



HUXLEY
— HEART OF THE PRAIRIE —

PLANNING & ZONING COMMISSION ZOOM MEETING
Monday May 15, 2023
City Council Chambers—515 N Main Ave
6:00 PM

AGENDA

1. Roll Call
2. Introduce Dave Haugland, City Administrator
3. Motion to approve the minutes from the February 21, 2023 Planning & Zoning Commission Meeting.
4. Public Comments (5-minutes limit for items not on this agenda)
5. Business Items
 - a. Informal Public Hearing--Rezoning of 204 West Railway from Industrial (M-1) to Multi-Family Residential (R-3)
6. Informational Items for Planning & Zoning Consideration/Input
 - a. Council Action Update
 - i. 120 South Master Plan—Passed
 - b. Resume R1A Zoning Discussion
 - c. Resume P&Z Meeting Date & Time Discussion
7. Planning and Zoning Commission Comments
 - a. Next meeting is Monday June 19, 2023
8. 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 February 21, 2023

Chairman Roger Bierbaum called the Zoom meeting to order at 12:00 P.M.

ROLL CALL: Bierbaum, Murphy, Frantz, Schonhorst, Mosher present. Patterson & Ebel 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 Schonhorst to approve the minutes from the January 16, 2023 meeting. 5 Aye. 0 Nay. MCU.

PUBLIC COMMENTS: None.

BUSINESS ITEMS:

Recommendation to Council on 120 South Master Plan- Discussion took place on the 120 South Master Plan. Aldrich confirmed that he reviewed the Master Plan with the PUD Ordinance and found it acceptable.

Per the PUD Ordinance adopted by City Council, the following written report is provided:

The Planning & Zoning Commission recommends approval of the Master Plan as submitted by the developer, contingent on the completion of the annexation and rezoning. Referencing 6 (A) of the PUD Ordinance 165.26, the Commission responds to the following:

- (1) Compatibility with Comprehensive Plan—The City of Huxley’s Comprehensive Plan is out of date, and therefore the Master Plan submitted does not comply, however, the Commission agrees with and recommends the proposal.
- (2) Land Use and density—Reviewed and agree with the proposal.
- (3) Building types, functions, architecture, buffers, and arrangements—Reviewed the proposal and have no concerns. As lots sell, the Developer will bring specific details back to P&Z and City Council with each site plan.
- (4) Provision and use of open space and landscaping—Reviewed and have no concerns.
- (5) Access to and from the site, and traffic circulation. —The Developer is addressing this with the Department of Transportation.
- (6) General relationship to surrounding area—Reviewed and find the proposal compatible with no concerns.

Land dedication is still to be determined and is expected to be resolved in three to six months after discussions with both the School Board and the City Council.

Commission noted that approval of the 120 South Master Plan by the City Council should be contingent upon the annexation of the Sheldahl property.

Motion by Schonhorst, second by Mosher to recommend approval of the Master Plan to City Council. Bierbaum, Murphy, 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:

- Schonhorst and Murphy proposed that the P&Z Meetings are held at Noon going forward instead of at 6PM. Kaplan will collect the opinions of the Commission members and the proposal will be placed on the agenda as a discussion item at a future meeting once the new City Administrator is in attendance.
- Next meeting will be at 6 PM on Monday March 20, 2023 via Zoom.

ADJOURNMENT: Motion – Frantz, second- Schonhorst to adjourn meeting at 12:43 P.M. 5 ayes, 0 nays. MCU.

Amy Kaplan, Zoning Clerk

Roger Bierbaum, Chairman

Date of Approval



HUXLEY
HEART OF THE PRAIRIE

CITY OF HUXLEY
515 N. Main Avenue
Huxley, Iowa 50124

CITY OF HUXLEY
515-597-2561

REC#: 00159853 3/22/2023 11:30 AM
OPER: AK TERM: 003
REF#: 2666

TRAN: 0.4501 ZONING/ZBA/SITE PLAN
204 WEST RAILWAY--REZONING
ZONING/ZBA/SITE PLA 200.00CR

TENDERED: 200.00 CHECK
APPLIED: 200.00-
CHANGE: 0.00

Petition for Rezoning

Property Owner: Dennis & Sharon Heimerl
Property Address: 204 West Railway
Property Zoning: M-1
Requested Zoning: R-3
Legal Description: 13-26-221-015 and 13-26-221-009

Please provide a detailed explanation of why this change is being requested:

Would like to build 2-6 plex 2-story ~~3~~ 3 Bedroom
rentals and 1-2 Bedroom Ranch Duplex
to be rental units.

