



GRINNELL PLANNING COMMITTEE REGULAR SESSION MEETING
MONDAY, APRIL 20, 2026, AT 6:15 PM
IN THE COUNCIL CHAMBERS ON THE 2ND FLOOR OF CITY HALL
AND VIA ZOOM
[HTTPS://ZOOM.US/J/91244641591?PWD=RZMEAWATYG89IGAR3WIX
ECMJK8DEFR.1](https://zoom.us/j/91244641591?pwd=RZMEAWATYG89IGAR3WIXECMJK8DEFR.1)

MEETING ID: 912 4464 1591
PASSCODE: 201299

TENTATIVE AGENDA

A. Roll Call:

B. Perfecting and Approval of Agenda:

C. Committee Business:

1. Consider approval of a request from Jay's Deli for a sidewalk seating area.
2. Consider approval of a resolution establishing a date for a public hearing on the proposed sale of city owned property. (See Resolution No. 2026-48)
3. Consider approval of the proposed Real Estate Request for Proposal.
4. Consider approval of a resolution for a Tax Abatement application, John F. Cavanaugh, 1935 Jewel Drive. (See Resolution No. 2026-49)

D. Inquiries: Public Comment

Visitors may address the Council/Board at this time; however, comments will be limited to 2 minutes. As per Iowa's Open Meetings Law, Council/Board can only listen during public comments and cannot take any action on items that are not posted on the agenda. Council may take issues under advisement and if needed refer them to a department head, Mayor's committee, or add them to a future agenda.

E. Adjourn:

Any person with a disability who requires a modification or accommodation in order to participate in the meeting, or any person with limited English proficiency (LEP) who requires language assistance to communicate with the City Council during the meeting, should contact the City Clerk, (641) 236-2600 or adevig@grinnelliowa.gov, no fewer than two business days prior to the meeting to enable the City of Grinnell to make reasonable arrangements to assure accessibility or language assistance for the meeting.

To the Grinnell City Council,

I am writing on behalf of Jay's Deli, located at 819 Broad Street, to request approval for sidewalk seating in front of our business.

We would like to begin by placing one small round table with a diameter of approximately 3 feet, accompanied by two chairs (each approximately 1.5 to 2 feet in size). The available space in front of our building is roughly 15 to 16 feet wide and extends approximately 12 to 13 feet toward the sidewalk, allowing adequate room for safe pedestrian traffic.

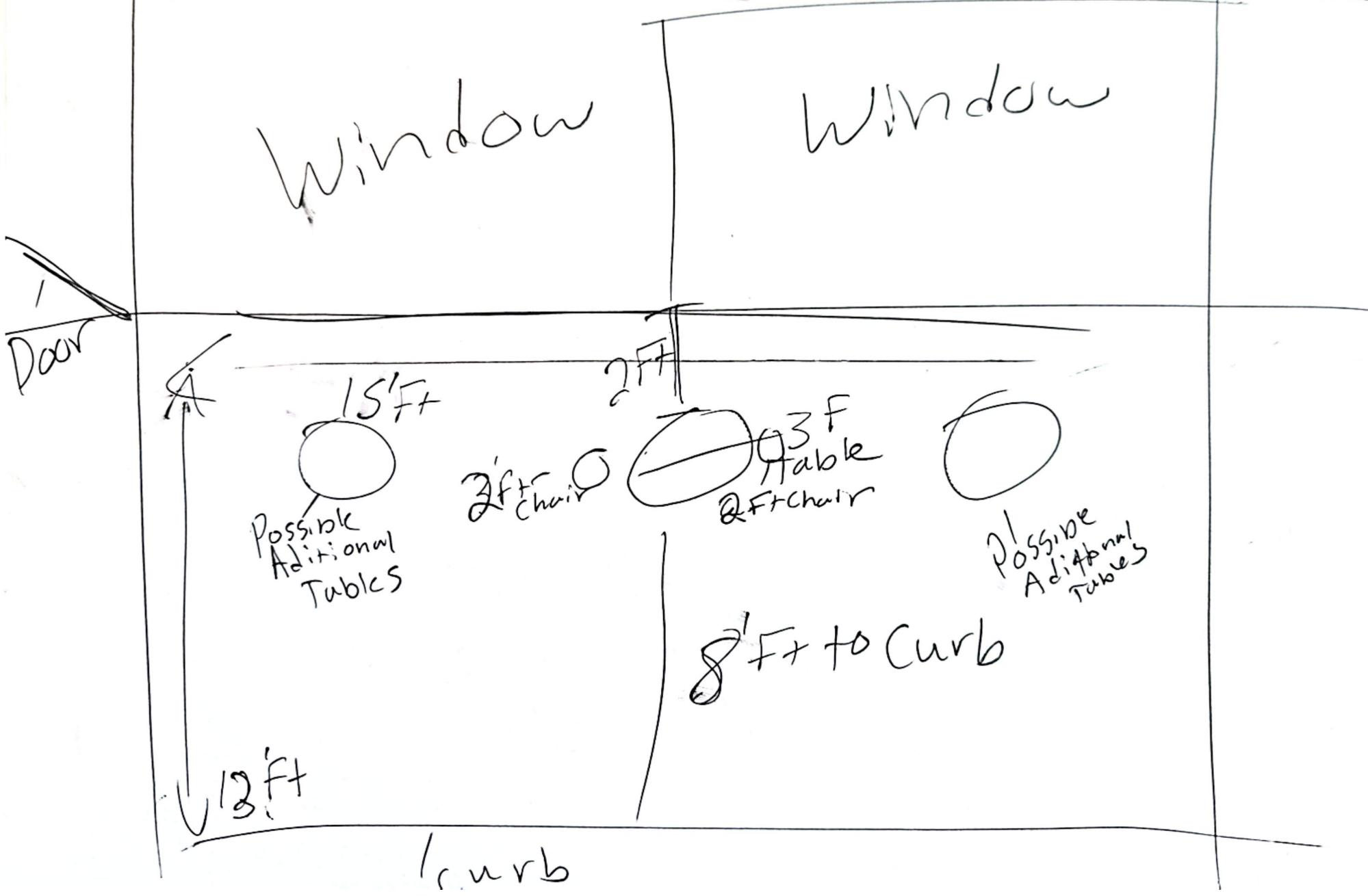
Our long term goal would be to expand to up to three small tables, but at this time we are requesting approval to start with one table.

This addition would allow customers to enjoy the outdoor space, nearby park views, and seasonal weather while maintaining a safe and welcoming environment.

Thank you for your time and consideration. We appreciate your support.

Sincerely,
Jay's Deli
819 Broad Street
Grinnell, Iowa

Jay's Deli 819 Broad St Sidewalk Table Proposal.



