

The Board of Supervisors met on 12/21/21 at 10:00 a.m. in the Story County Administration Building. Lisa Heddens, Latifah Faisal, and Linda Murken, with Heddens presiding. (all audio of meetings available at [storycountyia.gov](http://storycountyia.gov)).  
**SPECIAL NOTE TO THE PUBLIC:** this meeting is also being offered via Zoom.

**ADOPTION OF AGENDA:** Murken moved, Faisal seconded adopting the agenda as presented. Motion carried unanimously (MCU) on a roll call vote.

**PROCLAMATION RECOGNIZING JANUARY OF 2022 AS RADON AWARENESS MONTH:** The Board read the Proclamation in full. Murken moved, Faisal seconded the approval of the Proclamation recognizing January of 2022 as Radon Awareness Month. Roll call vote. (MCU)

**MINUTES:** 12/14/21 Minutes – Faisal moved, Murken seconded the approval of the 12/14/21 Minutes as presented. Roll call vote. (MCU)

**PERSONNEL ACTIONS:** 1) pay adjustment, effective 12/19/21, in a) Planning and Development for Stephanie Jones @ \$21.76/hr. Faisal moved, Murken seconded the approval of the Personnel Actions as presented. Roll call vote. (MCU)

**CLAIMS:** 12/23/21 Claims of \$815,708.00 (run date 12/17/21, 36 pages, on file in the Auditor's Office) and authorize the Auditor to issue checks in payments of these claims and payment requests from Central Iowa Drug Task Force (\$6,779.27), Holding-Seized Funds (\$5,156.00), BooSt School Ready (\$17,182.70), BooSt Early Childhood (\$7,939.89), Emergency Management (\$744.31), E911 (\$18,170.95), County Assessor (\$2,964.98), Ames City Assessor (\$17,905.19), and Central Iowa Community Services (\$414,979.20). Murken moved, Faisal seconded the approval of Claims as presented. Roll call vote. (MCU)

Faisal moved, Murken seconded the approval of Consent Agenda as presented.

1. Maintenance and Licensing of election equipment with Adkins Election Services, effective 1/1/22-12/31/22, for \$45,751.00
2. Contract with Finco Tree and Wood Service, LLC for tree removal on Praeri Rail Trail for \$15,000.00
3. Appointment to the Board of Adjustment for a five-year term ending 12/31/26 – Matthew Neubauer
4. Appointment to the Board of Health for a three-year term ending 12/31/24 – Bethzayda Matos-Carrion
5. Appointment to the Board of Health for a three-year term ending 12/31/24 – Sherrie Pleis
6. Appointment to the Planning and Zoning Commission for a five-year term ending 12/31/26 - Debbie Younkin
7. Appointment to the Story County Judicial Magistrate Appointment Commission for the remainder of an unexpired term ending 12/31/26 – Casandra Eames
8. Road Closure Resolution: #22-29
9. Utility Permits: #22-6110, #22-6111, #22-6112

Roll call vote. (MCU)

**SECOND CONSIDERATION OF ORDINANCE NO. 298, AMENDING CHAPTER 86 – DISTRICT REQUIREMENTS, CHAPTER 85—GENERAL PROVISIONS, AND CHAPTER 88—GENERAL SITE PLANNING STANDARDS, OF THE STORY COUNTY LAND DEVELOPMENT REGULATIONS, OF THE STORY COUNTY CODE OF ORDINANCES:** Andrea Wagner, County Planner, reported on one change. The Planning and Zoning Commission recommends approval. No additional comments were received. She recommends approval and waiving third consideration. Heddens opened the public hearing at 10:09 a.m., and, hearing none, she closed the public hearing at 10:09 a.m. Murken moved, Faisal seconded the approval Ordinance No. 298, Amending Chapter 86 – District Requirements, Chapter 85.08 – Definitions, and Chapter 88 – General Site Planning Standards, of the Story County Land Development Regulations of the Story County Code of Ordinances on Second Consideration and waived Third and Final Consideration. Roll call vote. (MCU)

**SECOND CONSIDERATION OF ORDINANCE NO. 299 AMENDING CERTAIN BOUNDARIES OF THE OFFICIAL ZONING MAP OF STORY COUNTY IOWA—HOLUB REZONING:** Marcus Amman, County Planner, reported on no additional comments were received and recommended approval and waiving third consideration. Heddens opened the public hearing at 10:11 a.m., and, hearing none, she closed the public hearing at 10:11 a.m. Faisal moved, Murken seconded the approval of Ordinance No. 299, Amending Certain Boundaries of the Official Zoning Map of Story County, on Second Consideration and waived Third and Final Consideration. Roll call vote. (MCU)

**RECOMMENDATION BY STORY COUNTY BOARD OF HEALTH (BOH) THAT THE BOARD OF SUPERVISORS REQUIRE ALL COUNTY EMPLOYEES SUBMIT PROOF OF COVID-19 VACCINATION OR, IF UNVACCINATED, SUBMIT WEEKLY PROOF OF A NEGATIVE COVID-19 TEST:** Dr. John Paschen, Chair, Board of Health (BOH), reported he is returning to the Board and asking for reconsideration of the BOH's recommendation. He stated it is reasonable, especially considering the most recent outbreak. Paschen stated no law prohibits the Board from testing. Alissa Wignall, Human Resources Director, reported 50% of the employees work for an elected official. Heddens reported the County Attorney provided the opinion that the Board has jurisdiction over its own employees, not those of other elected officials. Paschen stated the more people who receive vaccination will influence others; it is a positive action from the Board. Discussion took place. Tim Meals, Story County Attorney, reported all litigation has been consolidated for appeal to the U.S. Supreme Court. A briefing on the issue about whether a stay will be issued is scheduled for 12/30/21. He stated the best course of action is to wait for the outcome of 12/30/21. Paschen reiterated there is no law against making employees test for COVID-19; mandates do work and others will follow suit. Murken stated she would like to wait until 12/30/21. Additional discussion took place. No action taken.

**UPDATED TRAVEL POLICY (REQUESTING WAIVING SEVEN-DAY REVIEW) AND UPDATED REQUEST FOR TRAVEL AUTHORITY FORM:** Lucy Martin, Auditor, reported the change is to conform with new State requirements which go into effect on 1/1/22. All Department Heads and Elected Officials were notified. This change affects lodging providers in Iowa only. The County Attorney's Office has reviewed the changes. Martin requested the Board waive seven-day review. Discussion took place. Martin reported on process for any employee with current travel authorization for the new year. Murken moved, Faisal seconded the approval of the updated Travel Policy, waiving seven-day review, and updated Request for Travel Authority form as presented. Roll call vote. (MCU)

**REPLACING THE RISK MANAGER POSITION WITH A HUMAN RESOURCES COORDINATOR:** Alissa Wignall, Human Resources Director, reported on last week's discussion and provided requested information. Faisal

moved, Murken seconded the approval of Replacing the Risk Manager Position with a Human Resources Coordinator. Roll call vote. (MCU)

**STORY COUNTY FUNDING ALLOCATION TO THE ANALYSIS OF SOCIAL SERVICES EVALUATION TEAM (ASSET) PROCESS FOR FY23:** Sandra King, Director of External Operations and County Services, reported on ASSET funding process. She will return to the Board in February. King reviewed requests and stated there are requests new to the ASSET process. Heddens clarified the request today is to determine the County's percentage of funding. The ASSET team will decide on apportionment to agencies. Discussion took place. Murken moved the approval of the Story County funding allocation from the following sources for the FY23 ASSET process: General Basic 8%; Local Option Sales Tax (LOST) 6%; Public Health 0%; Administrative Services 3%. Second by Faisal. Discussion took place. Faisal reviewed percentages. Additional discussion took place. Roll call vote. (MCU)

**LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS:** All Board members reported on upcoming meetings. The Board wished everyone safe and happy holidays.

Murken moved, Faisal seconded to adjourn at 11:15 a.m. Roll call vote. (MCU)

**Story County Board of Supervisors  
Meeting Agenda  
Administration Building  
900 6th St., Nevada, IA  
12/21/21**

1. SPECIAL NOTE TO THE PUBLIC: This Meeting Is Also Being Offered Via Zoom.  
**Members of the public can participate by using the information below:**

**To join the zoom meeting by computer, tablet, smartphone:**  
Visit [HTTPS://WWW.ZOOM.US/](https://www.zoom.us/)

Click on "Join A Meeting" and use the Zoom Meeting ID 981 7092 0243 and  
Password 446094

**To join the meeting by telephone:**  
Dial (312) 626-6799, then enter Webinar ID 981 7092 0243, Password 446094

Please visit [WWW.STORYCOUNTYIOWA.GOV/92/BOARD-OF-SUPERVISORS](http://WWW.STORYCOUNTYIOWA.GOV/92/BOARD-OF-SUPERVISORS)  
for more information on how to participate in meetings of the Story County Board  
of Supervisors.

2. CALL TO ORDER: 10:00 A.M.
3. PLEDGE OF ALLEGIANCE:
4. ADOPTION OF AGENDA:
5. PUBLIC COMMENT #1:  
This comment period is for the public to address topics on today's agenda
6. Consideration Of Proclamation Recognizing January 2022, As Radon Awareness Month

Department Submitting Environmental Health

Documents:

RADON AWARENESS MONTH.PDF

7. AGENCY REPORTS:
8. CONSIDERATION OF MINUTES:
- I. 12/14/21 Minutes

Department Submitting Auditor

9. CONSIDERATION OF PERSONNEL ACTIONS:
- I. Action Forms
- 1) pay adjustment, effective 12/19/21, in a) Planning and Development for Stephanie Jones @ \$21.76/hr;

Department Submitting HR

10. CONSIDERATION OF CLAIMS:

I. 12/23/21 Claims

Department Submitting Auditor

Documents:

CLAIMS 122321.PDF

11. CONSENT AGENDA:

(All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes on the motion.)

I. Consideration Of Maintenance And Licensing Of Election Equipment With Adkins Election Services, Effective 1/1/22-12/31/22 For \$45,751.00

Department Submitting Auditor

Documents:

AUDITOR.PDF

II. Consideration Of Contract With Finco Tree And Wood Service, LLC For Tree Removal On Prairie Rail Trail For \$15,000.00

Department Submitting Conservation

Documents:

FINCO TREE.PDF

III. Consideration Of Appointment To The Board Of Adjustment For A 5 Year Term Ending 12/31/26 – Matthew Neubauer

Department Submitting Board of Supervisors

Documents:

NEUBAUER APP.PDF  
NOTICE OF APPT.PDF

IV. Consideration Of Appointment To The Board OF Health For A 3 Year Term Ending 12/31/24 – Bethzayda Matos-Carrion

Department Submitting Board of Supervisors

Documents:

MATOS APP.PDF

NOTICE OF APPT.PDF

V. Consideration Of Appointment To The Board OF Health For A 3 Year Term Ending 12/31/24 – Sherrie Pleis

Department Submitting Board of Supervisors

Documents:

PLEIS APP.PDF  
NOTICE OF APPT.PDF

VI. Consideration Of Appointment To The Planning And Zoning Commission For A 5 Year Term Ending 12/31/26 - Debbie Younkin

Department Submitting Board of Supervisors

Documents:

YOUNKIN APP.PDF  
NOTICE OF APP.PDF

VII. Consideration Of Appointment To The Story County Judicial Magistrate Appointment Commission For An Unexpired Term Ending 12/31/26 – Casandra Eames

Department Submitting Board of Supervisors

Documents:

EAMES APP.PDF  
NOTIC OF APPT.PDF

VIII. Consideration Of Road Closure Resolution(S): #22-29 Consent

Department Submitting Engineer

Documents:

RC 22 29.PDF

IX. Consideration Of Utility Permit(S): #22-6110, 22-6111, 22-6112 Consent

Department Submitting Engineer

Documents:

UT 22 6111.PDF  
UT 22 6110.PDF  
UT 22 6112.PDF

12. PUBLIC HEARING ITEMS:

- I. Second Consideration Of Ordinance #298, Amending Chapter 86 – District Requirements, Chapter 85—General Provisions, And Chapter 88—General Site Planning Standards, Of The Story County Land Development Regulations, Of The Story County Code Of Ordinances – Andrea Wagner

Department Submitting Planning and Development

Documents:

STAFF MEMO.PDF  
ORDINANCE NO 298.PDF

- II. Second Consideration Of Ordinance #299 Amending Certain Boundaries Of The Official Zoning Map Of Story County Iowa– Holub Rezoning – Marcus Amman

Department Submitting Planning and Development

Documents:

ORDINANCE 299.PDF  
STAFF REPORT.PDF  
APPLICANT NARRATIVE.PDF

### 13. ADDITIONAL ITEMS:

- I. Discussion And Consideration Of Recommendation By Story County Board Of Health That The Board Of Supervisors Require All County Employees Submit Proof Of COVID-19 Vaccination Or, If Unvaccinated, Submit Weekly Proof Of A Negative COVID-19 Test- Dr. John Paschen, Board Of Health Chair

Department Submitting Board of Health

Documents:

LETTER TO BOS.PDF

- II. Consideration Of Updated Travel Policy (Requesting Waiving Seven-Day Review) And Updated Request For Travel Authority Form

Department Submitting Auditor

Documents:

REVISED REQUEST FOR TRAVEL AUTHORITY.PDF  
REVISED TRAVEL POLICY.PDF

- III. Discussion And Consideration Of Replacing The Risk Manager Position With A Human Resources Coordinator - Alissa Wignall

Department Submitting Human Resources

Documents:

HR COORDINATOR REQUEST.PDF

IV. Discussion And Consideration Of Story County Funding Allocation To The ASSET  
Process For FY 2022-23 – Sandra King

Department Submitting BOS

Documents:

ASSET AGENCY BDGT RQUSTS FY22 23.PDF  
23 ASSET BUDGET REQUESTS.PDF

14. DEPARTMENTAL REPORTS:

15. OTHER REPORTS:

16. UPCOMING AGENDA ITEMS:

17. PUBLIC FORUM #2:

Comments from the Public on Items not on this Agenda. The Board may not take any Action on the Comments due to the Requirements of the Open Meetings Law, but May Do So In the Future.

18. LIAISON ASSIGNMENTS, COMMITTEE MEETINGS UPDATES, AND ANNOUNCEMENTS FROM THE SUPERVISORS:

19. 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.

Story County Board of Supervisors  
Agenda  
12/21/21

NAME

ADDRESS

Greg Picklepp  
Jeff Pascher  
Andrea Wagner  
Amelia Schaeferman  
Marcus Amman  
Sue Skiff  
Lucy MARTIN

Ames Chamber  
Story County BOB  
P.D.  
P.D.  
P.D.  
BOB  
AUDITOR



**PROCLAMATION**  
*Radon Awareness Month*

**January 2022**

**WHEREAS**, radon is a colorless, odorless, naturally occurring radioactive gas that threatens the health of our citizens; and

**WHEREAS**, radon is the second leading cause of lung cancer deaths in the United States and the number one cause among non-smokers; and

**WHEREAS**, one in 15 homes across the U.S. has an elevated radon level; and

**WHEREAS**, any home in Story County may have an elevated level of radon, even if other homes in the same neighborhood do not; and

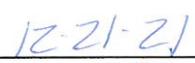
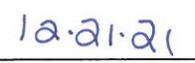
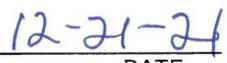
**WHEREAS**, testing for radon is simple and inexpensive; and

**WHEREAS**, identified radon problems can be fixed; and

**WHEREAS**, educating Story County residents about how radon can adversely impact personal health; and

**WHEREAS**, Story County, Iowa and the U.S. Environmental Protection Agency are supporting efforts to encourage Americans to test their homes for radon, mitigate elevated levels of radon, and build new homes with radon-resistant materials and features.

**NOW, THEREFORE, BE IT RESOLVED THAT** We, the Story County Board of Supervisors, do hereby proclaim January 2022 as "**RADON AWARENESS MONTH**" and encourages the citizens of Story County to educate themselves and others on radon awareness, test their home for radon, mitigate elevated levels of radon, and build new homes with radon-resistant techniques.

	
SIGNATURE	DATE
	
SIGNATURE	DATE
	
SIGNATURE	DATE





NOTICE OF APPOINTMENT

PERSON APPOINTED: Matthew Neubauer

BOARD COMMISSION OR COMMITTEE APPOINTED TO:

Board of Adjustment

LENGTH OF TERM: 5 Years

IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? No

IF SO, WHO'S TERM: \_\_\_\_\_

WHO NEEDS TO BE NOTIFIED? \_\_\_\_\_

DATE APPOINTED: 12/21/21

DATE OF TERM EXPIRED: 12/31/26

**APPROVED**

**DENIED**

Board Member Initials: AKH

Meeting Date: 12-21-21

Follow-up action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NOTICE OF APPOINTMENT

PERSON APPOINTED: Bethzayda Matos-Carrion

BOARD COMMISSION OR COMMITTEE APPOINTED TO:

Board of Health

LENGTH OF TERM: 3 Years

IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? No

IF SO, WHO'S TERM: \_\_\_\_\_

WHO NEEDS TO BE NOTIFIED? \_\_\_\_\_

DATE APPOINTED: 12/21/21

DATE OF TERM EXPIRED: 12/31/24

**APPROVED**      **DENIED**

Board Member Initials: JKH

Meeting Date: 12-21-21

Follow-up action: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NOTICE OF APPOINTMENT

PERSON APPOINTED: Sherrie Pleis

BOARD COMMISSION OR COMMITTEE APPOINTED TO:

Board of Health

LENGTH OF TERM: 3 Years

IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? No

IF SO, WHO'S TERM: \_\_\_\_\_

WHO NEEDS TO BE NOTIFIED? \_\_\_\_\_

DATE APPOINTED: 12/21/21

DATE OF TERM EXPIRED: 12/31/24

**APPROVED**

**DENIED**

Board Member Initials: SKH

Meeting Date: 12-21-21

Follow-up action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NOTICE OF APPOINTMENT

PERSON APPOINTED: Debbie Younkin

BOARD COMMISSION OR COMMITTEE APPOINTED TO:  
Planning and Zoning Commission

LENGTH OF TERM: 5 Years

IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? No

IF SO, WHO'S TERM: \_\_\_\_\_

WHO NEEDS TO BE NOTIFIED? \_\_\_\_\_

DATE APPOINTED: 12/21/21

DATE OF TERM EXPIRED: 12/31/26

**APPROVED**      **DENIED**  
Board Member Initials: SKH  
Meeting Date: 12-21-21  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTICE OF APPOINTMENT

PERSON APPOINTED: Casandra Eames

BOARD COMMISSION OR COMMITTEE APPOINTED TO:  
Story County Judicial Magistrate Appointment Commission

LENGTH OF TERM: 5 Years

IS THIS APPOINTMENT TO FILL AN UNEXPIRED TERM? Yes

IF SO, WHO'S TERM: Margo Foreman

WHO NEEDS TO BE NOTIFIED? The County Auditor certifies appointment to Clerk of Court

DATE APPOINTED: 12/21/21

DATE OF TERM EXPIRED: 12/31/26

**APPROVED**      **DENIED**

Board Member Initials: AKH

Meeting Date: 12-21-21

Follow-up action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Closure No. 22-29

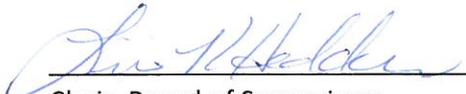
Date December 14, 2021

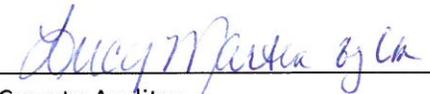
## Resolution

### BE IT RESOLVED

By the Board of Supervisors of Story County, Iowa, to approve the road Closure(s) for the purpose of Construction in section 10 & 15 Sherman Twp on

180th Street is closed between 710th Ave and 720th Ave

  
Chair, Board of Supervisors

Attest:   
County Auditor

ROLL CALL	Latifah Faisal	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
FOR ALLOWANCE	Lisa Heddens	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
	Linda Murken	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>

ALLOWED BY VOTE OF THE BOARD	Yea <u>3</u>	Nay <u>0</u>	Absent <u>0</u>
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CHAIRPERSON

Above tabulation made by 

## STORY COUNTY UTILITY PERMIT

Date 12/14/2021

To the Board of Supervisors, Story County, Iowa:

The CENTURYLINK/LUMEN Company, incorporated under the laws of authorize to do business within the State of Iowa, with its principal place of business at 513 SE MAGAZINE RD, ANKENY, IA, does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of Copper Telephone Line on secondary route CAMERON SCHOOL RD from EAST to 5604 CAMERON SCHOOL RD (South), a distance of APPROX 450' ~~miles~~.

Agreements: The utility company, corporation, applicant, permittee, or licensee, (hereinafter referred to as the permittee) agrees that the following stipulations shall govern under this permit.

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:
2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable.
3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.
4. Story County assumes no responsibility for damages to the Permittee's property occasioned by any construction or maintenance operations on said highways.
5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.
6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.
7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee's utility having been constructed, operated, and maintained thereon.
8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all

liability and expense of whatsoever nature for, on account of or due to the acts or omissions of said Permittee's officers, members, agents, representatives, contractors, employees or assigns arising out of or in connection with its (or their) use or occupancy of the public highway under this permit.

9. Noncompliance with any of the terms of permit, or agreement, may be considered cause for shut down of utility construction operations, or revocation of the permit.

10. The following special requirements, if applicable, shall apply to this permit:

Whenever the route of the proposed cable line runs along a paved secondary highway, the location of said cable shall be constructed on top of the road shoulder so as to be within approximately two-feet of the pavement edge.

Whenever the route of the proposed cable line runs along a dirt or gravel surfaced highway, the location of said cable shall be constructed on top of the road surface and as near possible to the shoulder line

Whenever a cross road culvert or bridge is encountered along the route of the proposed cable lines, said cable shall be constructed around the ends of said cross road culvert or bridge even though this looping is not designated on the situation plans attached hereto.

The crossing of the cable line from one side of the highway to the other shall be accomplished at a near right angle rather than diagonally so as to disturb the roadbed of the traveled way as little as possible.

Whenever the route of the proposed cable line is to cross a paved highway, such crossing shall be in a bored hole rather than open cut trench.

Date 12/10/2021

Lumen Technologies/Joshua Stombaugh-Supervisor  
Name of Company (Applicant - Permittee)

Joshua Stombaugh 515-450-9375  
Phone no.

Recommended for Approval:

Date 12-14-21

Jawn Mon 515-382-7355  
County Engineer Phone no.

