

**AGENDA  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
May 21, 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 February 26, 2018
3. Business
  - a. 655 N Center Point Rd- Design Guidelines
    - # 1. Consider Resolution for recommendation to City Council to approve the Design Guidelines request submitted by Wickwire Chiropractic for 655 N Center Point Rd., Hiawatha, IA.
  - b. 1535 Stamy Rd. (Tentative)- Final Plat
    - # 1. Consider Resolution for recommendation to City Council to approve the Final Plat submitted by Brain Engineering for 1535 Stamy Rd.(Tentative), 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

2B

HIAWATHA PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
February 26, 2018

The Hiawatha Planning and Zoning Commission met on February 26, 2018. Chairperson, Mark Powers called the meeting to order at 5:30 P.M. Members present: Mark Ross, Kenny Jones and Darryl Cheney. Members Absent: Eric Hoover, Terry Trimpe and Reta Saylor. Staff present: Building Official, Pat Parsley and Assistant Building Official, Jim Fisher. Guests in Attendance: Brent Jackman, Hall & Hall Engineers and Jennifer Goodlove.

Board Member, Darryl Cheney moved to approve the Agenda. Second by Kenny Jones. Motion carried.

Board Member, Mark Ross moved to approve the meeting minutes of January 22, 2018. Second by Kenny Jones. Motion carried.

**Consider Resolution for recommendation to the Board of Adjustment to approve the Conditional Expansion request submitted by Jennifer Goodlove for 495 Miller Rd., Hiawatha, IA.**

Mark Powers asked if there was anyone there to speak for the request. There were none. He then asked if there was anyone there to speak against the request. There were none. He asked Pat Parsley if he had any comments. Pat Parsley explained that he wasn't exactly sure which building Jennifer Goodlove was going to use, and directed the Board to the two options. He went on to say that it is compliant where she wants to put it. He also suggested that they allow #5 on his list of recommendations, allowing lawn art and ornaments.

At 5:35, Jennifer Goodlove entered the Council Chambers .

Mark Powers asked if Jennifer Goodlove would like to address the Board, she did. There was some discussion about wind loads and that she will probably downgrade the size because of cost. She also told the board that she will not change anything that she has been doing as far as storage and lawn art.

Kenny Jones asked if there would be electric or water. She stated that there would not be electric and the water will be supplied from the main building.

Darryl Cheney then asked about signage. Pat said that signage is restrictive in a C-2 and asked the Board look at the five (5) suggestions in his memo.

Kenny Jones asked if the setbacks were ok. Pat Parsley stated they were and said that it's a Legal Non-Conforming use.

Mark Powers moved to recommend to the Board of Adjustment to approve the Conditional Expansion request submitted by Jennifer Goodlove for 495 Miller Rd., Hiawatha, IA. with the following conditions:

1. Property lines are verified for setbacks of 25 feet from the greenhouse to ROW.
2. Existing parking spaces are maintained for parking purposes only.
3. All temporary signage complies with the Sign Code chapter 166:
  - a. Signs must be located on the property
  - b. Signage is limited to an aggregate area of 32 square feet
  - c. Signs must not be displayed more than 75 days in a calendar year

4. All outside storage is removed or properly screened from view along all developed right of ways. The required ROW currently includes Miller Road and in the future Edgewood Road.
5. All outdoor displays comply with the UDC 165.23.
  - a. Displays shall not be on the ROW
  - b. Displays not on a hard surface are permitted only during business hours
  - c. Lawn ornament displays are exempt when properly displayed for their intended use within the property green space.
6. The greenhouse is engineered, permitted and inspected in accordance with the fire code and building code.

Second by Kenny Jones.

**AYES:** DARRYL CHENEY, KENNY JONES, MARK POWERS AND MARK ROSS.

**NAYS:** NONE

**ABSENT:** RETA SAYLOR, TERRY TRIMPE, ERIC HOOVER

**Motion Carried**

**Resolution #18-004 Approved**

**Consider Resolution for recommendation to City Council to approve the Design Guidelines submitted by Hall & Hall Engineers for 1020 Sherman Rd., Hiawatha, IA.**

Mark powers asked if there was anyone there to represent the request. Brent Jackman addressed the Board. He explained that he was there to answer any questions the Board may have.

