback from West Broadway and approximately 6.5-foot street side yard setback which achieves the intent of the West Broadway CDO build-to-zone. Any future buildings and/or building additions proposed to be constructed on the subject property shall be subject to the build-to-zone requirements, per Section 15.32A.070, *Build-To-Zone for West Broadway and Major Streets*, of the CBMC (Zoning Ordinance) and the site development standards for the C-2 District, per Section 15.15.050, *Site Development Regulations*.

2. Per Section 15.32A.070(C)(4), “*Buildings shall have a minimum build-to-width of fifty (50) percent. The build-to-width shall be exclusive of pedestrian pathways, drive-through lanes, driveways, or required setbacks. Once the minimum build-to-width has been met, portions of the building, or additional buildings on the site may be placed outside the build-to-zone.*” Excluding the existing drive way and drive-through lanes, the building achieves a build-to-width of approximately 91 percent, exceeding the build-to-width requirement.
3. Any solar energy conversion systems proposed to be installed at this site shall be subject to Section 15.34.030, Solar Energy Conversion Systems, of the Council Bluffs Municipal Code (Zoning Ordinance).
4. Outdoor storage of materials, products, equipment, or packaging shall not be permitted. This includes the semi-permanent and/or permanent placement of inter-modal storage/shipping containers.
5. All utilities shall be installed underground. Any cost to remove, relocate, modify, and/or extend utilities to this site shall be at the sole cost of the developer and not the City.

## **B. Off-Street Parking**

1. Per Section 15.23.020, *General Provisions*, of the Council Bluffs Municipal Code (Zoning Ordinance), a building addition, expansion, and/or remodel of an existing development shall only trigger compliance with the design standards and minimum parking stall requirements of said Chapter, when the remodel “*results in an increase in the total number of required off-street parking spaces for a premises by 50% or more.*” The proposed use of the property as a bank is a like-for-like reuse of the property and therefore, does not trigger compliance with bringing the design and minimum number of parking stalls into compliance with current standards. Part of the purpose of the requested development plan is to recognize the existing state and design of the parking lot and deem it acceptable as a like-for-like use is proposed with no increase to the building or operation.
2. Per Section 15.23.060, Parking Spaces Required, the total number of off-street parking spaces required for a ‘financial service’ establishment is 1 space for every 400 square feet of gross floor area, which equates to a minimum of six (6) required off-street parking spaces. The submitted site plan, included as Attachment ‘D,’ shows nine (9) off-street parking stalls will be provided on the subject property, which exceeds the minimum required.
3. The applicant has provided an alternate site plan for demonstrative purposes, shown in Attachment ‘E,’ which includes the five-foot landscaped area required between a parking surface and property line, per Section 15.23.030, *Design Standards*, of the Council Bluffs Municipal Code (Zoning Ordinance). Providing a five-foot landscaped area around the parking lot would result in insufficient space to meet minimum drive aisle and parking stall dimensions and would result in the loss of the two parallel parking stalls along the westerly property line. Staff feels that the recommended landscaping standards in Item D below achieve the spirit and intent of the West Broadway CDO while still maximizing utility of the site and parking lot for the bank use.
4. All off-street parking areas, driveways and drive aisles shall comply with the standards in Chapter 15.23, Off-Street Parking, Loading and Unloading, of the Council Bluffs Municipal Code (Zoning

Ordinance), and Iowa’s Statewide Urban Design and Specifications (SUDAS) manuals for public improvements.

5. All off-street parking lots shall comply with Chapter 661–18, Parking for Persons with Disabilities, of the Iowa Administrative Code.
6. Any modification to the building that “*results in an increase in the total number of required off-street parking spaces for a premises by 50% or more,*” shall require bringing the parking lot into compliance with the requirements of Section 15.23, *Off-Street Parking, Loading and Unloading*, which includes submittal of a parking lot permit to the Permits and Inspections Division which shall include the number, location, and dimension of all drive aisles/lanes and parking spaces, pedestrian ways, and landscaped areas.

**C. Architecture**

1. The existing building was constructed in 1977 and is comprised of rock siding, tinted glass windows, and shingled parapet wall. Per the submitted architectural renderings (see Attachment ‘F’), the facades are proposed to be redesigned utilizing a mixture of EIFS, stacked stone, and glass, including new glass window openings on all facades.
2. Durable materials and Transparency. Per Section 15.32A.080(A)(3)(a) of the Council Bluffs Municipal Code (Zoning Ordinance), a minimum of 60% of the total surface area of each building façade visible from West Broadway shall be constructed out of durable materials. Per Section 15.32A.080(C)(1)(a) of the Council Bluffs Municipal Code (Zoning Ordinance), a minimum of 40% of each building façade visible from West Broadway shall be covered with transparent windows and doors. Glass utilized for transparency requirements shall also count towards the durable material requirement. The proposed elevations are included as Attachment ‘G.’ The table below summarizes the proposed building’s use of durable materials and transparency:

<b>Façade</b>	<b>Proposed Durable Material Percentage</b>	<b>Proposed Transparency Percentage</b>
North	56% (under min. required by 4%)	23% (under min. required by 17%)
East	62% (exceeds min. required by 2%)	36% (under min. required by 4%)
South	61% (exceeds min. required by 1%)	41% (exceeds min. required by 1%)
West	54% (under min. required by 6%)	7% (under min. required by 33%)

Evaluation of proposed elevations for a retrofit of an existing building differs from that of new construction as factors including building placement and interior layout limit design options that result in feasible and aesthetically pleasing facades. While the proposed building does not fully meet the minimum transparency or durable material requirements, staff considers the design to be the result of a collaborative effort between the City and applicant which 1) achieves the spirit and intent of the West Broadway CDO; 2) retrofits an outdated building to meet the functionality and security needs of the bank use; and 3) results in a high-quality design with an intentional focus on prioritizing transparency and durable material usage in a practical and effective manner. Per Section 15.32A.080(C)(2) of the Council Bluffs Municipal Code (Zoning Ordinance), “*Glass that counts towards the minimum transparency requirements shall be nonmirrored, non-tinted, unobstructed and shall have a visible light transmittance of 60 percent or more and an external reflectance of 20 percent or less.*” The submitted elevations, included as Attachment ‘G’ note the proposed windows will utilize tinted glass. The Community Development Department recommends that the proposed architectural designs be accepted as proposed with the exception that all proposed transparency shall be nonmirrored, non-tinted, and unobstructed as per the above listed requirement of the West Broadway CDO. The building

elevations submitted with the building permit for the project shall note a visible light transmittance of 60 percent or more and an external reflectance of 20 percent or less for all windows and transparent doors, as per Section 15.32A.080(C)(2) of the Council Bluffs Municipal Code (Zoning Ordinance).

3. Articulation. The proposed building facades are designed with material changes, wall setbacks, height variations and a 7'10" tall stone masonry base around the entire building. Staff feels that the proposed renderings incorporate elements of articulation on each façade to create a high quality design that meets the spirit and intent of the West Broadway CDO, while taking into consideration the constraints of the project.
4. The submitted letter of intent notes that the drive-through canopy may be reduced in size in the future. If the canopy were to ever be removed entirely, the applicant shall coordinate with the Community Development Department to bring the façade into compliance by utilizing increased durable building materials, transparency, artistic, non-commercial mural installation, or combination thereof on the westerly facade. Design selections and timing of installation shall be coordinated and approved by staff prior to installation.

#### **D. Landscaping and Streetscapes**

1. Proposed Landscaping. Per the submitted landscaping plan, included as Attachment 'D' the following landscaping is proposed to be installed:

- a. A 6'3" wide landscape strip will be installed along the southerly 50 feet of the westerly property line. This area is proposed to be planted with the following plantings:

(1) 15 Daylilies

(2) 6 shrubs (*4 Nine Bark and 2 Flase Cypress*)

- b. The land area between the south and east building facades and property lines will have all pavement removed and replaced with landscaped areas. Per Section 15.32A.090(A)(2), "*foundation plantings shall be placed along the perimeter of all facades visible from adjacent street right-of-way at a rate of one planting per lineal foot of façade, not inclusive of entrances.*" The submitted landscaping plans show foundation plantings provided as follows:

(1) Southerly façade – 17 shrubs (*5 Nine Bark and 12 Flase Cypress*) and 20 Daylilies = 37 plantings total (*39 foundation plantings required*)

(2) Easterly façade – 23 shrubs (*4 Nine Bark, 8 Flase Cypress, 11 Box Wood*) and 10 Daylilies = 33 plantings total (*63 foundation plantings required*)

No foundation plantings are proposed along the westerly façade as this would require tearing out concrete and result in insufficient drive-through widths. No foundation plantings are proposed along the northerly façade which includes the primary building entrance and a ground-mounted air-conditioning unit.

2. Recommended Landscaping. The Community Development Department recommends the landscaping plan be accepted as proposed with the following additions:

- a. A minimum of two (2) additional foundation plantings shall be planted along the southerly façade and a minimum of 30 additional foundation plantings shall be planted along the easterly façade to meet the minimum requirements of Section 15.32A.090(A)(2), which states "*Foundation plantings shall be placed along the perimeter of all facades visible from adjacent street right-of-way at a rate of one planting per lineal foot of façade, not inclusive of*

*entrances.”* Foundation plantings may be placed in multiple rows and may encroach into the required landscape buffer area to the extent needed to meet the minimum plantings required above. Foundation plantings shall not encroach into the City’s right-of-way.

- b. Per Section 15.32A.090(B)(1)(a) of the Council Bluffs Municipal Code (Zoning Ordinance), *“a minimum of one large deciduous shade tree shall be planted per every 3,000 square feet of paved parking area not covered by buildings or canopies”* and *“trees planted in perimeter planting areas as opposed to landscape islands or endcap islands/peninsulas shall be counted as ½ tree for the purpose of this requirement.”* A total of three (3) parking lot trees are required for the site. Due to the constrained geometrics of the existing parking lot, installation of the required parking lot landscaping to the full extent required by the West Broadway CDO would result in insufficient drive aisles and parking spaces. The submitted landscaping plan does not include any parking lot trees. Staff recommends that a minimum of two, large deciduous shade trees shall be evenly spaced in the 6’3” wide landscape strip along the southerly 50 feet of the westerly property line to maximize on the areas available for tree plantings on the subject property and meet the above tree requirement to the extent possible.
  - c. If the canopy and drive-through lanes along the westerly side of the building were to ever be removed, foundation plantings along the westerly façade shall be installed at a rate of one planting per lineal foot of façade, not inclusive of entrances within six (6) months of removal of said canopy and drive-through lanes.
  - d. All tree species shall be as specified in the Council Bluffs Street Tree Species Guide and all shrub plantings shall be as designated in the approved West Broadway CDO shrub list.
3. Section 15.32A.090(A)(1) states, *“a minimum five (5) feet wide landscape frontage strip shall be installed on all frontages as measured from the back of sidewalk or property line, whichever is a greater distance from the curb.”* Section 15.32A.090(C) states, *“A minimum of one (1) deciduous, shade tree and ten (10) shrubs shall be planted every twenty (20) linear feet along frontage strips and shall be generally evenly spaced apart along the entire length of the frontage strip. Shrub plantings shall be designated in the approved shrub list. Frontage adjacent to buildings shall only be required to install foundation plantings and shall not be included in the required number of tree plantings.”* All frontage areas for the subject property are either adjacent to the building or comprised of existing driveways/parking area. Therefore, only the foundation planting requirement is applicable to the proposed project.
  4. Street Trees. Per Section 15.32A.090, Landscaping and Streetscapes, *“Street tree plantings shall be planted along major streets. Species type and spacing of street tree plantings shall be designated in the Council Bluffs Street Tree Guide.”* Three (3) existing street trees are located in the right-of-way adjacent to the subject property along N. 19<sup>th</sup> Street and shall remain.
  5. All plant materials shall be maintained at all times. All deceased plantings shall be replaced with plant material(s) of the same or like species of equal size within six months of the plant’s demise.

#### **E. Pedestrian and Vehicular Access**

1. Vehicular access is provided through the existing curb-cuts off West Broadway and N. 19<sup>th</sup> Street. No new curb cuts are proposed. No additional vehicular access points shall be allowed off W. Broadway.
2. The proposed drive-through lane is located along the sides and rear of the property, which complies with the drive-through lane requirements of Section 15.32A.100(C) of the Council Bluffs Municipal Code (Zoning Ordinance).

3. A 7.5-foot wide, hard-surface accessible pedestrian route is proposed from W. Broadway to the southerly entrance in accordance with Section 15.32A.100(B) of the Council Bluffs Municipal Code (Zoning Ordinance). No hard-surface accessible route is provided from N. 19<sup>th</sup> Street to a public entrance. A sidewalk connection shall be provided from N. 19<sup>th</sup> Street right-of-way to the northerly entrance, in compliance with the above listed section of the West Broadway CDO standards and shall be protected from the adjacent drive aisles. The design alternative utilized to separate and protect said sidewalk connection shall be coordinated with and approved by the Community Development Department.

#### **F. Outdoor Lighting.**

1. No outdoor lighting is proposed at this time. Any outdoor lighting installed at a future date shall comply with Section 15.32A.110, Outdoor Lighting, West Broadway Corridor Design Overlay, of the Council Bluffs Municipal Code (Zoning Ordinance).

#### **G. Screening and Buffering**

1. No roof-mounted mechanical equipment currently exists on the subject building. Any roof-mounted equipment installed at a future date shall be integrated into the design of the building so that the equipment is screened from public view in the adjacent street rights-of-way, in accordance with Section 15.32A.120(B) of the Council Bluffs Municipal Code (Zoning Ordinance).
2. No wall-mounted mechanical units are proposed with this request. No future wall-mounted equipment shall be located on the south or east facades. Any future wall-mounted mechanical equipment installed on the west or north facades shall be screened in accordance with Sections 15.32A.120(C) and 15.32A.120(D) of the Council Bluffs Municipal Code (Zoning Ordinance).
3. The proposed elevations show the existing air-conditioning unit enclosed by a chain-link fence located along the north side of the building and behind a wall bump-out, as shown in the submitted renderings (Attachment 'F') and site plan (Attachment 'D'). The existing air-conditioning unit is not clearly visible from adjacent rights-of-way by means of its placement behind the wall bump-out and surrounding fencing and is acceptable in its existing state. Any ground-mounted mechanical equipment installed at a future date that is visible from an adjacent public street right-of-way shall be completely screened from view using architectural design features, fencing, masonry wall, landscaping, or a combination thereof, in accordance with Section 15.32A.120(E) of the Council Bluffs Municipal Code (Zoning Ordinance).

#### **H. Fences and Walls**

1. The submitted site plan shows a dumpster located in the northwest corner of the subject property and a new dumpster enclosure will be installed around all sides with a gate opening internal to the site. The enclosure material and height were not specified in the submitted plans. The trash enclosure shall be designed to comply with the requirements of Section 15.32A.120(G) of the Council Bluffs Municipal Code (Zoning Ordinance).
2. Per Section 15.24.040, *Fence Regulations*, "a fence shall be required where any conforming commercial or industrial use abuts a residential district." The subject property is zoned C-2/Commercial District and abuts legally nonconforming single-family residential uses to the north zoned C-2/Commercial District. As the abutting properties are zoned C-2 District and have existing privacy fencing installed along the southerly property lines abutting the alley, no additional fencing is required between the two properties. The applicant has not proposed any fencing with their request. Any future fencing proposed to be installed on the subject property shall be subject to Section

15.32A.130, Fences and Walls, West Broadway Corridor Design Overlay, of the Council Bluffs Municipal Code (Zoning Ordinance).