RESOLUTION NO. 2026-48

RESOLUTION ESTABLISHING A DATE FOR PUBLIC HEARING ON THE PROPOSED SALE OF CITY-OWNED PROPERTY LOCATED AT LOT B IN KANN'S SUBDIVISION IN THE CITY OF GRINNELL, IOWA

BE IT RESOLVED by the City Council of the City of Grinnell, Iowa, that:

NOTICE IS HEREBY GIVEN that the City intends to sell property, said property being legally described as follows:

Lot B of Kann's Subdivision, described as being part of old Lot 1 in Lot 1 of Lot 3 in the Subdivision of the Southwest Quarter of the Southeast Quarter of Section 16, Township 80 North, Range 16 West of the 5th P.M., also part of Lot 1 of Lot 2 in the Subdivision of the Southwest Quarter of the Southeast Quarter of said Section 16, said Kann's Subdivision is described as beginning 33.00 feet East of the Northwest corner and on the North line of the Southwest Quarter of the Southeast Quarter of said Section 16; thence N. 90°00'00" E. 443.86 feet along the North line of said Southwest Quarter of the Southeast Quarter; thence S.0°44'51"E. 120.0 feet; thence N. 90°00'00"t. 265.00 feet; thence South 367.43 feet; thence S.89°00'00"W. 410.39 feet; thence N.1°20'18"W. 268.00 feet; thence S.89°35'20"W. 33.0Q feet; thence N.0°24'40"W. 193.88 feet; thence S.90°00'00"W. 264.00 feet; thence N.0°24'40"W. 33.00 feet to the point of beginning, containing 4.29 acres more or less.

BE IT FURTHER RESOLVED: That the public hearing on the proposed sale of the above-referenced property will be held at 7:00 p.m. on the 4th day of May 2026, in the City Council Chambers of the Grinnell City Hall, 520 4th Avenue, Grinnell, Iowa. At said hearing, the City Council will hear written and oral comments or objections to the proposed sale.

YOU ARE FURTHER NOTIFIED that you may appear at said hearing and make comments, either orally or in writing, either for or against the proposed sale of the above-referenced property.

PASSED AND APPROVED this 20th day of April 2026.

Sam Cox, Mayor

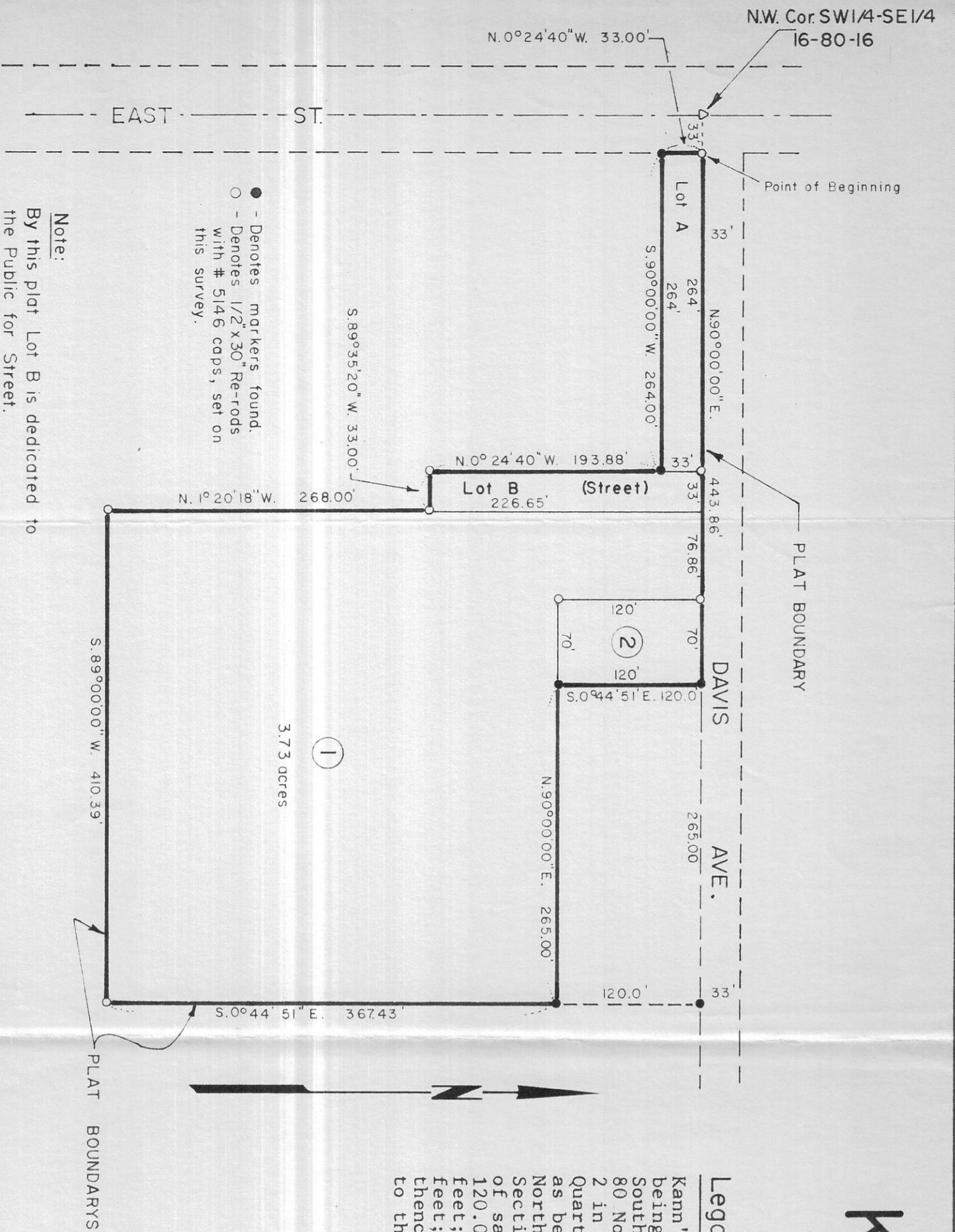
ATTEST:

Erienne Doll, Deputy City Clerk

KANN'S SUBDIVISION

Legal Description

Kann's Subdivision to the City of Grinnell, Poweshiek County, Iowa, being part of old Lot 1 in Lot 1 of Lot 3 in the Subdivision of the Southwest Quarter of the Southeast Quarter of Section 16, Township 80 North, Range 16 West of the 5th P.M., also part of Lot 1 of Lot 2 in the Subdivision of the Southwest Quarter of the Southeast Quarter of said Section 16, said Kann's Subdivision is described as beginning 33.00 feet East of the Northwest corner and on the North line of the Southwest Quarter of the Southeast Quarter of said Section 16; thence N. 90°00'00"E. 443.86 feet along the North line of said Southwest Quarter; thence S. 0°44'51"E. 120.0 feet; thence N. 90°00'00"E. 265.00 feet; thence South 367.43 feet; thence N. 90°00'00"E. 410.39 feet; thence N. 1°20'18"W. 268.00 feet; thence S. 89°35'20"W. 33.00 feet; thence N. 0°24'40"W. 193.88 feet; thence S. 90°00'00"W. 264.00 feet; thence S. 89°35'20"W. 33.00 feet to the point of beginning, containing 4.29 acres more or less.



