



**North Liberty  
Planning  
Commission  
Meeting Information**

**Tuesday, April 5, 2016**

**6:30 PM**

**City Council Chambers**

If you would like additional information, larger-scale maps, or other information before the meeting, please contact Dean Wheatley at 626-5747 or at [dwheatley@northlibertyiowa.org](mailto:dwheatley@northlibertyiowa.org)

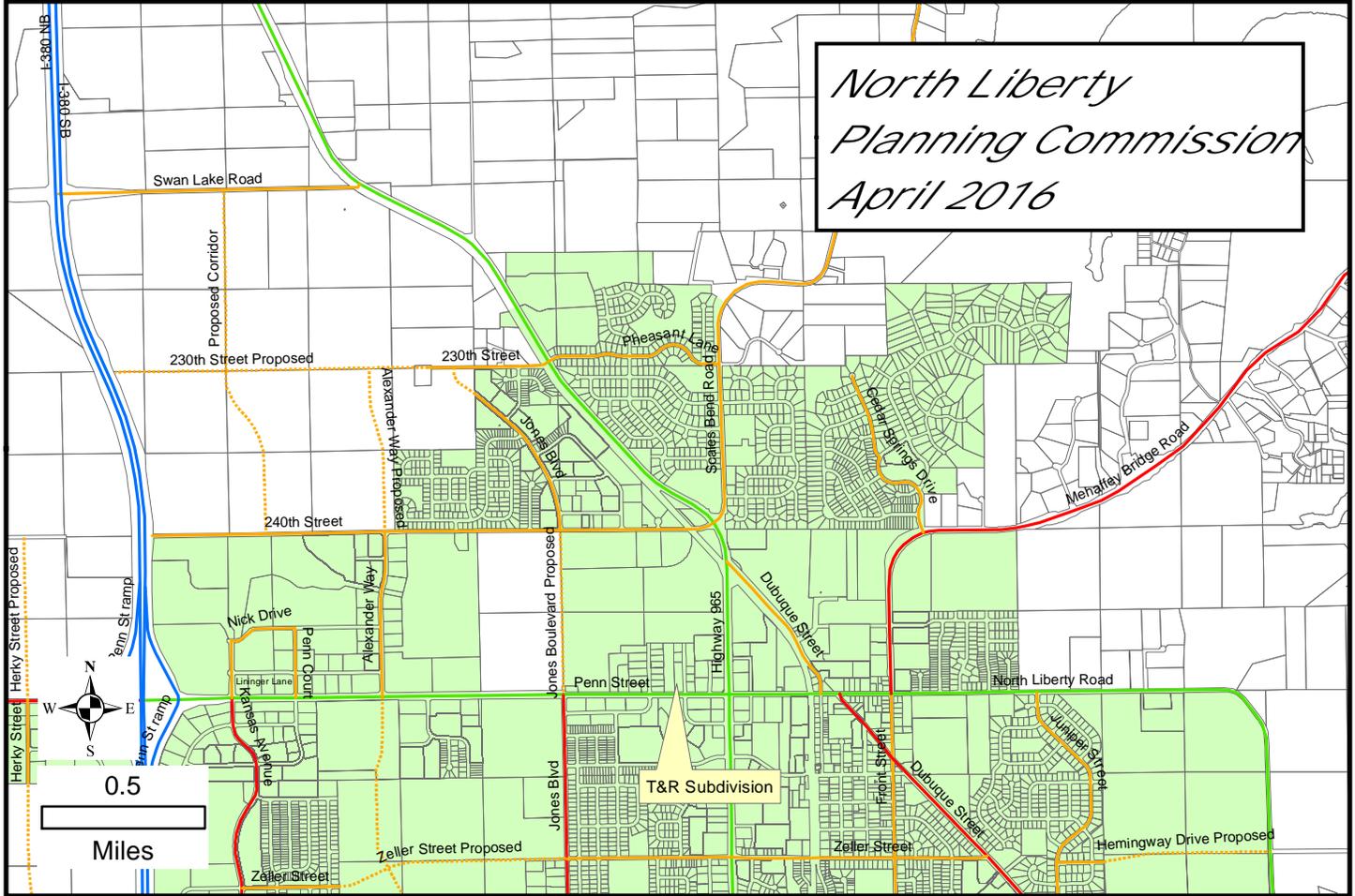


**NORTH LIBERTY PLANNING COMMISSION**  
**MEETING NOTICE AND AGENDA**  
Tuesday, April 5, 2016, 6:30 PM

1. **ROLL CALL**
2. **AGENDA APPROVAL**
3. **PRELIMINARY AND FINAL PLAT:** Request of Tom & Rick Streb to approve a 2-lot preliminary and final plat for property zoned I-1 and located on W Penn Street at the northwest corner of W Penn Street and Nathan Avenue.
  - a. Staff Presentation
  - b. Applicants Presentation
  - c. Public Comments
  - d. Questions and Comments
  - e. Recommendation to the City Council
4. **ZONING ORDINANCE AMENDMENTS:** Request from staff to consider following drafts.
  - a. **Parking and Storage.** Tabled at 11/2015 meeting.
    1. Staff Presentation
    2. Public Comments
    3. Questions and Comments
    4. Recommendation to the City Council
  - b. **New Single-Family Zoning District**
    1. Staff Presentation
    2. Public Comments
    3. Questions and Comments
    4. Recommendation to the City Council
  - c. **Sign Amendment for Public Zone**
    1. Staff Presentation
    2. Public Comments
    3. Questions and Comments
    4. Recommendation to the City Council
5. **APPROVAL OF PREVIOUS MINUTES**

- 6. OLD BUSINESS**
- 7. NEW BUSINESS**
- 8. ADJOURNMENT**

*North Liberty  
Planning Commission  
April 2016*



**T&R Second Addition Preliminary and Final Plat**



March 30, 2016

## **Memo**

To: North Liberty Planning Commission

From: Dean Wheatley, Planning Director

Subject: Request of Tom & Rick Streb to approve a 2-lot preliminary and final plat for property zoned I-1 and located on W Penn Street at the northwest corner of W Penn Street and Nathan Avenue.

Your North Liberty city staff has reviewed the subject submission, and offer comments presented in this memo. The staff review team includes the following personnel:

Ryan Heiar, City Administrator

Tracey Mulcahey, Assistant City Administrator

Tom Palmer, City Building Official

Scott Peterson, City Attorney

Kevin Trom, City Engineer

Dean Wheatley, Planning Director

This request is to resubdivide existing large existing lots zoned Industrial. No new infrastructure is planned with this proposed plat, and a Good Neighbor meeting is not required.

A number of small issues have been resolved through the staff review process, and staff recommends approval of the plat.

