North Liberty
IOWA

City Council Meeting
Regular Session
December 9, 2025

North Liberty
IOWA

City Administrator Memo

North Liberty
IOWA

MEMORANDUM

To **Mayor and City Council**
From **Ryan Heiar, City Administrator**
Date **December 5, 2025**
Re **City Council Agenda December 9, 2025**

Consent Agenda

The following items are on the consent agenda and included in the packet:

- City Council Minutes (11/25/25)
- Liquor License Applications:
  - City of North Liberty; Orchestra Candlelight Concert; January 7, February 11, and March 12, 2026
- North Liberty Road Trail Project, Pay Application #10, Metro Pavers, $40,865.18
- Centennial Events Center, Pay Application #16, Larson Construction Co., Inc., $74,220.20
- Claims

FY27 Budget

To prepare for the FY27 budget, staff will lead a brief discussion highlighting key budget challenges and opportunities, recently completed projects, ongoing initiatives, potential upcoming efforts, and an overview of progress toward Council-approved goals. The purpose of this agenda item is to ensure the City's budget direction remains on track and to identify any new projects or programs the Council may wish to consider in advance. No formal action is requested at this time.

Meetings & Events

Tuesday, Dec 9 at 6:00p.m.
City Council

Wednesday, Dec 24
Christmas Holiday – City Offices Closed

Thursday, Dec 25
Christmas Holiday – City Offices Closed

Wednesday, Dec 30
New Year Holiday – City Offices Closed

Thursday, Jan 1
New Year Holiday – City Offices Closed

Tuesday, Jan 6 at 6:30p.m.
Planning Commission

Monday, Jan 12 at 4:30p.m.
Joint Entities Meeting hosted by North Liberty

Tuesday, Jan 13 at 6:00p.m.
City Council

NOTE: There is only one City Council meeting scheduled for December.

FY26 Budget Amendment #1

In previous years, the City has amended its budget once annually, towards the end of the budget year. As the City continues to grow, so do expenses and sometimes those expenses are unexpected. Moving forward, staff anticipates multiple budget amendments in a fiscal year to ensure the City continues to comply with applicable laws. For this amendment, most of the expenses pertain to the UCD forgivable loan agreement. The bond proceeds for this project came in just before the close of FY25 and the majority of expenses will be spent in FY26. When the FY26 budget was prepared in

January 2025, the UCD Project was in its infancy. As a result, the potential expenses were not included in the FY26 budget. This amendment also includes other expenses that were unknown during the budget preparation, including work comp insurance premiums, software and hardware upgrades, union wages, wage adjustments as a result of the City's compensation classification study, closing costs for the bond sale that took place at the end of FY25 and, from a revenue perspective, higher rates of return on the City's investments. In short, these expenses and revenues are not anticipated to have a significant impact on the City ending fund balances. Staff recommends approval of the amendment.

Payables for December

Since no additional Council meeting is scheduled in December, staff requests authorization to pay bills that could otherwise incur late fees before the next meeting on January 13. To address this, staff recommends approval of a resolution permitting the payment of designated bills during December.

DERS 380-Moyna Temporary Easement

Late in the design process for the Forevergreen Road / Jasper Avenue Roundabout project, engineers at Shive-Hattery identified an additional beneficial temporary construction easement area, which is situated to the north of the main project area. The easement allows for the more efficient reconstruction of the access point serving the City's lift station in the area, and for better staging. The owners of the subject properties have graciously consented to the purchase of the additional easement area under the same terms as the rest of the project. Staff recommends approval.

North Stewart Street Project

The FY26 Capital Improvements Plan includes reconstruction of Stewart Street, between Cherry Street and Dubuque Street, and associated infrastructure, including curb, gutter, storm sewer, and sanitary sewer improvements. Staff recommends approval of the design proposal with Shive Hattery for this project. If approved, design work will commence in March 2026, with bid letting scheduled for December and construction beginning in early 2027. The estimated construction cost is $2.2 million, to be funded through the City's Street Repair Program supported by Local Option Sales Tax.

Mickelson Fourth Addition Preliminary Plat

This Preliminary Subdivision Plat – south side of Remley Street, as extended westerly from its western terminus – proposes 14 lots and public and private infrastructure on approximately 6 acres. Half of the lots are zoned RS-6 (7 single-unit residences) and the

other half are zoned RD-10 (14 two-unit residences). A virtual good neighbor meeting was held on September 25 in conjunction with the rezoning. No one outside of City staff and the applicant attended the meeting. There are no objections to the request. The Planning Commission unanimously recommended approval of the Preliminary Plat at its December 2 meeting. Staff recommends approval as well.

Sunset Prairie Primary Site Plan

This Preliminary Site Plan – east side of South Dubuque Street .37 miles south of Juniper Street –proposes 32 townhouse units in a mix of three and four-unit buildings and related infrastructure on approximately 3.22 acres. Final approval of the site plan cannot be issued until the Final Plat for the subdivision is approved; though, the developer is looking to install some of the improvements related to proposed Lot 61 (utilities connections, paving, etc.) at the time subdivision improvements are being constructed. A rendering of the housing units is included in the background material; however, the applicant indicated at the Planning Commission meeting that there would be more architectural variety than what is depicted. The Planning Commission unanimously recommended approval of the Preliminary Plat at its December 2 meeting. Staff also recommends approval of the Site Plan.

Greenbelt Trail

In October, the City Council approved the final plat for the Greenbelt Trail Part Five subdivision, along with an escrow agreement. The escrow agreement covered the costs of the reinstallation of two small intake drains, which have now been replaced. The resolution releases the City's claim to the escrow funds, and accepts the improvements in the subdivision. Staff recommends approval.

The Developer for Greenbelt Trail Parts 3 and 4 requested an amendment to the Storm Water Facilities Maintenance Agreement which it executed as a condition of plat approval for Greenbelt Trail Part 3 and Part 4. The ownership interests have changed from what is depicted on the agreement, and the Developer has asked the City to execute the amended agreement to avoid confusion for future lot sales. Staff recommends approval.

Urban Central District Rezoning & Preliminary Plat

This rezoning – south of West Cherry Street, north of West Zeller Street and west of CRANDIC Railroad – from I-1 Light Industrial to CU C-3 Central Urban High Intensity Commercial District (9.82 acres) and P Public (.36 acres) would facilitate residential development of the property and related infrastructure. This proposal is a significant

redevelopment of several properties the City considers to be an outdated industrial area in the center of North Liberty. Staff has outlined (see supporting materials) several reasons why the proposed zoning and development are compatible with the area and consistent with the Comprehensive Plan. Considering that this is a large request, the notification radius was expanded from 200' – 500' notifying property owners of the July 24 in-person Good Neighbor Meeting. Approximately 30 people attended the meeting and expressed concerns, which are included in the background material. There are also several letters of objection in the packet. The concept plan presented at the Good Neighbor Meeting depicted 426 units (41.85 units/acre), while the current concept plan depicts 354 multi-family units (34.77 units/acre), so there has been a reduction in proposed density. Also, two of the central buildings were relocated west to lessen their impact when viewed from the east. Eight people expressed objection to the request at the October 7 Planning Commission meeting. In order to limit building height to what would be allowed in the I-1 Light Industrial District, staff is recommending that it be limited to a maximum of 60 feet measured vertically from grade to the highest point of the coping of a flat roof or the deck line of a mansard roof, or to the top of a gable, hip, and/or gambrel roof. The Planning Commission unanimously recommended approval of the request subject to the recommended condition, which is incorporated into the rezoning ordinance. Staff recommends approval as well.

There is also a Preliminary Subdivision Plat for the same property, which proposes 6 lots and public and private infrastructure. This would allow each building to be located on a separate lot. Notably, the Preliminary Plat includes a landscape buffer along the east property line, which staff requested to mitigate some impacts of the proposed use to the residential properties to the east. The landscape buffer will be reviewed in depth during construction plan review. There is one objection to the request, which is contained in the background material. The objection pertains to the timing of the Preliminary Plat being considered by the Planning Commission before final reading of the zoning. It is not an uncommon practice to allow final reading of a rezoning and Preliminary Plat (or Preliminary Site Plan) to be on the same Council agenda. Similar to other requests, staff has included the language in the Resolution approving the Preliminary Plat that the resolution is effective after the finalization of the rezoning. The applicant understands that if the rezoning were not approved, the Preliminary Plat would also not be approved. The Planning Commission unanimously recommend approval of the request at its December 2 meeting. Staff also recommends approval of the Plat.

Speed Zone Ordinance Amendment

Subsequent to the speed reduction on North Liberty Road, there was a citizen request to reconsider reducing the speed on Scales Bend Road from 40 mph to 35 mph. Previously,

the City determined the posted speed limit on Scales Bend Road using the "85th percentile" method, which sets the limit based on the speed at or below which 85% of drivers travel under free-flowing conditions. While this approach reflects typical driver behavior, it often results in higher—and potentially more hazardous—speed limits, especially in urban environments. It overlooks critical safety considerations such as pedestrian and bicycle activity and tends to reinforce road designs that prioritize speed over safety. This can create a feedback loop where fast-driving conditions lead to higher legal limits. Under updated guidelines, the City can now factor in a broader range of elements, including pedestrian safety, when setting speed limits. Considering Scales Bend Road is similar to North Liberty Road in design and contains pedestrian crossings, the City traffic group agreed that the speed limit should be changed to 35 mph. Additionally, the traffic group has been discussing options to reduce speed along the Juniper Street/Hackberry Street corridor. It's unclear why, but there is currently not a special school speed limit adjacent to Heritage Christian School. Principal Goodbar at Heritage Christian School expressed support for the proposed school zone speed limit. If approved, the City will install two blinking signs (one of Hackberry Street and one on Juniper Court) from its current inventory. Staff recommends approval of the ordinance.

Floodplain Ordinance

To remain in good standing with the National Flood Insurance Program (NFIP), the City must adopt a compliant floodplain management ordinance by December 26, 2025. Staff worked closely with the Iowa Department of Natural Resources to ensure that the proposed ordinance will meet State and FEMA requirements necessary for communities to be compliant with the NFIP and State floodplain rules. This ordinance creates a new chapter in the City Code of Ordinances, outside of the Zoning Ordinance, which is staff's preference. Staff recommends approval of the ordinance.

North Liberty
IOWA

Agenda

North Liberty
IOWA

AGENDA

CITY COUNCIL
Tuesday, December 9, 2025
6:00 p.m.
Regular Session
Council Chambers
360 N. Main Street

This meeting may be accessed live by the public in person or on the internet at northlibertyiowa.org/live, on Facebook at facebook.com/northliberty or on YouTube at youtube.com/northliberty. Meetings are rebroadcast on cable and available on-demand on northlibertyiowa.org.

1. Call to order

2. Roll call

3. Approval of the Agenda

4. Swearing In of Newly Elected and Re-elected Officials

5. Consent Agenda
   A. City Council Minutes, Regular Session, November 25, 2025
   B. Liquor License Application; City of North Liberty; Orchestra Candlelight Concert; January 7, 2026
   C. Liquor License Application; City of North Liberty; Orchestra Candlelight Concert; February 11, 2026
   D. Liquor License Application; City of North Liberty; Orchestra Candlelight Concert; March 12, 2026
   E. North Liberty Road Trail Project, Pay Application Number 10, Metro Pavers, $40,865.18
   F. Centennial Park Event Complex, Pay Application Number 16, Larson Construction Co., Inc., $74,220.20
   G. Claims

6. Public Comment

7. Engineer Report

8. City Administrator Report

9. Mayor Report

10. Council Reports

11. FY 27 Budget Guidance
    A. Discussion regarding FY 27 Budget

12. FY 26 Budget Amendment #1
    A. Public Hearing regarding proposed budget amendment for the fiscal year ending June 30, 2026
    B. Resolution Number 2025-136, A Resolution amending the Current Budget for the Fiscal Year ending June 30, 2026

13. Policy regarding payables for Council Meeting
    A. Resolution Number 2025-137, A Resolution establishing the policy for the payment of claims due to the cancellation of the second City Council meeting in December 2025

14. DERS 380 Moyna North Temporary Easement
    A. Resolution Number 2025-138, A Resolution approving a Temporary Construction Easement Agreement between DERS 380 LLC, Moyna North LLC, and North Liberty, Iowa

15. North Stewart Street Project
    A. Resolution Number 2025-139, A Resolution approving the Standard Form of Agreement between the City of North Liberty and Shive-Hattery, Inc. for the North Stewart Street Improvements Project

16. Mickelson Fourth Addition Preliminary Plat
    A. Planning Commission and Staff Recommendations
    B. Applicant Presentation
    C. Resolution Number 2025-140, A Resolution approving the Preliminary Subdivision Plat for Mickelson Fourth Addition, North Liberty, Iowa

17. Sunset Prairie Preliminary Site Plan
    A. Planning Commission and Staff Recommendations
    B. Applicant Presentation
    C. Resolution Number 2025-141, A Resolution approving the Preliminary Site Plan for Sunset Prairie Subdivision Lot 61, North Liberty, Iowa

18. Greenbelt Trail
    A. Resolution Number 2025-142, A Resolution accepting public improvements and releasing escrow for Greenbelt Trail Subdivision, Part Five, North Liberty, Iowa

B. Resolution Number 2025-143, A Resolution approving an Amended Storm Water Maintenance Facilities Agreement for Greenbelt Trail Parts Three and Four, North Liberty, Iowa

19. Urban Central District East Rezoning
    A. Third consideration and adoption of Ordinance Number 2025-22, An Ordinance Amending the Zoning Map District Designation for certain property located in North Liberty, Iowa from I-1 Light Industrial District to CU C-3 Central Urban High Intensity Commercial District and P Public District

20. Urban Central District Lofts Preliminary Plat
    A. Planning Commission and Staff Recommendations
    B. Applicant Presentation
    C. Resolution Number 2025-144, A Resolution approving the Preliminary Subdivision Plat for Urban Lofts, North Liberty, Iowa

21. Special Speed Zone Ordinance
    A. Third consideration and adoption of Ordinance Number 2025-23, An Ordinance amending Chapter 62 of the North Liberty Code of Ordinances concerning Special Speed Zones

22. Floodplain Ordinance
    A. Third consideration and adoption of Ordinance Number 2025-24, An Ordinance amending the North Liberty Code of Ordinances by creating Chapter 160 entitled Floodplain Management

23. Old Business

24. New Business

25. Adjournment

North Liberty
IOWA

Consent Agenda

North Liberty IOWA

MINUTES

City Council
November 25, 2025
Regular Session

Call to order

Mayor Chris Hoffman called the Tuesday, November 25, 2025, Regular Session of the North Liberty City Council to order at 6:00 p.m. in Council Chambers at 360 N. Main Street. Councilors present: Brian Leibold, Paul Park, Erek Sittig, Brent Smith, and Brian Wayson.

