



PLANNING & ZONING COMMISSION ZOOM MEETING
Monday November 13, 2023
6:00 PM

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 October 16, 2023 Planning & Zoning Commission Meeting.
3. Public Comments (5-minutes limit for items not on this agenda)
4. Business Items
 - a. Approval of Site Plan for 400 S Main Ave, Parcel D Lot 6 HDC Plat No. 1, Huxley Communications
5. Informational Items for Planning & Zoning Consideration/Input
 - a. Council Action Update
 - i. Site Plan for 104 Campus Dr., Lot 10 HDC Plat No. 2 Hedrick Commercial Properties was approved by City Council with the addition of an agreement to install sidewalk on Campus Dr. when the property to the west is developed.
 - b. Update from City Engineer, Forrest Aldrich regarding grading permit information
6. Planning and Zoning Commission Comments
 - a. Next meeting is Monday December 18, 2023
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 October 16, 2023

Chairman Roger Bierbaum called the meeting to order at 6:00 P.M.

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

CITY STAFF PRESENT: Amy Kaplan- Zoning Clerk, Dave Haugland- City Administrator.

CONSULTANTS PRESENT: None

MINUTES APPROVAL: Motion by Patterson, second by Frantz to approve the minutes from the September 18, 2023 meeting. 7 Aye. 0 Nay. MCU.

PUBLIC COMMENTS: None.

BUSINESS ITEMS:

Approval of Site Plan for 104 Campus Dr. Lot 10- HDC Plat No. 2, Hedrick Commercial Properties: A brief description of the storage building and location was given by Scott Renaud. A waiver is being requested for the sidewalk requirement along Campus Drive as the sidewalk leads to the Alliant Energy Substation and it is not desirable to have foot traffic directed to that area. Motion by Mosher, second by Ebel, to recommend approval of the site plan to City Council with a sidewalk requirement along Main St. and a sidewalk waiver for the sidewalk along Campus Drive. Bierbaum, Patterson, Frantz, Schonhorst, Murphy, Ebel, Mosher voted yes. MCU.

INFORMATIONAL ITEMS FOR PLANNING & ZONING CONSIDERATION/INPUT:

- *Council Action Update:* Haugland 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.
- Discussion regarding "as built" requirements with Forrest Aldrich, City Engineer, will continue at next month's meeting.

PLANNING AND ZONING COMMISSION COMMENTS:

- Next meeting is Monday November 13, 2023 via Zoom. *Please note the date and location change*
- The City launched their new website on 10/16/23 and the kinks are being worked out.

ADJOURNMENT: Motion –Frantz, second- Schonhorst to adjourn meeting at 6:11 P.M. 7 ayes, 0 nays. MCU.

Amy Kaplan, Zoning Clerk

Roger Bierbaum, Chairman

Date of Approval



VEENSTRA & KIMM INC.

3000 Westown Parkway
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000
www.v-k.net

October 30, 2023

Dave Haugland
City Administrator
City of Huxley
515 N. Main Ave
Huxley, Iowa 50124

HUXLEY, IOWA
HUXLEY COMMUNICATIONS
NEW WAREHOUSE
REVISED SITE PLAN REVIEW

We have reviewed Huxley Communication's New Warehouse revised site plan and find it acceptable.

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

VEENSTRA & KIMM, INC.

A handwritten signature in dark ink, appearing to read 'Forrest Aldrich'.

Forrest S. Aldrich

FSA:rsb
45229-082

cc: Jeff Peterson, City of Huxley (e-mail)
Keith Vitzthum, City of Huxley (e-mail)
AJ Strumpfer, City of Huxley (e-mail)
Mindy Bryngelson, Clapsaddle-Garber Associates (email)



HUXLEY
— HEART OF THE PRAIRIE —

Site Plan/Landscape Plan Application

Date submitted: 11/09/2023

Board review date: _____

Property Owner: Huxley Communications Coop County Parcel Number: _____

Property Address: 400 S Main Ave Huxley IA

Property zoning: Industrial

Legal description: _____
Parcel "D" a part of Lot Six (6) in H.D.C. Plat No. 1, Huxley, Story County, Iowa

Site plan prepared by: Clapsaddle-Garber Associates, Inc

Address: 1523 S Bell Ave Suite 101 Ames IA 50010

Site plan review - \$100/reimburse City for any cost (legal and engineering) and \$50 for amendments to the original site plan.