# PRELIMINARY PLAT T & R SUBDIVISION - PART TWO

A RESUBDIVISION OF LOTS 8 AND 9 OF T & R SUBDIVISION  
AND  
A RESUBDIVISION OF LOT 1 OF NEMECEK SUBDIVISION  
NORTH LIBERTY, JOHNSON COUNTY, IOWA

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

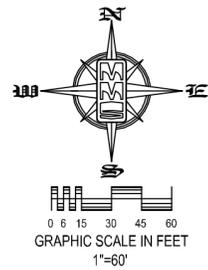
OWNER/SUBDIVIDER: R T St LLC  
PO BOX 48  
NORTH LIBERTY, IA 52317

OWNER'S ATTORNEY: LAWRENCE L. LYNCH  
1402 WILLOW CREEK CT.  
PO BOX 1757  
IOWA CITY, IA 52244-1757

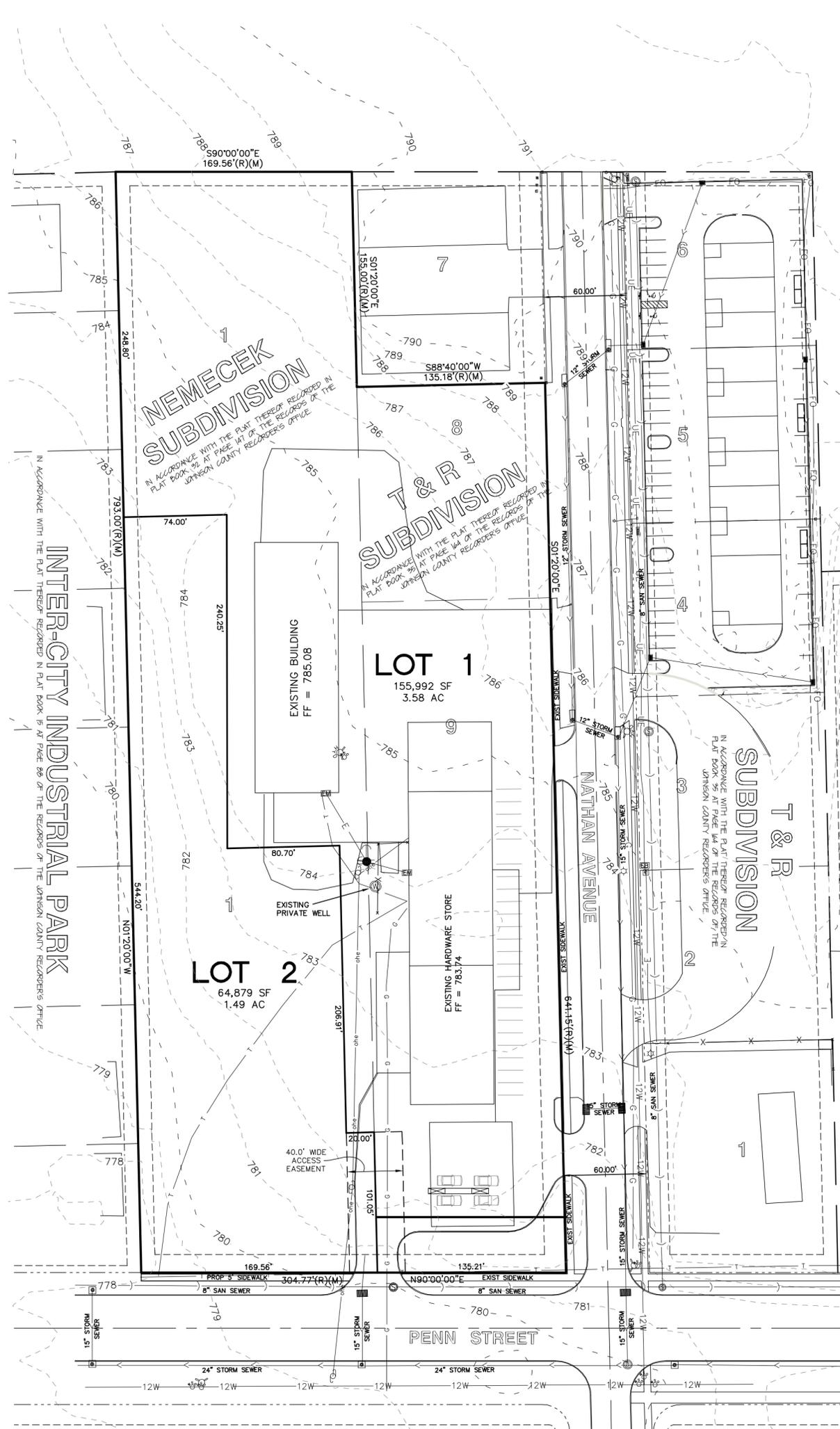
DESCRIPTION - T & R SUBDIVISION - PART TWO

I CERTIFY THAT DURING THE MONTH OF JANUARY, 2016, AT THE DIRECTION OF R T St LLC, A SURVEY WAS MADE UNDER MY SUPERVISION OF LOTS 8 AND 9 OF T & R SUBDIVISION, TO NORTH LIBERTY, IOWA, IN ACCORDANCE WITH THE PLAT THEREOF RECORDED IN PLAT BOOK 35 AT PAGE 164 OF THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE, AND ALSO LOT 1 OF NEMECEK SUBDIVISION TO NORTH LIBERTY, IOWA, IN ACCORDANCE WITH THE PLAT THEREOF RECORDED IN PLAT BOOK 32, AT PAGE 147 OF THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE.

SAID TRACT OF LAND CONTAINS 5.07 ACRES, AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.



NOTES:  
1. ACCESS TO PENN STREET SHALL BE LIMITED TO THE EXISTING DRIVEWAY.  
2. STORMWATER MANAGEMENT SHALL BE ADDRESSED WITH LOT 2 DESIGN AND CONSTRUCTION.



## T & R SUBDIVISION - PART TWO NORTH LIBERTY, IOWA



LOCATION MAP  
NOT TO SCALE

### 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 (1' INTERVAL)
- PROPOSED GROUND
- EXISTING TREE LINE
- EXISTING DECIDUOUS TREE & SHRUB
- EXISTING EVERGREEN TREES & SHRUBS

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.



CIVIL ENGINEERS  
LAND PLANNERS  
LAND SURVEYORS  
LANDSCAPE ARCHITECTS  
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.  
IOWA CITY, IOWA 52240  
(319) 351-8282  
[www.mmsconsultants.net](http://www.mmsconsultants.net)

Date	Revision
03-18-16	PER CITY REVIEW -JDM

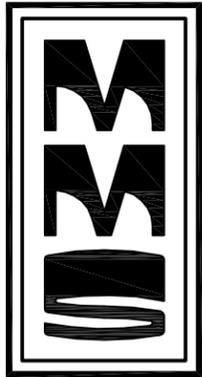
## PRELIMINARY PLAT

## T&R SUBDIVISION PART TWO

NORTH LIBERTY  
JOHNSON COUNTY  
IOWA

### MMS CONSULTANTS, INC.

Date:	03-01-2016
Designed by:	DAM
Field Book No.:	
Drawn by:	NPB
Scale:	1"=60'
Checked by:	KJB
Sheet No.:	1
Project No.:	5822009
IOWA CITY	
of:	1



CIVIL ENGINEERS  
 LAND PLANNERS  
 LAND SURVEYORS  
 LANDSCAPE ARCHITECTS  
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 (319) 351-8282

