



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

“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: January 4, 2023	*Ben Jensen, Vice Chair	2025
CALL TO ORDER: 4:00 pm	Debbie Younkin	2026
	*Kathy Mens	2027
PLACE: Public Meeting Room	Ray Lee	2023
	Dalton Johnson	2024
	Bart Clark	2025
	Gary Guthrie	2023
In the Administration Building	*Absent	

Special Note: Members of the public could also participate via Zoom.

STAFF PRESENT: Amelia Schoeneman; Director, Marcus Amman; Planner, Alanna Patterson; Recorder

PUBLIC PRESENT:

JOINT WORK SESSION OF BOARD OF SUPERVISORS AND PLANNING AND ZONING COMMISSION

COMMISSION AND BOARD MEMBERS PRESENT: Latifah Faisal, Linda Murken, Lisa Heddens, Gary Guthrie, Bart Clark, Dalton Johnston, Ray Lee, and Debbie Younkin

The Board of Supervisors and Planning and Zoning Commission met to discuss the work program items for the Planning and Development Department.

Schoeneman began the discussion on the 2023 Work Program beginning with the below items.

Recommended High Priority

These items are all currently ongoing and will be completed in the first half of the year. Staff does not recommend reducing their priority level as substantial work has already occurred on each item.

1. Ames Urban Fringe Plan—to be completed 4/30/2023
2. Debris Management Site Planning and Acquisition—to be completed 6/30/2023
3. Conservation Design Standards and Sensitive Environmental Areas Regulation Review, Natural Resource Mapping—to be completed 3/31/2023

The Commission and Board recommended public outreach for this item.

4. Code Compliance Coordinator Position Creation—to be completed 12/31/2023
5. Review and Update of Chapter 90 Conditional Uses—to be completed 8/31/2023
6. Minimum Levels of Service and Chapter 87 Land Divisions Review and Update—to be completed 12/31/2023.
7. Consider Building Code and Healthy Homes Guidelines Adoption—to be completed by 12/31/2023 or carried over to the 2024 Work Program

Recommended Low Priority

These items were on the 2022 Work Program but not started by staff. They likely will not be started in 2023, but will be higher priorities in 2024 and future work programs.

8. Urban Expansion Area Updates
9. Erosion Control and Stormwater Management Outreach

Schoeneman suggested this topic being a “lunch and learn” session.

10. Trail Planning and Dedication Program

New Items to Add

These items are new items staff are proposing to add to the 2023 Work Program.

Recommended High Priority

These items are recommended to be prioritized as high priorities for the following reasons: staff has begun work on them and they are required to come into compliance with state law or addresses a common issue.

11. Current Projects Map—to be completed 3/31/2023

Schoeneman suggested this item be moved to Medium Priority to prioritize the Healthy and Viable Manufactured Home Parks Program. Linda Murken agreed, followed by the rest of the Board and Commission.

12. Home Business Ordinance Update—to be completed 4/30/2023

Schoeneman touched on the county coming into compliance with the new state code.

13. Floodplain Ordinance Review and Update—to begin in the first quarter of 2023 and be completed by 8/31/2023.

Recommended Medium Priority

Most of these items are strategies in the C2C Plan or County's housing study. They are higher priority items in these plans. Staff recommends making them medium priorities as we feel we have the capacity to complete them in 2023.

14. Flood Preparation and Recovery Guide—to be completed by 6/30/2023

15. C2C Plan Five Year Review—to be completed by 12/31/2023

16. Develop an Inventory of Publicly-Owned Lands—to be completed 7/31/2023

17. Identify Vacant Lots within Communities—to be completed 7/31/2023

18. Identification of Underdeveloped Properties in Cities and County—to be completed 7/31/2023

19. Healthy and Viable Manufactured Home Parks Program –ongoing

Schoeneman offered to move this item to High Priority by moving the Current Maps Project to Medium Priority. Murken agreed, followed by the rest of the Board and Commission.

20. Database of Community Ordinances—to be completed 5/31/2023

Recommended Low Priority

These items are also likely higher priority strategies from the C2C Plan or housing study. However, staff does not have the capacity to complete them in 2023. They also may be lower priority items in these plans.