I understand that the City of Huxley requires a site plan prior to issuance of any building permits within any zoning districts except R-1 and R-2. The site plan must include the 36 points as noted on the checklist and it must be presented at least 15 days prior to the Planning and Zoning scheduled meeting. Ten copies are required to be submitted and will be subject to City Engineer review at the expense of the developer. I hereby understand these conditions and agree to comply with all City of Huxley Code requirements.

Signed: Levi Beppe Date: 11/09/2023

(City use only)

Date of P&Z Meeting: _____ City Council Meeting date: _____

Fee Check Number: _____ Receipt number _____

Decision of the board:

Decision of the council:

HUXLEY COMMUNICATIONS NEW WAREHOUSE

HUXLEY, IOWA

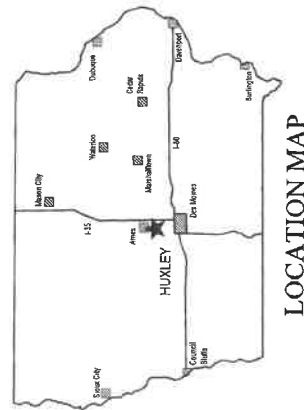
~2023~



WORK AND MATERIALS SHALL BE IN ACCORDANCE WITH THE IOWA STATEWIDE URBAN STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS, CURRENT EDITION (SUDAS) AND THE CITY OF HUXLEY STANDARD SPECIFICATIONS

INDEX OF SHEETS	
SHEET NO.	DESCRIPTION
C.100	TITLE SHEET
C.101	SYMBOLS, LEGEND AND GENERAL INFORMATION
C.110	EXISTING CONDITIONS & DEMOLITION PLAN
C.200	LAYOUT & UTILITY PLAN
C.300	GRADING PLAN
C.310	STORM WATER POLLUTION PREVENTION PLAN
C.400	LANDSCAPE PLAN
C.410	PHOTO METRIC PLAN
C.500-C.501	DETAILS

VICINITY MAP
NOT TO SCALE



LOCATION MAP



Clapsaddle-Garber Associates, Inc.
1523 S. Bell Ave. Suite 101
Ames, Iowa 50010
Phone 515-232-1784
www.cgaassociates.com



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

Signature: M. Brittinger, PE
Iowa License Number: 17135
Date: _____
My license renewal date is December 31, 2023.

Pages or sheets covered by this seal: _____

[illegible]

TRAFFIC CONTROL NOTES

1. ALL TRAFFIC CONTROL DEVICES & BARRIERS SHALL BE FINISHED, ERECTED, MAINTAINED, & REMOVED IN ACCORDANCE WITH THE ILLINOIS TRAFFIC CONTROL MANUAL.
2. ACCESS TO NEIGHBORING BUILDINGS SHALL BE MAINTAINED AT ALL TIMES.
3. ALL UTILITY WORK WITHIN THE PUBLIC ROW SHALL CONFORM TO THE CITY OF HUXLEY TWO-WAY TRAFFIC SIGNALING & CONTROL MANUAL.
4. THE CONTRACTOR SHALL MAINTAIN AT ALL TIMES A ONE-WAY CAMPUS DRIVE.
5. FLASHING OR STATIONARY BURN WARNING LIGHTS ARE REQUIRED ON TYPE I BARRICADES FOR OVERNIGHT CLOSURES.
6. ALL UTILITY WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
7. TWC.

GENERAL LAYOUT NOTES:

1. ALL DIMENSIONS ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.
2. ALL DIMENSIONS SHALL BE MAINTAINED AT ALL TIMES.
3. THESE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH APPROPRIATE SAFETY REGULATIONS.
4. ALL DIMENSIONS SHALL BE MAINTAINED AT ALL TIMES A ONE-WAY CAMPUS DRIVE.
5. FLASHING OR STATIONARY BURN WARNING LIGHTS ARE REQUIRED ON TYPE I BARRICADES FOR OVERNIGHT CLOSURES.
6. ALL UTILITY WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
7. TWC.