Others present: Ryan Heiar, Tracey Mulcahey, Grant Lientz, Ryan Rusnak, Josiah Bilskemper, Ardi Stoner, Allan Schau, Cathryn Schau, and other interested parties.

Approval of the Agenda

Park moved; Smith seconded to approve the agenda. The vote was all ayes. Agenda approved.

FY 25 Audit

Dustin Opatz, BerganKDV, presented the Fiscal Year 2025 Audit Report. Council discussed the report with Opatz.

Wayson moved, Leibold seconded to approve Resolution Number 2025-130, A Resolution accepting the Audit Report for Fiscal Year 2025 as completed by BerganKDV. The vote was: ayes – Smith, Wayson, Leibold, Sittig, Park; nays – none. Motion carried.

Consent Agenda

Wayson moved, Park seconded to approve the Consent Agenda including the City Council Minutes, Regular Session, November 11, 2025; City Council Minutes, Special Session, November 14, 2025; FY 25 Annual Urban Renewal Report; FY 25 Annual Financial Report; October Revenues; October Treasurer Report; Liquor License Renewal, Fiesta Mexican Restaurant; Liquor License Renewal, The Leaderboard; Centennial Events Center, Change Order Number 9, Larson Construction Co., Inc., ($15,364.97); and the attached list of Claims. The vote was all ayes. Consent Agenda approved.

Public Comment

Ardi Stoner spoke in opposition of the UCD Rezoning. Allan Schau spoke in opposition of the UCD Rezoning. Catherine Schau spoke regarding the FY 25 Audit.

City Engineer Report

City Engineer Bilskemper offered to answer questions.

City Administrator Report

City Administrator Heiar reported the FY 27 budget framework discussion will be on the December 9 agenda. There will only be one Council meeting in December, December 9. He reported that over $4,000 was raised for the North Liberty Community Pantry at the City luncheon.

Mayor Report

Mayor Hoffman reported on Community Lunch, ribbon cutting for Giving Machine, Greater IC Annual Meeting, and the Joint Emergency Communications Board Meeting.

Council Reports

Councilor Wayson attended Lunch Connection, MPOJC meeting, and EMA meeting. Councilor Smith reported on the Think Iowa City meeting and the Sports Authority past and future events. Councilor Sittig attended the MPOJC meeting where IDOT presented on projects coming up. Councilor Park attended the Community Lunch at South Slope, ribbon cutting for the Giving Machine, and the Greater IC Annual Meeting. Councilor Leibold spoke regarding Liberty football, Community Luncheon, Greater IC Annual Meeting, and Happy Thanksgiving to the community. He offered special recognition to the Liberty Football Team, and all associated with the team. He thanked the public commenters for being here.

SRF Water Revenue Planning & Design Loan

Mayor Hoffman opened the public hearing on proposal to enter into a Water Revenue Loan and Disbursement Agreement at 6:31 p.m. No oral or written comments were received. The public hearing was closed at 6:31 p.m.

Smith moved, Wayson seconded to approve Resolution Number 2025-131, A Resolution taking additional action with respect to a Water Revenue Loan and Disbursement Agreement and authorizing, approving and securing the payment of a $1,144,500 Water Revenue Loan and Disbursement Agreement Anticipation Project Note (IFA Interim Loan and Disbursement Agreement). The vote was: ayes – Park, Sittig, Leibold, Smith, Wayson; nays – none. Motion carried.

Sunset Prairie Master Developer's Agreement

Park moved, Sittig seconded to approve Resolution Number 2025-132, A Resolution approving the Master Development Agreement for Sunset Prairie, North Liberty, Iowa. After discussion, the vote was: ayes – Sittig, Leibold, Wayson, Smith, Park; nays – none. Motion carried.

Public Utility Easement

Sittig moved, Wayson seconded to approve Resolution Number 2025-133, A Resolution approving an Underground Public Utility Easement Agreement for Outlot A of North Liberty Commercial Park Subdivision. After discussion, the vote was: ayes – Smith, Park, Wayson, Sittig, Leibold; nays – none. Motion carried.

FY 27 Urban Renewal

Wayson moved, Leibold seconded to approve Resolution Number 2025-134, A Resolution obligating funds from the Urban Renewal Tax Revenue Fund for Appropriation to the Payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next

succeeding fiscal year. After discussion, the vote was: ayes – Sittig, Leibold, Park, Wayson, Smith; nays -none. Motion carried.

Council discussed the FY 27 Urban Renewal Draw. Wayson moved, Smith seconded to approve the FY 27 Urban Renewal Draw. The vote was all ayes. Motion carried.

Forevergreen Estates Part 2

Park moved, Leibold seconded to approve Resolution Number 2025-135, A Resolution accepting public improvements and releasing surety for Forevergreen Estates Part 2 in North Liberty, Iowa. The vote was: ayes – Smith, Sittig, Leibold, Park, Wayson; nays – none. Motion carried.

Mickelson 4th Rezoning

Leibold moved, Park seconded to approve the third consideration and adoption of Ordinance Number 2025-21, An Ordinance Amending the Zoning Map District Designation for certain property located in North Liberty, Iowa from RS-6 Single-Unit Residence District to RD-10 Two-Unit Residence District and from RD-10 Two-Unit Residence District to RS-6 Single-Unit Residence District. The vote was: ayes – Leibold, Wayson, Sittig, Smith, Park; nays – none. Motion carried.

Urban Central District East Rezoning

Park moved, Sittig seconded to approve the second consideration of Ordinance Number 2025-22, An Ordinance Amending the Zoning Map District Designation for certain property located in North Liberty, Iowa from I-1 Light Industrial District to CU C-3 Central Urban High Intensity Commercial District and P Public District. The vote was: ayes – Leibold, Wayson, Sittig, Park, Smith; nays – none. Motion carried.

Special Speed Zone Ordinance

Leibold moved, Wayson seconded to approve the second consideration of Ordinance Number 2025-23, An Ordinance amending Chapter 62 of the North Liberty Code of Ordinances concerning Special Speed Zones. After discussion, the vote was: ayes – Leibold, Park, Wayson, Sittig, Smith; nays – none. Motion carried.

Floodplain Ordinance

Sittig moved, Smith seconded to approve the second consideration of Ordinance Number 2025-24, An Ordinance amending the North Liberty Code of Ordinances by creating Chapter 160 entitled Floodplain Management. The vote was: ayes – Wayson, Leibold, Smith, Sittig, Park; nays – none. Motion carried.

Old Business

No old business was presented.

New Business

No new business was presented.

Adjournment

Leibold moved; Smith seconded to adjourn at 6:42 p.m. The vote was all ayes. Meeting adjourned.

CITY OF NORTH LIBERTY

By: _____
Chris Hoffman, Mayor

Attest: _____
Tracey Mulcahey, City Clerk

Applicant

Help

Name of Legal Entity	NORTH LIBERTY CITY OF
Business Name (DBA)	NORTH LIBERTY CITY OF
Business Type	Municipality
Insurance Company	EMCASCO INSURANCE COMPANY

Premises Address

Street	1565 SAINT ANDREWS DRIVE
Suite/Apt	
City	NORTH LIBERTY
County	JOHNSON
State	IOWA
ZIP	52317-0077

Mailing Address

Street	360 N MAIN ST
Suite/Apt	
City	NORTH LIBERTY
County	JOHNSON
State	IOWA
ZIP	52317-9641

Application Information

Application ID	0-009-562-988
Application Type	Special Class "C" Retail Alcohol License (BW) Application
Current Stage	Dramshop Review
Effective Date	04-Jan-2026
Expiration Date	08-Jan-2026

Contact Information

Name : JILLIAN MILLER

Phone Number : (319) 626-5757

Email : jlmiller@northlibertyiowa.org

Application history that predates November of 2022 is not accessible online. Please make a Public Records Request for this information.

Application History

Application ID	Application Type	Stage	Date
0-009-562-988	Special Class "C" Retail A	Dramshop Revie	02-Dec-2025
0-009-562-988	Special Class "C" Retail A	New	02-Dec-2025

Ownership

Name : HILTON, DEBRA

% of Ownership : 0.0000

Position :

Name : MILLER, JILLIAN

% of Ownership : 0.0000

Position :

Applicant

Help

Name of Legal Entity	NORTH LIBERTY CITY OF
Business Name (DBA)	NORTH LIBERTY CITY OF
Business Type	Municipality
Insurance Company	EMCASCO INSURANCE COMPANY

Premises Address

Street	1565 SAINT ANDREWS DRIVE
Suite/Apt	
City	NORTH LIBERTY
County	JOHNSON
State	IOWA
ZIP	52317-0077

Mailing Address

Street	320 N MAIN ST
Suite/Apt	
City	NORTH LIBERTY
County	JOHNSON
State	IOWA
ZIP	52317-9641

Application Information

Application ID	0-009-458-350
Application Type	Special Class "C" Retail Alcohol License (BW) Application
Current Stage	Dramshop Review
Effective Date	08-Feb-2026
Expiration Date	12-Feb-2026

Contact Information

Name : JILLIAN MILLER

Phone Number : (319) 626-5757

Email : jlmiller@northlibertyiowa.org

Application history that predates November of 2022 is not accessible online. Please make a Public Records Request for this information.

Application History

Application ID	Application Type	Stage	Date
0-009-458-350	Special Class "C" Retail A	Dramshop Revie	02-Dec-2025
0-009-458-350	Special Class "C" Retail A	New	02-Dec-2025

Ownership

Name : HILTON, DEBRA

% of Ownership : 0.0000

Position :

Name : MILLER, JILLIAN

% of Ownership : 0.0000

Position :

Applicant

Help

Name of Legal Entity	NORTH LIBERTY CITY OF
Business Name (DBA)	NORTH LIBERTY CITY OF
Business Type	Municipality
Insurance Company	EMCASCO INSURANCE COMPANY

Premises Address

Street	1565 SAINT ANDREWS DRIVE
Suite/Apt	
City	NORTH LIBERTY
County	JOHNSON
State	IOWA
ZIP	52317-0077

Mailing Address

Street	320 N MAIN ST
Suite/Apt	
City	NORTH LIBERTY
County	JOHNSON
State	IOWA
ZIP	52317-9641

Application Information

Application ID	0-009-540-225
Application Type	Special Class "C" Retail Alcohol License (BW) Application
Current Stage	Dramshop Review
Effective Date	08-Mar-2026
Expiration Date	12-Mar-2026

Contact Information

Name : JILLIAN MILLER

Phone Number : (319) 626-5757

Email : jlmiller@northlibertyiowa.org

Application history that predates November of 2022 is not accessible online. Please make a Public Records Request for this information.

Application History

Application ID	Application Type	Stage	Date
0-009-540-225	Special Class "C" Retail A	Dramshop Revie	02-Dec-2025
0-009-540-225	Special Class "C" Retail A	New	02-Dec-2025

Ownership

Name : HILTON, DEBRA

% of Ownership : 0.0000

Position :

Name : MILLER, JILLIAN

% of Ownership : 0.0000

Position :

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:	City of North Liberty 3 Quail Creek Circle P.O. Box 77 North Liberty, Iowa 52317	PROJECT:	North Liberty Road Trail TAP-U-5557(623)--8I-52
FROM CONTRACTOR:	Metro Pavers, Inc. 101 Southgate Ave #4338 Iowa City, IA 52240	VIA ENGINEER:	Shive-Hattery, Inc. 2839 Northgate Drive Iowa City, Iowa 52245
CONTRACT FOR:	North Liberty Road Trail		

APPLICATION NO:	10
PERIOD TO:	11/29/25
PROJECT NO.:	TAP-U-5557(623)--8I-52
CONTRACT ID:	52-5557-623
LETTING DATE:	2/18/25

Distribution to:
- [ ] OWNER
- [ ] ARCHITECT
- [ ] CONTRACTOR
- [ ] ENGINEER
- [ ]

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1.	ORIGINAL CONTRACT SUM		$ 1,082,258.81
2.	Net Change by Change Orders		$ -
3.	CONTRACT SUM TO DATE		$ 1,082,258.81
4.	TOTAL COMPLETED & STORED TO DATE		$ 1,063,438.28
5.	RETAINAGE 3 % of Completed Work & Stored Material	$ 30,000.00	
6.	TOTAL EARNED LESS RETAINAGE		$ 1,033,438.28
7.	LESS PREVIOUS CERTIFICATES FOR PAYMENT		$ 992,573.10
8.	CURRENT PAYMENT DUE		$ 40,865.18
9.	BALANCE TO FINISH, INCLUDING RETAINAGE (This amount will decrease, as Change Orders do not yet reflect items deleted or decreased in quantity - see summary sheet for est. final totals)	$ 48,820.53	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$ -	$ -
Total approved this Month	$ -	$ -
TOTALS	$ -	$ -
NET CHANGES by Change Order	$ -	$ -

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Metro Pavers, Inc.