The Board did not have any questions. Mark Powers stated that it all looks in order. Pat Parsley added that Hall & Hall would also be asking for a parking variance.

Mark Ross moved to recommend to City Council to approve the Design Guidelines submitted by Hall & Hall Engineers for 1020 Sherman Rd., Hiawatha, IA.

**AYES:** MARK POWERS, KENNY JONES, DARRYL CHENEY AND MARK ROSS

**NAYS:** NONE

**ABSENT:** RETA SAYLOR, TERRY TRIMPE, ERIC HOOVER

**Motion Carried**

**Resolution #18-005 Approved**

Darryl Cheney moved to adjourn the meeting at 5:50 p.m. Second by Kenny Jones.

\_\_\_\_\_  
Mark Powers, Chairperson

ATTEST:

\_\_\_\_\_  
Jennifer Goerg, Community Development Clerk

# City of Hiawatha Community Development Department

**Purpose:** Site Plan: Design Guidelines **Date:** 05/11/2018

**To:** Planning and Zoning Commission

**Name of Plan:** Wickwire Chiropractic

**Address:** 655 North Center Point Road **Zone:** CPR-3

**Number of Lots:** 1 lot with 1 building.

**Reviewed by:** Patrick Parsley, Community Development Director

**Description:** This property is located on the east side of NCPR and north of the Linn County Trail property. This is a CPR-3 zoning district and in the Design Guidelines.

The plan includes the construction of a one story building and associated parking. The access is from a modified existing driveway.

**Report:** The Planning and Zoning concern is with the Design Guideline and CPR-3 standards. This includes building exteriors, the building locations, and the parking areas and access designs along North Center Point Road.

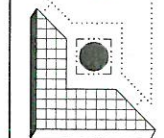
- The building exteriors are to be varied and include masonry on all sides visible from NCPR. Elevations of the three visible sides are included in the submittal and indicate compliance to the design guidelines with varied masonry and siding on all sides visible from the street.
- The DG requires a 25 foot setback from NCPR for the building. The proposed site plan complies with the setback requirements.
- The DG requires a 25 foot setback for the parking or the installation of a berm with plantings to a height of 3 feet above the curb. The plans comply with the screening requirement for parking lot with the use of trees at the parking lot entry. There is minimum need for screening since the parking lot is perpendicular to NCPR.
- The access to the property has been pushed to the south as much as possible without creating a new driveway opening but creating a 90° entry to NCPR. There is no diminished clearance to the adjacent access to the north.

Staff has reviewed the remainder of the site plan for compliance including exterior lighting plans and the seal of an existing well. The applicant is aware sign plans must be submitted for approval.

**Recommendation:** Community Development supports the Planning and Zoning Commission recommendation for approval of this site plan regarding the Design Guideline specifications at 655 NCPR.

3A-1

PRELIMINARY  
NOT FOR CONSTRUCTION  
FOR REVIEW ONLY  
05/02/18



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WICKWIRE CHIROPRACTIC  
PROPOSED BUILDING  
655 N CENTER POINT RD  
HIAWATHA 52233

