

**AGENDA
PLANNING AND ZONING COMMISSION
REGULAR MEETING
August 27, 2018**

**HIAWATHA COUNCIL CHAMBERS
(101 Emmons Street-Upper Floor) – 5:30 P.M.**

1. Call to Order - Roll Call
2. Consider Approval of:
 - a. Agenda
 - b. Minutes of July 23, 2018
3. Business
 - # a. Consider Resolution for recommendation to City Council to approve the Preliminary Plat submitted by Loren Hartelt for Todd Hills Addition, Hiawatha, IA.
 - # b. Consider Resolution for recommendation to City Council to approve the Preliminary Plat submitted by Brain Engineering for Sherman Square Addition, Hiawatha, IA.
 - c. Consider a motion to elect Vice chair.

Adjourn

Items that have to go on to City Council for final vote
• Items that Planning and Zoning Commission have final vote
* Items that have to go on to Board of Adjustment for final vote

**HIAWATHA PLANNING AND ZONING COMMISSION
REGULAR MEETING
July 23, 2018**

The Hiawatha Planning and Zoning Commission met on July 23, 2018. Chairperson, Mark Powers called the meeting to order at 5:30 P.M. Members present: Kenny Jones, Terry Trimpe and Eric Hoover. Members Absent: Mark Ross and Darryl Cheney. Staff present: Building Official, Pat Parsley and Assistant Building Official, Jim Fisher. Guests in Attendance: Al Frey, Roger Hoepfner and Denny Norton.

Board Member, Eric Hoover moved to approve the Agenda. Second by Kenny Jones. Motion carried.

Board Member, Kenny Jones moved to approve the meeting minutes of June 25, 2018. Second by Terry Trimpe. Motion carried.

Consider Resolution for recommendation to City Council to consider the request from Loren Hartelt, to rezone the property known as Todd Hills Addition from A (Agriculture District) to the requested zoning R-3 (Single Family Residence District).

Chair, Mark Powers asked if there were any letters or phone calls for or against the rezoning. There were none.

Loren Hartelt addressed the board. He explained the request and stated he was there to answer any questions.

Terry Trimpe asked about lot sizes. There was some discussion about the size of the lots compared to the surrounding sites. Pat Parsley stated that they would be like the surrounding developments.

Darryl Cheney arrived for the meeting at 5:34pm.

Kenny Jones asked if there is a floodplain included in the site plan. Pat Parsley said there is but it is not included in the buildable area. It was also stated that a detention basin would be built just outside the floodplain and will be approximately 2.5 acres.

Kenny Jones asked about the lift station and who was going to build it and maintain it. Pat Parsley said that would be addressed later in our process.

Mark Powers asked if there was anyone that opposes to the rezoning.

Roger Hoepfner addresses the Board. He stated he was concerned about the lot sizes and water run-off. He is concerned about the floodplain and erosion of his property. He asked if the lot sizes were comparable to other surrounding developments. Pat Parsley stated that they were.

Mark Powers asked if there were any questions from the Board.

Darryl Cheney stated that it seems to fit the overall.

Terry Trimpe stated he was very concerned about the lot sizes too.

Loren Hartelt stated that most lots are .30 to .40 acre with some that are .75 to .90 acre.

Darryl Cheney explained that in the past, larger lots were needed because of septic systems. He went on to say that since these lots are now connected to city sewer, the larger lots are not needed.

There was some question about how many houses were expected to be built. It was explained that they were expecting 85 total lots, but that number could change when they apply for the preliminary plat.

There were no further questions.

Mark Powers moved to recommend to City Council to approve the request from Loren Hartelt, to rezone the property known as Todd Hills Addition from A (Agriculture District) to the requested zoning R-3 (Single Family Residence District) with the suggestion to City council that they consider lot sizes. Second by Kenny Jones.

AYES: TERRY TRIMPE, MARK POWERS, KENNY JONES, DARRYL CHENEY AND ERIC HOOVER.

