



# PLANNING AND ZONING COMMISSION TENTATIVE AGENDA

Wednesday, January 8, 2020  
4:00 PM

*Public Meeting Room\* - Story County Administration (900 6th Street) – Nevada, Iowa*

**THIS MEETING IS OPEN TO THE PUBLIC PURSUANT TO CHAPTER 21 IOWA CODE.**

1. CALL TO ORDER; REGULARLY SCHEDULED COMMISSION MEETING
2. ROLL CALL/QUORUM DETERMINED
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES

Documents:

[12419 MINUTES.PDF](#)

5. PUBLIC COMMENT

This is the time for members of the public to offer comments concerning matters not scheduled to be heard before the Planning and Zoning Commission.

6. PUBLIC HEARINGS

- 6.I. Discussion And Consideration Of CUP 11-19, Story County Animal Control, Short Term Livestock Control Building - Marcus Amman

Documents:

[STAFF REPORT.PDF](#)  
[APPLICATION DOCUMENTS AND PHOTOS.PDF](#)

- 6.II. Discussion And Consideration Of CUP 12-19, Ballard Golf And Country Club, Proposed Maintenance Shop - Marcus Amman

Documents:

[STAFF REPORT.PDF](#)  
[APPLICATION DOCUMENTS AND PHOTOS.PDF](#)  
[CONDITIONAL USE PERMIT QUESTIONS.PDF](#)

7. ADDITIONAL ITEMS

- 7.I. Discussion And Consideration Of Planning And Development 2020 Work Program - Jerry Moore

Documents:

[2020 FINAL WORK PROGRAM.PDF](#)

8. COMMENTS

Staff  
Commission

9. ADJOURNMENT

\*Story County strives to ensure that its programs and activities do not discriminate on the basis of race, color, national origin, sex, age or disability. Persons requiring assistance, auxiliary aids or services, or accommodation because of a disability may contact the county's ADA coordinator at (515)382-7204.

\*\*For further information on these cases, contact the Story County Planning and Development Department at [PZWeb@storycounty.com](mailto:PZWeb@storycounty.com) or by phone at (515) 382-7245. Case Files, including exact property locations, may be inspected in the Story County Planning and Development Department located in the Story County Administration Building, 900 6th Street, Nevada, Iowa.

**STORY COUNTY PLANNING AND ZONING**  
STORY COUNTY ADMINISTRATION  
900 6<sup>TH</sup> STREET  
NEVADA, IOWA 50201-2087  
**515-382-7245**



*"Commitment, Vision, Balance"*

**MINUTES  
STORY COUNTY  
PLANNING AND ZONING COMMISSION**

**AN AUDIO RECORDING OF THE FULL MEETING MAY BE FOUND IN THE PLANNING AND DEVELOPMENT DEPARTMENT, OR BY VISITING [WWW.STORYCOUNTYIOWA.GOV](http://WWW.STORYCOUNTYIOWA.GOV)**

<b>DATE:</b> December 4, 2019	Marvin Smith, Chair	2023
	Jerry Cable, Vice Chair	2019
<b>CALL TO ORDER:</b> 4:00 PM	*Kathy Mens	2022
<b>PLACE:</b> Public Meeting Room	PJ McBride	2021
Administration Building	Jonathan Sherwood	2020
	Doug Moore	2020
	Cheryl Moss	2020
	*Absent	

**STAFF PRESENT:** Jerry Moore, Director; Amelia Schoeneman Planner; Marcus Amman Planner; Stephanie Jones, Recording Secretary

**PUBLIC PRESENT:** None

**JOINT WORKSESSION OF BOARD OF SUPERVISORS AND PLANNING AND ZONING COMMISSION**

**COMMISSION AND BOARD MEMBERS PRESENT:** Smith, Cable, McBride, D. Moore, Sherwood, Moss, Murken, Olson, Heddens

The Board of Supervisors and Planning and Zoning Commission met to discuss work program items for the Planning and Development Department. J. Moore thanked the staff for their dedication to planning and their input on the many planning cases and special projects. He also expressed appreciation to the Planning and Zoning Commission and Board of Supervisors for their input, assistance and support for the many items that were before them this year.

J. Moore summarized and discussion took place on the completed work program items, which included review of Census data, Stormwater Ordinance, Grading Permits, C2C Comprehensive Plan item review, and update of LESA

J. Moore summarized Tier 1 and Tier 2 items which included Construction/Demolition Landfill, Smart Development Practices, Subdivision Roads (determine if dedicated to public and current signage of roads), Ames Urban Fringe Plan (extending deadline), Complete Streets, Accessory Structure Regulations.

J. Moore summarized proposed new items, which included an exploration of building codes in

cities in Story County and adjacent counties, waiving fees for cities, state, school districts and state agencies, and Strategic Plan, and Watershed Assessment tasks.

Meeting adjourned by Murken at 5:14.

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## **REGULAR MEETING**

**Called to Order at 5:21**

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**APPROVAL OF AGENDA Motion by Smith, Second by Moss to move item 11.1 CUP10-19 before item 10.III Subdivision Streets (MCU)**

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**APPROVAL OF MINUTES Motion by D. Moore, Second by Cable (MCU)**

October 1, 2019

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**PUBLIC COMMENTS: None**

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## **ADDITIONAL ITEMS**

**2020 Planning and Zoning Commission Meeting Schedule  
Motion by Cable, Second by Moss to approve the 2020 Planning and Zoning Meeting  
Schedule MCU**

**Election of Officers For 2020 Calendar Year**

**Motion by Cable, Second by Sherwood for Smith to continue as Chair.**

**Voting Aye: Cable, McBride, D. Moore, Sherwood, Moss, Smith**

**Voting Nay: None**

**Not Voting: None**

**Absent: Mens**

**Vote: (6-0)**

**Motion by D. Moore, Second by McBride for Sherwood to serve as Vice Chair.**

**Voting Aye: D. Moore, Sherwood, Moss, Smith, Cable, McBride**

**Voting Nay: None**

**Not Voting: None**

**Absent: Mens**

**Vote: (6-0)**

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## **PUBLIC HEARING ITEMS**

### **CUP10-19 Integrated Roadside Vegetation Management**

Marcus Amman presented the staff report and stated that Story County Conservation is proposing to build a 40'x40'x14' addition on the south side of the existing shop building. The addition to the shop will primarily be used for year-round storage of equipment and chemical storage depending on need and weather. This addition is replacing a 50'X50' pole building that was destroyed by a storm in 2017.

Joe Kooiker provided brief background of the uses of the property, the purpose of the proposed

building and that the property was the site of the old county home.

1. **MOTION: The Story County Planning and Zoning Commission recommends approval of the Conditional Use Permit for the Story County Conservation IRVM Building Addition as put forth in case CUP10-19, as submitted.**

**Motion: Moore**

**Second: McBride**

**Voting Aye: Moore, McBride, Sherwood, Smith, Moss, Cable**

**Voting Nay: None**

**Not Voting: None**

**Absent: Mens**

**Vote: (6-0)**

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## **ADDITIONAL ITEMS**

### **Subdivision Streets And Signage Work Program Item**

Jerry Moore provided a summary regarding the 2018 Work Program item to review/study subdivision road dedication and road signs. Planning staff created a list of subdivisions using Geospatial Analysis Mapping identifying 110 subdivisions in the County. In addition, public dedication and public acceptance resolutions from these subdivisions were collected using Eagle Recorder, Tyler and Records Office records. J. Moore stated that in addition, Gabriel Nelson, Planning Intern and himself conducted site reviews of the 110 subdivisions located in Story County. J. Moore went through the memo that included proposed ordinance, resolution and other suggested solutions. Discussion took place on why the roads have to be publically dedicated. Cable asked if there is a private drive that serves multiple dwellings if it would be exempt. J. Moore stated that in review there were a few driveway situations in the County serving several dwellings that were established through easements, but nothing that stated the driveways were publically dedicated. Smith stated that if there were four or less dwellings, it would be considered a driveway. D. Moore stated that he is not in favor of more regulations and talked about concerns he and his neighbors are experiencing with heavy vehicles and the damage they are causing to the road in the subdivision he resides in. Smith asked what the implication would be for private road vs public access road and discussion took place about who would be responsible for maintenance. D. Moore stated that he feels a committee would be beneficial with developers and builders before the item is brought back to the commission. Smith asked what the benefit would be to dedicating roads in subdivisions for public use. J. Moore stated it is to assure that the roads can be accessed and used by emergency responders, neighbors for various purposes, delivery drivers, and members of the general public.

## **COMMENTS**

**STAFF:** J. Moore stated that the building hours are changing January 1, 2020 to 8:00-4:30. J. Moore talked about the possibility of upcoming training opportunities for the Planning and Zoning Commission.

**COMMISSION:** None

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**ADJOURNMENT:** 6:28 PM

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**Approval of Minutes**

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**Title and Date**

# Staff Report

Story County  
Planning and Zoning Commission

**Date of Meeting:**  
January 8, 2020

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**Case Number CUP11-19**

Story County Animal Control Short Term Livestock Control Building

**APPLICANT:** Joby Brogden  
900 6<sup>th</sup> St  
Nevada, IA 50201

**STAFF PROJECT MANAGER:** Marcus Amman, Planner

**SUMMARY:** Story County Animal Control is proposing to erect a 25'x30' 750 square foot short term livestock control building to provide a replacement for the current structure that is in disrepair and cannot contain livestock effectively. This will allow Animal Control employees to be certain in their ability to contain livestock that are either strays or owner released.



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**Story County Planning and Development Staff Recommends approval of the Conditional Use Permit for the Story County Animal Control Short Term Livestock Control Building as put forth in case CUP11-19.**



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## Property Information

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### PROPERTY OWNERS

Story County, Iowa  
900 6<sup>th</sup> St  
Nevada, IA 50201

### GENERAL PROPERTY LOCATION

Section: 01 Township: 83 Range: 23 SW SE

### SITE ADDRESS

975 W Lincoln Highway

### PARCEL IDENTIFICATION NUMBER(S)

10-01-400-340

### CURRENT ZONING

C-LI, Commercial/Light Industrial

### CURRENT LAND USE

The current land use at the proposed site of the short term livestock control is the Story County Animal Control. The property is mainly surrounded by residential use to the south and north east. Directly east, Adams Cycle, is a commercial property. To the west and northwest of the property is a residence and large pond.

### FUTURE LAND USE MAP DESIGNATION

Commercial/Light Industrial

### CITIES WITHIN TWO MILES

Nevada

### Floodplain

A portion of the north and east areas of the parcel contain floodplain.

**The following items were submitted by the applicant:** CUP Application, Site Plan, narrative describing need of the short term livestock control structure, pricing quote, proposed structure specifications, and responses to County Staff review comments.

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## Background

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This proposed short term livestock control structure will be used to provide a secure place for Story County Animal Control to accommodate stray or owner released livestock. This will allow Animal Control employees to have a more secure location for livestock control. The current structure is in disrepair and cannot contain livestock effectively. The proposed building can on average accommodate a single livestock animal at a time.



