

CITY OF HUXLEY

MONDAY ** OCTOBER 8, 2018 ** CITY HALL ** 7:00 P.M.

HUXLEY CITY COUNCIL CHAMBERS

A SESSION OF THE CITY OF HUXLEY'S
PLANNING AND ZONING COMMISSION

PUBLIC NOTICE IS HEREBY GIVEN THAT THE PLANNING AND ZONING COMMISSION OF THE CITY OF HUXLEY, IOWA, WILL MEET IN THE HUXLEY CITY COUNCIL CHAMBERS, 515 NORTH MAIN AVE., HUXLEY, IOWA, AT 7:00 P.M. ON MONDAY THE 8TH DAY OF OCTOBER, 2018 TO CONSIDER THE MATTERS ENUMERATED IN THE AGENDA BELOW:

1.0) ROLL CALL

COMMISSION AGENDA ITEMS:

2.0) MOTION TO APPROVE THE MINUTES FROM THE FOLLOWING MEETINGS:

2.1) June 4, 2018 – Meeting

3.0) PUBLIC HEARING: NONE

4.0) DISCUSSION AND RECOMMENATION ITEMS:

4.1) DISCUSSION ONLY ON CONCEPT SITE PLAN FOR LANDSCAPE BY DESIGN.

- PRESENTATION
- DISCUSSION
- RECOMMENDATION

4.2) DISCUSSION ONLY ON CONCEPT OF A RESIDENTIAL DEVELOPMENT.

- PRESENTATION
- DISCUSSION
- RECOMMENDATION

4.3) DISCUSSION OLD TOWN

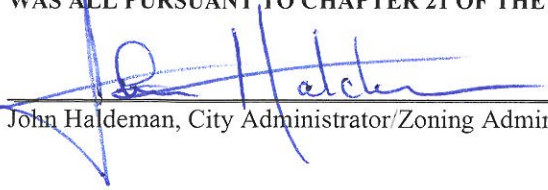
4.4) DISCUSSION ON UPDATE ON COMP PLAN FOR 2018

5.0) MISCELLANEOUS

6.0) COMMENTS AND UPDATES

7.0) ADJOURNMENT

THIS NOTICE IS HEREBY GIVEN AT LEAST 24 HOURS PRIOR TO THE COMMENCEMENT OF THE MEETING SPECIFIED ABOVE. THIS WAS DONE BY ADVISING THE NEWS MEDIA WHO HAVE FILED A REQUEST FOR NOTICE AND BY POSTING THE NOTICE ON THE FRONT WINDOW IN THE LOBBY AREA IN CITY HALL THAT IS ACCESSIBLE TO THE PUBLIC. THIS WAS ALL PURSUANT TO CHAPTER 21 OF THE CODE OF IOWA.



John Haldeman, City Administrator/Zoning Administrator

PLANNING AND ZONING

NOTES

FOR
OCTOBER 8, 2018



Calendar of Upcoming Meetings of Interest;

OCTOBER 08, 2018 ... HUXLEY PLANNING AND ZONING MEETING 7:00 P.M.
OCTOBER 09, 2018 HUXLEY CITY COUNCIL MEETING ... 6:00 PM
OCTOBER 23, 2018 HUXLEY CITY COUNCIL MEETING 6:00 P.M.
OCTOBER 31, 2018 HALLOWEEN 6-8 PM

HELLO:

At this meeting there will be representatives from the students that are doing the update on our Comprehensive Plan. In the packet of information enclosed you will find an email from Susan Bradbury, who is the Professor in charge. She has a question for Planning and Zoning. We can discuss this at Monday's meeting. You may want to bring your copy of the 2013 Comprehensive Plan. If you do not have a copy please contact Amy Kaplan.

COMMISSION ITEMS:

2.1) Minutes from the June 4, 2018 P&Z meeting are in your packet.

3.0) Public Hearing; **NONE**

4.0) DISCUSSION AND POSSIBLE ACTION

4.1) **DISCUSSION ABOUT CONCEPT SITE PLAN FOR LANDSCAPE BY DESIGN**

Also enclosed in your packet is a copy of the final plat of the Huxley Business Park. Landscape by Design has purchased lot 11 and are working on their site plan. They have not completed the site plan for consideration but want to get feedback on what they have. I have enclosed a copy of what they have submitted to date.