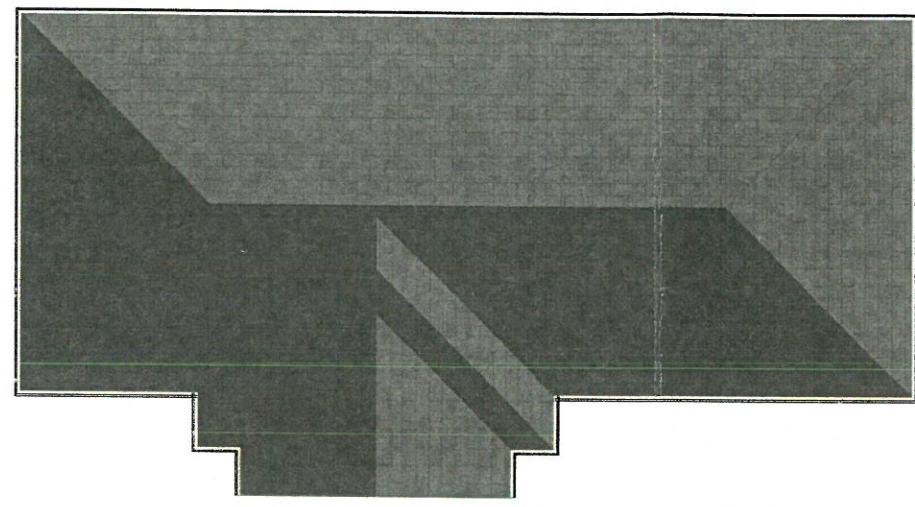
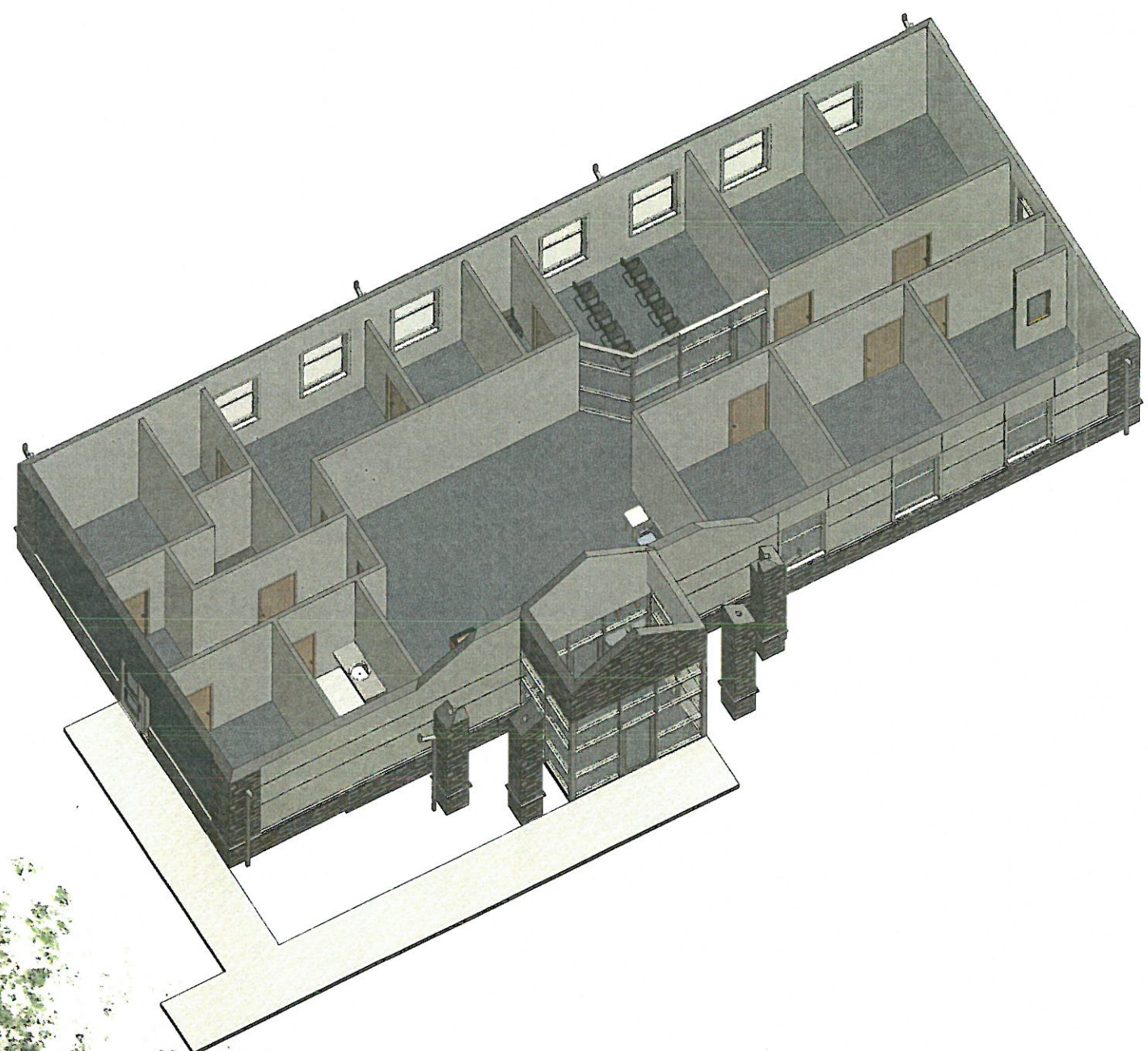
CONSULTANT