The property is located on the western side of the City of Nevada, while being in the county. The property on which the proposed structure is to be constructed is 2.32 net acres and currently in use by the Story County Animal Control Department. The existing Animal Control Building is approximately 76 feet north of the road right of way. It is an approximately 10,000 square foot building that Animal Control has been using since 2016. This building is used to house Animal Control offices as well as domesticated animals, not limited to dogs and cats. There is seven customer parking spaces on the eastside of the building including one ADA accessible space. The employee parking is located at on the west side of the parcel near the existing livestock enclosure. This existing structure is located approximately 58 feet to the west of the Animal Control building and the majority of it appears to be in the floodplain.

There is a 4.9 acre pond 226 feet to the northwest of the proposed site. There is a tree line along the east edge of the parcel in addition to the tree line located along the south edge of the road right of way. Access to the property is obtained from W Lincoln Highway approximately equidistance from the eastern (311 feet) and western (319 feet) boundaries of the parcel. The septic system is east of the property access. The parcel is generally lower than all of the adjacent parcels. The parcel also has 60% of its area located in the FEMA floodplain. The floodplain is generally north of the north half of the existing Animal Control building on the parcel. The floodplain encompasses to the south of the parcel on the 73.97 feet east of the access. The proposed short term livestock control structure will not be located in the floodplain. There are overhead power lines 177 feet away on the south side of W Lincoln Highway which are between 15-20 feet higher in elevation than the site.

The nearest dwelling to the proposed building is approximately 186 feet to the west. There is a commercial parcel to the east of Animal Controls parcel. The rest of the surrounding uses are residential. The parcels adjacent to the south are zoned residential. The parcels to the west are in the county and are zoned A-1. The traffic on Lincoln Highway is between 1,560 and 2,240 vehicles a day.

Accessory structures are permitted within the C-LI, Commercial/Light Industrial District. The proposed structure is in compatibility with the existing use of the parcel. The proposed short term livestock control structure will be built in compliance with the required setbacks from the right-of-way and adjacent property lines. The proposed structure will be of the post type construction or "pole building". The proposed structure will meet the setbacks from all property lines. The overall proposed structure height will be 14 feet. The proposed structure will be 92 feet from the north property line, 61 feet from the south property line, 15 feet from the west property line, and over 500 feet from the east property line. The proposed structure will likely be seen by immediately adjacent property owners. Part of the proposed structure will be buffered by the existing building. Trees to east and south may also assist with buffering a portion of the proposed structure. They are also proposing to build a new garbage storage area. This will be 8'x8' and will be located outside of the floodplain and near the existing access to the parcel. It will meet the requirements of *Screening of Mechanical Equipment and Refuse Collection Areas* per 88.10 as well as *Fences* 88.07.

The existing livestock control structure located at the site will be removed within 60 days of completion of the proposed building. The current structure is a total of approximately 383 square feet with approximately 156 square feet being enclosed. Of the existing structure 75% of it appears to be located in the floodplain on the parcel. The proposed structure is 750 square feet, all of which is enclosed. There will also be a 175 square foot green space installed to the south of the proposed building meeting the 20% landscaping requirement. There will be perennial ornamental grasses planted in this proposed landscaping space.



The structure will have a floating concrete slab floor. The structure will also have two access doors. One being a service door on the north side of the structure and an overhead door on the south side of the structure, both of which being on the east side of the proposed structure. Between the two doors there is a planned safety light that will meet 88.09 standards. There will also be a sign on the building identifying its purpose meeting the standards of 89.02. If there is an animal in the structure a staff member will visit the structure daily. If there is not an animal in the structure, it will be visited twice a week for routine care and maintenance. In there is an animal at the structure, the animal is generally there less than 2 weeks. Over the last three years the structure would have been used 16 times.

The traffic impact of the proposed structure is expected to be minimal. All traffic during construction will be parked outside of the right of way and once construction of the proposed structure is completed, the only traffic that will visit the site for this structure will be when an animal is brought to the structure or is moved from it. There is no environmental impacts expected during or after construction is completed and no fill dirt is planned. Other visits would be pedestrian by the Animal Control Staff from the main building on the parcel to the livestock control building.

Story County Animal Control received a quote for the structure at a cost of between \$42,000 and \$45,000. Story County Board of Supervisors approved the project on 9/24/2019 at a regular Tuesday board meeting.

Story County Animal Control is submitting this Conditional Use Permit under the provision of Chapter 90 Table 90-1 of the Story County Code of Ordinances. Under Chapter 90 any structure erected or used by township, County, or city government requires submittal of a CUP application.

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## Analysis

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### A. **Applicable Regulations:** Chapter 90.04: Standards for Approval

The Planning and Zoning Commission shall review the proposed development for conformance to the following development criteria:

1. **Compatibility.** The proposed buildings or use shall be constructed, arranged and operated so as to be compatible with the character of the zoning district and immediate vicinity, and not to interfere with the development and use of adjacent property in accordance with the applicable district regulations. The proposed development shall not be unsightly, obnoxious, nor offensive in appearance to abutting or nearby properties.

Applicant Comment: The existing building has been used as the animal shelter for the last ten years with no complaints or issues regarding our animals being housed here. This building will be used for a livestock building to accommodate stray or owner release animals. The building will be a structure that compliments the area and it kept clean and organized.

Staff Comment: Accessory structures are permitted within the C-LI, Commercial/Light Industrial District. The requirement for a conditional use permit is based on the provision of



Chapter 90 Table 90-1 of the Story County Code of Ordinances. Under Chapter 90 any structure erected or used by township, County, or city government requires submittal of a CUP application. The property on which the proposed structure is to be constructed is 2.32 net acres and currently in use by the Story County Animal Control Department. The proposed structure is in compatibility with the existing use of the parcel. The proposed building will replace an existing structure that is in disrepair and will better secure the livestock. A majority of the surrounding land is residential lots due to proximity to the city limits of the City of Nevada. The *Story County Cornerstone to Capstone (C2C) Plan* designates these adjacent parcels as Urban Expansion areas. The property is located in the County outside of Nevada's corporate limits.

2. **Transition.** The development shall provide for a suitable transition, and if necessary, buffer between the proposed buildings or use and surrounding properties.

Applicant Comment: This building will be used primarily use for livestock which will only be housed here. Main building will be used to be for non-livestock animals. New livestock building will only be used as a housing facility for non-livestock animals only if an emergency arises.

Staff Comment: The proposed structure will meet the setbacks from all property lines. The overall proposed structure height will be 14 feet. The proposed structure will be 92 feet from the north property line, 61 feet from the south property line, 15 feet from the west property line, and over 500 feet from the east property line. The proposed structure will likely be seen by immediately adjacent property owners. Part of the proposed short term livestock control building will be buffered by the existing main building. Trees to east and south may also assist with buffering a portion of the proposed short term livestock control building.

3. **Traffic.** The development shall provide for adequate ingress and egress, with particular attention to vehicular and pedestrian safety and convenience, traffic flow and control, and emergency access.

Applicant Comment: Livestock building will occupy an area which is only normally accessed by shelter or county employees. Parking lot for the entire facility is located at the east end of the main building which is the opposite end of where the livestock building will be located. There is access to livestock building for emergency vehicles by way of south side of building.

Staff Comment: The traffic impact of the proposed structure is expected to be minimal. Once construction of the proposed structure is completed, the only traffic that will visit the site for this structure will be when an animal is brought to the structure or is moved from it. Other visits would be pedestrian by Animal Control Staff from the main building on the parcel to the livestock control building. Considering the past average use, the proposed building will add 5 to 6 trips a year to drop off or move an animal from the building.

4. **Parking and Loading.** The development shall provide all off-street parking and loading areas as required by this Ordinance, and adequate service entrances and areas. Appropriate



screening shall be provided around parking and service areas to minimize visual impacts, glare from headlights, noise, fumes or other detrimental impacts.

Applicant Comment: The building is located in an area away for main road and is in a lower setting area which will not impact traffic in any way. Area of the building is not near the public parking area but is accessible if needed by area south of the main shelter building. The Animal Control livestock trailer will be parked where the existing livestock enclosure is when it is removed.

Staff Comment: During the construction of the proposed livestock control structure, parking will take place on the subject property using existing access points to the property. No parking or equipment storage will take place in the right of way. There is no proposed new parking for this building. Parking use for this will consist of unload and loading livestock, no ongoing parking will take place. Current parking for the main animal control building customers, consists of 7 parking spaces on the east side of the animal control building. Employees park on the west side of the building.

5. **Signs and Lighting.** Permitted signage shall be in accordance with the applicable district regulations and shall be compatible with the immediate vicinity. Exterior lighting, if provided, shall be with consideration given to glare, traffic safety and compatibility with property in the immediate vicinity.

Applicant Comment: There will be adequate lighting on the exterior of the building to help with safety concerns however it will not impact the traffic on the road south of property. Sign will be posted on building to identify what it is located on the eastern side of the building.

Staff Comment: There is one proposed light on the proposed structure. This will be a single light with full cutoff not to impede on Lincoln Highway or any other adjacent properties. All lighting will meet 88.09 standards. There will be a sign on the building identifying its use and will meet requirements of 89.02. There is a posted ADA sign for the customer parking on the property.

6. **Environmental Protection.** The development shall be planned and operated in such a manner that will safeguard environmental and visual resources. The development shall not generate excessive noise, vibration, dust, smoke, fumes, odor, glare, groundwater pollution or other undesirable, hazardous or nuisance conditions, including weeds.

Applicant Comment: There is no concern for any environmental issues. The building's purpose to the house livestock animals that have strayed or owner's releases and will be kept clean and organized. We will properly dispose of any animal matter that is left in the building. The manure would be cleaned out at least once per day, and disposed of. If needed, it will be however many times per day it needs to keep the structure odor and fly free. There will be adequate ventilation however odor and noise will not be compromised.

Staff Comment: No excessive noise, vibration, dust, smoke, fumes, odor, glare, groundwater pollution or other undesirable, hazardous or nuisance conditions, including weeds, are anticipated. They will dispose of any animal matter as is needed. There will be adequate



ventilation however odor and noise will not be compromised. They propose to install the 175 square foot green space to address the 20% landscape area to assist with soil erosion.

**If the Board concludes that all the above development criteria will be met, it must recommend approval of the application unless it concludes that, if completed as proposed, there is a strong probability the development will:**

- 1. Not adequately safeguard the health, safety and general welfare of persons residing or working in adjoining or surrounding property.**

Staff Comment:

The proposed structure will meet the setbacks from all property lines. The overall proposed structure height will be 14 feet. The proposed structure will be 92 feet from the north property line, 61 feet from the south property line, 15 feet from the west property line, and over 500 feet from the east property line. The proposed structure will likely be seen by immediately adjacent property owners. Part of the proposed structure will be buffered by the existing main building. Trees to east and south may also assist with buffering a portion of the proposed structure.