- **PRESENTATION**
- **DISCUSSION**
- **RECOMMENDATION**

**4.2) DISCUSSION AND POSSIBLE RECOMMENDATION ON EASTSIDE
RESIDENTIAL DEVELOPMENT.**

We have a developer that is interested in constructing a residential development on the eastside near the interstate. As the one before, this is a concept at this point and they will be bringing the visual aids to show what they are contemplating.

- **PRESENTATION**
- **DISCUSSION**
- **RECOMMENDATION**

4.3) DISCUSSION ON OLD TOWN

4.4) DISCUSSION ON UPDATING COMP PLAN

5.0) Miscellaneous

6.0) Comments/Adjournment

John Haldeman

From: Bradbury, Susan L [C R P] <bradbury@iastate.edu>
Sent: Friday, October 5, 2018 9:10 AM
To: John Haldeman
Cc: Kuznetsova, Daria [C R P]
Subject: Huxley Comprehensive Plan

John,

Thank you for sending out the draft survey for people to review and share comments. We have been receiving feedback and are adjusting the survey as needed.

Members of the survey committee will be able to attend the Planning and Zoning meeting on Monday evening. Unfortunately my other class meets at that time, so I will not be able to attend. However, I wanted to share with you some information regarding the survey. Once the survey questionnaire is finalized (hopefully by Tuesday) it will be sent to the printers. We plan on printing approx. 700 copies of the questionnaire and distributing them to 50% of the households in Huxley (to ensure a random sample) via door hanger bags on their front doors. People will have the option of either completing the paper copy of the questionnaire or they will also be directed to a link where they can complete the survey online. We believe that the majority of the population will choose to complete the survey online. However, for those who complete the paper survey they can either return the survey to the door hanger bag for pick-up or they can drop it off at city hall. The online survey will allow more than one person per household to complete the survey (if they so choose). We also plan on posting information about the survey around town and making additional paper surveys available so that all residents have the option of completing the survey.

There is another question we have that might also be directed to the Planning and Zoning Commission. The current Land Use map (from the 2013 plan) has 9 land use categories – agriculture, parks recreation resource, rural residential, low density residential, medium density residential, high density residential, commercial, general industrial and public facilities. However, in contrast the Future Land Use map has 16 land use categories. We would recommend keeping the number of land use categories to a minimum — so basically keeping the 9 categories you currently have on the land use map. However we would like to know if you feel that these land use categories meet your needs or if you feel the need to change the land use categories. Based upon our review of the land use we would recommend the following minor change to the city's 9 land use categories – agriculture, parks and recreation, open space, rural residential, low density residential, medium density residential, commercial, general industrial and public facilities. Please let us know how the current land use categories are working and whether you would like to make any changes to them.

Hope this information is helpful to you. If you have any comments or questions please let me know.

Thank you,

Susan Bradbury

Huxley Main Avenue Revitalization Meeting Minutes

Thursday September 14, 2018

These minutes are as recorded by the Zoning Clerk and are subject to City Council approval at the next regular council meeting.

1.00) INTRODUCTIONS OF OWNERS, ISU PLANNING STUDENTS AND CITY REPRESENTATIVES

CITY STAFF PRESENT: Craig Henry- Mayor, John Haldeman-City Administrator, Amy Kaplan-Zoning Clerk

CONSULTANTS PRESENT: Stephen Veir—Acting City Attorney

COUNCIL MEMBERS PRESENT: Dave Jensen, Dave Kuhn

GUESTS PRESENT: Susan Frantz- Fenceline Beer Lab, Jon Barton, Troy and Julee Petersen- Killer Jigs, Diane and Dean Lande- Main Avenue Salon, Mike Leeds- Huxley Communications, Brenda Dryer – Ames Economic Development, Andrew Fortner, Iowa State Students