REVISION DATE

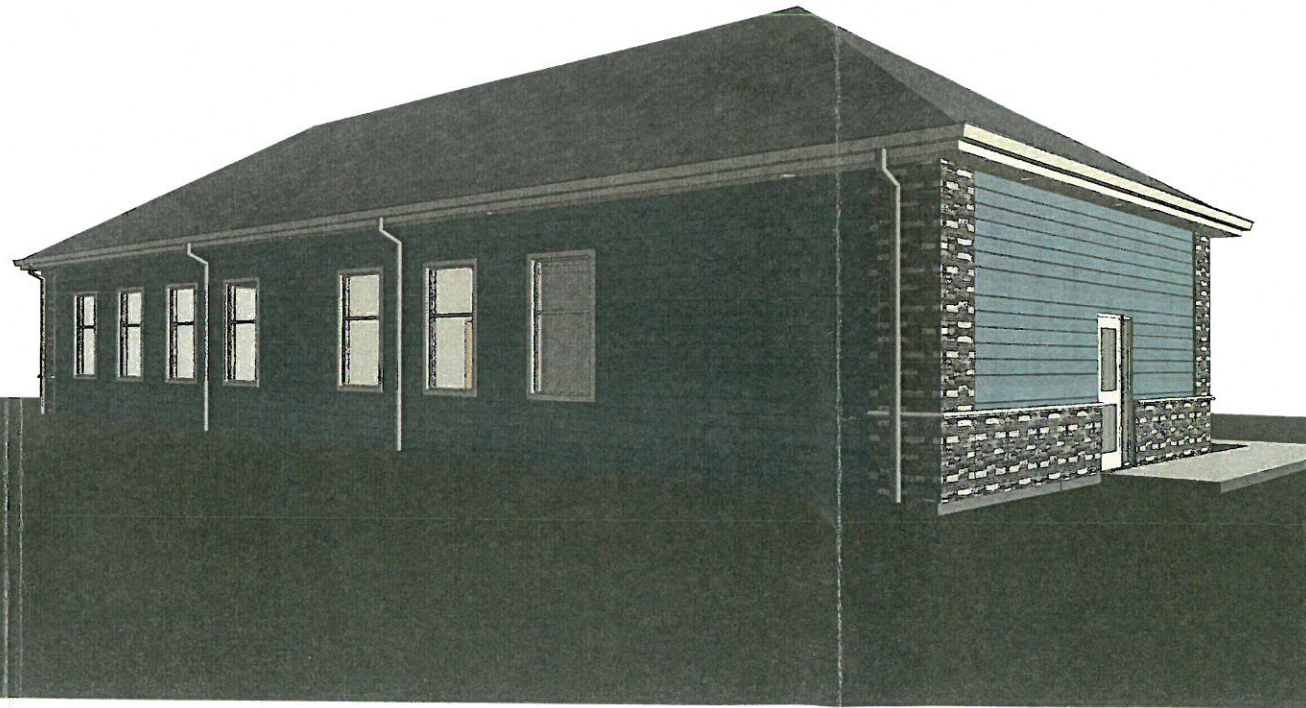
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05/02/18  
PROJECT NUMBER  
1820  
DRAWN BY: PRE  
CHECKED BY: DLB, JR.