Approved:

Date 12-21-21

Jim K. Hedden  
Chair, Board of Supervisors  
Story County, Iowa

Three (3) copies of this form will be required for each installation. A plat shall be attached to each copy submitted.

PED  
X

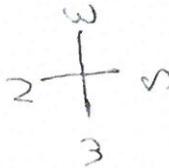
400' Drop

30' STREET  
BORDE

DRIVE

5604  
CAMERON SCHOOL  
RD AMES

□ MID



TICKET NUMBER N25640283

CUSTOMER NAME JEFF DILGEMAN

TEL # 515 450 7692

TN 515 242 4733

ADDRESS

COUNTY

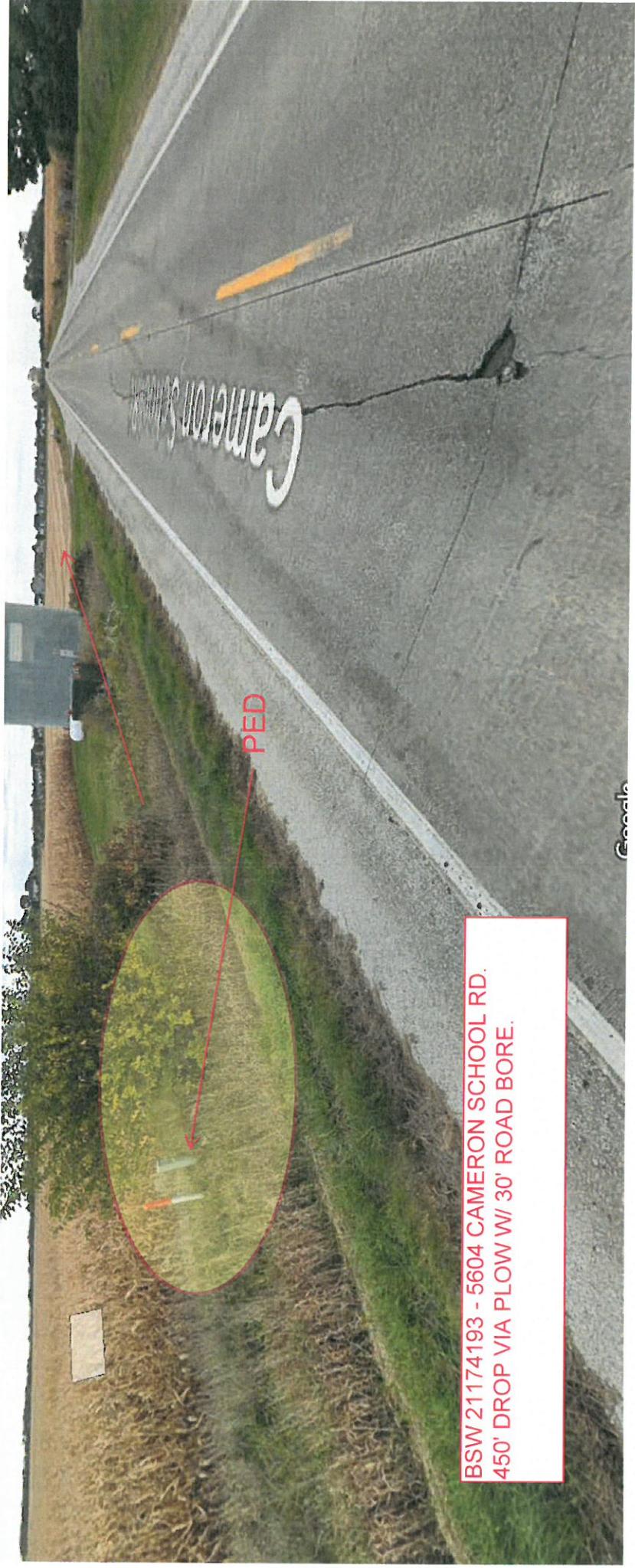
TOWNSHIP

TECH/CONTACT #

BSW ID



CenturyLink™



BSW 21174193 - 5604 CAMERON SCHOOL RD.  
450' DROP VIA PLOW W/ 30' ROAD BORE.

## STORY COUNTY UTILITY PERMIT

Date 12/14/21

To the Board of Supervisors, Story County, Iowa:

The Consumers Energy Company, incorporated under the laws of Iowa, does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of electric on secondary route 210th St. from 20937 690<sup>th</sup> Ave. to intersection of 210<sup>th</sup> St and 690<sup>th</sup> Ave.

a

distance of 310 feet

Agreements: The utility company, corporation, applicant, permittee, or licensee, (hereinafter referred to as the permittee) agrees that the following stipulations shall govern under this permit.

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:

2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable.

3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.

4. Story County assumes no responsibility for damages to the Permittee's property occasioned by any construction or maintenance operations on said highways.

5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.

6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.

7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee's utility having been constructed, operated, and maintained thereon.

8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all

liability and expense of whatsoever nature for, on account of or due to the acts or omissions of said Permittee's officers, members, agents, representatives, contractors, employees or assigns arising out of or in connection with its (or their) use or occupancy of the public highway under this permit.

9. Noncompliance with any of the terms of permit, or agreement, may be considered cause for shut down of utility construction operations, or revocation of the permit.

10. The following special requirements, if applicable, shall apply to this permit:

Whenever the route of the proposed cable line runs along a paved secondary highway, the location of said cable shall be constructed on top of the road shoulder so as to be within approximately two-feet of the pavement edge.

Whenever the route of the proposed cable line runs along a dirt or gravel surfaced highway, the location of said cable shall be constructed on top of the road surface and as near possible to the shoulder line

Whenever a cross road culvert or bridge is encountered along the route of the proposed cable lines, said cable shall be constructed around the ends of said cross road culvert or bridge even though this looping is not designated on the situation plans attached hereto.

The crossing of the cable line from one side of the highway to the other shall be accomplished at a near right angle rather than diagonally so as to disturb the roadbed of the traveled way as little as possible.

Whenever the route of the proposed cable line is to cross a paved highway, such crossing shall be in a bored hole rather than open cut trench.

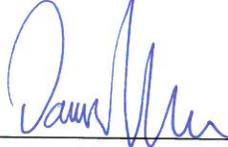
Date 12-13-21

Consumers Energy  
Name of Company (Applicant - Permittee)

 641-485-4064  
by Phone no.

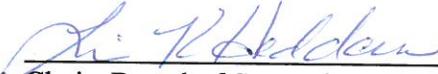
Recommended for Approval:

Date 12-14-21

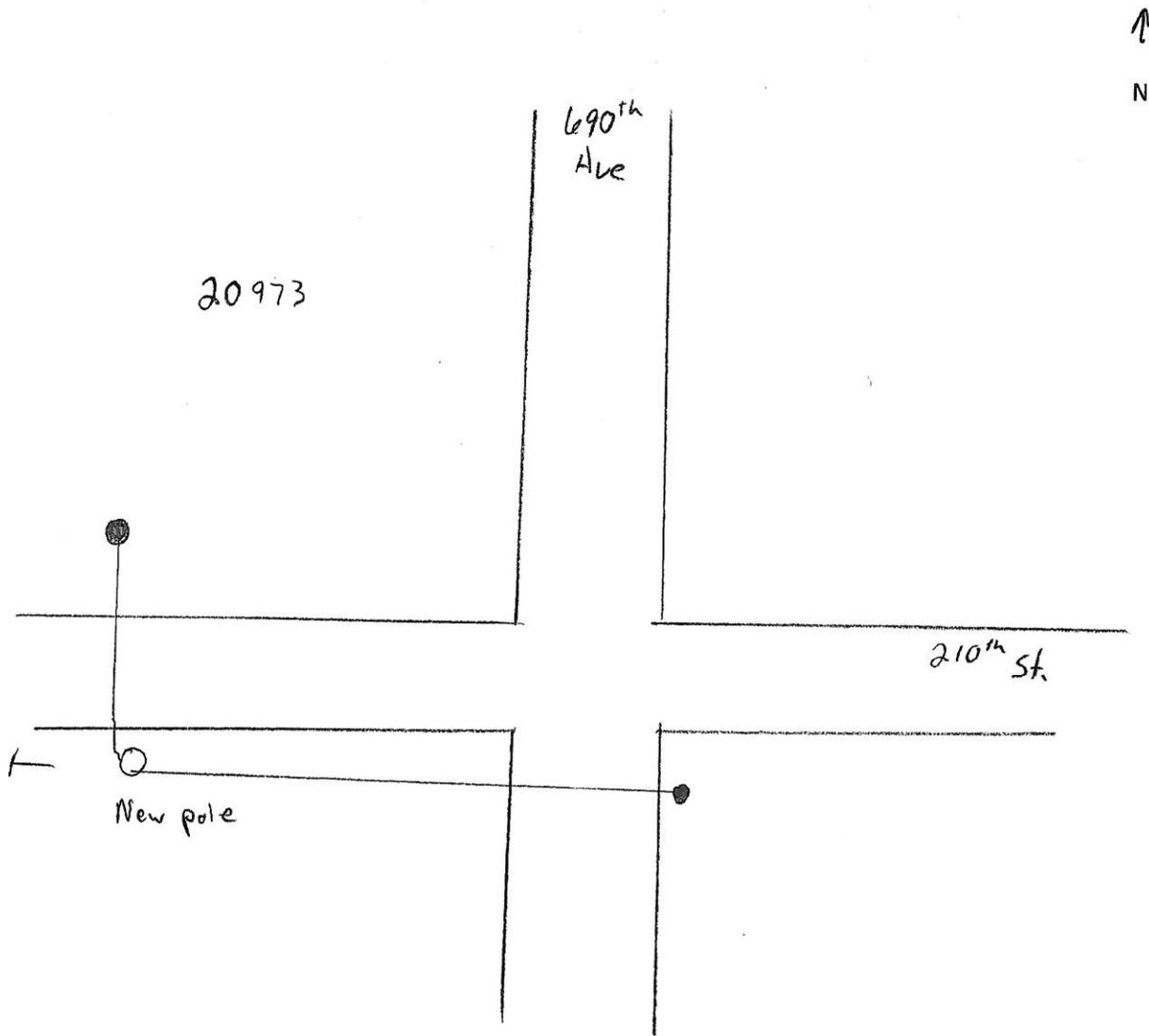
 515-382-7355  
County Engineer Phone no.

Approved:

Date 12-21-21

  
Chair, Board of Supervisors  
Story County, Iowa

**Three (3) copies of this form will be required for each installation. A plat shall be attached to each copy submitted.**



Install new single phase 7200 volt electric overhead wire from existing pole at 20973 690<sup>th</sup> Ave. south across 210<sup>th</sup> St. to a new 40' pole and anchor. String new overhead wire east across 690<sup>th</sup> Ave. to an existing pole. Remove old overhead wire that cuts across both roads.

## STORY COUNTY UTILITY PERMIT

Date 12/14/21

To the Board of Supervisors, Story County, Iowa:

Permit Request #4501

The Windstream Iowa Communications, LLC Company, incorporated under the laws of Iowa, authorize to do business within the State of Iowa, with its principal place of business at 4001 N Rodney Parham Rd, Little Rock, AR 72212, does hereby make application requesting permission to occupy certain portions of public right-of-way and that the County Engineer be directed to establish the location of lines of transmission of plow and bore cable on secondary route 653rd Ave, from 653rd Ave to 31073 653rd Ave, a distance of 0.07 miles.

Agreements: The utility company, corporation, applicant, permittee, or licensee, (hereinafter referred to as the permittee) agrees that the following stipulations shall govern under this permit.

1. The Permittee will file a plat setting out the location of proposed line on the secondary route and that the description of the proposed installation including type, height, and spacing of poles, maximum voltage, lengths of cross arms, minimum clearance and number of wires, type, size and capacity of underground cables, conduits, tile lines, and pipe lines, maximum working pressures for pipe lines carrying gas or flammable petroleum products are described as follows:
2. The installation shall meet the requirements of county, state, and federal laws, franchise rules, and of the Iowa State Commerce Commission Regulations and Directives, Utilities Division, the Iowa State Department of Health, and any other laws or regulations applicable.
3. The Permittee shall be fully responsible for any future adjustments of its facilities within the established highway right-of-way caused by highway construction or maintenance operations.
4. Story County assumes no responsibility for damages to the Permittee's property occasioned by any construction or maintenance operations on said highways.
5. The Permittee shall take all reasonable precautions during the construction and maintenance of said installation to protect and safeguard the lives and property of the traveling public and adjacent property owners.
6. The Permittee, and its contractors, shall carry on the construction or repair of the accommodated utility with serious regard to the safety of the public. Traffic protection shall be in accordance with Part VI of the current Iowa Department of Transportation Manual on Uniform Control Devices for Streets and Highways.
7. The Permittee shall be responsible for any damage resulting to said highways because of the construction operation, or maintenance of said utility, and shall reimburse Story County for any expenditure the County may have to make on said highways because of said permittee's utility having been constructed, operated, and maintained thereon.
8. The Permittee shall indemnify and save harmless Story County from any and all causes of action, suits at law or in equity, or losses, damages, claims, or demands, and from any and all

liability and expense of whatsoever nature for, on account of or due to the acts or omissions of said Permittee's officers, members, agents, representatives, contractors, employees or assigns arising out of or in connection with its (or their) use or occupancy of the public highway under this permit.

9. Noncompliance with any of the terms of permit, or agreement, may be considered cause for shut down of utility construction operations, or revocation of the permit.

10. The following special requirements, if applicable, shall apply to this permit:

Whenever the route of the proposed cable line runs along a paved secondary highway, the location of said cable shall be constructed on top of the road shoulder so as to be within approximately two-feet of the pavement edge.

Whenever the route of the proposed cable line runs along a dirt or gravel surfaced highway, the location of said cable shall be constructed on top of the road surface and as near possible to the shoulder line

Whenever a cross road culvert or bridge is encountered along the route of the proposed cable lines, said cable shall be constructed around the ends of said cross road culvert or bridge even though this looping is not designated on the situation plans attached hereto.

The crossing of the cable line from one side of the highway to the other shall be accomplished at a near right angle rather than diagonally so as to disturb the roadbed of the traveled way as little as possible.

Whenever the route of the proposed cable line is to cross a paved highway, such crossing shall be in a bored hole rather than open cut trench.

Date 12/13/2021

Windstream Iowa Communications, LLC  
Name of Company (Applicant - Permittee)

Kyle Petty Kyle Petty 501-286-2752  
by Phone no.

Recommended for Approval:

Date 12-14-21

Dawn Miller 515-382-7355  
County Engineer Phone no.

Approved:

Date 12-21-21

Eric K. Holden  
Chair, Board of Supervisors  
Story County, Iowa

Three (3) copies of this form will be required for each installation. A plat shall be attached to each copy submitted.





Story County Planning and Development  
Administration Building  
900 6<sup>th</sup> Street, Nevada, Iowa 50201

Ph. 515-382-7245  
[www.storycountyiowa.gov](http://www.storycountyiowa.gov)

## MEMORANDUM

**TO:** Story County Board of Supervisors  
**FROM:** Andrea Wagner, Planner, and Amelia Schoeneman, Director  
**RE:** Proposed amendments to the Story County Land Development Regulations Chapter 86—District Requirements, Chapter 85—Definitions, and Chapter 88—General Site Planning Standards

### MEETING

**DATE:** December 21, 2021

### Update to Ordinance 298 and Second Hearing

At the December 14, 2021 meeting, the Board of Supervisors held first consideration of Ordinance 298. There were no comments from the public at the meeting; however, the Board directed staff to make one change to the “Housing of Non-commercial Livestock” provisions of section 88.18 in the *Story County Land Development Regulations*. The purpose of the change is to clarify what sections of state code and federal regulations may apply to the discharge of manure into a water of the United States.

Staff has amended this provision to say:

- G. “Manure disposal should follow best practices as outlined by Iowa State Extension or other professionally accepted source. *Iowa Administrative Code* section 567.65.2(3) and 567.65.101(1) shall apply to any discharges to waters of the state, pursuant to the EPA, 40 CFR Part 122.”

Previously, the provision stated that “additional state or federal restrictions may apply...” if discharging manure into waters of the United States. After researching more about the Clean Water Act, and speaking with an Environmental Specialist from the Iowa Department of Natural Resources, staff determined that this provision simply can reference state code, as manure discharges from animal feeding operations covered under the Clean Water Act are delegated to individual states’ National Pollutant Discharge Elimination System (NPDES) permitting processes.

Staff would like to re-emphasize that for the purpose of regulations on manure, the definition of animal feeding operations is very broad (*IAC*, 567.65.1(1)) and we feel it necessary to point out in the provisions that there is a section of code from a higher form of government that regulates what can be discharged into waters of the state.

The Board approved the ordinance on first consideration, provided staff made the above change, and set second consideration for December 21, 2021. Staff has not received any comments from members of the public as of posting this memo. It is typical when no additional comments are received to waive third consideration. The Board of Supervisors may consider the following alternatives:



Story County Planning and Development Department  
Ph. 515-382-7245 Fax: 515-382-7294

1. **The Story County Board of Supervisors approves Ordinance 298, Amending Chapter 86 – District Requirements, Chapter 85.08 – Definitions, and Chapter 88 – General Site Planning Standards, of the Story County Land Development Regulations of the Story County Code of Ordinances, on second consideration and waives third consideration.**
2. The Story County Board of Supervisors approves Ordinance 298, Amending Chapter 86 – District Requirements, Chapter 85.08 – Definitions, and Chapter 88 – General Site Planning Standards, of the Story County Land Development Regulations of the Story County Code of Ordinances, on second consideration and sets third consideration for Tuesday, December 28, 2021.
3. The Story County Board of Supervisors denies Ordinance 298, Amending Chapter 86 – District Requirements, Chapter 85.08 – Definitions, and Chapter 88 – General Site Planning Standards, of the Story County Land Development Regulations of the Story County Code of Ordinances, on second consideration and sets third consideration for Tuesday, December 28, 2021.
4. The Story County Board of Supervisors remands Ordinance 298, Amending Chapter 86 – District Requirements, Chapter 85.08 – Definitions, and Chapter 88 – General Site Planning Standards, of the Story County Land Development Regulations of the Story County Code of Ordinances, back to staff for additional information, and directs staff to set second consideration for Tuesday, December 28, 2021.

**DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER**

Prepared By: Andrea Wagner, Story County Planning and Development, 900 6th Street, Nevada, IA 50201 (515) 382-7245

Please return to:  
Planning & Development

**STORY COUNTY IOWA  
ORDINANCE NO. 298**

**AN ORDINANCE AMENDING CHAPTER 86 – DISTRICT REQUIREMENTS, CHAPTER 85.08 – DEFINITIONS, AND CHAPTER 88 – GENERAL SITE PLANNING STANDARDS, OF THE STORY COUNTY LAND DEVELOPMENT REGULATIONS OF THE STORY COUNTY CODE OF ORDINANCES.**

BE IT ENACTED by the Board of Supervisors of Story County, Iowa:

Section 1. Purpose. An Ordinance amending Chapter 86—District Requirements, Chapter 85.08—Definitions, and Chapter 88—General Site Planning Standards of the Story County Land Development Regulations, as follows, to update the general site planning standards for development located within the unincorporated areas of Story County, including allowing non-commercial livestock as an accessory use in the A-R, Agricultural Residential, R-1, Transitional Residential, and R-2, Urban Residential districts. Non-commercial and commercial livestock will both be principal permitted uses in the A-1, Agricultural, and A-2, Agribusiness districts.

Section 2. Proposed Amendments. The amendments are as shown in Attachment A of this ordinance and are summarized below.

**85.08, Definitions:**

- Amending the definition for “Stable, public, and riding academy,” and “Agriculture—Livestock Production.”
- Replacing the definition of “Livestock” with a definition for “Commercial Livestock.”
- Adding definitions for “Apiary,” “Colony,” “Commercial livestock,” “Non-commercial livestock,” “Hive,” “Intermediate animals,” “Large animals,” and “Small animals”

## **86, District Requirements:**

- **In 86.04 and 86.05:** Adding non-commercial livestock as a principal permitted use for the A-1, Agricultural District, and A-2, Agribusiness District.
- **In 86.06, 86.07, and 86.08:** Adding non-commercial livestock as a permitted accessory use for the A-R, Agricultural Residential District, the R-1, Transitional Residential District, and the R-2, Urban Residential District.

## **88, General Site Planning Standards:**

- Clarifying length limits for dead-end streets in 88.02.
- Adding standards to 88.03 that lots shall be designed to preserve natural resources and corner lots designed so all setbacks may be met.
- Clarifying standards for access and access easements in 88.04.
- Adding a new exception for state or federal projects from submittal of a grading permit or stormwater management plan in 88.05.
- Clarifying that stormwater management plans shall be designed to limit runoff to pre-settlement conditions in 88.05.
- In 88.07, adding a requirement that fences in the front yard setback area shall be limited in height to 4 and one-half feet; clarifying which side of a fence is the best side and allowing barbed, razor, or concertina wire fencing in non-residential zoning districts; and adding a fencing requirement for swimming pools.
- Clarifying how spaces in gravel parking areas shall be marked and adding several uses and parking maximums to the parking maximums table in 88.08.
- Allowing exceptions to lighting standards for construction projects and swimming pools in 88.09.

- Clarifying that screening requirements in 88.10 apply in commercial and industrial zoning districts and to home businesses.
- Amending the threshold for a traffic impact analysis and study in 88.13 and adding several requirements.
- Adding a new section, 88.18 with standards for the keeping of non-commercial livestock in zoning districts where allowed as an accessory use. Standards include density limits for large, intermediate, and small animals, as well as specific setback requirements for structures housing large animals or intermediate animals. The standards also include provisions for beekeeping.

Section 3. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. Saving Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 5. Effective Date. This ordinance shall be effective after its final passage, approval and publication of the ordinance or a summary thereof, as provided by law.

**Action upon FIRST Consideration:** Approved  
**DATE:** December 14, 2021

Moved by: Murken  
 Seconded by: Faisal  
 Voting Aye: Murken, Faisal, Heddens  
 Voting Nay: none  
 Not Voting: none  
 Absent: none

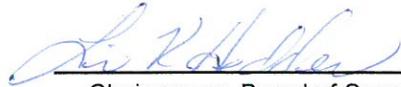
**Action upon SECOND Consideration:** Approved  
**DATE:** December 21, 2021

Moved by: Murken  
 Seconded by: Faisal  
 Voting Aye: Murken, Faisal, Heddens  
 Voting Nay: none  
 Not Voting: none  
 Absent: none

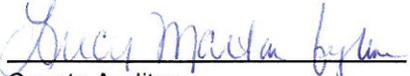
**Action upon THIRD Consideration:** Waived  
**DATE:** December 28, 2021

Moved by: \_\_\_\_\_  
 Seconded by: \_\_\_\_\_  
 Voting Aye: \_\_\_\_\_  
 Voting Nay: \_\_\_\_\_  
 Not Voting: \_\_\_\_\_  
 Absent: \_\_\_\_\_

ADOPTED THIS 21<sup>st</sup> day of December, 2021.