Surveyor's Certification

I hereby certify that this plat and survey of Kann's Subdivision was made by me, and that I am a duly Registered Land Surveyor under the laws of the State of Iowa.

By J. Glen Ponder
J. Glen Ponder, R.L.S. # 5146

Date Oct 29, 1982



FINAL PLAT - KANN'S SUBDIVISION
TO GRINNELL, IOWA

SCALE 1" = 100'

DATE - OCTOBER 1982

PONDER SURVEYING
NEWTON, IOWA

Job Number 782



Request for Proposal (RFP)
City of Grinnell

Real Estate Marketing and Listing Services

Issue Date -

RFP COORDINATOR:

Tyler Avis – tavis@grinnelliowa.gov

Building and Planning Director

Phone: 641-236-2600

520 4th Ave, Grinnell, IA 50112

Introduction

The City of Grinnell, Iowa is seeking proposals from qualified real estate professionals or firms to provide strategic marketing, brokerage, and listing services for City-owned properties. These properties include residential, commercial, and light industrial sites and the City's objective doesn't just include seeking a firm to help facilitate the sale of these properties, but also to promote high-quality development that supports long-term economic growth, job creation, and tax base expansion. The City has a desire to bring new residents and exciting businesses to the community and the selected firm(s) will be expected to market these properties (property list attached) and actively recruit targeted potential developers, such as national and regional restaurant and fast-food franchises, retail operators and developers, and light industrial users (e.g., logistics, small manufacturing, flex space)

1. Scope of Services

A. Firm to Offer General Brokerage Services:

Typical tasks include listing and marketing these properties and discussing pricing recommendations and providing market analyses. Facilitating the negotiations and transactions while working with and communicating to City Staff throughout the sales process is a given.

B. Firm to Facilitate Strategic Marketing

Respondents must provide a comprehensive marketing strategy that goes beyond traditional MLS listings. The firm will need to develop professional marketing materials for each property and utilize digital marketing to ensure a comprehensive regional and

national outreach effort is completed that intends to identify potential targeted industries and uses.

C. Targeted Business Recruitment

The selected firm(s) will be expected to actively pursue prospective buyers and tenants, including franchise operators and developers, site selectors and commercial developers, and out-of-market businesses seeking expansion opportunities. Respondents must demonstrate that they have established networks and strong industry contacts, experience recruiting businesses to similar markets, and display a proven track record of success with commercial or industrial transactions.

D. Customized Property Messaging

For the commercial and light industrial properties, marketing must emphasize opportunities for unique development, suitability for national or regional franchises, and flexibility in deal structure. The City encourages messaging that reflects a willingness to consider creative pricing structures, openness to incentives or negotiated terms, and goes beyond a simple “Build to Suit” approach and should highlight the City’s desire to pursue attractive and potentially lucrative arrangements to bring unique businesses to Grinnell. Messaging should also emphasize a focus on long-term economic impact rather than a strict price-per-square-foot maximization.

2. Deliverables

The selected firm(s) will be expected to provide:

- Property-specific marketing packages
- A target prospect list for each commercial/industrial site
- Documentation of outreach efforts
- Regular progress reports (recommended quarterly)
- Updates on market conditions and strategy adjustments

3. Compensation

The City is open to various compensation structures. Respondents should clearly outline proposed compensation, which may include:

- Standard commission-based structures
- Tiered incentives for achieving specific outcomes (e.g., attracting national franchises, job creation, or high-impact developments)
- Alternative or creative compensation models

4. Proposal Requirements

Proposals must be limited to two pages and include a firm overview and qualifications, relevant experience with similar projects, a description of the proposed marketing and recruitment strategy, and an outline of networks, partnerships, and industry contacts. Submissions should also detail the proposed compensation structure, provide examples of past marketing materials or case studies, and include references.

5. Evaluation Criteria

Proposals will be evaluated based on the following:

- Experience with commercial and industrial real estate
- Demonstrated success in business recruitment or out-of-market transactions
- Quality and creativity of marketing strategy
- Strength of professional network and outreach capability
- Understanding of small-market development dynamics
- Proposed compensation structure

6. Additional Considerations

The City recognizes that successful recruitment of national or regional users may require collaboration beyond traditional brokerage services. Respondents are encouraged to propose partnerships or strategies that enhance outreach and effectiveness.

7. Submission Information

RFPs to be submitted by 12:00pm May 27, 2026 to Tyler Avis, 520 4th Ave, City of Grinnell, IA 50112, or tavis@grinnelliowa.gov

8. Reservation of Rights

The City reserves the right to reject any or all proposals, request additional information from respondents, negotiate terms with selected firm(s), and award contracts in whole or in part.

RESOLUTION NO. 2026-49

A RESOLUTION TO APPROVE IMPROVEMENT PROJECTS AS SUBMITTED FOR PROPERTY AND REQUEST TAX EXEMPTION FOR THIS IMPROVEMENT ACCORDING TO GRINNELL URBAN REVITALIZATION PLAN – AMENDMENT NO. 3 (John Cavanaugh, 1935 Jewel Drive)

BE IT RESOLVED by the Grinnell City Council that the improvement project as listed below meets the requirements to qualify for tax exemption as stated in Grinnell Urban Revitalization Plan, and

BE IT FURTHER RESOLVED that tax exemptions are subject to review by the Poweshiek County Assessor and that exemptions are not valid until improvements are completed.

NOW, THEREFORE, BE IT RESOLVED that the Application for Urban Revitalization tax exemption as submitted for the following property is approved by the Grinnell City Council:

Urban Revitalization: (John Cavanaugh, 1935 Jewel Drive)

All qualified real estate assessed as residential. 100% abatement on the first \$75,000 for 5 years. Improvements must increase the assessed value of the building by a minimum of 10% and be in an amount not less than \$10,000.

PASSED AND APPROVED THIS 20th day of April 2026.

Sam Cox, Mayor

Attest:

Erienne Doll, Deputy City Clerk

APPLICATION FOR TAX ABATEMENT
UNDER CITY OF GRINNELL'S
AMENDED AND RESTATED CONSOLIDATED URBAN REVITALIZATION PLAN

The City of Grinnell's Amended and Restated Consolidated Urban Revitalization Plan allows for the following property tax exemptions for actual value added by eligible improvements constructed on qualified properties located in the consolidated Grinnell Urban Revitalization Area:

* Property Assessed as Residential: 100% exemption from taxation on the first \$75,000 of actual value added by the eligible improvements, for a period of 5 years (not applicable to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D)

Property Assessed as Residential – Located within 2013 Central Subarea: 100% exemption from taxation on the actual value added by the eligible improvements, for a period of 10 years (not applicable to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D)

Property Assessed as Residential with 3+ Separate Dwelling Units: 100% exemption from taxation on the actual value added by the eligible improvements, for a period of 10 years (not applicable to property tax levies imposed by a school district for applications submitted on or after July 1, 2024, as and to the extent required by Iowa Code Section 404.3D)

Property Assessed as Commercial: 100% exemption from taxation on the actual value added by the eligible improvements, for a period of 3 years

Abandoned Property: Property owner may select one of two available exemption schedules: (a) declining percentage exemption from taxation on the actual value added by the eligible improvements, over a period of 15 years; or (b) 100% exemption from taxation on the actual value added by the eligible improvements, for a period of 5 years.

