

**STORY COUNTY
PLANNING AND ZONING**
STORY COUNTY ADMINISTRATION
900 6TH STREET
NEVADA, IOWA 50201-2087

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"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

DATE: March 7, 2018	Aaron Steele, Chair	2018
	Jerry Cable, Vice Chair	2019
CALL TO ORDER: 4:00 PM	Kathy Mens	2022
	Linda Murken	2020
PLACE: Public Meeting Room	Marvin Smith	2018
Administration Building	PJ McBride	2021
	*Jonathan Sherwood	2020

STAFF PRESENT: Jerry Moore, Director; Emily Zandt, Planner; Amelia Schoeneman, Planner; Stephanie Jones, Recording Secretary

PUBLIC PRESENT: Doug McCay, Dona Couman, Becky Christiansen, Lisa Harmison, Kim Christiansen, Steve Black, Jenn Waters, Karin Anderson, Craig Anderson, Ward Wester, Gina Perkins, Cole Perkins, Chase Perkins, Jacob Souhrada, Susan Souhrada, Terry & Sharon Klinger, Greg Ervanian, Lauris Olson

APPROVAL OF AGENDA

APPROVAL OF MINUTES (MCU)

March 7, 2018

PUBLIC COMMENTS:

None

PUBLIC HEARING ITEMS:

CUP03-08.2 Center Grove Orchard Kids Farm Camp

Jerry Moore presented the staff report and gave an overview of the proposed kid's camp program stating that the applicant proposes weeklong day camp sessions for kids offered each week in June and July. The farm camp is a program planned for pre-school to 2nd grade and 3rd to 8th grade kids. The farm camp will encourage campers to explore the applicant's farm and discover how science is tied to farming. Campers will experience the lifestyle of growing their own food and caring for livestock. The applicant's farm grows many different crops and campers will learn about the production of the crops. Moore stated that with previous CUP requests, concerns were raised from neighbors about noise from kids playing on the designated play features on the property. Moore stated that if noise became a concern with neighbors, Planning and Development Department would work with Mr. Black to resolve the matter. Moore also provided details of proposed traffic levels and indicated the traffic would be greater than the normal summer traffic levels to and away from the property, however, the traffic would be significantly

less than the traffic levels experienced in the fall during the Center Grove Orchard's peak operating period.

Murken asked if DHS had provided a statement that, a childcare license is not necessary. Moore stated that there is an email on file from DHS stating that a childcare license is not necessary.

Steve Black stated that that he is expecting the number of kids per day to be at the low end of the range.

Murken asked for clarification of the age. Mr. Black stated that the children must be enrolled in pre-school to 2nd grade, and 3rd to 8th grade. Murken asked if there are ratio guidelines. Mr. Black stated that the goal is 7 kids to 1 staff member. McBride stated that her recommendation would be to have extra staff on hand just in case it is needed. Smith asked about the hours of camp and Mr. Black stated 9:00am to 4pm.

MOTION: The Story County Planning and Zoning Commission recommends approval of the Conditional Use Permit as put forth in case CUP03-08.2, as submitted and directs staff to place the case on the March 21, 2018 Board of Adjustment agenda.

Motion: Mens

Second: Murken

Voting Aye: Murken, Cable, Steele, McBride, Smith, Mens

Voting Nay: None

Not Voting: None

Absent: Sherwood

Vote: (6-0)

ADMN01-18 Vacation of 15' Wide Walkway and Utility Easement Located Between Lot 5 and Lot 6 (Except Parcel A) Forrest Park Subdivision

Moore gave an overview of the request to vacate an existing 15 feet wide walkway (Right-of-Way) and utility easement located between Lot 5 & Lot 6 (except Parcel A) of the Forrest Park Subdivision. The lots are currently owned by Forrest Park Property Management (Fred Chitty). Mr. Chitty was the developer of the Forrest Park Subdivision. Mr. Ward Wester is interested in acquiring the two lots and the 15 feet wide walkway and utility easement area and plans to construct a new single-family dwelling and accessory structure on the new combined lot. Mr. Wester submitted a site plan sketch showing the proposed accessory structure in the northwest area of the lot and the south portion of the accessory structure is located on the 15 feet wide walkway and utility easement area. The proposed single-family dwelling is shown in the south area of the lot. Moore stated that while Lot 5 and Lot 6 (except Parcel A) are shown as separate lots on Beacon, the County's website, the two lots are considered one, .9 acre lot and have one parcel number (11-29-309-295). The 15 feet wide walkway and utility easement area contains approximately .06 acres. Moore also indicated that Mr. Wester is proposing to grant a 15 feet wide walkway and utility easement for the north 15 feet of the new combined lot.