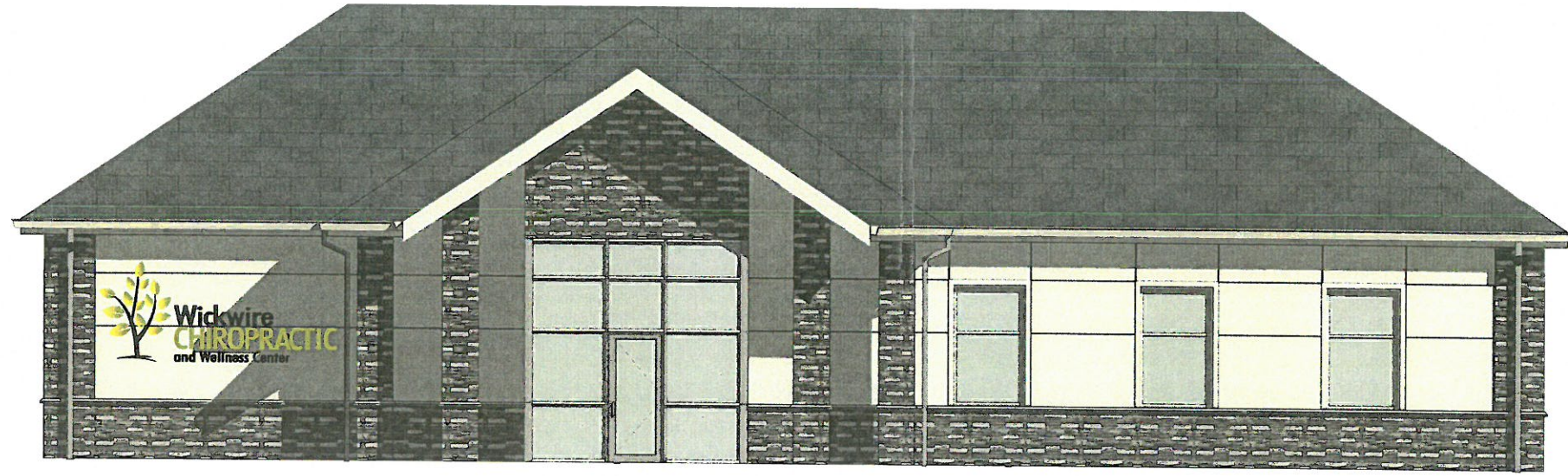
PRESENTATION

SHEET NUMBER  
A100



1 ROOF PLAN VIEW  
1/8" = 1'-0"  
REF-N



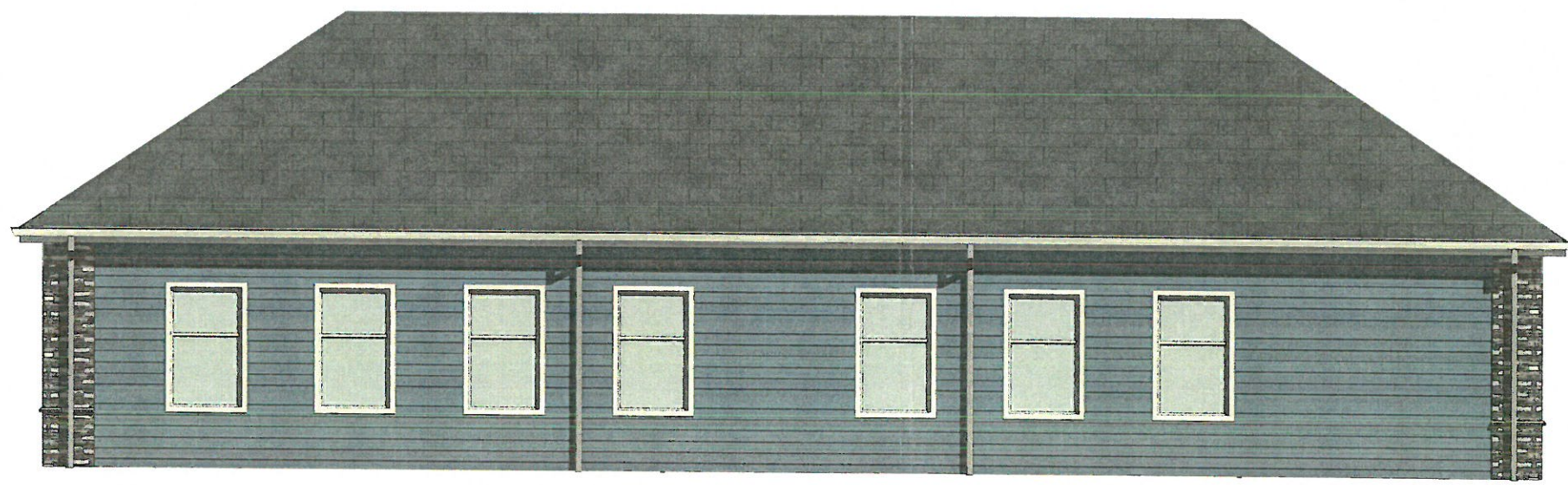


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