



North Liberty Planning Commission
Tuesday, August 4, 2020, 6:30 PM

Notice: Due to the COVID-19 pandemic, public health and safety concerns require City of North Liberty public meetings to be held electronically, so as to limit the spread of the virus. The public is invited to submit questions and comments in advance of the meeting for consideration submitting them to the City Clerk Tracey Mulcahey via email at tmulcahey@northlibertyiowa.org.

This meeting may be accessed live by the public as follows:

By internet video:

- northlibertyiowa.org/live.
- Facebook at facebook.com/northliberty.
- YouTube at www.youtube.com/channel/UCrCw6ipAPjJnd-olpRgPJcg.

By phone:

Call 1 (312) 626 6799 with a touch-tone phone and to enter the meeting ID 834 3877 3067 and eight-digit meeting password 85848739.

Meetings are rebroadcast on cable and available on-demand on northlibertyiowa.org.

Call to Order

1. Roll Call

2. Approval of the Agenda

3. Public Hearing: Request of Tyler and Jennifer Doran for a zoning map amendment on 1.00 acre, more or less, from ID – Interim Development District to RS-4 Single-Unit Residence District on property located at 1475 South Jones Boulevard.

- a. Staff Presentation
- b. Applicants Presentation
- c. Public Comments
- d. Questions and Comments
- e. Recommendation to the City Council

4. **Public Hearing:** Request of Matt Peoples on behalf of LJP Management, LLC for a zoning map amendment on .5 acres, more or less, from RD-10 – Two Unit Residence District and RS-4 – Single Unit Residence District to RS-O – Single Unit Residential Special Use District on property located at 205 West Penn Street.
 - a. Staff Presentation
 - b. Applicants Presentation
 - c. Public Comments
 - d. Questions and Comments
 - e. Recommendation to the City Council
5. **Approval of Previous Minutes**
6. **Old Business**
7. **New Business**
8. **Adjournment**



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **July 31, 2020**
Re **Request of Tyler Doran and Jennifer Doran for a zoning map amendment on 1 acre, more or less, from ID – Interim Development District to RS-4 – Single-Unit Residence District on property located at 1475 South Jones Boulevard.**

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
Grant Lientz, City Attorney
Tom Palmer, City Building Official
Kevin Trom, City Engineer
Ryan Rusnak, Planning Director

Current Zoning:

The property is currently zoned ID – Interim Development District.

Proposed Zoning:

The applicants are requesting a zoning map amendment to RS-4 – Single-Unit Residence District to allow a future subdivision of the property and the construction of a new single-family dwelling at the western portion of the property.



The RS-4 Single-Unit Residence District is intended to provide and maintain low-density single-unit 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.

Public Input:

Letters were sent to property owners within 200 feet of the subject property notifying them of the June 25, 2020 good neighbor meeting. One person attended the meeting and just had general questions regarding the purpose of the request.

This request was published in the July 30, 2020 edition of the North Leader. To date, staff has not received any verbal or written objections to the request.

Consistency with Comprehensive Plan:

Land Use Plan designation: Residential (Please see attached Land Use Plan Map). The North Liberty Comprehensive Plan articulates the following regarding residential uses:

The plan promotes the development of a diversified housing stock that is affordable to a wide range of incomes. Even though general planning goals include limiting residential uses along arterials and in some cases even collector streets, the miles of such frontages within the City make strict adherence to those goals impractical, and landscape buffers, limited access, and smart neighborhood street layouts are utilized to minimize traffic impacts. Higher density residential development is considered to be somewhat of a transitional buffer between office/commercial development and lower density residential neighborhoods, in part because it is practical to locate the greater numbers of residents found in the higher density developments closer to the commercial services they need.

It is staff's opinion that zoning map amendment would be consistent the North Liberty Comprehensive Plan Land Use Plan.

Compatibility with surrounding zoning and land uses:

With respect to residential zoning, this area contains a mixture of RS-4 Single-Unit Residence District, RS-6 – Single-Unit Residence District, RS-7 Single-Unit Residence District and RD-10 Two-Unit Residence District. Please see attached Zoning Map.

It is staff's opinion that the RS-4 zoning would be compatible with the area.