  
Chairperson, Board of Supervisors

Attest:

  
County Auditor

ROLL CALL	Latifah Faisal	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
FOR ALLOWANCE	Lisa Heddens	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
	Linda Murken	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>

ALLOWED BY VOTE  
OF BOARD

Yea 3 Nay 0 Absent 0

  
CHAIRPERSON

Above tabulation made by 

## ATTACHMENT "A"

### Definitions— to be revised in Chapter 85.08 of the Story County Land Development Regulations

11. "Agriculture – livestock production" means livestock production uses, including (but not limited to) pasture land or production facilities, either isolated or in conjunction with a farmstead, for the keeping, grazing or feeding of commercial livestock for the sale of livestock or livestock products; or for the sale of or products from animal specialties such as bees, fur-bearing animals and fish.

17. "Apiary" means the assembly of one or more colonies of bees at a single location.

44. "Colony" means an aggregate of bees consisting of workers, and at times a queen, drones, brood, combs and honey.

~~44, 45.~~ "Commercial livestock" means cattle, sheep, swine, goats, rabbits, poultry, or any other animal which is produced or kept primarily for food or other commodity production, or for weed management. Horses shall be considered livestock for the purpose of this regulation.

126. "Hive" means a constructed receptacle inhabited by a colony of bees.

132. "Intermediate animals," means any animal that has an expected weight between 50 and 500 pounds when fully grown, including, but not limited to, sheep, swine, goats, llama, and emu.

141. "Large animals," means any animal that has an expected weight of greater than 500 pounds when fully grown, including, but not limited to, horses and cattle.

180. "Non-commercial livestock," means cattle, sheep, horses, swine, goats, rabbits, poultry, or any other animal belonging to the owner of the property only for non-commercial, hobby purposes.

232. "Small animals," means any animal that has an expected weight of less than 50 pounds when fully grown, including, but not limited to, poultry, fowl, and rabbits.

236. "Stable, public or private, and riding academy" means a building or structure used or intended to be used for the housing only of horses on a fee basis. Riding instruction may be given in connection with a public stable or riding academy.

**Amendments to Chapter 86 of the Story County Land Development Regulations for  
District Requirements**

**86 DISTRICT REQUIREMENTS.**

**86.04 A-1 AGRICULTURAL DISTRICT.**

2. Principal Permitted Uses. Only the use of structures and/or land listed in this section shall be permitted in the A-1 Agricultural District.

*(Ordinance No. 184) (Ordinance No. 192)*

- A. Agriculture-crop and/or livestock production.
- B. Non-commercial livestock.
- B. C. Single-family dwellings.
- C. Cemeteries, including mausoleums.
- D. Public or private stables and riding academies and clubs.
- E. Parks and forest preserves.

**86.05 A-2 AGRIBUSINESS DISTRICT.**

*(Ordinance No. 184)*

2. Principal Permitted Uses. Only the use of structures and/or land listed in this section shall be permitted in the A-2 Agribusiness District.

*(Ordinance No. 184) (Ordinance No. 192)*

- A. Agriculture – crop and/or livestock production.
- B. Non-commercial livestock.

*(Ordinance No. 184)*

—B. C. Farmstead.

- C. Cemeteries, including mausoleums.
- D. Public or private stables and riding academies and clubs.
- E. Parks and forest preserves.
- F. Animal hospitals, and veterinary clinics, provided however, that such uses not be permitted on parcels where the LESA score is 267-300.
- G. Anhydrous ammonia storage and/or pumping facilities.
- H. Fertilizer and agricultural chemical and seed sales.
- I. Grain elevators.
- J. Livestock feed and grain sales providing dust is effectively controlled.
- K. Seed research facility including lab facilities, storage and refrigeration.
- L. Liquid propane storage tanks (2,000 gallons or greater) with intent to distribute.
- M. Storage, retail or wholesale marketing, or processing of agricultural products into a value-added agricultural product.

*(Ordinance No. 155) (Ordinance No. 192)*

**86.06 A-R AGRICULTURAL RESIDENTIAL DISTRICT.**

3. Permitted Accessory Uses. The following are permitted accessory uses in the A-R Agricultural Residential District:

*(Ordinance No. 184)*

- A. Accessory buildings.
- B. Home business within a dwelling or in an accessory building.
- C. Temporary buildings in the following circumstances:
  - (1) Construction trailers for use incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.

D. Temporary use of a dwelling structure within a new subdivision as a job office and real estate office for the subject subdivision, which shall terminate upon completion or abandonment of the project.

E. Non-commercial livestock subject to the standards in 88.18.

~~—E.~~ F. Non-commercial WECS, subject to the following standards:

### **86.07 R-1 TRANSITIONAL RESIDENTIAL DISTRICT.**

3. Permitted Accessory Uses. The following are permitted accessory uses in the R-1 Transitional Residential District:

*(Ordinance No. 184)*

- A. Accessory buildings.
- B. Home business in a dwelling.

*(Ordinance No. 184)*

C. Temporary buildings in the following circumstances:

(1) Construction trailers for use incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.

D. Temporary use of a dwelling within a new subdivision as a job office and real estate office for the subject subdivision, which shall terminate upon completion or abandonment of the project.

E. Non-commercial livestock subject to the standards in 88.18.

*(Ordinance No. 184)*

~~—E.~~ F. Non-commercial WECS, subject to the following standards:

### **86.08 R-2 URBAN RESIDENTIAL DISTRICT.**

3. Permitted Accessory Uses. The following are permitted accessory uses in the R-2 Urban Residential District.

*(Ordinance No. 184)*

- A. Accessory buildings.
- B. Home business in a dwelling.

*(Ordinance No. 184)*

C. Temporary buildings in the following circumstances:

(1) Construction trailers for use incidental to construction work, which buildings shall be removed upon completion or abandonment of the construction work.

D. Temporary use of a dwelling within a new subdivision as a job office and real estate office for the subject subdivision, which shall terminate upon completion or abandonment of the project.

E. Non-commercial livestock subject to the standards in 88.18.

*(Ordinance No. 184)*

—~~E.~~ F. Non-commercial WECS, subject to the following standards:

**Amendments to Chapter 88 of the Story County Land Development Regulations for District Requirements**

Story County, Iowa Code of Ordinances

**CHAPTER 88  
LAND DEVELOPMENT REGULATIONS: GENERAL SITE PLANNING  
STANDARDS**

88.01 General Regulations	88.10 Screening of Mechanical Equipment and Refuse Collection Areas
88.02 Street Specification Standards	88.11 Minimum Landscaping Standards
88.03 Lots	88.12 Frontage Road Requirement
88.04 Access Requirements	88.13 Traffic Impact Analysis and Study
88.05 Environmental and Natural Resource Standards	88.14 Development Improvements
88.06 Vision Clearance	88.15 Development Agreements
88.07 Fences and Walls	88.16 Timing of Required Improvements
88.08 Parking and Circulation Standards	88.17 Alternative Compliance
88.09 Site Lighting	<u>88.18 Non-Commercial Livestock Standards</u>

**88.01 GENERAL REGULATIONS.**

1. The regulations set forth in this chapter qualify or supplement, as the case may be, the regulations set forth elsewhere in the Ordinance.

2. Conformance Required. Except as may be hereinafter specified, no land, building, structure, or premises shall hereafter be used and no building, or part thereof, or other structure shall be located, erected, reconstructed, extended, enlarged, or altered, except in conformity with the provisions of the Ordinance.

3. ~~Interpretation, Purpose and Conflict. Whenever the regulations of the Ordinance require a greater width or size of yards, courts, or other open spaces, or require a greater percentage of the lot to be left unoccupied or impose other higher standards than are required in any other statutes or local ordinance or regulation, the provisions of the Ordinance shall govern. Whenever the provisions of any other statute or local ordinance or regulation require a greater width or size of yards, courts, or other open spaces, or require a greater percentage of the lot to be left unoccupied, or impose other higher standards than are required by the Ordinance, the provisions of such statute or local ordinance or regulation shall govern.~~

4. Site Development Plan Review. When any of the following are filed in the Planning and Development Department, a Site Development Plan shall be submitted for concurrent review and approval, unless otherwise noted, for conformance to this chapter.

~~4.~~ 5. Types of Applications.

A. ~~Application for Conceptual Review.~~

B. Application for a Home Business.

C. Application for a Change of Use Permit.

D. Application for a Grading Permit.

E. Application for a Sign Permit.

~~F.~~ C. Application for a Zoning Permit.

(1) Commercial and Industrial Application for a Zoning Permit shall be reviewed and approved

by the Board of Supervisors at a public meeting. This requirement may be waived if determined by the Board of Supervisors that there will be no discernible impact on neighboring properties, the general public, or those intended to use or occupy the proposed development.

(2) Prior to review and approval of an Application for Zoning Permit for a lot, parcel, or tract where a declaration to submit real property to the horizontal property regime, has been executed and acknowledged by the sole owner or lessee or all of such owners or lessees in the Office of the Story County Recorder, an overall Site Development Plan shall be reviewed and approved by the Board of Supervisors at a public meeting. This requirement may be waived if determined by the Board of Supervisors that there will be no discernible impact on neighboring properties, the general public, or those intended to use or occupy the proposed development.

G. ~~Development Application for a Right-Of-Way and Official Plat Vacation.~~

H. ~~Development Application for a Special Events Permit.~~

I. ~~Development Application for a Conditional Use Permit.~~

J. ~~Development Application for a Conditional Use Permit Modification.~~

K. ~~Development Application for a Residential Parcel Subdivision.~~

L. ~~Development Application for a Agricultural Subdivision.~~

M. ~~Development Application for a Minor Subdivision.~~

N. ~~Development Application for a Major Subdivision. Review and approval of Site Development Plan shall take place during Preliminary Plat review.~~

O. ~~Development Application for a Residential Manufactured Housing Community. Review of Site Development Plan for a Residential Manufactured Housing Community shall adhere to Section 86.09(9) of these regulations.~~

**88.02 STREET SPECIFICATION STANDARDS.**

All applications for development approved by the Board of Supervisors shall conform to all the following minimum standards and requirements, except those plats referred to in Chapter 87 as Auditor’s plats or those designed to the standards as set forth in Sections 86.14, 86.15 and 86.16 when zoned R-C Residential Conservation Design (Overlay) District.

*(Ordinance No. 184) (Ordinance No. 192)*

1. Large Lot Subdivisions. Whenever the area is divided into lots of such size that there are indication that the lot could eventually be re-subdivided into smaller building lots, consideration shall be given to the street and lot arrangement of the original subdivision so that additional minor streets can be opened which will permit a logical arrangement of small lots.

2. Street Design Standards. In new developments, road siting and street network are important considerations. To maximize storm water filtration and infiltration, natural drainage patterns shall be preserved whenever possible and, to the maximum extent feasible, streets (and other impervious surfaces) shall not be located in low areas or on highly permeable soils. The street design standards defined in Table 88-1 apply to the construction of new streets and roads.

*(Ordinance No. 208)*

A. Half Streets. The platting of half streets shall not be permitted.

B. Off-Set Streets. Off-set streets shall be avoided.

C. Private Streets. Private streets are permitted, provided they serve four (4) or fewer lots only in subdivisions of not more than four (4) lots. Private streets shall be designed in accordance with the requirements listed on Table 88-1; however, pavement requirements shall not apply to private streets.

**Table 88-1 – Street Design Guidelines**

Element	Required Size/Specifications
---------	------------------------------

Rights-of-Way*	Rural Cross-section: Minimum of fifty (50) feet. Circular portion of a cul-de-sac: Minimum radius of fifty-five (55) feet. Lot Corners at Intersecting Streets: Minimum twenty-five (25) feet radius Existing County Roads: Minimum of sixty (60) feet of right-of-way from centerline of existing roads shall be deeded to the County for potential future improvements.
Paved portion of roadway <sup>†</sup>	22 feet in width
Paved portion of cul-de-sac	45-foot radius with minimum 22 feet paved travel lanes (remainder may be placed in landscaped island)
Shoulders	4 feet in width
Foreslopes	3:1 slope
Ditch	2 feet deep; 6 feet wide
Backslopes	3:1 slope
Pavement Crown	1.5% to 2.5%
Pavement Thickness	Portland Cement – 7 inches Asphalt Cement – 4 inches of base, 2 inches of wearing course, and 4 inches of sub-base
Horizontal and Vertical Curvature	Shall meet standards outlined in Iowa’s Statewide Urban Design and Specifications Program (SUDAS) Geometric Design Table.
<p>A. * Upon approval of the County Engineer, the right-of-way width for local residential streets may be reduced in cases where the topography or special conditions make a right-of-way of less width more suitable.</p> <p>B. † Reduction of Pavement Widths. Upon approval of the County Engineer, the pavement width for local residential streets may be reduced in cases where the topography or special conditions make less width more suitable.</p>	

D. Dead-End Streets. The terminus of dead-end streets shall be appropriately designed for the amount of traffic generated as based on the number of development lots taking access from the street in accordance with the requirements listed on Table 88-2. The length of a dead-end street is measured along the centerline from the center of the cul-de-sac or turning-T (hammerhead) to its point of intersection with the centerline of the nearest through street.

*(Ordinance No. 184)*

**Table 88-2 – Dead-End Street Lengths**

Terminus Type	Maximum Street Length	Maximum Number of Development Lots
Cul-de-sac (with or without island)	1,320 feet	20 lots
Turning-T (hammerhead)	300 feet	6 lots

E. Street Names. Street names for streets which are extensions of existing streets or roads shall be the same. Street names shall be subject to Planning and Zoning Commission and Board of Supervisors

approval and shall conform to the requirements of Chapter 32, Road Identification and Address Numbering System.

F. Relation to Adjoining Street System. The arrangement of streets in new subdivisions shall make provision for the continuation of the principal existing streets in adjoining subdivisions, or for a proper intersection where said streets in the new subdivision shall connect therewith, or their proper projection where adjoining property is not subdivided insofar as they may be necessary for public requirements. The width of such streets in new subdivisions shall not be less than the minimum street widths established herein unless a differed required width is established by the Story County Engineer in order to provide continuity and/or connectivity with the adjoining street system. The street arrangement shall also be such as to cause no hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it.

### **88.03 LOTS.**

1. Public Utility Easements. Easements of not less than 10 feet in width shall be provided on each side of all rear lot lines and/or side lot lines where necessary for poles, wires, conduits, and storm utilities. Easements of greater width may be required along lines or across lots where necessary for the extension of main sewers and similar utilities.

*(Ordinance No. 184)*

2. Lot Arrangement and Design. The lot arrangement and design shall be such that all lots will provide satisfactory and desirable building sites properly related to topography and shall preserve natural resources to the fullest extent possible.

3. Side Lot Lines. All side lot lines shall be substantially at right angles or radial to street centerlines.

4. Double Frontage Lots. Double frontage lots shall be avoided except where essential from major traffic arteries or to overcome specific disadvantages of topography. Any double frontage lot extending from road to road shall provide the required front setbacks on both roads.

5. Flag Lots. Flag lots shall be avoided wherever possible.

6. Bulk Regulations. The minimum dimensions for lots shall be in accordance with the bulk regulations of the district within which the subdivision is located; provided, however, the minimum depth for a development lot shall be 100 feet and that the depth shall not be in excess of three times the width.

7. Corner Lots. Corner lots shall be of such width so that as to permit the maintenance of all yard requirements of as required by the Ordinance are met.

8. Lots at Street Intersections. All lots at street intersections shall have a radius of not less than 25 feet at the street corner. A greater radius shall be required for intersections involving one or more major streets. A cut-off or chord may be substituted for the circular arc.

9. Setback Lines. Setback lines shall be shown on all lots intended for residential, commercial or industrial use. Such setback lines shall not be less than the minimum yard requirements of the district within which the property is located.

10. Required Dimensions and Setbacks. The setback of the building for front, rear, and side yards shall in all cases be measured at a right angle from the lot line exclusive of public right-of-way or easement to the nearest point of the ~~adjacent building~~ wall of the building.

11. One Principal Building to a Residential Lot. There shall be no more than one principal building on a residential lot, parcel, or tract, unless otherwise specified in the Ordinance.

*(Ordinance No. 192)*

### **88.04 ACCESS REQUIREMENTS.**

1. Driveways off Existing County Roads. All new driveways for proposed lots, parcels or tracts that take access off an existing County road shall maintain a 300-foot access separation distance from other driveways and 500 feet of sight distance in each direction.

A. Upon approval of the County Engineer, the separation distance may be reduced in cases where special conditions require less separation distance.

2. Existing lots, parcels, and/or tracts.

A. Any lot, parcel, or tract intended for development purposes that exists at the effective date of adoption or amendment of the Ordinance that does not abut on a county public or subdivision/private road shall have an exclusive, unobstructed private easement as recorded in the Office of the Story County Recorder.

B. ~~Shared Access easements shall be required~~ ~~may be used~~ in the cases where any lot, parcel, or tract that exists at the effective date of adoption or amendment of the Ordinance has frontage along an existing or proposed subdivision/private road or county public road, but does not meet the separation or sight distance requirements for driveways set forth in Section 88.04(1).

C. In no case shall an easement provide access to more than four single-family dwellings, more than two two-family dwellings, or more than two multiple dwellings.

3. New lots, parcels, and/or tracts.

A. No new lot, parcel, or tract intended for development purposes and created through a platting process shall be approved by the Board of Supervisors that proposes to take access through an easement. All new lots intended for development purposes shall abut a current or proposed county public or subdivision/private road. Lots created through the Residential Parcel Subdivision process are ~~exempt~~ ~~excepted~~ from these requirements.

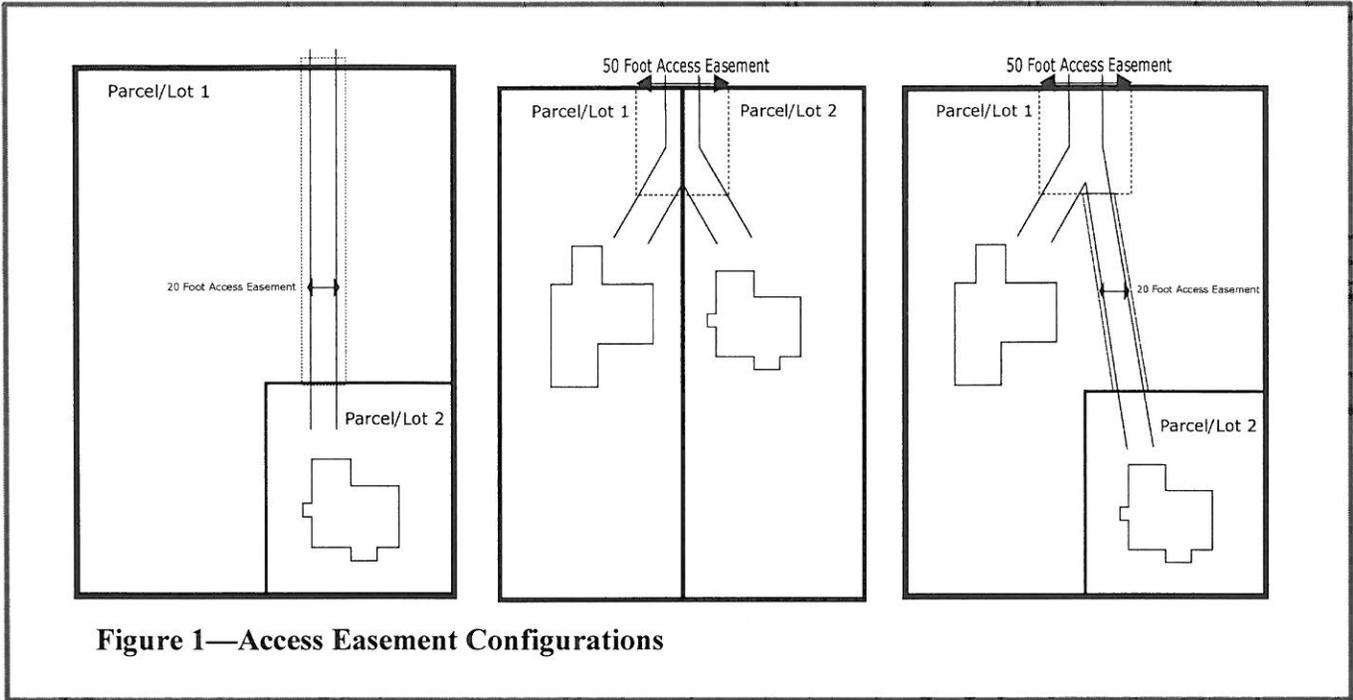
B. ~~Shared Access easements shall be required~~ ~~may be used~~ in the case where any new lot, parcel, or tract has frontage along an existing or proposed subdivision/private road or county public road, but does not meet separation or sight distance requirements set forth in Section 88.04(1).

4. Access Easement Width Requirements.

A. In cases where access is to be provided by easement to one single-family dwelling, an exclusive, unobstructed private easement 20 feet in width shall be provided and recorded in the Office of the Story County Recorder. See Figure 1.

B. In cases where access is to be provided by easement to two or more single-family dwellings or for other development purposes via a single drive, an exclusive or common easement 50 feet in width shall be provided over the shared portion of the drive and recorded in the Office of the Story County Recorder. See Figure 1.

*(Ord. 276 - Jan. 19 Supp.)*



**Figure 1—Access Easement Configurations**

**88.05 ENVIRONMENTAL AND NATURAL RESOURCE STANDARDS.**

4. Construction Site Erosion and Sediment Control. Sedimentation and erosion pollute water, degrade land, cause the loss of native vegetation and habitats, and impair drainage. Development activities cause land to become susceptible to erosion and sedimentation by wind and water. The following requirements shall apply to development and land disturbance activities in Story County to mitigate the impacts of erosion and sedimentation, protect public and private property, and to protect natural resources and preserve their functions.

E. Exemptions. The following exemptions to the Erosion and Sediment Control requirements may apply; however, such uses shall not be exempt from adopted Floodplain Management Ordinance (codified in Chapter 80 of this Code of Ordinances) or other State or Federal requirements.

