

# City of West Branch

~A Heritage for Success~

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110 N. Poplar Street • PO Box 218 • West Branch, Iowa 52358  
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## **SPECIAL PLANNING AND ZONING COMMISSION MEETING**

**Wednesday, May 28, 2014 • 6:30 p.m.**

**West Branch City Council Chambers, 110 N. Poplar St.**

*Council Quorum May Be Present*

1. Call to Order
2. Roll Call
3. Approve minutes from the May 14, 2014 Planning and Zoning Commission Meeting/Move to action.
4. Approve Brown Subdivision Preliminary Plat./Move to action.
5. Approve Brown Subdivision Final Plat./Move to action.
6. Old Business
7. New Business
8. Adjourn

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**Planning & Zoning Commission Members:** Roger Laughlin, Chair, LeeAnn Aspelmeier,  
Helen Dauber, John Fuller, Trent Hansen, Molly Menard, Gary Slach

**Mayor:** Mark Worrell • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Tim Shields, Mary Beth Stevenson

**City Administrator/Clerk:** Matt Muckler • **Fire Chief:** Kevin Stoolman • **Library Director:** Nick Shimmin

**Parks & Rec Director:** Melissa Russell • **Police Chief:** Mike Horihan • **Public Works Director:** Matt Goodale

*(These minutes are not approved until the next Commission meeting.)*

**City of West Branch Planning & Zoning Commission Meeting**  
**May 14, 2014**  
***West Branch City Council Chambers, 110 North Poplar Street***

Chair Roger Laughlin opened the meeting of the West Branch Planning and Zoning Commission at 6:30 p.m. by welcoming the audience and the following City Staff: City Administrator Matt Muckler, Administrative Assistant Shanelle Peden, Zoning Administrator Paul Stagg, City Engineer Dave Schechinger, Zoning Board of Adjustment Chair Craig Walker, Mayor Mark Worrell, and Councilperson Mary Beth Stevenson. Commission members Roger Laughlin (Chair), LeeAnn Aspelmeier, Helen Dauber, John Fuller, Molly Menard, and Gary Slach.

Laughlin introduced newly appointed Commission Member LeeAnn Aspelmeier to the Commission and to the public.

Approve minutes from the March 25, 2014 Planning and Zoning Commission Meeting

Motion by Fuller to approve the minutes from the March 25, 2014 Commission meeting, second by Laughlin. AYES: Fuller, Laughlin, Aspelmeier, Dauber, Menard, Slach. NAYS: None. ABSENT: Hansen. Motion carried.

Public Hearing on Proposed Amendment to Section 165.26 of the West Branch Zoning Ordinance

Laughlin opened the Public Hearing at 6:31 p.m. Walker spoke to the Commission regarding the development of Ordinance 725, noting its development resulted from an individual who expressed interest in purchasing a residential home for operating a law practice. Walker noted that the current Code does not allow for such special exceptions. Laughlin asked if the proposed ordinance had been reviewed by City Attorney Kevin Olson. Muckler noted that he will confirm review by Olson. Dauber asked if there would be a sunset provision in the ordinance for review by future Boards of Adjustment. Muckler added that City Council would have thirty days for independent review of a special exception. Menard indicated that she felt it is important for a home business owner to live in the residence if a business is operated out of the home. With no additional comments, Laughlin closed the Public Hearing at 6:55 p.m.

Approve recommendation to the City Council for the passage of Ordinance 725, amending Chapter 165 "Zoning Regulations"

Laughlin asked that language be added to include the effective date of a special exception is thirty days after granting by the Zoning Board of Adjustment. He also added that he would like to allow the City Council to refer to the Zoning Board of Adjustment for further study as needed. Fuller asked that language be added to include that once a special exception is granted, the time period allotted would not exceed three years.

Motion by Menard to approve Ordinance 725, second by Fuller. AYES: Menard, Fuller, Aspelmeier, Dauber, Slach. NAYS: None. ABSENT: Hansen. Motion carried.

Discussion of the proposed Amended and Restated West Branch Urban Renewal Plan

Muckler stated what updates are to be included, as well as reviewed the current Plan projects. Fuller noted that he was pleased to see the cost estimates included in the Plan.