By: _____ Date: 12-03-25

State of: Iowa
County of: Johnson
Subscribed and sworn to before me this 3rd day of December, 2025

Notary Public: _____

My Commission expires: 7/13/27

TAMERA J SHAW
Notarial Seal - Iowa
Commission Number 833122
My Commission Expires Jul 13, 2027

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observation and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $ 40,865.18

(Attach explanation if amount certified differs from the the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER: Josiah D Bilskemper

By: _____ Date: 12/2/2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:
City of North Liberty
360 North Main St.
North Liberty, IA 52317

PROJECT:
Centennial Park Event Complex
1565 St. Andrews Drive
North Liberty, IA 52317

APPLICATION NO: 16
PERIOD TO: 11/30/2025
CONT. DATE:
PROJECT NO: A1242
INVOICE NO: 11365

DISTRIBUTION TO:
OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

FROM CONTRACTOR:
LARSON CONSTRUCTION CO., INC.
PO BOX 112
INDEPENDENCE, IA 50644

VIA ARCHITECT:
Shive-Hattery
2839 Northgate Drive
Iowa City, IA 52245

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1.	**ORIGINAL CONTRACT SUM**		$ 7,272,000.00
2.	**NET CHANGES IN THE WORK**		$ 73,985.80
3.	**CONTRACT SUM TO DATE** *(Line 1+/-2)*		$ 7,345,985.80
4.	**TOTAL COMPLETED & STORED TO DATE** *(Column G on G703)*		$ 7,344,279.42
5.	**RETAINAGE**		
	a. 5 % of Completed Work *(Columns D+E on G703)*	$ 367,213.97	
	b. ____ % of Stored Material *(Column F on G703)*	$ 0.00	
	Total Retainage *(Lines 5a + 5b, or Total in Column I of G703)*		$ 367,213.97
6.	**TOTAL EARNED LESS RETAINAGE**		$ 6,977,065.45
7.	**LESS PREVIOUS CERTIFICATES FOR PAYMENT**		6,902,845.25
8.	**CURRENT PAYMENT DUE**		$ **74,220.20**
9.	**BALANCE TO FINISH, PLUS RETAINAGE**		
		$ 368,920.35	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$ 92,934.27	$ 3,583.50
Total approved this month	$ 0.00	$ 15,364.97
TOTALS	$ 92,934.27	$ 18,948.47
NET CHANGES by Change Order	$ 73,985.80	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
By: Matt Larson Date: 12-04-25
State of: Iowa
County of: Buchanan
Subscribed and sworn to before me this 4th day of December 2025
Notary Public: Holt
My Commission expires: 10/12/27

ELIZABETH HOLT
Commission Number 792635
My Commission Expires
October 12, 2027

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on evaluations of the Work and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $ 74,220.20
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: (*NOTE: If Multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.*)
By: Natalie Oppedal Date: 12/04/2025
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights on the Owner or Contractor under this Contract.

North Liberty
IOWA

FY 27 Budget Guidance



North Liberty
Connected to What Matters

Tuesday, December 9, 2025
6:00 PM

FY27 Budget Framework & Guidance

Budget Timeline

April 30
Final Budget is due to State of Iowa

11 **April 14**
Final Budget Public Hearing & Adoption of FY27 Budget

10 **(no later than) March 28**
Publication of Proposed Budget

9 **March 24**
Maximum Property Tax Public Hearing

8 **(no later than) March 19**
Publication of Maximum Property Tax Public Hearing

7 **February 10**
Final budget report to City Council

6 **January 27**
Second Budget Meeting with City Council

5 **January 20**
First Budget Meeting with City Council

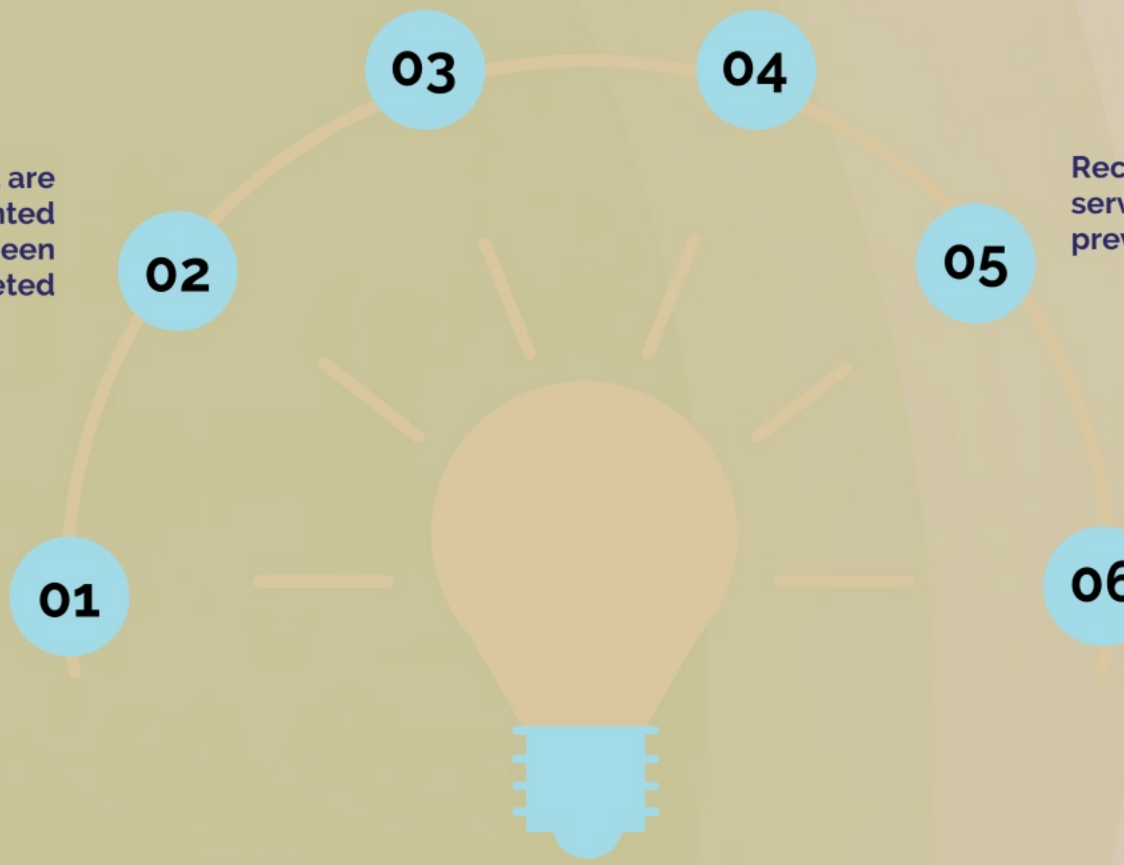
4 **December 9**
City Council Meeting - FY27 Budget Framework & Guidance

3 **December 5 - 19**
Department Head meetings with City Administrator

2 **December 1**
Proposals submitted to City Administrator and Assistant City Administrator

1 **September 10 - December 1**
Department Heads create budgets, including Capital Projects

Meeting Objectives



01 Challenges & Opportunities

02 Highlight projects that are currently being implemented or have recently been completed

03 Identify projects in the FY27 Capital Improvements Plan

04 Recap Progress Report for the 2024-2026 Initiatives

05 Recap the amount of social service funding allocated in previous fiscal years.

06 Gather feedback regarding projects and/or programs to consider implementing in FY27

Challenges

FY27 Rollback

Rollback = property owners only pay property tax on this % of their property value. A city's general fund = property tax revenue. These rollback percentages are set by the State.

The residential rollback - which includes multiresidential properties - fell from 47.43% in FY26 to **44.53% in FY27**.

For the commercial, industrial, and railroad rollback, the first $150,000 in value is treated the same as residential, at 44.53%, with the remaining set at 90%.

Iowa House File 718

Since FY24, the **$8.10 general fund levy** has been subject to reduction, depending on a city's non-taxable valuation growth. Municipalities with more than 2.75% growth will have their allowable maximum general fund levy "adjusted" each year.

Under this mandate, **North Liberty was limited to $7.86 for FY25, then $7.70 for FY26 and is anticipated to be cut to $7.64 for FY27, preliminarily determined to be a $50K loss.**

Commercial Property Backfill

Backfill credits from the state, to the tune of $343,000, have been reduced each year & will be eliminated in FY27.

City Staffing

Consideration of new positions is limited as the State makes decisions on tax law changes.

Opportunities

Local Option Sales Tax

With the passage of the LOST vote, the City will realize approximately $2.8M in estimated annual revenue. City staff will present ideas to Council in upcoming months.

Transit Programming

With the upcoming discontinuation of the "big blue bus" in July 2026 and data from the current Trip Connect pilot project, a more efficient system is being explored.

This could prove to be a challenge, as well.

Recently Completed Projects

Forevergreen Road Intersection Signalization
$1,600,000
Added permanent signals at Kansas Avenue and Jones Boulevard.

Penn Meadows Tennis/ Pickleball Court LED Lighting
$100,000
Replaced lights and added a mechanism to allow users to operate the lights on-demand.

Water & Wastewater Facility Plans
$220,000
Completed planning for future, necessary water and wastewater facility upgrades and additions.

Centennial Park Next Stage: Phase 1
$9,000,000
Built the Hy-Vee Center & amphitheater, hired new staff, and launched programming in the facility.

Leaf Collector
$310,000
Added a leaf collector truck to the fleet.

Koser Field Backstop
$45,000
Replaced and enhanced backstop.

Freedom Park & Pond Trail
$130,000
Added a 6' wide park walk.

Centennial Park Accessible Playground
$185,000
Added playground equipment and play surface enjoyable to persons of all abilities to Centennial Park playground.

Liberty Centre Pond Stone Repair
$135,000
Repaired sections of pond where the stones have shifted or slid into pond due to thaw/freeze cycle.

Penn Meadows Basketball Courts
$60,000
Replaced old playground equipment with basketball courts.

Muddy Creek Flood Control
$59,000
Removed silted-in debris and vegetation under and around Golfview Dr Bridge and Front Street Bridge.

Fire Station Study
$130,000
Plans for rehab of Cherry Street Station are complete.

North Liberty Road Trail Segments
$1,400,000
Added missing segment in front of Penn Meadows Park and from the park to Liberty High School.

In Progress

South Fiber Project
$260,000
Adding fiber redundancy to the system.

New Trail Segments
$600,000
Adding trail on Forevergreen Rd from Jones Blvd to UI Health Care, on Penn St & Community Dr to North Liberty Trail, and repairing trail segment around surrounding Fox Valley Pond.

Forevergreen & Jasper Roundabout
$4,900,000 (out of $7M)
Design and timeline development process underway for joint roundabout project with neighboring cities, with upgrades to road leading to NL lift station.

Quail Ridge Park Improvements
$700,000
Improve ballfield, expand the existing parking lot, add rubber playground surface & sidewalk surroung, and add a 6' park walk.

Community Center East & West Parking Lots
$564,000
Reconstruction of the east and west lots.

Cherry Street Firehouse Design & Construction
$18,000,000
Planning is underway to expand & rehabilitate the current firehouse.

Water Treatment Plant & Water Supply Upgrades
$14,000,000
Converting an ASR (storage) well to a production well, adding two new Silurian Aquifer wells, adding membranes at the plant, and raw water main construction.

Outoor Pool Repairs & Indoor Pool Acoustical Panels
$280,000
Replacing aquatic noise reduction baffles in indoor pool and repairs to outdoor pool, including caultking and repainting.

Ranshaw Way Phase 6
$11,783,000
Planning is underway to add trails, curb/gutter & landscaping to the final segment of Ranshaw Way running from Hawkeye Dr to Forevergreen Rd.

Centennial Park Next Stage: Phase 2
$4,000,000
Add a splash pad, restrooms, mechanical/storage building, picnic shelter, and playground.

North Stewart Street Reconstruction
$1,825,000
Planning is underway to reconstruct N Stewart from Penn St to Cherry St.

Projects Identified in the draft FY27 Capital Improvements Plan

(all items are currently under review & subject to change)