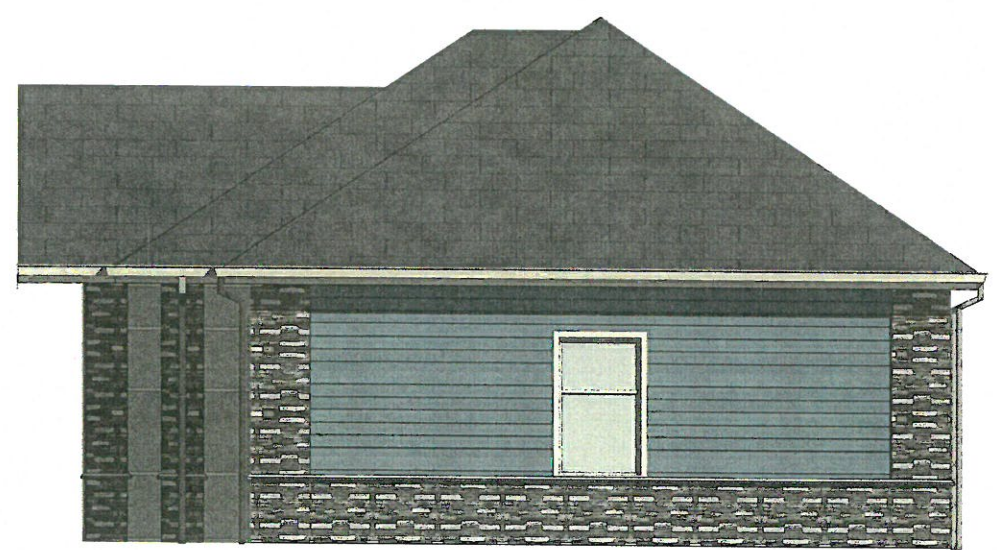
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① SOUTH ELEVATION VIEW  
1/4" = 1'-0"

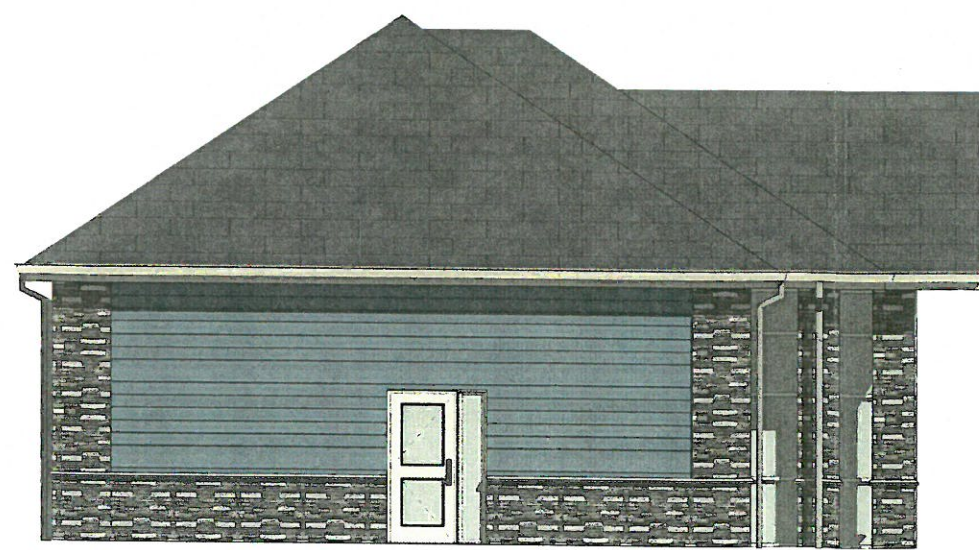


② NORTH ELEVATION VIEW  
1/4" = 1'-0"