#### Zoning Administrator Paul Stagg – Update on Updated Zoning Map

Stagg indicated that the Updated Zoning Map will have its third reading at the May 19, 2014 City Council meeting.

#### City Engineer Dave Schechinger - Meadows Subdivision Part II/Traffic Study Update

Schechinger gave an update to the group regarding the Meadows Part II and a recent traffic study in the same area. Schechinger indicated that he met with Kent Ralston of the Metropolitan Planning Organization of Johnson County regarding the collection of the traffic data. Schechinger remarked that he expects to set a meeting date with local stakeholders to review the report. Schechinger noted that he would like the data to include information from Lower West Branch Road, as well as updated signage, road shoulders, and the West Branch Community School District road improvement plans around the Meadows Subdivision. Laughlin asked if consideration would be given for a bike trail towards Lower West Branch Road. Muckler indicated that the June 23, 2014 City Council meeting would be a combined meeting with Johnson County Board of Supervisors to discuss these items.

#### City Engineer Dave Schechinger – Casey’s Update

Schechinger indicated that the group met on May 13, 2014. Schechinger remarked that Casey’s asked for a review of the potential traffic patterns and future development of the area. Schechinger indicated that he expects Casey’s to file for a building permit with the City in a few weeks. Muckler added that he will bring updated Tax Incremental Financing information regarding Casey’s to the Commission when available.

#### Discussion of Update to Land Use Chapter (Chapter 5) in the West Branch Comprehensive Plan, Amended April 1, 2013

Fuller gave an explanation to the Commission regarding the purpose of the current and anticipated future land use maps. Fuller added that Comprehensive Plans show what the city expects as future land development. Laughlin gave some general parameters to the Commission regarding areas he felt could be added for future land use. Fuller noted that changes to the land use map could also cause changes to the City’s population data in the Comprehensive Plan. Chair Laughlin indicated he would like to see the area where Croell Redi-Mix is located to be changed and rezoned for mixed use development. Menard asked if updates to the land use map would also incorporate the recent residential zoning change in the Cookson Subdivision.

#### Potential Annexations of West Branch Municipal Cemetery and Other Areas Adjacent to the City of West Branch

Muckler stated that City Staff has had discussions with Dave & Susan Kinsey, owners of Rummells Avenue property, regarding annexation into the City. Muckler noted that the current Industrial Drive area would be section of interest, adding that its inclusion would provide city infrastructure and streets, as well as police protection.

#### Receipt of Preliminary and Final Plats for Brown Subdivision

Muckler stated that MMS Consultants submitted Preliminary and Final Plats to the City on May 13, 2014. Muckler noted that both Plats will need review from Schechinger. Laughlin asked about the City's road maintenance on the public portion of Tidewater Drive.

Other New Business

The Commission agreed upon May 28, 2014 at 6:30 p.m. as the next meeting.

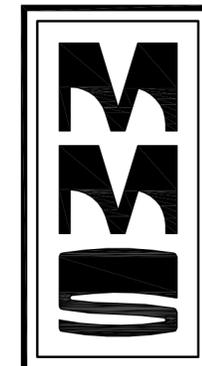
Slach asked if a change would need to be made to the Code of Ordinances in Chapter 170.15.5 item D. regarding the required foot size of sidewalks.

Motion by Menard to adjourn the meeting, second by Laughlin. Motion carried on a voice vote. Planning and Zoning Commission meeting adjourned at 8:26 pm.