**I. Signage**

1. The proposed renderings show the existing attached wall signs on the south and east facades being relocated to alternate locations on the same facades and a new attached wall sign on the north façade. All signage shall be installed in accordance with Sections 15.32A.140, Signs, West Broadway Corridor Design Overlay, and 15.33.170, Commercial District Signs, of the Council Bluffs Municipal Code (Zoning Ordinance) and shall be permitted separately prior to installation.
2. No sign listed in Section 15.33.070, Prohibited Signs, of the Council Bluffs Municipal Code (Zoning Ordinance) shall be permitted.
3. Per Section 15.33.100(D), *Ground and Monument Signs*, “*Ground and monument signs may be used on a premise if the front wall of the building or structure which the sign serves is set back at least fifteen (15) feet from the right-of-way line of the street, private way, or court to which the sign is oriented.*” As the subject building has an approximately 9-foot front yard setback, the property is not eligible for installation of a ground or monument sign. Therefore, all signage on the property shall be limited to attached signage, subject to Item I(1) above.

**Recommendation**

The Community Development Department recommends approval of the request of Midland Credit Union to adopt a site-specific development plan for a 'financial service' (Midland Credit Union) on property legally described as Lot 7, except the southeast corner thereof dedicated for right-of-way, and Lot 8, all in Block 20, Bayliss and Palmer's Addition, Council Bluffs, Pottawattamie County, Iowa and being more particularly described in the case staff report, subject to the comments stated above and the following condition:

- A. Any modifications to the approved development plan which substantially alter the design, layout, configuration, and/or appearance of the project shall be reviewed the City Planning Commission and approved by City Council prior to such changes being made. All minor modifications to the adopted development plan may be administratively approved by the Community Development Director.

**Attachments**

- Attachment A: Legal Description
- Attachment B: Location/zoning map
- Attachment C: Letter of Intent
- Attachment D: Site and Landscaping Plan
- Attachment E: Alternative Site Plan with Perimeter Landscaping Building Rendering
- Attachment F: Building Renderings
- Attachment G: Building Elevations

Prepared by: Haley Weber, Planner, Community Development Department

**2024-04316**  
**RECORDED: 05/02/2024 10:12:06 AM**  
**RECORDING FEE: 17.00**  
**IOWA E-FILING FEE: 3.00**  
**TOTAL FEE: 20.00**  
**TRANSFER TAX: 0.00**  
**ANDREW MOATS, RECORDER**  
**POTTAWATTAMIE COUNTY, IOWA**

**Return To:** Midland Credit Union, 2891 106th St., Urbandale, IA 50322  
**Taxpayer:** Midland Credit Union, 2891 106th St., Urbandale, IA 50322  
**Preparer:** Christina I. Thompson, 535 East Army Post Road, Des Moines, IA 50315, Phone: 515-287-7000



**QUIT CLAIM DEED**

For the consideration of One Dollar(s) and other valuable consideration, United Credit Union, a credit union organized and existing under the laws of Iowa, does hereby Quit Claim to Midland Credit Union, a credit union organized and existing under the laws of Iowa, all its right, title, interest, estate, claim and demand in the following described real estate in Pottawattamie County, Iowa:

Lots Seven (7) and Eight (8), in Block Twenty (20), Bayliss and Palmer's Addition to Council Bluffs, Pottawattamie County, Iowa, **EXCEPT** a parcel of land being a portion of Lot 7, Block 20, Bayliss and Palmer Addition, City of Council Bluffs, more fully described as follows: Beginning at the Southeast corner of said Lot 7; thence on the South line of said Lot 7, North 88 degrees 27 minutes 21 seconds west, 8.42 feet; thence North 45 degrees 42 minutes 45 seconds east, 12.06 feet to a point on the East line of said Lot 7; thence on said East line, south 01 degree 23 minutes 23 seconds West, 8.65 feet to the point of beginning, as shown in Acquisition Plat Exhibit A to a Warranty Deed recorded in the books and records of the Pottawattamie County Recorder, document 2020-17441 recorded November 18, 2020.

There is no known private burial site, well, solid waste disposal site, underground storage tank, hazardous waste, or private sewage disposal system on the property as described in Iowa Code Section 558.69, and therefore the transaction is exempt from the requirement to submit a groundwater hazard statement.

**This deed is exempt according to Iowa Code 428A.2(21).**

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share in and to the real estate. Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according

# CITY OF COUNCIL BLUFFS - CITY PLANNING COMMISSION CASE #MIS-25-001 LOCATION/ZONING MAP

### Legend

 Subject Property  
Case #MIS-25-001

0 20 40



1 inch = 30 feet

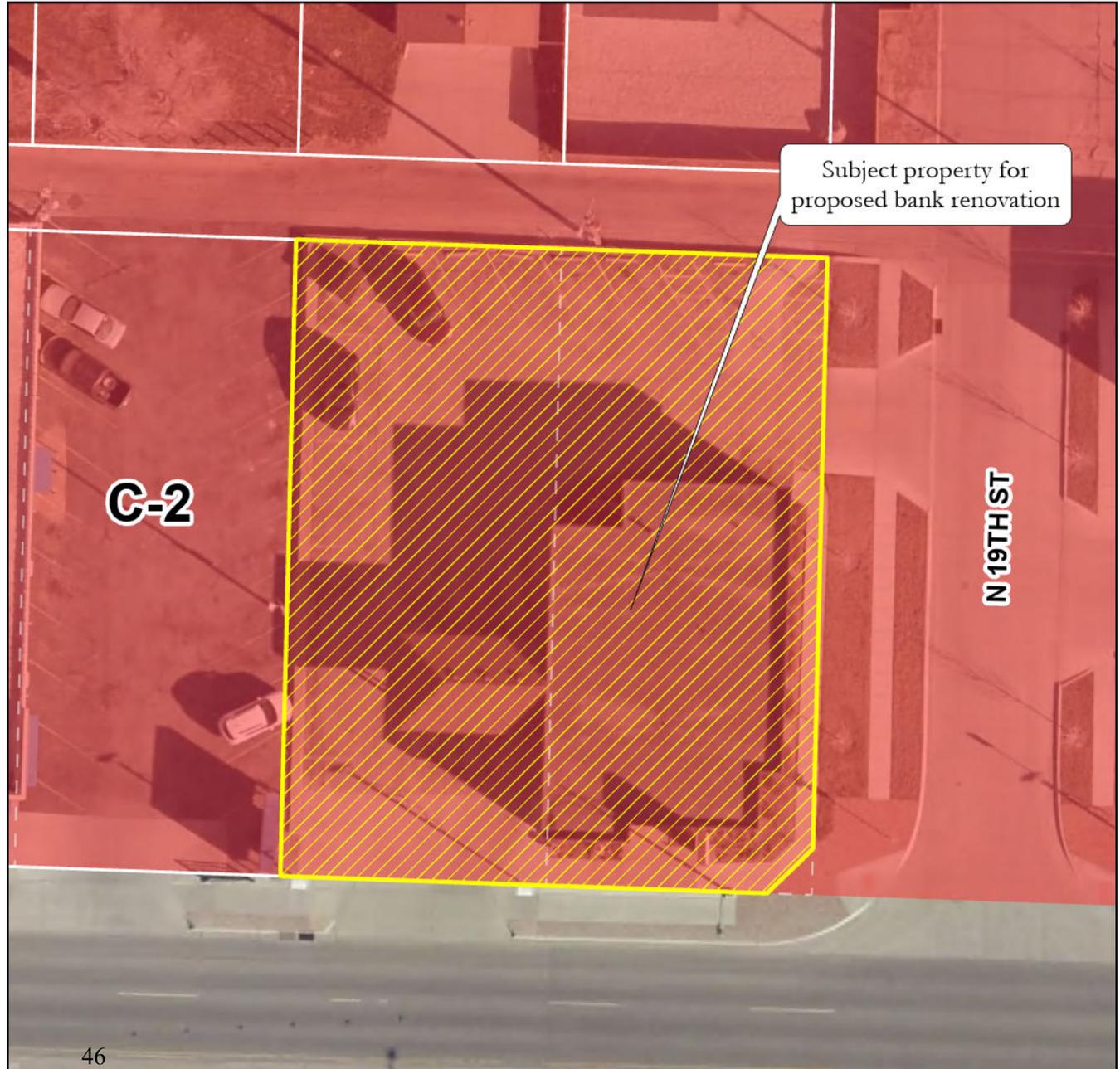


Last Amended: 3/14/25



Council Bluffs Community  
Development Department  
209 Pearl Street  
Council Bluffs, IA 51503  
Telephone: (712) 890-5350

**DISCLAIMER**  
This map is prepared and compiled from City documents, plans and other public records data. Users of this map are hereby notified that the City expressly disclaims any and all responsibility for errors, if any, in the information contained on this map of the nature of the same by the user or anyone else. The user should verify the accuracy of information/data contained on this map before using it. The City assumes no legal responsibility for the information contained on this map.





March 10, 2025

**City of Council Bluffs**  
**209 Pearl St**  
**Council Bluffs, IA 51503**

RE: Midland Credit Union, 1900 W Broadway St Development Plan Letter of Intent

Dear City Officials;

The following details out the needed improvements at our 1900 W Broadway St. location. Being a financial institution, security is a must and both the interior and exterior changes we are proposing to make to our location focuses on that and improving flow for our membership. We have implemented into the plans as many of the Broadway Overlay requirements as we reasonably could. Should our plans be approved by the city we would hope that construction would begin around June and would expect it to take 4-6 months for completion. Phasing is still to be determined upon city approval of our plans.

**New Floor Plan:**

The changes we would make to the floor plan are primarily focused on improving the security of this location. This location has been robbed several times over the years. In the existing layout the teller line today is not facing the entrance to the building. Part of what we are told when we go through robbery training is that immediate eye contact and acknowledgement to those entering a financial institution will help deter robbers' confidence to commit the offense. The new floor plan addresses this issue by facing the teller line to our new entrance at the north side of the building and by also limiting public access to more areas of the credit union. We are switching the entrance to the credit union to be on the north side closer to our parking area. This is much needed for our aging members with mobility issues since the street parking on 19<sup>th</sup> St was taken away to provide the public sidewalk that is there today. When this was done it increased the number of steps needed from the members car to the front/south entrance substantially. Because of security concerns we control access to our building via a buzz-in system which is only possible on the south entrance today. The current north entrance allows for exit traffic only. If this remodel can be completed in its entirety the south entrance will become an emergency exit only.

During the interior remodel, our bathrooms would also become ADA compliant which they are not today.

**MAIN OFFICE**  
2891 106th Street  
Urbandale, IA 50322  
p 515.278.1994  
f 515.278.0209



**MIDLAND**  
CREDIT UNION

Invested in your success.

#### Exterior Elevation:

As you see in the proposed Southwest View – we will turn the 2 parallel spots closest to Broadway into greenspace. In the drawing it shows a patch of grass as a placeholder, but it would more likely be plants to match what would be around the building.

We do have to account for at least 3 parking spaces to be dedicated to staff parking. To ensure there is still enough spots for member parking we could only give up 2 of those spots. You will also see in this view that we are adding 2 windows to the west side of the building – but that we are removing our drive-up window and drawer.

This lane would then be serviced by an ITM/ATM. Lane 2 would still be operational for the time being. We do anticipate in 2-5 years that we would remove lane 2 and cut back the canopy to only cover lane one. Our other 2 locations will only be serviced by machine after May of this year. I say that to let you know our intent is that each location operates the same however we just obtained this location 5/1/2024 and the membership there is not ready for that at this time. We hope over the next 2 years that we will be able to educate the members more about the use of the ITM and get them comfortable with it since they can speak to a live teller through it – but we do know it will take time.

You also see in the Southwest View that we are expanding the window to the east corner facing Broadway and that we would also bring the green space out closer to the public sidewalk than what it is today.

Southeast View – We have added windows to this section. You will see that the additional sidewalk closest to the building would be removed and additional grass would be put in its place. Since we would be changing our entrance to the north side of the building this sidewalk would no longer be ADA required.

Northwest View – The main point to see here is the additional windows added around the new door package that would be installed and how the new entrance would appear. You will notice we connect the public sidewalk to our new entrance. The picture does not show that a crossing would be marked from the parking area to the entrance, however that would be done. We would also repaint the parking stripes in the lot. We would address during the current remodel how we can potentially reduce our exterior trash bin and a solution to screen it in.

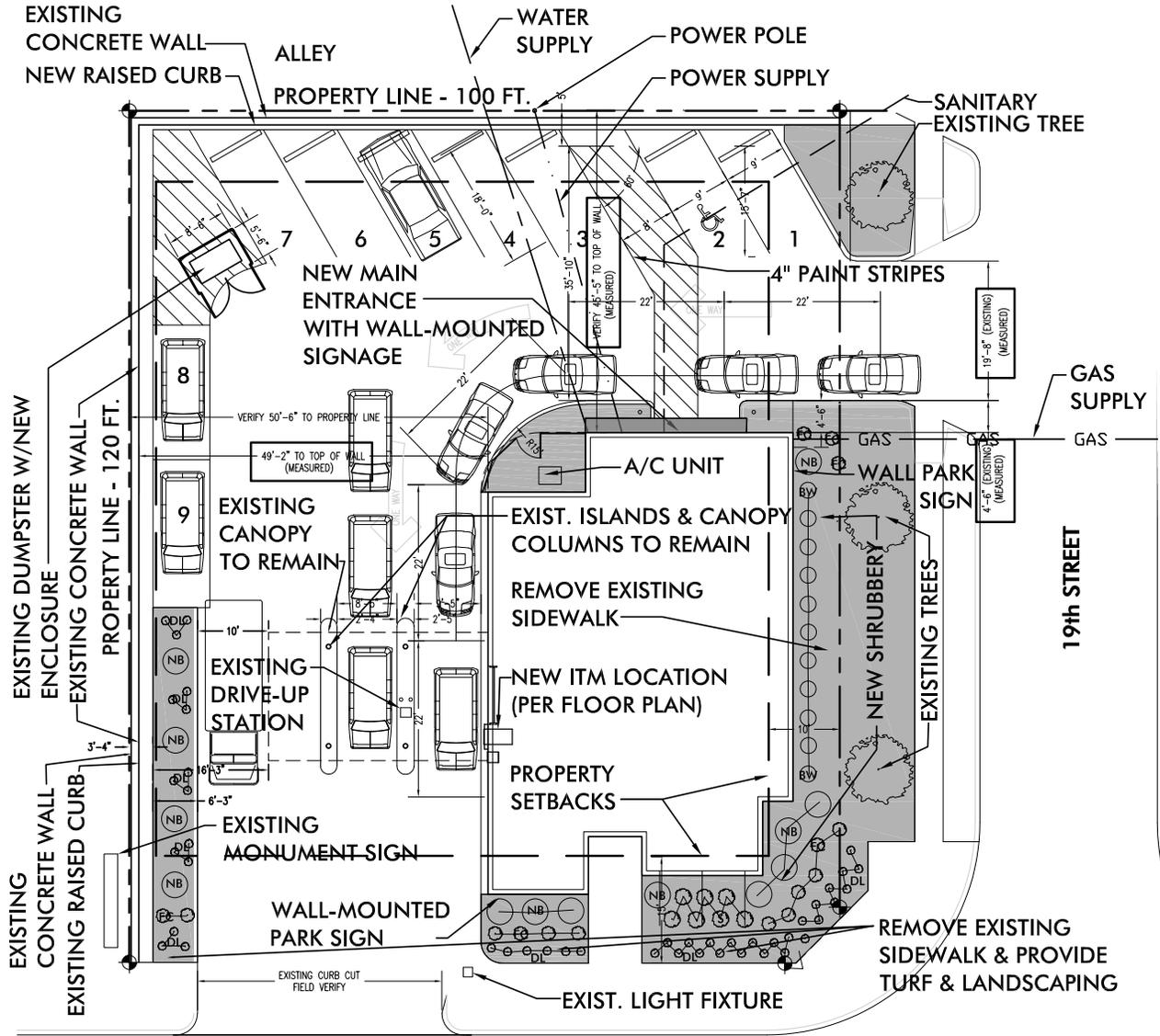
Your time and consideration in reviewing our proposed improvements is greatly appreciated! I can be reached at 515-645-9325 or [mindyc@midlandcu.org](mailto:mindyc@midlandcu.org).