(1) Agricultural. Except to the extent required to implement Section 335.2, *Code of Iowa, as amended*, the grading permit application and Erosion and Sediment Control requirements shall not apply to development that is primarily adapted, by reason of nature or area, for use for agricultural purposes, while so used.

(2) County, State, or Federal Government. ~~County, state, or federal governments~~ County Engineer. ~~The County Engineer~~ shall not be required to submit a grading permit application for the maintenance and/or construction of public roads and public road right-of-way.

5. Post-Construction Stormwater Management. Stormwater runoff increases nonpoint source pollution, flooding, siltation, stream temperatures, and streambank erosion. The following requirements shall apply to development in Story County to ensure site design minimizes the generation of stormwater runoff and maximizes pervious areas, provide a single, consistent set of performance goals that apply to all developments, protect functional values of all types of natural watercourses, protect life and property from dangers associated with flooding, maintain existing flow patterns, and promote

infiltration and recharge of groundwater.

E. Exemptions. The following exemptions to the Stormwater Management Plan requirement may apply; however, such uses shall not be exempt from adopted Floodplain Management Ordinance (codified in Chapter 80 of this Code of Ordinances) or other State or Federal requirements.

(1) Agricultural. Except to the extent required to implement Section 335.2, *Code of Iowa*, as amended, the Stormwater Management Plan requirement shall not apply to development that is primarily adapted, by reason of nature or area, for use for agricultural purposes, while so used.

(2) County, State, or Federal Government. ~~County, state, or federal governments~~ County Engineer. ~~The County Engineer~~ shall not be required to submit a Stormwater Management Plan for the maintenance and/or construction of county public roads and public road right-of-way.

*(Ordinance No. 184) (Ordinance No. 192) (Ordinance No. 208)*

*(Subsections 4 & 5 - Ord. 285 – Jan. 20 Supp.)*

#### **88.06 VISION CLEARANCE.**

In all districts, no fence, hedge, wall, sign, trees, or other obstruction shall be permitted which obstructs the view of approaching vehicles three and one-half ~~3½~~ feet above the traveled portion of a roadway within the area of a triangle formed by the center of the intersection and points 150 feet from the center of the intersection when measured along the centerlines of the intersecting roads.

#### **88.07 FENCES AND WALLS.**

1. In any A-1, A-2, A-R, R-1, R-2, and RMH District, on any lot used for residential purposes, fences, and walls not exceeding eight feet in height are permitted within the limits of the side and rear yards. A fence or wall not exceeding four and one-half feet in height is permitted within the limits of the required front yard setback (front setback area). In the case of retaining walls or supporting embankments, the above requirements shall apply to the ground surface of the retained embankment. The maximum height of the fence or wall within the limits of the front yard may be raised to six feet if constructed to be non-view-obscuring (not in excess of 50 percent opacity) when it exceeds four and one-half feet.

*(Ordinance No. 184)*

2. In all other districts, fences and walls are permitted not exceeding eight feet in height within the limits of the yard.

3. In all cases, fences shall be constructed with the best side facing the neighboring land user. All structural components shall be located on the inside of the fence.

4. In no case shall razor wire, barbed wire, or concertina wire be used for fencing materials in any A-R, R-1, R-2, and RMH District. Fences shall be located within the boundaries of the property and shall be able to be maintained from the same property upon which it is located.

*(Ordinance No. 184)*

5. A fence or wall of at least four feet in height and designed to prevent unintentional access by a child shall enclose all outdoor in-ground swimming pools. Prior to construction, ~~Privacy fences fully enclosing pools or patios are not subject to the requirements contained herein;~~ however, an Application for a Zoning Permit, as defined in Section ~~92.11~~ 92.10, Required Permits, shall ~~must~~ be submitted for review and action. Above-ground pools less than four feet in height or with stairways, ladders, or other accesses shall be appropriately secured to prevent unintentional access by a child. A zoning permit is not required for above-ground pools.

(Ordinance No. 184) (Ordinance No. 192)

6. No regulation contained in this section shall apply for fences as governed by Chapter 359A of the *Code of Iowa, as amended*.

(Ordinance No. 184) (Ordinance No. 192)

#### **88.08 PARKING AND CIRCULATION STANDARDS.**

This section is intended to provide standards to ensure well-designed and efficient parking layout and circulation. Parking lots shall conform to the following minimum standards:

1. Compliance with Code of Federal Regulations. Accessible parking spaces shall be consistent with the requirements of Chapter I of Title 28 of the *Code of Federal Regulations*, Part 36, Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities, as amended.

(Ordinance No. 192)

2. Locating Near Entrances. All accessible spaces shall be located as close as possible to the nearest accessible building entrance.

3. Minimum Number of Accessible Parking Spaces. Each parking lot shall contain at least the minimum specified number of accessible parking spaces as defined in the 2010 American Disability Act (ADA) *Standards for Accessible Design*, as amended.

4. Circulation and Pavement Markings. Parking lots shall provide well-defined circulation routes for vehicles and pedestrians. All parking spaces shall be clearly marked. Appropriately placed pavement markings shall be employed where necessary to guide internal circulation and traffic ingress and egress. Parking lots and parking spaces may be defined with railroad ties, raised concrete strips, reflective raised pavement markers, standard "car bumpers", and/or landscaping.

5. Perpendicular Parking Bays. Parking bays shall be perpendicular to the land uses they serve to the maximum extent feasible.

6. Pedestrian Walkways. Commercial parking lots shall include walkways that are located in places that are logical and convenient for pedestrians.

(Ordinance No. 208)

7. Mitigating Impacts from Deliveries and/or Truck Traffic. All developments that anticipate deliveries and/or truck traffic that may adversely affect ~~adjoining~~ adjacent property owners by creating noise, dust or odor problems shall avoid or mitigate those impacts either through physical design or operational procedures.

8. Loading Zones and Service Areas. Where applicable, loading zones and service areas shall be adequately sized to accommodate the types of vehicles that use them.

9. Off-Street Loading Areas. In any district in connection with every building or part thereof hereafter erected having a gross floor area of 6,000 square feet or more, which is to be occupied by manufacturing, storage, warehouse, goods display, retail store, wholesale store, market, hotel, hospital, or other uses similarly requiring the receipt or distribution by vehicles of material or merchandise, there shall be provided and maintained on the same lot with such building at least one off-street loading space, plus one additional such loading space for each 20,000 square feet or major fraction thereof of gross floor area so used in excess of 10,000 square feet.

A. Each loading stall shall not be less than 12 feet in width and 40 feet in length.

B. Such space may not occupy all or any part of a required yard or open space. When ~~adjoining~~ adjacent to a residential district or residential use, it shall be set back 10 feet and screened from adjacent property by a planting screen not less than 10 feet in width and six feet in height or by a fence, wall, berm, or other comparable means.

10. Distances from Property Lines and Right-of-Way. Driveways and parking spaces shall be at least

five feet from the property line of any adjacent abutting property or road street right-of-way (excluding a lot line between buildings or uses with shared parking). Driveways shall be located at least 50 feet from the intersection of two roads streets right-of-way or so far as is practical.

11. Parking Lot Landscaping. All parking lots shall be landscaped in accordance with the requirements of Section 88.11 of this chapter.

12. Parking Stall Guidelines. Parking areas for automobiles shall meet the standards for standard and compact vehicles as shown on Table 88-4.

13. Maximum Parking Ratios by Type of Use. Uses shall not exceed the number of off-street parking spaces as defined on Table 88-5. In all cases, the minimum required accessible parking spaces as defined in the 2010 American Disability Act (ADA) *Standards for Accessible Design*, as amended, shall be provided.

**Table 88-4 – Parking Stall Standards**

Parking	Module	Stall Depth (to wall)	Stall Depth (to interlock)	Aisle
<b>45' (one-way aisle)</b>				
Width of space – 8.5-9 feet	48 feet	16.5 feet	14.5 feet	15 feet
<b>60' (one-way aisle)</b>				
Width of space – 8.5-9 feet	54 feet	18 feet	16.5 feet	18 feet
<b>60' (two-way aisle)</b>				
Width of space – 8.5-9 feet	62 feet	18 feet	16.5 feet	26 feet
<b>75' (one-way aisle)</b>				
Width of space – 8.5-9 feet	59 feet	18.5 feet	17.5 feet	22 feet
<b>90' (two-way aisle)</b>				
Width of space – 8.5-9 feet	61 feet	17.5 feet	17.5 feet	26 feet
Note: 8.5 foot spaces serve as compact car measurements.				

**Table 88-5 – Parking Ratios by Type**

Land Use	Number of Maximum Spaces
<b>Residential</b>	
Multi-Family Dwellings	Two spaces for each dwelling unit
Manufactured Homes	Two spaces for each lot
– Group Homes	One space for each bedroom
<b>Commercial – Retail</b>	
Sexually Oriented Businesses	One space for every 300 square feet
Nurseries and Greenhouses	One space for every 300 square feet of display or retail areas

Shopping Centers	One space for every 200 square feet <del>GLA</del> <u>gross floor area</u>
Wholesale	One space for every 1,000 square feet
Stores, Shops, Grocery Stores, Convenience Stores over 2,000 square feet	One space for every 250 square feet of gross floor area
Stores, Shops, Grocery Stores, Convenience Stores under 2,000 square feet	One space for every 100 square feet of gross floor area
<b>Commercial – Heavy Retail</b>	
Automobile and Implement Sales	One space for every 600 square feet of gross floor area
Service Garages	One space for every 600 square feet of gross floor area
Junk and Salvage Yards	One space for every 1,000 square feet of enclosed gross floor area
Lumberyards	One space for every 500 square feet of gross floor area
<b>Commercial – Services</b>	
Professional Services	One space for every 200 square feet of gross floor area
Offices	One space for every 200 square feet of gross floor area
Funeral Homes	One space for every 100 square feet of gross floor area
Kennels, Dog	One space for every 1,000 square feet of gross floor area
Stables, Horses	One space for every pen or stable
Veterinary and Other Animal Services	One space for each patient room plus one for each two employees on the largest work shift
Home Businesses	Five spaces
<b>Commercial – Eating Establishments</b>	
Restaurants, Bars, and Nightclubs	One space for every 100 square feet
<b>Commercial – Lodging</b>	
Bed and Breakfast Homes	Two spaces plus one space for each guest bedroom
Hotels, and Motels, Tourist	One space for each bedroom
Commercial Campgrounds, Cabins, and Recreational Vehicle Parks	One space for every unit
<b>Commercial – Amusements and Attractions</b>	
Indoor Recreation Facilities	One space for every 300 square feet
Community Centers	One space for every 300 square feet
Golf Courses	Three spaces for every hole; one space for every 200 square feet of enclosed area
Miniature Golf Courses	Two spaces for every hole; one space for every 200 square feet of enclosed area

Art Galleries and Museums	One space for every 1,000 square feet
Swimming Pools	One space for every 200 square feet of area
Theaters	One space for every five seats
Sports Arenas	One space for every five seats
Libraries	One space for every 1,000 square feet
Lodges and Fraternal Organizations	Parking maximum to be determined in the Conditional Use Permit Review Process.
Shooting/Rifle Ranges	Three spaces for each shared target facility; one space for each individual target facility
Observatories	Two for each telescope
Outdoor Recreation Facilities	One space for every 200 square feet of area
Auditoriums and General Assembly	One stall for every four seats
Child Care Centers and Preschools	One space for every employee and one loading space for each <del>four</del> <u>six</u> children
Farms, Agritourism	One space for every 200 square feet of enclosed area; one space per every 1,000 square feet of outdoor activity area (Ordinance No. 253)
<b>Institutional and Community Services</b>	
Cemeteries	None
Fire and Police Stations	One space for each person on duty during a normal shift
Hospitals	One space for each bed
Long-Term Care Facilities	One space for each bed
Houses of Worship	One space for every three seats
Human Services Facilities and Programs	One space for each employee on the largest work shift
<b>Manufacturing and Industrial</b>	
Research and Development Facilities	One space for each employee on the largest work shift
Manufacturing Plants	One space for each <del>three</del> employees on the largest work shift
Warehouses	One space for each 1,000 square feet of gross floor area
<b>Utility Uses and Landfills</b>	
Communication Towers	Parking maximum to be determined in the Conditional Use Permit Review Process
C-WECS	
C-SES	
Other Utility Uses	
Sanitary, Construction, and Demolition Landfills	One space for every two employees on the largest work shift
Yard Waste Composting Facilities	One space for every two employees on the largest work shift

## 88.09 SITE LIGHTING.

1. This section addresses the quality and quantity of lighting associated with proposed developments.
2. All outdoor lighting shall be in conformance with the requirements established herein except those specifically exempted herein.

*(Ordinance No. 184)*

A. Any luminaire with a lamp rated at more than 1,800 lumens shall not emit, in its installed position, any direct light above a horizontal plane through the lowest direct light emitting part of the luminaire.

~~B. Lighting fixtures used to illuminate an outdoor advertising sign (if permitted) shall be mounted on the top of the sign structure. All such fixtures shall contain fully shielded light(s). An exception to this requirement may be allowed for ground mounted, monument signs. Ground mounted, monument signs (if permitted) may be illuminated with a ground mounted or a bottom mounted lighting fixture, provided that the light output shall be directed totally to the monument sign surface to prevent up-lighting and glare.~~

~~C. Outdoor advertising signs of the type constructed of translucent materials and wholly illuminated (if permitted) from within do not require shielding. Dark backgrounds with light lettering or symbols are preferred, to minimize detrimental effects.~~

B. D. Lighting of construction projects and outdoor recreational facilities (public or private), including ~~such as~~, but not limited to, football fields, soccer fields, baseball fields, softball fields, tennis courts, swimming pools, special event or show areas, shall meet the following conditions:

(1) All fixtures used for such lighting shall be fully shielded or be designed or provided with sharp cut-off capability, so as to minimize up-light, spill-light, and glare.

(2) Illumination of the playing field, court, track, pool, or event site, after midnight is prohibited except to conclude a scheduled event that was scheduled to be completed before 11:00 p.m. that circumstances prevented concluding before 11:00 p.m.

(3) Temporary outdoor light fixtures for uses incidental to construction work shall only be illuminated when construction work is occurring and removed upon completion or abandonment of the construction work.

C. E. The use of laser source light or any similar high intensity light for outdoor advertising or entertainment when projected above the horizontal plane is prohibited.

D. F. The operation of searchlights for advertising purposes is prohibited.

E. G. Legally established nonconforming luminaires may be replaced with a like kind of luminaire unless more than 50 percent of the like kind of luminaires on the same premises are being replaced.

F. H. All nonexempt outdoor lighting fixtures shall be designed, installed, and maintained to prevent light trespass and/or mitigate light pollution. Outdoor lighting fixtures shall be installed and thereafter maintained so as not to cause direct light from the luminaire to be directed toward residential buildings on adjacent or nearby ~~properties~~ and/or nearby land, or rights-of-way. If such condition should occur, the luminaire shall be redirected or its light output shall be controlled as necessary to eliminate such condition.

3. Exempted Light Sources. The following are exempted from this section:

A. Any lighting source producing 1,800 lumens or less;

B. All temporary emergency lighting needed by emergency services, as well as all vehicular luminaires;

C. All hazard warning luminaires required by Federal regulatory agencies;

D. A building or structure that has been designated for historic preservation by the State of Iowa, or the National Park Service, shall be exempt from the "fully shielded" requirements, if a historic restoration cannot be achieved by other means.

*(Ordinance No. 184)*

**88.10 SCREENING OF MECHANICAL EQUIPMENT AND REFUSE COLLECTION AREAS.**

1. Loading docks, truck parking, outside storage, ~~large~~ shipping containers, trash collection, utility meters, HVAC equipment, mechanical equipment, material and equipment storage yards and other service functions located in the C-LI Commercial/Light Industrial or HI Heavy Industrial Districts or permitted by a home business or conditional use permit shall be incorporated into the overall design and landscaping or be screened from view by a screening fence at least 75 percent opaque or compact hedge of sufficient height and density to screen the view at maturity or within three years, whichever is first, so that the visual and acoustical impacts of these functions are fully contained and out of view from adjacent properties and public streets.

*(Ordinance No. 184)*

2. Rooftop mechanical units, flues, and vents shall be organized and screened so as to not be visible from adjacent properties and public streets.

*(Ordinance No. 184) (Ordinance No. 192)*

**88.11 MINIMUM LANDSCAPING STANDARDS.**

1. Minimum Landscaping. An area equivalent to at least 20 percent impervious surface of a property to be developed (excluding single-family and two-family dwellings) shall be planted as landscaped areas. The landscaped areas shall be designed and placed so as to achieve the maximum capture and filtration of storm water originating from the property.

2. Parking Lot Landscaping. Parking lots of more than five ~~10~~ spaces shall plant live trees within and on the perimeter of the parking lots at the minimum ratio of one tree for every five parking spaces or fraction thereof. Canopy tree cover established on site shall be designed and planted in a manner that generally achieves a minimum of 50 percent coverage of paved surface at maturity.

~~3. Planted areas within parking lots shall be edged by concrete, masonry, or other means as approved by the Director at least six inches high for protection during snow removal and from vehicular damage.~~

*(Ordinance No. 184)*

**88.12 FRONTAGE ROAD REQUIREMENT.**

Frontage road easements of 50 feet plus a buffer strip of 10 feet and a frontage road with shared entrances shall be provided whenever two or more permitted uses exist on abutting lots or within 1,320 feet of each other when property is zoned A-2, Agribusiness, C-LI, Commercial/Light Industrial, or HI, Heavy Industrial. Frontage road access points shall occur at intervals of not less than 1,320 feet or four per mile. These requirements may be waived at the discretion of the Story County Engineer if predicted traffic volumes associated with existing and proposed land uses do not indicate declines in existing level of service standards.

*(Ordinance No. 192)*

**88.13 TRAFFIC IMPACT ANALYSIS AND STUDY.**

1. Purpose.

A. To allow Story County to determine the safety and congestion impacts, and related consequences, of proposed major traffic generating uses;

B. To require that applicants respond with reasonable proposals to resolve potential negative traffic impacts that their proposed uses will have on the cCounty and other nearby streets;

C. To recognize that sufficient fFederal, sState and cCounty funds are not always available to resolve traffic issues caused by private development;

D. To assist in carrying out Chapter 5, Land Use, and Chapter 7, Transportation, of the Story County Cornerstone to Capstone (C2C) Comprehensive Plan, the Story County Land Development

Regulations, and the Ames Urban Fringe Plan;

E. To ensure that cCounty ~~roads streets~~ bordering a subdivision or land development are coordinated and of such widths, grades, and surface types and in such locations as deemed necessary to accommodate proposed traffic and to facilitate adequate safety protection;

F. To assist the Story County Engineer in evaluating existing county roads ~~adjacent to~~ in the vicinity of proposed subdivisions and other land development for traffic levels, future capacity, road conditions, and needed transportation improvements;

G. To ensure that the access into and out of subdivisions and other land developments is reasonably safe; and

H. To assist in assuring all new transportation systems will be compatible with the existing cCounty ~~t~~Transportation network to promote efficiency and safety.

## 2. Administration.

A. A Traffic Impact Analysis is required for all proposed commercial or industrial development (as defined in Chapter 88.01 General Regulations) including those requiring a conditional use permit and upon submittal of the zoning permit application and/or for major residential subdivisions (as defined in Chapter 87.09 Major Subdivision Plats) at Conceptual Review when a proposed development will generate equal to or greater than 100 new vehicle trips per day. The Traffic Impact Analysis shall be submitted with the application. The Story County Engineer may require a Traffic Impact Analysis when less than 100 new vehicle trips per day will be generated if there are safety or roadway/intersection capacity deficiencies or when two or more proposed developments will generate equal to or greater than 100 new vehicle trips per day.

B. A Traffic Impact Study ~~is may be~~ required by the Story County Engineer, Board of Supervisors, or Board of Adjustment, based on the results of the traffic impact analysis, including impacts of the development on roadway and intersection operating conditions, levels of service, or due to a high incidence of accidents. If required, the traffic impact study shall be submitted ~~for all proposed commercial or industrial development~~ prior to consideration by the Board of Supervisors or Board of Adjustment and/or for major residential subdivisions with the submittal of the Major Preliminary Subdivision Plat.

C. The Traffic Impact Analysis and/or Traffic Impact Study shall be prepared by an Iowa licensed professional engineer with expertise in the preparation of traffic impact studies.

D. The full cost of the Traffic Impact Analysis and/or Traffic Impact Study ~~along with a subdivision plat~~ shall be the applicant's expense.

E. Proposed improvements identified in the Traffic Impact Analysis and/or Traffic Impact Study shall be reviewed and evaluated by the Story County Engineer and Board of Supervisors and may be included as a county project with the annual adoption of the Story County Capital Improvements Plan~~program~~ and budget at the discretion of the Board of Supervisors.

F. The cCounty may require traffic improvements, including dust control, within or nearby the site to be provided by the applicant, as recommended by the Story County Engineer to the ~~County~~ Board of Supervisors, as a specific condition of approval ~~of the zoning permit or major subdivision preliminary plat~~ to be paid at the applicant's expense, based on the Traffic Impact Analysis and/or Traffic Impact Study.

G. Joint traffic studies between different applicants for related projects are acceptable and are encouraged. When a development is proposed in an area where a Traffic Impact Analysis or Study has been previously completed, Planning and Development staff shall provide the previous analyses and studies to the applicant and/or their engineer. The previous analyses/studies shall be considered as part of the development's Traffic Impact Analysis or Study.

H. If phased development is proposed, the Traffic Impact Analysis and/or Traffic Impact Study shall include projections for traffic that will be generated by all phases of development at its completion.