- 2. Impair an adequate supply (including quality) of light and air to surrounding properties.**

Staff Comment:

The proposed structure will be 25'x30'x14' and will have little to no impact on the supply of light and air to surrounding properties.

- 3. Unduly increase congestion in the roads, or the hazard from fire, flood, or similar dangers.**

Staff Comment:

Following the construction of the proposed structure, there will be very little traffic to and from the structure. Traffic will be for moving a livestock animal to or from the structure. The proposed structure will not be located within the floodplain.

- 4. Diminish or impair established property values on adjoining or surrounding property.**

Staff Comment:

The Story County Assessor's Office raised no concerns with this item from the review of the requested Conditional Use Permit application. No impacts on property values are anticipated.

- 5. Not be in accord with the intent, purpose and spirit of the Land Development Regulations or County Cornerstone to Capstone (C2C) Plan.**



Staff Comment:

The C2C plan is oriented toward preserving the county’s rural character and high value agricultural land, protecting environmentally-sensitive areas, and identifying areas for future growth and development. The proposed short term livestock control building will be located on Commercial/Light Industrial land and will occupy a relatively small area of the parcel. The remainder of the parcel will continue to be used for other Animal Control purposes.

**B. Burden of Persuasion.**

- 1. The burden of persuasion as to whether the development, if completed as proposed, will comply with the requirements of this Chapter is at all times on the applicant.**
- 2. The burden of presenting evidence to the Board of Adjustment sufficient enough for it to conclude that the application does not comply with the requirements of this Chapter is upon the person or persons recommending such a conclusion, unless the information presented by the applicant warrants such a conclusion.**

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## Commentary

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The following comments are part of the official record of the proposed **Story County Animal Control short term livestock control building CUP11-19**. If necessary, conditions of approval may be formulated based off these comments.

Conceptual Review – November 14, 2019

**Comments from the Environmental Health**

No comment

**Comments from the Auditors Office**

No comment

**Comments from the Interagency Review Team**

1. This Conditional Use Permit is required due to table 90-1 that states “Any public building or structure or facility erected and used by any department of the township, County, or city government, including (but not limited to) public aircraft landing fields and facilities, and sanitary landfills.” **C.U.P. has been submitted**
2. Meet Standards for Approval identified in Chapter 90.04 (1. A-F and 2. A-E) Conditional Uses. Also, provide written narrative about the purpose of the project. **See attachment “Livestock Bldg paperwork”**
3. Meeting table 86-7 bulk requirements identified in Chapter 86.10
  - Show the proposed building meets the 20 feet from the rear setback.
  - If there is any planned lighting of the structure, the lighting must meet the requirements of 88.09.
  - From review of concept drawings the structure appears to meet setback requirements.

**See submitted sight plan, all setbacks should be met. Lighting will be minimal and would consist of one light placed above the overhead door. Light will be of L.E.D. in type with specific cut off to not impede the adjacent Lincoln Highway or any adjacent property.**



4. Removal of existing shed and fencing should be completed within 60 days of the structure being completed. This will be a condition applied to the zoning permit. **Existing shed and fencing will be removed within 60 days of completion of new structure**
5. What is the size of the existing shed that will remain on the property at the southwest corner of the animal control building? What is this shed used for? **Existing shed is an 8' X 8' movable shed and is used to store additional over stock items. It currently is used to store pet carriers and a small walk behind snow blower.**
6. The new trash enclosure appears to meet 88.07 *Fences and Walls* and 88.10 *Screening of Mechanical Equipment and Refuse Collection Areas*. **Yes new trash enclosure will meet 88.07 and 88.10**
7. The drawing identifies the proposed structure as 600 square feet. The dimensions identify it as 750 square feet. What will the size of the building be? **Structure is 750 square feet 15' X 30', site plan has been updated to reflect the correct size.**
8. What is the proposed height of the structure? **Proposed overall height of structure will be 14'**
9. Will the structure be constructed on footings or slab? **The proposed building will be of the post type construction (commonly referred to as "pole Building") the posts will be the footings. The building will have a floating concrete slab floor.**
10. There is an existing drainage pipe on the property please identify on the site plan. Also will this pipe be affected if the proposed building is built? **Storm Drainage intake will not be impacted by new proposed structure. Intake is now shown on site plan (roughly located 50' from south property line and 34' from west property line).**
11. Is there any fill dirt proposed? If so how much and where? **Project will require no additional fill dirt.**
12. What vegetation will be planted in the greenspace? **Perennial ornamental grass is planned for the designated green space replacement.**
13. Please identify employee parking areas. **Employee parking is shown on the site plan it is generally the west gravel lot.**
14. How many trips are expected to the new building daily/weekly/monthly? **If building is housing large animals it will be visited by staff daily. If no animals are present it will be twice weekly. On average large animals are at the shelter less than 2-weeks.**
15. Over the last 3 years how many times have you had to retrieve an animal that would use this structure? **There has been 16 times over the last three years the proposed building would have been used.**
16. If the conditional use permit is approved a zoning permit is needed for structure and the trash collection site fence. This can be included on one permit application. **We will plan to have the building and trash collection site fence on the same zoning permit.**
17. When was the project authorized by BOS? **Story County Board of Supervisors approved the project on 9/24/19 at a regular Tuesday board meeting.**

**Public notices were mailed to adjacent property owners within ¼ mile of the proposed site on December 27, 2019.**

**Comments from the General Public:**

No comments were received as of the date of this staff report.

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**Points to Consider for the Conditional Use Permit Request**

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1. Applicant addressed the need for the short term livestock control building.
2. The existing building is in disrepair and cannot contain livestock effectively.



3. The short term livestock control building should not be out of character based on use and zoning of the property.
4. Traffic to the property to drop off animals temporarily may be 5 to 6 times a year.
5. Additional landscaped area will be added meeting the County's requirement to address erosion control.

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## Conditions of Approval

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### Chapter 90.05: Recommendations on Applications

#### **Staff Recommendation:**

**Based on review of the site, application materials, responses to County Staff comments, and the information and analysis in this staff report, Planning and Development staff recommend approval of the Conditional Use Permit application as put forth in case CUP11-19.**

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## Recommendation by Planning and Zoning Commission

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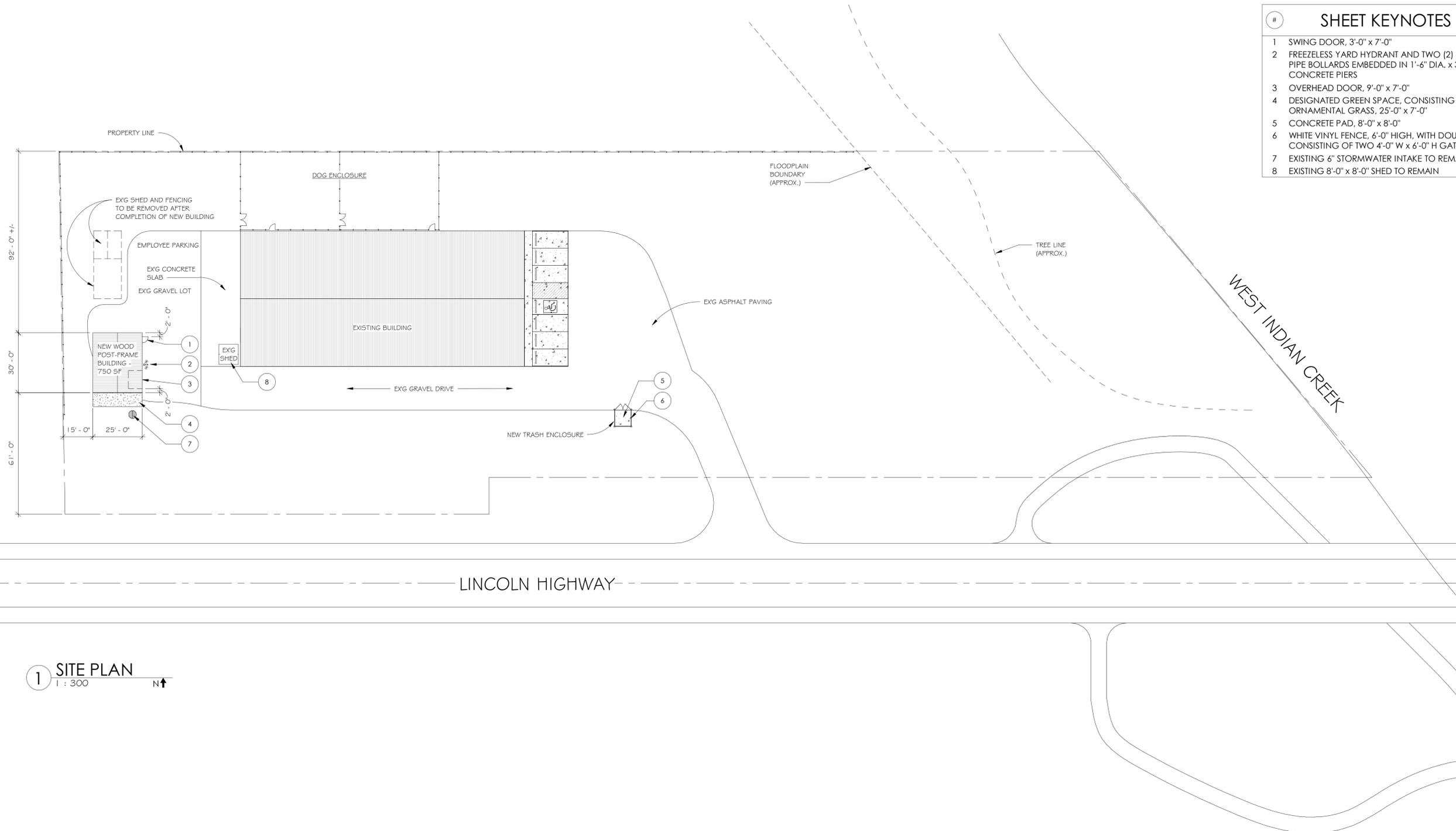
### Alternatives

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The Story County Planning and Zoning Commission may consider the following alternatives:

- 1) **The Story County Planning and Zoning Commission recommends the Conditional Use Permit for the Story County Animal Control Short Term Livestock Control Building as put forth in case CUP11-19, as submitted.**
- 2) The Story County Planning and Zoning Commission recommends the Conditional Use Permit for the Story County Animal Control Short Term Livestock Control Building as put forth in case CUP11-19, with conditions.
- 3) The Story County Planning and Zoning Commission recommends the denial of the Conditional Use Permit for the Story County Animal Control Short Term Livestock Control Building as put forth in case CUP11-19.
- 4) The Story County Planning and Zoning Commission remands the Conditional Use Permit for the Story County Animal Control Short Term Livestock Control Building as put forth in case CUP11-19, back to the applicant for further review and/or modifications, and directs staff to place this item on a future Story County Planning and Zoning Commission agenda.