2.00) DISCUSSION OF IDEAS AND VISIONS FOR THE OLD TOWN AREA

- Signage to direct traffic downtown:
- Reduce the speed limit from 25 MPH to 15 MPH
- 4-way stop: This area is dangerous as cars frequently go through the stop sign without stopping
- Grants/Funding:
- Huxley Dry Cleaners: Animals and insects are invading the building. The City will review the property for a potential nuisance violation.
- Pave Main Street and add sidewalks
- Prairie Fest: Alternate locations
- Car Show: This would attract people to Main Street
- Alternate parade route
- Benches: Benches would be a nice addition along Main Street. The “Adopt a Bench” program was discussed to allow citizens to purchase a bench in memory of a loved one.
- Bike Trail/ Trail Head:
-

3.00) SET NEXT MEETING DATE: TBD. John Haldeman will investigate the discussed ideas and decide when the best time to have a follow up meeting would be. Stay tuned for updates



Planning and Zoning Commission Minutes

Monday June 4, 2018
Huxley Council Chambers
6:00 P.M.

1.0) CALL TO ORDER AND ROLL CALL:

Chairman Roger Bierbaum called the P&Z Meeting to order at 6:00 PM. P&Z members present:

Roger Bierbaum	<input checked="" type="checkbox"/>	Larry Wilson	<input type="checkbox"/>
Cheryl Patterson	<input checked="" type="checkbox"/>	Joe Scott	<input checked="" type="checkbox"/>
Mike Schonhorst	<input checked="" type="checkbox"/>	Nate Easter	<input checked="" type="checkbox"/>
Gordon Mosher	<input type="checkbox"/>		

Staff present: John Haldeman-Zoning Administrator
Amy Kaplan-Zoning Clerk

Consultants present: Jim Nervig-City Attorney
Forrest Aldrich-City Engineer

Guests present: Steve Quick, Luke Wall

COMMISSION AGENDA ITEMS:

2.0) MOTION TO APPROVE THE MINUTES FROM THE FOLLOWING MEETING:

2.1) **JANUARY 29, 2018 REGULAR MEETING** - Motion by Easter and seconded by Schonhorst to approve minutes. Roll was taken. 5 AYE. 0 NAY

3.0) PUBLIC HEARING: None

4.0) DISCUSSION AND RECOMMENDATION ITEMS:

4.1) **DISCUSSION AND POSSIBLE RECOMMENDATION ON FINAL PLAT FOR MEADOW LANE PLAT 3 EAST:** Steve Quick indicated that the streets and piping are completed. Weather permitting, final grade and remaining concrete will be finished by June 8th. Backfilling will be completed by June 13th. Motion by Easter to recommend approval of the final plat for Meadow Lane Plat 3 East to City Council. Second by Schonhorst. 5 AYE 0 NAY. Motion carries.

4.2) **DISCUSSION AND POSSIBLE RECOMMENDATION ON AMENDING SITE PLAN FOR INNOVATIVE TECHNOLOGIES:** Luke Wall asked the commission if the pole building could be moved 20 feet southwest allowing the doors of the pole building to line up with the doors of the existing building. Doing so would provide additional greenspace behind the pole building. The Commission found this acceptable and asked if a parking space was added. An additional parking space was placed at the end of the existing parking spaces. Luke also asked the commission if a gas stub could be run to the pole building. Commission indicated this would be acceptable if an enclosure

was built around the stub to prevent damage of the stub. Luke was instructed to provide an updated site plan by Thursday June 7th at noon. Motion by Easter to approve an updated site plan showing the gas stub and new location of the building. Second by Schonhorst. 5 AYE 0 NAY. Motion carries.

- 4.3) **DISCUSSION OLD TOWN ZONING AND USES:** The City of Huxley has a resident who resides on Main Street that no longer operates a business out of his building. He currently pays two base fees for utilities. The Commission does not want to change the ordinance at this time and that the individual may come to council and ask for one base fee to be forgiven if they wish.
- 4.4) **DISCUSSION ON UPDATING COMP PLAN:** John informed the Commission that Iowa State University has submitted a proposal for their fall graduate class to complete a comp plan. This proposal will go before Council on June 12, 2018.
- 4.5) **DISCUSSION ON SIGNAGE:** John informed the Commission that our current sign ordinance is being updated to allow the school to have a windbreak sign up on the fence that surrounds the tennis court and the fence at the ball field. The fences will be classified as “equipment” and apply to school property only. Once the ordinance is updated, the Planning & Zoning Commission will meet to review.

