



HUXLEY
— HEART OF THE PRAIRIE —

PLANNING & ZONING COMMISSION MEETING

**MONDAY APRIL 18, 2022
6:00 P.M.**

Zoom Information:
www.zoom.us/join
Call in: 312-626-6799
Meeting ID: 816 2134 8909
Passcode: 50124

AGENDA

1. Roll Call
2. Motion to approve the minutes from the February 28, 2022 Planning & Zoning Commission Meeting
3. Public Comments (5-minutes limit for items not on this agenda)
4. Discussion Items
 - a. Continued R1A vs. PUD Discussion
 - b. Story County 2 Mile Plat of Survey Review
5. Informational Items/City Administrator Comments
 - a. Future Agenda Items Update
 - b. Council Action Update
6. Planning and Zoning Commission Comments
 - a. Next meeting is Monday May 16th at 6 PM.
8. Adjournment

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Agendas are available to the public at the City Clerk's Office on Friday morning preceding Monday's Planning & Zoning Commission meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

Huxley Planning & Zoning Commission Minutes

February 28, 2022

Chairman Roger Bierbaum called the Zoom meeting to order at 6:03 P.M.

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

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

CONSULTANTS PRESENT: Forrest Aldrich—City Engineer

GUESTS PRESENT: Mike Kamp, Steve Tollefson, Adam Schoeppner, Chris Gardner.

MINUTES APPROVAL: Motion by Mosher, second by Schonhorst to approve the minutes from the October 18, 2021 meeting. 6 Aye. 0 Nay. Motion by Frantz, second by Mosher to approve the minutes from the January 17, 2022 meeting. 6 Aye. 0 Nay.

PUBLIC COMMENTS: None

BUSINESS ITEMS:

Site Plan Pacific Drywall Huxley Industrial Park Parcel B of Lot 7:

Discussion took place regarding the site plan for Pacific Drywall. Aldrich noted that the lighting plan should be reviewed as it does not meet the lighting standards. The parking stalls will be dark and therefore present potential safety issues. The Commission did not strongly feel one way or another regarding the lighting requirement. Additionally, Aldrich indicated that the detention basin would be the responsibility of the property owner to keep unclogged. The Commission reviewed the site plan and finds it acceptable. Motion by Schonhorst, second by Murphy to recommend approval of the site plan as submitted to City Council. Mosher, Frantz, Murphy, Bierbaum, Schonhorst, Abel voted yes.

Development Concept – Kamp, Woebker, Tollefson East 1st Street & Deerwood Drive: A 6 duplex concept was presented to the Commission. The property is currently zoned M-1 and R-1. The entire property would need to be rezoned R-3. The Commission referenced the Comp Plan indicating that Deerwood Drive is to extend through that property. The Commission felt strongly that Deerwood Drive should extend through that property and encouraged the developer to go back to the drawing board to include the street. The development team indicated that they would think on the concept and come back to Planning & Zoning with an update.

INFORMATIONAL ITEMS/CITY ADMINISTRATOR COMMENTS:

Main Avenue Revitalization—The Main Avenue Revitalization Team will meet on Thursday March 3rd at 5 PM to discuss potential committees and next steps.

PLANNING AND ZONING COMMISSION COMMENTS:

- Next meeting will be March 21st via Zoom.

ADJOURNMENT: Motion – Mosher, second-Frantz to adjourn meeting at 6:54 P.M. 6 ayes, 0 nays. MCU.

Amy Kaplan, Zoning Clerk

Roger Bierbaum, Chairman

Date of Approval

165.26 R-5 DISTRICT – PLANNED UNIT DEVELOPMENT DISTRICT. The R-5 District is intended and designed to provide a means for the development of large tracts of land on a unit basis, allowing greater flexibility and diversification of land uses and building locations than the conventional single lot method provided in other sections of this chapter. It is the intent of this section that the basic principles of good land use planning including an orderly and graded relationship between various types of uses be maintained and that the sound zoning standards as set forth in this chapter concerning population density, adequate light and air, recreation and open space, and building coverage be preserved. The R-5 District is subject to the following regulations:

1. The owner or owners of any tract of land in an R district may submit to the Council a petition requesting a change to the R-5 zoning district classification. The petition shall be accompanied by a proposed plan for the use and development of the entire tract of land. The proposed development plan shall be referred to the Commission for study and report. The Commission shall review the conformity of the proposed development with the standards of the Comprehensive Plan, and with recognized principles of civic design, land use planning and landscape architecture. The Commission may approve the plan as submitted, or, before approval, may require that the applicant modify, alter, adjust, or amend the plan as the Commission deems necessary to the end that it preserves the intent and purpose of the Comprehensive Plan and this chapter and to promote public health, safety, morals, and general welfare. The development plan as approved by the Commission shall then be reported to the Council; whereupon the Council may approve or disapprove said plan as reported or may require such changes thereto as it deems necessary to effectuate the intent and purpose of the Comprehensive Plan and this chapter.
2. The final development plan shall be accompanied by the following required documents:
 - A. If the proposed development includes common land which will not be dedicated to the City and the proposed development will not be held in single ownership, proposed bylaws of a homeowners' association fully defining the functions, responsibilities and operating procedures of the association. The proposed bylaws shall include but not be limited to provisions:
 - (1) Automatically extending membership in the association to all owners of dwelling units within the development;
 - (2) Limiting the uses of the common property to those permitted by the final development;
 - (3) Granting to each owner of a dwelling unit within the development the right to the use and enjoyment of the common property;
 - (4) Placing the responsibility for operation and maintenance of the common property in the association;
 - (5) Giving every owner of a dwelling unit voting rights in the association; and
 - (6) If the development will combine rental and for sale dwelling units, stating the relationship between the renters and the homeowners' association and the rights renters shall have to the use common land.

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- B. Performance bond which shall insure to the City that the dedicated public streets, utilities and other common development facilities shall be completed by the developer within the time specified on the final development plan.
- C. Covenant to run with the land, in favor of the City and all persons having a proprietary interest in any portion of the development premises, that the owner of the land or successors in interest will maintain all interior streets, parking areas, sidewalks, common land, parks and plantings which have not been dedicated to the City in compliance with the City ordinances.
- D. Any additional agreements required by the Council at the time of preliminary

plan approval.

E. A final plat shall be submitted with each stage of the final development plan. The plat shall show building lines, lots and/or blocks, common land, streets, easements and other applicable items required by Chapter 166 of this Code of Ordinances. Following approval of the final plat by the Commission and Council, the plat shall be recorded with the County Auditor and Recorder.

3. The final development plan and required documents shall be reviewed by the Commission for compliance with R-5 standards and substantial compliance with the preliminary plan. The Commission's recommendations and report on the final development plan shall be referred to the Council for final approval. The final development plan and final plat shall be approved by the Council before any building permit is issued.

4. Permitted principal and accessory land uses, lot area, yard and height requirements shall be as set out below, which shall prevail over conflicting requirements of this chapter or Chapter 166 of this Code of Ordinances.

A. Buildings shall be used only for residential purposes; occupant garages, occupant storage space and similar accessory uses; noncommercial recreational facilities; and community activities.

B. The minimum lot and yard requirements of the zoning districts in which the development is located shall not apply, except that minimum yards specified in the district shall be provided around the boundaries of the development. The Council may require open space or screenings be located along all or a portion of the development boundaries in accordance with the design standards of this chapter applicable to site plan review. The height requirements of the zoning district in which the development is located shall apply. No structure shall be situated so that it shades or will shade an adjacent residence in a significant way, or interferes significantly in the uses of solar devices.

C. All public streets, water mains, sanitary sewer and storm sewer facilities shall comply with appropriate ordinances and specifications of the City.

D. "Common land," as used in this section, refers to land retained in private ownership for the use of the residents of the development, or to land dedicated to the general public.

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E. Any land gained within the development because of the reduction in lot sizes below minimum title requirements shall be placed in common land to be dedicated to the City or retained in private ownership to be managed by a homeowners' association.

F. The requirements of this chapter relating to off-street parking and loading shall apply to all R-5 Districts.

5. The maximum number of dwelling units permitted in an R-5 District shall be determined by dividing the net development area by the minimum lot area per dwelling unit required by the zoning district or districts in which the area is located. In the R-2 District, the one-family dwelling requirement shall apply. Net development area shall be determined by subtracting the area set aside for churches and schools, if any, and deducting the area actually proposed for streets from the gross development area. The area of land set aside for common land, open space, or recreation shall be included in determining the number of dwelling units permitted.

6. The Council may make the approval of the development plan contingent upon the completion of construction and improvements within a reasonable period of time; provided, however,

in the determination of such period, the Council shall consider the scope and magnitude of the development project and any schedule of construction and improvements submitted by the developer. Failure to complete all construction and improvements within the said period of time shall be deemed sufficient cause for the Council to rezone the unimproved property to the classification effective at the time of original submission of the development plan, unless an extension is recommended by the Commission and approved by the Council for due cause shown. Any proposed change in the development plan after approval by the Council shall be resubmitted and considered in the same manner as the original proposal. "Unimproved" property means all property situated within a stage or stages of the final development plan upon which the installation of improvements has not been commenced.

7. In no event shall the installation of any improvements be commenced in the second or subsequent stages of the final development plan until such time as ninety percent of all construction and improvements have been completed in any prior stage ch plan.