~~I. The Story County Engineer and the Story County Board of Supervisors have the authority to waive the Traffic Impact Study (limited or complete), if deemed appropriate, following review of the Traffic Impact Analysis.~~

3. Contents of the Traffic Impact Analysis.

~~A. The following information shall be required as part of the Traffic Impact Analysis application submittal for Conceptual Review and shall be prepared and signed by a licensed engineer.~~

- ~~(1) The analysis shall describe the proposed development, existing land use, and adjacent land uses.~~
- ~~(2) The analysis shall show the site location, study area boundary, and other approved and pending developments within the study area. The study area shall include all county roads and intersections within a radius of one-half mile the site or the nearest major intersection(s) after which the impact of the development is no longer discernible, whichever is greater.~~
- ~~(3) (4) The analysis shall determine the existing number of vehicle trips per day and during typical peak hours on the County and public streets within the study area within ¼ mile of the proposed development.~~
- ~~(4) (2) The analysis shall determine the number of vehicle trips per day and during typical peak hours generated by the proposed development. Trip generation rates shall be based on most recent edition of the Institute of Traffic Engineers (ITE) Trip Generation Manual or other professionally accepted source.~~
- ~~(5) (3) The analysis shall determine if the existing street conditions and intersections within the study area ¼ mile of the proposed traffic are adequate and provide safe access and any potential impacts on existing operating conditions, including level of service.~~
- ~~(6) (4) The analysis shall provide crash data for all intersections within the study area ¼ mile of the proposed development for the past 10 years, as applicable.~~

4. Contents of the Traffic Impact Study.

~~A. Limited Traffic Impact Study The following Limited Traffic Impact Study shall be required when the proposed project will generate up to 100 new vehicle trips per day.~~

~~(1) A written limited traffic impact study, pedestrian safety analysis and, where appropriate, a traffic calming analysis shall be submitted at the time of the commercial or industrial site plan or major subdivision preliminary plat application and shall include:~~

- ~~a. current Average Daily Trips (ADT) and peak hour volumes of streets adjacent to any proposed publicly dedicated streets, intersections, or accesses;~~
- ~~b. projected ADT of the development;~~
- ~~c. projected peak AM, PM, and/or weekend traffic volumes of the development;~~
- ~~d. existing and proposed LOS (level of service), as defined by the Transportation Research Board Highway Capacity manual (most recent edition), of proposed publicly dedicated and existing public streets within ¼ mile of the proposed development;~~
- ~~e. modal split of services (categories of vehicles) traveling to and from the site;~~
- ~~f. proposed sight distances at the intersections of proposed publicly dedicated streets and/or access drives; and~~
- ~~g. existing and proposed pedestrian paths from streets and within the site to entrances of all buildings, where applicable.~~

~~(2) The Limited Traffic Impact Study shall identify improvements/facilities to be installed or actions to be undertaken to ensure the following:~~

- ~~a. LOS C or higher overall for all new publically dedicated streets, intersections, and accesses;~~
- ~~b. no reduction in the levels of service for existing streets, intersections, and accesses, except that LOS D shall be permitted during the AM and PM peak hour;~~

- ~~\_\_\_\_\_ c. sight distances for all proposed publicly dedicated streets and access drives intersecting with all existing streets shall meet County and/or Iowa DOT requirements as applicable;~~
- ~~\_\_\_\_\_ d. if pedestrian paths cross vehicular drives and parking areas within the site, adequate measures to ensure pedestrian safety;~~
- ~~\_\_\_\_\_ e. provision of safe pedestrian access and bicycle access to the site, and~~
- ~~\_\_\_\_\_ f. where appropriate, effective traffic calming measures should be outlined.\_\_\_\_\_~~

~~B. Complete Traffic Impact Study—~~

~~A. The following information shall be required as part of the Traffic Impact Study. The study shall include All developments generating more than 100 new vehicle trips per day, or where current traffic problems exist in the local area, such as high accident locations or confusing or congested intersections which directly affect access to and from the proposed development, a complete written traffic study, a pedestrian safety analysis, and, where appropriate, proposed traffic calming measures shall be submitted with the application for development. The study area shall include all county and public streets and intersections within a radius of one-half mile the site or the nearest major intersection(s) after which the impact of the development is no longer discernible, whichever is greater, unless the Story County Board of Supervisors and/or the Story County Engineer determines other parameters to include in the study. Trip generation rates shall be based on most recent edition of the Institute of Traffic Engineers (ITE) Trip Generation Manual or other professionally accepted source.~~

~~\_\_\_\_\_ (1) The complete traffic study and pedestrian safety analysis shall include, at a minimum, the following:~~

- ~~(1) a. C~~urrent and peak hour Average Daily Trips (ADT) and peak hour volumes of streets adjacent to any proposed publicly dedicated streets, intersections, or access drives,
- ~~(2) b. P~~rojected ADT of the development,
- ~~(3) e. P~~rojected peak AM, PM, and/or weekend traffic volumes of the development,
- ~~(4) d. E~~xisting and proposed level of service (LOS) (level of service), as defined by the Transportation Research Board Highway Capacity manual (most recent edition), of proposed publicly dedicated and existing public streets and intersections within the development and study area ¼ mile of the proposed development.
- ~~(5) e. M~~odal split of services (categories of vehicles) traveling to and from the site,
- ~~(6) f. P~~rojected sight distances at the intersections of existing and proposed publicly dedicated streets, intersections, and/or access drives,~~and~~
- ~~(7) g. E~~xisting and proposed pedestrian paths from streets and within the site to entrances of all buildings, where applicable;~~;~~
- ~~\_\_\_\_\_ h. current LOS of all intersections within ¼ mile,~~
- ~~\_\_\_\_\_ i. projected LOS of all intersections without the proposed development,~~
- ~~(8) j. S~~ite traffic distribution or the direction vehicles will take to access or leave the project site,
- ~~(9) k. S~~ite traffic assignment or the actual routes taken to and from the site,
- ~~(10) l. P~~rojected ADT and peak hour volumes of all streets and intersections within the development and study area,
- ~~m. Projected LOS of all intersections within the development, including all existing and proposed streets, intersections, and access drives within ¼ mile,~~
- ~~(11) n. A~~n assessment of the change in roadway operating conditions within the study area ¼ mile of the proposed development resulting from the development traffic,~~and~~
- ~~(12) o. P~~roposed facilities to accommodate mass transit and bicycle access to site; ~~and~~
- ~~(13) How the development and its access(es) or operation is consistent with comprehensive and/or transportation plans for the study area.~~

~~B. It shall also The Complete Traffic Impact Study shall identify improvements/facilities to be~~

installed or actions to be undertaken to ensure the following:

- (1) ~~a.~~ LOS C or higher overall for all new publically dedicated streets, intersections, and access drives,
- (2) ~~b.~~ No reduction in the levels of service for existing street, intersections, and access drives, except that LOS D shall be permitted during the AM and PM peak hour,
- (3) ~~c.~~ Sight distances for all ~~new proposed~~ publicly dedicated streets and access drives intersecting with all existing streets shall meet Story County and/or Iowa DOT requirements as applicable,
- (4) ~~d.~~ If pedestrian paths cross vehicular drives and parking areas within the site, adequate measures to ensure pedestrian safety,
- (5) ~~e.~~ Provision of safe pedestrian and bicycle access, and, if feasible, mass transit to the site,
- (6) ~~f.~~ Where appropriate, effective traffic calming measures should be outlined,
- (7) ~~g.~~ No reduction in the LOS of intersections within the study area as a result of the development; however, if the intersection already has an LOS F, no reduction in the intersection delay shall occur,  
~~h. sight distances for all proposed publicly dedicated street, intersection, or access drives intersecting with all rights-of-way shall meet County and/or Iowa DOT requirements as applicable,~~
- (8) ~~i.~~ Where high incidence of accidents for any adjacent intersection exists, safe sight distances, adequate traffic control restrictions, and safe pedestrian crossings for each adjacent impacted intersection,
- (9) ~~j.~~ If any proposed intersection or access drive is within one-fourth  $\frac{1}{4}$  mile of the property line of any public or private elementary or secondary school, safe pedestrian crossings for all intersections and access drives are provided, and
- (10) ~~k.~~ If pedestrian paths cross vehicular drives within the development, adequate points of pedestrian right-of-way and traffic flow restrictions as necessary to ensure pedestrian safety.

#### **88.14 DEVELOPMENT IMPROVEMENTS.**

The applicant for a proposed Minor or Major Subdivision Plat shall be responsible for the installation and/or construction of all improvements required by the Ordinance, and shall warrant the design, materials, and workmanship of such improvements, installation, and construction for a period of two years from and after completion. Such warranty shall be in manner approved by the County Attorney; shall assure the expedient repair or replacement of defective improvements under warranty; and shall indemnify the County from all costs or losses resulting from or contributed to such defective improvements. All plans, specifications, installation, and construction required by the Ordinance shall be subject to review, approval, and inspection by the County Engineer or their his/her authorized representative. Contracts for all public improvements are to be executed on forms approved by the County Attorney and the Board of Supervisors and set forth in a development agreement.

*(Ordinance No. 192)*

1. Construction Schedule. The applicant shall furnish the County Engineer with a construction schedule prior to commencement of any and/or all construction, and shall notify the County Engineer, not less than 48 hours in advance of readiness for required inspection. The applicant shall reimburse the County for the costs expended for all inspection services and tests furnished and conducted by or on behalf of the County.
2. Grading in the Right-of-Way. Any grading and improvements within the right-of-way lines shall conform to the standards and specifications contained herein.
3. Permanent Monuments. Permanent monuments shall be set at each corner of the perimeter of any subdivision and at the corner of each block within any subdivision and at the corner of each lot. All

monuments shall be made of permanent material, sensitive to a dip needle and at least 24 inches long, and shall conform to standard specifications of the County Engineer.

*(Ordinance No. 192)*

4. Installation of Water Mains and Fire Hydrants. In subdivisions including the installation of water mains and fire hydrants in the subdivided area such installation shall be made prior to the street pavement construction, shall be in accordance with the standards and specifications set forth herein and shall provide as follows:

A. All subdivisions shall be reviewed by the applicable fire chief; and fire hydrants and/or other fire protection mechanisms, as required by such individual, to serve the subdivision, installed as a part of the improvements established in this chapter.

*(Ordinance No. 152)*

B. A central watertight system providing for the piping of water from said central point in the subdivision to all lots or areas of said subdivision.

C. Water mains installed in said central water system shall be extended to all lots or areas of said subdivision in accordance with the provisions of this Ordinance, building codes and regulations of the State of Iowa, and Story County; in such location and of a design approved by the Story County Engineer.

D. No water mains or lines of the central watertight system or sewer lines, except a stub end from said lines, shall be installed underneath the normal traveled portion of any street. The same to be located in an appropriate place as approved by the County Engineer.

5. Street Signs. Street signs shall be required at all intersections, installed by the Story County Engineer, and shall be in accordance with Chapter 32, Road Identification and Address Numbering System.

6. Underground Utility Lines. Utility lines, except electric lines of nominal voltage in excess of 15,000 volts, shall be installed underground. The subdivider shall be responsible for making the necessary arrangements with the utility companies for installation of such facilities. Said utility lines shall be installed in such a manner so as not to interfere with other underground utilities. Underground utility lines which cross underneath the right-of-way of any street, alley, or way shall be installed prior to the improvement of any such street, alley or way in the subdivision. Incidental appurtenances, such as transformers and their enclosures, pedestal mounted terminal boxes, meters, and meter cabinets may be placed above ground, but shall be located so as not to be unsightly or hazardous to the public.

7. Overhead Utility Lines. If overhead utility lines or wires are required by the electric provider, they shall be placed in the easements provided in the rear of the lots.

#### **88.15 DEVELOPMENT AGREEMENTS.**

Before action on the Major Subdivision Plat – Final Plat or a Minor Subdivision Plat, if improvements are warranted by the Board of Supervisors, the applicant shall enter into a Development Agreement providing for the installation of all improvements in the subdivision required by the Ordinance and shall further provide a reasonable timeframe for completion of all improvements as required by the subdivision. No final plat shall be approved by the Board of Supervisors until such agreement has been fully executed.

*(Ordinance No. 184) (Ordinance No. 192)*

#### **88.16 TIMING OF REQUIRED IMPROVEMENTS.**

The required improvements shall be completed within two years of approval of the final plat by the Board of Supervisors. However, the Board of Supervisors may at any time prior to the specified completion date and upon satisfactory proof of hardship or other compelling reason, grant an extension

to the required completion date for an additional period of two years. Approval of such an extension shall be by Resolution of the Board of Supervisors in accordance with the following:

*(Ordinance No. 184)*

1. The subdivider shall submit revised cost estimates for all uncompleted improvements. The revised estimates shall be approved by the County Engineer.

2. Financial security shall be posted with the Board of Supervisors. The amount of the financial security shall be 130 percent of the revised estimated cost of the uncompleted improvements.

3. Extensions will be granted only with respect to those areas where it can be done without all unreasonably adverse effect on persons who purchased property in the subdivision in reliance on the timely completion of the improvements. All owners of record of lots within the subdivision shall be notified in writing of the date and time of the Board of Supervisors' consideration of the request for extension, and shall be given reasonable time for response.

*(Ordinance No. 184)*

### **88.17 ALTERNATIVE COMPLIANCE.**

1. Procedure. Alternative plans to those required by this chapter shall be prepared and submitted in accordance with submittal requirements for the defined type of plan or type of application. Each such plan shall clearly identify and discuss the modifications and alternatives proposed to the requirements of this chapter and the ways in which the plan will better accomplish the purposes of the Ordinance and the Cornerstone to Capstone (C2C) Comprehensive Plan than would a plan which complies with the standards of this chapter.

*(Ordinance No. 184)*

2. Review Criteria. In reviewing the proposed alternative plan for purposes of determining whether it accomplishes the purposes of the Ordinance and the Cornerstone to Capstone (C2C) Comprehensive Plan, the following review criteria shall be taken into account in deciding to approve a proposed alternative and whether the plan as proposed accomplishes the purposes of the Ordinance and the Cornerstone to Capstone (C2C) Comprehensive Plan equally well or better than a plan which complies with the standards of this chapter:

*(Ordinance No. 184)*

- A. Preserves and incorporates existing vegetation in excess of minimum standards;
- B. Protects natural areas and features to levels exceeding current requirements;
- C. Maximizes tree canopy cover;
- D. Demonstrates innovative design and use of plant materials and other landscape elements;
- E. Does not detract from continuity, connectivity, and convenient proximity for pedestrians between or among existing or future uses in the vicinity;
- F. Minimizes the visual and aesthetic impact along the public street by placing parking lots to the rear or along the side of buildings;
- G. Minimizes the visual and aesthetic impact on the surrounding neighborhood;
- H. Creates no physical impact on any facilities serving alternative modes of transportation;
- I. Creates no detrimental impact on natural areas or features;
- J. Protects natural areas from light intrusion;
- K. Enhances neighborhood continuity and connectivity;
- L. Fosters non-vehicular access;
- M. Demonstrates innovative design and use of fixtures or other elements;
- N. Incorporates and encourages alternative forms of energy through the design and construction process;
- O. Incorporates and encourages environmentally preferable products through the design and

construction process;

P. Incorporates effective energy management strategies through the design and construction process; and

Q. Enhances local food systems networks; and

R. Promotes sustainability and smart growth.

*(Ordinance No. 184)*

*(Sections 88.13 - 88.17 - Ord. 275 - Jan.19 Supp.)*

**88.18 NON-COMMERCIAL LIVESTOCK STANDARDS**

On parcels in zoning districts where non-commercial livestock are permitted, the following standards shall apply, except for in the A-1 Agricultural and A-2 Agribusiness Zoning Districts, which are exempt from these standards:

- 1. Number of Animals per Lot. Non-commercial livestock are limited to the maximum animal densities as shown in Table 88-1. Density ratios shall not exceed the limits of any single category.

**Table 88-1—Total Maximum Animal Densities by Type**

Size and Type of Animals	Maximum Animal Density
Large animals: horses, cattle, and similar animals	A minimum of one net-acre is required for the keeping of any large animals  1/20,000 net square feet of lot area, with a maximum of 8 such animals in this category
Intermediate animals: sheep, swine, goats, llama, emu, and similar animals	1/5,000 net square feet of lot area, with a maximum of 10 such animals in this category
Small animals: poultry, fowl, rabbits, and similar animals*	1/1,500 net square feet of lot area

\* The keeping of roosters shall be prohibited.

- 2. Juvenile animals. The number of juvenile animals less than six months of age is not limited provided they are offspring to the allowed adult animals.

- 4. Housing of Non-commercial Livestock.

- A. No structures or housing for large or intermediate animals shall be constructed within fifty (50) feet of property lines. Structures for housing any sized animal shall meet height requirements set forth in the bulk requirements of the applicable zoning districts.
- B. Non-commercial livestock shall be kept within a pen, coop, building, or other enclosure sufficient in size and strength to confine such animals to the owner’s property.
- C. Non-commercial livestock shall be provided with a covered, predator-resistant shelter that is properly ventilated and designed to be easily accessed, cleaned and maintained.
- D. During daylight hours, non-commercial livestock shall have access to their shelter.
- E. Best practices shall be followed for indoor and outdoor enclosure design and type, including for the acceptable amount of square footage per animal to be housed or kept in the enclosure.
- F. Every person maintaining a pen, coop, building, yard or enclosure for non-commercial livestock shall keep such area clean and sanitary.
- G. Manure disposal should follow best practices as outlined by Iowa State Extension or other professionally accepted source. Iowa Administrative Code section 567.65.2(3) and 567.65.101(1) shall apply to any discharges to waters of the state, pursuant to the EPA, 40 CFR Part 122.”

- H. All grains used for feed shall be kept in containers that are rodent-proof until put out for consumption. Clean water shall be made available at all times. Hay, alfalfa, or other roughage types of feed shall be kept under cover.
- I. A zoning permit shall be obtained from the Planning and Development Department prior to the construction, addition, or modification of any pen, coop, building, fence, or other enclosure used for the purposes of housing non-commercial livestock.
- J. No nuisance conditions shall be created for neighboring land uses. Nuisance conditions may include, but are not limited to, odor, noise, destruction of neighboring property, or repeated instances of loose animals on neighboring property.

5. Standards Specific to the Non-Commercial Keeping of Bees. Keeping of bees shall be subject to the following requirements:

- A. No Africanized bees shall be kept on any property.
- B. The front of any beehive shall face away from the property line of the nearest adjacent property.
- C. Where a colony is located within ten (10) feet from any property line or within thirty (30) feet of any public sidewalk or roadway, the beekeeper shall establish and maintain a flyway barrier at least six feet in height consisting of a solid wall, fence, or vegetation, parallel to the property line and extending ten feet beyond the colony in each direction.
- D. An adequate supply of fresh water shall be maintained in a location on the lot which is readily available to all bee colonies on the lot throughout the day.

6. Enforcement of this ordinance shall follow the procedures in Chapter 93—Planning and Development Infractions—of the Story County Land Development Regulations.

# Staff Report

Story County  
Board of Supervisors

**Date of Meeting:**  
December 21, 2021

## **Case Number OZM21-000002**

Story County Zoning Map Amendment request from the C-LI Commercial/Light Industrial District to the A-1 Agriculture District, for a portion of the property located at 22171 580th (Parcel number 10-05-200-435) and a portion of Parcel 10-05-200-425 under the ownership of Michael and Diane Holub. The proposed rezoning is requested for the parcel containing the existing dwelling at 22171 580<sup>th</sup> to bring it into conformance with the Story County Land Development Regulations, which does not allow dwellings in the Commercial/Light Industrial District. It will also rezone surrounding agricultural land. The greenhouse and retail store on the property are not included in the rezoning. They will remain zoned Commercial/Light Industrial. The request is consistent with the C2C plan, which identifies the area as part of the Ames Urban Fringe Plan (AUFPP) Planned Industrial area. The rezoning will be to a district that limits development and as a result would require Ames to annex prior to any development taking place, in conformance with the principles for the Planned Industrial designation. The Planning and Zoning Commission recommend approval of the request at their December 8<sup>th</sup>, 2021 meeting. The Board of Supervisors approved the first consideration of Ordinance 299 (the rezoning) at their December 14, 2021, meeting and set second consideration for December 21, 2021.



## **APPLICANT/PROPERTY OWNER:**

Michael and Diane Holub  
22171 580<sup>th</sup> Ave  
Ames, IA 50010

## **STAFF PROJECT MANAGER:**

Marcus Amman, Planner



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**PROPERTY INFORMATION**

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**GENERAL PROPERTY LOCATION**

22171/22085 580<sup>th</sup> Ave, Ames, IA 50010

**LEGAL DESCRIPTION OF THE PARCEL**

Section:05 Township:83 Range:23 E1/2 Ne & All Se1/4 N Of Rr Ex W588.3' N465' Ne1/4 & Ex Comm Ne Cor Sec 5 S699.71' To Beg W659.57' W398.64' S200.19' E398.65' N153.40' E659.57' N50' To Beg And Comm Ne Cor Sec 5s749.71' W659.57' S153.40' To Beg W398.65' **AND** Section:05 Township:83 Range:23 Se Ne Bg699.71' S Ne Cor Sw659.57' W398.65' S248' E398.64' N198' Ne659.57' N50' To Beg

**LEGAL DESCRIPTION OF THE AREA TO BE REZONED**

The East half (E½) of the Northeast Quarter (NE ¼) except for the North 465 ft. thereof and except for the East 659.57 ft. of the North 699.71 ft. in Section 5, Township 83 North, Range 23 West of the 5th P.M., Story County Iowa, and all of the Southeast Quarter (SE ¼) lying North of the Right of Way of the Chicago & Northwestern Railway in Section 5, Township Eighty-three (83) North, Range Twenty-three (23) West of the 5th P.M., Story County Iowa.

**PARCEL IDENTIFICATION NUMBERS**

10-05-200-435  
10-05-200-425

**PARCEL SIZE**

40.15 net-acres  
Approximately 22.6 acres are in C/LI  
Approximately 11 acres are proposed to be rezoned to A-1

**CURRENT ZONING**

C-LI Commercial/Light Industrial District

**REQUESTED ZONING**

A-1 Agricultural

**FUTURE LAND USE MAP DESIGNATION**

The Story County Cornerstone to Capstone C2C Plan designates the area as a Planned Industrial area within the Ames Urban Fringe Plan. According to the Ames Urban Fringe Plan, "Planned Industrial is a designation intended for clustered industrial uses. These uses are strategically located to minimize environmental impacts and conflict with residential land uses. Locations also provide for an orderly and efficient transition between land uses within municipal limits and the unincorporated areas of the county. Such areas involve the integration of uses, access, and appearance."