Additional Considerations:

There will be a need for additional South Jones Boulevard right-of-way and the construction of a sidewalk along South Jones Boulevard. These would be addressed during the formal subdivision of the property.

Findings:

1. The zoning map amendment would be consistent the North Liberty Comprehensive Plan Land Use Plan; and
2. The RS-4 Single-Unit Residence District would be compatible with the area;

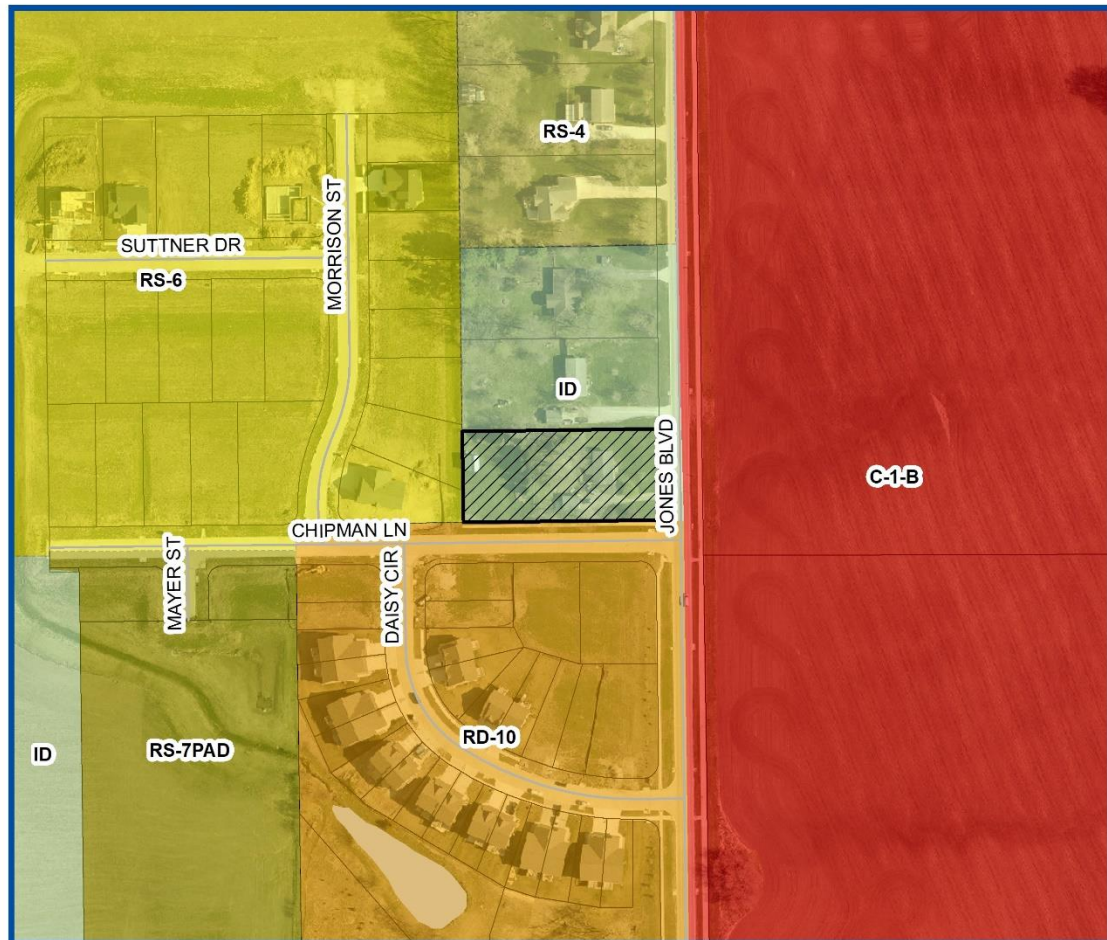
Recommendation:

Staff recommends the Planning Commission accept the two listed findings and forward the request of Tyler Doran and Jennifer Doran for a zoning map amendment on 1 acre, more or less, from ID – Interim Development District to RS-4 – Single-Unit Residence District on property located at 1475 South Jones Boulevard to the City Council with a recommendation for approval.

Planning Commission suggested motion:











I move that the Planning Commission accept the two listed conditions and forward the zoning map amendment to the City Council with a recommendation for approval.