NAYS: NONE

ABSENT: MARK ROSS, TOM WILLE

Motion Carried

Resolution #18-009 Approved

Consider Resolution for recommendation to City Council to vacate ROW portion of POS 2262.

Pat Parsley explained the City’s plan for the property because it’s the center of the downtown area.

Kenny Jones asked how much land is involved. Pat Parsley stated there is ¼ acre. Kenny Jones then asked what could be done with the property. Pat Parsley explained that it is zoned a CPR-1 and that retail, office space and such can go in.

Kenny Jones asked what other property the city owned. Mark Powers stated the city owns lots 1 and 2 to the left.

Kenny Jones moved to recommend to City Council to approve the consider resolution for recommendation to City Council to vacate ROW portion of POS 2262. Second by Eric Hoover.

AYES: ERIC HOOVER, DARRYL CHENEY, MARK POWERS, KENNY JONES AND TERRY TRIMPE.

NAYS: NONE

ABSENT: MARK ROSS, TOM WILLE

Motion Carried

Resolution #18-010 Approved

Consider a motion to elect Vice chair.

Because not all board members were in attendance, Mark Powers suggest they table the motion until the next meeting.

AYES: ERIC HOOVER, DARRYL CHENEY, MARK POWERS, KENNY JONES AND TERRY TRIMPE.

NAYS: NONE

ABSENT: MARK ROSS, TOM WILLE

Motion Carried

Kenny Jones moved to adjourn the meeting at 6:00 p.m. Second by Darryl Cheneys.

ATTEST:

Mark Powers, Chairperson

Jennifer Goerg, Community Development Clerk

City of Hiawatha
Engineering Department
101 Emmons St., Hiawatha Iowa, 52233-1697
PHONE (319) 393-1515 ext. 511 FAX (319) 393-1516

To: Planning and Zoning Commission

Date: August 23, 2018

From: John C Bender PE, City Engineer

Re: Todd Hills Addition

Description: Preliminary Plat

Report:

Engineering has reviewed the preliminary plat for the property located west of Edgewood Road and south of Todd Hills Road. This is approximately 50 acres of agricultural property that was recently annexed into the city. The draft proposal shown for this property is approximately 90 new residential lots of about ¼ acre in size.

Currently, the sewer and water utilities are already installed adjacent to the property from the east. Water service is more than adequate and can be looped throughout the addition. The sanitary sewer is installed to the property from the Pines at Turtle Creek addition. However, because of the elevation change, a small package sewer life station will be required to serve the entire property. The policy would be for the developer to install the pump station and the City would take over the maintenance as we do with all other developments.

During the plat review process, we asked for a minimum of two public access roads to be connected to Todd Hills Road to supplement the existing access available on Reed Road. We also asked for the internal loop street system to be renamed for the ease of understanding street addresses for emergency services. Both these request were complied with.

The proposed street layout is in substantial compliance with the anticipated low density residential subdivision and will allow adequate street and utility access. This is the first step in providing the needed long range plan for this area.

Engineering recommends approval and forwarding to the City Council for consideration.

City of Hiawatha
Community Development Department
Building, Zoning, Code Enforcement & Development
101 Emmons St., Hiawatha Iowa, 52233-1697

Purpose: Preliminary Plat **Date:** 8/17/2018
To: Planning and Zoning Commission
Name of Plan: Todd Hills Addition
Address: Various: **Zone:** R-3
Number of Lots: Approximately 90 lots
Reviewed by: Patrick Parsley, Community Development Director

Description: This development encompasses approximately 90 lots currently zoned for residential development; R-3. The current use is agriculture.

The development is adjacent to residential development on all sides including three sides abutting non-annexed property. It is on a future arterial street and is buffered from commercial zones. The Comprehensive Plan shows this area as a preferred less-dense residential area.

