

Planning & Zoning Commission

Regular Meeting

April 22, 2019

Hiawatha Council Chambers

(101 Emmons St. - Upper Floor 5:30pm)

1. Call to Order
 - a. Roll Call:

2. Consider Approval of:
 - a. Agenda
 - b. Minutes (January 2019)

3. Business
 - # A. Consider Resolution 19-002 for recommendation to City Council to approve the Final Plat submitted by Brain Engineering known as Burt Homes First Addition, Hiawatha, Iowa.

 - # B. Consider Resolution 19-003 for recommendation to City Council to approve the Final Plat submitted by Brain Engineering known as Sherman Square 10th Addition, Hiawatha, Iowa.

4. Adjourn

Items that have to go on to City Council for final vote

• Items that Planning and Zoning Commission have final vote

** Items that have to go on to Board of Adjustment for final vote*

HIAWATHA PLANNING AND ZONING COMMISSION
REGULAR MEETING
January 28, 2019

The Hiawatha Planning and Zoning Commission met on January 28, 2019. Vice Chairperson, Mark Ross called the meeting to order at 5:38 P.M. Members present: Terry Trimpe, Kenny Jones, Eric Hoover and Lisa Jepsen. Members Absent: Mark Powers and Darryl Cheney. Staff present: Community Development Director, Pat Parsley, Assistant Building Official, Jim Fisher, City Administrator, Kim Downs, City Engineer, John Bender. Guests in Attendance: Denny Norton.

Board Member, Kenny Jones moved to approve the Agenda. Second by Eric Hoover. Motion carried.

Board Member, Kenny Jones moved to approve the meeting minutes of December 17, 2018. Second by Terry Trimpe. Motion carried.

Consider Resolution for recommendation to City Council to approve the Revised Preliminary Plat submitted by Schnoor-Bonifazi Engineering for the property located at Todd Hills Addition, Hiawatha, Iowa.

Mark Ross asked if there was a representative for the Preliminary Plat in attendance. There were not.

Mark Ross asked the City if they had any comments or concerns.

John Bender explained that this is just a revision of a previously approved plat. He went on to say that everything is the same except for the number of lots. Pat Parsley added that the applicant has retained allowed lot sizes and zoning. He added that there is a water pressure issue in the area and the city wants that to be addressed.

Kenny Jones asked about the 7.4 acres that would be left without an access or sewer service. Pat Parsley explained what the owner could possibly do with the land and added that he is currently unaware of the owners' intentions.

Kenny Jones asked if they were there to approve as it is now. Pat Parsley said yes. He added that the extra land would be considered an out lot and directed the boards' attention to note #4 on the plat.

Terry Trimpe asked what the south out lot was. John Bender explained it is floodplain and detention.

There was some discussion about the contours on the plat and what they meant by John Bender, Pat Parsley and Jim Fisher.

Terry Trimpe moved to approve the Revised Preliminary Plat submitted by Schnoor-Bonifazi Engineering for the property located at Todd Hills Addition, Hiawatha, Iowa. Second by Lisa Jepsen.

