



**PLANNING & ZONING COMMISSION ZOOM MEETING**  
**Tuesday February 21, 2023**  
**12:00 P.M.**

**Zoom Information:**

Meeting ID: 672 468 5877

Passcode: 50124

Dial In: 312-626-6799

**AGENDA**

1. Roll Call
2. Motion to approve the minutes from the January 16, 2023 Planning & Zoning Commission Meeting.
3. Public Comments (5-minutes limit for items not on this agenda)
4. Business Items
  - a. 120 South Master Plan
5. Informational Items for Planning & Zoning Consideration/Input
  - a. Council Action Update
    - i. Blue Sky Estates Final Plat--Passed
    - ii. The Landing Final Plat--Tabled
    - iii. 120 South Preliminary Plat—Passed
6. Planning and Zoning Commission Comments
  - a. Next meeting is Monday March 20, 2023 via Zoom.
7. Adjournment

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Agendas are available to the public at the City Clerk's Office on Friday morning preceding Monday's Planning & Zoning Commission meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

## **Huxley Planning & Zoning Commission Minutes**

### **January 16, 2023**

Chairman Roger Bierbaum called the Zoom meeting to order at 6:01 P.M.

**ROLL CALL:** Bierbaum, Murphy, Ebel, Frantz, Schonhorst, Mosher present. Patterson absent.

**CITY STAFF PRESENT:** Amy Kaplan- Zoning Clerk, Jolene Lettow-City Clerk.

**CONSULTANTS PRESENT:** Forrest Aldrich, City Engineer

**MINUTES APPROVAL:** Motion by Murphy, second by Mosher to approve the minutes from the December 19, 2022 meeting. 5 Aye. 0 Nay. MCU.

Ebel entered the meeting 6:03 P.M

**PUBLIC COMMENTS:** None.

#### **BUSINESS ITEMS:**

*Recommendation to Council on Blue Sky Estates Final Plat-* Discussion took place on the Blue Sky Estates final plat. Aldrich noted that the developer would like to sell lots, however, the project is not complete and therefore the developer has provided a 1.5-million-dollar performance bond. Motion by Murphy, second by Ebel to recommend approval of the final plat to City Council contingent on the 1/12/23 letter provided by V&K. Bierbaum, Murphy, Ebel, Frantz, Mosher, Schonhorst voted yes. MCU.

*Recommendation to Council on The Landing Final Plat—*Discussion took place regarding the remaining requirements for the Landing final plat. Lettow requested the legal description of the entire property to move forward with the Urban Renewal amendment. Motion by Frantz, second by Mosher to recommend approval of the final plat to City Council contingent on the 1/12/23 letter provided by V&K. Bierbaum, Murphy, Ebel, Frantz, Mosher, Schonhorst voted yes. MCU.

*Recommendation to Council on 120 South Preliminary Plat—*Lengthy discussion took place regarding the preliminary plat. It was noted that to date, the annexation is not complete. Motion by Bierbaum, second by Ebel to recommend approval of the preliminary plat to City Council with the following six conditions:

1. Annexation must be complete.
2. Gardner and team are to meet with the Park Board to review trail locations and make a recommendation to City Council.
3. Green space has not been resolved by the developer. It is recognized that this will be determined as development is decided in the designated area and will be in the form of a land donation, cash donation or combination of both.
4. Developer is to comply with the DOT recommendations on the intersections at US Highway 69, Anthem Drive and Snyder Drive.
5. Planning & Zoning has concerns about the access to Lot 21 being a private easement access but has no recommendations.
6. Developer recognizes compliance to items provided by V&K in their 1/13/23 letter.

Bierbaum, Murphy, Ebel, Frantz, Mosher, Schonhorst voted yes. MCU.

**INFORMATIONAL ITEMS FOR PLANNING & ZONING CONSIDERATION/INPUT:**

- *Council Action Update:* Kaplan gave a re-cap of the action taken at the city council meetings on topics that were discussed at last month's Planning & Zoning meeting.

**PLANNING AND ZONING COMMISSION COMMENTS:**

- Next meeting will be on Tuesday February 21, 2023 via Zoom.
- Schonhorst thanked Amy and Jolene for all of the additional work that they have been required to do, outside of their job description, in the absence of a City Administrator. It is much appreciated. Mosher echoed Schonhorst's statements.
- Schonhorst strongly stated that the 2013 Comp Plan is ten years old, out of date, and decisions cannot be made without this. He highly encourages City Council to get an updated plan done.