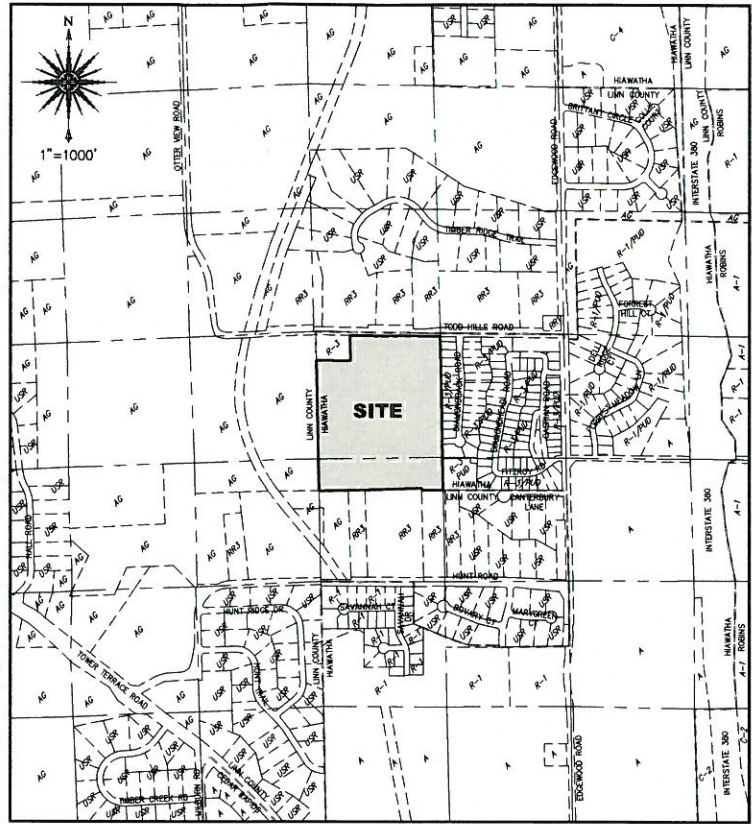
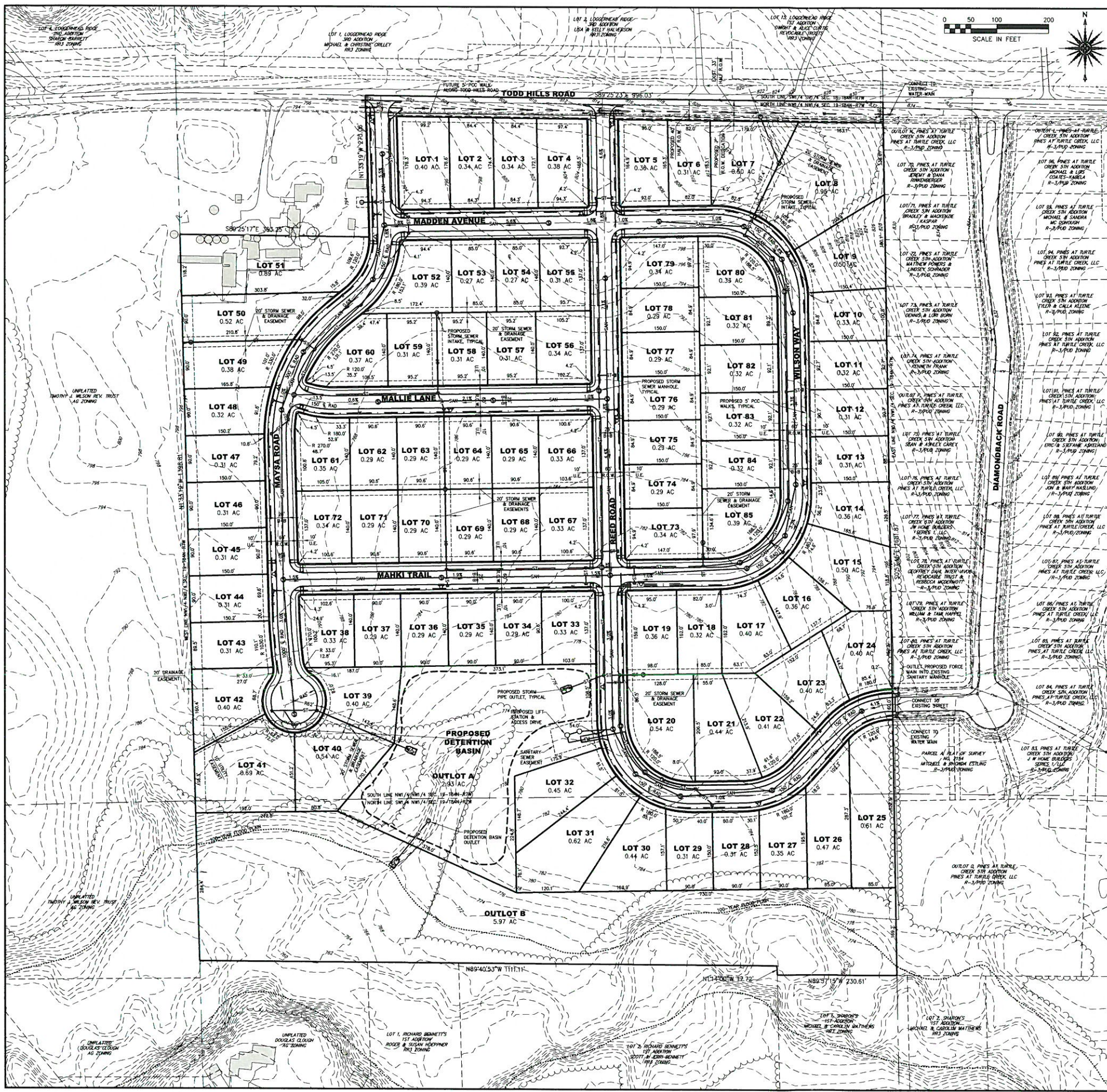
Report:

Site Considerations: The site development allows for access to necessary utilities, and meets the minimum standards for lot sizes, lot frontages and street access. The developer is proposing public streets, sidewalks, street lights and utilities located in the ROW. Easements are detailed to accommodate other utilities such as communication wires.

The improvements are to be constructed by the developer in accordance with current metro standards. A sewer lift station is included for the sanitary system and will become part of the accepted improvements for the final plat. Staff has reviewed the plans for compliance to our platting specifications and the following additional issues have been addressed.

1. The R-3 setback requirements are noted.
2. Developable lots are outside the flood plain.
3. Access to the development is through two openings on Todd Hills Road and one from Reed Road.
4. No access from private lots will be allowed onto Todd Hills Road.
5. The method for storm water management includes a home-owners-association shared detention basin.
6. Inlets and pipes for storm drainage and the sewer lift are located in designated utility easements.

Recommendations: Community Development supports a recommendation for approval of this preliminary plat request.



1 SITE LOCATION MAP
1"=1000'

GENERAL NOTES

APPLICANT
TODD HILLS, LLC
1840 COMMERCIAL DRIVE
WALFORD, IA 52351
CONTACT PERSON: MR. LOREN HARTELT
PHONE: 319-929-7414
FAX: 319-845-3066
E-MAIL: lhartelt@schnoorgrp.com

TITLEHOLDER
JOHN & LOIS NOVAK
3950 TODD HILLS ROAD
HIAWATHA, IA 52233
PHONE: 319-393-3084

PREPARED BY
CONTACT PERSON: TRED SCHNOOR, P.E.
TELEPHONE NO.: (319) 298-8888
SCHNOOR-BONIFAZI
ENGINEERING & SURVEYING, LC
431 FIFTH AVENUE SW
CEDAR RAPIDS, IA 52404
E-MAIL: tschnoor@schnoor-engineering.com
DATE SUBMITTED: 07/24/2018
DATE REVISED: 07/27/2018

SITE LEGAL DESCRIPTION
PARCEL B, PLAT OF SURVEY NO. 2272

SITE ADDRESS
3590 TODD HILLS ROAD, HIAWATHA, IA 52233

EXISTING ZONING
A (AGRICULTURE ZONE DISTRICT)