AYES: LISA JEPSEN, ERIC HOOVER, KENNY JONES, TERRY TRIMPE AND MARK ROSS

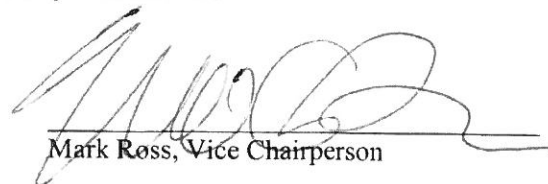
NAYS: NONE

ABSENT: MARK POWERS AND DARRYL CHENEY

Motion Carried

Resolution #19-001 Approved

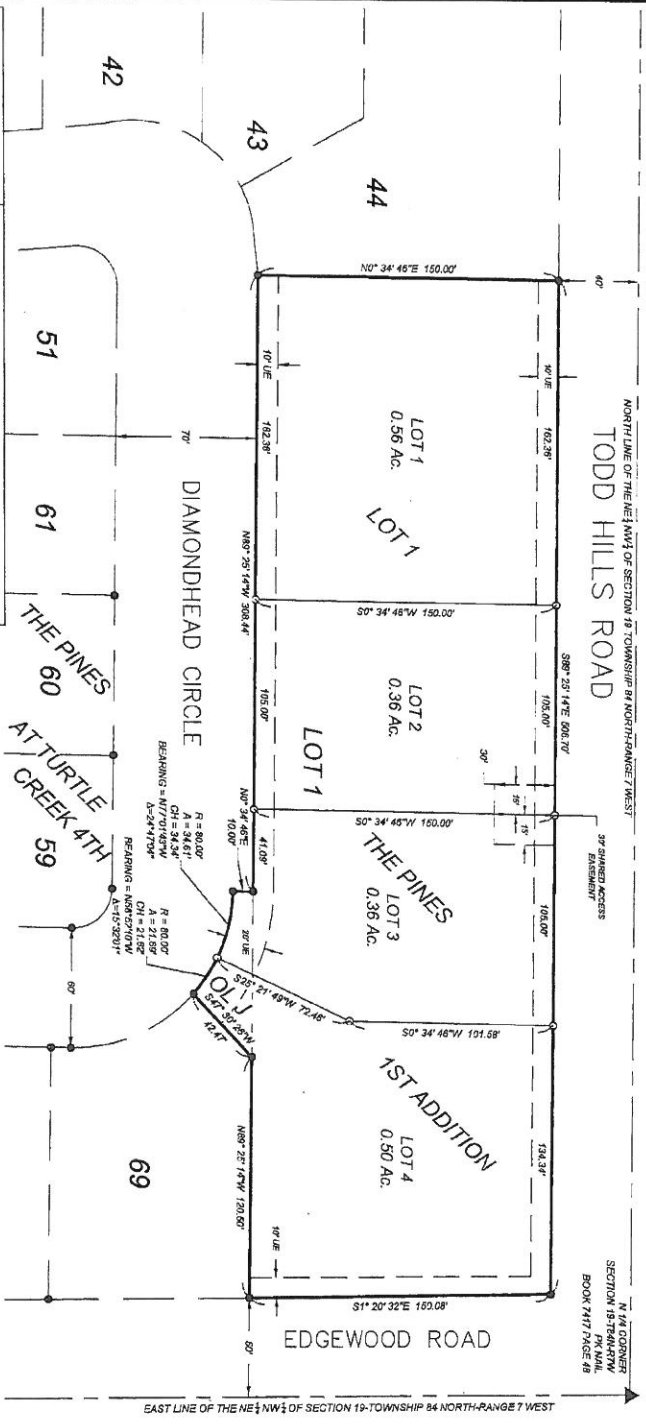
Kenny Jones moved to adjourn the meeting at 5:48 p.m. Second by Eric Hoover.


Mark Ross, Vice Chairperson

Index Legend
 Location Description: Lot 1, The Pines First Addition to Hiawatha
 Requestor: Burt Homes, LLC
 Proprietor: Burt Homes, LLC
 Surveyor: Stephen M. Brain, PE, LS
 Surveyor Company: Brain Engineering, Inc.
 Return to: SM Brain, 1540 Midland Ct NE Cedar Rapids, IA 52402 or miked@brain-eng.com (319) 294-9424

FINAL PLAT

BURT HOMES FIRST ADDITION TO THE CITY OF HIAWATHA, LINN COUNTY, IOWA



I hereby certify that this land surveying document and the related survey work was performed by me or under my direct supervision and I am a duly licensed Land Surveyor under the laws of the State of Iowa.
 Signed _____ Date _____
 Stephen Michael Brain, LS
 My License Renewal Date is December 31, 2020
 License Number: 9647
 Pages or sheets covered by this seal: THIS PAGE

DATE OF SURVEY: 3/27/19
 NOTES: ALL MEASUREMENTS IN FEET AND DECIMALS THEREOF. THERE WILL BE NO ADDED ACCESS ALLOWANCE TO TODD HILLS ROAD FOR LOTS 2 AND 3 OTHER THAN THOSE LOCATED AND APPROVED ON THE FINAL PLAT.
 DIRECT ACCESS TO TODD HILLS ROAD OR EDGEWOOD ROAD FOR LOT 4 SHALL BE PROHIBITED.