Zoning Map




 1475 S Jones Blvd

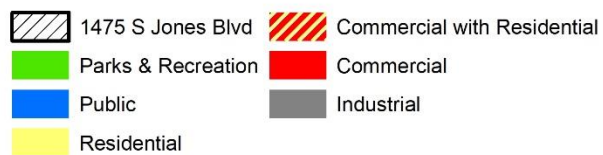
Zoning Districts


-  Public Use
-  ID: Interim Development
-  RS-3: Residential Single-Unit
-  RS-4: Residential Single-Unit
-  RS-6: Residential Single-Unit
-  RS-7: Residential Single-Unit
-  RS-8: Residential Single-Unit
-  RD-8: Residential Two-Unit
-  RD-10: Residential Two-Unit
-  R-FB: Residential Factory-Built

-  RM-6: Residential Multi-Unit
-  RM-8: Residential Multi-Unit
-  RM-12: Residential Multi-Unit
-  RM-21: Residential Multi-Unit
-  O/RP: Office/Research Park
-  C-1-A: Commercial, General
-  C-1-B: Commercial, General
-  C-2-A: Commercial, Highway
-  C-2-B: Commercial, Highway
-  C-3: Commercial, Concept
-  I-1: Industrial, Light

 N
 1 inch = 200 feet

Comprehensive Plan Future Land Use Map



N
 1 inch = 200 feet



To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **July 31, 2020**
Re **Request of Matt Peoples on behalf of LJP Management, LLC for a zoning map amendment on .5 acres, more or less, from RD-10 – Two Unit Residence District and RS-4 – Single Unit Residence District to RS-O – Single Unit Residential Special Use District on property located at 205 West Penn Street.**

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
Grant Lientz, City Attorney
Tom Palmer, City Building Official
Kevin Trom, City Engineer
Ryan Rusnak, Planning Director

Current Zoning:

The property is currently zoned RD-10 – Two Unit Residence District.

Proposed Zoning:

The applicant is requesting a zoning map amendment to the RS-O, Single-Unit Residential Special Use District to allow the existing residence to be converted to a professional office.

The RS-O, Single-Unit 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.

Section 168.02(G) of the North Liberty Code of Ordinances sets forth the use regulations and conditions:

- (1) Use Regulations. An existing single-Unit 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 (staff commentary in *italics*):
 - (a) No more than seven full-time employees will be allowed on said premises, including the owner, during normal working hours.

The applicant indicated that the business at this location would have two employees. The maximum seven full-time employees would be an on-going performance requirement.

- (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.

There is an existing off-street parking area that is able to accommodate four vehicles.



- (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.

No exterior display, signage or storage is being proposed.

- (d) There will be no walk-in or retail business conducted on the premises.

No walk-in or retail business is being proposed. The applicant is a financial planner and would conduct business on an appointment only basis.

- (e) The use will be subject to an annual inspection and renewal by the City.

This would be an on-going performance requirement.

- (f) The dwelling will maintain a residential character both on the interior and exterior.

The applicant intends to maintain a residential character both on the interior and exterior. The applicant has discussed with staff the possibility of making a small addition at the rear of the residence at some point in time. Staff would ensure that the addition would be compatible with the existing residence and adjacent properties.

- (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.

This would be an on-going performance requirement.

Public Input:

Letters were sent to property owners within 200 feet of the subject property notifying them of the June 25, 2020 good neighbor meeting. Two people attended the meeting.

The petitioner took the time to visit adjacent property owners to explain his intentions for the property.

Consistency with Comprehensive Plan:

Land Use Plan designation: Residential (Please see attached Land Use Plan Map). The North Liberty Comprehensive Plan articulates the following regarding residential uses:

The plan promotes the development of a diversified housing stock that is affordable to a wide range of incomes. Even though general planning goals include limiting residential uses along arterials and in some cases even collector streets, the miles of such frontages within the City make strict adherence to those goals impractical, and landscape buffers, limited access, and smart neighborhood street layouts are utilized to minimize traffic impacts. Higher density residential development is considered to be somewhat of a transitional buffer between office/commercial development and lower density residential neighborhoods, in part because it is practical to locate the greater numbers of residents found in the higher density developments closer to the commercial services they need.