Sincerely,

Mindy Cooper  
CFO

**MAIN OFFICE**  
2891 106th Street  
Urbandale, IA 50322  
p 515.278.1994  
f 515.278.0209

ATTACHMENT D



LANDSCAPE AREAS

PLANT LEGEND	
<u>TREES</u>	
RM	RED MAPLE - AUTUMN BLAZE
<u>SHRUBS</u>	
BW	BOX WOOD - GREEN GEM
NB	NINE BARK - AMBER JUBILEE
S	SPIREA - DOUBLE PLAY DOOZIE
FC	FLASE CYPRESS - SEA OF GOLD
<u>ORNAMENTALS GRASSES AND PERENNIALS</u>	
DL	PERENNIALS - DAYLILY

**FEMA FLOOD PLAIN NOTE:** ZONE: "C-2"  
 PROPERTY IS CURRENTLY UNDER FEMA "AREA WITH REDUCED FLOOD RISK DUE TO LEVEE, ZONE X", AWAY FROM 100 YEAR FLOOD AREAS AH AND AE.

**WEST BROADWAY CORRIDOR OVERLAY DISTRICT**  
 BUILDING AREA: 2,516sf  
 USE: "CONSUMER SERVICE"  
 REQ'D. PARKING: 1 STALL/400GSF  
 $2,516 / 400 = 7$  STALLS MIN.  
 STALL LAYOUT CONFORMS TO SUDAS TABLE #8B-1.02

**SETBACKS:**  
 FRONT: 15FT.  
 STREET SIDE: 10FT.  
 INTERIOR SIDE: 5FT.  
 REAR: 10FT.

**SITE PLAN OPTION "B"**  
 SCALE: 1/16" = 1'-0"



I hereby certify that this plan, specification, or report was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Architect under the laws of the State of Iowa.
   
*William R. Huey III*
  
 William R. Huey III, P.E.
   
 License No.: AR007625
   
 My License Renewal Date is: 06-30-2026.
   
Pages or sheets covered by this seal: All architectural drawings and specifications. Date Issued: 03-09-2025

Rev. Date:  
03-07-25

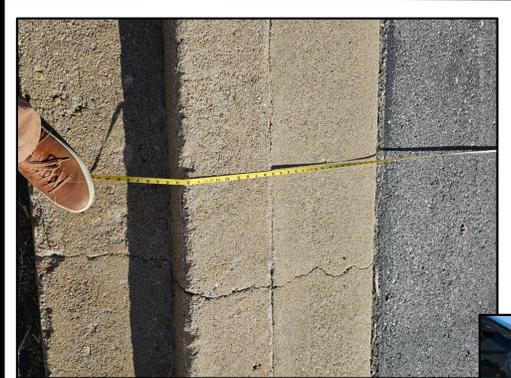
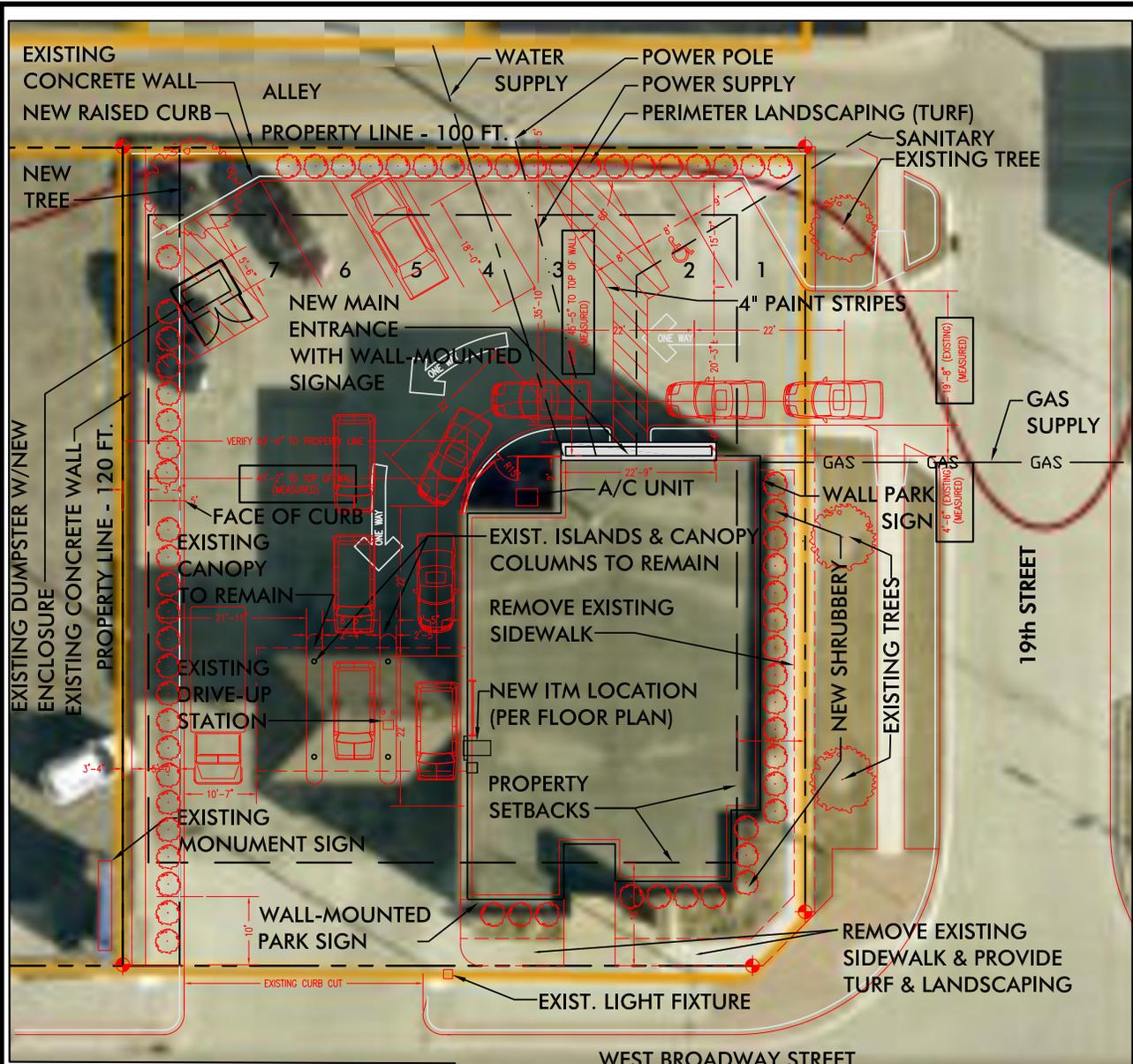
Project No.  
241610

Project: MIDLAND CREDIT UNION  
 INTERIOR REMODEL  
 1900 WEST BROADWAY STREET  
 COUNCIL BLUFFS, IOWA

49

PLANNING ARCHITECTURE ENGINEERING  
 PROCHASKA & ASSOCIATES  
 INTERIORS & FACILITY MANAGEMENT  
11317 CHICAGO CIRCLE OMAHA, NEBRASKA 68134-2623  
 PHONE: 402.334.0755 FAX: 402.334.0860 E-MAIL: mail@prochaska.us

Sheet:  
**OPT B**



WEST WALL

FEMA FLOOD PLAIN NOTE: PROPERTY IS CURRENTLY UNDER FEMA "AREA WITH REDUCED FLOOD RISK DUE TO LEVEE, ZONE X", AWAY FROM 100 YEAR FLOOD AREAS AH AND AE.

ZONE: "C-2"  
 WEST BROADWAY CORRIDOR OVERLAY DISTRICT  
 BUILDING AREA: 2,516sf  
 USE: "CONSUMER SERVICE"  
 REQ'D. PARKING: 1 STALL/400GSF  
 $2,516 / 400 = 7$  STALLS MIN.  
 STALL LAYOUT CONFORMS TO SUDAS TABLE #8B-1.02  
 SETBACKS:  
 FRONT: 15FT.  
 STREET SIDE: 10FT.  
 INTERIOR SIDE: 5FT.  
 REAR: 10FT.



William R. Huey III, R.A.  
 License No. 1 ARCO7825  
 My License Renewal Date Is 06-30-2025.  
 Pages or sheets covered by this seal: All architectural drawings and specifications.  
 Date Issued: 01-27-2022

SITE PLAN  
 OPTION "A"

SCALE: 1/16" = 1'-0"



NORTH WALL

Rev. Date:  
 03-07-25  
 Project No.  
 241610

Project: MIDLAND CREDIT UNION  
 INTERIOR REMODEL  
 1900 WEST BROADWAY STREET  
 COUNCIL BLUFFS, IOWA

PLANNING ARCHITECTURE ENGINEERING  
 PROCHASKA & ASSOCIATES  
 INTERIORS & FACILITY MANAGEMENT  
 11317 CHICAGO CIRCLE OMAHA, NEBRASKA 68154-2623  
 PHONE: 402.334.0755 FAX: 402.334.0868 E-MAIL: mail@prochaska.us

Sheet:  
 OPT  
 A



OPTION 1D – SOUTH-EAST VIEW

NO SCALE

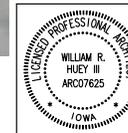
1  
D1.1



OPTION 1D – NORTH-WEST VIEW

NO SCALE

2  
D1.1



I hereby certify that this plan, specification, or report was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Architect under the laws of the State of Iowa.

*William R. Huey III*

William R. Huey III, R.A.  
License No.: AR037625  
My License Renewal Date is 06-30-2026.  
Pages or sheets covered by this seal: All architectural drawings and specifications.  
Date Issued: 05/18/2024

Sheet:  
D1.1

PLANNING ARCHITECTURE ENGINEERING  
PROCHASKA & ASSOCIATES  
INTERIORS & FACILITY MANAGEMENT  
11317 CHICAGO CIRCLE OMAHA, NEBRASKA 68114-7232  
PHONE: 402.334.4955 FAX: 402.334.0868 Email: [info@prochaska.com](mailto:info@prochaska.com)

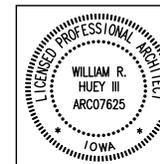
Project: MIDLAND CREDIT UNION  
RENOVATION  
1900 WEST BROADWAY STREET  
COUNCIL BLUFFS, IOWA

Date: 03-06-25  
Project No. 241610



OPTION 1D – SOUTH–WEST VIEW

NO SCALE



I hereby certify that this plan, specification, or report was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Architect under the laws of the State of Iowa.

*William R. Huey III*

William R. Huey III, R.A.

License No.: ARCO7625

My License Renewal Date is 06-30-2026.

Pages or sheets covered by this seal: All architectural drawings and specifications.  
Date Issued: 03-07-2025

Sheet:

D1.2

PLANNING ARCHITECTURE ENGINEERING  
PROCHASKA & ASSOCIATES  
INTERIORS & FACILITY MANAGEMENT  
11317 CHICAGO CIRCLE OMAHA, NEBRASKA 68114-7633  
PHONE: 402.334.8955 FAX: 402.334.0868 Email: [william@prochaska.com](mailto:william@prochaska.com)



Project: MIDLAND CREDIT UNION  
RENOVATION  
1900 WEST BROADWAY STREET  
COUNCIL BLUFFS, IOWA

Date: 03-06-25  
Project No. 241610

## Planning Commission Communication

Department: Community  
Development

Case/Project No.: PR-25-001

CASE #PR-25-001

Council Action: 4/8/2025

Submitted by: Christopher  
Gibbons, AICP, Planning and  
Code Compliance Manager

### Description

Public hearing on the request of Heidi Mazel, represented by Gabrielle Dowdy, to amend a PR/Planned Residential Overlay and to adopt the associated development plan for a 'boarding, rooming, lodging house' on property legally described as the West 110 feet of Lot 1, Block 5, Park Addition, City of Council Bluffs, Pottawattamie County, Iowa. Location: 1003 High Street. PR-25-001

### Background/Discussion

See attached staff report.

### Recommendation

### ATTACHMENTS:

Description	Type	Upload Date
Staff Report and Attachments A - F	Staff Report	4/3/2025

**Planning Commission Communication**

<p>Department: Community Development</p> <p>CASE #PR-25-001</p> <p>Applicant/Property Owner: Heidi Mazel 12618 Polo Place Broomfield, CO 80020</p> <p>Representative: Gabrielle (Gabby) Dowdy 1003 High Street Council Bluffs, IA 51503</p>	<p>Ordinance No. _____</p> <p>Resolution No. _____</p>	<p>Planning Commission: 4/08/2025</p>
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**Subject/Title**

**Request:** Public hearing on the request of Heidi Mazel, represented by Gabrielle Dowdy, to append a PR-2/Planned Residential Overlay and to adopt the associated development plan for a 'boarding, lodging, rooming house' on property legally described as the West 110 feet of Lot 1, Block 5, Park Addition, City of Council Bluffs, Pottawattamie County, Iowa.

**Location:** 1003 High Street, Council Bluffs, Iowa 51503

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**Background/Discussion**

The Community Development Department has received an application from Heidi Mazel, represented by Gabrielle Dowdy, to append a PR-2/Planned Residential Overlay onto property located at 1003 High Street and legally described as the west 110 feet of Lot 1, Block 5, Park Addition, City of Council Bluffs, Pottawattamie County, Iowa, and to adopt the associated development plan. The applicant operates a non-profit organization (The Upper Room) that provides structured support services and housing for single women and women with children who have experienced domestic violence, sexual exploitation, homelessness, and/or addictions. Per the applicant’s letter of intent, a maximum of four women (with or without children) will live at 1003 High Street for six-months to two years and will commit to ‘The Upper Room’s’ faith based programming and therapeutic environment. There will be one on-site staff member who will help the program participants accomplish their short-term and long-term goals relative to building life-skills, healthy habits, parenting, and mentorship. A full description of ‘The Upper Room’ program is included with this report as Attachment ‘A’.

The applicant is requesting approval to append a PR-2/Planned Residential Overlay to the subject property so that they can convert the property from a single-family residential dwelling into a four-unit 'boarding, lodging, rooming house'. The property is zoned R-3/Low Density Multifamily Residential District, which allows a ‘boarding/rooming/lodging house’ as a permitted use. However, as the site is only 7,480 square feet as opposed to the minimum 7,500 square feet required for a multi-family structure in the R-3 District, the applicant is requesting to append a PR-2 Overlay and to adopt an associated development plan to allow the proposed use at the subject property, with a non-conforming lot size for a multi-family structure.