OWNER:
 BURT HOMES, LLC
 3514 TODD HILLS ROAD
 HIAWATHA, IOWA 52411
 319-774-4477

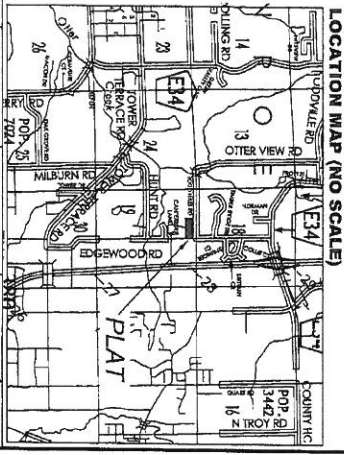
SURVEYOR:
 BRAIN ENGINEERING, INC.
 1540 MIDLAND COURT NE
 CEDAR RAPIDS, IOWA 52402
 319-294-9424

LEGAL DESCRIPTION
 LOT 1, THE PINES FIRST ADDITION TO THE CITY OF HIAWATHA, LINN COUNTY, IOWA AND OUTLOT 1, PINES AT TURTLE CREEK FOURTH ADDITION TO THE CITY OF HIAWATHA, LINN COUNTY, IOWA

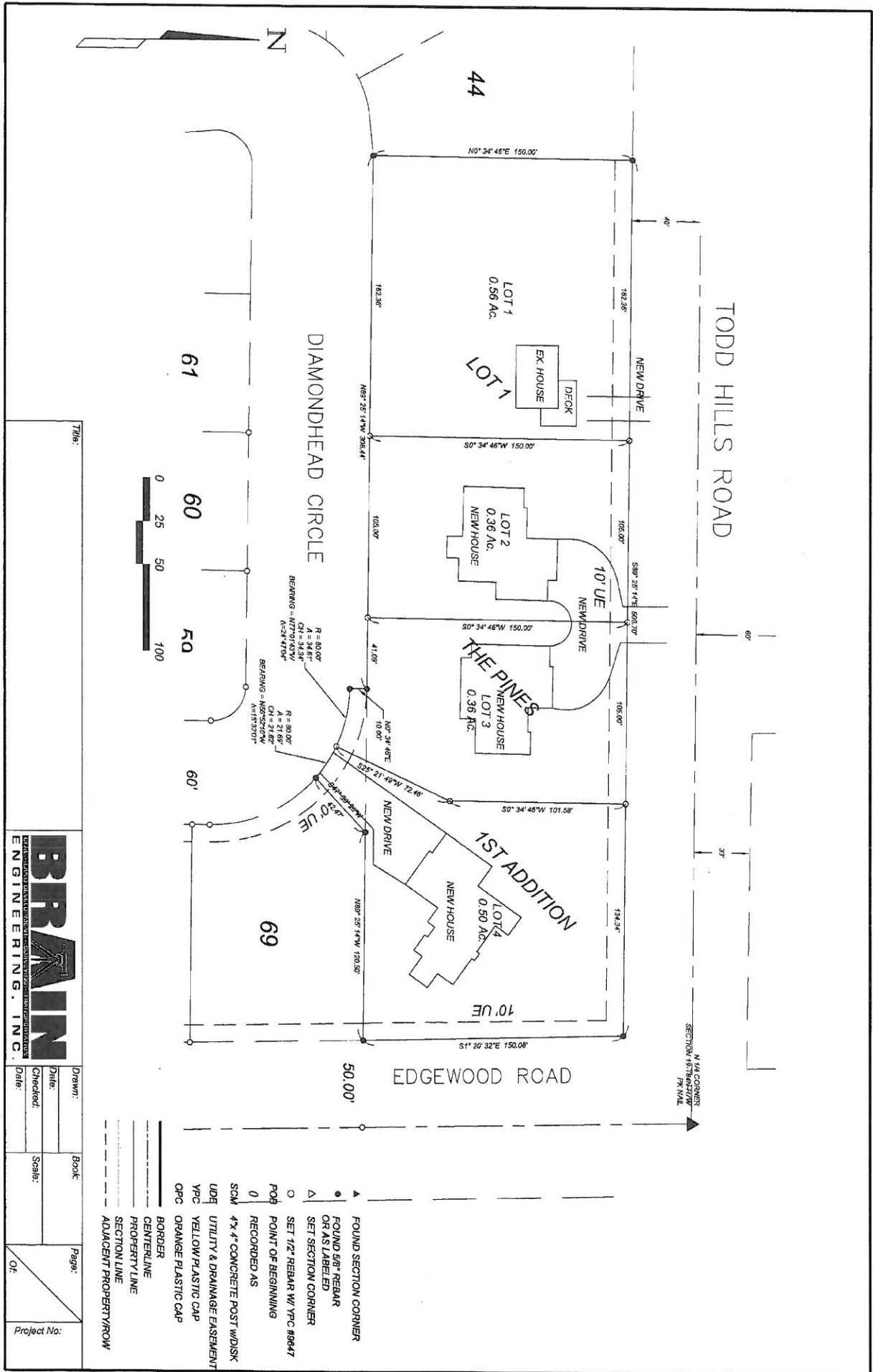
Title: **FINAL PLAT**
 BURT HOMES FIRST ADDITION