MOTION: The Story County Planning and Zoning Commission recommends approval of the 15 feet wide walkway and utility easement vacation as put forth in case ADMN 01-18 with conditions that applicant submits a revised Plat of Survey showing the new 15 feet wide walkway and utility easement and a written easement document, both to be recorded and directs staff to place this item on the Board of Supervisors meeting agenda.

McBride stated that there must have been another plan previously that would have required the easement. Moore agreed that there was possibly a need to extend utilities back to where there was possibly going to be a common building.

Ward Wester stated that he is looking to purchase the lot to build a home. Mr. Wester explained the situation of the walkway and why it is in between lot 5 and ½ of lot 6. Mr. Wester also thought the

proposed location for the walkway and utility easement would align better with the planned walkway and utility easement on the east side of the road if that area ever develops in the future.

Craig and Karen Anderson stated that their property is on the north side and the proposed new walkway and easement area. They indicated there has never been any utilities in the existing walkway and utility easement. The Anderson's have concerns about the walkway impeding the natural flow of water if the ground is changed. Mr. Anderson stated that if both walkways were vacated and only use the entrance to the south end of the property for a walkway that the potential for water flow problems could be eliminated. Mr. Anderson stated that there is also concerns about gaining access to mow around the pathway.

Smith asked if eliminating the easement all together was an option. Moore stated that could be an option and it was originally centered between two lots. Smith stated that he is inclined to leave the easement and if it is not being used it will not hurt anything. Discussion took place about future plans for the area. Moore stated that he does not know what the plans are for future development with regard to the area on the east side of the road that was previously a part of the subdivision. Steele asked if the lots on the east side have all been combined into one parcel and Moore stated that was correct. Moore stated the surface type of the proposed walkway may be up to the homeowners association and they could decide to keep it in a more natural state than a graded paved surface. Murken stated that the easement will not impede drainage, but a walkway would and that an easement would allow a walkway being built.

MOTION: The Story County Planning and Zoning Commission recommends conditional approval of the 15 feet wide walkway and utility easement vacation as put forth in case ADMN 01-18 with a condition that the applicant submit a revised Plat of Survey showing the new 15 feet wide walkway and utility easement and a written walkway and utility easement document, both to be recorded and placed on the Board of Supervisors agenda.

Motion: Smith

Second: Cable

Voting Aye: Smith, Cable, McBride, Steele, Mens, Murken

Voting Nay: None

Not Voting: None

Absent: Sherwood

Vote: (6-0)

CUP01-18 Country Living Court, LLC

Amelia Schoeneman presented the staff report and stated that this request is for a conditional use permit to allow Recreational Vehicles (RVs) at Country Living, an existing manufactured housing community. The applicant proposes that RVs may be located in 10 of the 37 existing lots for manufactured homes and interchanged with manufactured homes as needed/determined by demand. No additional lots beyond the existing 37 are proposed. The property is zoned Residential Manufactured Housing (RMH) District, where manufactured housing developments are a permitted use and commercial campgrounds/travel trailer parks are permitted through a conditional use permit.

Smith asked if the RVs have been there for a period of time and that in order to bring the property up to code this is being proposed tonight with conditions. Schoeneman agreed that is the case. Mens asked about the placement of RVs throughout the park. Steele asked if an RV lot could be turned into a manufactured lot and Schoeneman stated that would not require a modification and would be permitted, but any new lots for RVs would require a modification. Murken stated that it is always a good idea to obtain a CUP ahead of time. Schoeneman stated that with the work program to conduct annual reviews of manufactured home parks, requirements are now being better communicated with the manufactured home parks.

MOTION: The Story County Planning and Zoning Commission recommends approval of the Conditional Use Permit for the Commercial Campground/Travel Trailer Park as put forth in case

CUP01-18, with conditions and directs staff to place the case on the Board of Adjustment agenda for their March 21, 2018 meeting.

