

**AGENDA
PLANNING AND ZONING COMMISSION
REGULAR MEETING
January 23, 2017**

**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 November 21, 2016
3. Elect a new Chairman.
4. Business:
 - # a. Consider Resolution for recommendation to City Council to approve the Final Plat submitted by Jon Dusek for Tower Commerce Center 11th Addition, Hiawatha, IA.
 - # b. Consider Resolution for recommendation to City Council to approve the Final Plat submitted by Brain Engineering for Sherman Square 8th Addition, Hiawatha, IA.

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
NOVEMBER 28, 2016**

The Hiawatha Planning and Zoning Commission met in a meeting on November 28, 2016. Board Member, Gilbert Lawrence called the meeting to order at 5:30 P.M. Members present: Kenny Jones, Mark Ross, Reta Saylor, Wille Tom and Mark Powers. Members Absent: Darryl Cheney. Staff present: Community Development Director, Pat Parsley and Assistant Building Official, Jim Fisher. Guests in Attendance: Denny Norton, Matt Saur.

Board Member, Reta Saylor moved to approve the Agenda. Second by Kenny Jones. Motion carried.

Board Member, Mark Powers moved to approve the meeting minutes of September 26, 2016. Second by Reta Saylor. Motion carried.

Consider Resolution for recommendation to City Council to approve the Design Guidelines submitted by Brain Engineering for Blue Lagoon Storage located at 620 Robins Rd., Hiawatha, Iowa.

Gilbert Lawrence asked if there was anyone that would like to speak for or against the proposed Design Guidelines. There were no comments.

Reta Saylor asked if the current detention basin would be certified. Patrick Parsley stated that it would be.

Kenny Jones asked about the sidewalk deferral and if Council voted on that. Pat Parsley stated that the Council would vote on it.

There was some discussion about what the width of the sidewalk would be if Council required one.

Mark Ross moved to approve the Design Guidelines submitted by Brain Engineering for Blue Lagoon Storage located at 620 Robins Rd., Hiawatha, Iowa. Second by Tom Wille.

AYES: TOM WILLE, GILBERT LAWRENCE, MARK POWERS, KENNY JONES, RETA SAYLOR AND MARK ROSS.

NAYS: NONE

ABSENT: DARRYL CHENEY

Motion Carried

Resolution #16-013 Approved

Consider Resolution for recommendation to City Council to approve the 2036 Comprehensive Plan.

Mark Ross suggested that Matt Saur explain the process that went into the development of the Comprehensive Plan and what was included. Matt Saur addressed the Board and explained how the information was collected and went through the plan itself in more detail.

Reta Saylor asked if the plan was a living document and would changes if necessary. Matt Saur stated that it is in fact a living document.

There was further discussion from the Board and the chair asked for a motion.

Mark Powers moved to recommend to City Council to approve the 2036 Comprehensive Plan. Second by Tom Wille.

AYES: KENNY JONES, MARK POWERS, MARK ROSS, RETA SAYLOR, TOM WILLE AND GILBERT LAWRENCE.

NAYS: NONE

ABSENT: DARRYL CHENEY

Motion Carried

Resolution #16-014 Approved

Consider Resolution to approve the 2017 Planning and Zoning Calendar.

Reta Saylor moved to approve the 2017 Planning and Zoning Calendar.

AYES: KENNY JONES, MARK POWERS, MARK ROSS, RETA SAYLOR, TOM WILLE AND GILBERT LAWRENCE.

NAYS: NONE

ABSENT: DARRYL CHENEY

Motion Carried

Resolution #16-015 Approved

Mark Powers motioned to adjourn the meeting at 5:46 p.m. Second by Kenny Jones. Motion carried.

Gilbert Lawrence, Board Member

ATTEST:

Jennifer Goerg, Community Development Clerk

4A

City of Hiawatha

Community Development Department

Purpose: Final Plat Approval **Date:** 01/10/2017

To: Planning and Zoning Commission

Name of Plan: Tower Commerce Center 11th Addition

Address: 775 Metzger **Zone:** I-2

Number of Lots: 1 lot

Reviewed by: Patrick Parsley, Community Development Director

Description: This is part of Tower Commerce preliminary plat. No changes from the preliminary plat are proposed.