#	SHEET KEYNOTES
1	SWING DOOR, 3'-0" x 7'-0"
2	FREEZELESS YARD HYDRANT AND TWO (2) 6" DIA STEEL PIPE BOLLARDS EMBEDDED IN 1'-6" DIA. x 3'-6" DEEP CONCRETE PIERS
3	OVERHEAD DOOR, 9'-0" x 7'-0"
4	DESIGNATED GREEN SPACE, CONSISTING OF ORNAMENTAL GRASS, 25'-0" x 7'-0"
5	CONCRETE PAD, 8'-0" x 8'-0"
6	WHITE VINYL FENCE, 6'-0" HIGH, WITH DOUBLE GATE CONSISTING OF TWO 4'-0" W x 6'-0" H GATES
7	EXISTING 6" STORMWATER INTAKE TO REMAIN
8	EXISTING 8'-0" x 8'-0" SHED TO REMAIN



1 SITE PLAN  
 1 : 300 N↑

Cup11-19

# CONDITIONAL USE PERMITS



<b>1. Property Owner*</b> (Last Name) <u>Story County Board of Supervisors</u> (First Name) _____ (Address) <u>900 6th Street</u> (City) <u>Nevada</u> (State) <u>IA</u> (Zip) <u>50201</u> (Phone) <u>515-382-7200</u> (Email) _____	<b>2. Applicant</b> (if different than owner) (Last Name) <u>Brogden</u> (First Name) <u>Joby</u> (Address) <u>900 6th Street</u> (City) <u>Nevada</u> (State) <u>IA</u> (Zip) <u>50201</u> (Phone) <u>515-382-7400</u> (Email) <u>jbrogden@storycountyiowa.gov</u>
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**3. Property Address** 975 W. Lincoln Highway, Nevada IA, 50201      **Parcel ID Number(s)** 10-01-400-340

**4. Certification and Signature**

I/we certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owners of the property. Pursuant to said authority, I hereby permit County officials to enter upon the property for the purpose of inspection.

**\*Acknowledgement of property owner is required and may occur via email or by signature of this application.**

Property Owner Signature [Signature] Date 11/25/19      Applicant Signature [Signature] Date 11/21/2019

*There are 3 types of CUP Modifications: insignificant, minor, and major. The Director of Planning and Development makes the determination of the type. Insignificant modifications are reviewed by the director. Minor modifications are reviewed by the Board of Adjustment. Major modifications are considered new conditional use applications and follow the same review process as a new conditional use permit application.*

<input checked="" type="checkbox"/> <b>New Conditional Use Permit</b> Proposed Conditional Use: <u>Short term live stock control.</u> <b>Submittal Requirements:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Attend conceptual review meeting (prior to submittal of CUP application, see conceptual review application and deadline on Planning and Development website)</li> <li><input type="checkbox"/> Filing Fee (required prior to processing): <u>\$275</u></li> <li><input type="checkbox"/> Site development plan</li> <li><input type="checkbox"/> Written narrative explaining justification for proposed conditional use permit and conformance to the standards for approval in <u>Section 90.04 of the Story County Code of Ordinances.</u></li> </ul>	<input type="checkbox"/> <b>Conditional Use Permit Modification</b> Previous CUP and Number: _____ <b>Submittal Requirements:</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Filing Fee (required prior to processing) : <u>\$50</u> (If determined to be a minor modification by the Planning and Development Director, the fee amount is \$175.)</li> <li><input type="checkbox"/> Site development plan</li> <li><input type="checkbox"/> Written narrative explaining modification of approved conditional use permit and response to the standards for approval in <u>Section 90.04 of the Story County Code of Ordinances.</u></li> </ul>
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RECEIVED

DEC 11 2019

STORY CO. PLANNING & DEVELOPMENT

Receipt No. NC  
 Receipt Amount \_\_\_\_\_



Story County Planning and Development  
**CONCEPTUAL REVIEW**  
Comment Sheet

**Date of Meeting:** November 14<sup>th</sup>, 2019  
**Department:** Planning and Development  
**Project Name:** Story County Animal Control Large Animal Building  
**Project Address:** 975 W Lincoln Highway, Nevada, IA 50201  
**Applicant:** Sue McCaskey, and Joby Brogden

**COMMENTS:**

1. This Conditional Use Permit is required due to table 90-1 that states “Any public building or structure or facility erected and used by any department of the township, County, or city government, including (but not limited to) public aircraft landing fields and facilities, and sanitary landfills.”
2. Meet Standards for Approval identified in Chapter 90.04 (1. A-F and 2. A-E) Conditional Uses. Also, provide written narrative about the purpose of the project.
3. Meeting table 86-7 bulk requirements identified in Chapter 86.10
  - Show the proposed building meets the 20 feet from the rear setback.
  - If there is any planned lighting of the structure, the lighting must meet the requirements of 88.09.
  - From review of concept drawings the structure appears to meet setback requirements.
4. Removal of existing shed and fencing should be completed within 60 days of the structure being completed. This will be a condition applied to the zoning permit.
5. What is the size of the existing shed that will remain on the property at the southwest corner of the animal control building? What is this shed used for?
6. The new trash enclosure appears to meet 88.07 *Fences and Walls* and 88.10 *Screening of Mechanical Equipment and Refuse Collection Areas*.
7. The drawing identifies the proposed structure as 600 square feet. The dimensions identify it as 750 square feet. What will the size of the building be?
8. What is the proposed height of the structure?
9. Will the structure be constructed on footings or slab?
10. There is an existing drainage pipe on the property please identify on the site plan. Also will this pipe be affected if the proposed building is built?
11. Is there any fill dirt proposed? If so how much and where?
12. What vegetation will be planted in the greenspace?
13. Please identify employee parking areas.
14. How many trips are expected to the new building daily/weekly/monthly?
15. Over the last 3 years how many times have you had to retrieve an animal that would use this structure?
16. If the conditional use permit is approved a zoning permit is needed for structure and the trash collection site fence. This can be included on one permit application.
17. When was the project authorized by BOS?
18. Conditional Use Permit application submittal schedule.
  - November 18<sup>th</sup> Submittal Deadline
  - December 4<sup>th</sup> Planning and Zoning Commission meeting
  - December 18<sup>th</sup> Board of Adjustment meeting

**Signed:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

## Marcus T. Amman

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**From:** Joby J. Brogden  
**Sent:** Wednesday, December 11, 2019 2:16 PM  
**To:** Marcus T. Amman; Sue R. McCaskey  
**Cc:** Alissa D. Wignall; Sandra K. King; Debbie R. Koepp; Facilities Management - Work Orders  
**Subject:** Animal Control conceptual review  
**Attachments:** Livestock Bldg paperwork.docx; Conceptual Review Comment Sheet\_Animal Control Large Animal Building.pdf; Story County Animal Shelter - A1 - Site Plan - 20191205.pdf

Marcus,

See below, answers for conceptual review comments in reference to the proposed large animals building for the Story County Animal Shelter and Control facility.

1. C.U.P. has been submitted
2. See attachment "Livestock Bldg paperwork"
3. See submitted sight plan, all setbacks should be met. Lighting will be minimal and would consist of one light placed above the overhead door. Light will be of L.E.D. in type with specific cut off to not impede the adjacent Lincoln Highway or any adjacent property.
4. Existing shed and fencing will be removed within 60 days of completion of new structure
5. Existing shed is an 8' X 8' movable shed and is used to store additional over stock items. It currently is used to store pet carriers and a small walk behind snow blower.
6. Yes new trash enclosure will meet 88.07 and 88.10
7. Structure is 750 square feet 15' X 30', site plan has been updated to reflect the correct size.
8. Proposed overall height of structure will be 14'
9. The proposed building will be of the post type construction (commonly referred to as "pole Building") the posts will be the footings. The building will have a floating concrete slab floor.
10. Storm Drainage intake will not be impacted by new proposed structure. Intake is now shown on site plan (roughly located 50' from south property line and 34' from west property line).
11. Project will require no additional fill dirt.
12. Perennial ornamental grass is planned for the designated green space replacement.
13. Employee parking is shown on the site plan it is generally the west gravel lot.
14. If building is housing large animals it will be visited by staff daily. If no animals are present it will be twice weekly. On average large animals are at the shelter less than 2-weeks.
15. There has been 16 times over the last three years the proposed building would have been used.
16. We will plan to have the building and trash collection site fence on the same zoning permit.
17. Story County Board of Supervisors approved the project on 9/24/19 at a regular Tuesday board meeting.

Let me know if you need any additional information.

Thank You,

Joby J. Brogden

Director of Facilities Management  
Story County

900 6<sup>th</sup> St.  
Nevada, IA 50201

(515)382-7400  
[jbrogden@storycountyiowa.gov](mailto:jbrogden@storycountyiowa.gov)

A. Compatibility

The existing building has been used as the animal shelter for the last ten years with no complaints or issues regarding our animals being housed here. This building will be used for a livestock building to accommodate stray or owner release animals. The building will be a structure that compliments the area and it kept clean and organized.

B. Transition

This building will be used primarily use for livestock which will only be housed here. Main building will be used to be for non-livestock animals. New livestock building will only be used as a housing facility for non-livestock animals only if an emergency arises.

C. Traffic

Livestock building will occupy an area which is only normally accessed by shelter or county employees. Parking lot for the entire facility is located at the east end of the main building which is the opposite end of where the livestock building will be located. There is access to livestock building for emergency vehicles by way of south side of building.

D. Parking and Loading

The building is located in an area away for main road and is in a lower setting area which will not impact traffic in any way. Area of the building is not near the public parking area but is accessible if needed by area south of the main shelter building.

E. Signs and Lighting

There will be adequate lighting on the exterior of the building to help with safety concerns however it will not impact the traffic on the road south of property. Sign will be posted on building to identify what it is.

F. Environmental Protection

There is no concern for any environmental issues. The building's purpose to the house livestock animals that have strayed or owner's releases and will be kept clean and organized. We will properly dispose of any animal matter that is left in the building. There will be adequate ventilation however odor and noise will not be compromised.



**NOTICE**

It is illegal to dump animals here,  
or anywhere else in this county.

Please contact this office at  
382-3338  
to make arrangements for releasing  
any animals.

Thank You

CT









Kiefer Built

ALTIMA

GKY 588

# Staff Report

## Story County Planning and Zoning Commission

**Date of Meeting:**  
January 8, 2020

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**Case Number CUP12-19**

Ballard Golf and Country Club and Proposed Maintenance Shop

**APPLICANT:** Kory Brown  
2710 Robert Dr. #106  
Ames, IA 50014

**STAFF PROJECT MANAGER:** Marcus Amman, Planner

**SUMMARY:** Ballard Golf and Country Club is applying for a Conditional Use Permit to bring the existing use and related associated structures into conformance with the existing ordinance and to expand their existing use. Ballard Golf and Country Club is proposing to erect a 40'x40' maintenance shop for the golf course and country club. The proposed 40'x40' accessory structure would serve as the new heated shop, a 12'x12' office area to house the irrigation computer, potentially a bathroom, and equipment storage.