- Select One:
- First-Year Application for Completed Improvements**
(must be filed with the City by February 1st of the assessment year for which the exemption is first claimed, not later than the year in which the improvements are first assessed for taxation or the following two assessment years)
- Application for Prior Approval for Intended Improvements**
(for conditional approval under the current exemption schedules; final eligibility is subject to completion of eligible improvements and filing of first-year application by February 1 of the first assessment year after completion of improvements)

PROPERTY FOR WHICH APPLICATION IS SUBMITTED:

Property Address: 1935 JEWEL DRIVE, Grinnell, IA

Legal Description (if known): _____

Property Assessment Category: Residential Residential with 3+ Separate Dwelling Units
 Commercial Other: _____

If Property qualifies as "Abandoned Property," identify the exemption schedule applied for:

- 100% of actual value added by improvements exempt from taxation, for 5 years
- Declining percentage of actual value added by improvements exempt from taxation, over 15 years

(Year 1 - 80% of actual value added exempt from taxation, Year 2 - 75%, Year 3 - 70%, Year 4 - 65%, Year 5 - 60%, Year 6 - 55%, Year 7 - 50%, Year 8 - 45%, Year 9 - 40%, Year 10 - 35%, Year 11 - 30%, Year 12 - 25%, Year 13 - 20%, Year 14 - 20%, Year 15 - 20%)

Tenants Occupying Property at time of Original Plan Adoption (if any/if known): ~~ONE~~ N/A

IMPROVEMENTS FOR WHICH APPLICATION IS SUBMITTED:

Select one: New Construction Improvements to Existing Structure

Describe Improvements: _____
Attach copies of any issued building permit(s).

Estimated or Actual Date of Completion: 12, 19, 2025

Estimated or Actual Cost of Improvements: \$ 385,000

PROPERTY OWNER SUBMITTING APPLICATION:

Name of Property Owner/Title Holder: JOHN F CAVANAUGH

Address of Owner (if different than above): _____

Phone Number (to be reached during business hours): (617) 283-1455

Email Address: JFCAV@HOTMAIL.COM

Print Name of Property Owner: JOHN F CAVANAUGH

Signature: [Signature] Date: 04-14-26

If Property Owner is an entity:

Print Name of Signatory: _____

Signatory title/position: _____

This application summarizes the Urban Revitalization Plan terms. For complete information, request a copy of the Amended and Restated Consolidated Urban Revitalization Plan, from GRINNELL City Hall. In the event of any inconsistency, the Plan terms shall control.

FOLLOWING SECTIONS TO BE COMPLETED BY CITY/COUNTY:	
CITY COUNCIL REVIEW:	<input type="checkbox"/> PRIOR APPROVAL Application (if applicable) Approved by Resolution No. _____ adopted by City Council on ____/____/20____
	<input type="checkbox"/> FIRST YEAR Application (required) Approved by Resolution No. _____ adopted by City Council on ____/____/20____
	<input type="checkbox"/> Application Denied - Reason: _____
	Mayor's Signature: _____

	Attest by City Clerk: _____
COUNTY ASSESSOR REVIEW:	Prior Building/Improvements Assessed Value: \$ _____ Assessed Value with New Improvements: \$ _____ Percentage Increase in Assessed Value: _____ % _____ Eligible under Plan _____ Not Eligible under Plan Assessor's Signature: _____ Date: _____

02344192\10575-214



CITY OF GRINNELL

520 4th Avenue
Grinnell, IA 50112-2043
641-236-2600 FAX 641-236-2626

NEW RESIDENTIAL BUILDING PERMIT

PERMIT #:	20250417	DATE ISSUED:	5/01/2025
JOB ADDRESS:	1935 JEWEL DR	LOT #:	48
PARCEL ID:	180- 3519500	BLK #:	
ADDITION:	PRAIRIE POINTE ESTATES	ZONING:	R-3
TOWNSHIP:	80	RANGE:	16
SECTION:	10		
ISSUED TO:	EACH CONSULTING	CONTRACTOR:	UP TOP CONSTRUCTION
ADDRESS:	11952 CLAYCHESTER DR	ADDRESS:	229 W. FRONT ST #422
CITY, STATE ZIP:	ST LOIUS MO 63131	CITY, STATE ZIP:	BROOKLYN IA 52211
PHONE:		PHONE:	641-260-0867
PROP.USE:	SINGLE-FAMILY RESIDENCE	OCCP TYPE:	R-3 ONE/TWO FAMILY
VALUATION:	\$ 260,000.00	CNST TYPE:	VB
SQ FT:	1,720.00	OCC LOAD:	0.00
SCOPE OF WORK: CONSTRUCT A 1,880 SQ FT SINGLE-FAMILY RANCH DWELLING ON A SLAB WITH AN ATTACHED 616 SQ FT GARAGE			

DESCRIPTION	CONTRACTOR	AMOUNT
NEW RESIDENTIAL BUILDING	UP TOP CONSTRUCTION	\$ 2,412.98
ELECTRICAL	UP TOP CONSTRUCTION	\$ 0.00
MECHANICAL	UP TOP CONSTRUCTION	\$ 0.00
PLUMBING	UP TOP CONSTRUCTION	\$ 0.00
TOTAL		\$ 2,412.98

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 120 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

IT SHALL BE THE RESPONSIBILITY OF THE OWNER OR OWNER'S AUTHORIZED AGENT TO CAUSE ANY WORK TO REMAIN ACCESSIBLE AND EXPOSED FOR INSPECTION PURPOSES. INSPECTIONS MUST BE REQUESTED BY THE HOLDER OF THE PERMIT OR THEIR DULY AUTHORIZED AGENT, AND WORK MUST BE APPROVED BY THE BUILDING OFFICIAL BEFORE SUCCESSIVE CONSTRUCTION OCCURS. NO NEW BUILDING OR STRUCTURE SHALL BE OCCUPIED WITHOUT FIRST BEING GRANTED A CERTIFICATE OF OCCUPANCY ISSUED BY THE BUILDING OFFICIAL.