# PRELIMINARY PLAT BROWN SUBDIVISION CITY OF WEST BRANCH, CEDAR COUNTY, IOWA

PLAT PREPARED BY:  
MMS CONSULTANTS INC.  
1917 S. GILBERT STREET  
IOWA CITY, IA 52240

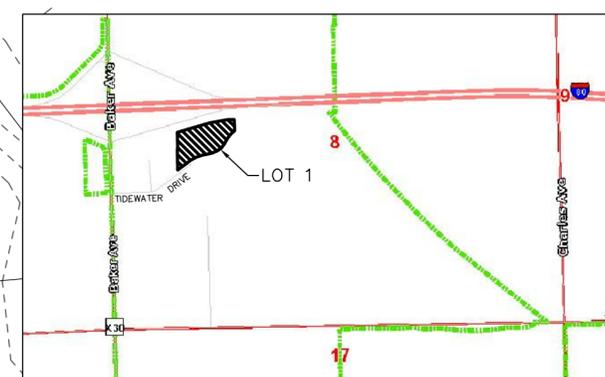
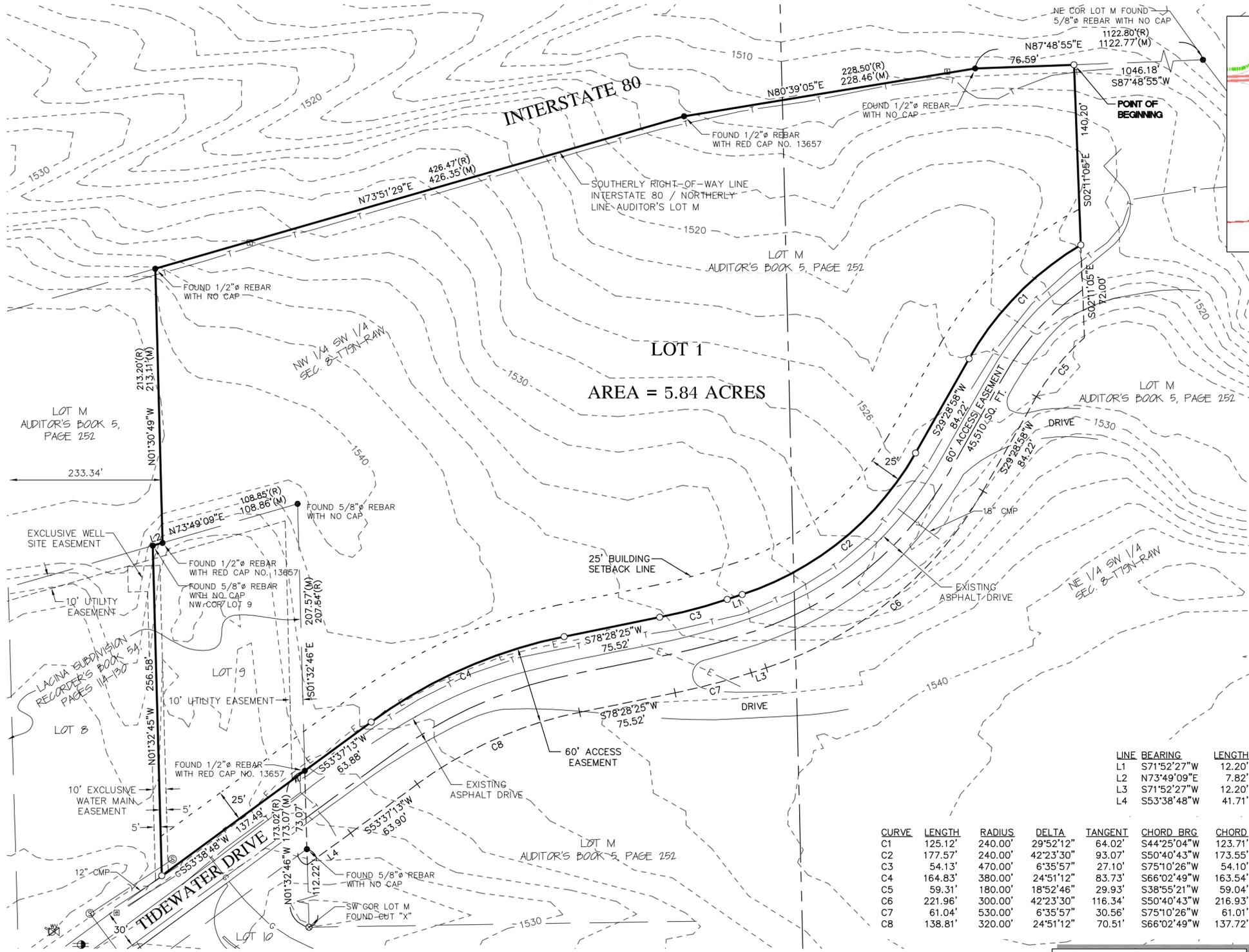
OWNER/SUBDIVIDER:  
TIDEWATER REALTY, LLC  
C/O ANDY PETERSEN  
1 TIDEWATER DR.  
WEST BRANCH, IOWA