PROPOSED ZONING
R-3 (SINGLE FAMILY RESIDENCE DISTRICT)

R-3 LOT SIZE, DENSITY & BULK REQUIREMENTS

- MINIMUM LOT AREA: 7,500 SQ. FT.
- MINIMUM LOT WIDTH: 60 FEET
- FRONT YARD: 25 FEET
- REAR YARD: 25 FEET
- CORNER SIDE YARD: 20 FEET
- SINGLE INTERIOR SIDE YARD: 5 FEET
- COMBINED INTERIOR SIDE YARDS: 14 FEET

TOTAL PRELIMINARY PLAT AREA
2,157,274 SQ. FT. = 49.52 ACRES

TOTAL AREA OF NUMBERED LOTS
1,376,286 SQ. FT. = 31.59 ACRES

NUMBERED LOT CHARACTERISTICS

- MINIMUM NUMBERED LOT SIZE: 0.29 ACRES
- MAXIMUM NUMBERED LOT SIZE: 0.95 ACRES
- AVERAGE NUMBERED LOT SIZE: 0.37 ACRES

PROPOSED PUBLIC STREETS

- TOTAL AREA OF PUBLIC STREET R.O.W. DEDICATION: 9.03 ACRES (INCLUDES TODD HILLS ROAD R.O.W. DEDICATION)
- TOTAL LENGTH OF PROPOSED PUBLIC STREETS: 5,503 LF (DOES NOT INCLUDE TODD HILLS ROAD)

FLOOD PLAIN
PORTIONS OF THE SITE ARE LOCATED WITHIN ZONE A, 100-YEAR FLOOD HAZARD BOUNDARY. THERE IS NO BASE FLOOD ELEVATION FOR THE SITE.

FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBER:
191130C2800 - EFFECTIVE DATE APRIL 5, 2010

NOTES

- THIS PLAN IS A CONCEPTUAL REPRESENTATION OF THE PROPOSED DEVELOPMENT. ANY FINAL PLAT AND RELATED IMPROVEMENTS REQUIRED BY THIS DEVELOPMENT SHALL MEET THE REQUIREMENTS OF THE IOWA STATEWIDE URBAN DESIGN AND SPECIFICATIONS PROGRAM (SUDAS).
- NO PRIVATE ACCESS ALLOWED ONTO TODD HILLS ROAD FROM LOTS 1 THROUGH 8.
- NO STREET GRADES ARE TO EXCEED 12%.

LEGEND

---	APPROXIMATE SECTION LINE	PC	PORTLAND CEMENT CONCRETE
---	PROPERTY LINE	HA	HOT MIX ASPHALT
---	EASEMENT LINE	RCP	REINFORCED CONCRETE PIPE
---	ADJOINING LOT LINE	HDPE	HIGH DENSITY POLYETHYLENE PIPE
---	ADJOINING EASEMENT LINE	CMP	CORRUGATED METAL PIPE
---	EXISTING GRADE CONTOUR LINE	E	PIPE INVERT ELEVATION
---	EXISTING OVERHEAD ELECTRIC LINE	EXIST	EXISTING
---	EXISTING GAS LINE	FFE	FINISH FLOOR ELEVATION
---	EXISTING WATER LINE	MN	MANHOLE
---	EXISTING UNDERGROUND TELEPHONE LINE	SAN	SANITARY
---	EXISTING UNDERGROUND ELECTRIC LINE	R/W	RIGHT-OF-WAY
---	EXISTING UNDERGROUND FIBER OPTICS LINE	RM	ROOM ELEVATION
---	EXISTING STORM SEWER LINE	PH	PROPOSED FIRE HYDRANT
---	EXISTING SANITARY SEWER LINE	PV	PROPOSED WATER VALVE
---	EXISTING CIRCULAR STORM INTAKE	PSW	PROPOSED WATER LINE
---	EXISTING CURB INLET INTAKE	SSW	PROPOSED SANITARY SEWER MANHOLE
---	EXISTING STORM SEWER MANHOLE	SS	PROPOSED SANITARY SEWER
---	EXISTING CLEAN OUT	SSFM	PROPOSED SANITARY SEWER FORCE MAIN
---	EXISTING TELEPHONE MANHOLE	CA	PROPOSED CURB & APRON INTAKE
---	EXISTING TELEPHONE PEDESTAL	CSA	PROPOSED STORM SEWER AREA INTAKE
---	EXISTING GAS VALVE	CS	PROPOSED STORM SEWER CURB INTAKE
---	EXISTING FIRE HYDRANT	ST	PROPOSED STORM SEWER
---	EXISTING WATER VALVE	ST	PROPOSED STORM SEWER
---	EXISTING LIGHT POLE	ST	PROPOSED STORM SEWER
---	EXISTING POWER POLE	ST	PROPOSED STORM SEWER
---	EXISTING DECIDUOUS TREE	ST	PROPOSED STORM SEWER
---	EXISTING TRAFFIC SIGN	ST	PROPOSED STORM SEWER
---		ST	PROPOSED FLARED END SECTION & RIP-RAP BLANKET
---		ST	PROPOSED FINISH GRADE CONTOUR