Additional Notices; Signs. Any person who requests a land use plan amendment or rezoning of property shall cause to be erected at all the street frontages of the property a notification sign, stating a notification message as prescribed by City staff, and intended to inform the public of the proposed change and the time and place of the hearing on said change. Notification signage will be black letters on a white sign board and will be installed in accordance with the following minimum stand:

Speed Limit:	Lettering:	Number of Signs on Each Street Frontage:	Minimum:
20-35 MPH	3 Inches	One per 300'	2' x 2'
36 MPH & Greater	6 Inches	One per 1,000'	4' x 8'

Such signs shall be erected no less than seven days before the hearing before the Plan and Zoning Commission and shall remain in place until the final hearing before the City Council. It shall be the responsibility of the property owner to ensure that the signs are erected and maintained to be visible from the street rights-of-way in accordance with the provisions of this section. The failure on the part of the property owner to erect and maintain the signs may be considered by the Commission and Council, along with all other facts and circumstances, in determining whether the request for rezoning shall be granted. The property owner shall remove the signage within seven days of the date of the final action on the rezoning or land use plan amendment by the City Council. Any person who removes a sign erected by the property owner, without the property owner's consent, shall be guilty of a misdemeanor. (Subsection 165.44(8) by Ord. 393 - Dec. 08 Supp.)

I understand that there are no guarantees of passage of this request by the Planning & Zoning Commission or by the City Council. If the request is not granted the fee for variance is nonrefundable. All neighboring property owners within 200 feet will be notified of this variance request, plus a notice will be published in a local newspaper.

See attached sections from the City of Huxley Code of Ordinances.

Signed: Dennis W. Kern Date: 21 March 2023

Please attach:

- List of all property owners and addresses as required by code section 165.44(2).
- Petition for amendment to zoning map fee: \$200

Office Use Only:

Date Submitted: _____

Board Review Date: _____

Council Review Date: _____

Date Hearing Advertised: _____

Decision of the Commission & Council:





May 1, 2023

Re: Rezoning of 204 West Railway

Dear Property Owner:

Enclosed you will find material concerning the rezoning of 204 West Railway.

Your attendance is welcome at the following hearings in the Huxley City Council Chambers located at 515 N Main Ave:

- Monday May 15th at 6:00 PM—Planning and Zoning Commission informal public hearing
- Tuesday May 23rd at 6:00 PM—City Council formal public hearing

Should you have any questions, please call 515-597-2561 ext. 202

Sincerely,

A handwritten signature in black ink that reads "Amy Kaplan".

Amy Kaplan
Utility & Zoning Clerk

**NOTICE OF PUBLIC HEARING OF THE PLANNING AND ZONING COMMISSION AND HUXLEY CITY COUNCIL
OF CERTAIN PROPERTY OWNED BY DENNIS & SHARON HEINEN FROM INDUSTRIAL (M-1) TO
MULTI-FAMILY RESIDENTIAL (R-3) CLASSIFICATION IN THE CITY OF HUXLEY, IOWA**

TO: ALL CITIZENS AND RESIDENTS OF THE CITY OF HUXLEY, IOWA, AND TO ALL OTHER PERSONS WHO MAY BE ENTITLED TO NOTICE OF A PUBLIC HEARING ON THE REZONING OF PROPERTY IN THE CITY OF HUXLEY, IOWA.

YOU ARE HEREBY NOTIFIED that the Planning and Zoning Commission and City Council is considering the rezoning of certain property in the City of Huxley, Iowa;

204 West Railway St. legally described as;

Parcel "C" Property Description

A part of Lot 2, Railroad Subdivision No. 2, being an Official Plat in the City of Huxley, Story County, Iowa and described as follows:

Beginning at the Northwesterly corner of said Lot 2; thence North 84°22'01" East along the Northerly line of said Lot 2, 180.00 feet; thence South 0°00'00" West, 200.97 feet to a point on the Southerly line of said Lot 2; thence South 84°22'01" West along said Southerly line, 180.00 feet to the Southwesterly corner of said Lot 2; thence North 0°00'00" East along the West line of said Lot 2, 200.97 feet to the Point of Beginning and containing 0.83 acres (36,000 sq. ft.) more or less.

Property surveyed subject to any and all easements of record.

Parcel "D" Property Description

A part of Lot 2, Railroad Subdivision No. 2, being an Official Plat in the City of Huxley, Story County, Iowa and described as follows:

Beginning at the Northeasterly corner of said Lot 2; thence south 0°00'00" West along the East line of said Lot 2, 200.97 feet to the Southeasterly corner of said Lot 2; thence South 84°22'01" West along the Southerly line of said Lot 2, 165.00 feet; thence North 0°00'00" East, 200.97 feet to a point on the Northerly line of said Lot 2; thence North 84°22'01" East along said Northerly line, 165.00 feet to the Point of Beginning and containing 0.75 acres (32,999 sq. ft.) more or less.

Property surveyed subject to any and all easements of record.

LAYMAN'S DESCRIPTION:

Property in Story County, Iowa lying southeast of South Fifth Avenue and southwest of South Third Ave and north of Toybox Storage located at 203 Campus Avenue.

YOU ARE FURTHER AND SPECIFICALLY NOTIFIED that a hearing to consider rezoning in light of the requested rezoning has been set to commence in the City Council Chambers located at 515 N Main Avenue in the City of Huxley Iowa at which time and place any person wishing to speak for or against said rezoning will be given the opportunity to be heard:

Planning and Zoning Commission (informal hearing): Monday May 15, 2023 at 6:00 p.m.

City Council (formal hearing): Tuesday May 23, 2023 at 6:00 p.m.

