

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



"Commitment, Vision, Balance"

**515-382-7245
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**MINUTES
STORY COUNTY
PLANNING AND ZONING COMMISSION**

DATE: January 6, 2014	Nancy Couser, Chair	2015
	Susan Donaldson, Vice-Chair	2015
	*Nancy Miller	2016
	Scott Wendt	2017
CALL TO ORDER: 5:30 p.m.	David Struthers	2017
PLACE: Public Meeting Room	Aaron Steele	2018
Administration Building	Marvin Smith	2018
	*Absent	

ADJOURNMENT: 8:03 PM

PUBLIC PRESENT: Dean Gerard, Kurt Friedrich, Rex Rohrssen, Jose Leanos, Brad Heemstra, Michelle Gallentine

STAFF PRESENT: Leanne Harter, Director; Charlie Dissell, Planner; Ryan Newstrom, Planner; Kristin Cook, Recording Secretary

ROLL CALL: Couser, Donaldson, Wendt, Struthers, Steele, Smith
ABSENT: Miller

APPROVAL OF AGENDA

Amendments to Agenda: Move item Other Business 9.I to New Business 8.I, Table Approval of December 2, 2013 Minutes, Update member list on agenda. (MCU)

Motion: Struthers
Second: Donaldson

APPROVAL OF MINUTES (MCU) – December 2, 2013 – Tabled; No quorum of December 2, 2014 meeting attendee

PUBLIC COMMENTS: Opened 5:32 p.m. – Closed 5:36 p.m.
None

OLD BUSINESS:
None

NEW BUSINESS:
Moved from 9. I
CDP101 - Moved to NEW BUSINESS
Staff Member: Leanne Harter

Ms. Leanne Harter gave an overview of the Story County Land Use Plan and County Development Plan history. Ms. Harter stated that the pertinent materials are online for viewing.

8. I CUP09-13 ROLLING HILLS CONDITIONAL USE PERMIT

Applicant: Jose Leanos

Nature of Request: Conditional Use Permit to allow campsites on lots 4, 5, 6, and 7 in the RMH zoning district

Staff Member: Ryan Newstrom

Parcel Number(s): 1522150105, 1522125103

STAFF PRESENTATION:

Mr. Ryan Newstrom reviewed the proposed nature of the Conditional Use Permit request. Mr. Newstrom reviewed the Standards for Approval relative to conditional use permits and the application's adherence to said standards. Mr. Newstrom discussed surrounding land uses and future land use designation.

Mr. Newstrom cited all pertinent Inter-agency comments made by affected County Departments.

Mr. Newstrom reviewed the notifications in regards to the Planning and Zoning Commission meeting.

Mr. Newstrom reviewed staff recommended Conditions of approval:

A. *Before being presented to the Board of Adjustment, an application for a Conditional Use Permit shall be referred to the Planning and Zoning Commission for recommendation. When presented to the Commission, the application shall be accompanied by a report from the planning staff setting forth findings concerning the application's conformance to this Chapter, and any recommendations for requirements or conditions to be imposed on the proposed development by the Board of Adjustment.*

Conditions:

- 1. Limit the number of lots to the four existing lots on the mobile home park (lots 4, 5, 6, and 7). Additional lots may be added through a modification when adequate access drives and screening plans are provided to the vacant area to the north of the mobile home park.*
- 2. E-911 addresses shall be obtained for each lot prior to the issuance of the Conditional Use Permit*

Mr. Newstrom outlined four (4) alternatives for the Commission to consider.

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

- 1) The Story County Planning and Zoning Commission recommend conditional approval of the Conditional Use Permit, as put forth in case CUP09-13, to the Story County Board of Adjustment, and directs staff to place the case on the February 4, 2014 Board of Adjustment agenda.*
- 2) The Story County Planning and Zoning Commission recommend approval of the Conditional Use Permit, as put forth in case CUP09-13, to the Story County Board of Adjustment, and directs staff to place the case on the February 4, 2014 Board of Adjustment agenda.*
- 3) The Story County Planning and Zoning Commission recommend denial of the Conditional Use Permit, as put forth in case CUP09-13, to the Story County Board of Adjustment, and directs staff to place the case on the February 4, 2014 Board of Adjustment agenda.*
- 4) The Story County Planning and Zoning Commission tables the Conditional Use Permit, as put forth in case CUP09-13, back to the applicant and/or staff for further review and/or modifications.*

COMMISSION COMMENTS:

Mr. David Struthers asked for clarification regarding E911 addressing requirements. Mr. Newstrom stated that the mobile home park is currently addressed with one base address with individual lots having lot numbers only.

Mr. Aaron Steele questioned whether a recreational campground would require E911 addressing. Mr. Newstrom concurred.

Mr. Steele also questioned whether camping would also include tent camping along with RV camping. Mr. Newstrom stated that the applicant could answer such.

Mr. Steele asked if the proposed lots would be required to connect to the current sewer system. Mr. Newstrom stated that the empty northern lot does not have sewer, but lots 4, 5, 6, and 7 do.