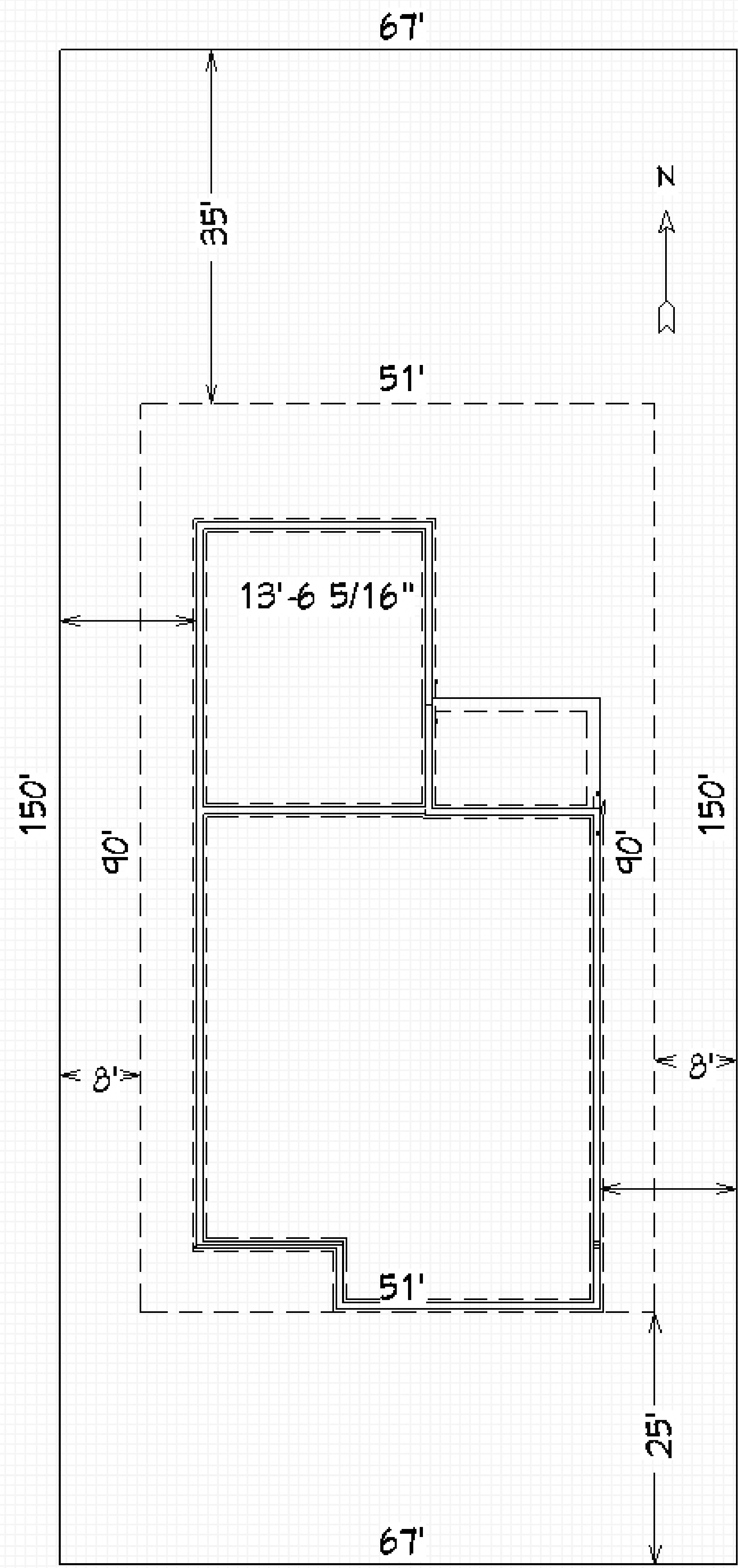
THE BELOW SIGNED ACKNOWLEDGES CITY COUNCIL APPROVAL IS NEEDED PRIOR TO CONSTRUCTION FOR ANY URBAN REVITALIZATION TAX EXEMPTION.

(SIGNATURE OF CONTRACTOR OR PROPERTY OWNER/AGENT)

DATE



05/01/2025



Zoning Setbacks:
 -8' sides (13.5' + actual)
 -25' front (25' + actual)
 -35' rear (45' + actual)

DATE:
 4/27/25

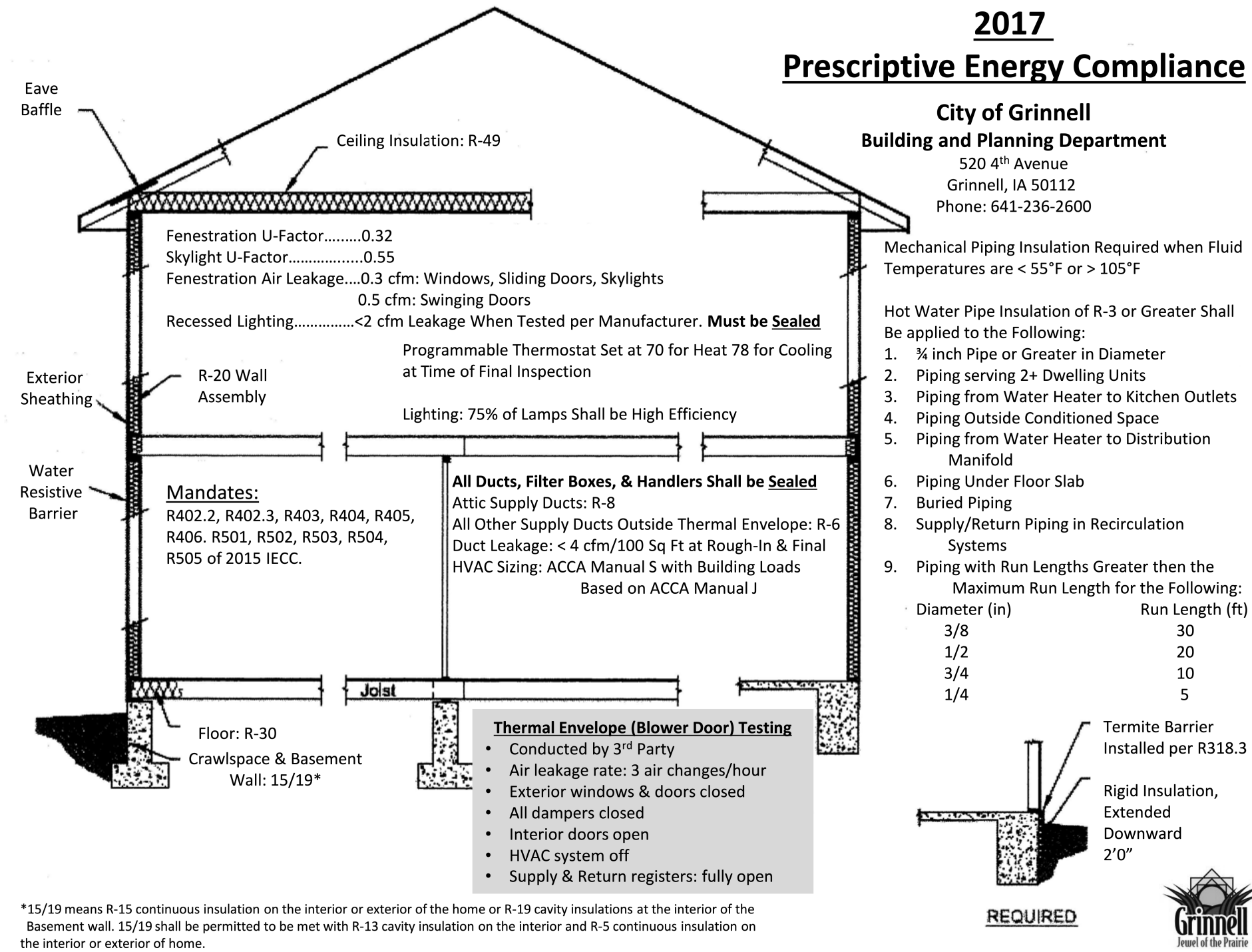
SHEET:

Prairie Point Subdivision
 EACH Consulting
 Design and Specifications
 Copyright 2023

Contact Information:
 Curtis McCracken
 cmccracken15@outlook.com
 314-413-5835

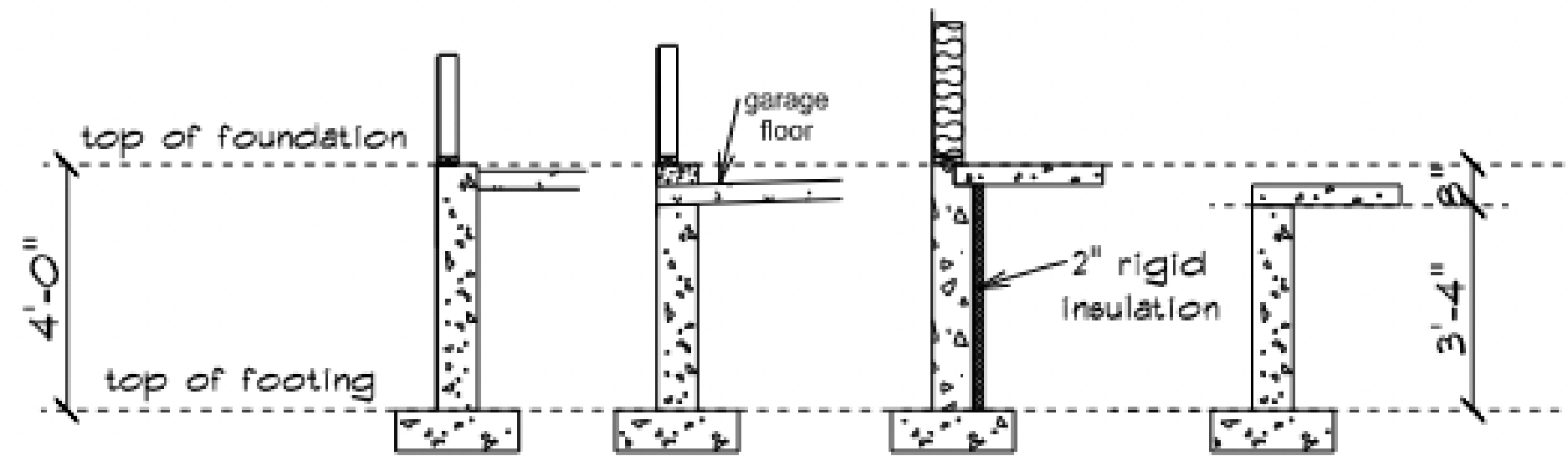
NUMBER	DATE	REVISION BY	DESCRIPTION

**2017
Prescriptive Energy Compliance**



*15/19 means R-15 continuous insulation on the interior or exterior of the home or R-19 cavity insulations at the interior of the basement wall. 15/19 shall be permitted to be met with R-13 cavity insulation on the interior and R-5 continuous insulation on the interior or exterior of home.

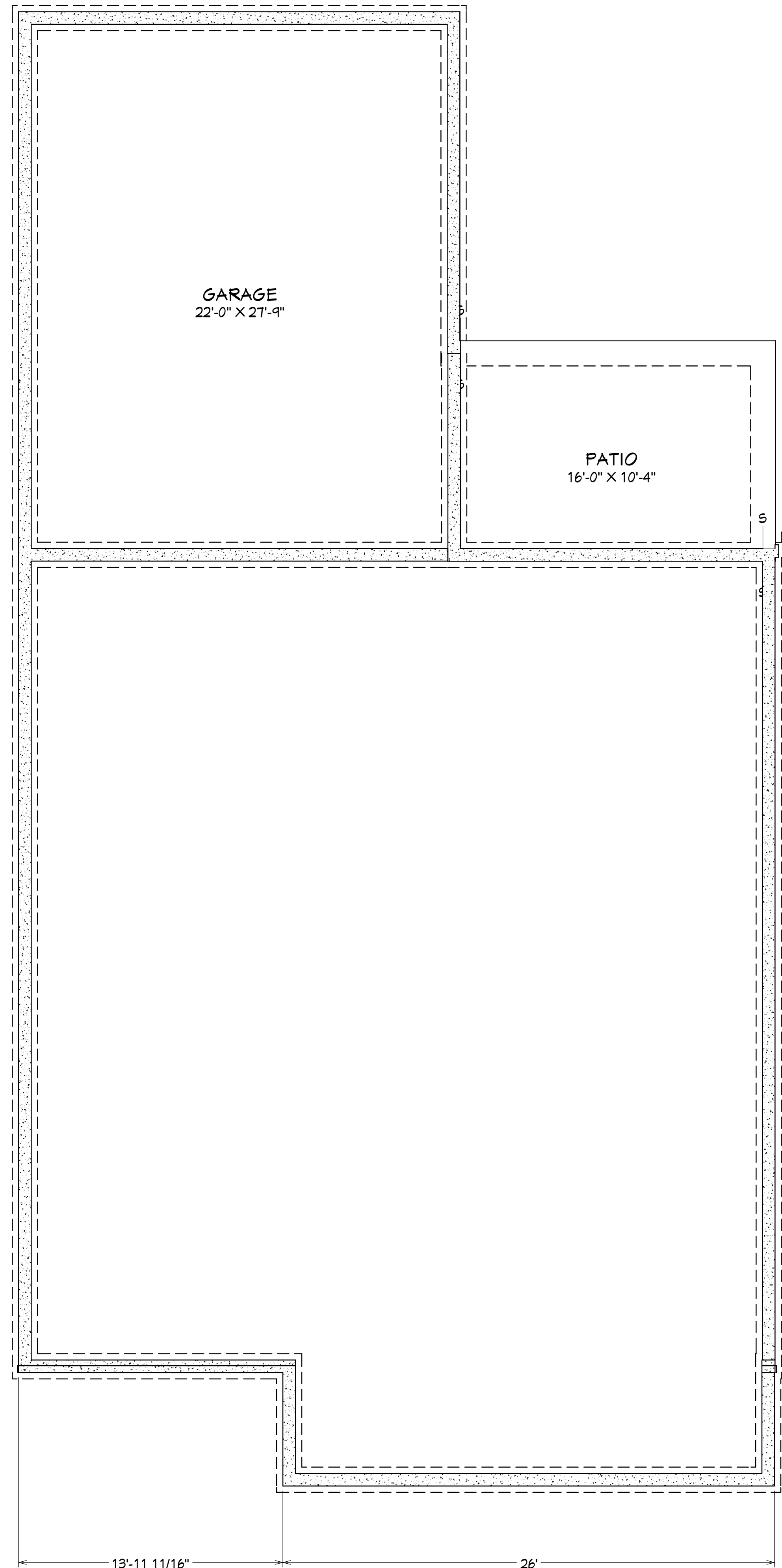
2017 Grinnell Prescriptive Energy Compliance