Amy Kaplan, Zoning Clerk

Name	Mailing Address	City	Property Address
Toy Box Storage	203 Campus Dr	Huxley Iowa 50124	
Huxley Communications	PO Box 36	Huxley Iowa 50124	302 West Railway St.
Freedom Two LLC	506 E 1st St	Huxley Iowa 50124	306 West Railway St.
Elizabeth Kerr	101 West Railway	Huxley Iowa 50124	
Timothy & Yvette Hanson	212 West Railway	Huxley Iowa 50124	
Highway 69 LLC	PO Box 99	Huxley Iowa 50124	301 West Railway St.
Tamara Helland	6445 Vooscane Ave	Cochiti Lake NM 87083	303 West Railway St.
Spectrum Properties LLC	503 East 1st St	Huxley Iowa 50124	307 West Railway St.
William & Patricia Hoyt	106 South 3rd Ave	Huxley Iowa 50124	
Amy Meyer	107 South 3rd Ave	Huxley Iowa 50124	
Parker Elwell	109 South 3rd Ave	Huxley Iowa 50124	
Susan & Jonathon Frantz	309 N 2nd Ave	Huxley Iowa 50124	110 South 3rd Ave
Cristina & Lauren Fiesel	111 South 3rd Ave	Huxley Iowa 50124	
Brad Sommers	23653 N Ave	Dallas Center IA 50063	105 South 4th Ave
Austin Crim	108 South 4th Ave	Huxley Iowa 50124	
Ashley Snyder & Chase Grabau	109 South 4th Ave	Huxley Iowa 50124	
Robert & Penny Soat	110 South 4th Ave	Huxley Iowa 50124	
Carolyn Dallinger & Walter Lain	112 South 5th Ave	Huxley Iowa 50124	
Rick Sheldahl	32491 Highway 69	Huxley Iowa 50124	113 South Main Ave
Andy Fortner	115 South Main Ave	Huxley Iowa 50124	

LOCALiQ

Ames Tribune

PO Box 631851 Cincinnati, OH 45263-1851

PROOF OF PUBLICATION

City Of Huxley - Legals
CITY CLERK'S OFFICE
City Of Huxley - Legals
515 N Main AVE

Huxley IA 50124-9416

STATE OF WISCONSIN, COUNTY OF BROWN

The Ames Tribune, a daily newspaper printed and published at Ames, Story County, Iowa, and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspaper in the issues dated:

05/03/2023

and that the fees charged are legal.

Sworn to and subscribed before on 05/03/2023

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$61.48

Order No: 8745431

Customer No: 842111

PO #:

of Copies:

1

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

AMY KOKOTT
Notary Public
State of Wisconsin

NOTICE OF PUBLIC HEARING OF THE PLANNING AND ZONING COMMISSION AND HUXLEY CITY COUNCIL OF CERTAIN PROPERTY OWNED BY DENNIS & SHARON HEINER FROM INDUSTRIAL (M-D) TO MULTI-FAMILY RESIDENTIAL (R-3) CLASSIFICATION IN THE CITY OF HUXLEY, IOWA

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Parcel "C" Property Description

A part of Lot 2, Railroad Subdivision No. 7, being an Official Plot in the City of Huxley, Story County, Iowa and described as follows:

Beginning at the Northwest corner of said Lot 2; thence North 44°22'01" East along the Northernly line of said Lot 2, 180.00 feet; thence South 0°00'00" West, 200.97 feet to a point on the Southernly line of said Lot 2; thence South 44°22'01" West along said Southernly line, 180.00 feet to the Southwest corner of said Lot 2; thence North 0°00'00" East along the West line of said Lot 2, 200.97 feet to the Point of Beginning and containing 0.83 acres (36,000 sq ft.) more or less.

Properly surveyed subject to any and all easements of record.

Parcel "D" Property Description

A part of Lot 2, Railroad Subdivision No. 7, being an Official Plot in the City of Huxley, Story County, Iowa and described as follows:

Beginning at the Northeast corner of said Lot 2; thence South 0°00'00" West along the East line of said Lot 2, 200.97 feet to the South westerly corner of said Lot 2; thence South 44°22'01" West along the Southernly line of said Lot 2, 165.00 feet; thence North 0°00'00" East, 200.97 feet to a point on the Northernly line of said Lot 2; thence North 44°22'01" East along said Northernly line, 165.00 feet to the Point of Beginning and containing 0.75 acres (32,775 sq. ft.) more or less.

Properly surveyed subject to any and all easements of record.

LAYMAN'S DESCRIPTION: Property in Story County, Iowa lying southeast of South Fifth Avenue and southwest of South Third Ave and north of Toybox Storage located at 703 Campus Avenue.

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Amy Kaplan, Zoning Clerk

REZONING-NOTICE
204 WEST RAILWAY

M1 INDUSTRIAL TO
R3 MULTI-FAMILY RESIDENTIAL

PLANNING & ZONING
INFORMAL HEARING
MONDAY MAY-15, 2023 6PM

CITY COUCL FORMAL HEARING
TUESDAY MAY-23, 2023 6PM

HUXLEY CITY CHAMBERS
515 N. MAIN HUXLEY, IA 50124

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