Drawn: DJB	Book: 372	Page: 1	Project No: 543519-10
Checked: SJS	Date: 3/22/19	Scale: 1"=60'	
Date: 4/12/19	Sheet: 1	Of: 1	



- ▲ FOUND SECTION CORNER
 - FOUND 5/8" REBAR OR AS LABELLED
 - △ SET SECTION CORNER
 - SET 1/2" REBAR W/ YPC #964T
 - ∅ POINT OF BEGINNING
 - ∅ RECORDED AS
 - SCM 4"x4" CONCRETE POST W/DISK
 - UDE UTILITY & DRAINAGE EASEMENT
 - YPC YELLOW PLASTIC CAP
 - OPC ORANGE PLASTIC CAP
 - BORDER
 - CENTERLINE
 - PROPERTY LINE
 - SECTION LINE
 - ADJACENT PROPERTY/ROW
- 0 30 60 120



Title:



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Checked:	Scale:	OF
Date:		Project No:

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- △ SET SECTION CORNER
- SET 1/2" REBAR W/ YPC #8647
- POINT OF BEGINNING
- 0 RECORDED AS
- SCM 4x4" CONCRETE POST W/DISK
- UDE UTILITY & DRAINAGE EASEMENT
- YPC YELLOW PLASTIC CAP
- OPC ORANGE PLASTIC CAP
- BORDER
- CENTERLINE
- PROPERTY LINE
- SECTION LINE
- ADJACENT PROPERTY/ROW



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- ▲ FOUND SECTION CORNER
- FOUND 5/8" REBAR OR AS LABELED
- ▲ SET SECTION CORNER
- SET 1/2" REBAR w/ YPC #9647
- POINT OF BEGINNING
- 0 RECORDED AS
- SCM 4" x 4" CONCRETE POST w/DISK
- UDE UTILITY & DRAINAGE EASEMENT
- YPC YELLOW PLASTIC CAP
- OPC ORANGE PLASTIC CAP
- RODGER
- CENTRAL LINE
- PROPERTY LINE
- SECTION LINE
- ADJACENT PROPERTIES

Final Plat of Improvements for Burt Homes First Addition

April 5th, 2019

The Water Department has completed inspection and reviewed Burt Homes First Addition Final Plat of improvements that were submitted by Brain Engineering. The Water Department recommends approval of Burt Homes First Addition.