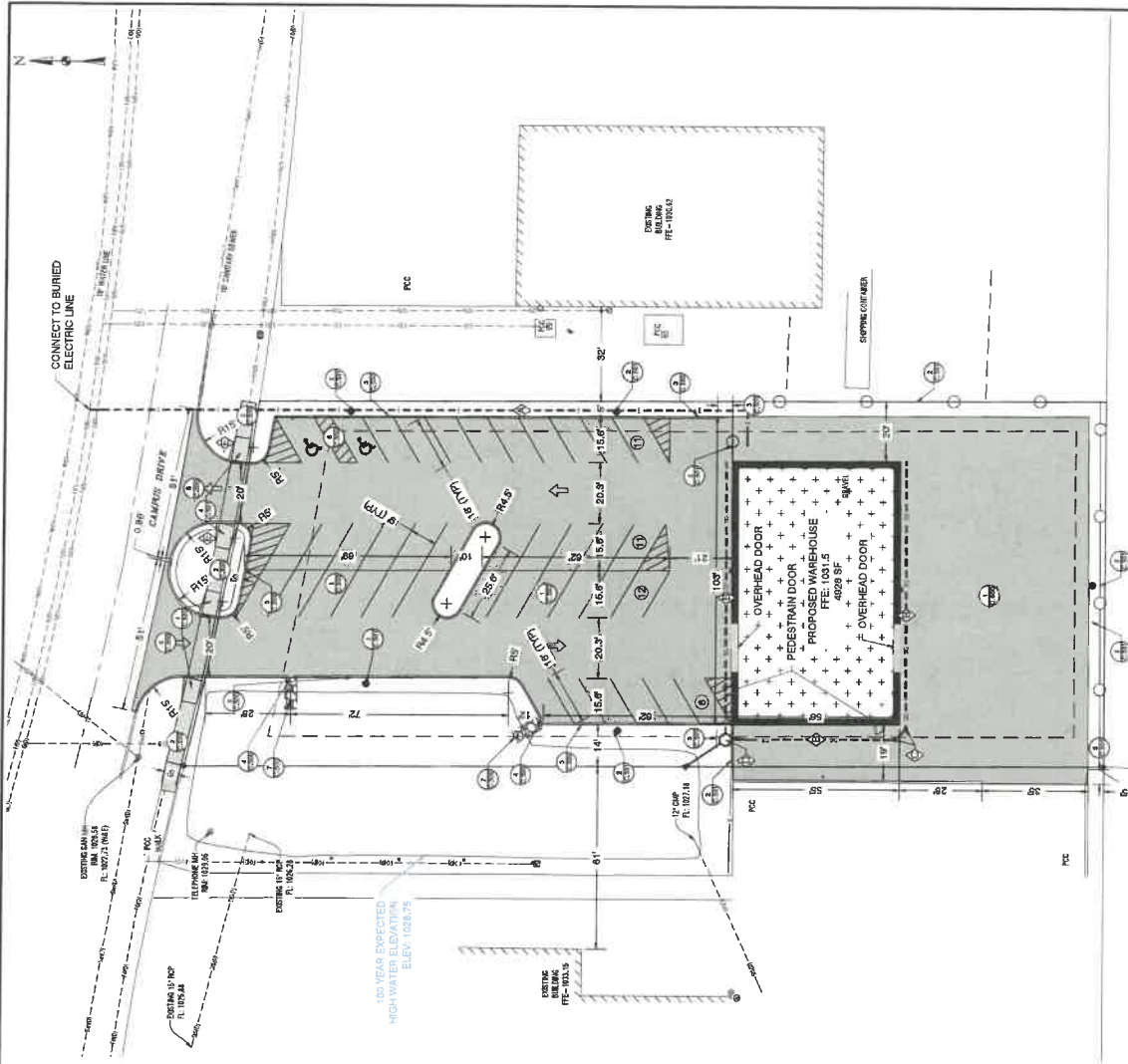
CONSTRUCTION DETAILS

- 1. 8" PCC PAVEMENT SECTION
- 2. 4" PCC SIDEWALK PAVEMENT SECTION
- 3. 8" STANDARD INTERIOR PCC CURB & GUTTER
- 4. CURB CUT DETAIL
- 5. CONCRETE DRIVEWAY, TYPED WITH RACI
- 6. ANGLE ACCESSIBLE PARKING SPACE
- 7. 8" RAMP FLUME AT CURB CUT
- 8. FENCE
- 9. LIGHT POLE FOUNDATION
- 10. CURB RIMOUT