5.0) **MISCELLANEOUS:** Mowers and golf carts are on display for sale at Ballard Plaza. John will follow up with Dave Jensen, owner of Ballard Plaza, as these items violate city code. The seller must have a store front and the percentage of outdoor display space is dependent on the square footage of the store front.

6.0) **COMMENTS AND UPDATES:**

- Kreg Tool has not made a decision on their future location.
- Kading is moving forward with 38 duplex units.
- 550th Street (Timberlane) is rough and needs evaluated by staff.
- Next P&Z meeting is not scheduled yet, but it is forecasted to be on the final plat for the Kading development.

7.0) **ADJOURNMENT** – Motion by Patterson to adjourn at 6:42 PM, seconded by Schonhorst. 5 AYE. 0 NAY.

Amy Kaplan, Zoning Clerk

Roger Bierbaum, Chairman

Date of Approval



CERTIFICATION: 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 duly Licensed Land Surveyor under the laws of the State of Iowa.

My license renewal date is December 31, 2007.

Date: _____

FINAL PLAT
HUXLEY DEVELOPMENT
CORPORATION, PLAT 3

PARCEL E IN THE S1/2, NE1/4 SECTION 26-82-24, CITY OF HUXLEY, STORY COUNTY, IOWA

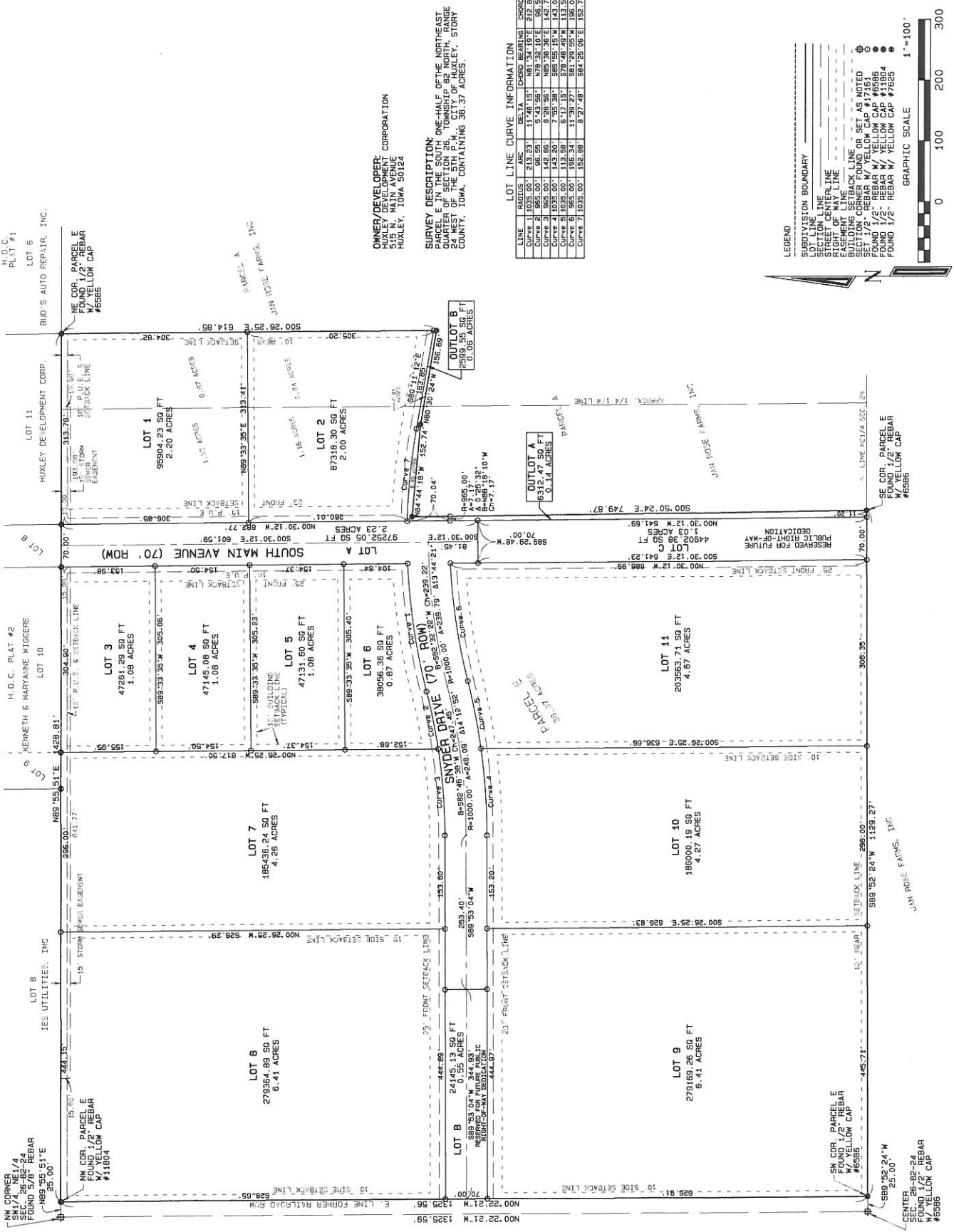
SURVEY PREPARED FOR: SCOTT RENAUD, FOX ENGINEERING

DATE: 12/05/06 PAGE: 1 of 1

JOB #15300FP

STUMBO & ASSOCIATES
LAND SURVEYING, INC.

510 S. 17TH STREET, SUITE 102, ARKES, IOWA 50010
PHONE 515-233-3664 FAX 515-233-4403

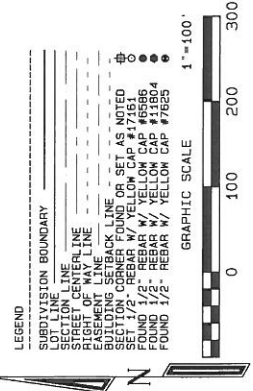


OWNER/DEVELOPER: HUXLEY DEVELOPMENT CORPORATION
C/O JAN ROSE FARMS, INC.
HUXLEY, IOWA 50124

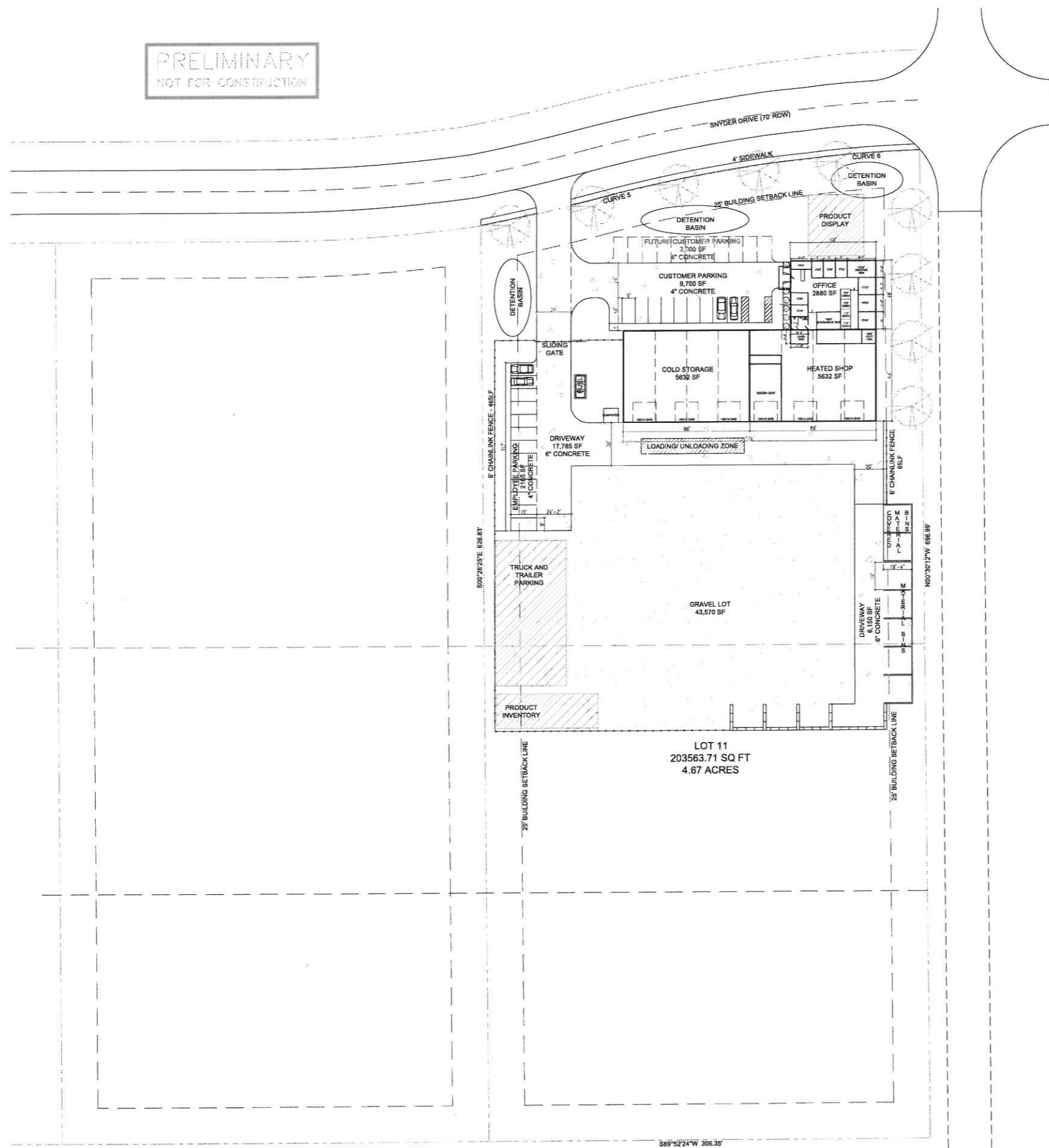
SURVEY DESCRIPTION: ONE-HALF SECTION NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 82 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF HUXLEY, STORY COUNTY, IOWA, CONTAINING 38.37 ACRES.