Schnoor Bonifazi
Engineering & Surveying

SCHNOOR-BONIFAZI
ENGINEERING & SURVEYING, LC
431 FIFTH AVENUE SW
CEDAR RAPIDS, IA 52404
(319) 298-8888 (PHONE)

REVISIONS

DRAWN: TRED SCHNOOR
APPROVED: TRED SCHNOOR
ISSUED FOR: APPROVAL
DATE: 07/27/2018
PROJECT NO.: 18034

**PRELIMINARY PLAT
TODD HILLS ADDITION
TO HIAWATHA, IOWA**

PRELIMINARY PLAT

1 OF 1

City of Hiawatha
Engineering Department
101 Emmons St., Hiawatha Iowa, 52233-1697
PHONE (319) 393-1515 ext. 511 FAX (319) 393-1516

To: Mayor and City Council

Date: August 21, 2018

From: John C Bender PE, City Engineer

Re: Sherman Square Addition

Description: Revised Preliminary Plat

Report:

This is approximately 40 acres east of Center Point Road and south of Tower Terrace Road that had an original preliminary plat approved in the 1990's. The additions of the 1st through the 8th have been previously approved and developed. The 9th addition was just recently approved, but included a proposed street and lot layout that made the old preliminary plat not valid with the current development schedule. For that reason, we requested that the preliminary plat be revised to match the intent of how the area will be developed.

This revised preliminary plat better represents the recent opportunities for growth and how this area would most likely be developed in the future. It provides for an additional access to North Center Point Road and to Tower Terrace Road. However, the access to Tower Terrace may be a right-in and right-out sometime in the future. The proximity to the Stamy Road intersection does not meet our intended access spacing on Tower Terrace Road. As the land develops on the north side of Tower Terrace, opposing access drives might also require the installation of channelizing islands to control traffic conflicts. The developer is aware of the possibility.

The proposed roadway and lot layout is substantially in compliance with the intent of a commercial area. The plan allows for the necessary installation of adequate public utilities and access to serve the future growth.

Engineering recommends approval and forwarding to the City Council for consideration. If you have any questions please let me know.

City of Hiawatha
Community Development Department
Building, Zoning, Code Enforcement & Development
101 Emmons St., Hiawatha Iowa, 52233-1697

Purpose: Preliminary Plat **Date:** 8/17/2018
To: Planning & Zoning Commission
Name of Plan: Sherman Square Addition
Address: Various: **Zone:** C-4
Number of Lots: 20 lots
Reviewed by: Patrick Parsley, Community Development Director

Description: This development encompasses twenty lots currently zoned for commercial development; C-3, C-4 and I-1. The current uses include some agricultural. The previous preliminary plat was approved in 1992 and does not comply with new standards for street access and did not reflect the same street and lot layouts in the most recent final plat; Sherman Square 9th addition.