GENERAL FEATURES OF AN ACCESSIBLE SIDEWALK

CONSTRUCTION NOTES:

- 1. CONNECT ELECTRIC SERVICE TO EXISTING ELECTRIC LINE. COORDINATE WITH CITY OF HUXLEY.
- 2. CONNECT BUILDING DOWNSPOUTS TO 8" STORM SEWER. STORM SEWER SHALL OUTLET INTO DETENTION BASIN WITH APTON.
- 3. INSTALL STORM SEWER MANHOLE
- 4. INSTALL SIGN ONLY. DO NOT ENTER SIGN



PROJECT NO. 23-05-0130		SHEET NO. C-200	
HUXLEY COMMUNICATIONS NEW WAREHOUSE HUXLEY, IOWA		LAYOUT & UTILITY PLAN	
DESIGNED BY DATE	DRAWN BY DATE	REVIEWED BY DATE	APPROVED BY DATE
CGA COMMERCIAL GEOTECHNICAL ASSOCIATION, INC. Huxley, Iowa 50601 www.cga-ia.org			
NO.	REVISION	BY	DATE
1			
GRAPHIC SCALE 0' 20' 40'			

ALL CONTRACTORS/SUBCONTRACTORS SHALL COMPLY WITH THE FOLLOWING:

Architectural drawing of a building facade. The drawing shows a section of a building with a sloped roof and a series of vertical elements. Labels A, B, and C are placed on the drawing. A dashed line labeled '1027' is shown. The text 'EASTING 99 697' and 'E.L. 3033.20' is visible on the right side.

[illegible]

Clapnet-Dee-Orbec Associates, Inc.
1820 S. 5th Ave., Suite 101
Ames, Iowa 50010
Ph 515-235-1784

DESIGNED: _____ DATE: _____
DRAWN: _____ DATE: _____
CHECKED: _____ DATE: _____

HUXLEY COMMUNICATIONS NEW WAREHOUSE

STORM WATER POLLUTION

PROJECT NO.
23-DS-0130

6. MAINTENANCE
THE CONTRACTOR IS REQUIRED TO MAINTAIN ALL TEMPORARY EROSION CONTROL MEASURES IN PROPER WORKING ORDER, INCLUDING CLEANING, REPAIRING, OR REPLACING THEM THROUGHOUT THE CONTRACT PERIOD. CLEANING OF SILT CONTROL DEVICES SHALL BEGIN WHEN THE FEATURES HAVE LOST 50% OF THEIR CAPACITY.

F. THE COST FOR THIS WORK SHALL BE INCLUDED IN THE CONTRACTOR'S BASE BID.

10. CONSTRUCTION NOTES

- (A) INSTALL TIE, FENCE OR COMPOST FILLED DUCK - TO BE REMOVED AT THE END OF THE PROJECT.
- (B) INSTALL INLET PROTECTION - TO BE REMOVED AT THE END OF THE PROJECT.
- (C) INSTALL CONCRETE WASH OUT AREA - TO BE REMOVED & RESTORED AT THE END OF THE PROJECT.
- (D) INSTALL EXPOSURE MAT
- (E) INSTALL STABILIZED CONSTRUCTION ENTRANCE
- (F) PIPE OUTLET EROSION PROTECTION - INSTALL 25% SLOPES 304M - TO CLASS C EROSION PROTECTION
- (G) INSTALL COMPOST FIBER SOCK - TO BE REMOVED AT END OF PROJECT - INSTALL PERMANENT EROSION PROTECTION