**CITIES WITHIN TWO MILES**

Ames and Nevada



MAP OF AREA TO BE REZONED AND SUBJECT PROPERTIES

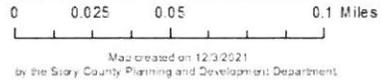


OZM21-000002  
Holub Rezoning  
Parcel #: 10-05-200-435, 10-05-200-425

Story City			
LAFAYETTE T85N R24W	HOWARD T85N R23W	WARREN T85N R22W	LINCOLN T85N R21W
Gilbert			
FRANKLIN T84N R24W	MILFORD T84N R23W	RICHLAND T84N R22W	SHERMAN T84N R21W
Ames		Nevada	
WASHINGTON T83N R24W	GRANT T83N R23W	NEVADA T83N R22W	NEW ALBANY T83N R21W
Kelley			
PALESTINE T82N R24W	UNION T82N R23W	INDIAN CREEK T82N R22W	COLLINS T82N R21W
Stater Huxley		Maxwell	
Sheldahl			

**Legend**

- Area To Be Rezoned
- Subject Properties
- Parcels
- Towns and Cities
- A-1 AGRICULTURAL
- C-LI COMMERCIAL/LIGHT INDUSTRIAL



**DISCLAIMER**  
Story County's digital cadastral data is a representation of recorded plats and surveys for use within the Geographical Information System for the purpose of data access and analysis. These and other digital data do not replace or modify land surveys, deeds, and/or other legal instruments defining land ownership or use.



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## BACKGROUND

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### HISTORY AND CURRENT LAND USE

The subject properties are 40.15 acres and located on 580<sup>th</sup> Ave. They are adjacent to the City of Ames and a half a mile north of Lincoln Way and 1.25 miles east of I-35.

The northern half of the subject properties, approximately 22.56 acres, is zoned Commercial/Light Industrial. It was rezoned to commercial in 1974 from the R-1 Transitional/Residential District. The area currently zoned commercial contains two parcels (subject properties).

One of the subject properties includes a dwelling, constructed by the current property owners in 1985, and a 30' x 60' steel utility building, constructed in 1992. When the dwelling was constructed, it was part of the larger parcel of land that contains the greenhouses. Dwellings are not allowed as principal permitted (primary or stand-alone) uses in the Commercial/Light Industrial District. The dwelling was permitted as an accessory use to the greenhouses and retail store. The permit described the dwelling as watchman's quarters. The parcel with the dwelling was split through an illegal division after the dwelling was constructed. The division made the dwelling and accessory structure illegal nonconforming with the requirements of the ordinance as it cannot be permitted as a principal use in the Commercial/Light Industry District and, per the definition of accessory structure, accessory structures must be located on the same parcel as the principal permitted use (greenhouse). The dwelling also does not meet setback requirements. The Holub's have been informed that prior to any additions to the dwelling a boundary line adjustment to bring the parcel and dwelling into conformance with the county's required setback.

This issue came to staff's attention in review of a zoning permit for an addition to the steel utility building. Staff concluded issuing the permit would be an expansion of the nonconformity. The property owner was given the option to correct the nonconformity by signing a restrictive covenant that the properties containing the greenhouse and dwelling would be sold together. Accessory structures may be located on a parcel adjacent to a principal use if there is a restrictive covenant in place that they are sold together. The property owner declined to sign the restrictive covenant and elected to go through the rezoning process instead in case they would sell the dwelling separately from the greenhouse operation in the future. The rezoning will bring the dwelling into conformance with the Story County Land Development Regulations. The house will meet the Land Evaluation and Site Assessment (LESA) exception to the 35-acre minimum lot size requirement for a dwelling in the A-1 Agricultural District. It will allow for the Holub's to construct an addition to the accessory building.

The other subject property includes the Holub Garden and Greenhouses commercial site. The 24 commercial buildings on the site were constructed between 1980 and 2021. All of the existing buildings are used for the operation of the garden and greenhouses. The remaining approximately 23 acres of the property are in agricultural production. The area in agricultural production is also proposed to be rezoned to A-1 Agricultural. In total, approximately 11 acres of the 22 acres zoned commercial are proposed to be rezoned agricultural. The south 660 feet of the parcel was rezoned to A-1 from C-2 in 1989.



The rezoning will better match the AUPF goals for the future land use of the area. The AUPF has this area designated as Planned Industrial area. This designation requires that before any commercial or industrial development occurs it must be annexed into the City of Ames. Currently the site could be further developed commercially without annexation as it is already zoned Commercial/Light Industrial. This could allow development that would not be cohesive with future city growth as it would not be developed meeting city standards.

#### **PROPOSED USE**

If the zoning map amendment is approved, the Holub's will apply for a zoning permit to construct an accessory building.

No other site improvements, additions, or expansions are proposed in the area to be rezoned. The commercial site will continue to operate as it currently does. There are no proposed improvements to the commercial site at this time.

#### **C2C PLAN**

The Ames Urban Fringe Plan is an adopted component of the C2C Comprehensive Plan and directs the future land use for the two mile area outside Ames' corporate boundaries.

The property is designated Planned Industrial and Natural Area in the Ames Urban Fringe Plan. The rezoning includes approximately 1.9 acres of natural area. There are no plans to develop this area and the rezoning is to a more restrictive district.

The Planned Industrial designation is within the Urban Service Area Land Use Class, which requires annexation prior to development. This means that prior to a subdivision or rezoning request to a district that would allow development, annexation is required. This is to ensure that development meets city standards and is appropriately timed so that it does not create inefficiencies for future city growth.

The Planned Industrial Area that includes the subject property extends from Ames' corporate limits east of I-35 to 590<sup>th</sup> Ave and north of Lincoln Highway and south of 210<sup>th</sup> St. This area is adjacent to the Prairie View Industrial Center, a recently annexed area inside of Ames planned for immediate industrial growth.

Principles for the Planned Industrial Designation include:

- *PI Policy 1: Land uses are clustered/industrial park uses that are larger in scale than most general industrial uses.*
- *PI Policy 2: Locate Planned Industrial uses near limited access thoroughfares and/or major railroad systems to accommodate the transportation of industrial goods and services. Minimize environmental impacts and conflict with residential land uses.*
- *PI Policy 3: Give preference to clustering of uses to limit the short-term and long-term costs associated with infrastructure improvements and the distribution of public services.*

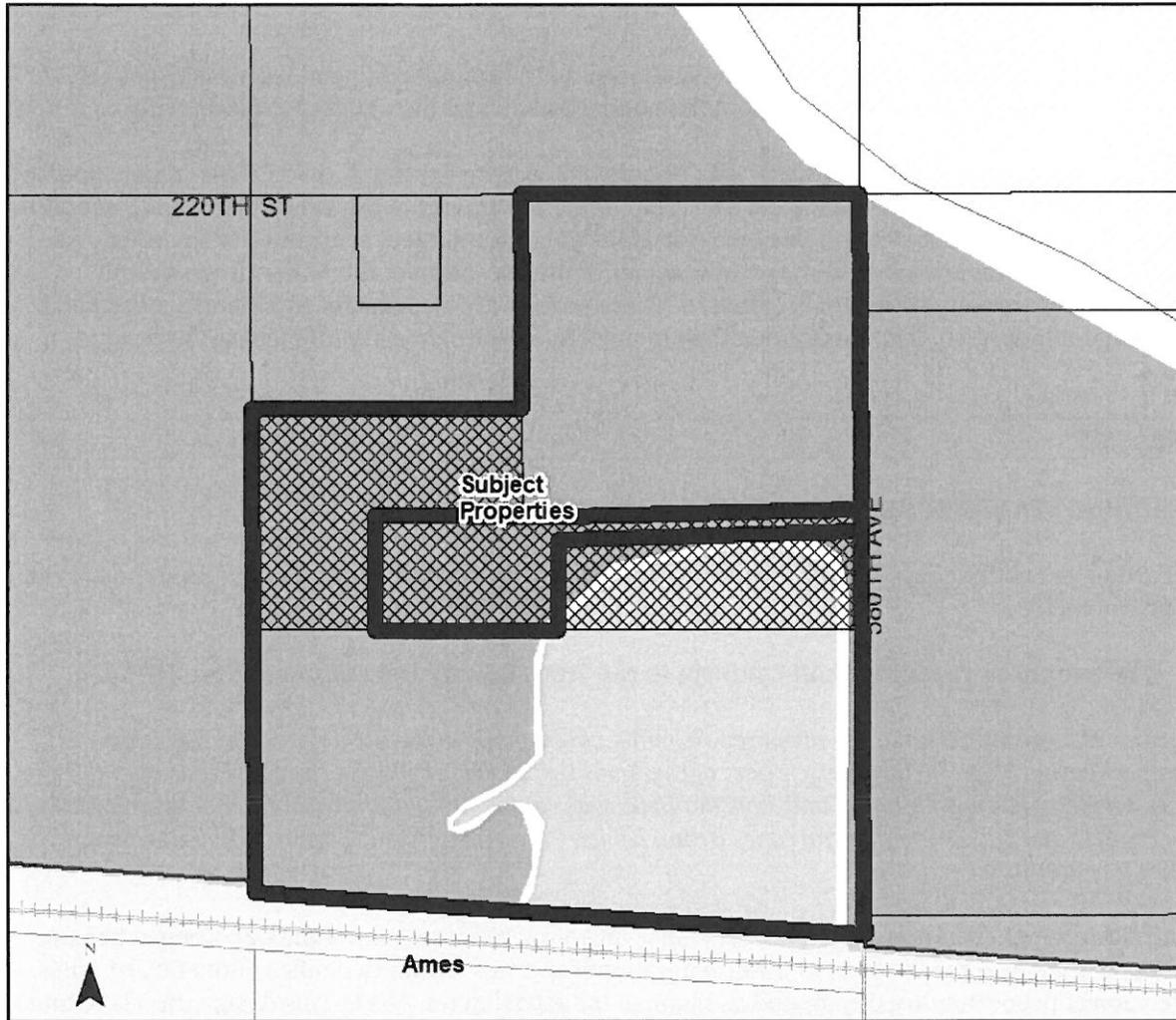


- *PI Policy 4: Permit Planned Industrial uses when suitable infrastructure and services are available. Require annexation into the city and comply with all municipal regulations, including zoning, land use policy, subdivision, and building code requirements.*
- *PI Policy 5: Mitigate and manage stormwater run-off, soil erosion, and wastewater discharge according to IDNR, county and city standards.*
- *PI Policy 6: Require buildings to front major thoroughfares to minimize the appearance of industrial operations and enhance the aesthetics of the road corridor. Require landscape and earthen buffering of parking areas and industrial activity, such as assembly yards, storage locations and loading facilities.*

The use of the property is not consistent with the Planned Industrial Designation. However, rezoning a majority of the Commercial/Light Industrial Designation to the A-1 Agricultural designation will prevent further inconsistent development until such time the property is annexed.



MAP OF AMES URBAN FRINGE PLAN DESIGNATION FOR SUBJECT PROPERTIES



Story City			
LAFAYETTE T85N R24W	HOWARD T85N R23W	WARREN T85N R22W	LINCOLN T85N R21W
Gilbert			
FRANKLIN T84N R24W	MILFORD T84N R23W	RICHLAND T84N R22W	SHERMAN T84N R21W
Ames		Nevada	
WASHINGTON T83N R24W	GRANT T83N R23W	NEVADA T83N R22W	NEW ALBANY T83N R21W
Kelly			
PALESTINE T82N R24W	UNION T82N R23W	INDIAN CREEK T82N R22W	COLLINS T82N R21W
Slate		Maxwell	

**OZM21-000002**  
**Holub Rezoning**  
**Parcel #: 10-05-200-435, 10-05-200-425**

**Legend**

- Area To Be Rezoned
- Subject Properties
- Parcels
- Industrial Reserve-Research Park
- Natural Areas
- Planned Industrial

0 0.035 0.07 0.14 Miles

Map created on 12/3/2021  
 by the Story County Planning and Development Department.



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### **SURROUNDING AREA**

The 5.84 net-acre parcel to the north of and adjacent to the commercial zoned area is zoned A-1. The 5.84 acres is split between two properties under the ownership of Tracy & Linda Miller.

Other adjacent properties include a 37.44 net-acre property to the north, a 38.67 net-acre property and a 6.41 net-acre property to the east, a 41.58 net-acre property to the west, and a 35.47 net-acre property to the south. A railroad line also runs adjacent to the subject properties to the south. All adjacent properties are zoned A-1 Agricultural. With the exception of the Miller property and railroad, they are all in row crop production. These parcels are also part of AUFPP and are located in the Planned Industrial. The closest dwelling to the site is approximately 188 feet to the west.

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### **ANALYSIS**

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#### **REZONING STANDARDS OF APPROVAL**

According to Section 92.06(2) of the *Story County, Iowa Code of Ordinances*, applicable standards for approval include:

- 1. The proposed rezoning shall conform to the Story County Development Plan (C2C).**

**Applicant Comment:** *First, the proposed rezoning conforms with the Cornerstone to Capstone (C2C) Comprehensive Plan. The property is part of the Ames Urban Fringe Plan in the C2C Future Land Use Plan. The City of Ames Planning and Housing Dept. was contacted and it did not have concerns with the request and will not require an Ames Urban Fringe Plan amendment. This proposed downzoning is in conformance.*

**Staff Comment:** The Ames Urban Fringe Plan is an adopted component of the C2C Comprehensive Plan and applies to the land use of unincorporated properties within two miles of the City of Ames. The subject properties are designated as Planned Industrial in the AUFPP. This designation is within the Urban Service Area where annexation should occur prior to further development.

The City of Ames reviewed the rezoning request and are in support of it. The proposed rezoning would better match the future land use designations that the AUFPP has outlined for this. The rezoning would make it so that any further development of the area would first require the area to be annexed into the city, allowing for consistent planning of the uses. Presently, the agricultural land zoned Commercial/Light Industrial could be developed without annexation. This would be at odds with the future land use goals for the area.

- 2. The proposed rezoning shall conform to the Statement of Intent for the proposed district and district requirements.**

The statement of intent for the A-1 district is:



*The A-1 District is intended and designed to accommodate land uses compatible with agriculture and to protect agricultural land from encroachment of urban land uses. The Cornerstone to Capstone (C2C) Comprehensive Plan designates priority agricultural land as Agricultural Conservation Areas. These areas are intended to preserve rural character by limiting the development of most new non-farm dwellings to large lots. In some instances, the A-1 District permits non-farm residential development on smaller lots in furtherance of the Cornerstone to Capstone (C2C) Comprehensive Plan goals and objectives.*

**Applicant Comment:** *The proposed rezoning conforms to the Statement of Intent. The Statement of Intent for this rezoning is "to accommodate land uses compatible with agriculture and to protect agricultural land from encroachment of urban land uses." The Cornerstone to Capstone (C2C) Comprehensive Plan designates priority agricultural land as Agricultural Conservation Areas. These areas are intended to preserve rural character by limiting the development of most new non-farm dwellings to large lots.*

**Staff Comment:** While this area is designated for future urban growth, the rezoning will prevent premature development of the site, which can cause inefficiencies in city growth and have greater impacts on agricultural land long-term.

The rezoning will permit the existing single-family dwelling and bring it into conformity with the ordinance. The dwelling meets the LESA exception to the 35-acre minimum lot size requirement in the A-1 Agricultural District. Rezoning the dwelling so it is conforming will likely not create more issues in the event of future annexation. If the land is annexed, it would be zoned agricultural upon annexation and become non-conforming at that point or upon further rezoning to an industrial zoning district.

The proposed rezoning is also for areas that are in agricultural production or natural area to A-1. This rezoning will assist in protecting agricultural and natural land.

### **3. The proposed rezoning shall be compatible with surrounding land uses and development patterns.**

**Applicant Comment:** *The proposed rezoning is compatible with surrounding and current land uses and development patterns. For one, the Holub's physically reside and live on Parcel No. 1005200435 and a residential dwelling is a permitted use on A1 classification. They occupy the homestead located thereon and have lived in it for more than 25 years. Second, the land both on Parcel No. 1005200435 and that portion of Parcel No. 1005200425 has been idle or used in agricultural production rather than commercial already for many years. Furthermore, all real estate to the west, north, east and south of this parcel is currently in agricultural production and zoned A-1. It is therefore consistent with surrounding land uses.*

**Staff Comment:** In 1974 the properties in question were rezoned from R-1 to C-1. In 1989 the southern approximately 662 feet were rezoned to A-1. All adjacent properties in unincorporated Story County are zoned A-1 Agricultural. Staff and the Planning and Zoning Commission conclude that the rezoning is compatible with the surrounding land uses. Additionally, the rezoning furthers planned development patterns for the area. If the proposed area is to be developed this rezoning



will ensure the development is not premature, meets city standards, and that the larger area's development is consistent.

- 4. The proposed rezoning shall protect environmental resources. Rezoning of parcels containing more than fifty (50) percent of the gross acreage as lands identified with areas designated Natural Resource Areas on the Story County Development Plan (C2C) shall not be approved unless such requested action results in a district designation more restrictive than the current designation, the R-C Residential Conservation Design (Overlay) District is applied to the property, or conditions protecting the identified areas are attached to the rezoning request. (Ordinance No. 184)**

**Staff Comment:** Not Applicable—natural resources are present on the property. However, there are approximately 3 acres of the 40 acres in natural resource area just south of the driveway to the dwelling. 1.9 acres are included in the rezoning request—the other acres are already zoned A-1 Agricultural. The rezoning is to a district that is more restrictive than the present district and will better protect those resources. No development is proposed.

- 5. In areas where the petition to rezone requests a change from A-1 District or A-2 District to another district, lands scoring 267 or above for total LESA score, as determined by a Land Evaluation Site Assessment (LESA) as adopted for Story County, shall not be approved. (Ordinance No. 208)**

**Staff Comment:** Not Applicable. The property request is to be rezoned to A-1.

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## COMMENTS

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The following comments are part of the official record of the proposed **Story County Zoning Map Amendment, Case No. OZM21-000002**. If necessary, conditions of approval may be formulated based off these comments.

### Comments from the Conceptual Review Team

A conceptual Review meeting was held for the proposed rezoning October 7, 2021. The following comments were not already addressed in this report.

#### Planning and Development:

- In staff's review of the request, it was noted that the dwelling does not currently meet the required rear setbacks. If an addition or other change to the dwelling required a permit in the future, a parcel line adjustment would be required to bring the dwelling into conformance. A variance could be requested, however, it may not meet all standards due to the parcel coming into its current configuration when a survey was required and the split occurring through a warranty deed.

The City of Ames and the City of Nevada were notified of the request on Wednesday December 1, 2021. Ames was contacted about this request during conceptual review. They are in support of the rezoning request as it falls better in line with the Ames Urban Fringe Plan Future Land Use Designations. Neither has provided any additional comments.

### Comments from the General Public



A rezoning sign was placed on the property on November 23, 2021.

Notice letters were sent to property owners within a ¼ mile of the proposed rezoning on November 23, 2021, and legal notice was published in the Ames Tribune, Nevada Journal, and Story County Sun on December 2<sup>nd</sup>, 2021.

*No comments were received prior to the writing of this report.*

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**POINTS TO CONSIDER**

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1. The C2C Plan designates the subject property as part of Ames Urban Fringe Plan Area. The City of Ames reviewed the plans and had no comments as this rezoning would put the properties more in line with the Ames Urban Fringe Plan.
2. By rezoning the property, the Holub’s are able to construct an accessory building for personal use on their property with their residence. The existing dwelling is also brought into conformance.
3. There are no current expansion plans for the garden and greenhouse business and the business will use the existing buildings.
4. In 1989 a portion of one of the properties was rezoned from C-1 to A-1.
5. The rezoning will protect agricultural land and natural resource areas.

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**PLANNING AND ZONING COMMISSION RECOMMENDATION**

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Planning and Zoning Commission recommended the approval of the rezoning request at their December 8, 2021 meeting with a 5-0 vote.

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**BOARD OF SUPERVISORS FIRST CONSIDERATION**

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The Board of Supervisors approved the first consideration of Ordinance 299 (the rezoning) at their December 14, 2021, meeting and set second consideration for Tuesday, December 21, 2021. There were no comments from the public during first consideration.

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**ALTERNATIVES**

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The Story County Board of Supervisors may consider the following alternatives for the rezoning request:

1. **The Story County Board of Supervisors approves Ordinance 299, Amending Certain Boundaries of the Official Zoning Map of Story County, on second consideration and waives third consideration.**
2. The Story County Board of Supervisors approves Ordinance 299, Amending Certain Boundaries of the Official Zoning Map of Story County, with conditions on second consideration and sets third consideration for Tuesday, December 28, 2021.



3. The Story County Board of Supervisors denies Ordinance 299, Amending Certain Boundaries of the Official Zoning Map of Story County, on second consideration and sets third consideration for Tuesday, December 28, 2021.
4. The Story County Board of Supervisors remands Ordinance 299, Amending Certain Boundaries of the Official Zoning Map of Story County, back to staff for additional information, and directs staff to set first consideration for Tuesday, December 28 ,2021.

**DO NOT WRITE IN THE SPACE ABOVE, RESERVED FOR RECORDER**

Prepared By: Marcus Amman, Story County Planning and Development, 900 6th Street, Nevada, IA 50201 (515) 382-7245

**Please return to:  
Planning & Development**

**STORY COUNTY IOWA**

**ORDINANCE NO. 299**

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF STORY COUNTY, IOWA; AND CHANGING THE BOUNDARIES OF THE DISTRICTS ESTABLISHED AND SHOWN ON SAID MAP AS PROVIDED IN CHAPTER 92 OF THE *CODE OF ORDINANCES, STORY COUNTY, IOWA*.**

BE IT ENACTED by the Board of Supervisors of Story County, Iowa:

WHEREAS; at their December 8, 2021, meeting, the Story County Planning and Zoning Commission recommended approval (vote 5-0) of the Official Zoning Map Amendment request submitted by Michael and Diane Holub, owners of HOLUB GARDEN & GREENHOUSES INC, 22171 580<sup>th</sup> Ave, Ames, IA 50010, as referenced in the Official Zoning Map of Story County, Iowa, and identified under the process to change the boundaries of the districts established and authorized by Section 92.06 of the *Code of Ordinances, Story County, Iowa, and as referenced as follows:*

The following described property, under the ownership of Michael and Diane Holub and HOLUB GARDEN & GREENHOUSES INC, 22085 580<sup>th</sup> Ave, Ames, IA 50010, be amended from the from the C-LI Commercial/Light Industrial District to the A-1 Agricultural District.

**GENERAL PROPERTY LOCATION:**

Eleven acres in the Northeast Quarter of Section 05 of Grant Township (parcels 10-05-200-425 and 10-05-200-435), 22085/22171 580<sup>th</sup> Ave Ames, Iowa, and as described on Attachment A and shown on Attachment B, and;

WHEREAS: all other ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict; and

WHEREAS: if any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole

or any section, provision or part thereof not adjudged invalid or unconstitutional; and

WHEREAS: this ordinance shall be effective after its final passage, approval and publication of the ordinance or a summary thereof, as provided by law.