The development is adjacent to commercial development on three sides including C-4 and I-2. The north is across the street from an Agricultural zone. It is on a main arterial street and is buffered from one and two family residential zones. The Comprehensive Plan shows this area as a preferred commercial area.

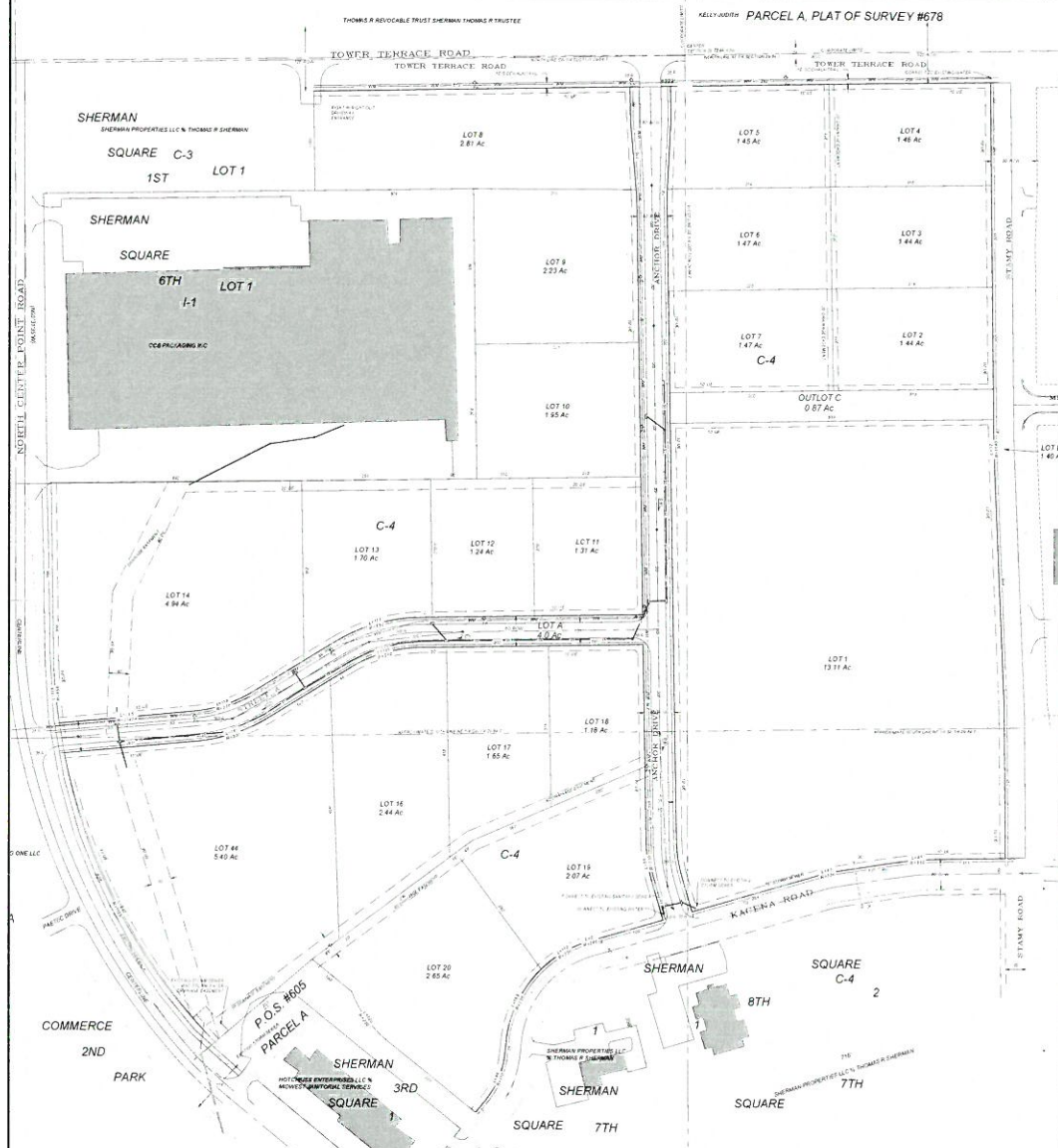
Report:

Site Considerations: The site development allows for access to necessary utilities, and has the adequate area for the required parking, landscaping, open space, and other accessory uses planned for the proper functioning of the development. The developer is proposing public streets with utilities located in the ROW of the public streets. City staff has reviewed the plans for compliance to our platting specifications and the following issues have been addressed.