- LANDSCAPE NOTES:**
1. PLANT QUANTITIES ARE FOR INFORMATION ONLY; DRAWING SHALL PREVAIL IF CONFLICT OCCURS. CONTRACTOR IS RESPONSIBLE FOR CALCULATING OWN QUANTITIES AND ORDERING PLANTS.
 2. ALL PLANTING SHALL BE DONE BY THE CONTRACTOR. ALL PLANTS SHALL BE SPECIFIED BY THE CONTRACTOR AND SHALL CONFORM TO THE AMERICAN STANDARD FOR NURSERY STOCK, ANSI Z60.2-2004, OR MOST RECENT EDITION.
 3. THE CONTRACTOR SHALL REPORT SUBSURFACE SOIL OR DRAINAGE PROBLEMS TO THE ENGINEER PRIOR TO PLANTING.
 4. THE CONTRACTOR SHALL SHOW PROOF OF PROCUREMENT, SOURCES, QUANTITIES AND VARIETIES FOR ALL SHRUBS, PERENNIALS, ORNAMENTAL GRASSES WITHIN 21 DAYS FOLLOWING THE AWARD OF CONTRACT. TIMELY PROOF/REVIEW OF ALL PLANT MATERIAL PROPOSED FOR THE PROJECT IS REQUIRED FOR THE SUCCESSFUL COMPLETION AND INITIAL ACCEPTANCE OF THE PROJECT.
 5. SUBSTITUTIONS SHALL ONLY BE ALLOWED WHEN THE CONTRACTOR HAS EXHAUSTED ALL SOURCES FOR THE SPECIFIED MATERIAL, AND HAS PROVEN THAT THE SPECIFIED MATERIAL IS NOT AVAILABLE. THE CONTRACTOR MUST PROVIDE NAME AND VARIETY OF SUBSTITUTIONS TO THE ENGINEER FOR APPROVAL PRIOR TO ORDERING OR PLANTING. SUBSTITUTIONS SHALL BE OF THE SAME ESSENTIAL CHARACTERISTICS.
 6. ALL PLANT MATERIAL SHALL BE NURSERY GROWN, SOUND, HEALTHY, VIGOROUS AND FREE FROM INSECTS, DISEASE AND INJURIES, WITH HABIT OF GROWTH THAT IS NORMAL FOR THE SPECIES. PLANTS SHALL BE EQUAL TO OR EXCEEDING SIZES INDICATED ON THE DRAWINGS. THE CONTRACTOR SHALL SUPPLY PLANTS IN QUANTITY AS SHOWN ON DRAWINGS.
 7. STAKE OR PLACE ALL PLANTS IN FIELD AS INDICATED ON THE DRAWINGS OR AS DIRECTED BY THE ENGINEER FOR APPROVAL BY THE OWNER PRIOR TO PLANTING.

LANDSCAPE CONSTRUCTION NOTES:

TYPE I LAWN MIXTURE (PODMULCH OR SOG)

SITE INFORMATION:

TOTAL SITE AREA = 35,744 S.F.

- EXISTING
 - GREEN SPACE AREA = 9,180 S.F.
 - PARKING LOT/PAVED AREA = 0 S.F.
 - GRAVEL AREA = 3,855 S.F.
 - EXISTING BUILDING AREA = 0 S.F.