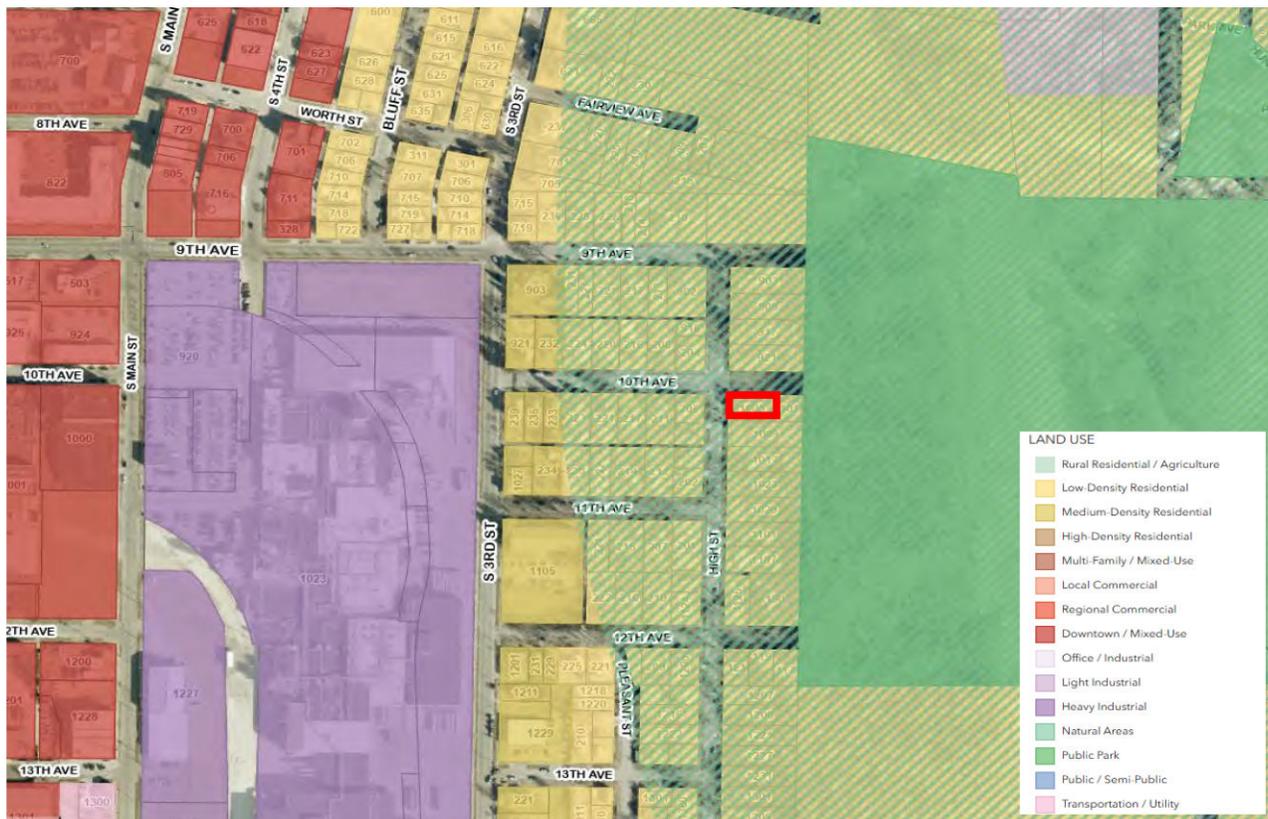
Land Use/Zoning

The subject property is zoned R-3/Low Density Multi-Family Residential District and contains an existing single-family residential dwelling. Surrounding land uses and zoning districts are summarized below:

Direction	Existing Zoning Districts	Existing Land Uses
North	R-3/Low Density Multi-Family Residential District	Single-family residential dwellings
South	R-3/Low Density Multi-Family Residential District	Single-family residential dwellings
East	R-3/Low Density Multi-Family Residential District and A-2/Parks, Estates, and Agricultural District	Single-family residential dwelling and Fairmount Park (City-owned)
West	R-3/Low Density Multi-Family Residential District	Single-family residential dwellings

A location/zoning map is included with this report as Attachment ‘B.’

The future land use plan of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) designates the subject property as ‘Medium Density Residential’ and part of the ‘Loess Hills Preservation Area’ (see map below). The proposed ‘boarding, lodging, rooming house’ is consistent with the Medium Density Residential land use designation.



Property Owner Notification – Public notices were mailed to all property owners within 200 feet of the request. The Community Development Department received the following comment:

- A. Amber and Ross Miller, 1009 High Street, Council Bluffs, IA, stated they are opposed to the request due to concerns the proposed 'boarding, lodging, rooming house' will have a negative impact on their neighborhood. They are also opposed to the request due to negative online reviews about The Upper Room's affiliated company (Shannon's Hope) in Colorado (see Attachment C).
- B. Amber Dobbs, on behalf of Dobbs Holdings, LLC, 204 10<sup>th</sup> Avenue, Council Bluffs, IA, stated she is opposed to the request due to inadequate space for a 'boarding, lodging, rooming house' to operate on the subject property. Ms. Dobbs stated there are other areas of the city where this use can successfully operate. Ms. Dobbs is also concerned 'The Upper Room' is advertising their Council Bluffs site online when the proposed 'boarding, lodging, rooming house' has not been approved by the City of Council Bluffs (see Attachment D).
- C. Stanley Gregory, 101 10<sup>th</sup> Avenue, stated he is opposed to the request as it is not a compatible land use in the neighborhood. Mr. Gregory also stated the city should expand their 200' public notification boundary to include more landowners for similar type requests.
- D. Niki Ferguson, Manager, Entrepreneurial Development, Advance Southwest Iowa Corporation, provided the Community Development Department an email of support for the proposed request (see Attachment E).

City Departments and Utilities – All applicable City departments and utilities were notified of the proposed request and following comments were received:

- A. Council Bluffs Community Development Department stated the following:
  1. The applicant's letter of intent states the property will be used as a 'group home' for single women who have experienced domestic violence, sexual exploitation, homelessness, and/or addictions, and their children. Program participants will be living at this location for a period of time between six months to two years.

A 'group home' is defined in Section 15.03.320 of the Council Bluffs Zoning Ordinance as "*a boarding, lodging or rooming house operated by a nonprofit corporation, which provides shelter and personal care or counseling to families or individuals on a temporary emergency basis not to exceed ninety (90) days per roomer. However, the term shall not include any home which is required to be licensed pursuant to any state regulations*".

A 'group care home' is a permitted use in the R-3 District; however, all program participants will be living at the subject property for longer than 90-days, which exceeds the maximum time allowed for a group care home. The use cannot be considered a 'group care home' based on the duration of time each program participant will be living at the subject property.
  2. A 'boarding, lodging, rooming house' is a permitted use in the R-3 District and is defined in Section 15.03.080 of the Council Bluffs Zoning Ordinance as "*a rooming house, as defined CBMC 17.01*".

Section 17.01.010, *Definitions*, of the Council Bluffs Housing Ordinance defines a 'rooming house' as "*any dwelling or that part of any dwelling containing one or more rooming units in which space is let by the owner or operator to one or more roomers*".

Section 17.01.010, *Definitions*, of the Council Bluffs Housing Ordinance defines a ‘rooming unit’ as “*Any room or group of rooms forming a single habitable unit in a rooming house, used or intended to be used for living or sleeping, but not for cooking or eating*”.

The submitted floor plans (see Attachment A) shows the building is comprised of three separate levels. Level one is the basement is used for storage and utilities. No bedrooms and/or rooming units are proposed in the basement level. Level two serves as the primary shared living space and is comprised of kitchen/laundry room, dining room, living room, bathroom with a shower, and staff office. Level three is comprised of a bathroom with a shower, three bedrooms for program participants, and one staff bedroom with a walk-out deck. Based on the layout of the building and the use of each level, City staff determined the building will be converted from a single-family dwelling into a ‘boarding, lodging, rooming house’, which is considered a multi-family residential use.

3. The subject property is zoned R-3/Low Density Multi-Family Residential District and contains 7,480 square feet of land area, as per the Pottawattamie County Assessor’s Office. The minimum lot size for a 3-to-4-unit multi-family residential dwelling in an R-3 District is 7,500 square feet, as per Section 15.10.040 of the Council Bluffs Municipal Code (Zoning Ordinance). The subject property is 20 square feet under the minimum lot size (7,500 square feet) requirements for a multi-family residential use.

City staff advised the applicant of this deficiency and informed them they could not convert the building into a 'boarding, lodging, rooming house'. The applicant asked for options to allow the 'boarding, lodging, rooming house' with this deficiency and were provided the following information:

- Comment 1: Request a variance from Section 15.10.040, *Site development standards, R-3 District*, of the Council Bluffs Zoning Ordinance, relative to minimum lot size for a multi-family residential dwelling. This request would be reviewed by the Council Bluffs Zoning Board of Adjustment (ZBA) in accordance with the requirements outlined in Section 15.02.080, *Variances*, of the Council Bluffs Zoning Ordinance and would require the ZBA to make a determination that the property has an unnecessary hardship for complying with the lot size requirements stated said Section 15.10.040 of the Council Bluffs Zoning Ordinance, based on the below five findings of fact, as required by Iowa Code:
  - i. *The particular property, because of size, shape, topography or other physical conditions suffers singular disadvantage through the application of this ordinance, which does not apply to other properties in the vicinity.*
  - ii. *Because of such disadvantage, the owner is unable to make reasonable use of the affected property.*
  - iii. *The disadvantage does not exist because of conditions created by the owner or previous owners of the property.*
  - iv. *Granting the variance will not confer on the applicant any special privileges that are denied by this ordinance to other properties or structures in the same district.*
  - v. *Granting the variance will not be contrary to the public interest, will not adversely affect other property in the vicinity, and will be in harmony with the purpose and intent of this ordinance.*

- Comment 2: Request an amendment to Section 15.10.040, Site development standards, R-3 District, of the Council Bluffs Zoning Ordinance relative to minimum lot size for a multi-family residential dwelling. The process of approval includes public hearings at the City Planning Commission and City Council. If successful, the change would be applicable to all properties zoned R-3 District in the City of Council Bluffs.
- Comment 3: Request to append a PR-2/Planned Residential Overlay and to adopt a site-specific development plan for their proposed 'boarding, lodging, rooming house' for the subject property. The process of approval includes public hearings at the City Planning Commission and City Council, as well as, notifying all property owners within 200' of the subject property of the request. Additionally, the applicant must prepare a set of plans in accordance with Section 15.28, P-R/Planned Residential Overlay of the Council Bluffs Zoning Ordinance.

As per Section 15.28.020, PR/Planned Residential Overlay, of the Council Bluffs Municipal Code (Zoning Ordinance), a PR-2 Overlay for site-specific development may be applied to any property zoned R-1, R-1E, R-2, R-3, or R-4 if it contains no more than 1 ½ acres of total land area and includes one of the following:

- i. A minimum of two (2) residential structures.
- ii. A minimum of one (1) residential structure that contains a minimum of two (2) dwelling units.
- iii. A minimum of one (1) mixed commercial-residential structure.

The combination of the property size being less than 1 ½ acres and use of the property as a multi-family residential dwelling (boarding, lodging, rooming house) met the minimum threshold standards for being eligible for a PR-2 Overlay. City staff informed the applicant that the use of the PR-2 Overlay to circumvent the minimum lot size requirements for a multi-family residential dwelling, which is not part of a broader master-planned development, is concerning from a zoning administration standpoint as it could set a bad precedent for future multi-family projects in the city.

The applicant ultimately decided to pursue the PR-2 Overlay/development plan options rather than seek a variance or change the minimum lot size requirements for a multi-family residential dwelling in an R-3 District, as discussed above.

4. The subject property contains sufficient land area to be used as a single-family residential dwelling, two-family dwelling (duplex), or single-family attached dwelling, as per Section 15.10.040, Site development regulations, R-3/Low Density Multi-Family Residential District, of the Council Bluffs Municipal Code (Zoning Ordinance).
5. The minimum number of required off-street parking spaces for a single-family dwelling is two spaces and the minimum number of required off-street parking spaces for a 'boarding, lodging, rooming house' is one-half space for each rooming unit, as per Section 15.23.060, Parking Spaces Required, of the Council Bluffs Zoning Ordinance. The submitted floor plan shows a total of four rooming-units on the second floor (one of which is a staff bedroom). Based on the aforementioned parking calculation, a total of two off-street parking spaces are required for the proposed 'boarding, lodging, rooming house'.

The subject property has an existing one-stall garage and a driveway that measures 16 feet-wide

by 64 feet-deep. Additionally, on-street parking is available on High Street and 10<sup>th</sup> Avenue for overflow parking. The combination of the existing one-stall garage and the 16'x 64' concrete driveway provides conforming parking for the single-family dwelling. The driveway has sufficient space to provide two off-street parking spaces for proposed 'boarding, lodging, rooming house'; however, the driveway is not designed to comply with the parking requirements for a multi-family use, which requires a minimum five-foot setback from adjacent property lines, landscaping, handicap accessible stall(s), and a two-way drive aisle for traffic circulation. In addition to seeking relief from the minimum lot size requirement for a 'boarding, lodging, rooming house', the applicant is also seeking relief from having to provide a conforming parking lot for their proposed use through the adoption of a PR-2 development plan. This request is being made due to the topography of the site and existing site conditions which make it challenging to construct a conforming parking lot on the subject property. Additionally, the applicant wants to maintain a residential appearance to the property so that their 'boarding, lodging, rooming house' does not detract from the character of the surrounding neighborhood. An expansive parking lot on the subject property could potentially be perceived as being out of character for the surrounding neighborhood.

City staff also made the applicant aware that using the PR-2 Overlay/development plan process to circumvent parking lot design standards for a multi-family use, which is not part of a broader master planned development, could set a bad precedent for future multi-family projects in the city.

- B. Council Bluffs Public Works Department stated they have no comments for the proposed request.
- C. Council Bluffs Permits and Inspections Division stated the change of use from a single-family dwelling to a 'boarding, lodging, rooming house' will require a licensed Iowa architect to perform a code review, and a licensed general contractor must pull permits for any required new work.
- D. Council Bluffs Fire Department stated that anymore than five clients (not including staff) will require a fire sprinkler system to be installed in the proposed 'boarding, lodging, rooming house'.
- E. Council Bluffs Police Department stated they have no concerns or objections to the request.
- F. Council Bluffs Parks and Recreations Department stated they have no comments for the request.
- G. Council Bluffs Water Works stated they have no comments for the request.

Planned Residential Development Plan – Section 15.28.010, *Statement of Intent*, PR/Planned Residential Overlay, of the Council Bluffs Municipal Code (Zoning Ordinance) states that “*the Planned Residential Overlay is established to permit flexibility in the use and design of structures and land in situations where conventional development may be inappropriate and where modifications of requirements of the underlying zone would not be inconsistent with the comprehensive plan or harmful to the surrounding neighborhoods.*” The purpose of this request to convert a single-family residential dwelling in an R-3/Low Density Multi-Family Residential District into a 'boarding, lodging, rooming house'. Photographs that document the existing conditions of the property area included with this report as Attachment 'F'. The following standards shall only be applicable to the proposed multi-family residential dwelling conversion:

**A. Site Development**

- 1. The subject property contains an existing single-family dwelling that is being converted into a multi-family residential dwelling (boarding, lodging, rooming house). All uses on the subject property shall

comply with Chapter 15.10, *R-3/Low Density Multi-Family Residential District* and Chapter 15.28, *P-R/Planned Residential Overlay*, of the Council Bluffs Zoning Ordinance.

2. No new building additions and/or accessory structures are proposed at this time, as per the applicant's submitted application. Any new building additions/modification and/or accessory structures built on the property shall comply with Section 15.10.050, *Site Development Standards*, R-3/Low Density Multi-Family Residential District of the Council Bluffs Municipal Code.
3. The subject property has a six-foot tall wooden privacy fence around the existing residential dwelling. The portion of the within the fence that are located within the front and street side yards are non-conforming, as they exceed the maximum six feet allowed in said yards, as per Section 15.24.040, *Fence Regulations*, of the Council Bluffs Municipal Code (Zoning Ordinance). The fence was constructed prior to the applicant purchasing the subject property and they intend to keep it in order to provide privacy and security for their on-site program participants. The fence shall be allowed to remain in-place for safety and security purposes for the on-site program participants. In the event the property is no longer being used as a 'boarding, lodging, rooming house', the fence shall be retrofitted to comply with current fence regulations if it's destroyed by 50% or more of its replacement value. Any modifications to the existing fence and any new fencing added to the property shall comply with the standards stated in Section 15.24.040, *Fence Regulations*, of the Council Bluffs Municipal Code (Zoning Ordinance).

#### **B. Off-Street Parking**

1. The required number of off-street parking spaces for the subject property shall be based on the standards in Section 15.23.060, *Parking Spaces Required*, of the Municipal Code (Zoning Ordinance).
  - a. The total number of required off-street parking for a 'boarding, lodging, rooming house' is based on a calculation of one-half space per rooming unit, as per Section 15.23.060, *Parking Spaces Required*, of the Council Bluffs Municipal Code (Zoning Ordinance). Based on the number of rooming units (4) and said parking calculation, a minimum of two off-street parking spaces shall be required for the 'boarding, lodging, rooming house'. There is an existing one-stall garage and a 16' x 64' paved driveway that can be used to provide the required amount of off-street parking on-site (see Attachment F). Additionally, on-street parking is available on 10<sup>th</sup> Avenue and High Street for any overflow parking needs.
2. All off-street parking areas shall be designed to comply the standards for one-and-two family uses, as per Section 15.23, *Off-Street Parking, Loading, and Unloading* of the Council Bluffs Zoning Ordinance in order for the property to maintain a residential appearance that is compatible with the surrounding neighborhood.