- 1. 911 addresses shall be posted for each RV site in accordance with the requirements of Story County Ordinance No. 161 within 30 days.**
- 2. Delinquent taxes on the property and also individual units owned by Country Living Mobile Home Park are paid to current status.**
- 3. RVs shall connect, in the same manner as a manufactured home, to water, gas, and sewer. All RVs are required to have adequate bathroom facilities (shower, toilet, etc.). All RVs located on the property in the winter are required to have appropriate skirting.**
- 4. A modification to the conditional use permit is required for the conversion of any additional lots to RV spaces.**

Motion: Cable

Second: Murken

Voting Aye: Smith, Cable, Murken, Steele, Mens, McBride

Voting Nay: None

Not Voting: None

Absent: Sherwood

Vote: (6-0)

CUP08-17 Raspberry Hill Resort Commercial Campground and Travel Trailer Park

Emily Zandt presented the staff report and stated that this request is for a Commercial Campground and Travel Trailer Park with up to 20 permanent cabins and 10 parking spots for Recreational Vehicles (RVs) to be located at 5500 240th Street, Ames. This proposed use is in addition to the eight-room Bed and Breakfast and 4,400 square foot event venue for up to 300 guests approved as CUP09-17 by the Board of Adjustment on February 21, 2018. This request is not consistent with the Ames Urban Fringe Plan Land Use Framework Map designation and policies of the Urban Residential Area, is not compatible with surrounding land use, and has potential for major impacts on nearby property owners.

Smith asked about the impact of denial by the City of Ames. Steele asked if the City of Ames has an approval process if the Commission recommends approval and goes onto the Board of Adjustment. Cable asked if the commission approves the request, if the City of Ames can stop it. Moore stated the request will go to the BOA to be decided and the Board of Adjustment decisions can be challenged in court.

Brad Perkins gave background information about the proposed campground. Mr. Perkins stated that the intention is not for this to be a normal campground. Mr. Perkins stated that this campground is to compliment the event venue in order to allow more people to stay on site, which would allow for less driving and less traffic. Mr. Perkins stated that the master plan shows 20 cabins to begin with, but he intends to start with fewer. Mr. Perkins stated that he has spoken with the fire department, there are no concerns about fighting fires, and that all fire trucks would be able to turn into the driveways. Mr. Perkins stated that he plans to have a storm water drainage system to be used for lawn irrigation and toilet flushing. Mr. Perkins stated that a peat based septic system would be capable of treating sewage on site without the need of a lagoon system or laterals. Mr. Perkins stated that the distances from the campground improvements to potential future developments are very similar to what is already allowed on the other side within the city as far as campfires and grills. Mr. Perkins stated that if in the future someone wanted to buy him out, the cabins could easily be torn down and a new development constructed. Mr. Perkins stated that he has worked on this property for a year and a half and this is the only property available that will work for his proposed plan. He stated that he needs something that is not in agricultural row crops and is big enough to have a large buffer from neighbors.

Greg Ervanian spoke on behalf of Jim and Teresa Palensky, the adjacent property owners to the west of

the property. Mr. Ervanian stated that staff has done a thorough job with this application and that he encourages the commission to adopt alternative number 3 in accordance with the staff recommendation. Mr. Ervanian stated that the risk of possible fires from campfires or grilling are cause for concern.

Kim Christiansen stated that he lives to the east of the property and he feels that this proposal is consistent with the area and he does not have any concerns. Mr. Christiansen has concerns about the City of Ames annexing this area in the future and that there is no incentive to develop due to no water and sewer being in the area.

Doug McCay stated that the City of Ames is trying to control what happens in this area. Mr. McCay stated that with 2 conditional use permits having been approved, there should be consideration given to what is best for the area. Mr. McCay stated that he agreed with Mr. Perkins and these cabins could easily be torn down in the future for a housing development to take place.

Lisa Harmison stated that she lives west of the property and that she is not in favor of this proposal. Ms. Harmison stated that she exercises on 240th and the increase in traffic is a safety concern. Ms. Harmison is also concerned about the potential for noise every weekend.

Mens asked if the Kelley Fire Department serves the area. Mens stated that she is from a small town and is not worried about a fire because of the ability for the fire department to receive aid from other departments in the area. Mr. Perkins stated that he plans to install a 2" connection for use by the fire department in the event of a fire emergency.

Smith spoke about the agreement to support the Ames Urban Fringe Plan when it makes sense. Smith sees this as a question to whether Ames has a plan for pending development and that the goal has been to develop west and most development has been to the north. Smith stated that the possibilities are for a subdivision in the area with increased traffic at all times, or for a use such as the proposed with occasional increased traffic. Murken stated that the text amendment was not for this property, but Smith stated it was prompted by this request. Smith stated if things like this are not allowed how can there ever be opportunity if everyone always says not here and not now.