Aquatic Center Locker Rooms
$904,000

Outdoor Pool Waterslide Refurbishments
$30,000

Gravity Sewer Main
$2,400,000

Water Treatment Facility Addition
$1,320,000

Parks Shop Addition
$460,000

Community Center Playground Equipment Replacement
$155,000

Fox Run Neighborhood Park Playground Equipment & Park Walk
$120,000

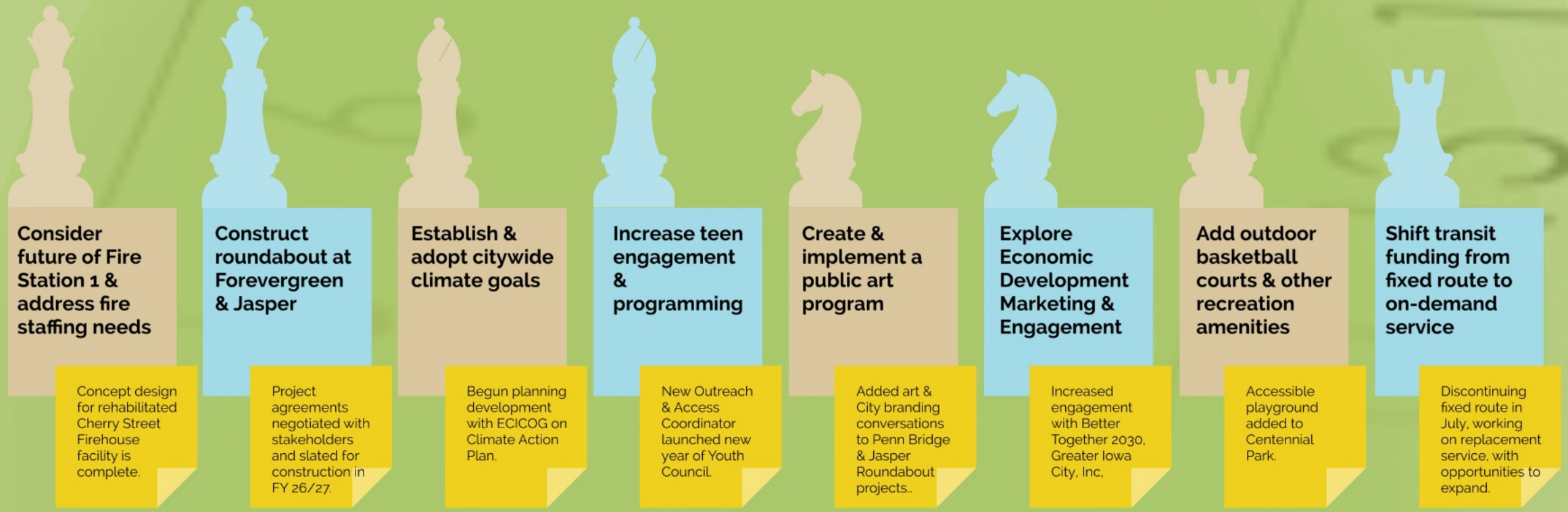
Water Tower #3 Paint
$1,600,000

East Forevergreen Road Extension to City Limits (Phase 1)
$5,000,000

Juniper Street Reconstruction (Hackberry St to S Dubuque St)
$1,900,000

Commercial Drive Construction
$215,000

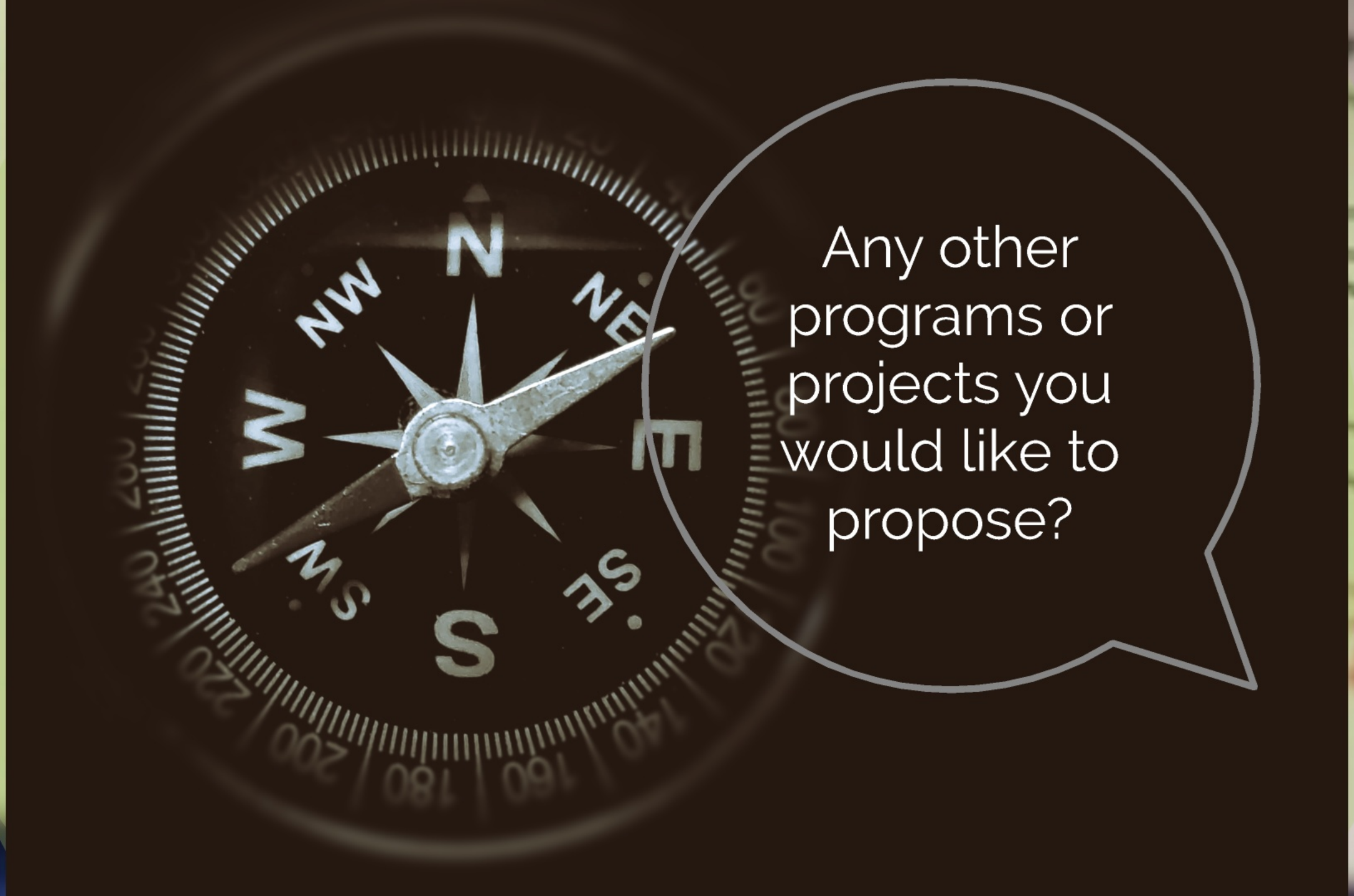
Cedar Springs Lift Station
$450,000



Projects Identified in the 2024-2026 Goals Report

Social Services

FY 24	FY 25	FY 26
$234,600 requested	$256,717 requested	$294,730 requested
$155,000 awarded	$170,000 awarded	$175,000 awarded


Any other programs or projects you would like to propose?

FY 2025 General Fund Balance Surplus Allocation		
FY 25 EOY GF Balance	$	8,325,390
FY 26 GF Revenues (excluding transfers)	$	19,188,523
Minimum Required Reserves 25%	$	4,797,131
Maximum Required Reserves 30%	$	5,756,557
Reserves 35%	$	6,715,983
If 25%, then allocation	$	3,528,259
If 30%, then allocation	$	2,568,833
If 35%, then allocation	**$**	**1,609,407**

Projects		
Software & Hardware Updates	$	95,000
Art & Culture Plan & Phase 1 Implementation	$	125,000
Wayfinding Plan & Phase 1 Implementation	$	125,000
Sustainability Plan	$	10,000
Quail Ridge Projects	$	200,000
Community Center Capital Fund	$	75,000
Fire Capital Fund	$	75,000
Splash Pad Project	$	500,000
Work Force Housing Project	$	100,000
FY27 General Fund Budget	$	300,000
	$	**1,605,000**

Identified as a City Council Goal

FY 26 Budget Amendment #1

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET
City of NORTH LIBERTY
Fiscal Year July 1, 2025 - June 30, 2026

The City of NORTH LIBERTY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2026

Meeting Date/Time: 12/9/2025 06:00 PM	**Contact:** Adam Kerkove	**Phone:** (319) 626-5617

Meeting Location: North Liberty City Hall - Council Chambers

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult https://dom.iowa.gov/local-gov-appeals.

REVENUES & OTHER FINANCING SOURCES		**Total Budget as Certified or Last Amended**	**Current Amendment**	**Total Budget After Current Amendment**
Taxes Levied on Property	1	14,621,750	0	14,621,750
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	14,621,750	0	14,621,750
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	4,297,708	0	4,297,708
Other City Taxes	6	1,499,602	60,000	1,559,602
Licenses & Permits	7	1,013,240	0	1,013,240
Use of Money & Property	8	359,500	612,874	972,374
Intergovernmental	9	6,410,028	0	6,410,028
Charges for Service	10	15,056,266	0	15,056,266
Special Assessments	11	0	0	0
Miscellaneous	12	545,600	0	545,600
Other Financing Sources	13	22,917,000	0	22,917,000
Transfers In	14	17,321,491	0	17,321,491
Total Revenues & Other Sources	15	84,042,185	672,874	84,715,059
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	6,808,489	231,140	7,039,629
Public Works	17	4,808,791	108,558	4,917,349
Health and Social Services	18	175,000	0	175,000
Culture and Recreation	19	6,978,474	35,715	7,014,189
Community and Economic Development	20	2,311,950	11,850,705	14,162,655
General Government	21	2,538,075	81,715	2,619,790
Debt Service	22	8,219,355	65,000	8,284,355
Capital Projects	23	28,123,500	0	28,123,500
Total Government Activities Expenditures	24	59,963,634	12,372,833	72,336,467
Business Type/Enterprise	25	9,763,100	0	9,763,100
Total Gov Activities & Business Expenditures	26	69,726,734	12,372,833	82,099,567
Transfers Out	27	17,321,491	0	17,321,491
Total Expenditures/Transfers Out	28	87,048,225	12,372,833	99,421,058
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-3,006,040	-11,699,959	-14,705,999
Beginning Fund Balance July 1, 2025	30	21,856,576	0	21,856,576
Ending Fund Balance June 30, 2026	31	18,850,536	-11,699,959	7,150,577

Explanation of Changes: Revenue budget increase is due to higher interest on investments and hotel/motel tax increase. Wage and benefit increases that were approved after budget had been set. Increase in Worker's Compensation insurance. Various ongoing projects and initiatives throughout the city.

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET
City of NORTH LIBERTY
Fiscal Year July 1, 2025 - June 30, 2026

The City of NORTH LIBERTY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2026

Meeting Date/Time: 12/9/2025 06:00 PM	**Contact:** Adam Kerkove	**Phone:** (319) 626-5617

Meeting Location: North Liberty City Hall - Council Chambers

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult https://dom.iowa.gov/local-gov-appeals.

REVENUES & OTHER FINANCING SOURCES		**Total Budget as Certified or Last Amended**	**Current Amendment**	**Total Budget After Current Amendment**
Taxes Levied on Property	1	14,621,750	0	14,621,750
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	14,621,750	0	14,621,750
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	4,297,708	0	4,297,708
Other City Taxes	6	1,499,602	60,000	1,559,602
Licenses & Permits	7	1,013,240	0	1,013,240
Use of Money & Property	8	359,500	612,874	972,374
Intergovernmental	9	6,410,028	0	6,410,028
Charges for Service	10	15,056,266	0	15,056,266
Special Assessments	11	0	0	0
Miscellaneous	12	545,600	0	545,600
Other Financing Sources	13	22,917,000	0	22,917,000
Transfers In	14	17,321,491	0	17,321,491
Total Revenues & Other Sources	15	84,042,185	672,874	84,715,059
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	6,808,489	231,140	7,039,629
Public Works	17	4,808,791	108,558	4,917,349
Health and Social Services	18	175,000	0	175,000
Culture and Recreation	19	6,978,474	35,715	7,014,189
Community and Economic Development	20	2,311,950	11,850,705	14,162,655
General Government	21	2,538,075	81,715	2,619,790
Debt Service	22	8,219,355	65,000	8,284,355
Capital Projects	23	28,123,500	0	28,123,500
Total Government Activities Expenditures	24	59,963,634	12,372,833	72,336,467
Business Type/Enterprise	25	9,763,100	0	9,763,100
Total Gov Activities & Business Expenditures	26	69,726,734	12,372,833	82,099,567
Transfers Out	27	17,321,491	0	17,321,491
Total Expenditures/Transfers Out	28	87,048,225	12,372,833	99,421,058
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-3,006,040	-11,699,959	-14,705,999
Beginning Fund Balance July 1, 2025	30	21,856,576	0	21,856,576
Ending Fund Balance June 30, 2026	31	18,850,536	-11,699,959	7,150,577

Explanation of Changes: Revenue budget increase is due to higher interest on investments and hotel/motel tax increase. Wage and benefit increases that were approved after budget had been set. Increase in Worker's Compensation insurance. Various ongoing projects and initiatives throughout the city.

Summary of Comments on FY 26 Budget Amendment Annotated.pdf

Page: 1

Number: 1 Author: tmulcahey Subject: Sticky Note Date: 12/3/2025 3:28:34 PM

Author: tmulcahey Subject: Sticky Note Date: 12/3/2025 3:28:58 PM
Additional Hotel/Motel tax received.

Number: 2 Author: tmulcahey Subject: Sticky Note Date: 12/3/2025 3:29:07 PM

Author: tmulcahey Subject: Sticky Note Date: 12/3/2025 3:29:19 PM
Additional Interest received.

Number: 3 Author: tmulcahey Subject: Sticky Note Date: 12/3/2025 3:35:43 PM
Salary study additions (wages, FICA, & IPERS) Building Department credit card fees Animal Control vehicle maintenance

Number: 4 Author: tmulcahey Subject: Sticky Note Date: 12/3/2025 3:36:25 PM
Salary study adjustment (Wages, FICA, IPERS)

Number: 5 Author: tmulcahey Subject: Sticky Note Date: 12/3/2025 3:32:58 PM
Salary study increases (wages, FICA, IPERS)

Number: 6 Author: tmulcahey Subject: Sticky Note Date: 12/3/2025 3:33:25 PM
UCD Project expenses

Number: 7 Author: tmulcahey Subject: Sticky Note Date: 12/3/2025 3:34:27 PM
Salary study adjustments (Wages, FICA, IPERS). Server upgrades.

Number: 8 Author: tmulcahey Subject: Sticky Note Date: 12/3/2025 3:35:07 PM
Closing fees for bond sales that were billed in the new fiscal year.

Resolution No. 2025-136

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2026

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

WHEREAS, The City Council of North Liberty in Johnson County met on December 9, 2025 at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication;

WHEREAS, upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment;

WHEREAS, The Council after hearing all taxpayers wishing to be heard and considering the statements made by them gave final consideration to the proposed amendment to the budget and modifications proposed at the hearing, if any.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby authorize the amendment to the budget for the fiscal year ending June 30, 2026.

APPROVED AND ADOPTED this 9th day of December, 2025.

CITY OF NORTH LIBERTY:

_____
CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____
TRACEY MULCAHEY, CITY CLERK

Policy regarding Payables for Council Meeting

Resolution No. 2025-137

RESOLUTION ESTABLISHING THE POLICY FOR PAYMENT OF CLAIMS DUE TO THE CANCELLATION OF THE SECOND CITY COUNCIL MEETING IN DECEMBER 2025

WHEREAS, the North Liberty City Council meets on the second and fourth Tuesdays of each month, and

WHEREAS, the fourth Tuesday in December 2025 is during the week of a city recognized Holiday, and

WHEREAS, the City Council is unable to schedule a second meeting for the month, and

WHEREAS, certain warrants are required to be paid including those that would incur fees or penalties, and routine bills, and

WHEREAS, this is a one-time action with the following qualifications: claims will be reviewed by the Payables Clerk; claims will be approved for payment by the City Administrator; no claims over $5,000.00 will be paid without Council approval unless a fee or penalty will be assessed; and claims that are approved for payment will be paid on December 22, 2025, and

WHEREAS, all claims paid on December 22, 2025 will be on the City Council Claims list on January 13, 2026 for Council review and consideration and will be published in the next list of claims in compliance with standard policy.