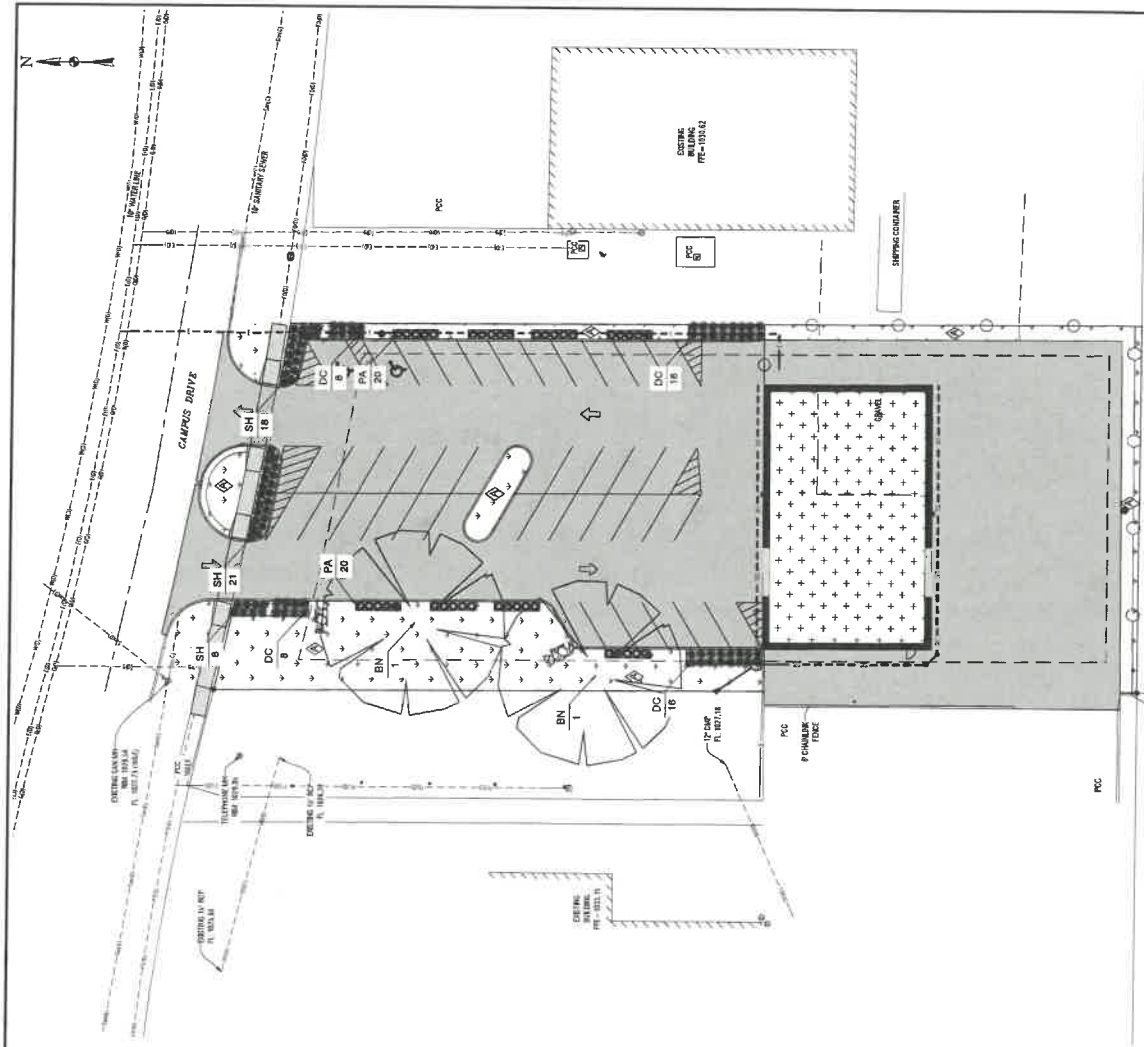
PROPOSED

- GREEN SPACE AREA = 7,792 S.F.
- PARKING LOT/PAVED AREA = 23,024 S.F.
- GRAVEL AREA = 0 S.F.
- PROPOSED BUILDING AREAS W/ EXPANSION = 4,028 S.F.
- ADDITIONAL PAVEMENT ON NEIGHBORING PROPERTY = 535 S.F.

OPEN SPACE REQUIREMENTS

DESCRIPTION REQUIRED PROVIDED
TOTAL DEVELOPED SITE AREA 35,744 S.F.
OPEN SPACE 20% 7,792 S.F. (22%)

KEY	BOTANICAL NAME	COMMON NAME	QTY.	SIZE
BN	Betula nigra	Deciduous Overstory Trees	2	1.5' Collar
PA	Penstemon alpestris 'Hemlock'	Perennials & Grasses	40	#1 (2'-3' tall x 2'-3' wide)
DC	Deschampsia cespitosa	Dwarf Fountain Grass	48	#1 (2' tall x 2' wide)
SH	Sporobolus heterolepis 'Tara'	Gold Dwarf Tufted Hair Grass	47	#1 (1" tall x 2'-3' wide)



DRAWING SCALE		NO.	REVISION	BY	DATE	QUANTITY
0' 20' 40'						
DESIGNED		DATE	DATE	DATE	DATE	DATE
CHECKED		DATE	DATE	DATE	DATE	DATE
APPROVED		DATE	DATE	DATE	DATE	DATE

