



HUXLEY
— HEART OF THE PRAIRIE —

PLANNING & ZONING COMMISSION MEETING

**MONDAY JULY 19, 2021
6:00 P.M.**

AGENDA

1. Roll Call
2. Motion to approve the minutes from June 21, 2021 Planning & Zoning Commission Meeting
3. Public Comments (5-minutes limit for items not on this agenda)
4. Public Hearing
5. Business Items
6. Informational Items/City Administrator Comments
 - a. Introduction to Planning & Zoning <https://huxleyiowa.org/code-of-ordinances-huxley-code/>
 - i. Chapter 23, Planning & Zoning Commission
 - ii. Chapters 165-170-Zoning, Subdivision, Site Plans, Paving, Landscaping, Greenspace, Street and Block Standards, Residentially zoned districts and lot sizing, sidewalks, Trails.
 - b. Current Approved 2013 Comprehensive Plan https://huxleyiowa.org/wp-content/uploads/2017/10/Huxley_2013_Comp_Plan_.pdf
 - i. Future land use, zoning and infrastructure
 - ii. Development projects and incentives
7. Planning and Zoning Commission Comments
8. Adjournment

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Huxley Planning & Zoning Commission Minutes

Monday, June 21, 2021

Chairman Roger Bierbaum called the Zoom meeting to order at 6:00 P.M.

ROLL CALL: Mosher, Ebel, Bierbaum, Patterson, Murphy, Frantz present.

CITY STAFF PRESENT: Amy Kaplan – Zoning Clerk, Rita Conner—City Administrator

CONSULTANTS PRESENT: Forrest Aldrich—City Engineer

GUESTS PRESENT: Adam Schoeppner, Kelly Iversen, Mike Wright, Kayla Sproul, Don Van Houweling, Dave Lockett, Dan Forslund, Brent Culp, Bernadette Davidson, Scott McBride, Deb Auen, Caleb Smith, Scott Meldrum

MINUTES APPROVAL: Motion –Patterson, second –Mosher to approve minutes from the May 17th, 2021 meeting. 6 Aye. 0 Nay.

PUBLIC COMMENTS: None

PUBLIC HEARING:

Rezoning of Certain Property owned by Janestar of Iowa, LLC from A-1 Agricultural to C-2 General Commercial: Motion-Patterson, second-Frantz to enter into public hearing. 6 Aye 0 Nay.

Mike Schonhorst entered the meeting at 6:04 P.M.

Scott McBride gave a brief overview of Hale Trailer Brake & Wheel. He indicated that Hale intends to use the 30 acres of the property closest to the interstate and US Highway 210 (southwest corner). The comments from the public were as follows:

Mike Wright:

- Is the DOT ok with Hale having access off US Highway 210?
 - This will be discussed and decided with the DOT during the site plan stage.
- Can the unused property go back to A-1?
 - Yes, with the same hearing requirements as this rezoning.
- What does the retention look like? Currently water comes from the west to the east and floods the Wright's property. There is concern regarding the building roof and the amount of paving creating a larger drainage problem.
 - This will be remedied during the site plan stage.

Scott Meldrum:

- Will the traffic increase on 570th St?
 - Potentially, yes

Rita Conner reviewed the staff report, referencing the timeline for the temporary building, the City's interest for working with the company to Master Plan the remaining acres, hard surface lot requirement, future street

network and access onto the existing 210 highway. All are acknowledged to be items for resolution at site plan stage.

Motion- Mosher, second-Schonhorst to exit the public hearing. 7 Aye. 0 Nay.

BUSINESS ITEMS:

Rezoning of Certain Property owned by Janestar of Iowa, LLC from A-1 Agricultural to C-2 General Commercial:

It was confirmed that the C-2 zoning is consistent with the 2013 Comp Plan. Motion- Patterson, second-Ebel to provide a favorable recommendation to council to rezone the indicated area. Mosher, Ebel, Bierbaum, Patterson, Schonhorst, Murphy, Frantz voted yes. MCU.

Blue Sky Estates Preliminary Plat: Brent Culp indicated that there will be 36 lots on the 33 acres of property with a minimum lot width of 90 feet. Discussion was had regarding if curb and gutter should be installed along 560th. It was also indicated that instead of donating green space or money, a bike trail will be paved to connecting Blue Sky industrial area with the Heart of Iowa Trail. Forrest Aldrich and Conner reported on the review of the project and the interest to work with development partners and create the urban landscape in the rural cross section streets, even if it happens over time. Conner stated that a discussion with the Council Economic Development Committee would occur Tuesday, June 22 on the potential for development financial assistance to conduct the 560th Street recommended improvements. Motion- Bierbaum, second- Mosher stating that although the City of Huxley neglected to put in curb and gutter on 560th, the Planning & Zoning Commission believes that curb and gutter should be installed on the east side via shared funds through a builder's agreement and/or TIF. Additionally, Planning & Zoning Commissions recommends approval of the remaining item on the preliminary plat. Mosher, Ebel, Bierbaum, Patterson, Schonhorst, Murphy, Frantz voted yes. MCU.