NOW, THEREFORE, BE IT RESOLVED by the North Liberty City Council that claims can be paid on December 22, 2025 in compliance with the terms of this resolution and compliance with standard claim payment procedures.

APPROVED AND ADOPTED this 9th day of December, 2025.

CITY OF NORTH LIBERTY:

_____

CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____

TRACEY MULCAHEY, CITY CLERK

North Liberty
IOWA

DERS 380 & Moyna North Temporary Easement

Prepared by and Return to:
Grant D. Lientz, 360 N. Main Street, P.O. Box 77, North Liberty, IA 52317 319-626-5767

TEMPORARY CONTRUCTION EASEMENT AGREEMENT

This agreement is made and entered into by and between DERS 380, LLC, an Iowa Limited Liability Company, and MOYNA NORTH, LLC, an Iowa Limited Liability Company, the owners of the real estate described herein, (hereinafter referred to as "Property Owner," which expression shall include their agents, successors or assigns), and the CITY OF NORTH LIBERTY, IOWA, a municipal corporation, (hereinafter referred to as "City," which expression shall include its agents, successors or assigns).

IT IS HEREBY AGREED AS FOLLOWS:

For the sum of one dollar ($1.00) plus other valuable consideration, the receipt of which is hereby acknowledged, the Property Owner hereby grants and conveys to the City a temporary easement for the public purpose of installing roundabout intersection improvements, roadway realignment, crosswalks, sidewalks, public utilities, and associated grading (the "Project"), under, over, through and across portions of real property located in North Liberty, Iowa, which easement is legally described as follows:

> The southern 150' of the West four (4) rods of the South twenty (20) rods of the Southwest Quarter (SW ¼) of the Southeast Quarter (SE ¼) of Section 15, Township 80 North, Range 7 West of the Fifth P.M., except for the property acquired by public authority for right-of-way purposes.

Additionally, as part of the consideration for this agreement,

A. The Property Owner will not be assessed for any costs for the design and construction of the Project, plans for which are on file at City Hall, nor shall the Property Owner be responsible for the initial costs of constructing or maintaining the Project; however, connection fees, frontage fees, or other typical and customary fees will be collected by the City at the time any part of the property is developed.

B. The City shall be responsible for the recording of this Agreement and payment of the costs for the same.

C. The City shall indemnify and hold harmless the Property Owner, its successors and assigns, from and against any loss, damage, expense, cost, third party claims, causes of action, or other liabilities arising out of, or purporting to arise out of, the City's exercise of the rights granted under this Agreement. This indemnification and hold harmless shall include, but is not limited to, reasonable legal fees and cost of

defense incurred by Property Owner.

DIVISION I – TEMPORARY EASEMENT

The Property Owner and the City agree that:

1. Property Owner does hereby grant and convey to City a temporary construction easement (the "Temporary Easement") for the purpose of facilitating the City's construction of the Project described above.

2. The Property Owner shall not, during the construction of the Project, erect any landscaping, fences, or structures over, under or within the Temporary Easement area, nor change the grade, elevation or contour of any part of the Temporary Easement area, without obtaining the prior written approval of the City Engineer.

3. The City shall have the right of access to the temporary construction easement area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the easement area as herein described, including but not limited to the right to redirect public traffic and to remove any unauthorized obstructions or structures placed or erected on the easement area.

4. The City agrees to review the required temporary construction easement area upon completion of the final design for the Project. If the City Engineer determines, in their sole discretion and upon completion of said final design, that a reduction in the size of the temporary easement acquired under this agreement is reasonable, such that the reduction would not interfere with the construction and completion of the Project, then the City shall vacate such portions of the temporary construction easement as the City Engineer deems reasonable.

5. Following the construction and installation of the Project and final acceptance by the City, the City shall restore the temporary construction easement area to substantially the same condition as existed prior to the commencement of construction operations.

6. City covenants and agrees that driveways, fences, and other site features that are removed or disturbed shall be replaced by City consistent with the final construction plans, which the City Engineer shall make available to the Property Owner upon request. City covenants and agrees that existing underground drainage tiles that are removed or disturbed shall, to the extent reasonably possible, be replaced by City. City further agrees that all grassed areas disturbed by the construction shall be seeded within a reasonable time after construction is complete. Property Owner agrees that trees, shrubs and brush that are removed or disturbed will not be replaced by City.

7. City covenants and agrees to remove and stockpile existing topsoil from areas to be excavated, to be used in the event of any repair. Following installation of the improvements described herein, all areas within the temporary construction easement area which are disturbed will be graded to form a uniform slope, and topsoil shall be replaced and spread over disturbed areas, thereby restoring said areas substantially to their prior condition, with the exception of the replacement of trees, shrubs and brush.

8. The rights as described above in the temporary construction easement area shall commence upon the beginning of construction of the Project, which is anticipated to begin in March of 2026, and shall cease and terminate following the completion of the construction of the Project, which is anticipated to take place before September 30, 2027. Property Owner acknowledge that the dates in this paragraph 8 are estimates made in good faith prior to the finalization of design or letting of the Project, and subject to

reasonable modification by the City based on actual letting dates. In no event shall the rights herein extend later than December 31, 2027.

DIVISION II – GENERAL

The Property Owner does hereby covenant with the City that the Property Owner holds said real estate described in this easement by title in fee simple; that the Property Owner has good and lawful authority to convey the same; and that the Property Owner covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever. The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

[Signature pages to follow]

Dated this _____ day of November, 2025.

MOYNA NORTH, LLC

By: _____
John Moyna, Manager

STATE OF IOWA)
) ss:
COUNTY OF JOHNSON)

On this _____ day of _____, 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John Moyna, to me personally known, who, being by me duly sworn, did say that he is a Manager of Moyna North, LLC, an Iowa Limited Liability Company, and that the instrument was signed on behalf of the company by the authority of its members, and that John Moyna acknowledged the execution of the instrument to be his voluntary act and deed and the voluntary act and deed of the company, by it and by him voluntarily executed.

_____
Notary Public in and for the State of Iowa

DERS 380, LLC

By: _____, Manager
Scott Andersen, Manager

STATE OF IOWA)
) ss:
COUNTY OF JOHNSON)

On this 3rd day of December, 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Scott Andersen, to me personally known, who, being by me duly sworn, did say that he is a Manager of DERS 380, LLC, an Iowa Limited Liability Company, and that the instrument was signed on behalf of the company by the authority of its members, and that Scott Andersen acknowledged the execution of the instrument to be his voluntary act and deed and the voluntary act and deed of the company, by it and by him voluntarily executed.

_____
Notary Public in and for the State of Iowa

NOTARIAL SEAL IOWA
NICHOLAS ANDERSEN
Commission Number 810927
My Commission Expires
June 6, 2027

CITY:

Signed:_____
Chris Hoffman, Mayor

Signed:_____
Tracey Mulcahey, City Clerk

STATE OF IOWA, JOHNSON COUNTY: ss

On this _____ day of _____, 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Chris Hoffman and Tracey Mulcahey, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of North Liberty, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation, and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. _____ of the City Council on the _____ day of _____, 2025, and that Chris Hoffman and Tracey Mulcahey acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.

_____
Notary Public in and for the State of Iowa

Resolution No. 2025-138

A RESOLUTION APPROVING A TEMPORARY CONSTRUCTION EASEMENT AGREEMENT BETWEEN DERS 380 LLC, MOYNA NORTH LLC, AND NORTH LIBERTY, IOWA

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

WHEREAS, the terms and conditions for a temporary construction easement agreement in service of the construction of the Forevergreen Road and Jasper Avenue Improvement project have been set forth in an Agreement between the City of North Liberty and Moyna North, LLC and DERS 380, LLC (the "Property Owners")., and

WHEREAS, the parties have agreed to a purchase price of $1,100.00 for said easement; and

WHEREAS, it is the parties' desire to agree and establish, in writing, their understanding regarding said agreement.

NOW, THEREFORE, BE IT RESOLVED that that the Temporary Construction Easement Agreement attached hereto is approved.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute said agreement.

APPROVED AND ADOPTED this 9th day of December, 2025.

CITY OF NORTH LIBERTY:

_____

CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____

TRACEY MULCAHEY, CITY CLERK

North Stewart Street Project

SHIVEHATTERY
ARCHITECTURE + ENGINEERING

PROPOSAL FOR SERVICES

TO:	City of North Liberty
ATTN:	Mr. Ryan Heiar, City Administrator P.O. Box 77 North Liberty, Iowa 52317
PROJECT NAME:	North Stewart Street Improvements
DATE:	December 3, 2025

PROJECT DESCRIPTION: Design, bidding and construction phase services for North Stewart Street reconstruction. The improvements generally consist of reconstruction of North Stewart Street from Cherry Street to Penn Street with a PCC urban section roadway, storm sewer, sanitary sewer main repairs and manhole replacements, watermain and water service replacements to the curb stop/ROW limit, placement of PCC sidewalk, and roadway reconstruction and crosswalk replacements within the Penn Street and Cherry Street intersections. A separate sewer lining and rehabilitation project along North Stewart Street will be coordinated by the owner. Exhibits of the project location, concept improvements, and concept phase project cost opinion are included with this proposal as attachments. The Concept Phase cost opinion for this project is $2,156,000 (does not include costs for easements, acquisitions, or utility relocations as these items are not yet known).

The undersigned Client and Shive-Hattery, Inc. (S-H) agree as follows:

SCOPE OF SERVICES: S-H will provide the following professional services:

1. **Design Phase**: Design phase shall include the following services.

   a. Surveying and Base Mapping: We will provide a topographic survey for the project including surface features, topographic information, utilities as located by One-Call, easements, and right-of-way. The survey will be used as the base map for the design plans.

   b. Design Services: We will provide design services for the street reconstruction project including construction phasing and traffic control plans. The design process/approach will include regular meetings with City staff and one neighborhood informational meeting if deemed necessary.

   c. Coordination and Easements: We will prepare and submit a DNR NPDES permit application, DNR sanitary sewer construction permit, and DNR watermain construction permit application. We will prepare necessary temporary and permanent easement legal descriptions and exhibits as needed for the project. Along with City staff, we will attend meetings with affected property owners to discuss easement acquisitions, if required.

   e. Construction Documents: Construction documents will consist of preparing complete plans for public bidding and construction. The package will be reviewed and approved by City staff prior to authorization for public hearing and distribution to bidders.

Shive-Hattery | 2839 Northgate Drive | Iowa City, IA 52245 | 319.354.3040 | fax 319.354.6921 | shive-hattery.com

f. Cost Opinion: We will prepare opinions of probable construction costs for the project. Updated cost opinions will be prepared and reviewed with City staff as a deliverable with each preliminary and final design phase submittal package.

g. Project Manual: We will prepare a project manual including bidding documents, construction contract, and technical project specifications for the project.

2. **Bidding Phase**: Services include preparation of bid documents, distribution of contract documents to potential bidders, provide clarification of documents and answer contractor questions, issue addenda as needed, attend bid opening, prepare tabulation of bids, and provide recommendation to the Owner regarding award of contract.

3. **Construction Phase**: Services include the following based upon an estimated seven-month construction period.

a. Prepare and distribute construction contract and Notice to Proceed.

b. Review form of contract, bonds, and insurance.

c. Schedule and facilitate a preconstruction meeting to communicate schedule and the administrative details of the project.

d. Provide construction staking.

e. Provide materials testing including subgrade compaction and concrete testing.

f. Provide construction observation at appropriate intervals to determine if the work is proceeding in general conformance with the contract documents.

g. Facilitate and participate with construction progress meetings. Prepare weekly construction progress reports.

h. Review contractor submittals. Issue clarifications and authorize changes to the contract documents. Negotiate and prepare change orders as needed.

i. Review payment applications and provide recommendation to Owner for payment.

j. Provide final review of work to determine if work has been completed satisfactorily. Prepare list of deficient items to the contractor as needed. Review final payment application, bonds, and provide recommendation to Owner for final acceptance.

j. Provide Record Drawings.

CLIENT RESPONSIBILITIES: It will be your responsibility to provide the following:

1. Coordinate and facilitate separate sewer lining rehabilitation project along North Stewart Street between Penn Street and Cherry Street.

2. Participation at design review meetings and review of design phase submittals. Provide authorization to proceed with final design and bid letting.

3. Schedule and conduct informational meeting(s) with the public as deemed necessary.

4. Acquire the necessary right-of-way and/or easements as required for construction of the project. Schedule and meet with affected property owners to discuss easements required for the project.

5. Provide daily construction observation services to monitor progress of the project and provide on-site communications with the Contractor, engineer and adjacent property owners.

6. Provide funding for the project.

SCHEDULE: We will begin our services immediately after execution of this Agreement. The services will be completed in a timely manner. We understand that the project schedule goal is for bidding to occur winter 2026 with construction to occur in 2027.

COMPENSATION: We will provide the Scope of Services for the following fee:

Design & Bidding Phase	$ 215,000	Lump Sum
Construction Phase	$ 101,000	Hourly (estimated)
Reimbursable Expenses	$ 4,000	As incurred (estimated)
Total	$ 320,000	

We will not proceed with Bidding or Construction Phase services until authorized by the City.

ADDITIONAL SERVICES: Additional services requested that are not included in the Scope of Services will be provided at standard hourly rates.

AGREEMENT: This proposal shall become the Agreement for Services when signed and dated by both parties. The attached **STANDARD TERMS AND CONDITIONS** are made a part of this proposal and Agreement for Services. Please return a signed copy to us.

ACKNOWLEDGEMENT OF OFFER AND ACCEPTANCE:

Proposal accepted and work is
authorized to proceed:

THE CITY OF NORTH LIBERY, IOWA

BY: _____

TITLE: _____

DATE ACCEPTED: _____

SHIVE-HATTERY, INC.