**Action upon FIRST Consideration:** Approved  
**DATE: December 14, 2021**

Moved by: Faisal  
Seconded by: Murken  
Voting Aye: Faisal, Murken, Heddens  
Voting Nay: none  
Not Voting: none  
Absent: none

**Action upon SECOND Consideration:** Approved  
**DATE: December 21, 2021**

Moved by: Faisal  
Seconded by: Murken  
Voting Aye: Faisal, Murken, Heddens  
Voting Nay: none  
Not Voting: none  
Absent: none

**Action upon THIRD Consideration:** Waived  
**DATE: December 28, 2021**

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
Voting Aye: \_\_\_\_\_  
Voting Nay: \_\_\_\_\_  
Not Voting: \_\_\_\_\_  
Absent: \_\_\_\_\_

ADOPTED THIS 21<sup>st</sup> day of December, 2021.

  
\_\_\_\_\_  
Chairperson, Board of Supervisors

Attest:

Linda Murken  
County Auditor

ROLL CALL	Latifah Faisal	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
FOR ALLOWANCE	Lisa Heddens	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>
	Linda Murken	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>	Absent <input type="checkbox"/>

ALLOWED BY VOTE  
OF BOARD

Yea 3 Nay 0 Absent 0

Lisa Heddens  
CHAIRPERSON

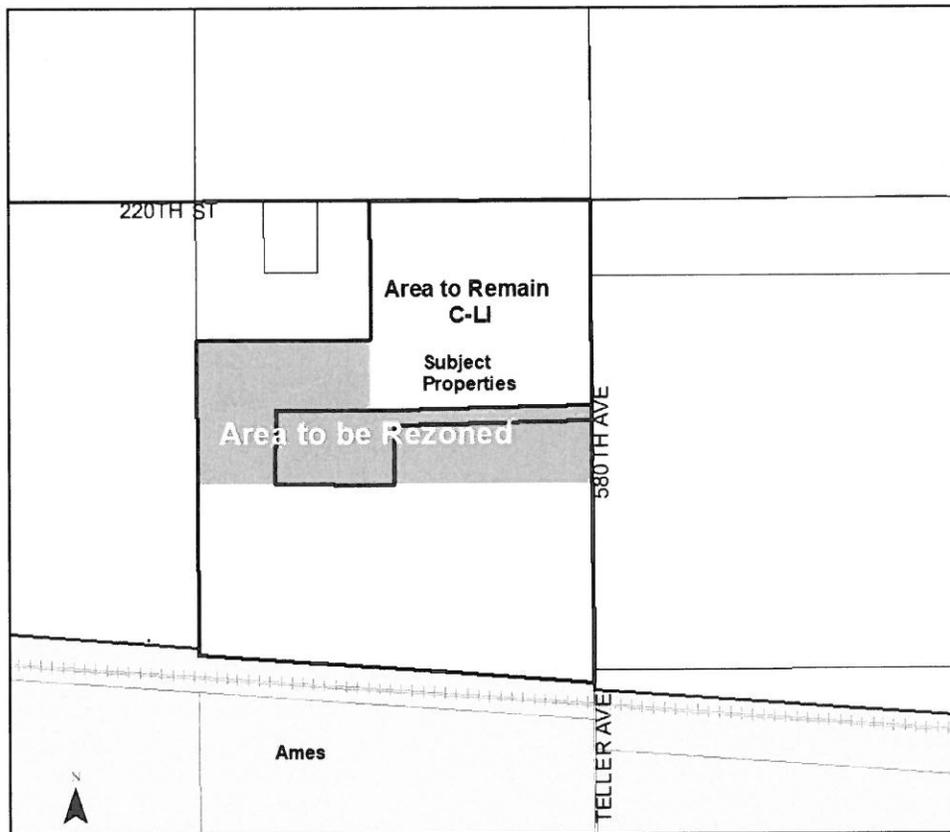
Above tabulation made by LD

## ATTACHMENT "A"

### Legal Description of Rezoning Area

The East half (E $\frac{1}{2}$ ) of the Northeast Quarter (NE  $\frac{1}{4}$ ) except for the North 465 ft. thereof and except for the East 659.57 ft. of the North 699.71 ft. in Section 5, Township 83 North, Range 23 West of the 5th P.M., Story County Iowa, and all of the Southeast Quarter (SE  $\frac{1}{4}$ ) lying North of the Right of Way of the Chicago & Northwestern Railway in Section 5, Township Eighty-three (83) North, Range Twenty-three (23) West of the 5th P.M., Story County Iowa.

# ATTACHMENT "B"

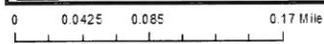


Story City			
LAFAYETTE T85N R24W	HOWARD T85N R23W	WARREN T85N R22W	LINCOLN T85N R21W
Gilbert			
FRANKLIN T84N R24W	MILFORD T84N R23W	RICHLAND T84N R22W	SHERMAN T84N R21W
Ames			
Nevada			
WASHINGTON T83N R24W	GRANT T83N R23W	NEVADA T83N R22W	NEW ALBANY T83N R21W
Kelly			
Paoli			
PALESTINE T82N R24W	UNION T82N R23W	INDIAN CREEK T82N R22W	COLLINS T82N R21W
Slaters			
Huxley			
Maxwell			

**OZM21-000002**  
**Holub Rezoning**  
**Parcel #: 10-05-200-435, 10-05-200-425**

**Legend**

- Subject Properties
- Area To Be Rezoned
- Parcels



Map created on 12/6/2021  
 by the Story County Planning and Development Department



**DISCLAIMER:**  
 Story County's digital cadastral data is a representation of recorded plans and surveys for use within the Geographical Information System for the purpose of data access and analysis. These and other digital data do not replace or modify land surveys, deeds and/or other legal instruments defining land ownership or use.

Rezoning Application of Michael and Diane Holub, 22171 580<sup>th</sup> Ave.; Ames, IA 50010

**Written Narrative Explaining Justification for Proposed Amendment and Response to Standards for Approval Outlined in Section 92.06(2) of the Story County Code of Ordinances**

**Michael Holub and Diane Holub**, jointly, and **Holub Garden & Greenhouses, Inc.**, by and through Michael Holub and Diane Holub as Officers and Directors of Holub Garden & Greenhouses, Inc. (collectively, henceforth referred to herein as the “Holubs”) submit the following narrative for consideration by the Story County Planning and Development Dept. staff and by the Planning and Zoning Commission to their request for rezoning:

The Holubs seek rezoning of the real property locally known as 22171 580<sup>th</sup> Ave., Ames, IA 50010, Parcel No. 1005200435 and seek rezoning of a portion of Parcel No. 1005200425 from base zone district of C-LI; Commercial/Light Industrial District to A-1; Agricultural District as shown shaded in yellow on the attached Exhibit A. The legal description of the area shaded on Exhibit A and to be rezoned is the East half (E½) of the NE ¼ except for the North 699.71 ft. and except for the west 588.3 ft. in Section 5, Township 83 North, Range 23 West and all of the SE ¼ lying North of the Right of Way of the Chicago & Northwestern Railway in Section 5, Township Eighty-three (83) North, Range Twenty-three (23) West of the 5<sup>th</sup> P.M., Story County Iowa, from base zoning district of C-LI Commercial Light Industrial District to the A-1 Agricultural District. If necessary, this legal description shall be later amended to conform with the map.

In compliance with Story County Code Ch. 92.06(2), the Holubs submit the following response to the standards for approval for amendments to the Official Zoning Map:

**A. The proposed rezoning shall conform to the Cornerstone to Capstone (C2C) Comprehensive Plan.**

First, the proposed rezoning conforms with the Cornerstone to Capstone (C2C) Comprehensive Plan. The property is part of the Ames Urban Fringe Plan in the C2C Future Land Use Plan. The City of Ames Planning and Housing Dept. was contacted and it did not have concerns with the request and will not require an Ames Urban Fringe Plan amendment. This proposed downzoning is in conformance.

**B. The proposed rezoning shall conform to the Statement of Intent for the proposed district and district requirements.**

The proposed rezoning conforms to the Statement of Intent. The Statement of Intent for this rezoning is “to accommodate land uses compatible with agriculture and to protect agricultural land from encroachment of urban land uses.” The Cornerstone to Capstone (C2C) Comprehensive Plan designates priority agricultural land as Agricultural Conservation Areas. These areas are intended to preserve rural character by limiting the development of most new non-farm dwellings to large lots.

**C. The proposed rezoning shall be compatible with surrounding land uses and development patterns.**

The proposed rezoning is compatible with surrounding and current land uses and development patterns. For one, the Holubs physically reside and live on Parcel No. 1005200435 and a residential dwelling is a permitted use on A1 classification. They occupy the homestead located thereon and have lived in it for more than 25 years. Second, the land both on Parcel No. 1005200435 and that portion of Parcel No. 1005200425 has been idle or used in agricultural production rather than commercial already for many years. Furthermore, all real estate to the west, north, east and south of this parcel is currently in agricultural production and zoned A-1. It is therefore consistent with surrounding land uses.

**D. The proposed rezoning shall protect environmental resources. Rezoning of parcels containing more than 50 percent of the gross acreage as lands identified with areas designated natural resource areas on the Cornerstone to Capstone (C2C) Comprehensive Plan shall not be approved unless such requested action results in a district designation more restrictive than the current designation, the R-C Residential Conservation Design (Overlay) District is applied to the property, or conditions protecting the identified areas are attached to the rezoning request.**

The Holubs believe this is not applicable to this particular rezoning request.

**E. In areas where the petition to rezone requests a change from A-1 District or A-2 District to another district, lands scoring 267 or above for total LESA score, as determined by a Land Evaluation Site Assessment (LESA) as adopted for Story County, shall not be approved.**

The Holubs believe this is also not applicable to this particular rezoning request.

The primary impetus behind this rezoning request is to permit the Holubs to build an extension / addition on an existing building for storage purposes on the parcel locally known as 22171 580<sup>th</sup> Ave., Ames, IA 50010, Parcel No. 1005200435. The extension / addition would be approximately 30 feet by 30 feet by 16 feet high. The Holubs' previous application for a building permit was denied by Story County Planning and staff because the C-LI zoning classification on the parcel did not allow the permit to be issued. The A-1 zoning classification would permit this building to be built and permitted at a staff level review and it is in line with the character and use of the real property as is set forth in this narrative. This classification fits the use and character of the area.

# CONTRACT

Kind of Work Tree Removal

County Story

THIS AGREEMENT made and entered by and between Story County, Iowa, by its Conservation Board, Contracting Authority, and

Todd Finch CFO

of Finco Tree and Wood Service LLC Contractor.

WITNESSETH: That the Contractor, for and in consideration of (\$ 15,000 )

payable as set forth in the specifications constituting a part of this contract, hereby agrees to construct in accordance with the plans and specifications therefore, and in the locations designated in the notice to bidders, the various items of work as follows:

Item No.	Item	Quantity	Units	Unit Price	Amount
1	60 ash trees and stumps removed, backfilled, and seeded along				<u>15,000</u>
2	the Prairie Rail Trail from the train tracks on the west side of				
3	McCallsburg to the edge of city limits on the east side of town				
4	<u>Quoted 1/10/21</u>				
5					
6					
7	Contractor agrees to add Story County and Story County				
8	Conservation as Additional Insured on Contractor's Commercial				
9	General Liability Insurance				
10					
11	Bid awarded to lowest qualified responsive bidder				
12					
13					
14					
				<b>Subtotal:</b>	
	Ø See supplemental information on Page 2			<b>Pg2 Subtot:</b>	
				<b>TOTAL:</b>	<u>15,000</u>

Said specifications and plans are hereby made a part of the the basis of this agreement and a true copy of said plans and specifications are now on file in the Story County Conservation Office.

That in consideration of the foregoing, the Contracting Authority hereby agrees to pay the Contractor, promptly and according to the requirements of the specifications the amounts set forth subject to the Conditions as set forth in the specifications.

That it is mutually understood and agreed by the parties hereto that the notice to bidders, the proposal, the specifications for Project No. \_\_\_\_\_ Tree Removal

in Story County, Iowa, the within contract, the contractor's bond, and the general and detailed plans are and constitute the basis of contract between the parties thereto.

That it is further understood and agreed by the parties of this contract that the above work shall be commenced and completed on or before:

Approximate Starting Date	Specified Starting Date	Late Start Date	Number of Working Days
21-Dec-21			

That time is the essence of this contract and that said contract contains all of the terms and conditions agreed upon by the parties hereto. It is further understood that the Contractor consents to the jurisdiction of the courts of Iowa to hear, determine and render judgement as to any controversy arising hereunder.

IN WITNESS WHEREOF the parties hereto have set their hands for the purposes herein expressed to this and three other instruments of like tenor, as of the

Recommended by:

Approved:

Story County, Iowa  
Contracting Authority

By: [Signature]  
Story County Board of Supervisors

Date: 12-21-21

By: [Signature]  
Contractor

Date: \_\_\_\_\_

# BIDDING PROPOSAL

Type of Work Tree Removal

Project No. Mc-Tr 1  
LFM-LA13--7X-85

System Local

County Story County

Location and Description

**McCallsburg PRT Trail**

**60 ash trees and stumps removed, backfilled, and seeded along the Prairie Rail Trail from the train tracks on the west side of McCallsburg to the edge of city limits on the east side of town.**

**Story County Conservation will award to lowest qualifie resposive bidder.**

Proposal of Finco Tree and Wood Service LLC  
Name of Bidder  
52724 280<sup>th</sup> St  
Street Address  
Kelley IA 50134  
City State Zip Code  
Contractor Federal ID Number 42-1504140

The bidder hereby certifies that no other principal is involved in or has an interest in this proposal; that the bidder has thoroughly examined the plans and specifications and this contract form and is aware of the special provisions contained herein, that the bidder has examined the site of the work and understands that the quantities of work actually required by the plans and specifications are approximate only and are subject to increases and decreases- that the bidder understands that all quantities of work actually required must be performed and that payment therefore shall be at the unit prices stipulated herein- that the bidder proposes to timely furnish the specified materials in the quantities required and to furnish the machinery, equipment labor and expertise necessary to competently complete this project by the time specified, that no state or county official or employee has a direct or indirect interest in the contract which would cause violation of Section 314.2 Code of Iowa.

If this bid is accepted, Bidder agrees: to perform all "extra work" required to complete the project at unit prices or lump sums to be agreed upon in writing prior to commencement of such "extra work" or if prior agreement cannot be reached to perform the work on a "force-account basis" as provided in the specifications, to execute the format contract within thirty days of the date of approval, for award or to forfeit the proposal guaranty furnished herewith; to begin work in accordance with the contract documents and to either complete the work within the contract period or pay liquidated damages with shall accrue at the daily rate specified below for each additional working day the work remains uncompleted, furnish a performance bond in an amount equal the contract award as security for the full and complete performance of the contract in accordance with the plans and specifications.

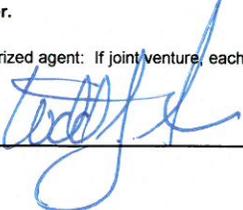
Group or Division No.	Amount of Proposal Guaranty	Construction Period	Working Days	Liquidated Damages Per Day
	<b>0\$</b>	<b>12/21/21-4/31/22</b>		<b>\$0</b>

Enclosed herewith is a certified check credit union share draft Cashier's check, bank draft on a solvent bank or a bid bond in the penal sum shown in the contract document as a proposal guaranty, it is understood by bidder that the said guaranty document shall be retained by Story County as a forfeiture in the event the formal contract is not executed or performance bond is not furnished if the award is made to the undersigned.

This project will be let as Sales Tax Exempt. Exemption Certificates will be sent out to the winning bidder.

Signatures are to be by authorized agent: If joint venture, each should sign.

Signed:

 CFO

Date of Letting: \_\_\_\_\_



# STORY COUNTY BOARD OF HEALTH

Dr. John Paschen, Chair

Dr. Molly Lee, Vice-Chair

Dr. John Kluge

Dr. Louisa Tabatabai

Mark Speck

**APPROVED**

**DENIED**

Board Member Initials: JKH

Lisa Heddens (Ex-officio)

Meeting Date: 12-21-21

Follow-up action: NO actions -  
NO motion

October 8, 2021

Dear Story County Board of Supervisors,

The Story County Board of Health recommends that the Story County Board of Supervisors require all county employees to submit proof of COVID-19 vaccination or, if unvaccinated, submit weekly proof of a negative COVID-19 test, subject to such exceptions as required by law.

The Story County Board of Health (BOH) believes that Story County government has an obligation to protect the health and safety of its employees and the public who access services and programs, or otherwise interface in any manner with employees of Story County. The Centers for Disease Control and Prevention (CDC) has determined that the best way to slow the spread of SARS-CoV-2 (COVID-19) and to prevent infection by the Delta variant or other variants is to be vaccinated. In order to create and maintain a safe work environment that protects employees and the public from infection/transmission of COVID-19, the BOH believes that a mandatory COVID-19 vaccination and testing policy is needed. Additionally, with every organization that takes this approach, it adds impetus and strength to widespread vaccination and supports actions taken by other entities, including Polk County government's COVID-19 Vaccination and Testing Policy and the Federal Administration's Plan to Stop the Delta Variant and Boost COVID-19 Vaccinations.

Sincerely,

Drs. John Paschen, Chair and Molly Lee, Vice Chair

Story County Board of Health

First Adopted: 01/02/03  
Last Revised: 03/31/201512/21/2021  
Effective Date: 04/07/201501/01/2022

**APPROVED** **DENIED**  
Board Member Initials: AKH  
Meeting Date: 12-21-21  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Story County Travel Policy

### Definition

For the purpose of this policy, travel is defined as requiring overnight accommodation.

### Authorization and Reimbursement

- For any event which qualifies as travel for any County employee, the Department Head shall submit a Request for Travel Authority form to the Board of Supervisors. Each form shall meet the following criteria:
  - Does the meeting/conference/seminar/class have instructional value?
  - Does the instruction relate directly to the duties of the department requesting approval?
  - Is the value of the instruction likely to be such as to justify the absence of the employee from his/her duties for the period involved?
- A copy of the registration material shall be included with the authorization form. The material should include start and completion dates/times, registration fees, travel method, meal, and lodging information. This material should accompany claim forms to the Auditor's office for payment purposes.
- The authorization shall include the name and title of the employee traveling, as well as any additional staff attending same meeting/conference.
- Family members and/or guests of the traveling employee shall be noted on the authorization form. No additional charges shall be incurred by the County on behalf of guests or family members.
- For any Iowa location, lodging providers as defined by the *Code of Iowa* shall have successfully certified all of their employees pursuant to *Code of Iowa* §80.45A; attach proof of certification to the Request for Travel Authority. If any County employee utilizes an uncertified lodging provider, the employee shall not be reimbursed for the lodging costs, or, if the County credit card was used for payment, the employee is required to reimburse the County for charges.
- Elected Officials shall authorize the travel within their offices. They shall have on file the Travel Authorization Form including the registration information for travel by employees within their respective departments and provide a copy to the Auditor's office.
- Reimbursement for authorized travel expenses that do not require pre-registration (e.g., travel not related to a conference) will be subject to the *per diem* limits.
- Reimbursement for acceptable expenses not charged to the Story County credit card shall be submitted by County claim with receipts attached. Please follow the County's Claim Submission Guidelines. Each reimbursement shall be made payable to the person receiving the service.
- The County shall not be responsible for any charges due to failure to attend an event, unless in the case of a justifiable emergency as determined by the Board of Supervisors or the Elected Official.

## Travel

- Travel costs are expected to be at the minimum cost to the County. Round-trip airfare shall be at the class generally considered coach.
- If traveling by County vehicle, the County will pay for fuel.
- If traveling by personal vehicle, the County will pay mileage at the rate set and subject to change by the Board of Supervisors.
- Personal mileage paid to an employee, plus the additional meals and lodging during travel, shall not exceed the cost of a round-trip airline ticket.
- Travel is defined as one day prior to an event and one day following to return, unless a cost-saving alternative is authorized by the Board of Supervisors or Elected Official.
- Any benefits derived from travel paid for by Story County belong to the County.
- Any request for a rental vehicle requires justification. Story County's insurance carrier and/or the Iowa Communities Assurance Pool (ICAP) must be notified by the person traveling before a rental vehicle is authorized.
- Travel necessitating overnight accommodation must be further than 50 miles from the employee's primary work location, unless the employee is required to attend for organizational purposes.
- The County shall not be responsible for any penalty charges due to failure to cancel travel fees, unless in the case of a justifiable emergency as determined by the Board of Supervisors or the Elected Official.

## Meals and Incidental Expenses (M&IE) and Lodging

- Reimbursement for travel to a conference, seminar, or educational meeting will be at the conference rates provided.
- Reimbursement for other business travel away from Story County within the continental United States (CONUS) will be accounted for using a regular Federal *per diem* rate as established by the Internal Revenue Service and the U.S. General Services Administration. It includes the separate rate for meals and incidental expenses (M&IE) and lodging for localities in the various areas of the CONUS. Qualified expenses exceeding the maximum *per diem* rate shall be treated as wages for tax purposes.
- The *per diem* rate for lodging excludes the applicable taxes.
- Lodging shall include a request for government rate.
- *Per diem* rates can be accessed at <http://www.gsa.gov/portal/category/100120>
- Expenses in excess of the *per diem* shall be paid by the individual employee when incurred or via reimbursement to Story County at the direction of the Story County Auditor's office (e.g., personal check to Story County credit card).
- Travel outside CONUS, including Alaska, Hawaii, and Puerto Rico, will be subject to the current federal *per diem* allowance for foreign areas as published by the IRS.
- Incidental expenses include communication fees, qualified gratuities, parking fees, etc. Story County suggests a 15% gratuity maximum.
- The County shall not be responsible for penalty charges due to failure to cancel lodging registration, unless in the case of a justifiable emergency as determined by the Board of Supervisors or the Elected Official.

## Story County Credit Card

- The Story County credit card may be used for the following allowable travel expenses:
  - Motel/hotel expense and guarantee of reservations
  - County vehicle expenses
  - Meals in conjunction with overnight stay
  - Airline reservations
  - Registration fees
  - Car rental that received approval from the Board of Supervisors or Elected Official
- No personal expenses shall be paid by a Story County credit card.
- When using the Story County credit card for travel purposes, proper documentation is required. Absence of proper documentation results in the expense(s) being included as part of the employee's taxable income.
- Proper documentation includes original receipts or any other outside-source confirmation.