www.mmsconsultants.net

Date	Revision
03-01-2016	PER JEL REVIEW - RLW
03-18-2016	CITY REVIEW -JDM

# FINAL PLAT

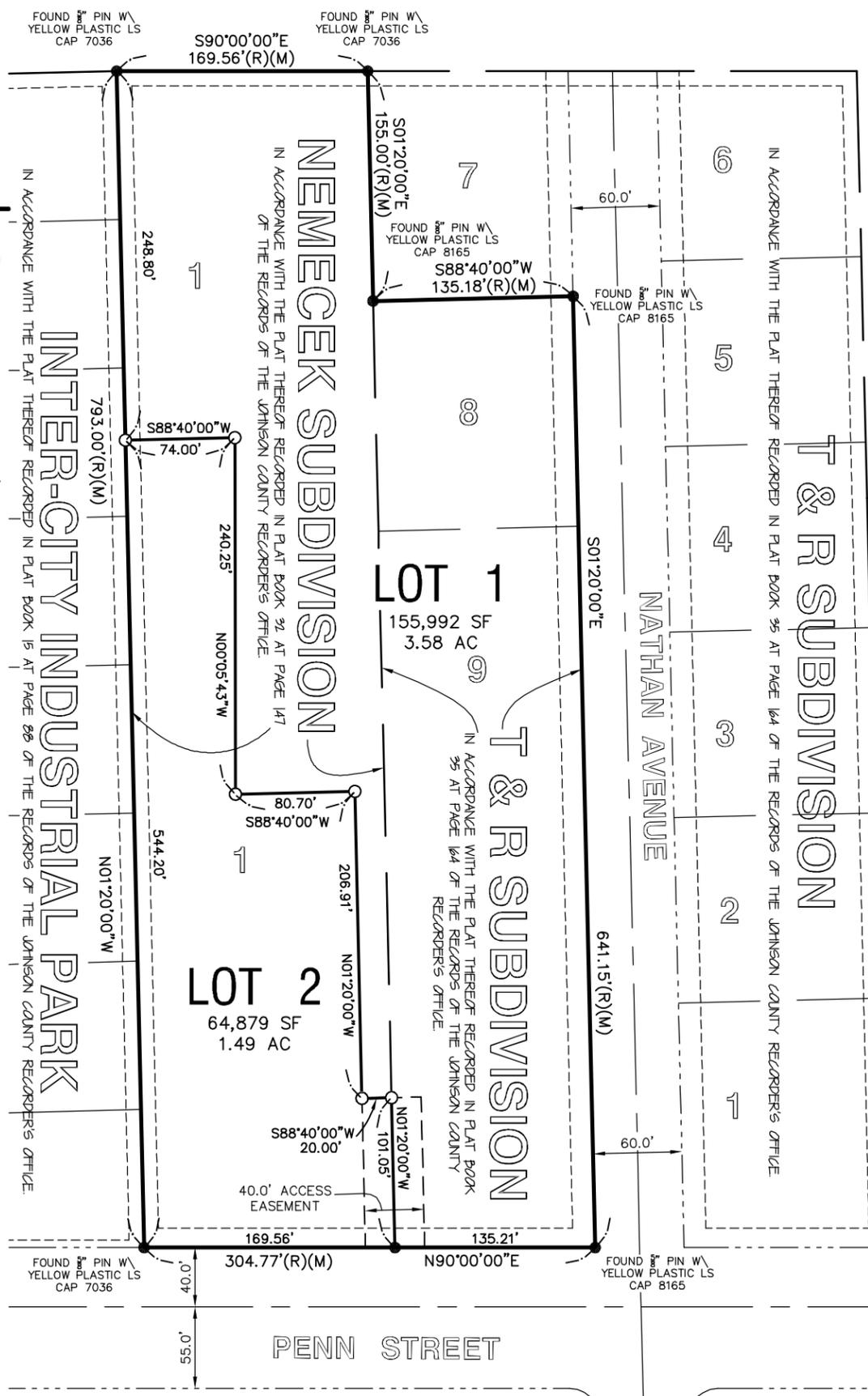
## T & R SUBDIVISION PART TWO

A RESUBDIVISION OF LOTS 8 AND 9 OF T & R SUBDIVISION AND A RESUBDIVISION OF LOT 1 OF NEMECEK SUBDIVISION NORTH LIBERTY JOHNSON COUNTY IOWA

MMS CONSULTANTS, INC.

Date:	02-29-2016
Designed by:	DAM
Field Book No.:	
Drawn by:	RLW
Scale:	1"=100'
Checked by:	JEL
Sheet No.:	1
Project No.:	IC 5822009
of:	1

G:\9925\9925-9925-009-15822009F.dwg 3/18/2016 4:38:15 PM CST



# FINAL PLAT

## T & R SUBDIVISION - PART TWO

A RESUBDIVISION OF LOTS 8 AND 9 OF T & R SUBDIVISION AND A RESUBDIVISION OF LOT 1 OF NEMECEK SUBDIVISION NORTH LIBERTY, JOHNSON COUNTY, IOWA

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

OWNER/SUBDIVIDER: R T St LLC PO BOX 48 NORTH LIBERTY, IA 52317

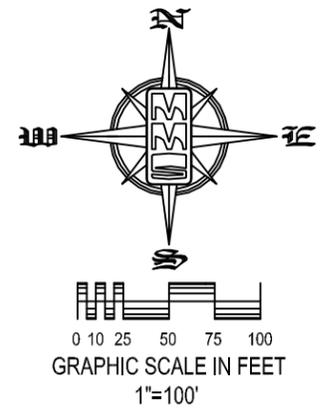
OWNER'S ATTORNEY: LAWRENCE L. LYNCH 1402 WILLOW CREEK CT. PO BOX 1757 IOWA CITY, IA 52244-1757

### DESCRIPTION - T & R SUBDIVISION - PART TWO

I CERTIFY THAT DURING THE MONTH OF JANUARY, 2016, AT THE DIRECTION OF R T St LLC, A SURVEY WAS MADE UNDER MY SUPERVISION OF LOTS 8 AND 9 OF T & R SUBDIVISION, TO NORTH LIBERTY, IOWA, IN ACCORDANCE WITH THE PLAT THEREOF RECORDED IN PLAT BOOK 35 AT PAGE 164 OF THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE, AND ALSO LOT 1 OF NEMECEK SUBDIVISION TO NORTH LIBERTY, IOWA, IN ACCORDANCE WITH THE PLAT THEREOF RECORDED IN PLAT BOOK 32, AT PAGE 147 OF THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE.

SAID TRACT OF LAND CONTAINS 5.07 ACRES, AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

NOTE: ACCESS TO PENN STREET SHALL BE LIMITED TO THE ACCESS EASEMENT AS DEPICTED ON THIS PLAT.



-PREPARED BY AND RETURN TO: MMS CONSULTANTS, INC. 1917 S. GILBERT ST. IOWA CITY, IOWA 52240 (319)351-8282

## LEGEND AND NOTES

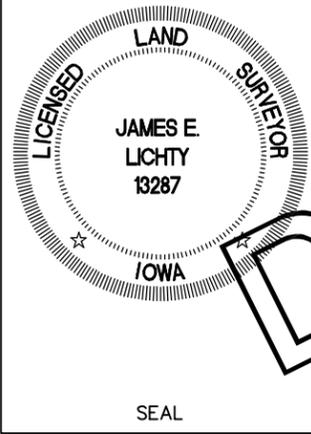
- - PROPERTY CORNER(S), FOUND (as noted)
  - - PROPERTY CORNERS SET (5/8" Iron Pin w/ yellow, plastic LS Cap embossed with "MMS")
  - - PROPERTY &/or BOUNDARY LINES
  - - - - - RIGHT-OF-WAY LINES
  - - - - - CENTER LINES
  - - - - - LOT LINES, INTERNAL
  - - - - - LOT LINES, PLATTED OR BY DEED
  - - - - - EASEMENT LINES, WIDTH & PURPOSE NOTED
  - - - - - EXISTING EASEMENT LINES, PURPOSE NOTED
  - (R) - RECORDED DIMENSIONS
  - (M) - MEASURED DIMENSIONS
- UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDTHS

PLAT/PLAN APPROVED BY: CITY OF NORTH LIBERTY	
CITY CLERK	DATE:
UTILITY EASEMENTS APPROVED BY:	
MIDAMERICAN ENERGY	DATE:
MEDIACOM	DATE:
ALLIANT	DATE:
SOUTH SLOPE COOPERATIVE TELEPHONE CO.	DATE:

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

JAMES E. LICHTY  
 L.S. Iowa Lic. No. 13287  
 My license renewal date is December 31, 20 \_\_\_\_.

Pages or sheets covered by this seal:



Signed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public, in and for the State of Iowa.

## **PARKING AND STORAGE AMENDMENT**

General regulations. Except for approved warehouse uses, parking and storage at any site should be directly related to the use of that site, or it would be considered to be warehousing. Following modifications would be made to section 169.01: Off-Street Parking, and 169.06(7): Accessory Uses in All Other Zones.

### **169.01 OFF-STREET PARKING.**

1. General. There shall be provided at the time of erection of any main building or at any time such buildings are altered, enlarged, converted, or increased in capacity – or when a change in the use would require additional parking – minimum off-street parking space with adequate provision for ingress and egress by standard-sized vehicles, in accordance with the requirements of this section.