_____
Michael J. Janechek, P.E.
Project Manager

MJJ/mjv

Enc.: Standard Terms and Conditions
N Stewart Street – Schedule
N Stewart Street Improvements - Concept Exhibit
N Stewart Street - Concept Cost Opinion

STANDARD TERMS AND CONDITIONS

Copyright © Shive-Hattery October 2024

PARTIES

"S-H" or "Shive-Hattery" shall mean Shive-Hattery, Inc., Shive-Hattery A/E Services, P.C., Helix Design Group, a Division of Shive-Hattery, Inc., Shive-Hattery New Jersey, Inc., WSM, a Division of Shive-Hattery, Inc., or KdG, a Division of Shive-Hattery, Inc. and "CLIENT" shall mean the person or entity executing this Agreement with "S-H."

LIMITATION OF LIABILITY AND WAIVER OF CERTAIN DAMAGES

The CLIENT agrees, to the fullest extent of the law, to limit the liability of S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them, to the CLIENT and any person or entity claiming by or through the CLIENT, for any and all claims, damages, liabilities, losses, costs, and expenses including reasonable attorneys' fees, experts' fees, or any other legal costs , in any way related to the Project or Agreement from any cause(s) to an amount that shall not exceed *five million dollars ($5,000,000).* The parties intend that this limitation of liability apply to any and all liability or cause of action, claim, theory of recovery, or remedy however alleged or arising, including but not limited to negligence, errors or omissions, strict liability, breach of contract or warranty, express, implied or equitable indemnity and all other claims, which except for the limitation of liability above, the CLIENT waives.

CLIENT hereby releases S-H, its officers, directors, shareholders, employees, agents, subconsultants, affiliated companies, and any of them, and none shall be liable to the CLIENT for consequential, special, exemplary, punitive, indirect or incidental losses or damages, including but not limited to loss of use, loss of product, cost of capital, loss of goodwill, lost revenues or loss of profit, interruption of business, down time costs, loss of data, cost of cover, or governmental penalties or fines.

INDEMNIFICATION

Subject to the limitation of liability in this Agreement, S-H agrees to the fullest extent permitted by law, to indemnify and hold harmless the CLIENT, its officers, directors, shareholders, and employees against all claims, damages, liabilities, losses or costs, including reasonable attorneys' fees, experts' fees, or other legal costs to the extent caused by S-H's negligent performance of service under this Agreement and that of its officers, directors, shareholders, and employees.

The CLIENT agrees to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, subconsultants, and affiliated companies against all damages, liabilities, losses, costs, and expenses including, reasonable attorneys' fees, expert's fees, and any other legal costs to the extent caused by the acts or omissions of the CLIENT, its employees, agents, contractors, subcontractors, consultants or anyone for whom the CLIENT is legally liable.

HAZARDOUS MATERIALS - INDEMNIFICATION

To the fullest extent permitted by law, CLIENT agrees to defend, indemnify, and hold S-H, its officers, directors, shareholders, employees, agents, consultants and affiliated companies, and any of them harmless from and against any and all claims, liabilities, losses, costs, or expenses including reasonable attorney's fees, experts' fees and any other legal costs (including without limitation damages to property, injuries or death to persons, fines, or penalties), arising out of, or resulting from the discharge, escape, release, or saturation of smoke, vapors, soot, fumes, acids, alkalies, toxic chemicals, liquids, gases, polychlorinated biphenyl, petroleum contaminants spores, biological toxins, or any other materials, irritants, contaminants, or pollutants in or into the atmosphere, or on, onto, upon, in, or into the surface or subsurface of soil, water, or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

STANDARD OF CARE

Services provided by S-H under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances on projects of similar size, complexity, and geographic location as that of the Project. Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other party.

BETTERMENT

The CLIENT recognizes and expects that certain change orders may be required to be issued as the result in whole or part of imprecision, incompleteness, omissions, ambiguities, or inconsistencies in S-H's drawings, specifications, and other design, bidding or construction documentation furnished by S-H or in other professional services performed or furnished by S-H under this Agreement (herein after in this Betterment section referred to as S-H Documentation). If a required item or component of the Project is omitted from S-H's Documentation, the CLIENT is responsible for paying all costs required to add such item or component to the extent that such item or component would have been required and included in the original S-H Documentation. In no event will S-H be responsible for costs or expense that provides betterment or upgrades or enhances the value of the Project.

RIGHT OF ENTRY

The CLIENT shall provide for entry for the employees, agents and subcontractors of S-H and for all necessary equipment. While

S-H shall take reasonable precautions to minimize any damage to property, it is understood by the CLIENT that in the normal course of the project some damages may occur, the cost of correction of which is not a part of this Agreement.

PAYMENT

Unless otherwise provided herein, invoices will be prepared in accordance with S-H's standard invoicing practices then in effect and will be submitted to CLIENT each month and at the completion of the work on the project. Invoices are due and payable upon receipt by the CLIENT. If the CLIENT does not make payment within thirty (30) days after the date the invoice was mailed to the CLIENT, then the amount(s) due S-H shall bear interest due from the date of mailing at the lesser interest rate of 1.5% per month compounded or the maximum interest rate allowed by law. In the event that S-H files or takes any action, or incurs any costs, for the collection of amounts due it from the client, S-H shall be entitled to recover its entire cost for attorney fees and other collection expenses related to the collection of amounts due it under this Agreement. Any failure to comply with this term shall be grounds for a default termination.

TERMINATION

Either party may terminate this Agreement for convenience or for default by providing written notice to the other party. If the termination is for default, the non-terminating party may cure the default before the effective date of the termination and the termination for default will not be effective. The termination for convenience and for default, if the default is not cured, shall be effective seven (7) days after receipt of written notice by the non-terminating party. In the event that this Agreement is terminated for the convenience of either party or terminated by S-H for the default of the CLIENT, then S-H shall be paid for services performed to the termination effective date, including reimbursable expenses due, and termination expenses attributable to the termination. In the event the CLIENT terminates the Agreement for the default of S-H and S-H does not cure the default, then S-H shall be paid for services performed to the termination notice date, including reimbursable expenses due, but shall not be paid for services performed after the termination notice date and shall not be paid termination expenses. Termination expenses shall include expenses reasonably incurred by S-H in connection with the termination of the Agreement or services, including, but not limited to, closing out Project records, termination of subconsultants and other persons or entities whose services were retained for the Project, and all other expenses directly resulting from the termination.

INFORMATION PROVIDED BY OTHERS

S-H shall indicate to the CLIENT the information needed for rendering of services hereunder. The CLIENT shall provide to S-H such information, including electronic media, as is available to the CLIENT and the CLIENT's consultants and contractors, and S-H shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is difficult for S-H to assure the accuracy, completeness and sufficiency of such client-furnished information, either because it is provided by others or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees, agents, subconsultants and affiliated companies, and any of them, from and against any and all claims, liabilities, losses, costs , expenses (including reasonable attorneys' fees, experts' fees, and any other legal costs) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT.

UNDERGROUND UTILITIES

Information for location of underground utilities may come from the CLIENT, third parties, and/or research performed by S-H or its subcontractors. S-H will use the standard of care defined in this Agreement in providing this service. The information that S-H must rely on from various utilities and other records may be inaccurate or incomplete. Therefore, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless S-H, its officers, directors, shareholders, employees agents, subconsultants, affiliated companies, and any of them for all claims, losses, costs and damages arising out of the location of underground utilities provided or any information related to underground utilities by S-H under this Agreement.

CONTRACTOR MATTERS

CLIENT agrees that S-H shall not be responsible for the acts or omissions of the CLIENT's contractor, or subcontractors, their employees, agents, consultants, suppliers or arising from contractor's or subcontractors' work, their employees, agents, consultants, suppliers or other entities that are responsible for performing work that is not in conformance with the construction Contract Documents, if any, prepared by S-H under this Agreement. S-H shall not have responsibility for means, methods, techniques, sequences, and progress of construction of the contractor, subcontractors, agents, employees, agents, consultants, or other entities. In addition, CLIENT agrees that S-H is not responsible for safety at the project site and that safety during construction is for the CLIENT to address in the contract between the CLIENT and contractor.

SHOP DRAWING REVIEW

If, as part of this Agreement S-H reviews and approves Contractor submittals, such as shop drawings, product data, samples and other data, as required by S-H, these reviews and approvals shall be only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. S-H's review shall be conducted with reasonable promptness while allowing sufficient time in S-H's judgment to permit adequate review. Review of a specific item shall not indicate that S-H has reviewed the entire assembly of which the item is a component. S-H shall not be responsible for any deviations from the contract documents not brought to the attention of S-H in

writing by the Contractor. S-H shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

OPINIONS OF PROBABLE COST

If, as part of this Agreement S-H is providing opinions of probable construction cost, the CLIENT understands that S-H has no control over costs or the price of labor, equipment or materials, or over the Contractor's method of pricing, and that S-H's opinions of probable construction costs are to be made on the basis of S-H's qualifications and experience. S-H makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual costs.

CONSTRUCTION OBSERVATION

If, as part of this Agreement S-H is providing construction observation services, S-H shall visit the project at appropriate intervals during construction to become generally familiar with the progress and quality of the contractors' work and to determine if the work is proceeding in general accordance with the Contract Documents. Unless otherwise specified in the Agreement, the CLIENT has not retained S-H to make detailed inspections or to provide exhaustive or continuous project review and observation services. S-H does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, its subcontractors, employees, agents, consultants, suppliers or any other entities furnishing materials or performing any work on the project.

S-H shall advise the CLIENT if S-H observes that the contractor is not performing in general conformance of Contract Documents. CLIENT shall determine if work of contractor should be stopped to resolve any problems.

OTHER SERVICES

The CLIENT may direct S-H to provide other services including, but not limited to, any additional services identified in S-H's proposal. If S-H agrees to provide these services, then the schedule shall be reasonably adjusted to allow S-H to provide these services. Compensation for such services shall be at S-H's Standard Hourly Fee Schedule in effect at the time the work is performed unless there is a written Amendment to Agreement that contains an alternative compensation provision.

OWNERSHIP & REUSE OF INSTRUMENTS OF SERVICE

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by S-H as instruments of service shall remain the property of S-H. The CLIENT shall not reuse or make any modifications to the plans and specifications without the prior written authorization of S-H. The CLIENT agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless S-H its officers, directors, shareholders, employees, agents, subconsultants and affiliated companies, and any of them from any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to any unauthorized reuse or modifications of the construction documents by the CLIENT or any person or entity that acquires or obtains the plans and specifications from or through the CLIENT without the written authorization of S-H.

DISPUTE RESOLUTION

If a dispute arises between S-H and CLIENT, the executives of the parties having authority to resolve the dispute shall meet within thirty (30) days of the notification of the dispute to resolve the dispute. If the dispute is not resolved within such thirty (30) day time period, CLIENT and S-H agree to submit to non-binding mediation prior to commencement of any litigation and that non-binding mediation is a precondition to any litigation. Any costs incurred directly for a mediator, shall be shared equally between the parties involved in the mediation.

EXCUSABLE EVENTS

S-H shall not be responsible or liable to CLIENT or CLIENT’s contractors, consultants, or other agents for any of the following events or circumstances, or the resulting delay in S-H’s services, additional costs and expenses in S-H’s performance of its services, or other effects in S-H’s services, stemming in whole or part from such events and circumstances (collectively, “Excusable Events” or, singularly, an “Excusable Event”): a change in law, building code or applicable standards; actions or inactions by a governmental authority; the presence or encounter of hazardous or toxic materials on the Project; war (declared or undeclared) or other armed conflict; terrorism; sabotage; vandalism; riot or other civil disturbance; blockade or embargos; explosion; abnormal weather; unanticipated or unknown site conditions; epidemic or pandemic (including but not limited to COVID-19), delays or other effects arising from government-mandated or government-recommended quarantines, closure of business, access, or travel; strike or labor dispute, lockout, work slowdown or stoppage; accident; act of God; failure of any governmental or other regulatory authority to act in a timely manner; acts or omissions by CLIENT or by any CLIENT’s contractors, consultants or agents of any level on the project (including, without limitation, failure of the CLIENT to furnish timely information or approve or disapprove of S-H's services or work product promptly, delays in the work caused by CLIENT, CLIENT’s suspension, breach or default of this Agreement, or delays caused by faulty performance by the CLIENT or by CLIENT’s contractors, consultants, or agents of any level); or any delays or events outside the reasonable control of S-H. When an Excusable Event occurs, the CLIENT agrees S-H is not responsible for any actual or claimed damages incurred by CLIENT or CLIENT’s contractors, consultants, or agents, S-H shall not be deemed to be in default of this Agreement, and S-H shall be entitled to a change order to equitably increase and extend S-H’s time for performance of its services, as well as equitably increase the contract sum to compensate S-H for its increased labor, expenses, and other costs to perform its services, due to the Excusable Event.

ASSIGNMENT
Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party.

SEVERABILITY, SURVIVAL AND WAIVER
Any provision of this Agreement later held to be unenforceable for any reason shall be deemed void, and all remaining provisions shall continue in full force and effect. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between the CLIENT and S-H shall survive the completion of the services hereunder and the termination of this Agreement. The failure of a party to insist upon strict compliance of any term hereof shall not constitute a waiver by that party of its rights to insist upon strict compliance at a subsequent date.

GOVERNING LAW
This Agreement shall be governed pursuant to the laws in the state that the project is located.

EQUAL EMPLOYMENT OPPORTUNITY
It is the policy of S-H to provide equal employment opportunities for all. S-H enforces the following acts and amendments as presented by Federal government or State governments: Title VII of the Civil Rights Act of 1965, Age Discrimination in Employment ACT (ADEA), Americans With Disabilities Act (ADA), Iowa Civil Rights Act of 1965, and Illinois Human Rights Act [775ILCS 5]. S-H will not discriminate against any employee or applicant because of race, creed, color, religion, sex, national origin, gender identity, sexual orientation, marital status, ancestry, veteran status, or physical or mental handicap, unless related to performance of the job with or without accommodation.