It is staff's opinion that zoning map amendment would be consistent the North Liberty Comprehensive Plan Land Use Plan. This is because the RS-O District is so restrictive that it is compatible with residential land uses.

Compatibility with surrounding zoning and land uses:

With respect to residential zoning, this area contains a mixture of RS-4 Single-Unit Residence District, RS-6 – Single-Unit Residence District, RS-8 Single-Unit Residence District, RD-10 Two-Unit Residence District and RM-21 Multi-Unit Residence District. There are two properties zoned C-1B General Commercial District on the north side of West Penn Street west of North Stewart Street. Please see attached Zoning Map.

Since there is a mixture of residential and commercial properties and uses, a very small scale professional office would be compatible with the area.

Additional Considerations:

This property appears to have begun to fall in state of disrepair. So this is an excellent opportunity to rehabilitate the building while maintaining its existing residential character. The applicant has discussed with staff the possibility of making a small addition at the rear of the residence at some point in time.

The rear portion of the property is zoned RS-4 – Single-Unit Residence District. The applicant has no plans for development of this portion of the property at this time.

Findings:

1. The zoning map amendment would be consistent the North Liberty Comprehensive Plan Land Use Plan; and
2. The proposed use of the property would be compatible with the area;

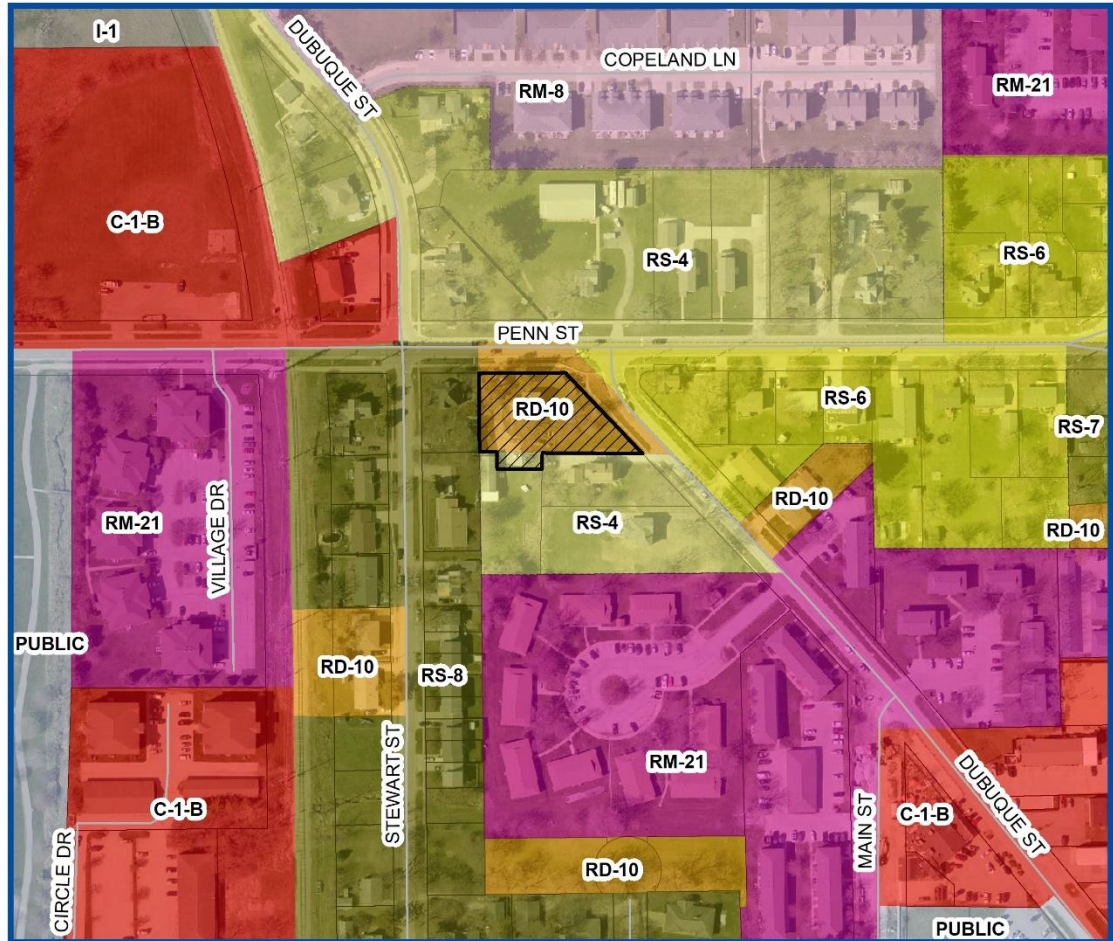
Recommendation:

Staff recommends the Planning Commission accept the two listed findings and forward the request of Matt Peoples on behalf of LJP Management, LLC for a zoning map amendment on .5 acres, more or less, from RD-10 – Two Unit Residence District to RS-O – Single Unit Residential Special Use District on property located at 205 West Penn Street to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the two listed conditions and forward the zoning map amendment to the City Council with a recommendation for approval.


Zoning Map




 205 W Penn St


Zoning Districts


 Public Use

 ID: Interim Development

 RS-3: Residential Single-Unit

 RS-4: Residential Single-Unit

 RS-6: Residential Single-Unit

 RS-7: Residential Single-Unit

 RS-8: Residential Single-Unit

 RD-8: Residential Two-Unit

 RD-10: Residential Two-Unit

 R-FB: Residential Factory-Built


 RM-6: Residential Multi-Unit

 RM-8: Residential Multi-Unit

 RM-12: Residential Multi-Unit

 RM-21: Residential Multi-Unit

 O/RP: Office/Research Park

 C-1-A: Commercial, General


 C-1-B: Commercial, General

 C-2-A: Commercial, Highway

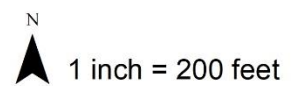
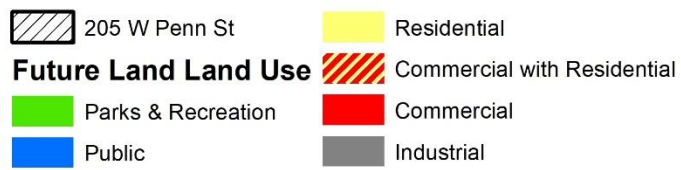
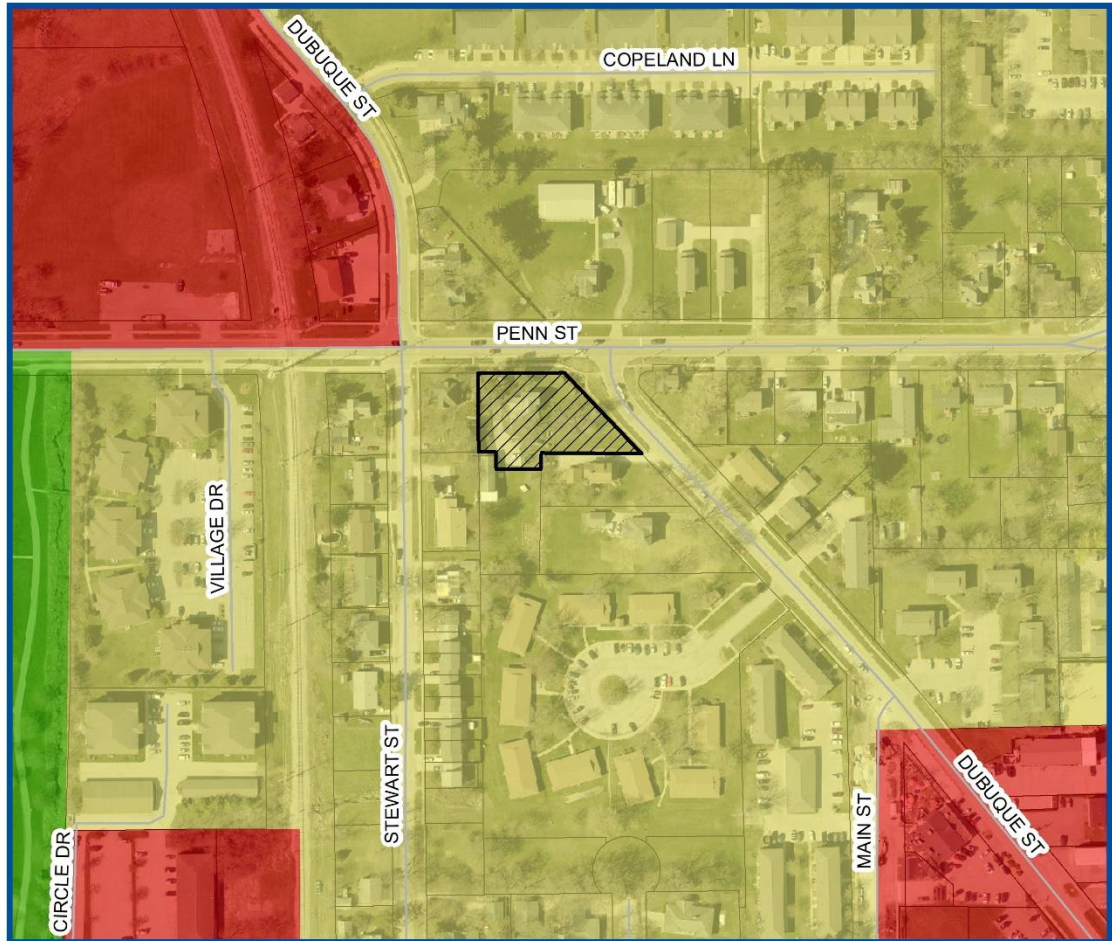
 C-2-B: Commercial, Highway