2. Off-Street Loading Space Required. In any district every building or part hereafter erected, having a gross floor area of 10,000 square feet or more, which is to be occupied by manufacturing, storage, warehouse, goods display, retail store, wholesales store, market, hotel, hospital, mortuary, office buildings, dry cleaning, or similar uses which require the receipt or distribution by vehicles of material or merchandise, there shall be provided and maintained on the same lot with such building at least one off-street loading space, and for multiple-tenant commercial/retail shopping centers, one additional such loading space for every 20,000 square feet or fraction thereof of gross floor area used in excess of 10,000 square feet, provided that the total number of loading spaces is not required to be more than the total number of occupying tenants.

A. Each loading space shall be not less than 10 feet in width and 20 feet in length for loading spaces not requiring loading dock access, and 50 feet in length for loading dock access for trucks, designed in a manner acceptable to the City providing adequate space for loading access.

B. Such loading area may occupy part of a required yard or court space, except yard or court space required by bulk regulations specified in each zoning district, and provided the loading area and access roadways meet all setback required of off-street parking areas as set forth in subsection 10 of this section.

C. Loading yards and loading docks shall be buffered from the general public view, public street, public buildings, recreation facilities, parks, schools, places of assembly, residential zones and uses, and from all other adjoining properties where is determined said loading areas are considered offensive to more restrictive adjoining uses.

D. All loading yards and access to loading yards and loading docks shall be paved with asphaltic or Portland cement concrete pavement in accordance with surfacing requirements set forth in subsection 11 of this section.

3. Off-Street Parking Definition. Off-Street Parking is defined in this chapter as marked spaces as well as associated drives and aisles used for access or maneuvering vehicles, and all islands, walkways, or additional hard surface areas intended to accommodate all employee parking, visitor and customer parking, and other temporary use where vehicles come and go and fit within individual spaces; on private property. Off-street parking shall not be used for storage except as provided in 169.13(6).

4. Off-Street Parking Area Storage Definition. Storage related to off-street parking areas is defined in this chapter as the act of keeping any property on or within off-street parking area(s) for more than 10 consecutive hours out of any 24 hour period.

**Commented [DW1]:** "something that is owned by a person, business, etc."

3-5. Required Number of Parking Spaces. The off-street parking spaces required for each use permitted by this code shall not be less than as set out in Table 169-A, provided that any fractional parking space be computed as a whole space. Notwithstanding the amount of off-street parking required by this code, the Code Official may approve less off-street parking when the proponent of a use demonstrates that, because of special circumstances involved with a particular use, it is obvious that the off-street parking required by this code exceeds any reasonable likely need.

**Table 169-A – Off-Street Parking Schedule**

USE	NUMBER OF PARKING SPACES REQUIRED
One- and Two-Family Dwelling	2 per dwelling unit
Multi-Family Units	2.2 per dwelling unit
Elderly Multi-Family Units	1.2 per dwelling unit
Vehicle Fueling and Service Station	1 for every 300 gross square feet, plus 1 per employee
Vehicle Repair Garage	1 for every 300 gross square feet, plus 1 per employee
Professional Office	1 for every 200 gross square feet
Retail	1 for every 200 gross square feet
Communication Equip Room	1 for every 2,000 gross square feet
Restaurant	1 for every 100 gross square feet
Restaurant, Delivery, No seating	1 for every 500 gross square feet, plus 1 per employee
Dance Hall	1 for every 100 gross square feet
Funeral Homes, Mortuaries	1 for every 200 gross square feet
Warehouse	1 for every 2,000 gross square feet, plus 1 per employee
Assembly	1 for every 4 seats provided
Place of Worship	1 for every 10 seats provided
Medical Office	1 for every 200 gross square feet
Schools	1 for every 3.5 seats in assembly rooms, plus 1 for each faculty member
Radio and Television Station	1 for every 400 gross square feet
Hospital	1 for each bed, plus 1 for each employee
Hotel/Motels	1 for each guest room, plus 1 for every 500 square feet
Industry	1 for every 500 square feet

4-6. Parking Stall Dimensions.

A. Width. A minimum width of 9 feet shall be provided for each parking stall, with the following exceptions:

- (1) Compact parking stalls may be 8 feet wide.
- (2) Parallel parking stall may be 8 feet wide.

B. Length. A minimum length of 19 feet shall be provided for each parking stall, with the following exceptions:

- (1) Compact parking stall may be 15 feet in length.
- (2) Parallel parking stalls shall be a minimum 22 feet in length.

~~5-7.~~ Driveway Design. All parking facilities access drives located within the public right-of-way shall be installed in accordance with the Municipal Design Standards.

~~6-8.~~ Driveway Width. Every parking facility shall be provided with one or more access driveway, the width of which shall be the following:

- A. RS and RD driveways – at least 10 feet
- B. All other driveways and aisles – 12 feet for one-way enter/exit; 22 feet for two-way enter/exit.

~~7-9.~~ Driveway and Ramp Slopes. The maximum slope of any driveway or ramp shall not exceed 20 percent. Transition slopes in driveways and ramps shall be provided in accordance with the Municipal Design Standards.

~~8-10.~~ Stall Accessibility. Each required parking stall shall be individually and easily accessible based on good engineering practice. No automobile shall be required to back onto any public street or sidewalk to leave any parking stall when such stall serves more than one- and two-family dwelling uses. All portions of a public lot or garage shall be accessible to other portions thereof without requiring the use of any public street.

~~9-11.~~ Compact-to-Standard Stall Ratio. The maximum ratio of compact stalls to standard stalls in any parking area shall not exceed 1 to 3.

~~10-12.~~ Parking Facility and Loading Area Setback Requirements. Every public or private off-street parking area and loading area shall be developed and maintained in accordance with the following requirements:

**Pavement to Property Line Minimum Setback Distance <sup>1</sup>**

District	R.O.W. Line	Side Lot Line	Rear Lot Line
R	25 feet <sup>2</sup>	3 feet <sup>3</sup>	3 feet <sup>4</sup>
R/FB	10 feet <sup>5</sup>	5 feet	5 feet
C	10 feet	5 feet	5 feet
O/RP	25 feet	25 feet	10 feet
I	10 feet	5 feet	5 feet

- 1 The required setback area shall be landscaped in accordance with Section 169.02
- 2 RS and RD Districts driveways and any associated off-street parking areas may be within the front yard, but shall not occupy greater than 50 percent of the area between the building setback line and public right of way, shall not provide greater than one parking space in addition to that provided in the travel portion of the driveway, and so graded to dispose of surface water to the street or public designated storm water drainage facilities.

- |   |  |
|---|--|
| 3 | Except for a lot line between zero lot developments.   |
| 4 | In all R districts the required parking area shall be at least 20 feet from any public or private alley right-of-way line. |
| 5 | Except parking is permitted in the R-FB dwelling lot front yard area.  |

~~11-13.~~ 13. Surface Material. All off-street parking, loading areas, and access drives shall have a durable and dust-free surface paved with asphaltic or Portland cement concrete pavement in accordance with the specifications as herein set forth. Off-street parking of automobiles, vans, campers, trucks, trailers, tractors, recreational vehicles, boats, construction equipment, and any other mobile vehicle equipped for street and highway travel shall be on an asphaltic or Portland cement concrete paved off-street parking area as required herein and not parked or stored within the landscaped open spaced area. Exception: Occupants in RS and RD Districts may store ~~a~~ one boat, RV or camper less than 15,000 pounds in the side and rear yard landscaped area either on the paved driveway or at the side of the house behind the front yard setback, but only on paving that meets the required side yard building setback. All off-street parking areas and associated driveway, access roadways, and frontage roads, except driveways for single-family residences, shall be constructed with permanent, integrally attached 6-inch Portland cement concrete high curbing or curbing of alternate height acceptable to the City (prefabricated portable curb stops shall not be considered an acceptable alternate), and shall be so graded and drained as to dispose of all surface water accumulation within the area; and shall be so arranged and marked as to provide for orderly and safe loading or unloading and parking and storage of self-propelled vehicles. The minimum thickness of pavement of the parking facilities shall be as follows:

A. Portland cement concrete shall have a minimum thickness of four inches for residential uses and five inches for all other uses. The subgrade shall have a minimum subgrade modulus (K) of 150. Additional thickness of Portland cement concrete may be utilized to create an equivalent subgrade modulus if the existing subgrade modulus is less than 150.