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**Story County Planning and Development Staff Recommends approval of the Conditional Use Permit for the Ballard Golf and Country Club and associated structures and Proposed Maintenance Shop CUP12-19 with conditions:**

- 1. The applicant shall obtain zoning permits for all existing structures, excluding the clubhouse, within 30 days of Board of Adjustment action.**
- 2. Support of the Conditional Use Permit includes the Board of Adjustment taking action on the submitted variance 06-19 for the existing structures located in the southwest area of the property.**
- 3. Direct illumination of the business sign must be discontinued.**



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## Property Information

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### PROPERTY OWNERS

Ballard Golf and Country Club  
30608 US Highway 69  
Huxley, IA 50124

### GENERAL PROPERTY LOCATION

Section: 14 Township: 82 Range: 24 Lots 1 2 3 4 5 NE SE & NW SE

### SITE ADDRESS

30608 US Highway 69

### PARCEL IDENTIFICATION NUMBER(S)

13-14-400-105

### CURRENT ZONING

A-1 Agricultural District

### CURRENT LAND USE

The current land use at the proposed site of the 40'x40' maintenance shop for the Ballard Golf and Country Club is the golf course and country club. The property is mainly surrounded by residential uses. To the northwest of the parcel is a 20 acre parcel with approximately half in row crop production. The parcel to the southwest of the parcel is a 40 acre parcel in row crop production.

### FUTURE LAND USE MAP DESIGNATION

Natural Areas

### CITIES WITHIN TWO MILES

Huxley

**The following items were submitted by the applicant:** CUP Application, Site Plan, narrative, and responses to County Staff review comments.

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## Background

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The applicant with the Ballard Golf and Country Club is submitting this Conditional Use Permit as they proposing to expand the use of the golf and country club by constructing the proposed 40'x40' accessory structure. In order to permit the construction of a new accessory structure they were informed by Planning and Development Staff that they needed to apply and obtain a Conditional Use Permit.

This conditional use permit application is for the existing golf course country club and associated structures that was developed in 1974 as a permitted use and for a new accessory structure to serve as a new maintenance shop. The golf course in 1974 was a permitted use in the A-1 Agricultural District. In June of 1977 golf courses were removed from the permitted uses list in A-1



districts and placed under the conditional use permits in the Story County Code of Ordinances. When golf courses were removed from the permitted uses in the A-1 district the status of the Ballard Golf and Country Club became a legal non-conforming use due to the changes the County made to its ordinances. Under the current Story County Land Development Regulations, legal non-conforming uses cannot be enlarged upon, expanded or extended. However, a Conditional Use Permit granted by the Board of Adjustment will allow for the golf course to expand its use.

The golf course and country club was built in 1975 as well as all other buildings without permits. The Deer Creek Subdivision to the east of the subject property was platted in 1977. The Country Club View Subdivision was platted in 1999 and is located directly south of the southwestern area of the subject property. Ballard Golf and Country Club owns a 0.44 acre parcel between the Country Club View Subdivision and the subject property. Northview Heights was platted in 2004 and is southeast of the subject property.

The golf course and country club averages 50-120 people a day during peak golf season and 0-50 a day in the off season. The property is located on the northern side and touching the boundary of the City of Huxley, while being in the county. The property is 75.32 net acres and is generally surrounded by subdivisions. Of the parcels contiguous or within 40 feet of the subject parcel, 24 are less than 2 acres in size and 10 are greater than 2 acres. Access to the property by the public is obtained from US Highway 69 and is located approximately 125 feet north of the parcel line. From this access patrons going to the clubhouse can access the upper asphalt parking lot with 58 parking spaces, 2 of which being ADA accessible, or the lower gravel lot with 26 parking spaces.

There is an employee access on the parcel line leading to the southern accessory structures (maintenance buildings). The parcel generally slopes to the north and east away from U.S. Highway 69. The parcel also has a small portion of the northwestern area in the floodplain. The golf course and country club is located on the northwestern portion of the parcel and is buffered by mature trees along the northern and eastern parcel lines. The maintenance shops at the southwestern corner of the parcel is buffered on the south by mature trees from the subdivision to the south. The southeastern portion of the parcel is not buffered from the subdivision contiguous with the subject parcel.

There are a total of 6 structures, the 9-hole golf course, a dam, a sign and a pond on the parcel currently. From review of county records there are zoning permits for the clubhouse, the golf course and dam, and the sign. The structures on the property include the clubhouse, two golf cart sheds, two existing maintenance structures, and an approximately 205 square foot gazebo structure at the pond. In 2006 the northeastern accessory building (golf cart shed) had an addition of 50'x50' constructed through a zoning permit, though the golf cart shed itself did not have a zoning permit issued for its initial construction.

There are also a total of 12 lights currently on the parcel. There are two lights on the sign, one light at the entrance of the access to the golf course and country club, four lights at parking areas, and six lights on structures at their entrances. All permitted lighting shines down and there is no concern with county's existing lighting requirements. Regarding the sign lighting, the applicant requested a variance in 2006 to illuminate the existing free standing sign that was denied by the Board of Adjustment. Planning and Development Staff communicated this information to the applicant and is dealing with this administratively.



The existing structures on the parcel have the following approximately setbacks based on aerial imagery:

Building	West (Front)	East (Rear)	North (Side)	South (Side)
Clubhouse	258'	2,200'	425'	841'
Northwestern Accessory Structure	386'	2,071'	136'	1,117'
Northeastern Accessory Structure	494'	1,915'	100'	1,196'
Southwestern Accessory Structure	110'	2,419'	1,277'	24'
Southeastern Accessory Structure	143'	2,375'	1,285'	24'
Pond Structure	1,521'	1,008'	742'	577'
Proposed Accessory Structure	112'	2,403'	1,229'	83'

If the CUP is approved by the Board of Adjustment, the Ballard Golf and Country Club will be considered an Other Permitted Use in the A-1 District Bulk Requirements which requires a 50 foot setback from property lines. The two southwest accessory structures do not meet this requirement and the applicant has requested a variance to the setback to the south property line. Had golf course obtain permits when the building were constructed they would have met the setbacks in 1975.

Regarding the need for the proposed new 40'x40' accessory structure. The two accessory structures near the southwest corner of the parcel are used by the maintenance department. The closest dwelling is approximately 415 feet to the southeast. One accessory structure is 35'2"x24'2" and the other is 36'3"x24'3". Both of these structures are used to store golf course equipment including various mowers, irrigation supplies, equipment parts, hand tools, and various other golf course maintenance tools. The larger of the two structures is currently used as the heated shop of the golf course which also houses the irrigation computer.

The proposed 40'x40' accessory structure would serve as the new heated shop, as well as creating a 12'x12' office area to house the irrigation computer and potentially a bathroom. The structure would also have equipment stored in it, meaning all equipment would be able to be stored inside. This will allow the equipment and materials that are stored outside to be moved into one of the three buildings.

The proposed structure will meet the setbacks from all property lines. The proposed structure will not likely be seen by immediately adjacent property owners as it will be buffered by two existing buildings to the south. Part of the proposed structure may be visible from the road but there is some vegetation to buffer the structure from the road to the west. This new structure is not proposed to generate any additional traffic to the site. The maintenance structures are where the 1-4 seasonal staff park and report to. New parking for these staff will be identified just west of the existing maintenance structures. Ballard Country and Golf is proposing a 1,300 square foot landscaped area just west of the proposed building and north of the maintenance employee parking area. This will meet the county's 20 percent landscaped area requirement.

## Analysis

### A. Applicable Regulations: Chapter 90.04: Standards for Approval

The Planning and Zoning Commission shall review the proposed development for conformance to the following development criteria:



1. **Compatibility.** The proposed buildings or use shall be constructed, arranged and operated so as to be compatible with the character of the zoning district and immediate vicinity, and not to interfere with the development and use of adjacent property in accordance with the applicable district regulations. The proposed development shall not be unsightly, obnoxious, nor offensive in appearance to abutting or nearby properties.

Applicant Comment: The new shop will meet all setback requirements and will be used in conjunction with the other two buildings in the southwest corner of the property in order to store golf course equipment and run a golf course grounds department.

Staff Comment: The golf course and country club was a permitted use in the A-1 District and compatible with the character of the area when it was created in 1974. The golf course and country club continues to be compatible with the surrounding uses in the area. The golf course was constructed prior to adjacent subdivisions and many of the dwellings. The Deer Creek Subdivision to the east of the subject property was platted in 1977. The Country Club View Subdivision was platted in 1999 and is located directly south of the southwestern area of the subject property. Northview Heights was platted in 2004 and is southeast of the subject property.

The accessory structures are a part of the golf course operation. The proposed structure (maintenance shop) is compatible with the southwestern corner of the parcel where the existing maintenance buildings are located. The proposed structure is in compatibility with the existing use of the parcel. A majority of the surrounding land is residential lots due to proximity to the city limits of the City of Huxley. The *Story County Cornerstone to Capstone (C2C) Plan* designates this parcel as natural areas to include parks. From an efficiency perspective it is beneficial to locate the proposed accessory structure near the access drives, employee parking, and the existing maintenance structures.

2. **Transition.** The development shall provide for a suitable transition, and if necessary, buffer between the proposed buildings or use and surrounding properties.

Applicant Comment: The old buildings will have new steel put on them to match the proposed new building. We will seed a native grass buffer strip to the west of the proposed new building which will buffer the buildings from the highway.

Staff Comment: The golf course and country club is buffered on the north and eastern property lines by mature trees. The existing maintenance shops are buffered to the south by mature trees. The southeastern portion of the golf course is not buffered from the parcels to the south.

The proposed structure will meet the setbacks from all property lines. The closest dwelling is approximately 415 feet to the southeast. The overall proposed structure height will be 14 feet. The proposed structure will be 112 feet from the west (front) property line, 83 feet from the south property line, 1,229 feet from the north property line, and over 2,000 feet from the east property line. The proposed structure will not likely be seen by immediately adjacent property owners as it will be buffered by two existing buildings to the south. Part of the proposed structure may be visible from the road but there is some vegetation to buffer the structure from the road. The applicant is also placing the green space to meet the



20 percent landscape requirement to the west of the proposed structure.

3. **Traffic.** The development shall provide for adequate ingress and egress, with particular attention to vehicular and pedestrian safety and convenience, traffic flow and control, and emergency access.

Applicant Comment: The traffic patterns of the property will not change, this new building will not add any new members or employees to the property therefore the traffic patterns of the property will remain the same. Winter (off-season) 0-50 people visit per day, during peak golf season 50-120 a day varying by day of the week, tournaments, leagues, outings etc.

Staff Comment: The golf course and country club has an average of 0-50 people a day visiting the site in the off season and 50-120 during peak golf season.

The traffic impact of the proposed structure is expected to be minimal. Once construction of the proposed structure is completed, the only traffic that will visit the structure will be employees. There are 1-4 seasonal staff reporting to the proposed structure depending on the time of year.

4. **Parking and Loading.** The development shall provide all off-street parking and loading areas as required by this Ordinance, and adequate service entrances and areas. Appropriate screening shall be provided around parking and service areas to minimize visual impacts, glare from headlights, noise, fumes or other detrimental impacts.