HARASSMENT
If either party becomes aware of any form of harassing conduct by the other party's employees, agents, contractors, consultants, vendors, or affiliated companies, the party receiving the harassing conduct will promptly investigate the reported conduct and take appropriate action that may include termination of this Agreement by providing written notice to the other party. Prior to the written notice to terminate, all applicable obligations contained in this Agreement by either party remain in effect. Harassment conduct includes any verbal, physical, and visual or pictorial content that creates an intimidating, offensive, obscene, or hostile working environment, unwanted and unsolicited verbal comments, sexual advances or innuendo, unwelcome jokes or banter, threats, or derogatory comments.

COMPLETE AGREEMENT
This Agreement constitutes the entire and integrated agreement between the CLIENT and S-H and supersedes all prior negotiations, representations and agreements, whether oral or written. In the event the CLIENT issues a Purchase Order of which this Agreement becomes a part, or the CLIENT and S-H otherwise execute or enter into a contract into which this Agreement is incorporated, the parties expressly agree that, to the extent the terms of this Agreement conflict with or are otherwise inconsistent with such Purchase Order, or any other contract, this Agreement shall supersede and override the terms of the aforementioned documents, and this Agreement shall solely govern in those regards.

ACCEPTANCE
Wet signatures, digital signatures, electronic signatures or acceptance communicated by mail or e-mail from one party to another, are deemed acceptable for binding the parties to the Agreement. The CLIENT representative accepting this Agreement warrants that he or she is authorized to enter into this Agreement on behalf of the CLIENT.

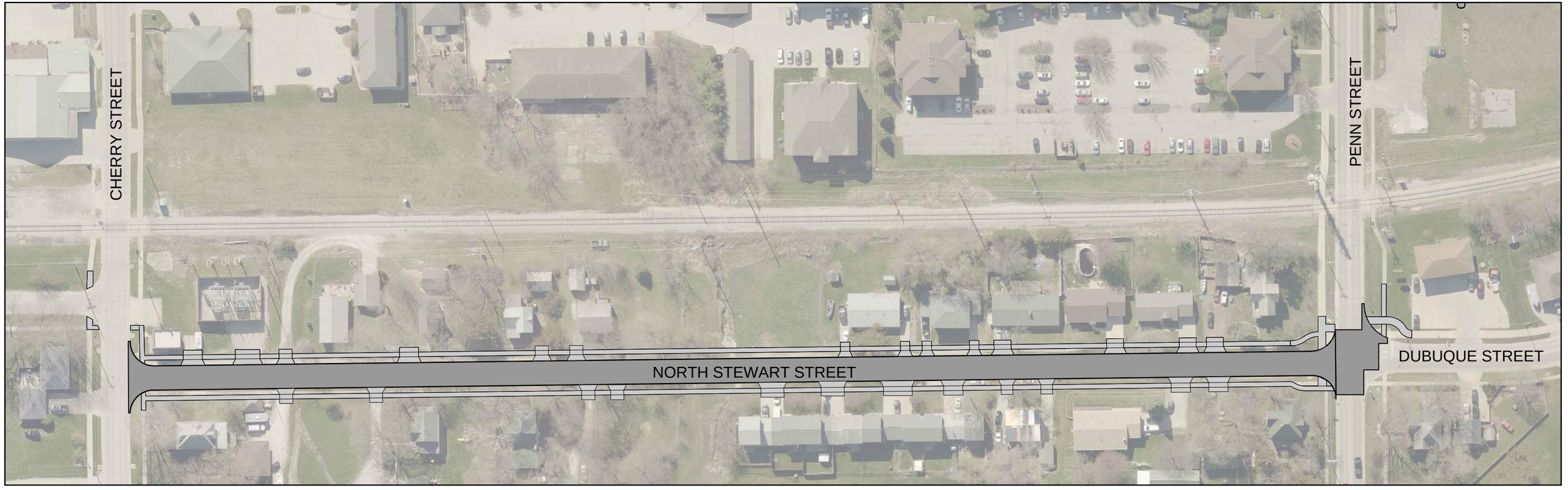
SHIVEHATTERY
ARCHITECTURE + ENGINEERING

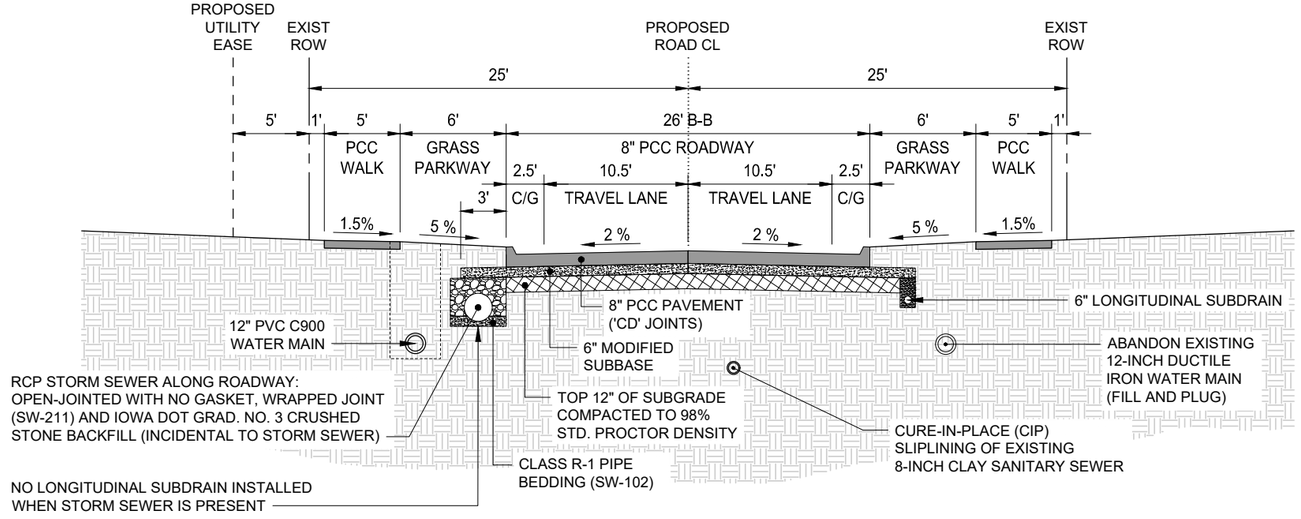
NL North Stewart Street Improvements
Preliminary Project Schedule – 12/3/2025

Milestone	**Date**
Approve Proposal	December 9, 2025
Survey & Base Mapping Complete	March 13, 2026
30% Submittal (Plans/specs/costs)	May 22, 2026
Owner review mtg	June 4, 2026
70% Submittal (Plans/specs/costs)	August 21, 2026
Owner review mtg	September 3, 2026
Final Submittal (Plans/specs/costs)	October 2, 2026
Final Owner review mtg	October 15, 2026
*Easements/Acquisitions Approved by Council	November 10, 2026
Issue Documents for Bids	November 12, 2026
Public Hearing	November 24, 2026
Receive bids	December 8, 2026
Award	January 12, 2027
Pre-Construction Meeting	March 2027
Substantial Completion	September 2027 (TBD)
Final Completion	October 2027 (TBD)

*Easements and acquisitions are unknown at this time

Project #2112202580





1 TYPICAL SECTION - - - NORTH STEWART STREET - - - 26 B-B
NOT TO SCALE

0 25 50 100
SCALE IN FEET

North Liberty

SHIVEHATTERY
ARCHITECTURE + ENGINEERING

NORTH STEWART STREET IMPROVEMENTS

North Liberty - North Stewart Street Reconstruction

CONCEPT PHASE OPINION OF ANTICIPATED COSTS

12/3/2025

DESCRIPTION:

Reconstruct N Stewart Street from Cherry to Penn St, approximately 1300 ft.

New 26-foot wide PCC urban section street with 5-foot walks. Replace existing water main and services, replace sanitary manholes and repair two sanitary main locations. Anticipated 2027 construction.

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	EXTENDED COST
1	Mobilization	LS	1	$80,000	$80,000
2	Excavation, CL 10	CY	3,000	$25	75,000
3	Pavement Removal	SY	7,500	$15	112,500
4	Detectable Warning Panels	SF	136	$80	10,880
5	PCC Driveway approaches	SY	825	$75	61,875
6	Topsoil, import	CY	1,000	$40	40,000
7	Pavement, PCC, 8"	SY	3,770	$70	263,900
8	Pavement, PCC, 9"	SY	330	$100	33,000
9	Modified subbase, 6"	CY	860	$60	51,600
10	Sidewalk, PCC	SY	1,520	$60	91,200
11	Storm sewer	LF	1,300	$100	130,000
12	Storm intakes	EA	12	$6,500	78,000
13	Subdrain, 6"	LF	2,600	$15	39,000
14	Utility Adjustments	LS	1	$10,000	10,000
15	Abandon Watermain	LF	1,300	$15	19,500
16	12-inch C900 PVC watermain replacement	LF	1,300	$75	97,500
17	12-inch Watermain fittings	EA	10	$1,750	17,500
18	Fire Hydrant Assembly	EA	2	$6,500	13,000
19	12-inch MJ Gate Valve w valve box	EA	9	$4,500	40,500
20	Water Service Line, 1"	LF	1,100	$50	55,000
21	Water Service Curb Stop Shut-off Valve	EA	28	$1,500	42,000
22	Water Service Corporation	EA	28	$1,250	35,000
23	Remove/replace sanitary sewer repairs	LF	100	$120	12,000
24	Sanitary manholes (SW-301)	EA	4	$8,000	32,000
25	Signage and Striping	LS	1	$6,000	6,000
26	Traffic Control	LS	1	$25,000	25,000
27	Temporary Granular Drives	TON	750	$60	45,000
28	Erosion Matting	SY	500	$15	7,500
29	Erosion Control, seeding, mulching, silt fence	AC	2.0	$10,000	20,000
	Subtotal				$1,544,000
	Contingency (15%)				$232,000
	Subtotal Construction				$1,776,000
	Engineering, Bidding, Construction Services				$320,000
	VisuSewer Rehabilitation Quote				$60,000
	TOTAL CONCEPT PHASE COST OPINION*				**$2,156,000**

*EASEMENT AND UTILITY RELOCATION NEEDS UNKOWN AT THIS TIME

DISCLAIMER ON THE ESTIMATE OF PROBABLE COST

The opinion of probable construction cost is made on the basis of experience and qualifications and represents the best judgment as an experienced and qualified professional generally familiar with the industry. However, since Shive-Hattery has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, Shive-Hattery cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost as prepared.

Resolution No. 2025-139

RESOLUTION APPROVING THE STANDARD FORM OF AGREEMENT BETWEEN THE CITY OF NORTH LIBERTY AND SHIVE-HATTERY, INC. FOR THE NORTH STEWART STREET IMPROVEMENTS PROJECT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

WHEREAS, the City of North Liberty desires to design and reconstruct North Stewart Street from Cherry Street to Penn Street; and

WHEREAS, Shive-Hattery, Inc. has presented a proposal for services relating to this project.

NOW, THEREFORE, BE IT RESOLVED that the agreement presented by Shive-Hattery is approved for basic services relating to the North Stewart Street Improvements Project in amounts as follows:

Design & Bidding Phase	215,000
Construction Phase	101,000
Reimbursable Expenses	4,000
Total	**$320,000**

are hereby approved as set forth therein.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and ordered to execute the agreement with said firm for the scope of work.

APPROVED AND ADOPTED this 9th day of December, 2025.

CITY OF NORTH LIBERTY:

_____

CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____

TRACEY MULCAHEY, CITY CLERK

Mickelson Fourth Addition
Preliminary Plat

December 2, 2025

Chris Hoffman, Mayor
City of North Liberty
360 North Main Street
North Liberty IA 52317

Re: Request of MLDC, Inc. for a Preliminary Subdivision Plat on approximately 6 acres. The property is located on the south side of Remley Street, as extended westerly from its western terminus.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its December 2, 2025 meeting. The Planning Commission took the following action:

Findings:

1. The Preliminary Subdivision Plat would facilitate development consistency with the Comprehensive Plan Future Land Use Map designation of Urban Low Intensity and Urban Medium Intensity; and
2. The Preliminary Subdivision Plat would achieve consistency with Section 180.11(3)(A) and 180.12 of the North Liberty Code of Ordinances, which sets forth the preliminary subdivision plat submittal requirements and design standards, respectively.

Recommendation:
The Planning Commission accepted the two listed findings and forward the request to approve a Preliminary Subdivision Plat for a 14-lot subdivision and related infrastructure on approximately 6 acres to the City Council with a recommendation for approval.

The vote for approval was 7-0.