Report: This final plat matches the most recent preliminary plat. There is no required plan of improvements to be considered with this plat. Final blue bound documents and utility sign-offs will be submitted before Council consideration.

Recommendation: Community Development supports the Planning and Zoning Commission recommendation for approval of this final plat.

Final Plat Review for Tower Terrace Center

Eleventh Addition

The Water Department has completed its review of the Tower Terrace Center Eleventh Addition Final Plat submitted by Schnoor Bonifazi Eng. The Water Department recommends approval of this Final Plat on January 11th, 2017.

Marty Recker 1-11-17

Marty Recker

Assistant Water Superintendent

CC: Kelly Kornegor, City Clerk

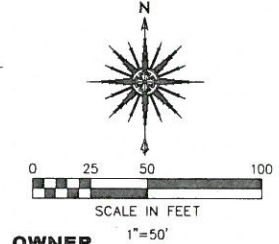
FINAL PLAT TOWER COMMERCE CENTER ELEVENTH ADDITION TO HIAWATHA, IOWA



INDEX LEGEND
 Location: NE 1/4 SE 1/4, Section 29, Township 84 North, Range 7 West
 Requestor: Tower Commerce Center, Inc.
 Proprietor: Tower Commerce Center, Inc.
 Surveyor: Leo P. Bonifazi
 Company: Schnoor-Bonifazi Engineering & Surveying, LC,
 431 Fifth Avenue SW, Cedar Rapids, IA. 52404
 PH. 319-298-8888
 Return To: LBonifazi@S-B-Engineering.com

SPACE RESERVED FOR RECORDING PURPOSES

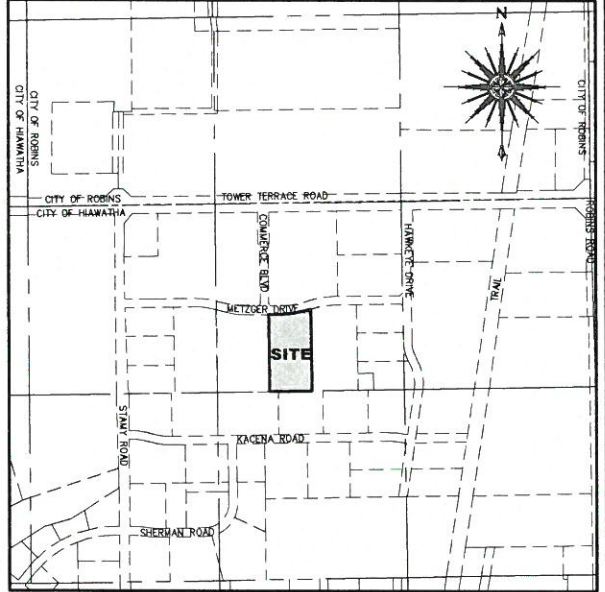
SCHNOOR-BONIFAZI
 ENGINEERING & SURVEYING, LC
 431 FIFTH AVENUE SW
 CEDAR RAPIDS, IA 52404
 (319) 298-8888 (PHONE)



OWNER
 TOWER COMMERCE CENTER, INC.
 222 3RD AVENUE SE, SUITE 299
 CEDAR RAPIDS, IA 52401
 CONTACT PERSON: MR. JON DUSEK
 PHONE: (319) 364-6533
 FAX: (319) 369-0919

DATE OF SURVEY
 SEPTEMBER 7, 2015

- LEGEND**
- SECTION LINE
 - PROPERTY LINE
 - - - ADJOINING LOT LINE
 - - - ADJOINING EASEMENT LINE
 - - - EASEMENT LINE
 - FOUND 5/8" IRON REBAR W/ORANGE CAP NO. 13480 UNLESS OTHERWISE NOTED
 - SET 5/8" IRON REBAR W/ORANGE CAP NO. 13480



1 SITE LOCATION MAP
 NOT TO SCALE

LEGAL DESCRIPTION
 TOWER COMMERCE CENTER ELEVENTH ADDITION TO Hiawatha, Iowa is that part of the Northeast Quarter of the Southeast Quarter of Section 29, Township 84 North, Range 7 West, of the 5th P.M., Hiawatha, Linn County, Iowa, described as follows:

Beginning at the Southeast corner of Lot 1, Tower Commerce Center Fourth Addition to Hiawatha, Iowa;
 thence North 00° 52' 45" West 543.39 feet along the East line of said Lot 1 to the Northeast corner thereof and also a point on the South right-of-way line of Metzger Drive;
 thence North 89° 07' 15" East 110.00 feet along said South right-of-way line to the beginning of a 530.00 foot radius curve concave Northwesterly;
 thence continuing Northeasterly along said South right-of-way line through a central angle of 15° 00' 00" an arc distance of 138.75 feet (chord bearing North 81° 37' 15" East 138.36 feet);
 thence North 74° 07' 15" East 58.48 feet along said South right-of-way line to the Northwest corner of Lot 1, Tower Commerce Center Third Addition to Hiawatha, Iowa;
 thence South 0° 52' 45" East 576.07 feet along the West line of said Lot 1 to the Southwest corner thereof;
 thence South 89° 01' 24" West 303.66 feet along the South line of the Northeast Quarter of the Southeast Quarter of said Section 29 to the Point of Beginning, containing 3.838 acres, subject to covenants, easements and restrictions of record.

For the purpose of this description the South line of the Northeast Quarter of the Southeast Quarter of said Section 29 is assumed to bear South 89° 01' 24" West.

- NOTES**
1. IT IS PROHIBITED TO PLACE ANY ABOVE GROUND UTILITY STRUCTURES WHERE UTILITY EASEMENTS CROSS STORM SEWER, DRAINAGE OR ACCESS EASEMENTS.
 2. ALL PUBLIC UTILITY EASEMENTS ARE NOW BEING DEDICATED TO THE PUBLIC AS SHOWN ON THE FINAL PLAT.
 3. TOWER COMMERCE CENTER THIRD ADDITION TO HIAWATHA, IOWA WAS RECORDED IN BOOK 8111, PAGES 103-117 IN THE OFFICE OF THE LINN COUNTY RECORDER.
 4. STAMY INDUSTRIAL PARK FOURTH ADDITION TO HIAWATHA, IOWA WAS RECORDED IN BOOK 4296, PAGES 428-436 IN THE OFFICE OF THE LINN COUNTY RECORDER.
 5. TOWER COMMERCE CENTER FOURTH ADDITION TO HIAWATHA, IOWA WAS RECORDED IN BOOK 8453, PAGES 322-33 IN THE OFFICE OF THE LINN COUNTY RECORDER.
 6. CRYSTAL GROUP FIRST ADDITION TO HIAWATHA, IOWA WAS RECORDED IN BOOK 4013, PAGES 142-149 IN THE OFFICE OF THE LINN COUNTY RECORDER.
 7. METZGER DRIVE RIGHT-OF-WAY WAS DEDICATED WITH RESOLUTION 12-214 RECORDED IN BOOK 8431, PAGES 523-530 IN THE OFFICE OF THE LINN COUNTY RECORDER.
 8. COMMERCE BOULEVARD RIGHT-OF-WAY WAS DEDICATED WITH RESOLUTION 12-215 RECORDED IN BOOK 8431, PAGES 515-522 IN THE OFFICE OF THE LINN COUNTY RECORDER.



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

SIGNATURE: *Leo P. Bonifazi* DATE: 01/11/2017
 LEO P. BONIFAZI
 LICENSE NO. 13480
 SHEETS COVERED BY THIS SEAL: 1 OF 1
 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2017

REVISIONS

NO.	DATE	DESCRIPTION

DRAWN: ETHAN SMALL
 APPROVED: LEO BONIFAZI
 ISSUED FOR: APPROVAL
 DATE: 01/11/2017
 PROJECT NO.: 10045

**FINAL PLAT
 TOWER COMMERCE CENTER
 ELEVENTH ADDITION TO
 HIAWATHA, IOWA**

ADDRESS PLAT

FINAL PLAT

1 OF 1

City of Hiawatha

Community Development Department

4B

Purpose: Final Plat Approval **Date:** 01/10/2017

To: Planning and Zoning Commission

Name of Plan: Sherman Square 8th Addition

Address: 1031 Kacena **Zone:** C-4

Number of Lots: 2 lots and Lot A for the Stamy ROW

Reviewed by: Patrick Parsley, Community Development Director

Description: This is part of a Sherman Square preliminary plat. The lot lines have been adjusted but no major changes are proposed differing from the preliminary plat.