WICKWIRE CHIROPRACTIC  
PROPOSED BUILDING  
655 N CENTER POINT RD  
HIAWATHA 52233



③ EAST ELEVATION VIEW  
1/4" = 1'-0"



④ WEST ELEVATION VIEW  
1/4" = 1'-0"

CONSULTANT

REVISION DATE

DATE  
05/02/18  
PROJECT NUMBER  
1820  
DRAWN BY: PRE  
CHECKED BY: DLB, JR.

COLOR EXT.  
ELEVATIONS

SHEET NUMBER  
A200

3B

**City of Hiawatha**  
**Community Development Department**  
**Building, Zoning, Code Enforcement & Development**  
 101 Emmons St., Hiawatha Iowa, 52233-1697  
 PHONE (319) 294-2929 FAX (319) 393-1516

**Purpose:** Final Plat **Date:** 05/11/2018

**To:** Planning and Zoning Commission

**Name of Plan:** Sherman Square 9<sup>th</sup> Addition

**Address:** 1535 Stamy Road (tentative) **Zone:** C-4

**Number of Lots:** 1 lot of 13 acres plus two ROW dedications totaling 2.1 acres

**Reviewed by:** Patrick Parsley, Community Development Director

**Description:** This property is located on the west side of Stamy Road and north of Kacena Road. The applicant is proposing improvements to utilities to make sewer and water available and to construct a road along the west side of the property. The final plat is for the development of one lot. No rezoning is associated with this plat as it was completed as part of the preliminary plat.

**Report:** The proposed lot and road locations are in substantial compliance with the preliminary plat. The proposed plat also complies with the Hiawatha Unified Development standards. A plan of improvements and development agreement will be submitted for the completion of the road and utilities adjacent to the lot. It will include the construction of Anchor Drive, sewer, water, storm water, sidewalks and a temporary turn-around.

The site development will include on-site storm water detention. The developer will submit a SWPPP and NPDES before being permitted to do excavating or filling on this lot.

Before the final plat is submitted to the Council it will include the necessary blue bounds and development agreements. No CO will be issued prior to the acceptance of the improvements associated with this plat.

**Recommendation:** Community Development supports the recommendation to approve the Final Plat contingent upon an approved developer's agreement for completion and acceptance of the plan of improvements.

3B-1

**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: May 17, 2018**

**From: John Bender PE, City Engineer**

**Re: Sherman Square Ninth Addition**

**Description: Approve Final Plat**

**Report:**

The final plat for Sherman Square 9<sup>th</sup> Addition has been submitted for 1 commercial lot at the NW corner of Kacena Road and Stamy Road. This new addition will be platted with Kacena and Stamy already constructed with all City utilities installed and accepted. However, one half of the Stamy Road Right-of-Way is included in the plat. We are still waiting for the plan of improvements for the utilities and street design in Anchor Drive.