 C-3: Commercial, Concept

 I-1: Industrial, Light

 N
1 inch = 200 feet

Comprehensive Plan Future Land Use Map





Planning Commission
July 7, 2020

NOTICE: Due to the COVID-19 pandemic, public health and safety concerns require City of North Liberty public meetings to be held electronically, so as to limit the spread of the virus.

Roll Call

At 6:32 p.m., Keogh called the July 7, 2020 Regular Session of the North Liberty Planning Commission to order. Commission members present: Josey Bathke, Jason Heisler, Becky Keogh, Jessica Marks, Kylie Pentecost and Patrick Staber; absent: Barry A'Hearn.

Others present: Ryan Rusnak, Ryan Heiar, Tracey Mulcahey, Grant Lientz, Kevin Trom, Doug Brain, and other interested parties.

Approval of the Agenda

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

Election of Chairperson

A'Hearn arrived at 6:33 p.m.

Bathke moved, Staber seconded to elect Becky Keogh as Chair. The vote was all ayes. Election approved.

Election of Vice-Chairperson

Bathke moved, Pentecost seconded to elect Patrick Staber as Vice-Chair. The vote was all ayes. Election approved.

Linn County REC Site Plan

Staff Presentation

Ryan Rusnak presented the request of Linn County Rural Electric Cooperative Association to approve a site plan at the south 280 feet of Lot 104 of Inter-City Industrial Park, Part Two, located at 835 240th Street. Staff recommends approval with the following conditions:

1. That additional landscaping be placed along the south property line to mitigate a potentially use intense future use; and
2. That the site plan/architectural rendering be amended to incorporate the review comments from the Fire Marshal prior to City Council's consideration of the siteplan.

Applicants Presentation

Doug Brain, Brain Engineering, was present on behalf of the applicant and offered to answer questions that the Commission might have.

Public Comments

No public comments were offered.

Questions and Comments

The Commission discussed the application including Jones Boulevard connection, traffic concerns on 240th, and the landscaping request.

Recommendation to the City Council

Marks moved, Staber seconded move that the Planning Commission accept the two listed conditions and forward the site plan to the City Council with a recommendation for approval subject to the two conditions recommended by City staff. The vote was: ayes – Pentecost, Marks, Heisler, Staber, Bathke, Keogh, A'Hearn; nays – none. Motion carried.

Approval of Previous Minutes

Staber moved, Heisler seconded to approve the minutes of the May 5, 2020 Planning Commission. The vote was all ayes. Minutes approved.

Old Business

No old business was presented.

New Business

Rusnak reported that two rezoning applications will be on the agenda next month. Staff and the Commission discussed future meetings in person.

Adjournment

At 6:52 p.m., Marks moved, Staber seconded to adjourn. The vote was all ayes. Meeting adjourned.