B. Asphaltic concrete shall have a minimum thickness of four and one-half inches for residential uses and five and one-half inches for all other uses. The subgrade shall have a minimum CBR of 5. Additional thickness of asphaltic concrete may be utilized to create equivalent CBR of the existing CBR is less than 5. Pavement shall be designed in accordance with the Asphalt Institute's *Thickness Design Manual*.

~~12-14.~~ 14. Striping. All parking stalls shall be striped substantially. Exception: A private garage or parking area for the exclusive use of a single-family dwelling.

~~13-15.~~ 15. Lighting. The lighting standards, as set out in Section 169.12(I), shall be met as part of the off-street parking standards set out in this section.

(Ord. 13-15 – Feb. 14 Supp.)

~~14-16.~~ 16. Parking Area Lighting Fixture. The City shall approve all exterior lighting fixtures before installation. Wood utility poles shall not be used to support a parking light fixture.

~~15-17.~~ 17. Handicapped Parking Requirements. Provision of handicapped parking stalls within off-street parking and loading facilities shall be in accordance with the *Code of Iowa* Chapter 104A and this code.

A. These requirements apply to all public and private parking facilities, temporary or permanent, used by the general public.

**Commented [DW2]:** Comment: Boats, Rvs and campers can be almost as large as a house or outbuilding and are frequently not attractive. The solution that best maintains residential quality of life would be to disallow this storage, but since it has been in the code since about 2000, that is probably not practical.  
Options to consider:  
1. Grace period or 1, 5, 10 years.  
2. Grandfather existing for current owner.

(1) Parking spaces designated for physically disabled persons and accessible passenger loading zones that serve a particular building shall be located on the shortest possible accessible circulation route to an accessible entrance of the building. In separate parking structures or lots that do not serve a particular building, parking spaces for physically disabled persons shall be located on the shortest possible circulation route to an accessible pedestrian entrance of the parking facility. When handicapped parking spaces are required for buildings with more than one accessible entrance, the spaces shall be distributed so that each accessible entrance shall have at least one parking space located on the shortest accessible route to that entrance.

EXCEPTION: If the required number of spaces is less than the number of accessible entrances, the spaces shall be distributed so that as many entrances as possible are served by at least one handicapped parking space located on the shortest accessible route to those entrances.

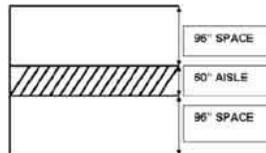
(2) Single parking spaces designated for physically handicapped people shall be at least 96 inches wide and shall have an adjacent access aisle 60 inches wide (see Figure 1). Parking vehicle overhangs shall not reduce the clear width of an accessible circulation route. Parking spaces and access aisles shall be level with surface slopes not exceeding 1:50 in all directions.

FIGURE 1



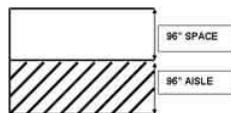
(3) Two accessible parking spaces may share a common access aisle. (See Figure 2.)

FIGURE 2



(4) The first parking space provided in a parking lot or parking structure, and every eighth handicapped parking space provided thereafter, shall be a van-accessible space. A van-accessible space shall be 96 inches wide with an adjacent access aisle at least 96 inches wide. (See Figure 3.) Two adjacent van-accessible spaces may share a common access aisle.

FIGURE 3



EXCEPTION: Entities providing handicapped parking spaces are not required to provide van-accessible spaces if all of the handicapped parking spaces provided in

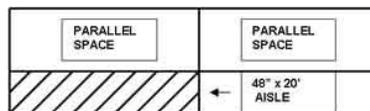
a parking lot or structure are universally accessible. A universally accessible space is at least 132 inches wide with an adjacent 60-inch wide access aisle. Two adjacent universally accessible spaces may share a common access aisle. (See Figure 4.)

FIGURE 4



(5) Passenger loading zones shall provide an access aisle at least 48 inches wide and 20 feet long adjacent and parallel to the vehicle pull-up space. (See Figure 5.) Vehicle standing spaces and access aisles shall be level with surface slopes not exceeding 1:48 in all directions.

FIGURE 5



NOTE: Projects which are required to comply with the *Uniform Federal Accessibility Standards* shall provide a width of 60 inches for the access aisle. (Ord. 14-19 – Feb. 15 Supp.)

(6) A minimum vertical clearance of 98 inches shall be provided at accessible passenger loading zones and along vehicle access routes to such areas from site entrances.

NOTE: *Uniform Federal Accessibility Standards* require 114 inches of vertical clearance. (Ord. 14-19 – Feb. 15 Supp.)

(7) If there are curbs between the access aisle and vehicle pull-up space, then a curb ramp complying with *Code of Iowa* Chapter 216C shall be provided. (Ord. 13-07 – July 13 Supp.)

(8) Accessible parking spaces shall be designated as reserved for physically handicapped people by a sign having a blue background and bearing the international symbol of accessibility in white. The handicapped parking sign shall be affixed vertically on another object so that it is readily visible to a driver of a motor vehicle approaching the handicapped parking space. (Ord. 13-07 – July 13 Supp.)

(9) At least two percent of the total parking spaces in any off-street nonresidential parking facility available to the public shall be designated as handicapped spaces, rounded to the nearest whole number of handicapped parking spaces, in compliance with the provisions of this section. All off-street parking facilities which provide 10 or more parking spaces shall designate handicapped parking spaces in accordance with the following Table 169-B:

**TABLE 169-B - HANDICAPPED PARKING SPACES**

Required Minimum Number of Total Parking Spaces	Handicapped Parking Spaces	Required Minimum Number of Total Parking Spaces	Handicapped Parking Spaces
10 to 25	1	201 to 300	7
26 to 50	2	301 to 400	8
51 to 75	3	401 to 500	9
76 to 100	4	501 to 1,000	2% of total
101 to 150	5	1,001 and over	20 spaces plus 1 for each 100 over 1,000
151 to 200	6		

NOTE: Projects which are required to comply with the *Uniform Federal Accessibility Standards* shall provide a minimum of one handicapped parking space.

(10) All public and private buildings and facilities, temporary and permanent, which are residences and which provide ten or more tenant parking spaces, excluding extended health care facilities, shall designate at least one handicapped parking space as needed for each individual dwelling unit in which a handicapped person resides. Residential buildings and facilities which provide visitors' parking of ten or more spaces shall designate handicapped parking spaces in the visitors' parking area in accordance with Table 169-B.

169.06(7). Accessory Uses in All Other Zones. A conditional use permit—City staff approval subject to section 169.13(6) is required for outdoor storage or display of any kind, except that 100 square feet or less of merchandise associated with the principal use may be displayed outdoors.

**Existing sections to be retained unchanged:**

169.06(6). Miscellaneous Parking and Storage. No person shall park, keep or store, or permit the parking or storage of an inoperable vehicle, vehicle component parts, or miscellaneous junk and debris on any public or private property, in any zoning district, unless it shall be in a completely enclosed building. This regulation does not apply to legitimate businesses operating in a lawful place and manner, in accordance with the zoning regulations, provided however, that any outside areas used for parking and storage shall be screened from public view if required by the regulations of the zoning district within which they are located.