Report: This final plat matches the most recent preliminary plat. There is no required plan of improvements to be considered with this plat. Final blue bound documents and utility sign-offs will be submitted before Council consideration.

Recommendation: Community Development supports the Planning and Zoning Commission recommendation for approval of this final plat.

Final Plat Review for Sherman Square

Eighth Addition

The Water Department has completed its review of the Sherman Square Eighth Addition Final Plat submitted by Brain Engineering. The Water Department recommends approval of this Final Plat on January 11th, 2017.

Marty Recker 1-11-17

Marty Recker

Assistant Water Superintendent

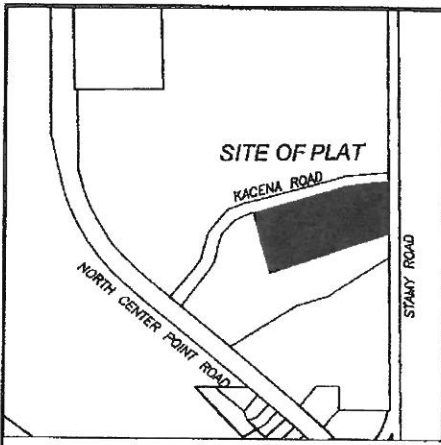
CC: Kelly Kornegor, City Clerk

FINAL PLAT SHERMAN SQUARE EIGHTH ADDITION TO THE CITY OF HIAWATHA, LINN COUNTY, IOWA

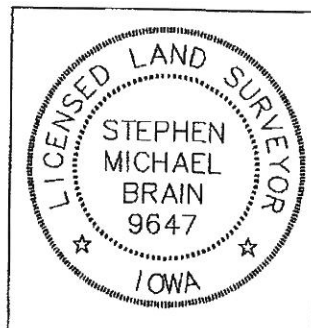
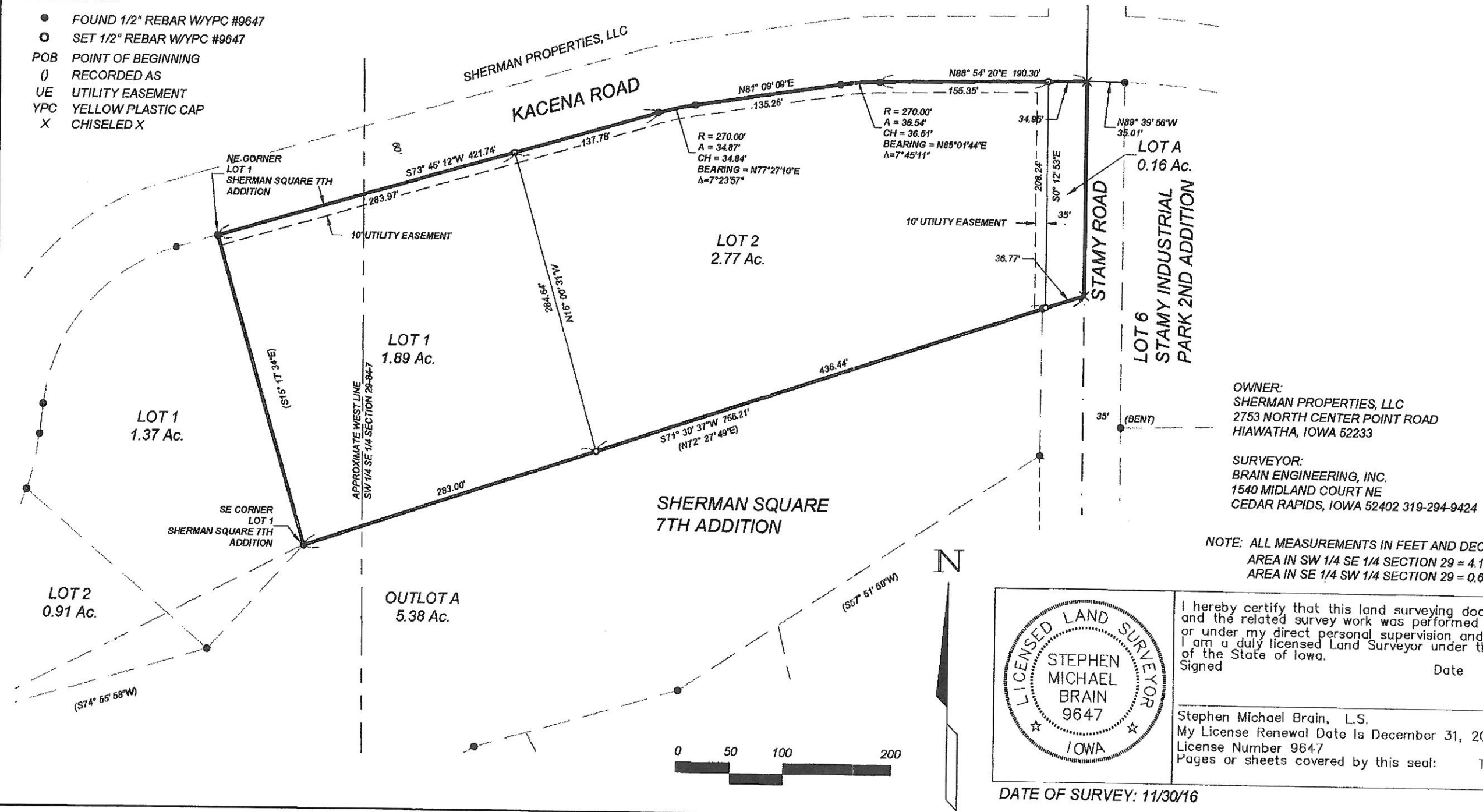
LEGAL DESCRIPTION