verify that footings are below local frost line

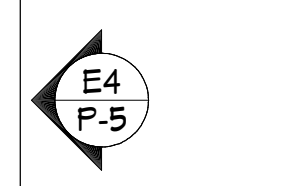
General Notes

- Verify local frost depth requirements
- All footings designed for 2000 PSF soil bearing capacity
- 8" poured concrete foundation walls w/ 16"x8" concrete footings w/ (2) #4 rerods continuous
- 2-2x12 headers over all exterior openings unless noted otherwise
- truss manufacturer to size members and set spacing of all floor and roof trusses (max spacing 24" o.c.)
- bedroom windows and basement egress windows to meet or exceed egress requirements
- verify all rough opening sizes
- place smoke detectors as required by local building codes
- follow manufacturer's instructions for installation of all components
- insulate and sheath behind all bathtubs and fireplaces on exterior walls



NUMBER	DATE	REVISION BY	DESCRIPTION

Contact Information:
Curtis McCracken
cmccracken15@outlook.com
314-413-5835



Foundation

Prairie Point Subdivision
EACH Consulting
Design and Specifications
Copyright 2023

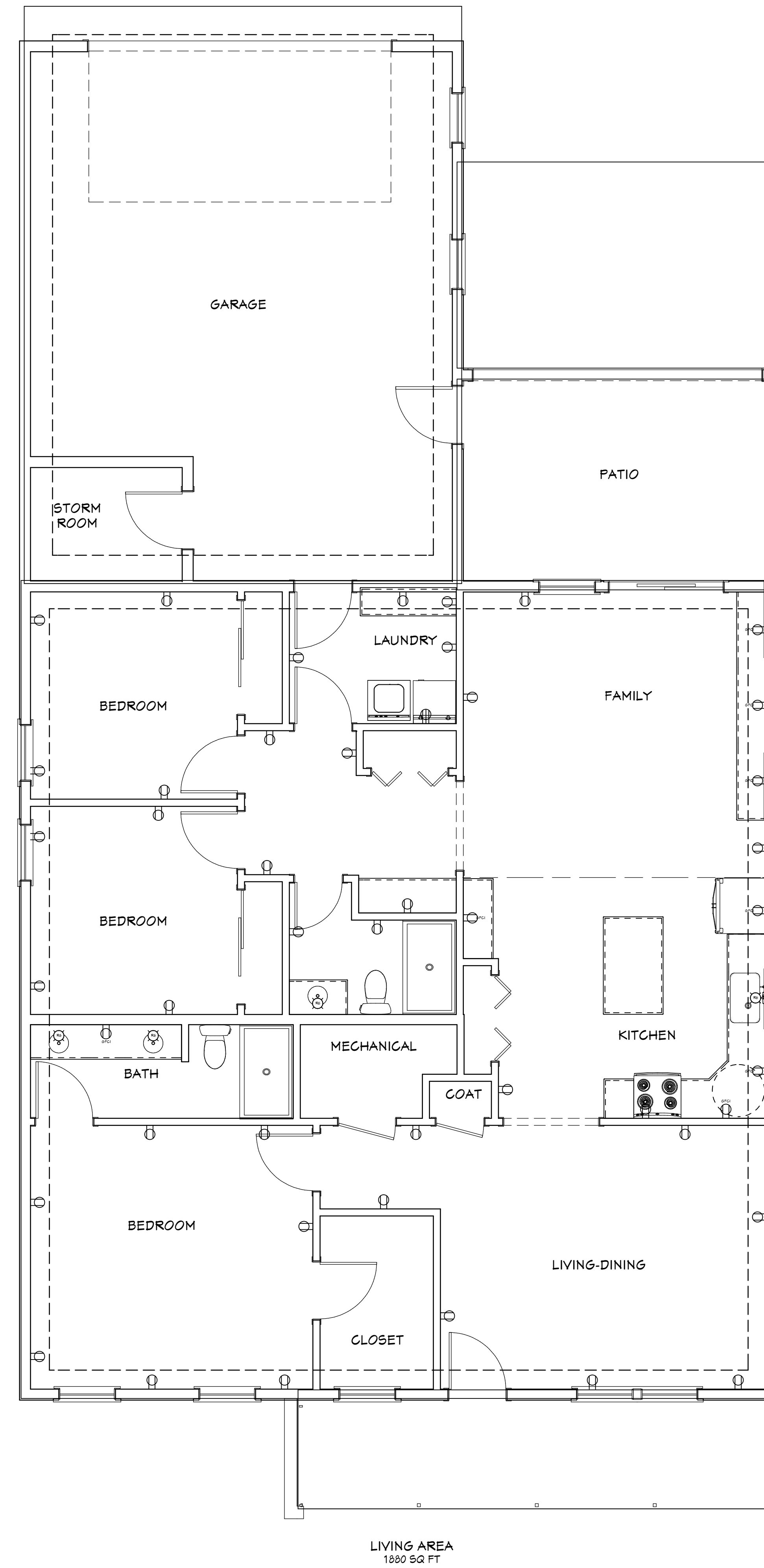
DATE:
4/27/25

SHEET:
P-1

Adopted Building Codes

The City of Grinnell is currently under the following building codes:

- 2015 International Building Code
- 2015 International Residential Code
- 2015 International Existing Building Code
- 2015 International Fire Code
- 2020 National Electric Code
- 2018 International Mechanical Code
- 2018 Uniform Plumbing Code
- 2012 International Energy Conservation Code
- 2010 ADA Standards
- 2015 IRC Shingle and Ice Barrier Requirements