Marty Recker

Water Superintendent

Cc. Kari Graber, City Clerk

3A-5

City of Hiawatha
Engineering Department
101 Emmons St., Hiawatha Iowa, 52233-1697
PHONE (319) 393-1515 ext. 511 FAX (319) 393-1516

To: Planning and Zoning Commission

Date: April 15, 2019

From: John C Bender PE, City Engineer

Re: 2019 Burt Homes 1st Addition

Description: Final Plat

Report:

Engineering has reviewed the final plat for the property located west of Edgewood Road and south of Todd Hills Road. This Burt Homes Addition is approximately 2 acres of the original Pines at Turtle Creek 1st Addition. There is one existing house on the property and one barn structure.

Currently, the sewer and water utilities are already installed adjacent to the property from Todd Hills Road and Diamondhead Circle. The services are already stubbed into the lots. Any storm water drainage was calculated and planned for during the require detention platting process of the 1st addition.

During the plat review process, we asked for a maximum of two access points to be connected to Todd Hills Road. We proposed one access for the existing house and one shared access for the lots 2 and 3. We asked for no access to Todd Hills Road or Edgewood Road from the proposed lot 4. Linn County was also contacted and they felt they had no jurisdiction for the proposed access points. Both these request were complied with.

Engineering has reviewed the final plat of Burt Homes 1st Addition and find the revisions requested have been completed. Engineering recommends approval and submitting this plat to the City Council for consideration.

If you have any questions please let me know.

City of Hiawatha Community Development Department

Purpose: Final Plat **Date:** 03/28/2019

To: Planning and Zoning Commission

Name of Plan: Burt Homes 1st Addition

Address: Current address is 3514 Todd Hills Road
(Pines 1st Addition Plus Outlot J of Pines 4th Addition) **Zone:**R-3 PUD

Number of Lots: 1.81 acres divided to four lots

Reviewed by: Patrick Parsley, Community Development Director

Description: This property is located at the corner of Todd Hills Road and Edgewood Road. The current lot contains a house and detached accessory buildings and two driveways onto Todd Hills Road. The proposed plat will contain four lots of complying size.

Report: Access is not proposed from Edgewood Road. The plat retains two accesses to Todd Hills Road which are adjusted away from the intersection. Access to lot 4 will be from Diamondhead Circle and include Outlot J designated for access in the previous plat.

The existing residential structure complies with the R-3 PUD setbacks and the detached structures are to be demolished. The proposed lots are in compliance with Hiawatha development standards.

The final plat is to include:

1. An access easement shared by lots 2 and 3.
2. Note stating no access allowed to Todd Hills Road or Edgewood Road from lot #4.

Before the final plat is submitted to the Council it will include the necessary blue bounds and utility sign offs.

Recommendation: Community Development supports the recommendation to approve the Final Plat.