LOT LINE CURVE INFORMATION

LINE	RADIUS	ARC	CHORD BEARING	CHORD
Curve 1	139.17	139.17	S 43° 58' 10" E	56.51
Curve 2	965.00	145.89	S 78° 36' 10" E	145.73
Curve 3	965.00	145.89	N 78° 36' 10" E	145.73
Curve 4	1035.00	143.20	S 89° 55' 15" E	143.08
Curve 5	1035.00	143.20	N 89° 55' 15" E	143.08
Curve 6	965.00	155.34	S 84° 29' 55" E	155.00
Curve 7	1035.00	155.89	S 84° 29' 55" E	155.74



PRELIMINARY
NOT FOR CONSTRUCTION



- TRAFFIC ANALYSIS
1. PROJECTED TRIPS DAILY
6:30AM - 8:30AM: EMPLOYEES 10-15
8:30AM - 4PM: LOW TRAFFIC DELIVERIES: 1-2 TIMES/DAY VISITORS: 5-10 TIMES/WEEK
COMPANY B-10
 2. PROJECTED TRAFFIC FLOW
ONE ENTRANCE/EXIT CURRENTLY PROPOSED
 3. IMPACT TO ADJUTING ROADS:
EARLY MORNING TRAFFIC DAILY LOW IMPACT
 4. COMBINED TRAFFIC IMPACT OF APPROVED BUT NOT YET CONSTRUCTED CITY PROJECTS. LOW IMPACT AS TRAVEL WILL NOT TYPICALLY BE THROUGH TOWN. GENERAL TRAVEL ON HWY69, HWY 210, AND I35

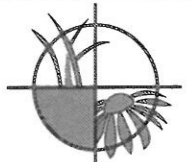
- LAYOUT NOTES
1. ALL CURB RAMPS TO BE BUILT AS PER FEDERAL ACCESSIBILITY STANDARDS.
 2. PAVING DIMENSIONS ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.
 3. BASE INFORMATION WAS DEVELOPED FROM EXISTING DRAWING AND AERIAL PHOTOGRAPHS. A SURVEY HAS NOT BEEN COMPLETED. ALL ELEMENTS SHALL BE FIELD VERIFIED.
 4. ALL WORK SHALL BE IN ACCORDANCE WITH OSHA CODES AND STANDARDS. NOTHING INDICATED ON THESE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPROPRIATE SAFETY REGULATIONS.
 5. PAVEMENT TYPES:
TYPE 1: 6" PCC
TYPE 2: 4" PCC
 6. FIELD ADJUST SIDEWALKS TO MATCH GRADE AT ADJACENT PROPERTIES.