169.13(6). Open Storage of Materials and Equipment. Outside storage of materials and equipment is permitted in certain commercial and industrial districts subject to City staff approval of a site plan showing details of the site and the storage area. In those cases, a green belt planting strip consisting of evergreen shrubs and trees shall be used to screen the storage from view from all public ways and all neighboring properties. Such planting strip shall be of sufficient width and density as determined by City staff to provide an effective and aesthetically pleasing screen with trees and shrubs not less than five feet in height when planted. In lieu of planting strips, a six-foot tall solid vertical fence or masonry, heavy wood construction, or

**Commented [DW3]:** This change is to clean up this section, missed when we amended the ordinance some time ago to allow staff review and approval of outdoor storage areas.

other similar material approved by the Building Official may be used as a screen. All such open storage shall be allowed only on hard-surface areas paved to parking lot specifications with asphalt or concrete.

170.01(H). No commercial equipment or materials related to the home occupation, including but not limited to trailers, tanks, generators, and similar equipment not found at a typical residential home, shall be parked or stored on the street or on the property other than inside a completely enclosed garage. No more than one commercial truck with a chassis rating of one ton or less may be parked at the home, and no trucks with a chassis rating of over one ton may be parked at the home.

Chapter 69, Parking Regulations. This chapter of the City Code is not within the Zoning Ordinance chapter, and establishes regulations for mainly parking within street rights-of-way, not on private property.

Chapter 146 – Housing Code. Section 146.20(9): Off-Street Parking.

A. The spaces shall be well marked.

B. Only hard-surfaced spaces, drives and aisles shall be used for the parking and maneuvering of vehicles.

C. All parking spaces, drives and aisles used for the maneuvering and parking of vehicles shall be kept free of snow, ice, debris, garbage, trash and other obstructions.....

*Thanks to Kylie Pentecost for identifying several of these sections.*

## **CODE AMENDMENT FOR NEW SINGLE-FAMILY DISTRICT**

### **168.02 RS ZONES – SINGLE-FAMILY RESIDENCE DISTRICTS.**

1. Defined. Allowable RS Zone uses are:
  - A. RS-3 Single-Family Residence District. The RS-3 Single-Family Residence District is intended to provide and maintain low-density single-family residential neighborhoods with a minimum lot size of 15,000 square feet. The district shall include appropriate neighborhood facilities such as public parks, libraries, schools, churches, and recreational facilities, and is intended to protect these residential areas from encroachment of incompatible uses. Commercial uses are limited to allowable home occupations.
  - B. RS-4 Single-Family Residence District. The RS-4 Single-Family Residence District is intended to provide and maintain low-density single-family residential neighborhoods with a minimum lot size of 10,000 square feet. The district shall include appropriate neighborhood facilities such as public parks, libraries, schools, churches, and recreational facilities, and is intended to protect these residential areas from encroachment of incompatible uses. Commercial uses are limited to allowable home occupations.
  - C. RS-6 Single-Family Residence District. The RS-6 Single-Family Residence District is intended to provide for and maintain moderate density single-family residential neighborhoods with a minimum lot size of 7,000 square feet. The district shall include appropriate neighborhood facilities such as public parks, libraries, schools, churches, and recreational facilities, and is intended to protect these residential areas from encroachment of incompatible uses. Commercial uses are limited to allowable home occupations.
  - D. RS-7 Single-Family Residence District. The RS-7 Single-Family Residence District is intended to provide for and maintain moderate to high-density single-family residential neighborhoods with a minimum lot size of 6,000 square feet. The district shall include appropriate neighborhood facilities such as public parks, libraries, schools, churches, and recreational facilities, and is intended to protect these residential areas from encroachment of incompatible uses. Commercial uses are limited to allowable home occupations.
    - (1) The following conditions are required for a development consisting solely of RS-7 zoning:
      - (a) Planned Area Development submittal.
      - (b) A variety of housing designs are required. A Planning Commission subcommittee will be created to review all elevations of proposed home design before building permits are issued. If the subcommittee does not approve of an elevation, the applicant may appeal to the Commission for final approval.
      - (c) Alleys are preferred. A homeowners association will be responsible for maintenance of alleys.
      - (d) Two-stall garages will be required for every lot within the RS-7 District.
      - (e) One two-inch caliper tree will be required in the front yard of each lot within the RS-7 District.

- (f) A minimum of 25 percent of the development will be reserved as open space.
- (2) The following conditions are required for a development consisting of RS-7 combined with other RS zoning:
  - (a) A maximum of 10 percent of the area of the Single-Family Residential District may be zoned RS-7. The development must be a minimum of 40 acres for the inclusion of the RS-7 Zoning.
  - (b) It is preferred to have a transition of RS-6 Single-Family Residential District adjoining the RS-7 zoned lots to serve as a buffer between RS-3 and RS-4 zoned lots.

E. RS-8 Single-Family Residence District. The RS-8 Single-Family Residence District is intended to provide for and maintain moderate to high-density single-family residential neighborhoods with a minimum lot size of 5,000 square feet. The district shall include appropriate neighborhood facilities such as public parks, libraries, schools, churches, and recreational facilities, and is intended to protect these residential areas from encroachment of incompatible uses. Commercial uses are limited to allowable home occupations. The use of the RS-8, Single-Family Residence District shall be limited to the existing RS-8 Zones within the City, primarily designated as the original town of North Liberty bounded by Zeller Street, Dubuque Street, Penn Street, and Stewart Street. The use of the RS-8 Zoning District for any new development within the City is discouraged as being incompatible with the desired design standards for the City.

E.F. RS-9 Single-Family Residence District. The RS-9 Single-Family Residence District is intended to provide for and maintain high-density single-family residential neighborhoods with a minimum size of 4,500 square feet. The district shall include appropriate neighborhood facilities such as public parks, libraries, schools, churches, and recreational facilities, and is intended to protect these residential areas from encroachment of incompatible uses. Commercial uses are limited to allowable home occupations.

E.G. RS-O, Single-Family Residential Special Use District. The RS-O, Single-Family Residential Special Use District is intended to be limited in use and will only be used for those special situations where the establishment of this district will not alter the essential character of any residential district in which it could be placed, and will, in addition, require that any land owner desiring to establish this district shall enter into a written agreement with the City to abide by such terms and conditions as required by the City.

- (1) Use Regulations. An existing single-family dwelling in the RS-O District will be permitted to be used as a professional office in said dwelling.
- (2) Written Agreement. An applicant shall enter into a written agreement with the City agreeing to abide by any restrictions or conditions set forth by the Council as a condition of the rezoning, including:
  - (a) No more than seven full-time employees will be allowed on said premises, including the owner, during normal working hours.
  - (b) Adequate off-street parking for each employee, up to a maximum of seven parking places, shall be provided. All employees shall park in designated off-street parking spaces.
  - (c) There shall be no exterior display, no exterior sign, and no exterior storage of materials which would indicate the nature of the use of the dwelling.

- (d) There will be no walk-in or retail business conducted on the premises.
- (e) The use will be subject to an annual inspection and renewal by the City.
- (f) The dwelling will maintain a residential character both on the interior and exterior.
- (g) At such time as the business use terminates in the premises or ceases to be used as a business use for six months in any 12-month period, the owner will consent to the City's rezoning the property for residential use only.

2. RS Use Regulations. Principal and accessory uses permitted in the RS Zone District shall be prescribed in Table 168.02-A.