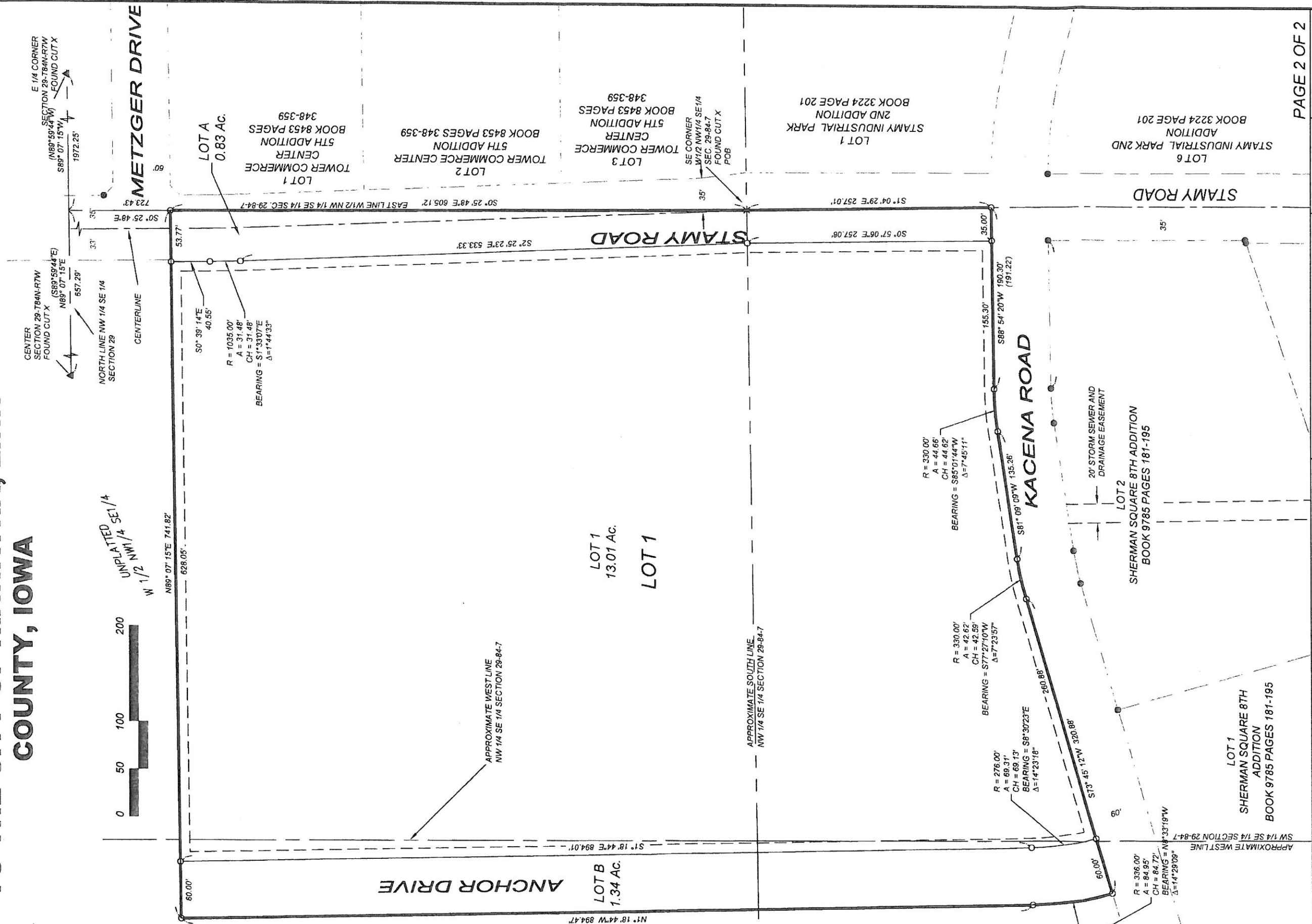
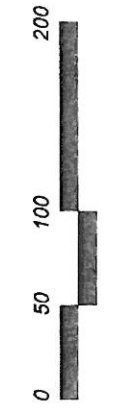
This plat is in accord with the approved preliminary plat. We will need all the engineering drawings to review the plan of improvements proposed in Anchor Drive before we can forward this plat to the City Council.

Engineering has reviewed the plat and find it in accordance with the approved preliminary plat. Engineering recommends approval of this plat.

If you need any further information, please let me know.



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



Project No: 400618-10		Title: SHERMAN SQUARE NINTH ADDITION	
Drawn: SMB		Book: 365	
Checked: <i>[Signature]</i>		Scale: AS SHOWN	
Date: 4/16/18		PAGE 2 OF 2	