**ADJOURNMENT:** Motion – Mosher, second- Frantz to adjourn meeting at 7:58 P.M. 6 ayes, 0 nays. MCU.

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Amy Kaplan, Zoning Clerk

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Roger Bierbaum, Chairman

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Date of Approval

# 120 South Master Plan

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**VEENSTRA & KIMM INC.**

3000 Westown Parkway  
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000  
www.v-k.net

February 15, 2023

Amy Kaplan  
City of Huxley  
515 N. Main Avenue  
Huxley, Iowa 50124

HUXLEY, IOWA  
120 SOUTH  
MASTER PLAN

We have reviewed the revised Master Plan for 120 South and find it acceptable.

If you have any questions or comments, please contact us at 515-225-8000.

VEENSTRA & KIMM, INC.

Forrest S. Aldrich

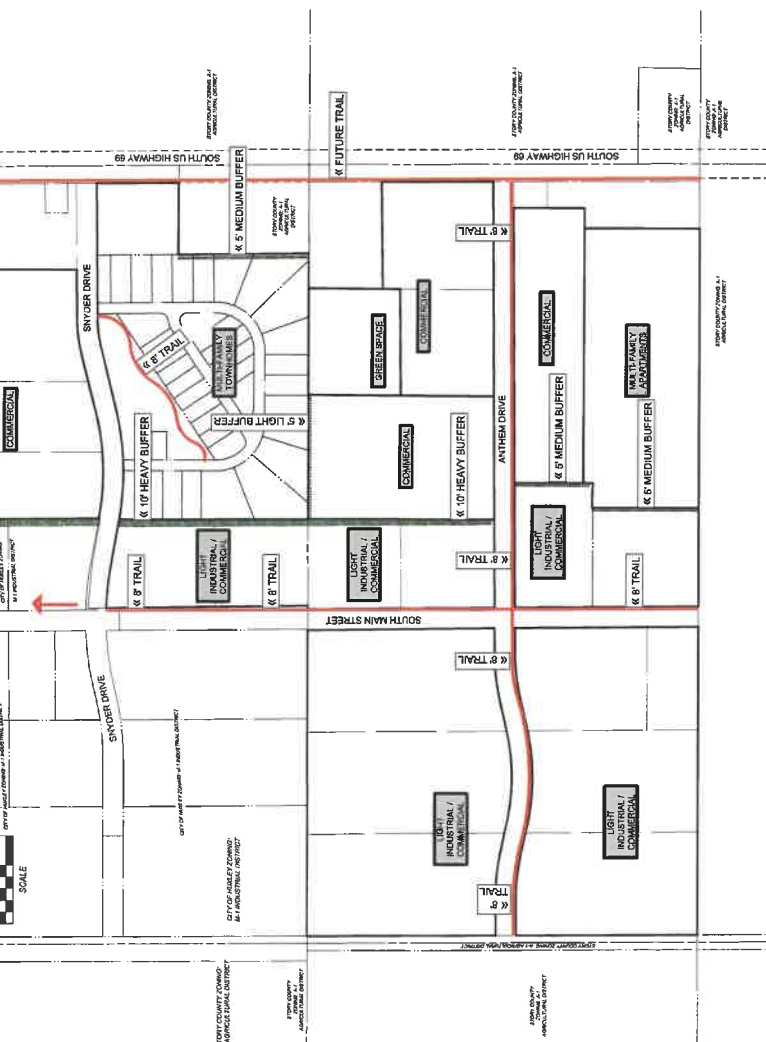
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cc: Chris Gardner (e-mail)  
Adam Schoepner, Niles Associates, Inc. (e-mail)  
Jeff Peterson, City of Huxley (e-mail)  
Keith Vitzthum, City of Huxley (e-mail)  
Mat Kahler, City of Huxley (e-mail)  
A.J. Stumpfer, City of Huxley (e-mail)  
Jolene Lettow, City of Huxley (e-mail)





## TRAIL AND LANDSCAPE BUFFER DET/

[illegible]

**NOTES**

1. Land Area;
2. Proposed Zoning;
3. South Main construction;
4. Street Lots purchased.

That part of Parcel 'A' of the South Half of the Northeast Quarter of Section 28, Township 62 North, Range 24 West of the 6th P.M., Story County, Iowa, as shown on the plat of survey recorded as Slide 181 Page 06 with the Story County Recorder's Office; AND that part of the North Half of the Southeast Quarter of said Section 28, and being more particularly described as follows:

[illegible]

Containing approximately 119.64 acres, including 3.04 acres of road right-of-way easement.