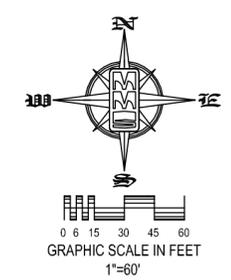
CIVIL ENGINEERS  
LAND PLANNERS  
LAND SURVEYORS  
LANDSCAPE ARCHITECTS  
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.  
IOWA CITY, IOWA 52240  
(319) 351-8282

www.mmsconsultants.net



LOCATION MAP



**DEVELOPMENT CHARACTERISTICS**

CURRENT ZONING IS HCI - HIGHWAY COMMERCIAL INDUSTRIAL DISTRICT

HCI - HIGHWAY COMMERCIAL INDUSTRIAL DISTRICT

HCI REQUIREMENTS

MINIMUM LOT AREA	NONE
FRONT YARD SETBACK	25 FEET
SIDE YARD SETBACK	NONE
REAR YARD SETBACK	NONE

**STANDARD LEGEND AND NOTES**

	PROPERTY &/or BOUNDARY LINES
	CONGRESSIONAL SECTION LINES
	RIGHT-OF-WAY LINES
	EXISTING RIGHT-OF-WAY LINES
	CENTER LINES
	EXISTING CENTER LINES
	LOT LINES, INTERNAL
	LOT LINES, PLATTED OR BY DEED
	PROPOSED EASEMENT LINES
	EXISTING EASEMENT LINES
	BENCHMARK
	RECORDED DIMENSIONS
	CURVE SEGMENT NUMBER
	POWER POLE
	POWER POLE W/DROP
	POWER POLE W/TRANS
	POWER POLE W/LIGHT
	GUY POLE
	LIGHT POLE
	SANITARY MANHOLE
	FIRE HYDRANT
	WATER VALVE
	DRAINAGE MANHOLE
	CURB INLET
	FENCE LINE
	EXISTING SANITARY SEWER
	PROPOSED SANITARY SEWER
	EXISTING STORM SEWER
	PROPOSED STORM SEWER
	WATER LINES
	ELECTRICAL LINES
	TELEPHONE LINES
	GAS LINES
	CONTOUR LINES (2' INTERVAL)
	PROPOSED GROUND
	EXISTING GROUND
	EXISTING TREE LINE
	EXISTING DECIDUOUS TREE & SHRUB
	EXISTING EVERGREEN TREES & SHRUBS

LINE	BEARING	LENGTH
L1	S71°52'27"W	12.20'
L2	N73°49'09"E	7.82'
L3	S71°52'27"W	12.20'
L4	S53°38'48"W	41.71'

CURVE	LENGTH	RADIUS	DELTA	TANGENT	CHORD BRG.	CHORD
C1	125.12'	240.00'	29°52'12"	64.02'	S44°25'04"W	123.71'
C2	177.57'	240.00'	42°23'30"	93.07'	S50°40'43"W	173.55'
C3	54.13'	470.00'	6°35'57"	27.10'	S75°10'26"W	54.10'
C4	164.83'	380.00'	24°51'12"	83.73'	S66°02'49"W	163.54'
C5	59.31'	180.00'	18°52'46"	29.93'	S38°55'21"W	59.04'
C6	221.96'	300.00'	42°23'30"	116.34'	S50°40'43"W	216.93'
C7	61.04'	530.00'	6°35'57"	30.56'	S75°10'26"W	61.01'
C8	138.81'	320.00'	24°51'12"	70.51'	S66°02'49"W	137.72'

NOTE:  
PLEASE REFERENCE A PLAT OF SURVEY - RETRACEMENT RECORDED IN BOOK H AT PAGE 27 IN THE CEDAR COUNTY RECORDER'S OFFICE.

NOTE:  
UTILITIES SHOWN ON PLAT ARE TAKEN FROM A COMBINATION OF CITY UTILITY MAPS AND FIELD SURVEY WORK. LOCATIONS ARE APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO ANY CONSTRUCTION.

THE PROPERTY BEING PLATTED IS LOCATED IN OTHER AREAS ZONE X; AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN. ACCORDING TO THE FIRM MAP No. 19031C0212C AND PANEL No. 0212C WITH AN EFFECTIVE DATE OF AUGUST 19, 2013.