Scooter's Coffee Site Plan: Adam Schoeppner gave a brief description of the site plan. There will be 4 parking spots available. There will not be any indoor seating. A sidewalk along US Highway 69 will be 17 feet outside of the DOT shoulder and clear space. A dry basin with perforated tile will be created on the out lot to the south of Scooter's for water detention. Motion- Mosher, second- Ebel, to recommend approval of the site plan to City Council. Mosher, Ebel, Bierbaum, Patterson, Schonhorst, Murphy, Frantz voted yes. MCU.

Ballard Plaza Plat 2 Private Utility Improvements: Adam Schoeppner gave a brief overview. The property will be divided into 3 lots. Lot 1, Lot 2 and an out lot that consists of a storm water detention basin. Motion- Patterson, second- Schonhorst, to recommend approval of the private utility improvements to City Council. Mosher, Ebel, Bierbaum, Patterson, Schonhorst, Murphy, Frantz voted yes. MCU.

Ballard Plaza Plat 2 Final Plat: Adam Schoeppner gave a brief overview of the 3.47 acres. Schoeppner indicated that the sidewalk along Scooter's and the out lot will be placed when Scooter's is built, however, the sidewalk in front of Lot 1 will not be completed until the lot is sold. Motion- Frantz, second- Mosher, to recommend approval of the final plat to City Council. Mosher, Ebel, Bierbaum, Patterson, Schonhorst, Murphy, Frantz voted yes. MCU.

INFORMATIONAL ITEMS/ CITY ADMINISTRATOR COMMENTS:

City Council Action on May 17, 2021 Planning & Zoning Agenda Items: Conner gave a re-cap of the action taken at the last City Council Meeting on topics that were discussed at Planning & Zoning.

Comprehensive Plan Information: City Council is interested in another Comp Plan exercise. Rita is currently working on the RFP. More to come.

PLANNING AND ZONING COMMISSION COMMENTS:

- Bierbaum- Last year, Bierbaum brought up four topics and he is still interested in discussing those at a later date. One of the topics, sidewalk waivers, is taking care of itself as the City works diligently on the Sidewalk Infill Program.
- Murphy- Murphy inquired about access to the 2013 Comp Plan. Conner indicated that it is available on the City’s website but that she would send links to both the Comp Plan and the Code of Ordinances.
- Patterson- Patterson recently used the Heart of Iowa Trail and indicated that it was being used by many. She counted 55 people on the trail in an hour time frame.
- Mosher- Mosher requested that an overview of annexation types and the procedures are reviewed at a future meeting.
- Next P&Z meeting is July 19th at 6 PM. It is desired that this meeting be a “hybrid style” offering both an in-person and zoom option.

ADJOURNMENT: Motion – Patterson, second-Schonhorst to adjourn meeting at 7:45 P.M. 7 ayes, 0 nays. MCU.

Amy Kaplan, Zoning Clerk

Roger Bierbaum, Chairman

Date of Approval

CHAPTER 165 ZONING REGULATIONS CODE OF ORDINANCES, HUXLEY, IOWA-977-165.33 OFF-STREET LOADING AND PARKING.

5. Specifications for Parking Spaces. Every parcel of land used as a public or private parking area shall be developed and maintained in accordance with the following requirements:

A. No part of any parking space shall be closer than five feet to any established street right-of-way or alley line. In case the parking lot adjoins an R district, it shall be set back at least five feet from the R district boundary and shall be effectively screened by plantings and/or fencing.

B. Any off-street parking area shall be surfaced with an HMA or Portland cement pavement so as to provide a durable and dustless surface; shall be so graded and drained as to dispose of all surface water accumulation within the area; and shall be so arranged and marked as to provide for orderly and safe loading or unloading and parking and storage of self-propelled vehicles.

Add one of the following to this section to allow crushed limestone for certain storage areas:

Option 1

C. Areas used for storage of materials or off-season storage of equipment shall be surfaced with an HMA, Portland cement pavement, or crushed limestone surface so as to provide a durable surface.

Option 2

C. Areas used or storage of materials or long term (multi-month) storage of equipment shall be surfaced with an HMA, Portland cement pavement, or crushed limestone surface so as to provide a durable surface.