Subject to easements, covenants and restrictions of record.

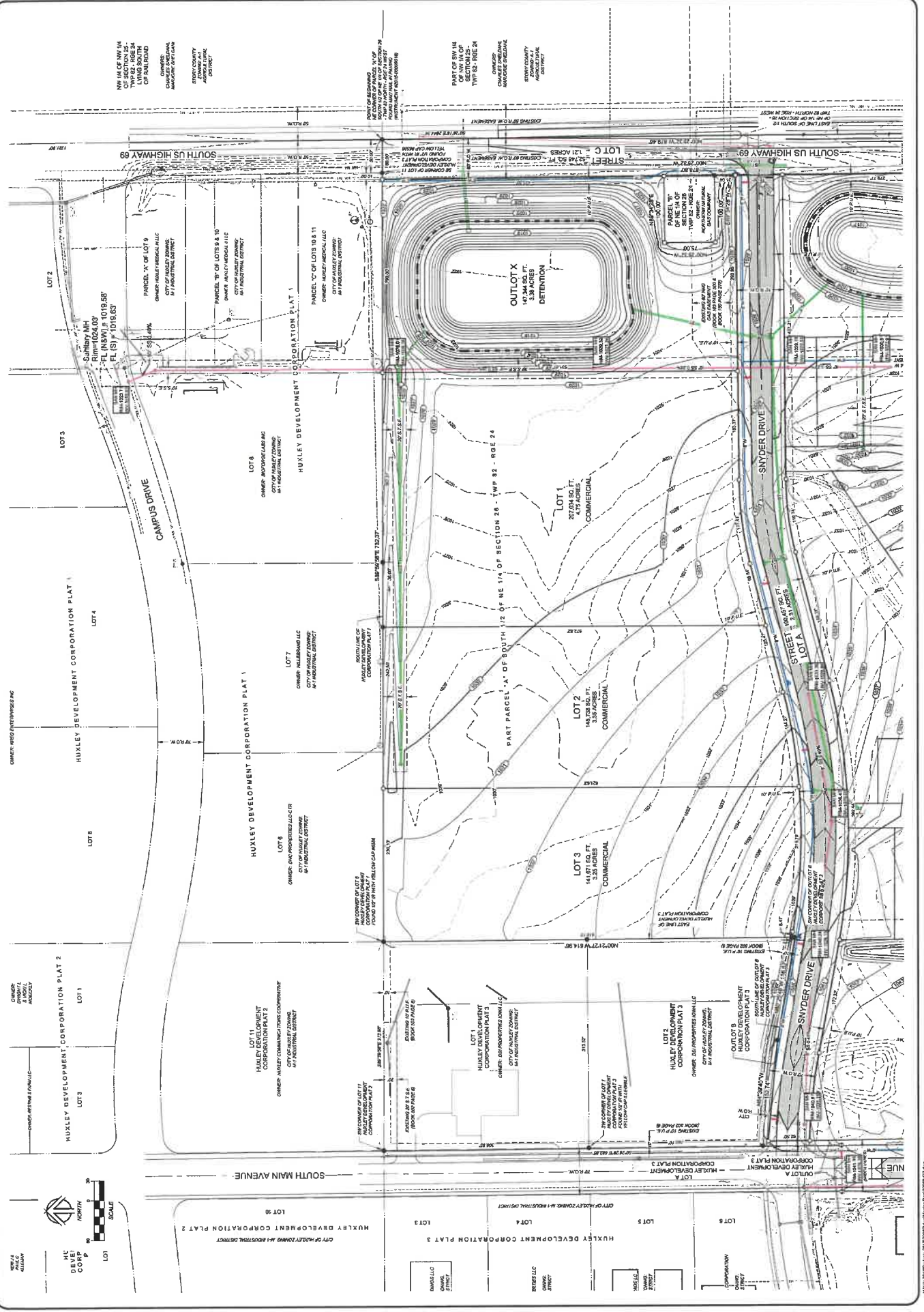
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| DATE       | 12/1/2019            |
| BY         | JD                   |
| CHECKED BY | JD                   |
| SCALE      | AS SHOWN             |
| PROJECT    | 120 SOUTH MASTERPLAN |
| SHEET      | 120 SOUTH MASTERPLAN |

# 120 SOUTH MASTERPLAN HUXLEY, IOWA

1800 SW MAGNOLIA ROAD  
HUXLEY, IOWA 50632-2555  
(515) 965-0123 JAMES  
LAND SURVEYING  
LANDSCAPE ARCHITECTURE



SCALE  
1" = 100'