#### **C. Landscaping**

1. All existing and proposed new landscaping on the property shall be maintained in accordance with all applicable City codes.
2. All proposed raised garden beds shall be kept behind the six-foot-tall privacy fence and shall be maintained in accordance with applicable City codes.

**D. Architecture**

1. Any additions/modifications to the existing residential dwelling and/or new accessory structures built on the subject property shall be designed with a residential appearance that is compatible with the architectural character/design of the surrounding neighborhood.

**E. Signage**

1. Only exempt signs and temporary signs shall be permitted on the subject property, in accordance with Sections 15.33.080 and 15.33.090 of the Council Bluffs Municipal Code (Zoning Ordinance).

**F. Miscellaneous**

1. The property shall not be used as an emergency shelter, as defined in Section 15.03.250, *Emergency Shelter and Homeless Service Center*, of the Council Bluffs Zoning Ordinance.
2. The conversion of the building from a single-family residential dwelling into a multi-family residential dwelling (boarding, lodging, rooming house) shall comply with all applicable Federal, State, and local codes and ordinances.
3. Any modifications to the approved development plan which substantially alters the design, layout, configuration, and/or appearance of the property and/or intensity of the 'boarding, lodging, rooming house' shall be reviewed the City Planning Commission and approved by City Council prior to such changes being made. All minor modifications to the adopted development plan may be administratively approved by the Community Development Director.

**Recommendation**

The Community Development Department recommends denial of the request from Heidi Mazel to append a PR-2/Planned Residential Overlay and to adopt the associated development plan for a 'boarding, lodging, rooming house' on property legally described as the West 110 feet of Lot 1, Block 5, Park Addition, City of Council Bluffs, Pottawattamie County, Iowa, based on staff comments above.

**Attachments**

- Attachment A: Letter of Intent and 'The Upper Room' Program Information
- Attachment B: Location/zoning map
- Attachment C: Amber and Ross Miller opposition email
- Attachment D: Amber Dobbs opposition email
- Attachment E: Nikki Ferguson support email
- Attachment F: Existing site condition photographs

Prepared by: Christopher Gibbons, AICP, Planning and Code Compliance Manager



# UPPER ROOM

## Attachment A

✉ info@The-Upper-Room.org  
☎ (712) 310 - 8572

March 11, 2025

City of Council Bluffs  
Attn: City Council  
209 Pearl Street  
Council Bluffs, Iowa 51503

RE: Planned Residential Development Request Plan  
- Reclassification of Single-Family Home to Boarding, Rooming, and  
Lodging House  
- The Upper Room, 1003 High Street, Council Bluffs, Iowa

Honorable City Council Members,

We are writing to express our interest in reclassifying 1003 High Street from a single-family home to a boarding, rooming, and lodging house for The Upper Room, a non-profit organization.

### **Our Story**

Founded in Arvada, Colorado in 1982, Shannon's Hope was created to provide a refuge for homeless pregnant women and become a voice for the unborn. Shannon's Hope has evolved to home, currently serving women and children coming out of crisis, which encompasses domestic violence, sexual exploitation, homelessness, and addictions. We are not a shelter but operate as a group home model offering a long-term program that allows women to find safety and begin a new life of healing and resiliency. Shannon's Hope has existed for 45 years, empowering approximately 2,250 families, and that number continues to grow. The Upper Room is the expansion into Council Bluffs and will be offering the same program.

### **Colorado to Council Bluffs**

Beginning in 2017, Gabrielle (Gabby) Dowdy, began serving the Denver-area communities by working with Shannon's Hope and assisting with their anti-trafficking efforts. Gabby learned that one-third of the women in communities throughout the country are victims of domestic violence, one third are substance abusers, and the other third are homeless. Building upon the work being done in Colorado, Gabby's passion to serve women coming out of crisis brought her to Council Bluffs in 2024 when the concept of The Upper Room was born.

### **Who We Are / What To Know**

The Upper Room is a branch of Shannon's Hope in Colorado - a home for women and children coming out of crisis, which encompasses domestic violence, sexual exploitation, homelessness, and addictions. Serving as a group home, The Upper Room is not a shelter. We are a Christian home that teaches women parenting, life skills, healthy habits, and much-needed Bible studies.

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Safe Harbor for New Beginnings

[www.The-Upper-Room.org](http://www.The-Upper-Room.org)



# UPPER ROOM

✉ info@The-Upper-Room.org  
☎ (712) 310 - 8572

## **What to Know / Services Offered**

Our program is a six-month to two-year program. We offer a sober, faith-based and therapeutic environment for women and children. The program consists of setting and accomplishing short-term and long-term goals, life skills, health and safety plans, and mentorship. The goal for The Upper Room is to break generational dependencies to enable a brighter future for their children. Our mentorship provides them with the opportunity to grow into a healthy, more cohesive family in which they can succeed. The independence they gained will allow them to reenter the community as a stronger member of society.

## **Hours of Operation**

Operating hours are twenty-four hours a day, three hundred and sixty-five days a year. We will have two staff members on site daily, and one will be our overnight staff. Adhering to the five people in the house who can stay overnight, we will have four clients, a combination of a single woman, or a woman with a child, to make the four clients. The fifth person will be the staff member who stays at the house with the clients.

## **Collaboration / Partnerships**

In this program, we meet our clients where they are, and they will receive an individualized program to meet their specific needs in mental health support, addiction recovery, and medical support from local health providers and Heartland Family Services. We will also provide a four-level program where the clients complete weekly tasks, find a job to further their independence, and leave our program ready to live independently.

## **Financial Sustainability**

The Upper Room is privately funded through donations to its nonprofit organization and contributions through Shannon's Hope. To stay enrolled in the program, our clients must pay their program fee, meet with staff weekly for program accountability, fulfill program requirements, remain sober and clean, and complete all mental, substance, and medical support conditions. We also have consequences for clients if they do not satisfy the program requirements.

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Safe Harbor for New Beginnings

[www.The-Upper-Room.org](http://www.The-Upper-Room.org)



# UPPER ROOM

✉ info@The-Upper-Room.org  
☎ (712) 310 - 8572

## **Need**

We believe that opening this group home will offer the Council Bluffs community many opportunities to better the lives of its clients and aid those suffering from domestic violence, sexual exploitation, homelessness, and addictions. We also hope to encourage our clients to give back to the community, for example, volunteering at churches, within the neighborhood in which we live, and with other non-profit organizations.

## **Reclassification Request**

The Upper Room is submitting this Letter of Intent for the Planned Residential Development Plan to reclassify the home from a single-family home to a boarding, rooming, and lodging house. **Currently, the City of Council Bluffs requires the lot to be 7,500 square feet for the house to be classified as a boarding, rooming, and lodging house. Unfortunately, the current single-family residential lot size at 1003 High Street is 7,480 square feet - only 20 square feet short of the required square footage needed to be reclassified.** Based on this lot's size, we kindly request you consider this reclassification request.

Please know that we understand that living in a close-knit community such as Council Bluffs requires us to continue building strong connections with our neighbors to create a safer and more pleasant living environment and help foster a sense of belonging. We want to be good neighbors, cultivate a strong community bond with those we live and work with, and expand our community partnerships.

## **Contact**

We believe that God can turn beginnings into purpose and want to offer new beginnings to the women in the Council Bluffs community. Thank you for your time and consideration. If you have any questions, please contact The Upper Room Director Gabrielle (Gabby) Dowdy at 303-949-1158 or at [gabbyd@the-upper-room.org](mailto:gabbyd@the-upper-room.org). We look forward to discussing this opportunity with you further.

Blessings,

***Gabby Dowdy***

Shannon's Hope and The Upper Room

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Safe Harbor for New Beginnings

[www.The-Upper-Room.org](http://www.The-Upper-Room.org)

## Landscape Plan

The Upper Room is excited to utilize the property at 1003 High St. This unique house has undergone significant renovations. It offers a sound structure that can become a Boarding, Rooming, and Lodging house. In the before and after photos, you can see significant changes. These changes also include a six-foot privacy fence that will afford our clients and neighbors fewer disruptions in our yards. The fenced area will also provide a protected area for the moms and children to play outside safely.

We plan to create a backyard gardening space for our clients to grow their food. We will also bring in a raised garden therapist to offer our clients therapy through gardening. This lot is therapeutic and an oasis for our clients to restructure and regain their lives.

The yard is pristine, and we plan to keep it that way. To maintain curb appeal, we will add more shrubs to the fence line facing 8<sup>th</sup> St. and add flowers to appeal to the neighborhood.

In the following pictures, you will see the fence around the yard.



The last picture shows the backyard where we will put our raised garden.



## Parking Plan

The zoning and Codes require us to have one half of a parking space per living quarter/bedroom and a parking pad nine feet wide by fourteen feet deep. Our current driveway is sixteen feet wide and sixty-four feet deep. We can fit four cars in the driveway at any time. Most clients that come to us do not have a car. If they do have a car, they may park in the driveway. There is off-street parking on High Street for our short-term guests to use.

Typically, our guests consist of Case Workers, Volunteers, and other Service Providers. We plan to have only one staff member car at the house.



Driveway



Off street parking - High Street

## OUR HISTORY

After 42 years of operating a safe house in Colorado, Shannon's Hope has decided to branch out into other states. The Upper Room is a safe home branch of Shannon's Hope serving Council Bluffs, Iowa, and the surrounding areas. The home will offer sober living, program work, and partnership with the community to provide safety, mental health resources, parenting support, and more. We strive to support women with or without children to reach their full potential and reenter society after experiencing crisis and trauma. The Upper Room will offer life skill classes, parenting classes, trauma-based classes, and group therapy in a family-style living opportunity.

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## CONTACT US

✉ [info@the-upper-room.org](mailto:info@the-upper-room.org)

🌐 [www.the-upper-room.org](http://www.the-upper-room.org)

☎ 712-310-0572

*Guided by Faith,  
Driven by Compassion*



## ABOUT US

The Upper Room is a crisis center for women and children coming out of crisis, domestic violence, exploitation, homelessness, and addictions. We strive to offer a haven for individuals to find mental health resources, life skill training, support, mentorship, and care through difficult times to find healing and help as they gain independence.

*The Upper Room*



I have heard your prayer and  
seen your tears; I will heal you.

**2 Kings 20:5**

## OUR MISSION

The Upper Room exists as a Christ-centered sober living refuge for single women, pregnant mothers, and mothers with children who are experiencing homelessness, battling addictions, domestic violence, and exploitation.

## OUR SERVICES

- Life Planning
- Mentorship
- Resource Navigation
- Care and Support
- Life Skill Classes
- Job Readiness
- Prenatal Care
- Parenting Classes
- Community Resources
- Recovery Care

- UR Welcome
- UR Seen
- UR Cherished
- UR Loved
- UR Safe
- UR Home



*Now Serving  
Council Bluffs,  
Iowa*



## Use of the House

The Upper Room plans to use the house in a community living arrangement. According to the Fire Marshall, we can house five people.

Kitchen: The kitchen will be a space for all our clients and staff to prepare meals.

First Level Bathroom: Community bathroom.

Dining Room: The dining room will host community meals, individual meals, group classes, and community meetings.

Office: Staff office and confidential one-on-one meetings.

Living Room: This is a shared area for relaxation and group meetings.

Foyer and Entry Closet: The foyer will house our communication boards and schedules. The Entry Closet contains strollers, car seats, and baby swings.

First Level Deck/Porch: Shared community area.

Second Level Deck/Porch: Staff Deck.

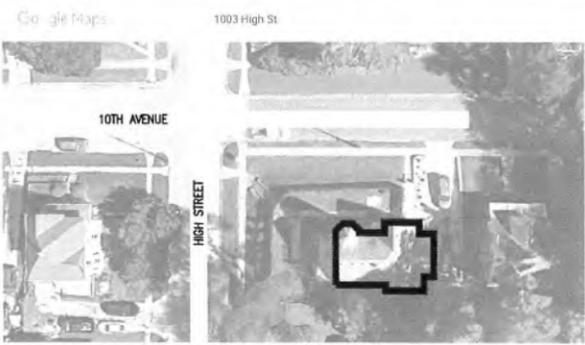
Bedroom Connected to the Upper Deck: This bedroom is the largest. We plan to convert the one room to two rooms. Converting the bedroom to two rooms will give us one small bedroom with access to the upper deck. The small bedroom will be the staff bedroom where one staff member can sleep. The second bedroom will be able to house one or two single women.

Bedroom Facing 8th St.: One mom and one child or two single women will stay in this room.

Bedroom Facing the Backyard: This room will accommodate one mom and one child or one single woman.

Second Level Bathroom: Community bathroom.

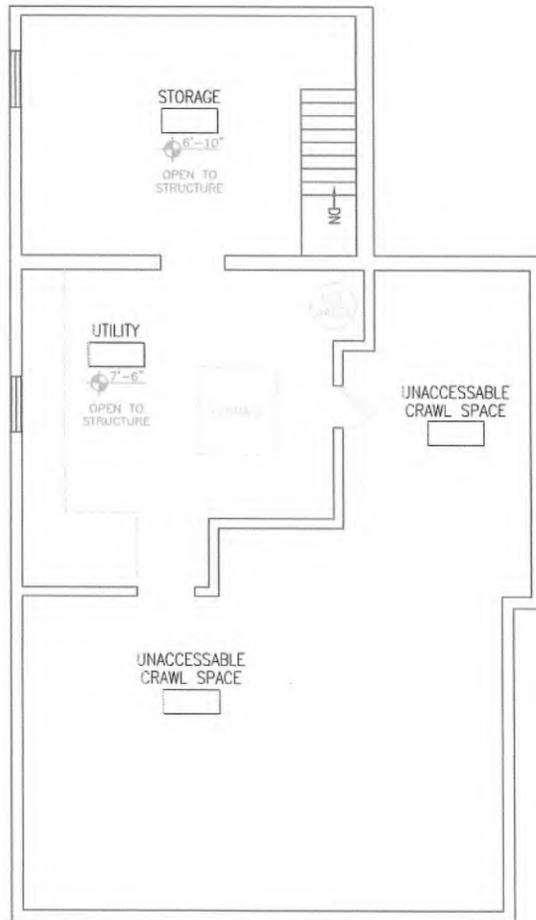
Basement: Storage.