LEGAL DESCRIPTION  
PART OF LOT M, LOCATED IN THE NORTH HALF OF THE SOUTH HALF OF SECTION 8, TOWNSHIP 79 NORTH, RANGE 4, WEST OF THE 5TH PRINCIPAL MERIDIAN, WEST BRANCH, CEDAR COUNTY, IOWA, AS SHOWN IN AUDITOR'S BOOK 5, PAGE 252 IN THE CEDAR COUNTY AUDITOR'S OFFICE, EXCEPT THE WEST 233.34 FEET THEREOF; AND LOT 9 OF LACINA SUBDIVISION TO WEST BRANCH, CEDAR COUNTY, IOWA, EXCEPT THE SOUTH 10 FEET THEREOF, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF LOT M AS PER THE PLAT OF SURVEY RECORDED IN AUDITOR'S BOOK 5 AT PAGE 252 IN THE CEDAR COUNTY AUDITOR'S OFFICE; THENCE S87°48'55"W ALONG THE NORTH LINE OF SAID LOT M, 1046.18 FEET TO THE POINT OF BEGINNING; THENCE S02°11'05"E, 140.20 FEET; THENCE SOUTHWESTERLY, 125.12 FEET ALONG AN ARC OF A 240.00 FOOT RADIUS CURVE, CONCAVE SOUTHEASTERLY, WHOSE 123.71 FOOT CHORD BEARS S44°25'04"W; THENCE S29°28'58"W, 84.22 FEET; THENCE SOUTHWESTERLY, 177.57 FEET ALONG AN ARC OF A 240.00 FOOT RADIUS CURVE, CONCAVE NORTHWESTERLY, WHOSE 173.55 FOOT CHORD BEARS S50°40'43"W; THENCE S71°52'27"W, 12.20 FEET; THENCE SOUTHWESTERLY, 54.13 FEET ALONG AN ARC OF A 470.00 FOOT RADIUS CURVE, CONCAVE NORTHWESTERLY, WHOSE 54.10 FOOT CHORD BEARS S75°10'26"W; THENCE S78°28'25"W, 75.52 FEET; THENCE SOUTHWESTERLY, 164.83 FEET ALONG AN ARC OF A 380.00 FOOT RADIUS CURVE, CONCAVE SOUTHEASTERLY, WHOSE 163.54 FOOT CHORD BEARS S66°02'49"W; THENCE S53°37'13"W, 63.88 FEET TO THE EAST LINE OF LACINA SUBDIVISION TO WEST BRANCH, IOWA AS RECORDED IN BOOK 54 AT PAGES 114-130 IN THE CEDAR COUNTY RECORDER'S OFFICE; THENCE S53°38'48"W, 137.49 FEET TO THE WEST LINE OF LOT 9 OF SAID LACINA SUBDIVISION; THENCE N01°32'45"W ALONG SAID WEST LINE OF LOT 9 A DISTANCE OF 256.58 FEET TO THE NORTHWEST CORNER OF SAID LOT 9; THENCE N73°49'09"E ALONG THE NORTHERLY LINE OF SAID LOT 9 A DISTANCE OF 7.82 FEET; THENCE N01°30'49"W, 213.11 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF INTERSTATE 80 AND THE NORTHERLY LINE OF SAID LOT M; THENCE N73°51'29"E ALONG SAID NORTHERLY LINE OF LOT M, 426.35 FEET; THENCE N80°39'05"E ALONG SAID NORTHERLY LINE OF LOT M, 228.46 FEET; THENCE N87°48'55"E ALONG SAID NORTHERLY LINE OF LOT M, 76.59 FEET TO THE POINT OF BEGINNING, CONTAINING 5.84 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

Date	Revision

PRELIMINARY PLAT  
BROWN SUBDIVISION

A PORTION OF THE  
N 1/2 S 1/2 OF SEC. 8  
T79N-R4W OF THE 5TH P.M.  
CITY OF WEST BRANCH  
CEDAR COUNTY  
IOWA

MMS CONSULTANTS, INC.

Date:	5/13/2014
Surveyed by:	DL
Field Book No.:	1063
Drawn by:	ARC
Scale:	1"=60'
Checked by:	GDM
Sheet No.:	1
Project No.:	IOWA CITY 0344002
of:	1