3. Bulk Regulations. The minimum area, setback, density, and maximum height requirements shall be as prescribed in the following Tables:

- RS-3 Table 168.02-B
- RS-4 Table 168.02-C
- RS-6 Table 168.02-D
- RS-7 Table 168.02-E
- RS-8 Table 168.02-F
- [RS-9 Table 168.02-G](#)

4. Accessory Uses. Accessory uses are permitted subject to the provisions of Section 169.06.

5. Home Occupations. Home occupations are permitted subject to the provisions of Section 170.01.

6. Off-Street Parking. Off-street parking shall be provided according to the provisions of Section 169.01.

7. Signs. Signs shall be permitted according to the provisions of Chapter 173.

**TABLE 168.02-A – RS ZONES USES**

P = Permitted, C = Conditional, A = Accessory, N = Not Allowed

Land Uses		Notes
Community Buildings	P	Owned or operated by public or private agencies or organizations. Not commercial.
Country Clubs	P	Except miniature golf courses and commercial driving ranges. No parking allowed in required front yard.
Dog Runs, Keeping of Small Animals	A	See Section 169.06
Emergency Shelters	A	
Family Homes	P	Minimum separation of ¼ mile between family homes.
Food Pantry	C	Only if accessory to places of worship. See Section 169.06 of this code.
Garden Houses	A	See Section 169.06

Golf Courses	P	Except miniature golf courses and commercial driving ranges. No parking allowed in required front yard.
Group Daycare Homes	P	Subject to annual licensing. See specific code section.
Home Occupations	A	
Home Occupation Daycares	P	Subject to issuance of a zoning certificate. See specific code section.
Parks	P	Owned or operated by public or private agencies or organizations. Not Commercial.
Parochial or Private Schools	P	Curricula similar to public schools; no boarding
Places of Worship	P	
Playgrounds	P	Owned or operated by public or private agencies or organizations. Not commercial.
Pre-School	C	Must provide a minimum of 100 square feet of open play space per child
Private Garages	A	See Section 169.06
Private Greenhouses / Plant Nurseries	A	See Section 169.01
Private Swimming Pools	A	
Public Schools	P	
Single-Family Dwellings	P	Minimum structure width 20 feet; minimum roof pitch 4:12
Storage Shed	A	See Section 169.06
Temporary Construction Buildings	A	
Tennis Courts	P	
Utility and Service Uses	P	

**TABLE 168.02-B – RS-3 BULK REGULATIONS**

Principal Permitted Uses	Minimum Lot Size Requirement			Minimum Yard Requirement			
	Frontage	Width	Area	Front Yard Depth	Each Side Yard Width	Rear Yard Depth	Maximum Height
Single-Family Dwellings, Family Homes	50 feet	100 feet	15,000 square feet	25 feet	10 feet	30 feet	35 feet or 2½ stories
Community Buildings, Country Clubs, Public, Parochial or Private Schools, Places of Worship, Nurseries, Daycare, Pre-School	100 feet	100 feet	20,000 square feet	50 feet	20 feet	50 feet	35 feet or 2½ stories
Tennis Courts, Parks	50 feet	100 feet	15,000 square feet	30 feet	20 feet	30 feet	35 feet or 2½ stories
Golf Courses	300 feet	300 feet	65 acres	NA	NA	NA	

**TABLE 168.02-C – RS-4 BULK REGULATIONS**

Principal Permitted Uses	Minimum Lot Size Requirement			Minimum Yard Requirement			
	Frontage	Width	Area	Front Yard Depth	Each Side Yard Width	Rear Yard Depth	Maximum Height
Single-Family Dwellings, Family Homes	40 feet	80 feet	10,000 square feet	25 feet	10 feet	30 feet	35 feet or 2½ stories
Community Buildings, Country Clubs, Public, Parochial or Private Schools, Places of Worship, Nurseries, Daycare, Pre-School	50 feet	100 feet	20,000 square feet	50 feet	20 feet	50 feet	35 feet or 2½ stories
Tennis Courts, Parks	50 feet	100 feet	10,000 square feet	30 feet	20 feet	30 feet	35 feet or 2½ stories
Golf Courses	300 feet	300 feet	65 acres	NA	NA	NA	

**TABLE 168.02-D – RS-6 BULK REGULATIONS**

Principal Permitted Uses	Minimum Lot Size Requirement			Minimum Yard Requirement			
	Frontage	Width	Area	Front Yard Depth	Each Side Yard Width	Rear Yard Depth	Maximum Height
Single-Family Dwellings, Family Homes	35 feet	70 feet	7,000 square feet	25 feet	8 feet	30 feet	35 feet or 2½ stories
Community Buildings, Country Clubs, Public, Parochial or Private Schools, Places of Worship, Nurseries, Daycare, Pre-School	50 feet	100 feet	20,000 square feet	50 feet	30 feet	50 feet	35 feet or 2½ stories
Tennis Courts, Parks	40 feet	100 feet	10,000 square feet	30 feet	20 feet	30 feet	35 feet or 2½ stories
Golf Courses	300 feet	300 feet	65 acres	NA	NA	NA	

**TABLE 168.02-E – RS-7 BULK REGULATIONS**

Principal Permitted Uses	Minimum Lot Size Requirement			Minimum Yard Requirement			
	Frontage	Width	Area	Front Yard Depth	Each Side Yard Width	Rear Yard Depth	Maximum Height
Single-Family Dwellings, Family Homes	35 feet	60 feet	6,000 square feet	20 feet	5 feet	25 feet	35 feet or 2½ stories
Community Buildings, Country Clubs, Public, Parochial or Private Schools, Places of Worship, Nurseries, Daycare, Pre-School	50 feet	100 feet	20,000 square feet	50 feet	20 feet	50 feet	35 feet or 2½ stories
Tennis Courts, Parks	40 feet	100 feet	10,000 square feet	30 feet	20 feet	30 feet	35 feet or 2½ stories
Golf Courses	300 feet	300 feet	65 acres	NA	NA	NA	

**TABLE 168.02-F – RS-8 BULK REGULATIONS**

Principal Permitted Uses	Minimum Lot Size Requirement			Minimum Yard Requirement			
	Frontage	Width	Area	Front Yard Depth	Each Side Yard Width	Rear Yard Depth	Maximum Height
Single-Family Dwellings, Family Homes	35 feet	60 feet	5,000 square feet	20 feet	5 feet	25 feet	35 feet or 2½ stories
Community Buildings, Country Clubs, Public, Parochial or Private Schools, Places of Worship, Nurseries, Daycare, Pre-School	50 feet	100 feet	20,000 square feet	50 feet	20 feet	50 feet	35 feet or 2½ stories
Tennis Courts, Parks	40 feet	100 feet	10,000 square feet	30 feet	20 feet	30 feet	35 feet or 2½ stories
Golf Courses	300 feet	300 feet	65 acres	NA	NA	NA	

**TABLE 168.02-G – RS-9 BULK REGULATIONS**

Principal Permitted Uses	Minimum Lot Size Requirement			Minimum Yard Requirement			
	Frontage	Width	Area	Front Yard Depth	Each Side Yard Width	Rear Yard Depth	Maximum Height
Single-Family Dwellings, Family Homes	35 feet	40 feet	4,500 square feet	25 feet	5 feet	25 feet	35 feet or 2½ stories
Community Buildings, Country Clubs, Public, Parochial or Private Schools, Places of Worship, Nurseries, Daycare, Pre-School	50 feet	100 feet	20,000 square feet	50 feet	20 feet	50 feet	35 feet or 2½ stories
Tennis Courts, Parks	40 feet	100 feet	10,000 square feet	30 feet	20 feet	30 feet	35 feet or 2½ stories
Golf Courses	300 feet	300 feet	65 acres	NA	NA	NA	

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**ADDITIONAL RELATED INFORMATION FROM HERE ON**

**169.12 DESIGN STANDARDS.** This section is intended to provide consistent high-quality general design standards for the community.

1. Requirements for All Districts. The following requirements shall be observed for all development in all districts:
  - A. Building design shall be visually harmonious and compatible with the neighborhood character.
  - B. Buildings located on property with double frontages shall have similar wall design facing both streets.

C. Buildings shall have a consistent architectural style throughout the development on each lot, as defined by repetition of exterior building material and colors, and architectural elements.