10TH AVENUE

HIGH STREET

Google

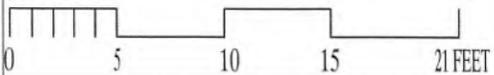


**BASEMENT LEVEL**

1/8" = 1'-0"

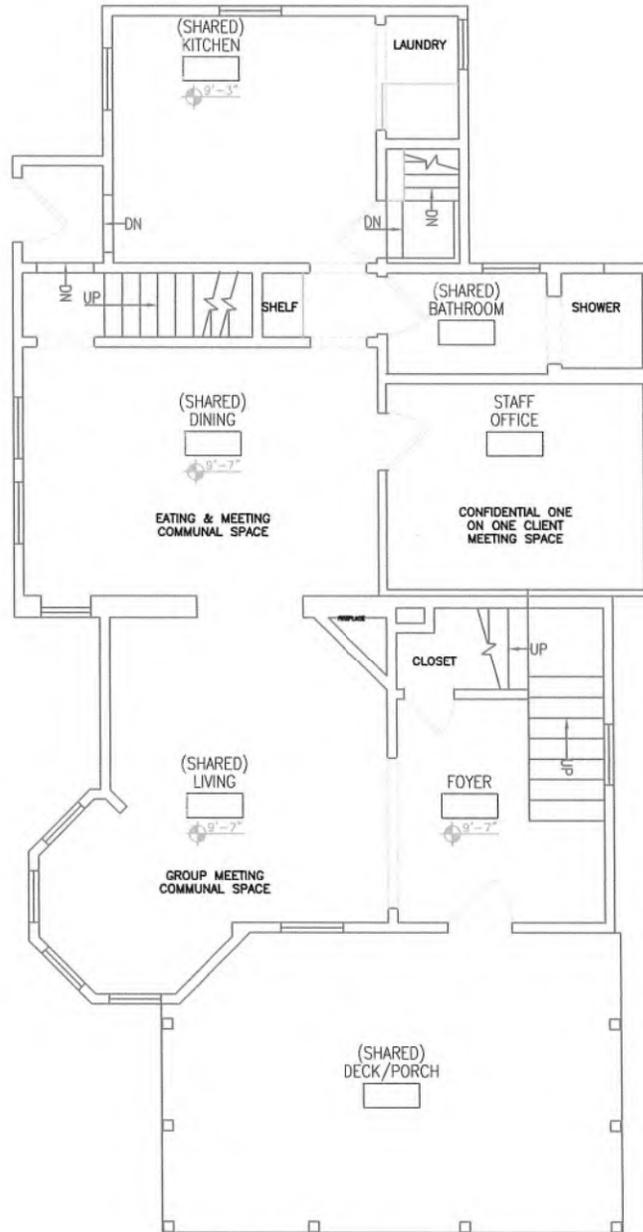
390 SQFT

1003 HIGH STREET  
COUNCIL BLUFFS, IOWA, 51503

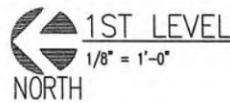


**A-2.0**

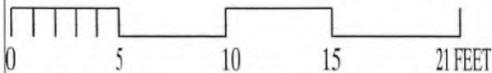
5 TOTAL OCCUPANTS  
 1 STAFF MEMBER  
 4 CLIENTS



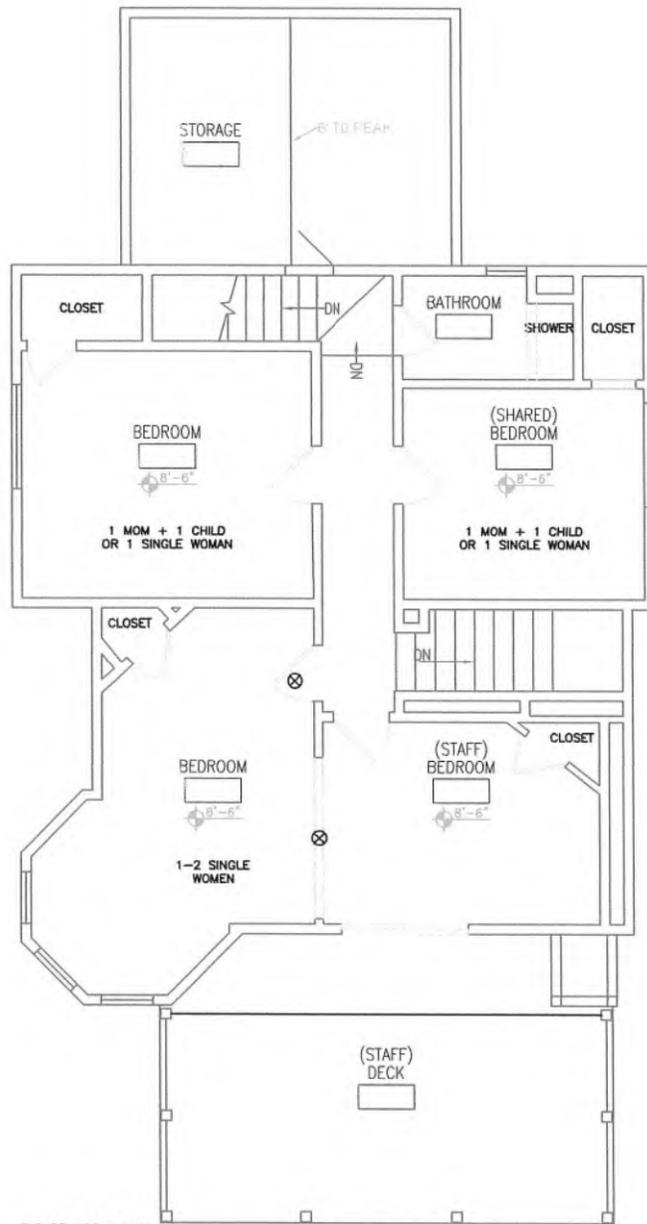
1,046 SQFT



1003 HIGH STREET  
 COUNCIL BLUFFS, IOWA, 51503



A-2.1

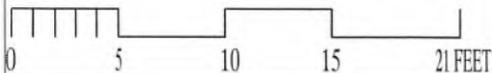


⊗ FUTURE: ADD A WALL & DOOR TO DIVIDE THIS ROOM INTO 2 SEPARATE SPACES.

**2ND LEVEL**  
 1/8" = 1'-0"  
 NORTH

1,034 SQFT

1003 HIGH STREET  
 COUNCIL BLUFFS, IOWA, 51503



**A-2.2**



2011:







2021:







# CITY OF COUNCIL BLUFFS - CITY PLANNING COMMISSION CASE #PR-25-001 LOCATION/ZONING MAP

Attachment B

### Legend

 Subject Property  
Case #PR-25-001

0      20      40



1 inch = 30 feet



Last Amended: 3/17/2025



Council Bluffs Community  
Development Department  
209 Pearl Street  
Council Bluffs, IA 51503  
Telephone: (712) 890-5350

**DISCLAIMER**  
This map is prepared and copyrighted by the City of Council Bluffs. It is intended for public use only. The City does not warrant the accuracy of the information contained on this map. The user should verify the accuracy of information before relying on this map for any purpose. The City assumes no legal responsibility for the information contained on this map.



**From:** Amber Miller <amber.bc.miller@gmail.com>  
**Sent:** Wednesday, March 26, 2025 10:41 AM  
**To:** Christopher Gibbons  
**Subject:** Case # PR-25-001  
**Attachments:** IMG\_9430.png; IMG\_9431.png; IMG\_9411.png; IMG\_9412.png

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 Hover over **LINKS** before clicking.  
[Learn to spot a phishing message](#)

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Good morning Christopher,

We spoke on the phone yesterday regarding the boarding house proposal for 1003 High St in Council Bluffs.

As mentioned, I’m attaching screen shots of negative Google reviews regarding the Shannon’s Hope location in Colorado, the applicant’s prior employer. These are an handful of reviews, if you look further, there are images of a filthy house, blood stains, holes in the wall, etc. Some even say the place doesn’t exist. Google earth says it is “permanently closed.” Obviously, this is not the kind of place I want next door to my home.

Over the last several years, the residents of High Street and the 712 have devoted a considerable amount of time and money to improving our street. We are, naturally, very concerned about the negative impact this type of establishment would have on our neighborhood.

We will be attending the planning meeting and the city council hearings regarding the proposal.

Thank you,

Amber Miller



**Alicia Del Valle**  
12 reviews



★☆☆☆☆ 2 years ago

Came across this pinned on google. There is no shelter in this location. It is chase Bank!! The website to this place called Shannon's hope looks bogus. I have lived in this area for 6 years why does this show up on google maps



❤️ 1



# Shannon's Hope



Overview **Reviews** Photos Updates Abc



Filter

Relevance

pregnancy 2



**nolan blackburn**  
1 review



★☆☆☆☆ 10 months ago

This is a private residence



🙏 1



**Ashley Marie**  
8 reviews



★☆☆☆☆ 6 years ago

They don't help you.



🙏 4



**Porshia King**  
Local Guide · 74 reviews



★☆☆☆☆ 3 years ago

Never called back



🙏 2



Call



Save



Share



←  **Chadell Hardwick (Angry Chef)** ⋮  
Local Guide · 304 reviews · 216 photos

★☆☆☆☆ 7 years ago

Women often complain about rats. My was in the program and often told me about mice eating the rubber nipples off her baby bottles. The crazy rules to live in this place, if any normal person was able to look the handbook would recognize that it is a money trap. You pay rent fine, but you can't work between certain hours basically YOU ARE STUCK....

♡ 🙏 10

AA 🔒 Q shannon's hope reviews 🔊

< > 📄 📖 📄

85



# Reviews

**Do you recommend Shannon's Hope Maternity Home?**

Yes

No

### Not yet rated (1 Review)



**Trina Geyer** recommends **Shannon's Hope Maternity Home.** ...

Jan 13, 2022 ·

they need to have certified staff to deal with the seriousness of certain types of residence make it 1 house mothers only or single women have realistic expectations better intake process drug test upon moving in to assure sobriety staff should be more aware and they need to understand not everyone parents the same and the 2 faced crap is childish and immature i don't recommend going there it's worse then prison a halfway house not ideal unless u r desperate and don't mind everyone in your business

1 comment



Home



Video



Friends



Marketplace



Notifications



Menu

## Attachment D

**From:** Amber Dobbs <atdobbs76@gmail.com>  
**Sent:** Monday, March 31, 2025 4:46 PM  
**To:** Christopher Gibbons  
**Subject:** Referring to 1003 High St.

THIS MESSAGE IS FROM AN EXTERNAL SENDER. Look closely at the SENDER address. Do not open ATTACHMENTS unless expected. Check for INDICATORS of phishing. Hover over LINKS before clicking. Learn to spot a phishing message

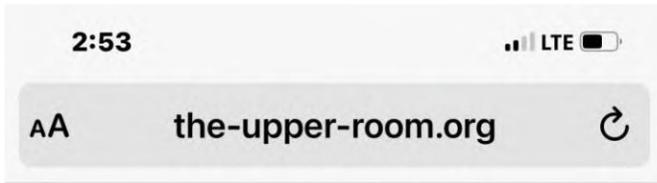
Hi Chris,

I wanted to follow up from our phone call to reach out to receive the FIF regarding the proposal of the property located at 1003 High St. Thanks again for the conversation and insight.

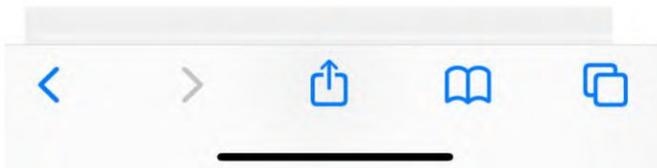
For all parties at large;

At this juncture we are not in support of this entity of lodging and having it being housed at 1003 High St. There is not adequate space for this type of housing in this area, to be able to accommodate Ms. Dowdy's request which is being made through Heidi Mazel. Having a direct experience with this type of institution: this gives us a unique perspective of why this location is not a best fit. There is space, safety and roper security are first concerns that come to mind. Now with that being said: I think there other areas that may fit her [Gabby] criteria more appropriately and on a better scale for what she is trying to achieve. Also another concern is she is already advertising that this is happening. When to our knowledge this has not been set in stone. IE-below.

\*If further comment is wanted or needed we are happy to contribute as needed.



Gabby has worked in the anti-trafficking scene in Denver since 2017. Over the years, the understanding of the women being served through Shannon's Hope and the women Gabby has served has overlapped with the crisis. Shannon's Hope and Gabby began the journey to Council Bluffs in June of 2024 with the passion to serve women coming out of Crisis. The idea of The Upper Room has been formed, and we are honored to announce that our services in the Council Bluffs will begin in the fall of 2024.



Best Regards,  
Randall and Amber Dobbs

**Christopher Gibbons**

---

**From:** Niki Ferguson <nferguson@selectgreateromaha.com>  
**Sent:** Wednesday, March 26, 2025 4:11 PM  
**To:** Christopher Gibbons  
**Subject:** Project Upper Room

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Hi Chris!

I know you've been in contact with Gabby who's opening the safe house over on High Street. Wanted to get your thoughts on potential roadblocks or ways to mitigate pushback. I definitely think it's an incredibly important work they're doing and have done in Denver, and it's obviously an issue here in the Midwest. Anonymity and keeping a low profile are, of course, paramount to the work they're doing, so maybe it comes down to education for the neighbor who is voicing opposition. I don't know. Anyway, thanks for your time. I value your knowledge and expertise and appreciate any input. Have a great evening!

**Niki Ferguson (she/her)**  
Input – Belief – Connectedness – Ideation – Developer  
**Manager, Entrepreneurial Development**  
**Advance Southwest Iowa Corporation**  
149 W. Broadway, Council Bluffs, IA 51503  
402-720-8799  
[Let's connect! Book a call!](#)  
[nferguson@selectgreateromaha.com](mailto:nferguson@selectgreateromaha.com)  
[www.advancesouthwestiowa.com](http://www.advancesouthwestiowa.com)



Attachment F



View of 1003 High Street from intersection of High Street and 10<sup>th</sup> Avenue



View of existing driveway for off-street parking at 1003 High Street

## Planning Commission Communication

Department: Community  
Development

Case/Project No.: 2024 City Planning Commission  
Submitted by: Moises Monrroy, Annual Report

Council Action: 4/8/2025

Planner, Community Development  
Department

### Description

See the attached 2024 City Planning Commission Annual Report.

### Background/Discussion

### Recommendation

### ATTACHMENTS:

Description	Type	Upload Date
2024 CPC Annual Report	Other	4/3/2025



# PLANNING COMMISSION

## ANNUAL REPORT

### 2024

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**PREPARED BY:**  
COMMUNITY DEVELOPMENT DEPARTMENT  
**ADDRESS:**  
209 PEARL STREET, COUNCIL BLUFFS, IA 51503  
**DATE:**  
APRIL 8, 2025





*April 8, 2025*

*The Honorable Matthew J. Walsh, Mayor  
and Members of the City Council*

Mayor and Members of the City Council:

The City Planning Commission forwards this copy of the 2024 Annual Report for your information. This report contains a summary of the actions taken by the Commission in handling various cases referred to them during the year.

I would like to take this opportunity to thank the City Council, City Planning Commission members, and the Community Development Department staff for their effort and support during the past year. I hope that together we can continue to serve the City of Council Bluffs in a program of progressive community development.