A part of the SE 1/4 SW 1/4 and the SW 1/4 SE 1/4, all in Section 29 Township 84 North, Range 7 West of the 5th Principal Meridian, City of Hiawatha, Linn County, Iowa described as follows:

Beginning at NE corner Lot 1 Sherman Square 7th Addition to said City;
 thence N 73°45'12" E, 421.74 feet;
 thence E-ly on an arc of 34.87 feet of a 270.00-foot radius curve to the right, having a chord length of 34.84 feet bearing N 77°27'10" E";
 thence N 81°09'09" E, 135.26 feet;
 thence NE-ly along said on an arc of 36.54 feet of a 270.00-foot radius curve to the right, having a chord length of 36.51 feet bearing N 85°01'44" E;
 thence N 88°54'20" E, 190.30 feet to the west line of Stamy Industrial Park Second Addition to said City;
 thence S 00°12'49" E along said west line, 196.73 feet;
 thence S 71°29'01" W, 756.29 feet;
 thence N 16°15'58" W, 295.57 feet to the Point of Beginning, containing 4.82 acres which includes 0.16 acres of road right of way.



- LOCATION MAP**
- FOUND 1/2" REBAR W/YPC #9647
 - SET 1/2" REBAR W/YPC #9647
 - POB POINT OF BEGINNING
 - () RECORDED AS
 - UE UTILITY EASEMENT
 - YPC YELLOW PLASTIC CAP
 - X CHISELED X



I hereby certify that this land surveying document and the related survey work was performed by me or under my direct personal supervision, and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

Signed _____ Date _____

Stephen Michael Brain, L.S.
 My License Renewal Date Is December 31, 2016
 License Number 9647
 Pages or sheets covered by this seal: THIS PAGE

DATE OF SURVEY: 11/30/16

Book:	29
Drawn:	SMB
11/29/16	
Checked:	SMB
12/2/16	
Scale:	1"=100'



FINAL PLAT
 SHERMAN SQUARE EIGHTH ADDITION
 Title:
 Project No:
 440616-10