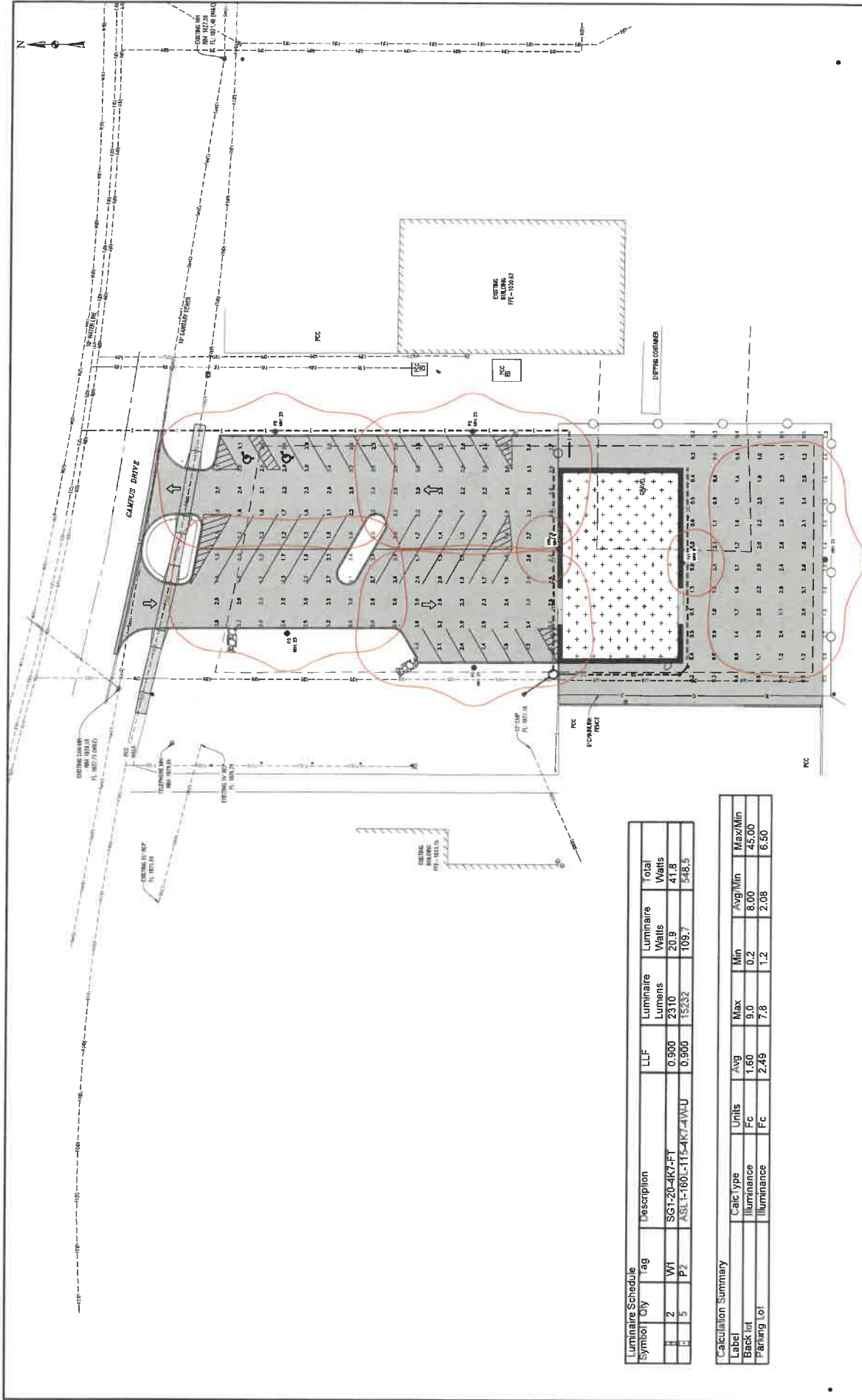
LANDSCAPE PLAN

HUXLEY COMMUNICATIONS NEW WAREHOUSE

HUXLEY, IOWA

C-100

PROJECT NO. 23-03-01-20
SHEET NO. C-100



Luminaire Schedule				
Symbol	Qty	Tag	Description	LLF
W1	2		SG1-20-4K7-FT	0.900
P2	5		ASL1-160-L11-4K7-4WU	0.900
			Luminaire	Lumens
			Watts	20.9
			Total	Watts
				41.8
				548.5

Calculation Summary				
Label	Calc Type	Units	Avg	Max
Back tot	Illuminance	Fc	1.60	9.0
Footing tot	Illuminance	Fc	2.49	7.8
			Avg/Min	Min
				2.08
				6.50

NO.