Mr. Steele asked for clarification regarding density requirements. Mr. Newstrom gave an overview of current density requirements and how they relate to the proposed conditional use permit.

Ms. Nancy Couser asked whether the City of Maxwell resolution has an expiration date. Mr. Newstrom stated that the City resolution does not notate a specific expiration date.

Mr. Scott Wendt asked for clarification regarding buffer or screening requirements. Mr. Newstrom stated that screening could be a Condition of Approval.

Mr. Marvin Smith questioned whether a screening requirement should be in place now. Mr. Newstrom stated that a screening requirement is not needed for a mobile home park. Mr. Newstrom reviewed the required screening for the proposed Conditional Use Permit.

APPLICANT COMMENTS:

Michelle Gallentine; Rolling Hills Mobile Home Park Onsite Manager

Ms. Gallentine gave an overview of the proposed Conditional Use Permit. Ms. Gallentine also reviewed proposed sewer usage.

Mr. Struthers asked for clarification regarding the proposed lot locations. Ms. Gallentine clarified via site map.

Mr. Smith questioned whether there is currently adequate room to hold two campers on each site. Ms. Gallentine concurred.

PUBLIC COMMENT:

None

Commission Comments:

Mr. Steele questioned the proposed timeframe. Mr. Newstrom gave an overview of Conditional Use Permit timeframes.

Commission members discussed Conditional Use permitting timeframes.

MOTION: The Story County Planning and Zoning Commission recommend conditional approval of the Conditional Use Permit, as put forth in case CUP09-13, to the Story County Board of Adjustment, and directs staff to place the case on the February 4, 2014 Board of Adjustment agenda. (MCU)

CONDITIONS:

- 1) **E-911 addresses shall be obtained for each lot prior to the issuance of the Conditional Use Permit.**
- 2) **Conditional Use Permit shall expire a maximum of 2 years from the Board of Supervisors' approval date.**

AMENDED CONDITIONS: Omit proposed condition #2.

Motion: Struthers

Second: Donaldson

Voting Aye: Struthers, Donaldson, Couser, Steele, Wendt, Smith

Voting Nay: None

Not Voting: None

Absent: Miller

NEW BUSINESS:**8. II SUB12-13 CAMERON ESTATES SUBDIVISION****Applicant:** Kurt Friedrich for Cameron Farms, LLC**Nature of Request:** Subdivision of two parcels into 47 lots**Staff Member:** Charlie Dissell**Parcel Number(s):** 0519200305, 0519200105**STAFF PRESENTATION:**

Mr. Charlie Dissell gave an overview of the proposed subdivision and current land use. Mr. Dissell reviewed the proposed location and current zoning of such. Mr. Dissell reviewed current and future traffic counts for the proposed subdivision.

Mr. Dissell stated that proposed covenants were submitted on January 6, 2014 and have not yet been reviewed by staff. Mr. Dissell also reviewed current and proposed roads and sewer names and locations. Mr. Dissell noted that proposed street names might change.

Mr. Dissell gave an overview of the proposed access easements and showed such via site map.

Mr. Dissell stated that the City of Ames has waived their jurisdiction over the proposed property.

Mr. Dissell reviewed Inter-Agency comments. Mr. Dissell gave an overview of plat requirements.

Mr. Dissell outlined four (4) alternatives for the Commission to consider.

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

- 1) *The Story County Planning and Zoning Commission recommends approval of the Major Subdivision-Preliminary Plat, as put forth in case SUB12-13, to the Story County Board of Supervisors, and directs staff to schedule review by the Board of Supervisors after third consideration of REZ 04-13.*
- 2) *The Story County Planning and Zoning Commission recommends conditional approval of the Major Subdivision-Preliminary Plat, as put forth in case SUB12-13, to the Story County Board of Supervisors, and directs staff to schedule review by the Board of Supervisors after third consideration of REZ 04-13 .*
- 3) *The Story County Planning and Zoning Commission recommends denial of the Major Subdivision-Preliminary Plat, as put forth in case SUB12-13, to the Story County Board of Supervisors, and directs staff to schedule review by the Board of Supervisors after third consideration of REZ 04-13 .*
- 4) *The Story County Planning and Zoning Commission tables the Major Subdivision-Preliminary Plat, as put forth in case SUB12-13, back to the applicant and/or staff for further review and/or modifications, and directs staff to place this item on the February 3, 2013 Planning and Zoning Commission Agenda under Old Business.*

COMMISSION COMMENTS:

Ms. Couser questioned whether the proposed subdivision should be remanded back to staff until all submittal requirements have been met. Mr. Dissell stated that omissions are common and can be changed or updated within a short period. Mr. Dissell also stated that the Commission could make the decision either way.

Mr. Steele questioned subdivision zoning and overlays. Mr. Dissell stated that staff would review net vs. gross acre sizing requirements. Mr. Steele stated he feels the determination should be calculated on net acres.