Respectfully Submitted,

Susan Freund  
Chair, City Planning Commission  
City of Council Bluffs, Iowa

**MAYOR**

Matthew J. Walsh

**2024 CITY COUNCIL**

Joe Disalvo  
 Steve Gorman  
 Chris Peterson  
 Roger Sandau  
 Jill Shudak

**2024 CITY PLANNING COMMISSION**

Lindsey Bailey\*  
 Deborah Bass\*  
 Peter Hutcheson  
 Kami Knauss  
 Susan Freund (Chair)  
 Jody Rater  
 Douglas Rew  
 David Stroebele  
 Dan Van Houten  
 Bridgette Watson

**COMMUNITY DEVELOPMENT DEPARTMENT**

**Planning and Code Compliance Division**

Courtney Harter, Director  
 Christopher Gibbons, Planning and Code Compliance Manager  
 Jaimi Miller, Community Development Technician/Code Compliance Officer  
 Heather Johnston, Community Development Technician\*  
 Moises Monrroy, Planner  
 Haley Weber, Planner  
 Eli Flekemma, Planner Intern\*  
 Bart Nighswonger, Code Compliance Officer\*  
 Chris Williams, Code Compliance Officer  
 Chris Kates, Code Compliance Officer\*

\*Indicates partial year of service

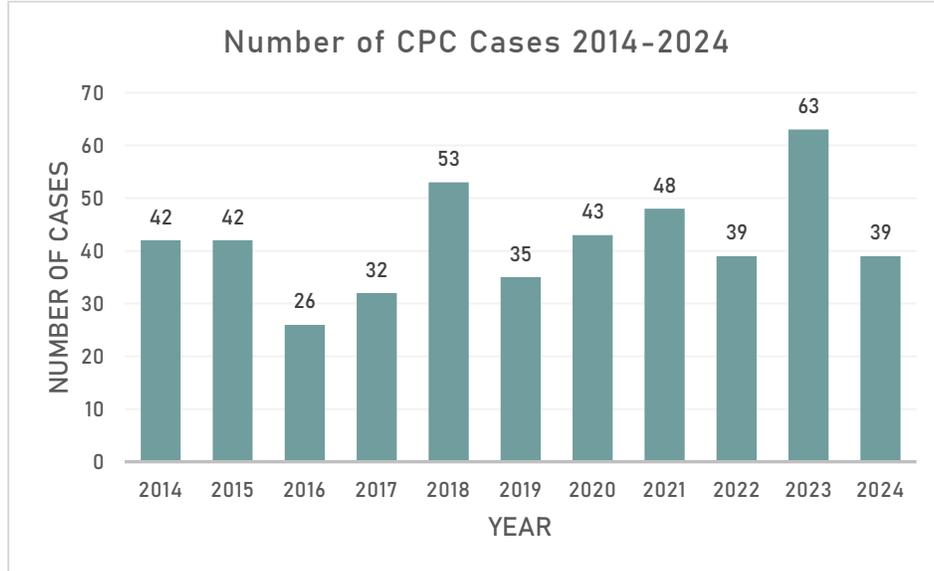
**2024 CITY PLANNING COMMISSION  
MEMBERS, TERMS AND ATTENDANCE**

Commissioner	Term	Meeting Attendance		
		Present	Absent	Attendance %
Lindsey Bailey*	December 17, 2019 – March 12, 2024	0	3	0%
Deborah Bass*	March 23, 2020 – March 12, 2024	1	2	33%
Susan Freund	March 14, 2022 – April 1, 2027	11	0	100%
Peter Hutcheson	March 14, 2022 – April 1, 2027	11	0	100%
Kami Knauss	June 13, 2022 – April 1, 2028	9	2	82%
Jody Rater	June 24, 2024 – April 1, 2029	9	2	82%
Douglas Rew	March 23, 2020 – April 1, 2025	10	1	91%
David Stroebele	April 24, 2023 – April 1, 2028	10	1	91%
Dan Van Houten	March 23, 2020 – April 1, 2025	11	0	100%
Bridgette Watson	August 14, 2024 – April 1, 2028	7	4	64%

\*Indicates partial year of service

### SUMMARY OF ACTIVITIES

The chart below represents the total of number of cases submitted for review to the City Planning Commission (CPC) from 2014 through 2024. In 2024, the Commission received a total of **39** requests.



Source: Community Development Department

**Annexations:**

There were no annexation requests in 2024.

**Comprehensive Plan Amendments:**

The Planning Commission received five comprehensive plan amendment requests in 2024 (only four cases were reviewed by the Commission; the applicant for Case #CP-24-003 withdrew their request prior to the Planning Commission meeting held in August). The Planning Commission and City Council concurred with Staff’s recommendation on three of the four cases reviewed (see summary of activities below).

**Historic Preservation:**

There were no historic preservation requests in 2024.

**Miscellaneous:**

The Planning Commission received one miscellaneous request in 2024, as stated below:

- Review and adopt the Fiscal Year 2026-2027 through Fiscal Year 2029-2030 Capital Improvement Plan (CIP) (Case # MIS-24-006).

The Planning Commission and City Council concurred with Staff’s recommendation on this case.

**Mixed Commercial-Residential District – Development Plan Review:**

There were no mixed commercial-residential district requests in 2024.

**Planned Commercial District – Development Plan Review:**

The Planning Commission received two planned commercial district requests in 2024, as stated below:

- Amend the adopted planned commercial development plan at 3825 Denmark Drive (Metro Crossing) relative to signage (Case #PC-24-001); and
- Adopt a planned commercial development plan for a 280-unit multi-family housing development (Case #PC-24-002).

The Planning Commission and City Council concurred with Staff's recommendation on both cases.

### **Planned Industrial District – Development Plan Review:**

The Planning Commission received one planned industrial district request in 2024, as stated below:

- Adopt a planned industrial development plan for a new data center (Case #PI-24-001).

The Planning Commission and City Council concurred with Staff's recommendation on this case.

### **Planned Residential Overlay – Development Plan Review:**

The Planning Commission received five planned residential overlay requests in 2024. The Planning Commission and City Council concurred with Staff's recommendation on four of the five cases (see summary of activities below).

### **Rezoning:**

The Planning Commission received nine rezoning requests in 2024 (only eight cases were reviewed by the Commission; the applicant for Case #ZC-24-007 withdrew their request prior to the Planning Commission meeting held in August). The Planning Commission and City Council concurred with Staff's recommendation on seven of the eight cases reviewed (see summary of activities below).

On Case #ZC-24-006, City Council passed Ordinance No. 6610, which approved the request of Nyles R. Lehnen to rezone undeveloped land lying northwest of 1424 Harrison Street from R-1/Single-Family Residential District to A-2/Parks, Estates, and Agricultural District. At the time of voting, City Council assumed their motion to pass Ordinance No. 6610 would have denied the applicant's request in accordance with the recommendations of Staff and the Commission. City Council was later informed their action had actually approved the proposed rezoning. City Council reconsidered this action and passed Ordinance No. 6620 to revert the zoning designation of the subject property back to the R-1 District.

### **Street, Alley and Right-of-Way Vacations:**

The Planning Commission received three public street, alley and right-of-way vacation requests in 2024, as stated below:

- Vacate and dispose of the east/west alley abutting Lots 5 and 6, Block 2, Bayliss 2nd Addition (Case #SAV-24-001);
- Vacate and dispose of the east/west alley abutting Lots 19 through 23, Belmont Addition (Case #SAV-24-002); and
- Vacate and dispose of 9<sup>th</sup> Avenue right-of-way adjacent to Lot 1, Block 2, Park Addition (Case #SAV-24-003).

On Case #SAV-24-001, the City of Council Bluffs did not complete the process to vacate and dispose of the subject alley after being informed by the Pottawattamie County Auditor's Office that the alley is a privately owned driveway for the benefit of all three abutting properties and is

not public right-of-way. Staff and the Commission had originally recommended approval of the request. The Planning Commission and City Council concurred with Staff's recommendation on the other two cases (see summary of activities below).

### **Subdivisions:**

The Planning Commission received four preliminary subdivision plan requests and two final plat requests in 2024. The Planning Commission and City Council concurred with Staff's recommendation on all cases. A total of 71 lots received final plat approval by City Council in 2024.

### **Urban Renewal:**

The Planning Commission received one urban renewal request in 2024, as stated below:

- Create the East Manawa Drive Residential Urban Renewal Area and Plan (Case #URN-24-009).

The Planning Commission and City Council concurred with Staff's recommendation on this case.

### **Urban Revitalization:**

The Planning Commission received two urban revitalization requests in 2024, as stated below:

- Consolidate all current Urban Revitalization Areas and add an additional area to be known as South Expressway Urban Revitalization Area (Case #URV-24-001); and
- Update the abatement period for new construction on multi-family residential property from six years to 10 years and add an additional area, 1<sup>st</sup> Avenue & 17<sup>th</sup> Street Urban Revitalization Area to the Consolidated Urban Revitalization Plan (Case #URV-24-009).

The Planning Commission and City Council concurred with Staff's recommendation on both cases.

### **Zoning Text Amendments:**

The Planning Commission received four zoning text amendment requests in 2024, as stated below:

- Amend Section 15.09.030 of the Council Bluffs Municipal Code (Zoning Ordinance) by adding 'boarding, lodging, rooming house or bed and breakfast' as a conditional use in the R-2/Two-Family Residential District (Case #ZT-24-001);
- Amend Section 15.28.020, Applicability, of the P-R/Residential Overlay District and Section 15.08B.020, Principal Uses, of the R-1/Single-Family Residential District to allow the PR-2 Overlay to be utilized for development of residential structures with a minimum of two (2) dwelling units (Case #ZT-24-002);
- Amend several sections of Title 15: Zoning of the Council Bluffs Municipal Code (Zoning Ordinance) as follows: adding Section 15.33.090(F) to allow certain temporary business signs in the City of Council Bluffs; removing 'portable or wheeled signs' and 'portable swinger signs' and "A' frame/sandwich board signs from Sections 15.33.070(K) and 15.33.070(L), Prohibited Signs; adding Section 15.32A.140(G) to prohibit temporary business signs over three feet in height in the West Broadway Corridor Design Overlay; adding Section 15.33.130(H) to prohibit temporary business signs over three feet in height within the West Broadway Corridor Design Overlay; adding Section 15.16.070 Signs to the C-3/Commercial District to prohibits temporary business signs over three feet in height;

and adding Section 15.17.070 Signs to the C-4/Commercial District to prohibits temporary business signs over three feet in height (Case #ZT-24-003); and

- Amend Section 15.15.030, Conditional Uses, of the Council Bluffs Municipal Code (Zoning Ordinance) by adding 'equipment sales and rental' as a conditional use in the C-2/Commercial District; and amend Section 15.32A.060, Prohibited Land Uses, of the Council Bluffs Municipal Code (Zoning Ordinance), to include 'equipment sales and rental' as a prohibited use within the West Broadway Corridor Design Overlay (Case #ZT-24-004).

The Planning Commission and City Council concurred with Staff's recommendation on three of the four cases (see summary of activities below). On Case #ZT-24-003, Staff maintained a neutral position on the proposed text amendment as the request came directly from City Council.

**SUMMARY OF ACTIVITIES**

**COMPREHENSIVE PLAN AMENDMENTS – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
CP-24-001	<p><b>Applicant:</b> Neal S. Drickey</p> <p><b>Location:</b> Undeveloped property lying at the northwest corner of the intersection of College Road and Railroad Highway</p> <p><b>Request:</b> Amend the future land use plan of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) by reclassifying the subject property from 'Medium Density Residential' to 'Local Commercial'</p>	Approval	Denial	<p>Final Action: Denied</p> <p>Date: 3/11/2024</p>
CP-24-002	<p><b>Applicant:</b> Justin Insinger</p> <p><b>Location:</b> 2127, 2129 and 2139 Avenue A</p> <p><b>Request:</b> Amend the future land use plan of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) by reclassifying the subject properties from 'Low Density Residential' to 'Local Commercial'</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-182</p> <p>Date: 6/24/2024</p>
CP-24-003	<p><b>Applicant:</b> JNJ Properties, LLC</p> <p><b>Location:</b> 205 South 27<sup>th</sup> Street</p> <p><b>Request:</b> Amend the future land use plan of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) by reclassifying the subject property from 'Low Density Residential' to 'Local Commercial'</p>	Request withdrawn by applicant prior to CPC meeting	N/A	N/A
CP-24-004	<p><b>Applicant:</b> D&amp;E LLC</p> <p><b>Location:</b> Undeveloped land lying northeast of the intersection of Harry Langdon Boulevard and South Avenue and northwest of I-80</p> <p><b>Request:</b> Amend the future land use plan of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) by reclassifying the subject property from 'Rural Residential/Agricultural' to 'Light Industrial'</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-281</p> <p>Date: 10/7/2024</p>

**SUMMARY OF ACTIVITIES**

**COMPREHENSIVE PLAN AMENDMENTS – 2024 (continued)**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
CP-24-005	<p><b>Applicant:</b> Volker Development, Inc.</p> <p><b>Location:</b> Undeveloped property lying immediately south of 2201 West Broadway</p> <p><b>Request:</b> Amend the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) by reclassifying the subject property from 'Local Commercial' to 'Multi-Family/Mixed Use'</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 25-36</p> <p>Date: 2/10/2025</p>

**MISCELLANEOUS – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
MIS-24-006	<p><b>Applicant:</b> City of Council Bluffs</p> <p><b>Request:</b> Review and adopt the Fiscal Year 2026-2027 through Fiscal Year 2029-2030 Capital Improvement Plan (CIP)</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-328</p> <p>Date: 12/16/2024</p>

**PLANNED COMMERCIAL DISTRICT – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
PC-24-001	<p><b>Applicant:</b> Little Deep Pasta Co. d/b/a Noodles &amp; Company</p> <p><b>Location:</b> 3825 Denmark Drive</p> <p><b>Request:</b> Amend the adopted planned commercial development plan at 3825 Denmark Drive (Metro Crossing) relative to signage</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-265</p> <p>Date: 9/23/2024</p>

**SUMMARY OF ACTIVITIES**

**PLANNED COMMERCIAL DISTRICT – 2024 (continued)**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
PC-24-002	<p><b>Applicant:</b> Cornerstone Housing Group, LLC</p> <p><b>Location:</b> Undeveloped land located immediately east of 100 Power Drive</p> <p><b>Request:</b> Adopt a planned commercial development plan for a 280-unit multi-family housing development</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-362</p> <p>Date: 12/16/2024</p>

**PLANNED INDUSTRIAL DISTRICT – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
PI-24-001	<p><b>Applicant:</b> EDC Omaha LLC</p> <p><b>Location:</b> Undeveloped land at the southeast corner of the intersection of College Road and East Kaneshville Boulevard (U.S. Highway 6)</p> <p><b>Request:</b> Adopt a planned industrial development plan for a new data center</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-166</p> <p>Date: 6/10/2024</p>

**PLANNED RESIDENTIAL OVERLAYS – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
PR-20-001(M)	<p><b>Applicant:</b> Scott Porter</p> <p><b>Location:</b> Undeveloped land lying north of 830 Franklin Avenue and west of 901 Franklin Avenue</p> <p><b>Request:</b> Amend the adopted planned residential development plan for Grapplers Gate</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 25-21</p> <p>Date: 1/27/2025</p>

SUMMARY OF ACTIVITIES

PLANNED RESIDENTIAL OVERLAYS – 2024 (continued)

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
PR-21-001(R)	<p><b>Applicant:</b> Neal S. Drickey</p> <p><b>Location:</b> Undeveloped property lying at the northwest corner of the intersection of College Road and Railroad Highway</p> <p><b>Request:</b> Repeal the PR/Planned Residential Overlay appended to the subject property via Ordinance No. 6415</p>	Approval	Denial	<p>Final Action: Denied</p> <p>Date: 3/11/2024</p>
PR-23-002(M)	<p><b>Applicant:</b> Josies Development LLC</p> <p><b>Location:</b> Undeveloped land lying north of 14<sup>th</sup> Avenue, between South 16<sup>th</sup> Street and South 17<sup>th</sup> Street</p> <p><b>Request:</b> Amend the adopted planned residential development plan for Josie's Development Addition</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 25-08</p> <p>Date: 1/13/2025</p>
PR-24-001	<p><b>Applicant:</b> City of Council Bluffs</p> <p><b>Location:</b> The 94.65 acres west of 4875 East Manawa Drive</p> <p><b>Request:</b> Append a PR/Planned Residential Overlay and adopt the associated planned residential development plan for a 94.65-acre master planned development to be known as East Manawa Subdivision</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Ordinance No. 6611</p> <p>Date: 9/9/2024</p> <p>Resolution No. 24-262</p> <p>Date: 9/23/2024</p>
PR-24-002	<p><b>Applicant:</b> Yoder Construction, Inc.</p> <p><b>Location:</b> 1441 McPherson Avenue</p> <p><b>Request:</b> Append a PR/Planned Residential Overlay and adopt the associated planned residential development plan for an accessory dwelling unit (ADU)</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Ordinance No. 6621</p> <p>Date: 1/27/2025</p> <p>Resolution No. 25-18</p> <p>Date: 1/27/2025</p>