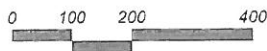
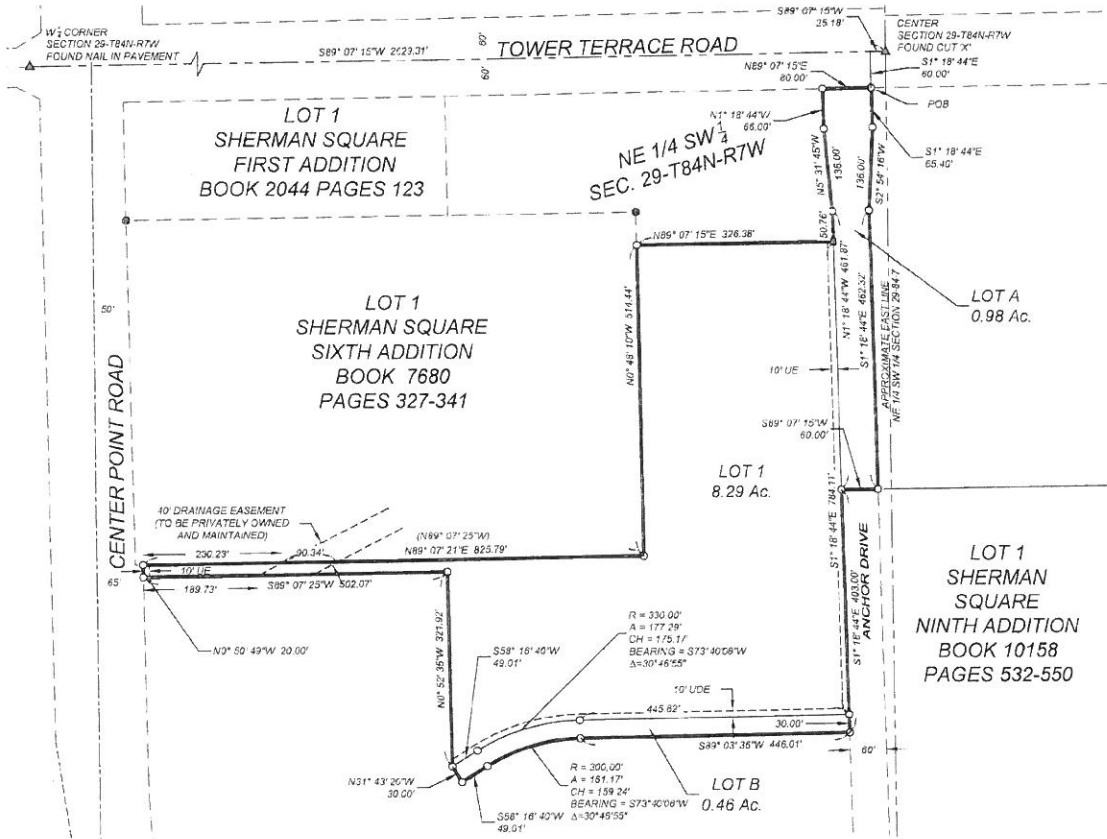
3-B1

FINAL PLAT SHERMAN SQUARE TENTH ADDITION TO THE CITY OF HIAWATHA, LINN COUNTY, IOWA

Recorder's Stamp

Index Legend

Location Description Part of the NE 1/4 SW 1/4 Section 29-84-7
 Requestor: Dr. Christopher T. Sherman, DC
 Proprietor: Sherman Properties, LLC, et al
 Surveyor: Stephen M. Brain, PE, LS
 Surveyor Company: Brain Engineering, Inc.
 Return to: SM Brain, 1540 Midland Ct NE Cedar Rapids, IA
 52402 or mikeb@brain-eng.com (319) 294-9424



OWNER: SHERMAN PROPERTIES, LLC AND CHRISTOPHER T. SHERMAN AND MARY KATHRYN SHERMAN, CO-TRUSTEES OF THE KATHRYN A. SHERMAN FAMILY TRUST
 2753 NORTH CENTER POINT ROAD
 HIAWATHA, IOWA 52233
 319-393-5513

SURVEYOR: BRAIN ENGINEERING, INC.
 1540 MIDLAND COURT NE
 CEDAR RAPIDS, IOWA 52402
 319-294-9424

NOTE: ALL MEASUREMENTS IN FEET AND DECIMALS THEREOF.
 LOT A TO BE DEDICATED TO THE PUBLIC AS ROAD RIGHT OF WAY.
 LOT B TO BE A 30 FEET ROAD RESERVATION AND DRAINAGE EASEMENT.



- ▲ FOUND SECTION CORNER
- FOUND 5/8" REBAR OR AS LABELED
- △ SET SECTION CORNER
- SET 1/2" REBAR W/ YPC #9647
- POB POINT OF BEGINNING
- () RECORDED AS
- SCM 4"x 4" CONCRETE POST w/DISK
- UDE UTILITY & DRAINAGE EASEMENT
- YPC YELLOW PLASTIC CAP
- OPC ORANGE PLASTIC CAP
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Project No: 400619-10	Title: FINAL PLAT	Drawn: DJB 1/15/19	Book: 372
	SHERMAN SQUARE TENTH ADDITION	Checked: <i>[Signature]</i> 4/1/19	Scale: 1"=200'

City of Hiawatha
Engineering Department
101 Emmons St., Hiawatha Iowa, 52233-1697
PHONE (319) 393-1515 ext. 511 FAX (319) 393-1516

To: Planning & Zoning Commission

Date: April 15, 2019

From: John C Bender PE, City Engineer

Re: Sherman Square 10th Addition Final Plat

Description: Final Plat

Report:

This property is located west of Anchor Drive and north a future street "A" noted on the revised preliminary plat approved last year. The connection of Anchor Drive to Tower Terrace Road is completed, along with the new 20 foot access to North Center Point Road. This is basically the widening of the existing access already being used as part of Lot 1 of Sherman Square 6th Addition. This existing driveway is the primary truck access for CCB Packaging.