- PLANTING NOTES
1. SEED ALL AREAS WITHIN CONTRACT LIMITS, NOT COVERED BY PAVING, BUILDINGS, OR PLANTING BEDS, UNLESS OTHERWISE NOTED.
 2. PLANT QUANTITIES ARE FOR INFORMATION ONLY. DRAWING SHALL PREVAIL IF CONFLICT OCCURS.
 3. NOTIFY OWNER AFTER STAKING IS COMPLETED AND BEFORE PLANT PITS ARE EXCAVATED.
 4. CONTRACTOR SHALL PLACE SHREDDED BARK MULCH AROUND ALL TREES AND IN ALL PLANTING BEDS TO A DEPTH OF 3".
 5. KIND, SIZE AND QUALITY OF PLANT MATERIAL SHALL CONFORM TO AMERICAN STANDARD FOR NURSERY STOCK, ANSI Z60-1992, OR MOST RECENT EDITION.

PLANT SCHEDULE					
KEY	QTY.	BOTANICAL NAME	COMMON NAME	SIZE	COND. REMARKS
		OVERSTORY TREES			
		UNDERSTORY TREE			
		EVERGREEN TREE			
		SHRUBS			
		PERENNIALS			

LEGEND			
---	PROPERTY LINE	L.P.	LOW POINT
---	EXISTING WATER LINE	P.V.C.	P.V.C. PIPE
---	EXISTING SANITARY SEWER	R	RADIUS
---	EXISTING STORM SEWER	R.C.P.	REINFORCED CONCRETE PIPE
---	OVERHEAD ELECTRIC	R.M.	R.M. ELEVATION
---	UNDERGROUND ELECTRIC	F.H.	FIRE HYDRANT
---	CENTERLINE	W.V.	WATER VALVE
---	FIBER OPTIC LINE	T.C.	TEE CONNECTION
---	GAS LINE	L.P.	LIGHT POLE, SINGLE FIXTURE
---	EASEMENT LINE	L.P.	LIGHT POLE, DOUBLE FIXTURE
---	SILT FENCE	S.E.	SPOT ELEVATION
---	PROPOSED INDEX CONTOUR	H.C.P.	HORIZONTAL CONTROL POINTS
---	EXISTING INDEX CONTOUR	K.N.	KEY NOTE
---	EXISTING CONTOUR	S.D.	SURFACE DRAINAGE
---	HORIZONTAL CURVE	E.S.M.	EXISTING STORM SEWER MANHOLE
---	EXPANSION JOINT	S.M.	SANITARY MANHOLE
---	FLARED END SECTION	C.	CLEANDOUT
---	FINISHED FLOOR ELEVATION	S.S.I.	STORM SEWER CURB INTAKE
---	FLOW LINE	S.S.A.I.	STORM SEWER AREA INTAKE
---	HIGH POINT	H.P.S.	HANDICAP PARKING STALL
---	EXISTING PEDESTRIAN LIGHT	E.T.M.	EXISTING TICKET MONUMENT
---	EXISTING BENCH	E.F.	EXISTING FLAGPOLE

0'10' 50' 100'
5' 20'



LANDSCAPES
BY DESIGN

31295 510TH AVE
SLATER, IA 50244
P 515.685.2508
F 515.685.2535

All reports, plans, specifications, computer files, field data, notes and other documents and instruments prepared by Site Solutions are instruments of service and shall remain the property of Site Solutions. Site Solutions shall retain all common law, statutory and other reserved rights, including the copyright thereto.

ISSUE DATE & REVISIONS

LANDSCAPES BY DESIGN INC
OFFICE FACILITY
11 SNYDER DRIVE, HUXLEY, IA 50124

SITE PLAN AND LANDSCAPE LAYOUT

SCALE: 1"= 25'-0"

PROJECT#

DRAWING #

SP 2