Staff Comment: The golf course and country club have a total of 74 parking spaces. 58 in the upper parking lot that is asphalt and 26 in the lower gravel lot. Two are ADA accessible parking spaces in the upper asphalt lot.

The parking impact of the proposed structure is expected to be minimal as it will be used by the golf course maintenance staff. Once construction of the proposed structure is completed, the only parking will be for 4 employees. The parking will be located directly west of the maintenance sheds. There are 1-4 seasonal staff reporting to the proposed structure depending on the time of year.

5. **Signs and Lighting.** Permitted signage shall be in accordance with the applicable district regulations and shall be compatible with the immediate vicinity. Exterior lighting, if provided, shall be with consideration given to glare, traffic safety and compatibility with property in the immediate vicinity.

Applicant Comment: there will be no new signs being added to the property and any exterior lighting will be on the east side of the new building facing inward to the golf course.

Staff Comment: The golf course and country club has 12 external lights. There is one sign that was granted a permit that has lighting. The lighting for the external business sign was denied in 2006 after a variance was denied by the Board of Adjustment. They are not proposing adding any other signage. All other lighting appears to meets the County's requirements in 88.09.



There is one proposed light on the proposed structure on the east side of the structure. All lighting will meet 88.09 standards. There will be no signs placed on the proposed structure.

- 6. Environmental Protection.** The development shall be planned and operated in such a manner that will safeguard environmental and visual resources. The development shall not generate excessive noise, vibration, dust, smoke, fumes, odor, glare, groundwater pollution or other undesirable, hazardous or nuisance conditions, including weeds.

Applicant Comment: the new building is not going to change any of the current use of the maintenance facility as well as not cause any environmental harm.

Staff Comment: No excessive noise, vibration, dust, smoke, fumes, odor, glare, groundwater pollution or other undesirable, hazardous or nuisance conditions, including weeds, are anticipated. Ballard Country and Golf is proposing a 1,300 square foot landscaped area just west of the proposed building and north of the maintenance employee parking area. This landscaped area will address the County's 20 percent landscaped area requirement of the proposed impervious surface.

**If the Board concludes that all the above development criteria will be met, it must recommend approval of the application unless it concludes that, if completed as proposed, there is a strong probability the development will:**

- 1. not adequately safeguard the health, safety and general welfare of persons residing or working in adjoining or surrounding property.**

Staff Comment:

The golf course, country club and associated structures are an established use and has operated in the area for 46 years. The proposed maintenance structure will be built in compliance with the required setbacks from the right-of-way and adjacent property lines. While the existing maintenance buildings near the southwest corner of the parcel will need to obtain variances, trees to the south provide some buffering, to the vacant parcel to the south. Any future improvements will require that the applicant apply for the necessary zoning permits.

- 2. impair an adequate supply (including quality) of light and air to surrounding properties.**

Staff Comment:

The golf course, country club, and proposed maintenance structure will have little to no impact on the supply of light and air to surrounding properties.

- 3. unduly increase congestion in the roads, or the hazard from fire, flood, or similar dangers.**

Staff Comment:



The golf course, country club, and proposed maintenance structure will not likely increase congestion on the roads. No improvements are planned within the FEMA designated floodplain on the subject property.

**4. diminish or impair established property values on adjoining or surrounding property.**

Staff Comment:

The Story County Assessor’s Office raised no concerns with this item from the review of the requested Conditional Use Permit application. The golf course use and associated structures are established in the area and no impacts on property values are anticipated.

**5. not be in accord with the intent, purpose and spirit of the Land Development Regulations or County Cornerstone to Capstone (C2C) Plan.**

Staff Comment:

The C2C plan is oriented toward preserving the county’s rural character and high value agricultural land, protecting environmentally-sensitive areas, and identifying areas for future growth and development. The continued use of this area as its existing use is in keeping with the C2C plan as this area is identified as Natural Resource Areas to include parks.

**B. Burden of Persuasion.**

- 1. The burden of persuasion as to whether the development, if completed as proposed, will comply with the requirements of this Chapter is at all times on the applicant.**
- 2. The burden of presenting evidence to the Board of Adjustment sufficient enough for it to conclude that the application does not comply with the requirements of this Chapter is upon the person or persons recommending such a conclusion, unless the information presented by the applicant warrants such a conclusion.**

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## Commentary

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The following comments are part of the official record of the proposed **Ballard Golf and Country Club and the proposed Maintenance Shop CUP12-19**. If necessary, conditions of approval may be formulated based off these comments.

Conceptual Review – December 3<sup>rd</sup>, 2019

**Comments from the Environmental Health**

The proposed building will not impact the existing septic system, currently serving the clubhouse. If there will be wastewater generation in the new building, the applicant shall submit an application for a septic permit to the Environmental Health Department. The existing system was installed in 1974. Recommended pumping frequency is a minimum of five years. The applicant can contact Environmental Health for the system diagram or general information.



**Comments from the Auditors Office**

No comment

**Comments from the Engineers Office**

No comment

**Story County Planning and Development Comments for Applicant**

- 1. Please provide a site plan sketch for the entire Golf and Country Club. The proposed new development areas (structure, 20% landscaped area, employee parking) can be included in this overall site plan sketch. However, if information on the drawing is determined to be lacking, a professionally drawn site development plan to be acted on by the Board of Supervisors may be required.**
  - a. Included is a site plan made using Google Earth, all lines on the map are to scale per the measurements required. The Landscaped area to the West of the proposed new building and North of the parking, will be roughly 1300 sq. ft. In the site plan you can see that there are four parking spots approximately 20' x 10' for employee parking.
- 2. Please identify the uses of all buildings on site plan.**
  - a. The farthest west (Maintenance building #2) building is used for equipment, outdoor tool storage, irrigation fittings, and seed. The building directly to the east of that (Maintenance building #1) is used for equipment storage as well as housing our tools, irrigation computer, Air compressor, power tools and workbenches. The proposed 40' x 40' new building would still have equipment stored in it, we would move our mechanics tools to the proposed new building, but also would like to have a 12' x 10' area framed in for an office to house our expensive irrigation computer and its components.
- 3. Please identify ADA parking on the site plan.**
  - a. There are currently 2 ADA parking spots in the clubhouse parking lot. Parking for all grounds crew employees will be on the west side of the west pole building. The four parking spots will accommodate our seasonal staff.
- 4. Please provide estimated values of all accessory building excluding the Clubhouse at the time they were built and estimated dates.**

(Buildings labeled using names from assessor page)

  - a. Building 3 (West Maintenance Shed): \$3600
  - b. Building 4 (Lower Cart Shed) : \$9000
  - c. Building 5 (Upper Cart Shed) : \$9000
  - d. Yard Extras #3 (Brown Shop) :\$5000
  - e. Pumphouse (building by pond): \$1,000
- 5. Please identify the typical days and hours of operation for the golf course and country club.**
  - a. Hours of operation of the country club varies by the season. During golf season the hours are sunup to sundown. During the off season the restaurant is open 4 days a week from 11:00AM-2:00PM, 5:00PM-9:00PM. The golf course maintenance staff made up of 1-4 crew members depending on time of year/season but hours generally range from 6:00AM-3:00PM
- 6. Please briefly explain the uses of the clubhouse.**
  - a. The clubhouse is used for treating our guests (members or the public) to a great experience. There is a restaurant here which is one of only two sit down restaurants in town. The restaurant also has take-out available which many members of the community frequent. The clubhouse is also used to allow for gatherings for club functions, business meetings in the private meeting room, business Christmas



parties, and weekly Kiwanis meetings. On top of that, it is a golf course clubhouse, we serve candy bars, chips, and refreshments to golfers.

7. **If the CUP is approved, any buildings that do not have zoning permits will need to have zoning permits applied for. A zoning permit application for the new building will also need to be submitted.**
8. **Please provide setbacks for all accessory buildings excluding the Clubhouse.**  
(Buildings labeled using names from assessor page)
  - a. Building 3: South: 39' West: 112' (To R.O.W.)
  - b. Building 4: North: 100' West: 494' (To R.O.W.)
  - c. Building 5: North: 135' West: 380' (To R.O.W.)
  - d. Yard Extras #3: South 39' West: 140' (To R.O.W.)
  - e. Pumphouse (not listed) South 580' East 1,110'
9. **Please confirm the building near the pond is to be demolished and the date it is to be demolished by.**
  - a. The open side picnic shelter will be demolished by March 1st 2020
10. **Please provide additional dates of construction of all accessory buildings.**
  - a. All accessory structures were constructed in 1975 besides the pump house by the pond and the addition to the lower cart shed. The addition to the lower cart shed was completed in 2006.
11. **Please identify any planned future improvements to the property.**
  - a. As of today there are no planned future improvements.
12. **Please identify employee parking at the southern accessory buildings on site plan. Parking spaces are 9'x17.5' under County regulations, table 88-4.**
  - a. Included is an overhead google earth picture showing employee parking at the maintenance facility. We will have 4 parking spots roughly 20' x 10'. Depending on the time of year we have 1-4 employees that report to the maintenance facility, these parking spots will accommodate them.
13. **A Site visit will be required for pictures of the property.**
14. **Please provide any zoning permits that you have records for.**
  - a. We have no zoning permits in our files
15. **Please submit a variance application and fee (1 fee for both buildings included). Variance requests are acted on by the Board of Adjustment. The next Board of Adjustment meeting is January 15<sup>th</sup>, 2020. The application due date is December 30<sup>th</sup>, 2019. The two accessory buildings near the southwest corner of the parcel do not appear to meet setbacks. For these buildings to be in compliance with the zoning ordinance a variance request for these two accessory buildings will need to be applied for and subsequently granted. Please provide answers to the following variance request items:**
  - a. Finding of unnecessary hardship
    - i. The land in question cannot yield a reasonable return if used only for a purpose allowed in that zone;
    - ii. The plight of the owner is due to unique circumstances and not to general conditions in the neighborhood which may reflect the unreasonableness of the Ordinance itself; and
    - iii. The use to be authorized by the variance will not alter the essential character of the locality.
  - b. Granting the variance will not be contrary to the public interest; and



- c. The spirit and intent of the Story County Cornerstone to Capstone (C2C) Comprehensive Plan and Story County Land Development Regulations are protected.
  - 1. Both of the accessory buildings in the southwest corner of the property were constructed in 1975 and have been used as the golf course maintenance buildings since that time. These buildings have never changed in use and have been in the same location since constructed. Both buildings will continue to be used in the same way they have been for the last 45 years, and have caused no harm to the community or neighbors where they are located.

**Public notices were mailed to adjacent property owners within ¼ mile of the proposed site on December 27, 2019.**

**Comments from the General Public:**

No comments were received as of the date of this staff report.