We have draft engineering plans for the needed improvements to extend Anchor Drive to Tower Terrace. However, there are no plans at this time to construct the proposed "A" street. We have asked for one half of the 60 foot right-of-way to be included as part of this addition to identify this future street and include the construction of the proposed street in the development agreement. Access will be allowed on Anchor Drive and the new proposed "A" street, but we have not seen and proposed site plans for the property at this time.

Currently, utilities are installed in Anchor Drive, or will be extended as part of this addition. The future site plan will give us indication as to the best approach to provide service to this property.

Engineering recommends approval. If you have any questions please let me know.

City of Hiawatha

Community Development Department

Purpose: Final Plat **Date:** 04/02/2019

To: Planning and Zoning Commission

Name of Plan: Sherman Square 10th Addition Final Plat

Address: Adjacent to 1905 NCPR **Zone:** C-4

Number of Lots: 1 lot of 8.29 acres and Anchor Drive dedication of .98

Reviewed by: Patrick Parsley, Community Development Director

Description: This property is located on Anchor Drive and a future street "A" noted on the preliminary plat. It includes a 20 foot wide access to NCPR which will likely become part of the existing driveway for CCB. The applicant is proposing improvements to Anchor Drive to Tower Terrace but is delaying development of the proposed street "A". The improvement to street "A" is included in the development agreement. No rezoning is associated with this plat.

Report: The proposed lot and road locations are in compliance with Hiawatha development standards and the preliminary plat. Staff has reviewed to plat and requested the applicant to address the following specific issues.

1. This property includes considerable storm water drainage ways in the preliminary plat. The drainage way is designated as an easement through this plat.
2. This property abuts Street A along their south line. This would normally require development along with this plat. ½ the street ROW is dedicated on the plat and the development responsibility of the developer is included in the development agreement.
3. The remaining development of Anchor Drive to Tower Terrace is included in this plat. The applicable plan of improvements for the completion of the ROW is yet to be submitted.

Before the final plat is submitted to the Council it will include the necessary blue bounds, development agreement and utility sign offs.

Recommendation: Community Development supports the recommendation to approve the Final Plat.