Mr. Smith questioned whether 505th and 190th are currently gravel roads. Mr. Dissell concurred. Mr. Smith also questioned whether 505th would be paved in the future. Mr. Dissell stated that there is no current plan to pave the proposed roads.

Mr. Smith also questioned possible drainage problems. Mr. Dissell stated that runoff would increase with the proposed development. Mr. Dissell also stated that the proposed outlots would collect and absorb a large amount of the runoff. Mr. Dissell also stated that vegetation recommendations might need to be written into the covenants.

Mr. Smith asked for clarification regarding a proposed zoning change. Mr. Dissell reviewed zoning regulation differences.

Ms. Couser asked for clarification regarding flag lots. Mr. Dissell gave an overview and definition of a flag lot.

Mr. Wendt asked Mr. Friedrich what hardships might be incurred if the Commission remanded the case back to staff until February 2014. Mr. Friedrich gave an overview of the proposed timeline based on subdivision approval by the Commission.

Mr. Smith asked Mr. Friedrich for further clarification regarding runoff and heavy rain, asking whether any plans for restructuring existing farm tile have been made. Mr. Friedrich stated that tile removal is determined on a case-by-case basis and was unsure about this particular tile.

Mr. Wendt questioned whether the flag lot could be sacrificed if the engineer deemed it not to be in the best interest of the subdivision. Mr. Friedrich stated that such determination could be made between the preliminary and final plat timeline.

APPLICANT COMMENTS:

Mr. Kurt Friedrich

Mr. Friedrich stated that any application omissions could be completed in a timely matter. Mr. Friedrich also addressed lot sizing stating that previous developments completed by Friedrich have been calculated based on net acres. Mr. Friedrich stated that all alternative compliances could be met.

Mr. Friedrich stated he met with the Hickory Hills Association and addressed all concerns. Mr. Friedrich also stated that maintaining natural drainage is the goal. Mr. Friedrich also stated that a 10' wide ditch on either side to contain and absorb runoff as well as create depressed dry pond areas within the subdivision would flank the proposed Sindy Lane.

Mr. Friedrich reviewed key items in the proposed restrictive covenants regarding outbuildings, storm water management, and animal ownership.

Mr. Struthers mentioned that native grasses are great to slow down water drainage, but are slow growing. Mr. Friedrich stated that they have staff dedicated to this type of work.

Mr. Steele questioned how plantings would be controlled and maintained. Mr. Friedrich stated that Friedrich would be the owner of the subdivision and primary covenant enforcers for at least the first five years before turning the Homeowners Association over to the property owners. Mr. Friedrich also stated that the proposed covenants would be made enforceable.

Mr. Steele asked staff what mechanism was used for Cameron Pines Subdivision plantings to filter runoff. Ms. Harter stated that conditions of approval were written regarding vegetation.

PUBLIC COMMENT:

Mr. Dean Gerard

Mr. Gerard stated his opposition and concerns regarding the proposed subdivision and asked Commission members to ensure the plan stays within the Story County regulations if approved.

Mr. Rex Rohrssen

Mr. Rohrssen stated he understands Mr. Gerard's concerns, but supports the subdivision as proposed. Mr. Rohrssen also stated that Mr. Friedrich has done a good job complying with Hickory Hills' concerns.

MOTION: The Story County Planning and Zoning Commission tables the Major Subdivision-Preliminary Plat, as put forth in case SUB12-13, back to the applicant and/or staff for further review and/or modifications, and directs staff to place this item on the February 3, 2013 Planning and Zoning Commission Agenda under Old Business. (MCU)

Motion: Donaldson

Second: Wendt

Voting Aye: Donaldson, Couser, Steele, Wendt, Smith, Struthers

Voting Nay: None

Not Voting: None

Absent: Miller

9. OTHER BUSINESS:

9. I CDP101 - Moved to first item under NEW BUSINESS

Staff Member: Leanne Harter

9. II Discussion of Rescheduling the June and November 2014 Commission Meeting Dates

Staff Member: Leanne Harter

Ms. Harter stated that staff recommends rescheduling the June and November 2014 Commission meetings to the Thursday of the same week of the regularly scheduled meeting as per request made by Lucy Martin, County Auditor.

MOTION: Motion to accept staff recommendation. (MCU)

Motion: Struthers

Second: Steele

9. III Long Range Planning

Staff Member: Leanne Harter

Ms. Harter gave an overview of the Capital Improvements Plan and the proposed F15 budget and timeline.

9. IV Follow-Up on Items Recommended to the Board of Supervisors and Board of Adjustment

Staff Member: Leanne Harter

Ms. Harter gave an update of Cameron Farms Rezoning, Lee Plat, and proposed wind turbines.

COMMISSION COMMENTS:

Ms. Couser welcomed new Commission members. Commission members introduced themselves.

STAFF COMMENTS:

None

ADJOURNMENT: 8:03 PM

Approval of Minutes

Title and Date