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## **Points to Consider for the Conditional Use Permit Request**

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- 1. The golf course, clubhouse and associated structures are established in the area and have served customers for 46 years.
- 2. This conditional use permit is to bring the existing non-conforming use into conformity with the County Land Development Regulations.
- 3. The CUP will provide a route to address future improvements if they are deemed necessary.
- 4. The applicant shall apply for Zoning Permits for all structures that did not receive zoning permits prior to their construction.
- 5. The applicant has submitted a variance application for the 2 accessory structures located in the southwest area of the parcel to be acted on by the Story County Board of Adjustment at the January 15<sup>th</sup>, 2020 meeting.

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## **Conditions of Approval**

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### **Chapter 90.05: Recommendations on Applications**

**Staff Recommendation:**

**Planning and Development Staff, based on review of the site, application materials, responses to County Staff comments, and the information and analysis in this staff report, recommend approval of the Conditional Use Permit application as put forth in case CUP12-19 with the following conditions:**

- 1. **The applicant shall obtain zoning permits for all existing structures, excluding the clubhouse, within 30 days of Board of Adjustment action.**
- 2. **Support of the Conditional Use Permit includes the Board of Adjustment taking action on the submitted variance 06-19 for the existing structures located in the southwest area of the property.**
- 3. **Direct illumination of the business sign must be discontinued.**

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## **Recommendation by Planning and Zoning Commission**

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## Alternatives

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The Story County Planning and Zoning Commission may consider the following alternatives:

- 1) The Story County Planning and Zoning Commission recommends approval of the Conditional Use Permit for the Ballard Golf and Country Club and associated structures and Proposed Maintenance Shop as put forth in case CUP12-19, as submitted.
- 2) **The Story County Planning and Zoning Commission recommends approval of the Conditional Use Permit for the Ballard Golf and Country Club associated structures and Proposed Maintenance Shop as put forth in case CUP12-19, with conditions.**
- 3) The Story County Planning and Zoning Commission recommends denial of the Conditional Use Permit for the Ballard Golf and Country Club associated structures and Proposed Maintenance Shop as put forth in case CUP12-19.
- 4) The Story County Planning and Zoning Commission remands the Conditional Use Permit for the Ballard Golf and Country Club associated structures and Proposed Maintenance Shop as put forth in case CUP12-19, back to the applicant for further review and/or modifications, and directs staff to place this item on a future Story County Planning and Zoning Commission agenda.



**1. Property Owner\***

(Last Name) Ballard Golf and Country Club  
(First Name) \_\_\_\_\_  
(Address) 30608 US-69  
(City) Huxley (State) IA (Zip) 50124  
(Phone) 515-597-2266 (Email) kery@ballardgolf.com

**2. Applicant** (if different than owner)

(Last Name) Brown  
(First Name) Kery  
(Address) 2710 Robert Pr. #106  
(City) Ames (State) IA (Zip) 50014  
(Phone) 515-298-0312 (Email) kery@ballardgolf.com

**3. Property Address** 30608 US-69 Huxley, IA, 50124 **Parcel ID Number(s)** \_\_\_\_\_

**4. Certification and Signature**

I/we certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owners of the property. Pursuant to said authority, I hereby permit County officials to enter upon the property for the purpose of inspection.

\*Acknowledgement of property owner is required and may occur via email or by signature of this application.

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_ Applicant Signature Kery Brown Date 12/10/19

There are 3 types of CUP Modifications: insignificant, minor, and major. The Director of Planning and Development makes the determination of the type. Insignificant modifications are reviewed by the director. Minor modifications are reviewed by the Board of Adjustment. Major modifications are considered new conditional use applications and follow the same review process as a new conditional use permit application.

**New Conditional Use Permit**

Proposed Conditional Use: Golf Course

**Submittal Requirements:**

- Attend conceptual review meeting (prior to submittal of CUP application, see conceptual review application and deadline on Planning and Development website)
- Filing Fee (required prior to processing): \$275
- Site development plan
- Written narrative explaining justification for proposed conditional use permit and conformance to the standards for approval in Section 90.04 of the Story County Code of Ordinances.

**Conditional Use Permit Modification**

Previous CUP and Number: \_\_\_\_\_

**Submittal Requirements:**

- Filing Fee (required prior to processing) : \$50 (If determined to be a minor modification by the Planning and Development Director, the fee amount is \$175.)
- Site development plan
- Written narrative explaining modification of approved conditional use permit and response to the standards for approval in Section 90.04 of the Story County Code of Ordinances.

RECEIVED

DEC 10 2019

STORY CO. PLANNING & DEVELOPMENT

Receipt No. 570198  
Receipt Amount 275-

### Building Use Description

At Ballard Golf and Country Club there are currently two buildings for the maintenance department. The taller building (building #3 on assessor page) measures 35'2" X 24' 2" and the shorter building (Yard extras #3 Garage, High pricing) measures 36'3" X 24'3". Both buildings are used to store golf course equipment including various mowers, irrigation supplies, equipment parts, hand tools, and various other golf course maintenance tools. The garage is currently used as the heated shop for the golf course which also houses the irrigation computer. We would like to build a 40' X 40' pole building which would serve as the new heated shop, which we would like to frame out a 12' x 12' area for an office to house our irrigation computer, and potential add a bathroom onto it. This building would also have equipment stored in it, that way we can have all of our equipment parked inside.

### Standard for Approval

The new shop will meet all setback requirements and will be used in conjunction with the other two buildings in the Southwest corner of the property in order to store golf course equipment and run a golf course grounds department. The old buildings will have new steel put on them to match the proposed new building. We will seed a native grass buffer strip to the west of the proposed new building which will buffer the buildings from the highway. The traffic patterns of the property will not change, this new building will not add any new members or employees to the property therefore the traffic patterns of the property will remain the same. There will be no new signs being added to the property and any exterior lighting will be on the East side of the new building facing inward to the golf course. The new building is not going to change any of the current use of the maintenance facility as well as not cause any environmental harm.

### Landscape Requirement

To meet the 20% landscape requirement we will be adding new native grasses just to the West of the proposed new building. This will help add aesthetics to the surrounding of the new building as well as use water that runs off of the new building and the gravel road.



0.011 acres

40.66

40.11

40.1

125.5

39.64

40.12

11.98

11.99

10.95

40.62

153.6

81.27

124.5

36.46

36.46

316.54'

15'

15.01'

316.46'

12



## Ballard Golf & Country Club Conditional Use Permit Questions

### 1) **Site Plan:**

Included is a site plan made using Google Earth, all lines on the map are to scale per the measurements required. The Landscaped area to the West of the proposed new building and North of the parking, will be roughly 1300 sq. ft. In the site plan you can see that there are four parking spots approximately 20' x 10' for employee parking.

### 2) **Building Use:**

The farthest west (Maintenance building #2) building is used for equipment, outdoor tool storage, irrigation fittings, and seed. The building directly to the east of that (Maintenance building #1) is used for equipment storage as well as housing our tools, irrigation computer, Air compressor, power tools and workbenches. The proposed 40' x 40' new building would still have equipment stored in it, we would move our mechanics tools to the proposed new building, but also would like to have a 12' x 10' area framed in for an office to house our expensive irrigation computer and its components.

### 3) **Parking:**

There are currently 2 ADA parking spots in the clubhouse parking lot. Parking for all grounds crew employees will be on the west side of the west pole building. The four parking spots will accommodate our seasonal staff.

### 4) **Estimated Values of buildings when Constructed Excluding Clubhouse:**

(Buildings labeled usings names from assessor page)

Building 3 (West Maintenance Shed): \$3600

Building 4 (Lower Cart Shed) : \$9000

Building 5 (Upper Cart Shed) : \$9000

Yard Extras #3 (Brown Shop) :\$5000

Pumphouse (building by pond): \$1,000

### 5) **Hours of Operation:**

Hours of operation of the country club varies by the season. During golf season the hours are sunup to sundown. During the off season the restaurant is open 4 days a week from 11:00AM-2:00PM, 5:00PM-9:00PM. The golf course maintenance staff made up of 1-4 crew members depending on time of year/season but hours generally range from 6:00AM-3:00PM

**6) Use of Clubhouse:**

The clubhouse is used for treating our guests (members or the public) to a great experience. There is a restaurant here which is one of only two sit down restaurants in town. The restaurant also has take-out available which many members of the community frequent. The clubhouse is also used to allow for gatherings for club functions, business meetings in the private meeting room, business christmas parties, and weekly Kiwanis meetings. On top of that, it is a golf course clubhouse, we serve candy bars, chips, and refreshments to golfers.

**7) Zoning Permits:**

**8) Setbacks:**(Buildings labeled usings names from assessor page)

Building 3: South: 39' West: 112' (To R.O.W.)

Building 4: North: 100' West: 494' (To R.O.W.)

Building 5: North: 135' West: 380' (To R.O.W.)

Yard Extras #3: South 39' West: 140' (To R.O.W.)

Pumphouse (not listed) South 580' East 1,110'

**9) Open Side Picnic Shelter Demolition:**

The open side picnic shelter will be demolished by March 1st 2020

**10) Dates of Construction of all accessory buildings:**

All accessory structures were constructed in 1975 besides the pump house by the pond and the addition to the lower cart shed. The addition to the lower cart shed was completed in 2006.

**11) Planned future improvements:**

As of today there are no planned future improvements.

**12) Employee parking at maintenance facility:**

Included is an overhead google earth picture showing employee parking at the maintenance facility. We will have 4 parking spots roughly 20' x 10'. Depending on the time of year we have 1-4 employees that report to the maintenance facility, these parking spots will accommodate them.