PRELIMINARY PLAT
SHERMAN SQUARE ADDITION, HIAWATHA, LINN COUNTY, IOWA

KELLY JUDITH PARCEL A, PLAT OF SURVEY #678

THOMAS R REVOCABLE TRUST SHERMAN THOMAS R TRUSTEE

LOWER TERRACE ROAD
 TOWER TERRACE ROAD

TOWER TERRACE ROAD
 CONNECT TO EXISTING WATER

SHERMAN
 SHERMAN PROPERTIES LLC % THOMAS R SHERMAN
 SQUARE C-3
 1ST

SHERMAN
 SQUARE

LOT 1
 I-1
 CEB PACKAGING INC



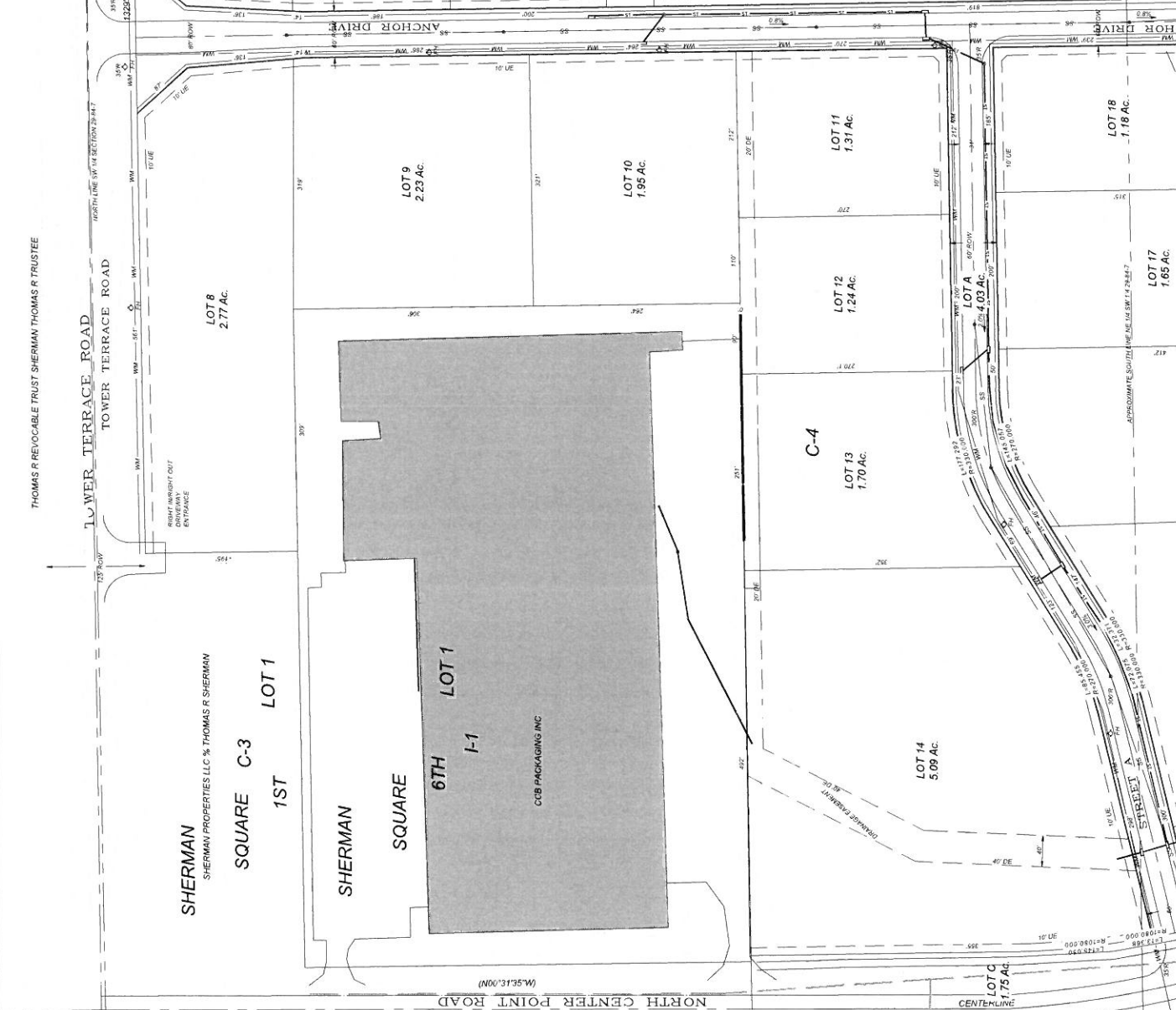
LOT 4
 1.41 AC.
 LOT 3
 1.44 AC.
 LOT 2
 1.44 AC.
 LOT 5
 1.40 AC.
 LOT 6
 1.47 AC.
 LOT 7
 1.47 AC.
 C-4
 OUT/LOTA
 0.87 AC.
 60'

LOT 9
 2.23 AC.
 LOT 10
 1.95 AC.
 LOT 11
 1.31 AC.
 LOT 12
 1.24 AC.
 LOT 13
 1.70 AC.
 LOT 14
 5.09 AC.
 LOT 17
 1.65 AC.
 LOT 18
 1.16 AC.

LOT 36
 13.11 AC.

C-4

LOT C
 1.75 AC.



NORTH CENTER POINT ROAD

CENTRAL STREET

APPROXIMATE SOUTHERN BOUNDARY