**SUMMARY OF ACTIVITIES**

**REZONINGS – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
ZC-24-001	<p><b>Applicant:</b> Neal S. Drickey</p> <p><b>Location:</b> Undeveloped property lying at the northwest corner of the intersection of College Road and Railroad Highway</p> <p><b>From:</b> R-2/Two-Family Residential District</p> <p><b>To:</b> C-1/Commercial District</p>	Approval	Denial	<p>Final Action: Denied</p> <p>Date: 3/11/2024</p>
ZC-24-002	<p><b>Applicant:</b> Luke A. and Natalie R. Norville</p> <p><b>Location:</b> Undeveloped land located north of 1102 State Orchard Road</p> <p><b>From:</b> A-2/Parks, Estates, and Agricultural District</p> <p><b>To:</b> R-1E/Single-Family Residential Estates District</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Ordinance No. 6601</p> <p>Date: 4/1/2024</p>
ZC-24-003	<p><b>Applicant:</b> Lochland Holdings. Ltd.</p> <p><b>Location:</b> 2100 South 6<sup>th</sup> Street</p> <p><b>From:</b> C-2/Commercial District</p> <p><b>To:</b> R-2/Two-Family Residential District</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Ordinance No. 6604</p> <p>Date: 5/6/2024</p>
ZC-24-004	<p><b>Applicant:</b> Justin Insigner</p> <p><b>Location:</b> 2127, 2129 and 2139 Avenue A</p> <p><b>From:</b> R-3/Low Density Multifamily Residential District</p> <p><b>To:</b> C-2/Commercial District</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Ordinance No. 6608</p> <p>Date: 6/24/2024</p>
ZC-24-005	<p><b>Applicant:</b> City of Council Bluffs</p> <p><b>Location:</b> The 94.65 acres west of 4875 East Manawa Drive</p> <p><b>From:</b> A-2/Parks, Estates, and Agricultural District</p> <p><b>To:</b> R-3/Low Density Multifamily Residential District</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Ordinance No. 6612</p> <p>Date: 9/9/2024</p>

SUMMARY OF ACTIVITIES

REZONINGS – 2024 (continued)

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
ZC-24-006	<p><b>Applicant:</b> Nyles R. Lehen</p> <p><b>Location:</b> Undeveloped land lying northwest of 1424 Harrison Street</p> <p><b>From:</b> R-1/Single-Family Residential District</p> <p><b>To:</b> A-2/Parks, Estates, and Agricultural District</p>	Denial	Denial	Final Action: Approved Ordinance No. 6610 9/9/2024
ZC-24-006 (reconsideration)	<p><b>Applicant:</b> City of Council Bluffs</p> <p><b>Location:</b> Undeveloped land lying northwest of 1424 Harrison Street</p> <p><b>From:</b> A-2/Parks, Estates, and Agricultural District</p> <p><b>To:</b> R-1/Single-Family Residential District</p>	Approval	Approval	Final Action: Approved Ordinance No. 6620 1/27/2025
ZC-24-007	<p><b>Applicant:</b> JNJ Properties, LLC</p> <p><b>Location:</b> 205 South 27<sup>th</sup> Street</p> <p><b>From:</b> R-3/Low Density Multifamily Residential District</p> <p><b>To:</b> C-1/Commercial District</p>	Request withdrawn by applicant prior to CPC meeting	N/A	N/A
ZC-24-008	<p><b>Applicant:</b> D&amp;E LLC</p> <p><b>Location:</b> Undeveloped land lying northeast of the intersection of Harry Langdon Boulevard and South Avenue and northwest of I-80</p> <p><b>From:</b> R-1/Single-Family Residential District</p> <p><b>To:</b> I-2/General Industrial District</p>	Approval	Approval	Final Action: Approved Ordinance No. 6613 Date: 10/21/24
ZC-24-009	<p><b>Applicant:</b> Volker Development, Inc.</p> <p><b>Location:</b> Undeveloped property lying immediately south of 2201 West Broadway</p> <p><b>From:</b> C-2/Commercial District</p> <p><b>To:</b> R-4/High Density Multifamily Residential District</p>	Approval	Approval	Final Action: Approved Ordinance No. 6624 Date: 2/10/25

**SUMMARY OF ACTIVITIES**

**STREET, ALLEY and RIGHT-OF-WAY VACATIONS – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
SAV-24-001	<p><b>Applicant:</b> Monte Wilson</p> <p><b>Location:</b> 129 South 8th Street, 732 and 734 Willow Avenue</p> <p><b>Request:</b> Vacate and dispose of the east/west alley abutting Lots 5 and 6, Block 2, Bayliss 2nd Addition</p>	Approval	Approval	<p>Final Action: Withdrew Resolution No. 24-187 and cancelled public hearing</p> <p>Date: 7/8/2024</p>
SAV-24-002	<p><b>Applicant:</b> Alexander Giron Rivera</p> <p><b>Location:</b> 1704, 1708, 1714, and 1720 Avenue P</p> <p><b>Request:</b> Vacate and dispose of the east/west alley abutting Lots 19 through 23, Belmont Addition</p>	Denial	Denial	<p>Final Action: Denied</p> <p>Date: 1/27/2025</p>
SAV-24-003	<p><b>Applicant:</b> Parker Smith</p> <p><b>Location:</b> 903 High Street</p> <p><b>Request:</b> Vacate and dispose of 9<sup>th</sup> Avenue right-of-way adjacent to Lot 1, Block 2, Park Addition</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 25-31</p> <p>Date: 2/10/2025</p>

**SUBDIVISIONS – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
SUB-24-001	<p><b>Applicant:</b> Luke A. and Natalie R. Norville</p> <p><b>Location:</b> Undeveloped land located north of 1102 State Orchard Road</p> <p><b>Request:</b> Final plat approval of a four-lot residential subdivision to be known as Oak View Estates</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-116</p> <p>Date: 4/22/2024</p>
SUB-24-004	<p><b>Applicant:</b> Justin Insigner</p> <p><b>Location:</b> 2127, 2129 and 2139 Avenue A &amp; 2146 West Broadway</p> <p><b>Request:</b> Final plat approval of a two-lot commercial subdivision to be known as HRH Replat 1</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-186</p> <p>Date: 7/8/2024</p>

**SUMMARY OF ACTIVITIES**

**SUBDIVISIONS – 2024 (continued)**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
SUB-24-005	<p><b>Applicant:</b> City of Council Bluffs</p> <p><b>Location:</b> The 94.65 acres west of 4875 East Manawa Drive</p> <p><b>Request:</b> Preliminary plan approval of a 94.65 acre (more/less) master-planned residential subdivision to be known as East Manawa Subdivision</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-263</p> <p>Date: 9/23/2024</p>
SUB-24-008	<p><b>Applicant:</b> Cornerstone Housing Group, LLC</p> <p><b>Location:</b> Undeveloped land located immediately east of 100 Power Drive</p> <p><b>Request:</b> Preliminary plan approval to dedicate 1.8 acres of land to the City for the future extension of Power Drive and widening of 35<sup>th</sup> Avenue</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-361</p> <p>Date: 12/16/2024</p>
SUB-24-010	<p><b>Applicant:</b> Scott Porter</p> <p><b>Location:</b> Undeveloped land lying north of 830 Franklin Avenue and west of 901 Franklin Avenue</p> <p><b>Request:</b> Preliminary plan approval of a 13-lot residential subdivision to be known as Grapplers Gate, along with variances to exceed the maximum 3:1 lot depth-to-width ratio</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 25-20</p> <p>Date: 1/27/2025</p>
SUB-24-011	<p><b>Applicant:</b> TS Development LLC</p> <p><b>Location:</b> Undeveloped tracts of land lying north of Sycamore Street and west of Franklin Avenue, and immediately south of Green Meadows South Subdivision</p> <p><b>Request:</b> Preliminary plan approval of a 71-lot residential subdivision to be known as Whispering Oaks, Phase VI</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 25-19</p> <p>Date: 1/27/2025</p>

**SUMMARY OF ACTIVITIES**

**URBAN RENEWAL – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
URN-24-009	<p><b>Applicant:</b> City of Council Bluffs</p> <p><b>Location:</b> The 94.65 acres west of 4875 East Manawa Drive</p> <p><b>Request:</b> Create the East Manawa Drive Residential Urban Renewal Area and Plan</p>	Consistent w/ Bluffs Tomorrow: 2030 Plan	Consistent w/ Bluffs Tomorrow: 2030 Plan	<p>Final Action: Approved</p> <p>Resolution No. 24-243</p> <p>Date: 9/23/2024</p>

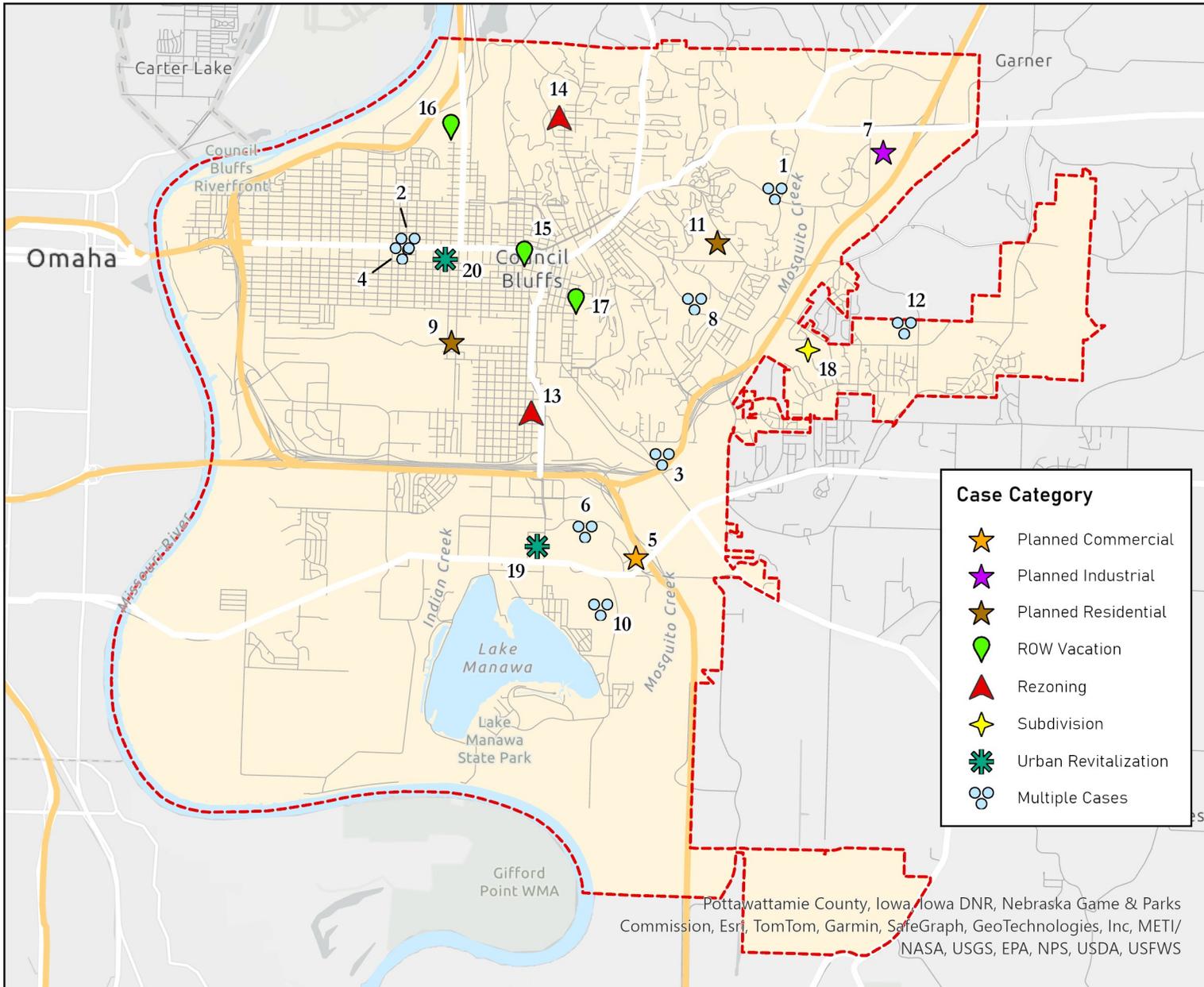
**URBAN REVITALIZATION – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
URV-24-001	<p><b>Applicant:</b> City of Council Bluffs</p> <p><b>Location:</b> Council Bluffs, Iowa</p> <p><b>Request:</b> Consolidate all current Urban Revitalization Areas and add an additional area to be known as South Expressway Urban Revitalization Area</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-103</p> <p>Date: 4/1/2024</p> <p>Ordinance No. 6603</p> <p>Date: 4/22/2024</p>
URV-24-009	<p><b>Applicant:</b> City of Council Bluffs</p> <p><b>Location:</b> 1700, 1722, 1726, 1728 and 1730 2<sup>nd</sup> Avenue &amp; 106 and 108 South 17<sup>th</sup> Street</p> <p><b>Request:</b> Update the abatement period for new construction on multi-family residential property from six years to 10 years and add an additional area, 1<sup>st</sup> Avenue &amp; 17<sup>th</sup> Street Urban Revitalization Area to the Consolidated Urban Revitalization Plan</p>	Approval	Approval	<p>Final Action: Approved</p> <p>Resolution No. 24-225</p> <p>Date: 8/26/2024</p> <p>Ordinance No. 6614</p> <p>Date: 10/21/2024</p>

**SUMMARY OF ACTIVITIES**

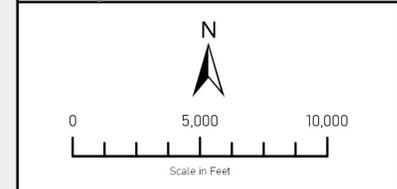
**ZONING TEXT AMENDMENTS – 2024**

Case #	Request	Recommendation		Final Action
		CD	CPC	City Council
ZT-24-001	<b>Applicant:</b> Just Wright Investments <b>Request:</b> Amend CBMC Chapter 15.09 by adding 'boarding, lodging, rooming house or bed and breakfast' as a conditional use in the R-2 District	Approval	Approval	Final Action: Approved Ordinance No. 6597 Date: 4/1/2024
ZT-24-002	<b>Applicant:</b> City of Council Bluffs <b>Request:</b> Amend CBMC Chapters 15.28 and 15.08B relative to residential structures containing at least two (2) dwelling units within a PR-2 Overlay	Approval	Approval	Final Action: Approved Ordinance No. 6605 and Ordinance No. 6606 Date: 5/6/2024
ZT-24-003	<b>Applicant:</b> City of Council Bluffs <b>Request:</b> Amend several sections of Title 15: <u>Zoning</u> of the Council Bluffs Municipal Code relative to temporary business signs	None	Denial	Final Action: Denied Date: 12/16/2024
ZT-24-004	<b>Applicant:</b> Resource Rental Center, Inc. & City of Council Bluffs <b>Request:</b> Amend CBMC Chapters 15.15 and 15.32A relative to 'equipment sales and rental'	Approval	Approval	Final Action: Approved Ordinance No. 6622 and Ordinance No. 6623 Date: 2/10/2025



**2024 City Planning Commission Cases**

1	CP-24-001; PR-21-001(R); ZC-24-001
2	CP-24-002; ZC-24-004; SUB-24-004
3	CP-24-004; ZC-24-008
4	CP-24-005; ZC-24-009
5	PC-24-001
6	PC-24-002; SUB-24-008
7	PI-24-001
8	PR-20-001(M); SUB-24-010
9	PR-23-002(M)
10	PR-24-001; ZC-24-005; SUB-24-005; URN-24-009
11	PR-24-002
12	ZC-24-002; SUB-24-001
13	ZC-24-003
14	ZC-24-006
15	SAV-24-001
16	SAV-24-002
17	SAV-24-003
18	SUB-24-011
19	URV-24-001
20	URV-24-009



Pottawattamie County, Iowa, Iowa DNR, Nebraska Game & Parks Commission, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/ NASA, USGS, EPA, NPS, USDA, USFWS

**Council Bluffs City Planning Commission**  
Case Location Map

**2024**



Council Bluffs Community Development Department  
209 Pearl Street  
Council Bluffs, IA 51503  
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**DISCLAIMER**  
This map is prepared and compiled from City documents and other public records. The City does not warrant the accuracy of the information contained on this map. The user assumes the responsibility for the information contained on this map.