D. Except for the RS districts, color schemes shall be based on earth tones or other compatible colors.

E. Special attention shall be taken to incorporate external mechanical equipment into the design such that it does not detract from the aesthetics of the site and building.

F. Pitched roofs with a minimum slope 5:12 are preferred. The color of the roof should be earth-toned.

G. Roof top equipment shall be screened.

H. Reflective surfaces that may cause glare or traffic hazards are not acceptable.

I. Lighting Illumination Requirements. Exterior lighting shall relate to the scale and location of the development in order to maintain adequate security while preventing a nuisance or hardship to adjacent properties or streets. Except for lighting of loading areas, service areas, and for architectural emphasis, floodlighting is prohibited. Lighting shall comply with the following requirements.

(1) Light fixtures 300 feet or less from a residential zone shall be mounted no higher than 25 feet.

(2) Light fixtures greater than 300 feet from a residential zone shall be mounted no higher than 35 feet.

(3) All lights greater than 2,000 lumens, both pole-mounted and wall-mounted, shall be equipped with cutoff shields, so that no light shines above the horizontal and no direct light falls beyond the property line. Light reflectors and refractors may be substituted for shields on ornamental and pedestrian light fixtures.

(4) Light fixtures used to illuminate flags, statues, and objects mounted on a pole or pedestal shall use a narrow cone of light that does not extend beyond the illuminated object.

(5) Outdoor recreational facilities permitted by conditional use may be exempt from the specific exterior lighting standards, provided the Board of Adjustment approves a lighting plan as part of the conditional use approval process.

(6) Illumination shall not exceed one foot-candle at property boundaries of multi-family, commercial, and industrial uses adjacent to or across the street from a residential zone, or a commercial zone in which residential uses are permitted.

*(Ord. 13-15 – Feb. 14 Supp.)*

J. Front elevations and corner side yard elevations of principal structures below the bottom edge of roof shall be composed of not less than 25% masonry products, with the following exceptions:

(1) No masonry is required in the RS-7 and RS-8 districts, and

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**165.04 PERMIT REQUIREMENTS.**

3. Site Plans Required.

A. Site plans are required for all new property development or redevelopment. All such site plans except those for stand-alone single-family homes and zero-lot duplex homes shall be reviewed by the Commission and approved by the Council. Single-family and zero-lot site plans are reviewed for code conformance and approved by the City Building Official.

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## **SIGN AMENDMENT FOR PUBLIC ZONE**

### **173.07 SIGNS IN COMMERCIAL ZONES AND THE PUBLIC ZONE.**

1. Development Complexes/Multi-Tenant Buildings. Development complexes shall be permitted one ground sign per public street frontage. The maximum permitted sign area for each development complex sign shall be as provided within the applicable zoning district, plus 10 additional square feet per business, enterprise, institution or franchise within development complex, but no more than 50 percent of the base allowable sign area.

2. Business and Public Use Signs. Each enterprise, institution, or business shall be permitted wall signs, one canopy sign per street frontage, and one ground sign per public street frontage, subject to the following maximum size requirements. Multiple businesses in the same building shall apportion façade length, building wall, and street frontage such that any maximum size requirement is not exceeded for a particular property.

A. Maximum Wall Sign Area. The total area of wall signage shall not exceed the following requirements for each building wall to which the signage is attached.

(1) In the C-1-A, ~~and C-1-B~~, and Public zone districts, one square foot for each lineal foot of building wall when viewed in elevation, not to exceed the following maximums:

- (a) 40 square feet for building walls up to 50 feet in length.
- (b) 80 square feet for building walls over 50 feet in length.

(2) In the C-2-A and C-3 zone districts, two square feet for each lineal foot of building wall when viewed in elevation, not to exceed 300 square feet.

B. Maximum Ground Sign Area.

(1) In the C-1-A and Public zone districts, one ground sign is permitted per public street access. The surface area for each sign shall not exceed 50 square feet, except for development complexes as specified in section 173.07(1), and the height shall not exceed 20 feet.

(2) In the C-1-B zone district, one ground sign is permitted per street frontage. The surface area for each sign shall not exceed 50 square feet, except for development complexes as specified in section 173.07(1), and the height shall not exceed 20 feet.

(3) In the C-2-A and C-3 zone districts, one ground sign is permitted per street frontage. The surface area for each sign shall not exceed 100 square feet, except for development complexes as specified in section 173.07(1), and the height shall not exceed 24 feet.

C. Canopy Sign Area and Dimensions.

(1) The maximum allowable sign area shall be one square foot for each lineal foot of width of the canopy, awning, or similar structure from which the sign is attached, as measured perpendicular to the building wall.

(2) The maximum allowable horizontal length of a canopy sign shall be equal to the width of the canopy, awning, or similar structure from which the sign is attached, as measured perpendicular to the building wall.

(3) The minimum vertical clearance between the lower edge of a canopy or awning and the ground shall be eight feet.



## **Planning Commission**

Minutes

March 1, 2016

### **Roll Call**

At 6:30 p.m., Chair Ronda Detlefsen called the March 1, 2016 Planning Commission meeting to order. Commission members present: Ronda Detlefsen, Adam Gebhart, Jason Heisler, Kylie Pentecost, and Patrick Staber; absent – Jennifer Bleil, Josh Covert.

Others present: Dean Wheatley, Tracey Mulcahey, Scott Peterson, Stefan Juran, Dan Schmidt, Glen Meisner and other interested parties.

### **Agenda Approval**

Heisler moved, Gebhart seconded to approve the agenda. The vote was all ayes. Agenda approved.

### **Liberty View Mall Site Plan**

#### *Staff Presentation*

Wheatley presented the request of Lien T. Vu and Sankar Baruah to approve a site plan for commercial property located at the southwest corner of West Penn Street and Country Lane, west of LL Pelling. Staff recommends approval of the application with no conditions.

#### *Applicants Presentation*

Dan Schmidt, Brain Engineering, was present on behalf of the applicant. He presented additional information and offered to answer questions. The Commission discussed the application with Schmidt.

#### *Public Comments*

No public comments were offered.

#### *Questions and Comments*

The Commission discussed added traffic turning movements on Penn Street to the development. Positive comments on the design were given. The Commission also discussed Country Lane not being extended and the number of parking spots on the site.

#### *Recommendation to the City Council*

Pentecost moved, Heisler seconded to recommend approval to the City Council with no conditions. The vote was: ayes- Staber, Detlefsen, Pentecost, Gebhart, Heisler; nays – none. Motion carried.

**Butcher's Second Subdivision Fringe Area Preliminary Plat**

*Staff Presentation*

Wheatley presented the request of Stephen D. & Cynthia A. Butcher to approve Butcher's Second Subdivision, a plat for property located on the east side of Scales Bend Road beyond the corporate limits but within the Fringe Area Agreement area with Johnson County. Staff recommends approval of this subdivision.

*Applicants Presentation*

Glen Meisner, MMS Consultants, was present on behalf of the applicant. He presented additional information and offered to answer questions.

*Public Comments*

No public comments were offered.

*Questions and Comments*

The Commission had no questions or comments.

*Recommendation to the City Council*

Gebhart moved, Pentecost seconded to recommend approval of the subdivision to the City Council with no conditions. The vote was: ayes- Gebhart, Detlefsen, Staber, Pentecost, Heisler; nays - none. Motion carried.

**Zoning Ordinance Amendment**

This item was left on the table for the next meeting.

**Approval of Previous Minutes**

Gebhart moved, Pentecost seconded to approve the minutes of the February 2, 2016 Planning Commission minutes. The vote was all ayes. Motion carried.

**Old Business**

No old business was presented.

**New Business**

Wheatley reported that at least two new cases were received for next month.

**Adjournment**

At 6:45 p.m., Gebhart moved, Staber seconded to adjourn. All ayes. Meeting adjourned.