○ Electrical Plan View
1/4 in = 1 ft

NUMBER	DATE	REVISION BY	DESCRIPTION

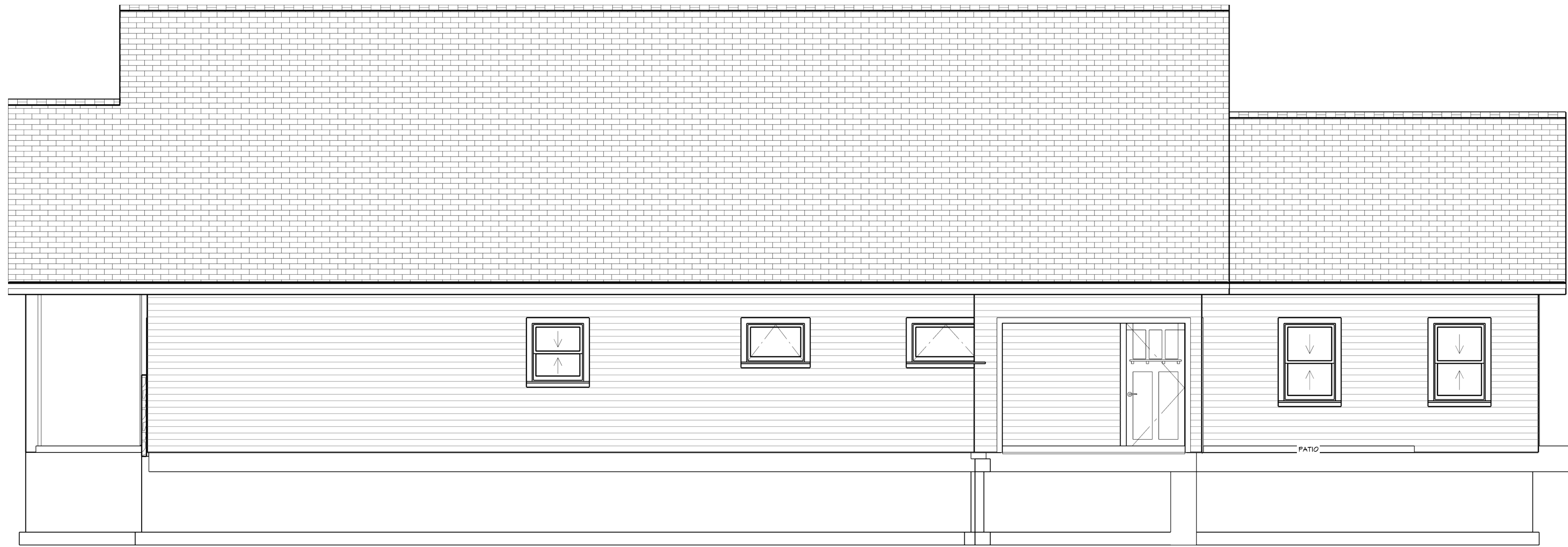
Contact Information:
Curtis McCracken
cmccracken15@outlook.com
314-413-5835

Electrical

Prairie Point Subdivision
EACH Consulting
Design and Specifications
Copyright 2023

DATE:
4/27/25

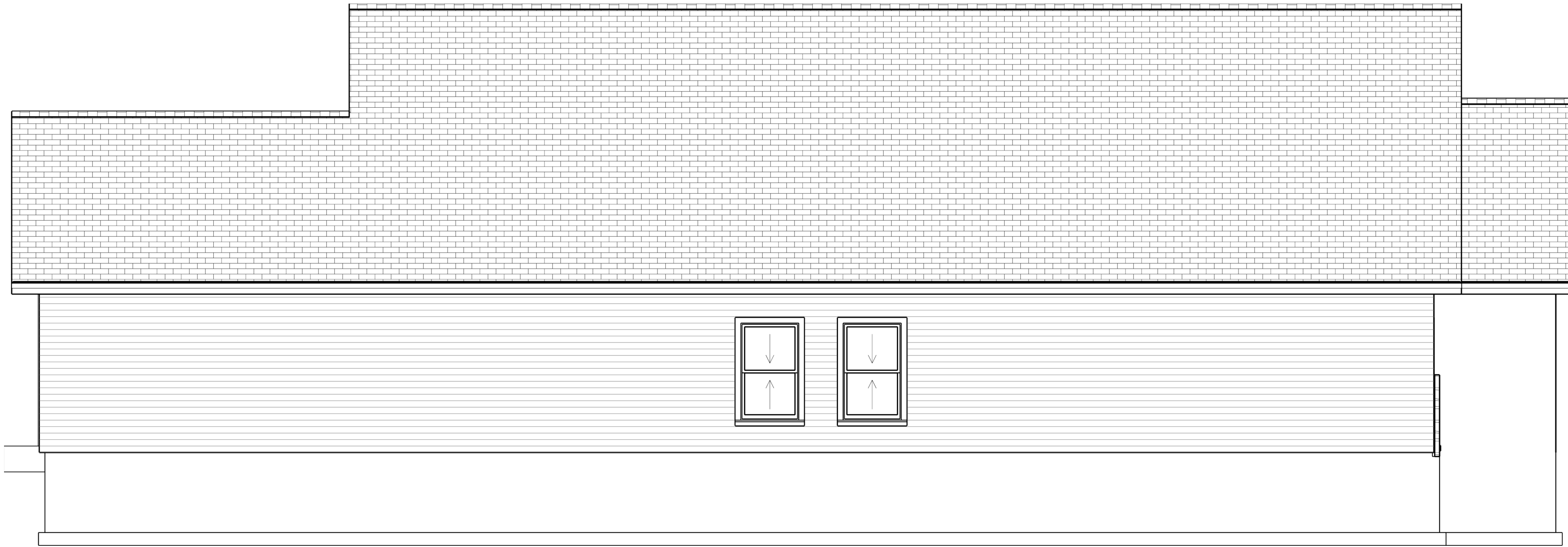
SHEET:
P-3



E4 Exterior Elevation Right
1/4 in = 1 ft



E1 Exterior Elevation Front
1/4 in = 1 ft



E2 Exterior Elevation Left
1/4 in = 1 ft



E3 Exterior Elevation Back
1/4 in = 1 ft

NUMBER	DATE	REVISED BY	DESCRIPTION

Contact Information:
Curtis McCracken
cmccracken15@outlook.com
314-413-5835

Elevations

Prairie Point Subdivision
EACH Consulting
Design and Specifications
Copyright 2023

DATE:
4/27/25

SHEET:
P-5

Certificate of Occupancy

City of Grinnell

This project has been inspected for conformance with the applicable codes in force when this project was constructed and is hereby deemed to be in compliance therewith.

Use and Occupancy R-3: SINGLE-FAMILY RESIDENTIAL Certificate No. 20250417

Type of Construction: VB Zoning R-3 – MULTI-FAMILY RESIDENTIAL

Name of Owner: EACH CONSULTING LLC SPRINKLERS REQ: _____

Building Address 1935 JEWEL DR IECC COMPLIANT: YES

Special Stipulations: _____



Building Official, City of Grinnell

Date: 12/11/2025