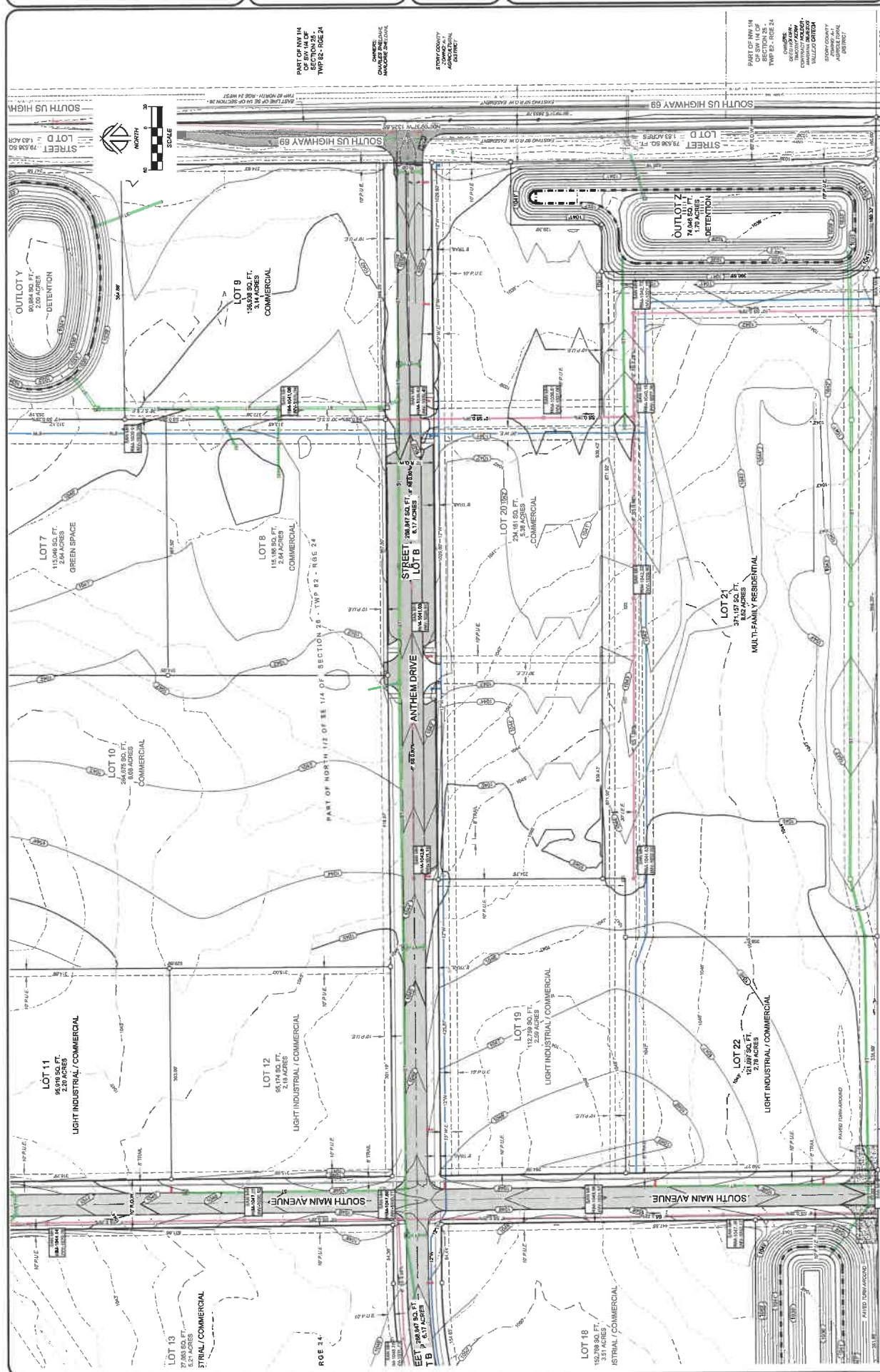
HC  
DEVELOPMENT  
CORPORATION

LOT 1









SOUTH 1/2 OF SE 1/4 OF SECTION 28 - TWP 22 - RGE 24  
EXCEPT WEST 25 FEET

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KEMMETH L NELSON TRUST  
RICHARD L NELSON

NORTH 25 ACRES  
OF SW 1/4  
OF SW 1/4 OF  
SECTION 25

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DISTRICT  
OWNERS: CHARLES &  
MARIE STONE

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RICHARD L. NELSON  
JOAN M. NELSON

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