REVISION

BY

DATE

NO.

DATE

NO.

DATE

DATE

DATE

DATE

DATE

CGA

Commercial Graphics Associates, Inc.

1200 E. 14th Ave., Suite 101

Des Moines, IA 50319

515.281.9995

www.cga-graphics.com

DESIGNED

DRAWN

CHECKED

APPROVED

DATE

DATE

DATE

DATE

PROJECT NO.

22-05-030

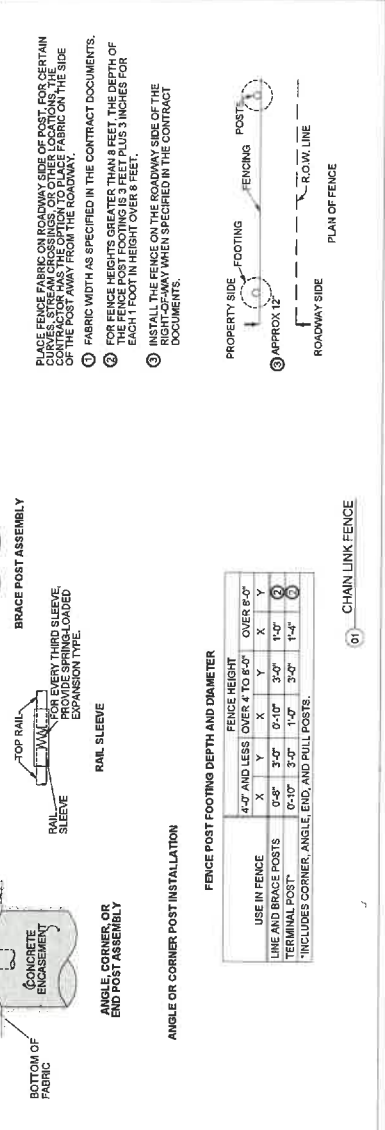
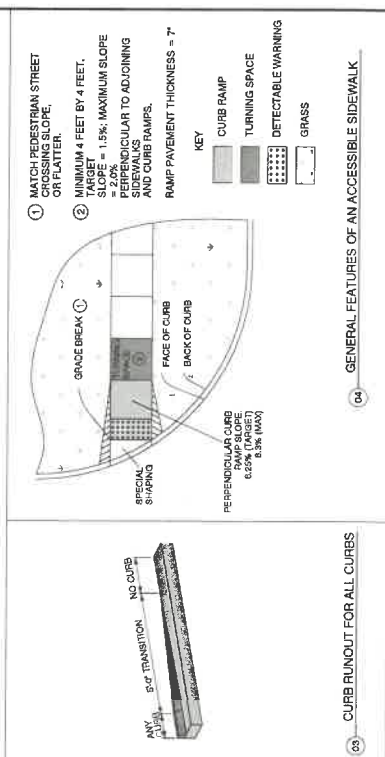
SHEET

C-10

HUXLEY COMMUNICATIONS NEW WAREHOUSE

HUXLEY, IOWA

PHOTO METRIC PLAN



	USE IN FENCE				FENCE HEIGHT			
	4'-0" AND LESS OVER 4' TO 6'-0"		OVER 6'-0"		4'-0" AND LESS OVER 4' TO 6'-0"		OVER 6'-0"	
	X	Y	X	Y	X	Y	X	Y
LINE AND BRACE POSTS	0'-6"	3'-0"	0'-10"	3'-0"	1'-0"	3'-0"	1'-0"	3'-0"
TERMINAL POST*	0'-10"	3'-0"	1'-0"	3'-0"	1'-4"	3'-0"	1'-4"	3'-0"

*INCLUDES CORNER, ANGLE, END, AND PULL POSTS.