**13) Site Visit**

**14) Zoning Permits we have records for:**

We have no zoning permits in our files

**15) Variance Application:**

# Ballard Golf & Country Club

**Legend**

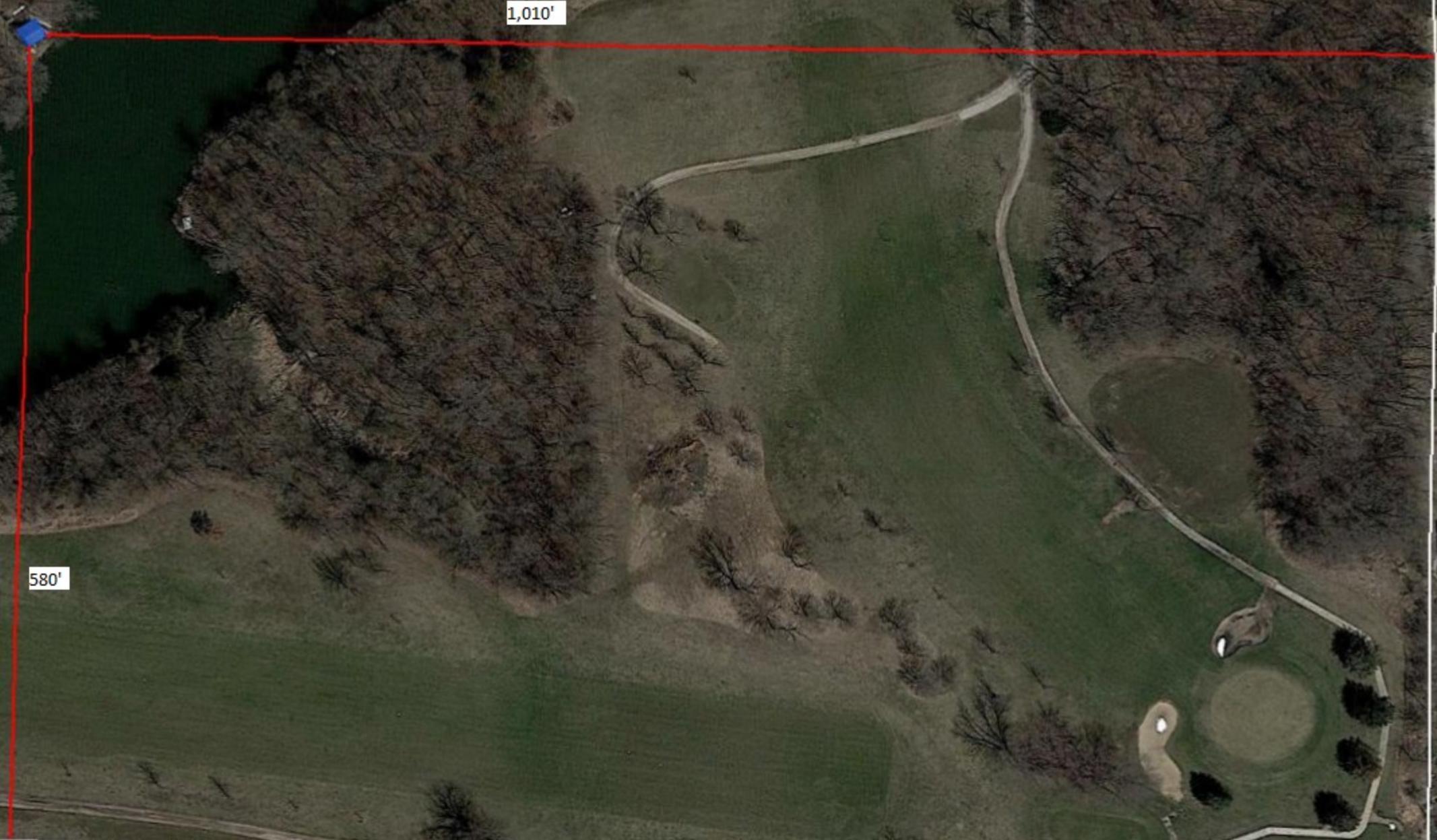
- ADA Parking
- Cart Sheds
- Clubhouse
- Maint. Building #1
- Maint. Building #2
- Maint. Employee Parking
- New Landscape Area
- New Shop
- Pumphouse
- Setbacks
- US-69 R.O.W.



# Pumphouse Setbacks

**Legend**

- Property Lines
- Pumphouse
- Pumphouse



# Maintenance Building Setbacks

**Legend**

- Maint. Building #1
- Maint. Building #2
- New Shop
- Setback
- US-69 R.O.W.



# Maintenance Area

**Legend**

- Maint. Building #1
- Maint. Building #2
- Maint. Employee Parking
- New Landscaped Area
- New Shop

New Landscape Area

New Shop

Employee Parking

Maint. Building #2

Maint. Building #1



# Clubhouse ADA Parking

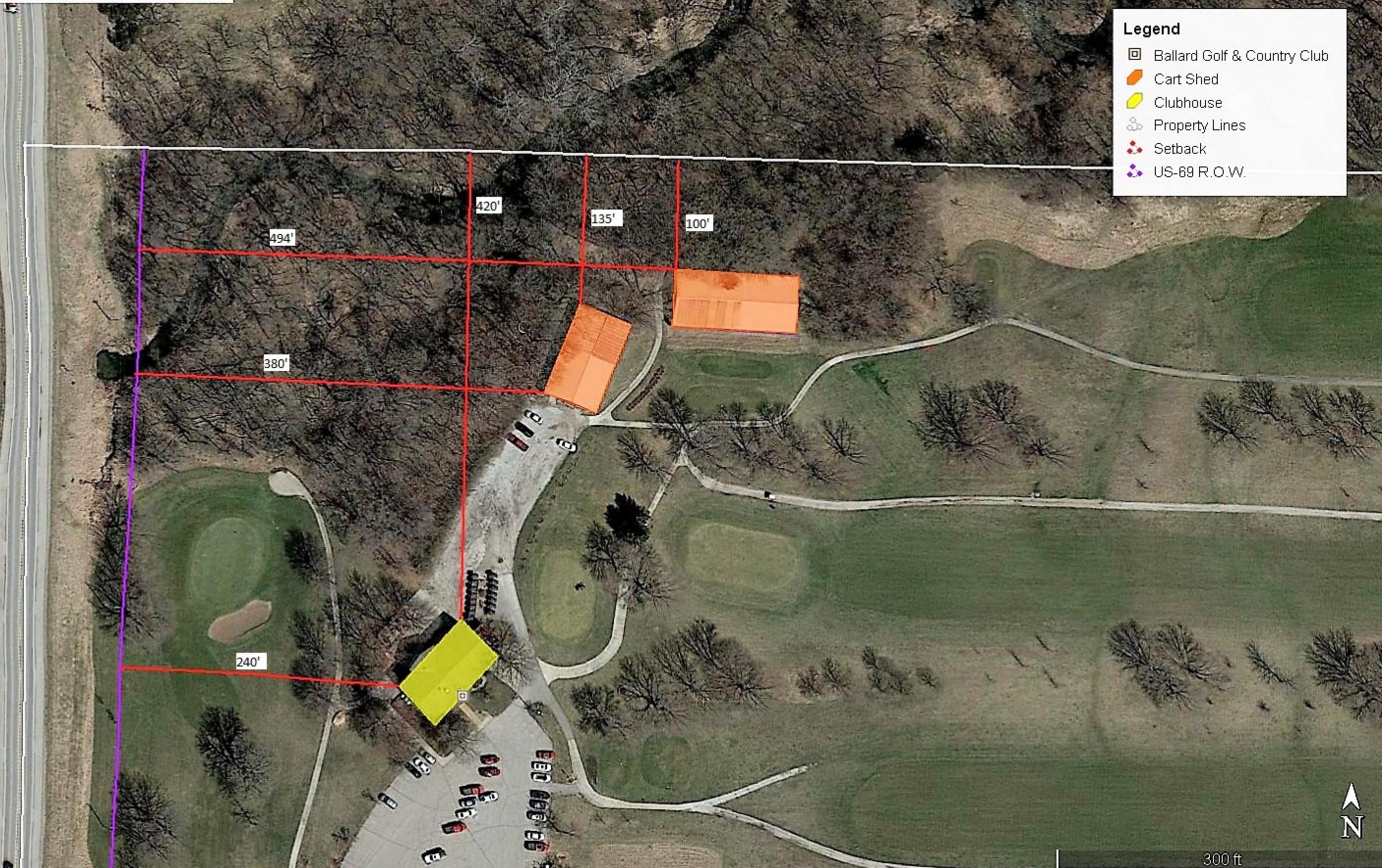
**Legend**  
[Icon] Ballard Golf & Country Club



# Clubhouse/Cartshed Setbacks

**Legend**

- Ballard Golf & Country Club
- Cart Shed
- Clubhouse
- Property Lines
- Setback
- US-69 R.O.W.



# BGCC Buildings

**Legend**

- Cart Sheds
- Clubhouse
- Maint. Building #1
- Maint. Building #2
- New Shop
- Pumphouse





# 2020 Story County Planning and Development Work Program

This 2020 Story County Planning and Development Work Program is a guide for Planning and Development staff in the 2020 calendar year, as well as a guide for budget proposals for the 2020/2021 fiscal years. This work program is not intended to replace any essential functions of staff outlined in their job descriptions, but to build on those essential functions by identifying issues discussed by the Story County Planning and Zoning Commission and the Story County Board of Supervisors at their annual joint meeting, and determining appropriate measures to achieve the objectives of each identified work program item.

Source: C2C Plan = C2C  
Other = O

## Tier 1 High Priorities (Completion by February 2020)

1. O-Construction/Demolition Landfill
2. C2C-Audit regulations to determine whether we have Smart Development Practices that limit disaster impacts
3. O-Identify and determine if subdivision roads including private drives in unincorporated Story County have been dedicated to the public. Report on the history, purpose, and current signage of these roads.
4. O-Ames Urban Fringe Plan – prepare resolution to extend deadline, prepare schedule for future discussion and action.  
**(Completion by April 2020)**
5. O/C2C-Conduct a comprehensive review of Land Development Regulations, including rezonings, as necessary to implement C2C and future land use map and review regulations adopted prior to 1985 for obsolete, ineffective or unenforceable regulations.
6. C2C-Review parking standards.
7. C2C-Review lighting standards.
8. O-Exploration of cities in Story County and adjacent counties with building codes - pros and cons and cost benefit analysis.
9. O-Consider requesting Board of Supervisors to set policy waiving zoning permit and development application fees to Cities, States, School Districts and State agencies – Conduct County-wide department assessment.
10. O-Consideration of conservation/sustainability design standards for all County development.
11. O-Citizenserve permitting and development case software implementation.
12. O-**Watershed Assessment High & Medium Priorities** – Sensitive Environmental Areas Enhancement and Protection Program, Erosion Control & Stormwater Mgt & Municipal Outreach (See Watershed Assessment Implementation Matrix for details).



# 2020 Story County Planning and Development Work Program

## Tier 2 Medium Priorities (Completion by June 2020)

13. C2C-Establish location guidelines for proposed subdivisions.
14. C2C-Establish minimum levels of services.
15. C2C-Review and consider ways to connect streets and trails for a unified transportation network appropriate to Story County.
16. C2C-Create a development review evaluation matrix to determine potential ag/non-ag conflicts
17. C2C-Designate Natural Resource Areas on future land use map (In Growth Townships)
18. C2C-Develop and implement requirements for groundwater impact analysis
19. O-Explore options/regulations for reusing existing accessory structures and construction of new accessory structures
20. O-Explore opportunities in other areas of the County (Iowa Center and Shipley) to assess and respond to needs, similar to the work completed in Fernald (Work Program 2018)
21. O-**Strategic Plan High Priorities** – Access broadband connectivity, Central Mission Statement, Explore partnerships such as 28E's to provide existing services efficiently, Conduct study assess needs for enhanced security, Develop metrics to determine which roads get improved, Seek out public-private partnerships to improve transportation networks, Access and create plan to address internal technology needs and upgrades, Develop, implement and monitor strategies and partnerships to build upon county-wide watershed assessments (See Strategic Plan 2019-2023 for details).

## Tier 3 Low Priorities (Completion by end of December 2020)

22. C2C-Draft healthy homes design guidelines
23. C2C-Develop public outreach toolkit to be used with the development review process
24. C2C-Designate Natural Resource Areas on future land use map (In Remaining Townships)
25. C2C-Develop density based zoning program