## Acceptable Expenses

- Registration costs for Story County employee(s)
- Travel expenses to and from the location at minimum cost to the County
- Breakfast, lunch, and dinner expenses not included in the registration fee for the Story County employee, subject to the M&IE *per diem* maximum
- Lodging for Story County employee at single-room rate subject to the *per diem* maximum, and, for Iowa locations only, provided the lodging provider has successfully certified all employees pursuant to Code of Iowa §80.45A, and as verified on [www.stopthiowa.org](http://www.stopthiowa.org)
- Telephone calls or faxes for Story County purposes subject to the *per diem* maximum for M&IE
- Taxes for the above mentioned expenses

## Prohibited Expenses

- Alcoholic beverages
- Recreational activity fees, including fitness center or in-room movie fees at the lodging
- Souvenirs or mementos of any kind
- Additional travel fees involving any non-employee of Story County
- Gratuities for valet parking, concierge service, etc.
- Gratuities for meals beyond the maximum *per diem* for M&IE

## Exceptions

In the case of unanticipated and unavoidable emergencies, exceptions may be granted at the discretion of the Board of Supervisors or Elected Official. Unawareness of the policy does not qualify as an unanticipated or unavoidable emergency.

## Effective Date

This policy shall be effective upon adoption; it replaces any and all previous versions of the Story County Travel Policy.

**STORY COUNTY  
REQUEST FOR TRAVEL AUTHORITY**

Chairperson, Board of Supervisors: \_\_\_\_\_ Date: \_\_\_\_\_

Name: _____	Destination: _____
Title: _____	Department: _____
List any additional staff attending same meeting/conference: _____	
List any family members or guests traveling to same meeting/conference: _____	

Meeting/Conference Name or Description: _____				
Meeting Start Date: _____		Meeting End Date: _____		
Departure Date: _____		Return Date: _____		
Mode of Travel:	Air	Personal Vehicle	County Vehicle	Other

If expecting reimbursement, by whom and how much: \_\_\_\_\_

\_\_\_\_\_

Roundtrip Airfare Estimated Cost: \$ \_\_\_\_\_

Estimated Mileage: \$ \_\_\_\_\_

Registration Cost: \$ \_\_\_\_\_

Single Lodging: #nights \_\_\_\_ @ \$ \_\_\_\_\_ \$ \_\_\_\_\_

Lodging provider certified pursuant to *Code of Iowa §80.45A (Iowa ONLY)* Yes No  
per [www.stopthiowa.org](http://www.stopthiowa.org) (attach copy from website)

Registration Material Included Yes No

Current Maximum *per diem* for location \$ \_\_\_\_\_

per [www.gsa.gov](http://www.gsa.gov) (attach copy from website) Lodging = \_\_\_\_\_ M&IE = \_\_\_\_\_

Additional Information: \_\_\_\_\_

\_\_\_\_\_  
Department Authorizing Signature

\_\_\_\_\_  
Date



**STORY COUNTY  
BOARD OF SUPERVISORS  
LISA K. HEDDENS  
LINDA MURKEN  
LATIFAH FAISAL**

Story County Administration  
900 Sixth Street  
Nevada Iowa 50201  
515-382-7200  
515-382-7206 (fax)

December 9, 2021

Story County Board of Supervisors  
900 6<sup>th</sup> Street  
Nevada, IA 50201

Dear Story County Board of Supervisors,

I am requesting to replace the Risk Manager position within Human Resources with a Human Resources Coordinator. This position will coordinate the County's safety and risk prevention program, manage the worker's compensation program in addition to assisting with other human resources functions. The Risk Manager position has been vacant since the end of May 2021, and after thorough consideration I feel this position needs to be more human resources focused.

Included with this letter is a job description. The salary range for the Human Resources Coordinator position is \$46,679.40 to \$65,351.16.

Thank you in advance for your consideration.

Sincerely,

Alissa Wignall  
Director of Internal Operations and Human Resources

**APPROVED** **DENIED**  
Board Member Initials: LVH  
Meeting Date: 12-21-21  
Follow-up action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Position: Human Resources Coordinator

Dept: Board of Supervisors

FLSA Status: Non-Exempt

### **General Definition of Work**

Performs intermediate administrative work assisting with the human resource functions for the county in the areas of safety and risk management, recruitment, employee development, employee benefits, compensation, and related work as apparent or assigned. Work is performed under the limited supervision of the Director of Internal Operations and Human Resources.

### **Qualification Requirements**

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

### **Essential Functions**

- 1) Coordinates the County's safety and risk prevention programs; coordinates drug and alcohol testing and driver's license verifications; conducts or delegates safety training for employees; works with departments and office to ensure that safety and training needs are being met; tracks and maintains employee safety training records.
- 2) Manages the worker's compensation program; maintains OSHA logs and related files; works with worker's compensation carrier to review and investigate injury reports, status of claims, etc.; coordinates modified duty requirements and return-to-work.
- 3) Serves as intake for liability claims and property damage claims; prepares, submits claims and monitors insurance reserve claims.
- 4) Serves as the Safety Committee chair; coordinates safety walk-through audits/observations, site visits and ergonomic assessments.
- 5) Assists with human resources programs such as employee recruitment, benefits enrollment, performance management, employee recognition and training; assists with the tracking of employee training, performance evaluations and other programs.
- 6) Assists with updating job descriptions, training manuals and intranet resources; maintains the human resources website and intranet.
- 7) Coordinates employee pay and longevity increases; completes salary surveys requests and gathers information for compensation and benefits analysis.
- 8) Assists employees, department heads and elected officials with human resources related questions and requests.
- 9) Maintains employee personnel files and performs other recordkeeping duties.

### **Knowledge, Skills and Abilities**

Thorough knowledge of the philosophies, principles and practices of public personnel administration, including testing and selection, wage and salary, training, employee relations, benefits, insurance programs and employment laws and regulations; thorough knowledge of human resource practices, human resource administration and collective bargaining; thorough knowledge of the laws and regulations related to risk management including OSHA, Worker's Compensation and other State and Federal regulations; general knowledge of job safety analysis and hazard identification and assessment; general knowledge of local government organization and administration; ability to present facts and recommendations effectively both orally and in writing; ability to research and analyze data to prepare detailed reports; ability to operate standard office equipment and related hardware and software; ability to learn specialized equipment and software related to business needs; ability to operate standard human resource information systems; ability to establish and maintain effective working relationships with county officials, supervisors, staff and the general public.

### **Education and Experience**

Associates/Technical degree with coursework in human resources, business management or related field or related field and moderate experience human resources, safety or related field, or equivalent combination of education and experience.

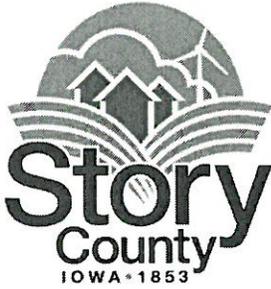
## **Physical Requirements**

This work requires the frequent exertion of up to 25 pounds of force; work regularly requires sitting, speaking or hearing and using hands to finger, handle or feel, frequently requires walking and reaching with hands and arms and occasionally requires standing, climbing or balancing, stooping, kneeling, crouching or crawling, pushing or pulling, lifting and repetitive motions; no special vision is required; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, operating machines, operating motor vehicles or equipment and observing general surroundings and activities.

## **Environmental Conditions**

This work occasionally requires exposure to outdoor weather conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

Last Revised: 12/9/2021



**STORY COUNTY  
BOARD OF SUPERVISORS  
LISA HEDDENS  
LINDA MURKEN  
LATIFAH FAISAL**

Story County Administration  
900 Sixth Street  
Nevada Iowa 50201  
515-382-7200  
515-382-7206 (fax)

December 17, 2021

Story County Board of Supervisors  
900 6<sup>th</sup> Street  
Nevada, IA 50201

Dear Board of Supervisors:

Attached is an updated list of ASSET budget requests for FY23.

In previous years, the Board has decided to make increases or decrease to general basic, local option, public health, and administrative services in responses to this request. Last December, the Board's decision included 5% increases to general basic and local option. Public Health was increased by \$400, and administrative services was increased by 3% (to cover training, supplies, and related costs in FY22).

As in previous years, the funding requests from agencies far exceed what a 5% increase from the County could cover. The Board's decision on the amount of ASSET funding to make available to the process for FY23 should include direction for the following: Increase/Decrease as indicated below –

8 % or \$ \_\_\_\_\_ - general basic

6 % or \$ \_\_\_\_\_ - local option

0 % or \$ \_\_\_\_\_ - public health

3 % or \$ \_\_\_\_\_ - administrative services

Following the ASSET budget allocation process in January, I plan to bring recommendations to the Board in February. At that time, the Board could accept the recommendations or make changes as deemed appropriate.

Respectfully,

*Sandra King*  
Sandra King  
Director of External Operations and County Services

Attachment  
FY23 ASSET Budget Requests

ASSET REQUESTS FOR FY2021-22								
	A	B	C	D	E	F	G	
	GENERAL BASIC FUNDS	Service	Budget 2022	Request 2023	Difference	% Change		
1	ABLE UP IOWA	Budget Credit Counseling	\$625.00	\$625.00	\$0.00	0%		
2	Total Able Up Iowa		\$625.00	\$625.00	\$0.00	0%		
3	ACCESS	Court Watch	\$2,411.00	\$2,580.00	\$169.00	7%		
4	ACCESS	Emergency Shelter	\$32,958.00	\$35,265.00	\$2,307.00	7%		
5	ACCESS	Public Education and Awareness	\$1,687.00	\$1,784.00	\$117.00	7%		
6	ACCESS	Domestic Abuse Crisis and Support	\$25,200.00	\$26,964.00	\$1,764.00	7%		
7	ACCESS	Sexual Abuse Crisis and Support	\$6,405.00	\$6,853.00	\$448.00	7%		
8	Total ACCESS		\$68,641.00	\$73,446.00	\$4,805.00	7%		
9	Ames Community Preschool Center (ACPC)	Child Care - Children	\$21,391.00	\$22,247.00	\$856.00	4%		
10	Ames Community Preschool Center (ACPC)	Child Care - School Age	\$3,875.00	\$4,030.00	\$155.00	4%		
11	Total Ames Community Preschool Center (ACPC)		\$25,266.00	\$26,277.00	\$1,011.00	4%		
12	All Aboard for Kids	Out of School Program	\$2,554.00	\$2,500.00	(\$54.00)	-2%		
13	All Aboard for Kids		\$2,554.00	\$2,500.00	(\$54.00)	-2%		
14	Boys and Girls Club of Story County	Out of School Program - Ames	\$20,521.00	\$21,547.00	\$1,026.00	5%		
15	Boys and Girls Club of Story County	Out of School Program - Nevada	\$4,205.00	\$6,728.00	\$2,523.00	60%		
16	Total BGSC		\$24,726.00	\$28,275.00	\$3,549.00	14%		
17	Center for Creative Justice	Probation Supervision	\$34,888.00	\$35,935.00	\$1,047.00	3%		
18	Total CCJ		\$34,888.00	\$35,935.00	\$1,047.00	3%		
19	Central Iowa RSVP	Disaster Services	\$1,500.00	\$1,600.00	\$100.00	7%		
20	Central Iowa RSVP	Transportation	\$6,100.00	\$6,500.00	\$400.00	7%		
21	Central Iowa RSVP	Volunteer Management	\$20,196.00	\$21,000.00	\$804.00	4%		
22	Total RSVP		\$27,796.00	\$29,100.00	\$1,304.00	5%		
23	ChildServe	Child Care - Children	\$4,500.00	\$5,000.00	\$500.00	11%		
24	ChildServe	Child Care - Infants	\$5,000.00	\$5,000.00	\$0.00	0%		
25	Total ChildServe		\$9,500.00	\$10,000.00	\$500.00	5%		
26	Friends of CASA (Court Appointed Special Advocate)	Volunteer Management	\$0.00	\$25,914.00	\$25,914.00	100%	New agency and request	
27	Total Friends of CASA (Court Appointed Special Advocate)		\$0.00	\$25,914.00	\$25,914.00	100%		
28	Heartland Senior Services (HSS)	Home Delivered Meals - Meals on Wheels	\$33,206.00	\$34,202.00	\$996.00	3%		
29	Heartland Senior Services (HSS)	Home Delivered Meals - Meals on Wheels (under 60)	\$1,230.00	\$1,270.00	\$40.00	3%		
30	Heartland Senior Services (HSS)	Senior Food Program	\$1,715.00	\$1,766.00	\$51.00	3%		
31	Heartland Senior Services (HSS)	Service Coordination/Outreach	\$48,080.00	\$49,522.00	\$1,442.00	3%		
32	Heartland Senior Services (HSS)	Day Care - Adults	\$25,750.00	\$19,766.00	(\$5,984.00)	-23%	FY22 incl \$6,560 carry over	
33	Total HSS		\$109,981.00	\$106,526.00	(\$3,455.00)	-3%		
34	HIRTA Public Transit	Transportation - City of Ames	\$27,000.00	\$27,000.00	\$0.00	0%		
35	HIRTA Public Transit	Transportation - County	\$84,000.00	\$116,550.00	\$32,550.00	39%		
36	HIRTA Public Transit	Transportation - County Van Pool - pilot	\$12,630.00	\$0.00	(\$12,630.00)	-100%	FY22 incl \$12,630 carry over	
37	Total HIRTA		\$123,630.00	\$143,550.00	\$19,920.00	16%		
38	Legal Aid Society of Story County	Legal Aid - Civil	\$114,000.00	\$137,614.00	\$23,614.00	21%		
39	Total Legal Aid		\$114,000.00	\$137,614.00	\$23,614.00	21%		
40	Lutheran Services in Iowa	Crisis Child Care	\$3,000.00	\$2,509.00	(\$491.00)	-16%		
41	Total LSI		\$3,000.00	\$2,509.00	(\$491.00)	-16%		
42	Mid-Iowa Community Action (MICA)	Food Pantry	\$10,253.00	\$10,253.00	\$0.00	0%		
43	Total MICA		\$10,253.00	\$10,253.00	\$0.00	0%		
44	Primary Health Care	Dental Clinic	\$33,287.00	\$33,000.00	(\$287.00)	-1%		
45	Total PHC		\$33,287.00	\$33,000.00	(\$287.00)	-1%		

	A	B	C	D	E	F	G
64							
65	Raising Readers	Advocacy for Social Development	\$4,487.00	\$4,756.00	\$269.00	6%	
66	Raising Readers	Family Development/Education Thrive by Five	\$4,978.00	\$5,860.00	\$882.00	18%	
67	Raising Readers	Family Development/Out of School Learning	\$5,528.00	\$5,277.00	(\$251.00)	-5%	
68	Total Raising Readers		\$14,993.00	\$15,893.00	\$900.00	6%	
69							
70	Story Time Childcare	Child Care - Children	\$46,550.00	\$47,500.00	\$950.00	2%	
71	Story Time Childcare	Child Care - Infants	\$2,450.00	\$2,500.00	\$50.00	2%	
72	Total Story Time		\$49,000.00	\$50,000.00	\$1,000.00	2%	
73							
74	The Salvation Army	Emergency Disaster Service	\$1,159.00	\$1,159.00	\$0.00	0%	
75	The Salvation Army	Food Pantry	\$4,049.00	\$10,000.00	\$5,951.00	147%	
76	Total Salvation Army		\$5,208.00	\$11,159.00	\$5,951.00	114%	
77							
78	The Bridge Home (fka Emergency Residence Project)	Emergency Shelter	\$52,978.00	\$215,000.00	\$162,022.00	306%	
79	The Bridge Home (fka Emergency Residence Project)	Transitional Living Services	\$19,878.00	\$65,000.00	\$65,122.00	328%	
80	The Bridge Home (fka Emergency Residence Project)	Service Coordination - Rapid Re-Housing Program	\$3,143.00	\$0.00	(\$3,143.00)	-100%	
81	Total The Bridge Home		\$75,999.00	\$300,000.00	\$224,001.00	295%	
82							
83	University Community Childcare	Child Care - Children	\$9,028.00	\$10,834.00	\$1,806.00	20%	
84	University Community Childcare	Child Care - Infants	\$12,091.00	\$14,509.00	\$2,418.00	20%	
85	Total UCC		\$21,119.00	\$25,343.00	\$4,224.00	20%	
86							
87	Youth and Shelter Services	Child Safety	\$2,479.00	\$2,603.00	\$124.00	5%	
88	Youth and Shelter Services	Family Nest Program (FKA Storck's Nest)	\$376.00	\$395.00	\$19.00	5%	
89	Youth and Shelter Services	Mentoring	\$36,679.00	\$40,347.00	\$3,668.00	10%	
90	Youth and Shelter Services	Day Care - School Age/Kids Club	\$66,615.00	\$73,277.00	\$6,662.00	10%	
91	Youth and Shelter Services	Day Care - School Age/Kids Club Colo-Nesco	\$0.00	\$16,060.00	\$16,060.00	NEW Request	
92	Youth and Shelter Services	Youth Development/Social Development	\$30,676.00	\$32,210.00	\$1,534.00	5%	
93	Youth and Shelter Services	Family Development/Education/FADSS	\$2,815.00	\$2,956.00	\$141.00	5%	
94	Youth and Shelter Services	Public Educ & Awareness (Education & Prevention Combined)	\$101,739.00	\$111,913.00	\$10,174.00	10%	
95	Youth and Shelter Services	Employment Assistance for Youth	\$6,222.00	\$6,523.00	\$301.00	5%	
96	Youth and Shelter Services	Summer Enrichment	\$18,563.00	\$19,282.00	\$919.00	5%	
97	Youth and Shelter Services	Transitional Living	\$9,538.00	\$49,538.00	\$40,000.00	419%	
98	Youth and Shelter Services	Emergency Shelter - Rosedale	\$89,250.00	\$91,928.00	\$2,678.00	3%	
99	Youth and Shelter Services	Service Coordination	\$47,276.00	\$5,000.00	(\$42,276.00)	-89%	
100	Youth and Shelter Services	Substance Abuse Co-Occurring (Outpatient Treatment)	\$45,000.00	\$40,000.00	(\$5,000.00)	-11%	
101	Youth and Shelter Services	Transitional Housing Services - Rapid Rehousing (new)	\$0.00	\$52,000.00	\$52,000.00	NEW Request	The County has not funded this type of service through ASSET (i.e. rent)
102	Total YSS		\$457,028.00	\$544,032.00	\$87,004.00	19%	
103							
104	YWCA	Advocacy for Social Development (Parent-Student Support/Advocacy Against Discrimination)	\$0.00	\$2,000.00	\$2,000.00	NEW Request	
105	Total YWCA		\$0.00	\$2,000.00	\$2,000.00		
106							
107	ASSET	Administrative Services	\$7,313.00	\$7,532.00	\$219.00	3%	
108							
109	TOTAL GENERAL BASIC		\$1,211,494.00	\$1,613,951.00	\$402,457.00		\$2373 FV22 sequestered funds from Vol Center & MICA denial are not included are not included in GB amount)
110							
111							
112	LOCAL OPTION FUNDS						
113	Provider	Service	Budget 2022	Request 2023	Difference		
114	Heartland Senior Services	Adult Day Center	\$254.00	\$262.00	\$8.00	3%	
115	Heartland Senior Services	Home Delivered Meals	\$630.00	\$649.00	\$19.00	3%	
116	Heartland Senior Services	Service Coordination/Outreach	\$740.00	\$762.00	\$22.00	3%	
117	Totals HSS		\$1,624.00	\$1,673.00	\$49.00	3%	
118							
119	HIRTA Public Transit	Transportation - County Van Pool -pilot	\$3,000.00	\$0.00	(\$3,000.00)	-100%	
120	Total HIRTA		\$3,000.00	\$0.00	(\$3,000.00)	-100%	FV22 incl \$3,000 carry over
121							

	A	B	C	D	E	F	G
122	Legal Aid Society of Story County	Legal Aid - CIVIL	\$8,000.00	\$9,727.00	\$1,727.00		22%
123	Total Legal Aid		\$8,000.00	\$9,727.00	\$1,727.00		22%
124							
125	The Salvation Army	Food Pantry	\$780.00	\$780.00	\$0.00		0%
126	Total Salvation Army		\$780.00	\$780.00	\$0.00		0%
127							
128	Youth and Shelter Services	Child Safety	\$2,310.00	\$2,426.00	\$116.00		5%
129	Youth and Shelter Services	Family Nest Program (FKA Storks Nest)	\$105.00	\$110.00	\$5.00		5%
130	Youth and Shelter Services	Kids Club	\$4,235.00	\$4,659.00	\$424.00		10%
131	Youth and Shelter Services	Summer Enrichment	\$840.00	\$840.00	\$0.00		0%
132	Total YSS		\$7,490.00	\$8,035.00	\$545.00		7%
133							
134	VWCA	Advocacy for Social Development (Parent & Student Spil/Advocacy Against Discrimination)	\$0.00	\$2,000.00	\$2,000.00	NEW Request	
135	Total VWCA		\$0.00	\$2,000.00	\$2,000.00		
136							
137	TOTALS LOCAL OPTION		\$20,894.00	\$22,215.00	\$1,321.00		
138							
139							
140	PUBLIC HEALTH FUNDS						
141	Provider	Service	Budget 2022	Request 2023	Difference		
142	MGMHC Home Health Services	Clinics	\$112,025.00	\$112,000.00	(\$25.00)	0%	
143	MGMHC Home Health Services	Homemaker / Home Health Aide	\$129,213.00	\$129,200.00	(\$13.00)	0%	
144	MGMHC Home Health Services	Hospice	\$50,012.00	\$50,000.00	(\$12.00)	0%	
145	MGMHC Home Health Services	In-Home Nursing - Skilled Nursing	\$81,900.00	\$81,900.00	\$0.00	0%	
146	Total MGMHC		\$373,150.00	\$373,100.00	(\$50.00)	0%	
147							
148	TOTALSPUBLIC HEALTH		\$373,150.00	\$373,100.00	(\$50.00)		
149							
150							
151	GRAND TOTAL OF ALL FUNDS COMBINED		\$1,605,538.00	\$2,009,266.00	\$403,728.00		25%
152	(General, Local Option, Public Health)						\$1,592,631 (amount made available to FY22 process) is used to calculate the change
153							
154	NOTE: FY22 budget (grand total includes carry over in FY22 contracts (HARTA & HSS); does not include sequestered funds (VOI Cr & MICA denial) or unallocated funds - \$6,910 \$1,592,631 made available to ASSET process for FY22						

**APPROVED**

**DENIED**

Board Member Initials: AKH

Meeting Date: 12-21-21

Follow-up action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_