MOTION: The Story County Planning and Zoning Commission recommends approval of the Conditional Use Permit for the Raspberry Hill Resort Commercial Campground and Travel Trailer Park as put forth in case CUP08-17, as submitted, and directs staff to place the case on the Board of Adjustment agenda for their March 21, 2018 meeting.

Motion: Cable

Second: Smith

Voting Aye: Cable, Smith, Mens, McBride, Steele

Voting Nay: Murken

Not Voting: None

Absent: Sherwood

Vote: (5-1)

Steele called for a 10-minute recess at 6:20.

Steele called the meeting back to order at 6:30.

Steele stated for the record that the previous applicant offered a gift of farm fresh eggs to the commission, and that the gift was not accepted due to Iowa gift laws.

ADDITIONAL ITEMS:

Ames Urban Fringe Plan Review

Jerry Moore gave an overview of the task and stated that as part of the 2017 work program, the Story

County Planning and Development Department was assigned to work with the City of Ames and the City of Gilbert to review the Ames Urban Fringe Plan (AUIFP) and the Land Use Map. The Land Use Framework Map identifies the location of the AUIFP designations to guide the review of land use, zoning, subdivision and other regulations. The department was to consider potential changes to the Land Use Framework Map in the area north of the Ames corporate limits and south of the Gilbert corporate limits and opportunities for new residential and other development. Moore stated that the City of Ames is currently developing a new comprehensive plan and may consider changes to the AUIFP in the area north of the city over the next several years. The City of Gilbert is also currently going through a comprehensive plan update and that they support slow growth to align with the school district's growth plans. Moore summarized the items reviewed by staff. Moore indicated that future development decisions will be driven by property owner's interest, market conditions and will include the planning underway with the Cities of Ames and Gilbert. Moore asked for a motion. Murken stated that she would like to bring this back next month so that there is more time to review.

MOTION: Move item to April meeting.

Motion: McBride

Murken: Second

Voting Aye: Cable, Smith, Steele, Mens, McBride, Murken

Voting Nay: None

Not Voting: None

Absent: Sherwood

Vote: (6-0)

Draft Stormwater And Erosion Control Ordinance

Schoeneman presented the draft ordinance and summarized Definitions to be added to Chapter 85 of the Story County Land Development Regulations and Amendments to Chapter 88.05 of the Story County Land Development Regulations. Schoeneman indicated the Planning and Development Department provided copies of the amendment to landowners, developers, environmental groups and that it was posted on the County's website and she went through some of their concerns and viewpoints. Discussion took place that the ordinance is needed. Steele asked if this would affect someone that would build a pond. Moore stated that the idea would be to have requirements for erosion control during construction at minimum. Steele asked if there is a way to prevent someone from just making changes incrementally as to not trigger the 10,000 square foot threshold. Schoeneman stated that there were issues with identifying and defining pre-development rates and addressing incremental changes, and feedback on the issue would be welcomed. No action was taken by the Planning and Zoning Commission on this item.

Draft Traffic Impact Analysis And Study Ordinance

Zandt presented the draft ordinance and summarized definitions, the purpose of the ordinance, administration and contents of the traffic impact study. Steele stated that traffic improvements become necessary after numerous development projects, and this ordinance would place the cost of the improvement on the latest developer. Steele had questions on how that could be addressed. Steele asked how the Planning and Zoning Commission could have influence over when a study would be required. Zandt stated it could be possible and would further research options for when the Planning and Zoning Commission could provide recommendation on the need for a traffic study to the Board of Supervisors. Murken stated that she feels the traffic issues have come up from cases brought to the PZC. Steele stated that a recommendation for a traffic study does not get the road improvements done. Discussion took place about who would control when traffic studies are done. The PZC would like more clear authority as far as what they can require for traffic studies. Smith stated there are questions about incremental increases in vehicle numbers and what the PZC could do to trigger cumulative plans.

COMMENTS:

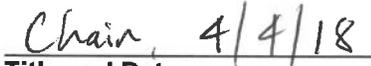
STAFF: None

COMMISSION: None

ADJOURNMENT: 7:20 PM



Approval of Minutes



Title and Date