1. The new C-4 setback requirements are noted.
2. A new standard for access spacing on Tower Terrace is now in place. The applicant is aware the Anchor Drive intersection and the driveway entrance west of Anchor Drive may become right-in-right-out with the future design of Tower Terrace Road. No additional access will be permitted on Tower Terrace Road.
3. Access to NCPR has been modified to accommodate possible future development west of NCPR.
4. Sidewalks and trails in accordance with Metro Standards on all streets abutting this development have been detailed.
5. The plat indicates the method for storm water management is per lot.

Recommendations: Community Development supports a recommendation for approval of this revised preliminary plat request.

**PRELIMINARY PLAT
SHERMAN SQUARE ADDITION, HIAWATHA, LINN COUNTY, IOWA**



NOTES

1. ALL NOTES SHALL BE READ AND UNDERSTOOD.
2. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE LINN COUNTY REGISTER OF DEEDS AND THE PUBLIC HIGHWAY RECORDS OF THE LINN COUNTY REGISTER OF DEEDS AND HAS FOUND NO RECORDS TO THE CONTRARY.
3. ALL DISTANCES ARE IN FEET AND DECIMALS THEREOF.
4. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE LINN COUNTY REGISTER OF DEEDS AND THE PUBLIC HIGHWAY RECORDS OF THE LINN COUNTY REGISTER OF DEEDS AND HAS FOUND NO RECORDS TO THE CONTRARY.
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LEGAL DESCRIPTION

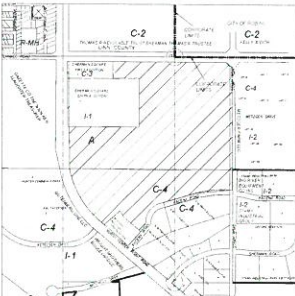
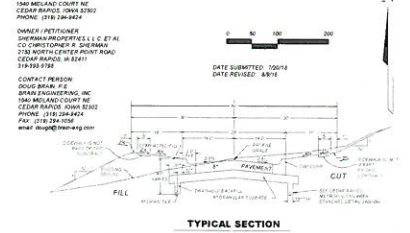
WEST 1/4 CORNER 22 AND THE EAST 1/4 SECTION 24 AND 7, LINN COUNTY, IOWA, LYING NEARLY OF STATE HIGHWAY AND 200 FEET NORTH FROM THE SOUTHWEST CORNER OF SECTION 24 AND 7, LINN COUNTY, IOWA, RECORDED IN BOOK 204 PAGE 277 OF THE RECORDS OF THE LINN COUNTY, IOWA, REGISTER OF DEEDS, AND THE PUBLIC HIGHWAY RECORDS OF THE LINN COUNTY, IOWA, REGISTER OF DEEDS, IN BOOK 204 PAGE 277 OF THE RECORDS OF THE LINN COUNTY, IOWA, REGISTER OF DEEDS, IN BOOK 204 PAGE 277.

YARD SETBACK REQUIREMENTS, C-4

FRONT YARD 5 FEET
 REAR YARD 5 FEET
 SIDE YARD 5 FEET

LEGEND

- PROPOSED LOT LINES
- PROPOSED LOT AREAS
- PROPOSED LOT PERMITS
- PROPOSED LOT PERMITS
- PROPOSED LOT PERMITS
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- PROPOSED LOT PERMITS



DATE	2014	2
BY	J. J. BRADY	1
SCALE	1"=100'	

**PRELIMINARY PLAT
SHERMAN SQUARE ADDITION**

BRAIN ENGINEERING, INC.