21. Develop Historic Preservation Plan/Certified Local Government
22. Develop Substantial Damage Management Plans
23. Explore Partnerships to Build on Existing and Potential Agri-Tourism Programs
24. Evaluation of Zoning Requirements and Revisions Necessary to Support Reuse and Adaption of Spaces
25. Evaluation Zoning Requirements and Revisions Necessary to Support ADUs and Provide Pre-Approved Plan Sets
26. Reduce Parking Requirements and/or Consider Adoption of Parking Maximums for Residential Uses, Including Multifamily
27. Evaluate Lot Size and Setback Reductions

Annual Items

These items do not require prioritization but were included to inform the Board and Commission of the department's other activities.

- C2C Plan Future Land Use Map and Official Zoning Map Updates and Adoption
- Community Rating System Recertification (for discount on flood insurance policies)
- Floodplain Outreach
 - Educate and engage stakeholders regarding County's interpretation of floodplain ordinance
 - Continue to explore partnerships and opportunities for the protection of flood prone properties in unincorporated Story County
 - Distribute the "Know your Floodplain" curriculum to middle school and high school science/voc-ag teachers annually and provide opportunities to use the Ward 3-D Stormwater Simulation Model to engage with students and citizens
- Conduct annual meetings with city administrations
- Conduct annual available lands analysis

MOTION: Heddens moved to adjourn the meeting.

Motion: Heddens

Second: Faisal

Voting Aye: (MCU)

Voting Nay:

Not Voting:

Absent: Jensen, Mens

Adjournment: 4:46 PM

Regular Planning and Zoning Commission Meeting

Called to Order at 5:00 PM

APPROVAL OF AGENDA

MOTION: Dalton Johnston moved to approve the agenda as-is.

Second: Younkin

Voting Aye: (MCU)

Voting Nay:

Absent: Mens, Jensen

Motion passed.

PUBLIC COMMENTS: none

NEW BUSINESS: Election Of Officers For 2023 Calendar Year

Schoeneman explained chair and vice-chair are the positions being voted on.

MOTION: Lee moved to nominate Ben Jensen to chair.

Motion: Lee

Second: Younkin

Voting Aye: (MCU)

Voting Nay:

Absent: Mens, Jensen

Motion passed.

MOTION: Younkin moved to nominate Ray Lee to vice chair.

Motion: Younkin

Second: Johnston

Voting Aye: (MCU)

Voting Nay:

Not Voting:

Absent: Mens, Jensen

Motion passed.

PUBLIC HEARINGS: Discussion and Consideration of CUP22-000012 City of Nevada Tree Debris Site

Marcus Amman presented on the CUP22-000012 City of Nevada Tree Debris Site and staff's recommendation.

Ryan Hutton with the City of Nevada spoke on their plans for the debris site.

Younkin asked if the burning is an issue and a permit is needed.

Hutton responded the City can acquire a permit, and the smoke could settle with how low the site is.

Younkin asked if they even need a permit since burning will be infrequent

Hutton responded a permit would be required no matter the infrequency, and also touched on the research they've done to decide on the frequency of burning the debris.

Guthrie asked if there would be enough demand for the mulch.

Hutton responded they've spoken to one farmer in need and that there are various uses for this type of mulch.

Lee asked about the traffic flow of hauls they foresee and if any additional driveways or lanes would be needed.

Hutton noted an already established drive lane will be used, and is gated with a lock.

Younkin questioned the possibility of the entrance flooding.

Hutton noted there's another path that could be used if the normal path is flooded and pointed this route out to the Commission.

Lee opened the public hearing portion of the meeting to allow any members of the public to provide comment.

No comments.

MOTION: Johnston moved to approve option 2, staff's recommendation: The Story County Planning and Zoning Commission approves the Conditional Use Permit for the City of Nevada Tree Storage Debris Site as put forth in case CUP22-000012, with conditions.

Motion: Johnston

Second: Clark

Voting Aye: Johnston, Clark, Younkin, Lee, Guthrie

Voting Nay:

Not Voting:

Absent: Jensen, Mens

COMMENTS

Staff: Schoeneman noted the Fringe Plan update moving forward in February, may also have a conditional use permit in February.

Board: Younkin thanked staff for providing the work program information early to provide them ample review time.

MOTION: Johnston moved to adjourn the meeting.

Motion: Johnston

Second: Clark

Voting Aye: (MCU)

Voting Nay:

Not Voting:

Absent: Jensen, Mens

ADJOURNMENT: 5:23 PM

Approval of Minutes

Title and Date