Amy Yotty, Chairperson
City of North Liberty Planning Commission

North Liberty
IOWA

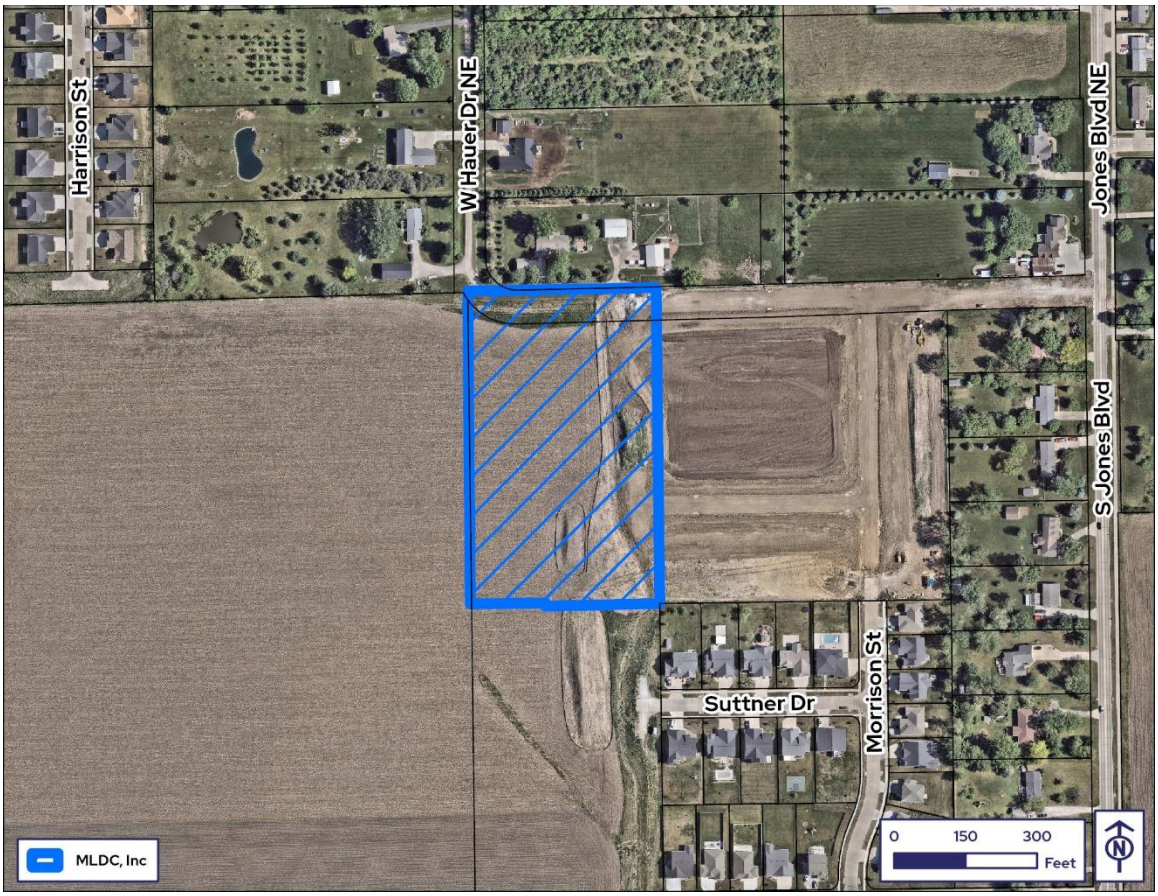
MEMORANDUM

To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **November 25, 2025**
Re **Request of MLDC, Inc. for a Preliminary Subdivision Plat on approximately 6 acres. The property is located on the south side of Remley Street, as extended westerly from its western terminus.**

North Liberty City staff has reviewed the subject submission, and offers comments presented in this memo.

1. Request Summary:

The Preliminary Plat proposes 14 lots and public and private infrastructure on approximately 6 acres. 7 lots are zoned RS-6 (7 single-unit residences) and 7 lots are zoned RD-10 (14 two-unit residences).



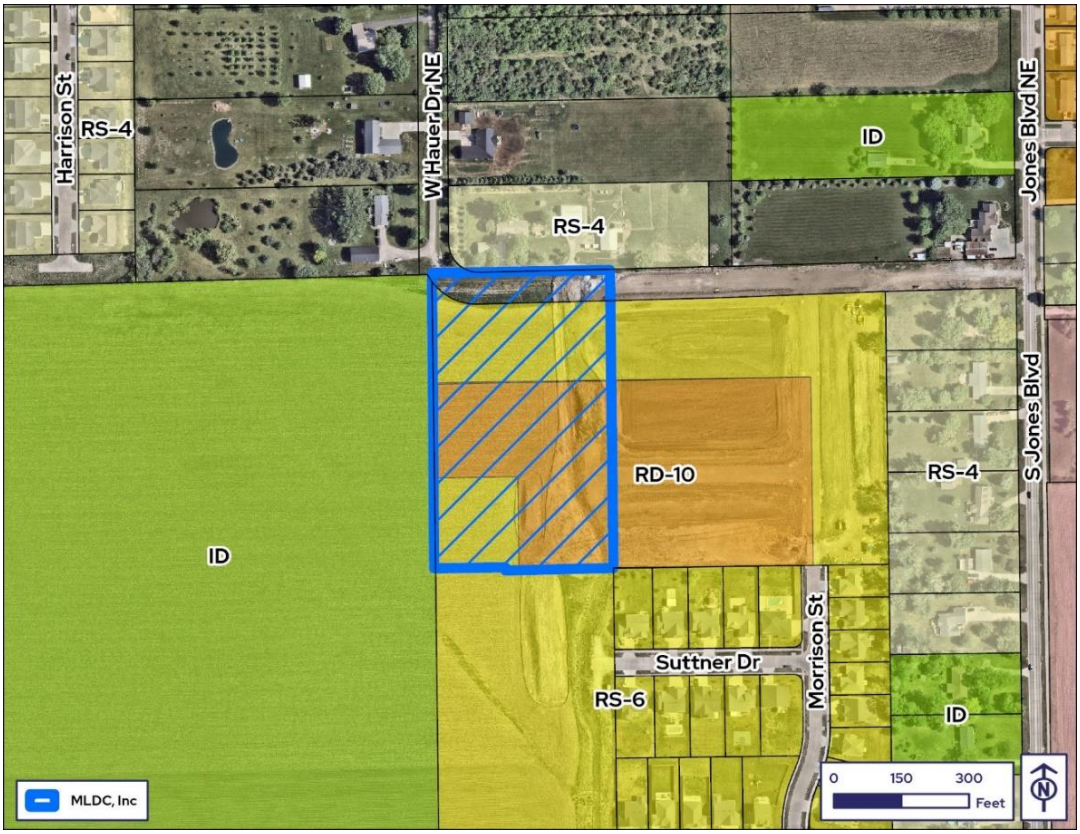
2. Current Zoning*:

RS-6 Single-Unit Residence District. The RS-6 District is intended to provide for and maintain moderate density single-unit residential neighborhoods. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RS-6 District.

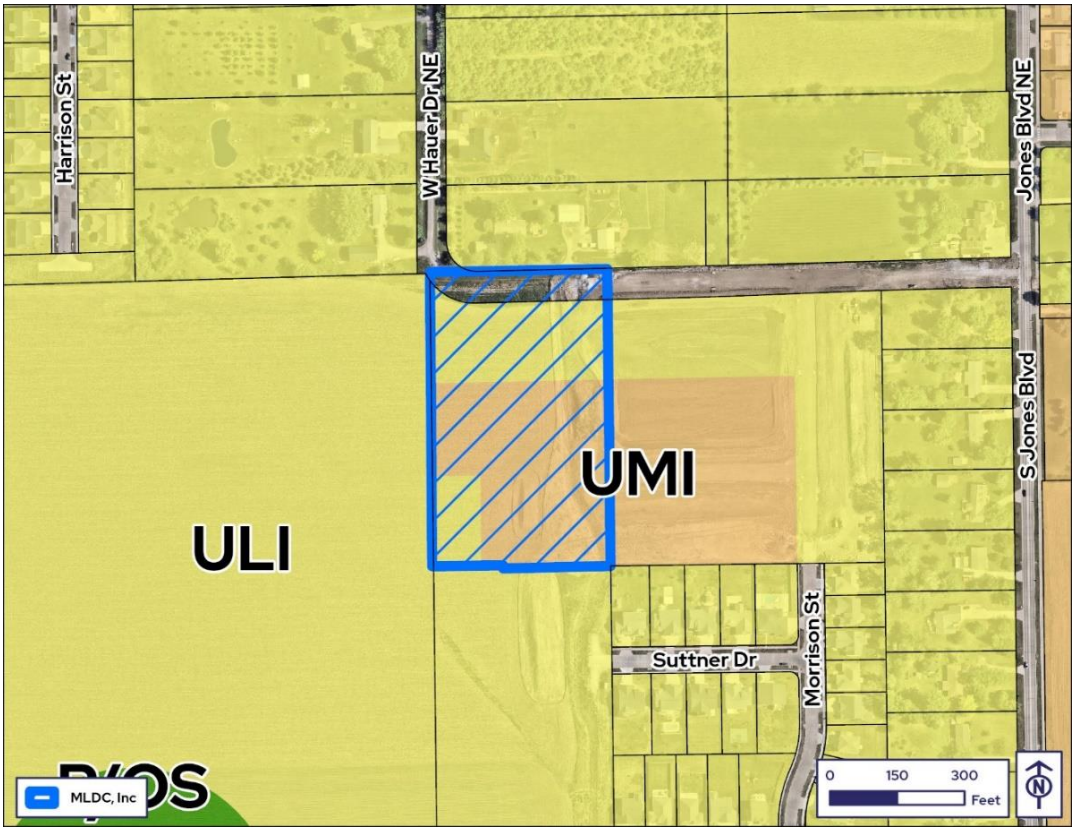
Minimum Lot Area	Maximum Building Height	Minimum Required Front Yard	Minimum Required Corner Side Yard	Minimum Required Side Yard	Minimum Required Rear Yard
7,000 SF	35′	25′	25′	8′	30′

RD-10 Two-Unit Residence District. The RD-10 District is intended to allow for attached single-unit dwellings joined together on a common boundary line with a common wall between the units. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RD-10 District.

Minimum Lot Area	Maximum Building Height	Minimum Required Front Yard	Minimum Required Corner Side Yard	Minimum Required Side Yard	Minimum Required Rear Yard
9,000 SF	35′	25′	25′	5′	30′



3. Comprehensive Plan Future Land Use Map Designation:
Future Land Use Map (FLUM) designation: Urban Low Intensity (ULI) and Urban Medium Intensity (UMI). The RS-6 single-unit residence district is consistent with the ULI and UMI designations and the RD-10 two-unit residence district is consistent with the UMI designation.



4. Approval Standards:
Section 180.11(3)(A) of the North Liberty Code of Ordinances sets forth the preliminary subdivision plat submittal requirements and review (Ordinance language in *italics* and staff analysis in **bold**).

Preliminary Subdivision Plat Submittal Requirements and Review. The preliminary plat, in general, contains more information than the final plat, so that the subdivider and the City can ensure conformance with codes, master facility plans, and good planning and engineering practices. Though the preliminary plat is not recorded, it is approved by resolution of the City Council, and conditions for approval of the plat shall be addressed on any final plats of the same area.

A. *Preliminary Plat Contents. The application shall include a preliminary plat of the subdivision drawn to a scale of one inch to one hundred feet minimum, and shall show:*

(1) A location map to provide spatial reference, showing the outline of the area to be subdivided, existing streets and corporate limits in the vicinity, a north arrow and scale or note stating "not to scale," and other information that might help clarify where the plat is located as well as its surroundings and size relative to other City features;

This has been provided on the Preliminary Plat.

(2) Name of proposed subdivision and date;

This has been provided on the Preliminary Plat.

(3) Legal description and acreage;

This has been provided on the Preliminary Plat.

(4) Name and address of owner;

This has been provided on the Preliminary Plat.

(5) Names of the persons preparing the plat, owner's attorney, representative or agent, if any;

This has been provided on the Preliminary Plat.

(6) Existing and proposed zoning district classification of all land within the proposed subdivision and within about 200 feet of the subdivision;

A location map has been provided on the Preliminary Plat.

(7) North point and graphic scale;

This has been provided on the Preliminary Plat.

(8) Contours at two-foot intervals or less, both existing and as generally proposed (subject to more refinement in subsequent construction plans);

This has been provided on the Preliminary Plat.

(9) Building setback lines as required by the current or proposed zoning district classifications;

This has been provided on the Preliminary Plat.

(10) The approximate boundaries of areas of known flood levels or floodplains, areas covered by water, wooded areas, floodways, and all open channel drainage ways;

This has been provided on the Preliminary Plat.

(11) Locations, names, and dimensions of existing lot lines, streets, public utilities, water mains, sewers, drainpipes, culverts, watercourses, bridges, railroads and buildings within in the proposed subdivision and within about 200 feet of the subdivision;

This has been provided on the Preliminary Plat.

(12) Layout of proposed blocks, if used, and lots, including the dimension of each lot, and the lot and block number in numerical order;
This has been provided on the Preliminary Plat.

(13) Layout and dimensions of proposed streets, sidewalks, trails, alleys, utility and other easements, parks and other open spaces or reserved areas;
This has been provided on the Preliminary Plat.

(14) Grades of proposed streets and alleys;
This has been provided on the Preliminary Plat.

(15) A cross-section of the proposed streets showing the roadway locations, the type of curb and gutter, the paving, and sidewalks to be installed;
This has been provided on the Preliminary Plat.

(16) The layout of proposed water mains and sanitary sewer systems;
This has been provided on the Preliminary Plat.

(17) The drainage of the land, including proposed storm sewers, ditches, culverts, bridges and other structures;
This has been provided on the Preliminary Plat.

(18) Stormwater management facilities when applicable;
Stormwater detention areas will be provided off-site so the south.

(19) Other special details or features that may be proposed or required.
None required.

5. Public Input:
A virtual good neighbor meeting was held on September 25,2025 in conjunction with the rezoning. No one outside of City staff and the applicant attended the meeting. There are no objections to the request.

6. Additional information:
None.

7. Staff Recommendation:

Findings:

1. The Preliminary Subdivision Plat would facilitate development consistency with the Comprehensive Plan Future Land Use Map designation of Urban Low Intensity and Urban Medium Intensity; and
2. The Preliminary Subdivision Plat would achieve consistency with Section 180.11(3)(A) and 180.12 of the North Liberty Code of Ordinances, which sets forth the preliminary subdivision plat submittal requirements and design standards, respectively.

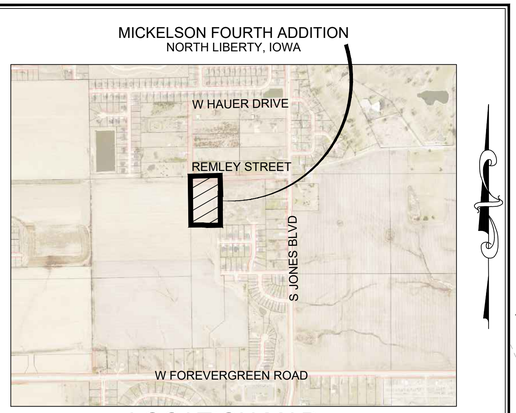
Recommendation:

Staff recommends the Planning Commission accept the two listed findings and forward the request to approve a Preliminary Subdivision Plat for a 14-lot subdivision and related infrastructure on approximately 6 acres to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the two listed findings and forward the Preliminary Subdivision Plat to the City Council with a recommendation for approval.

PRELIMINARY PLAT
MICKELSON FOURTH ADDITION
NORTH LIBERTY, IOWA



LOCATION MAP
NOT TO SCALE

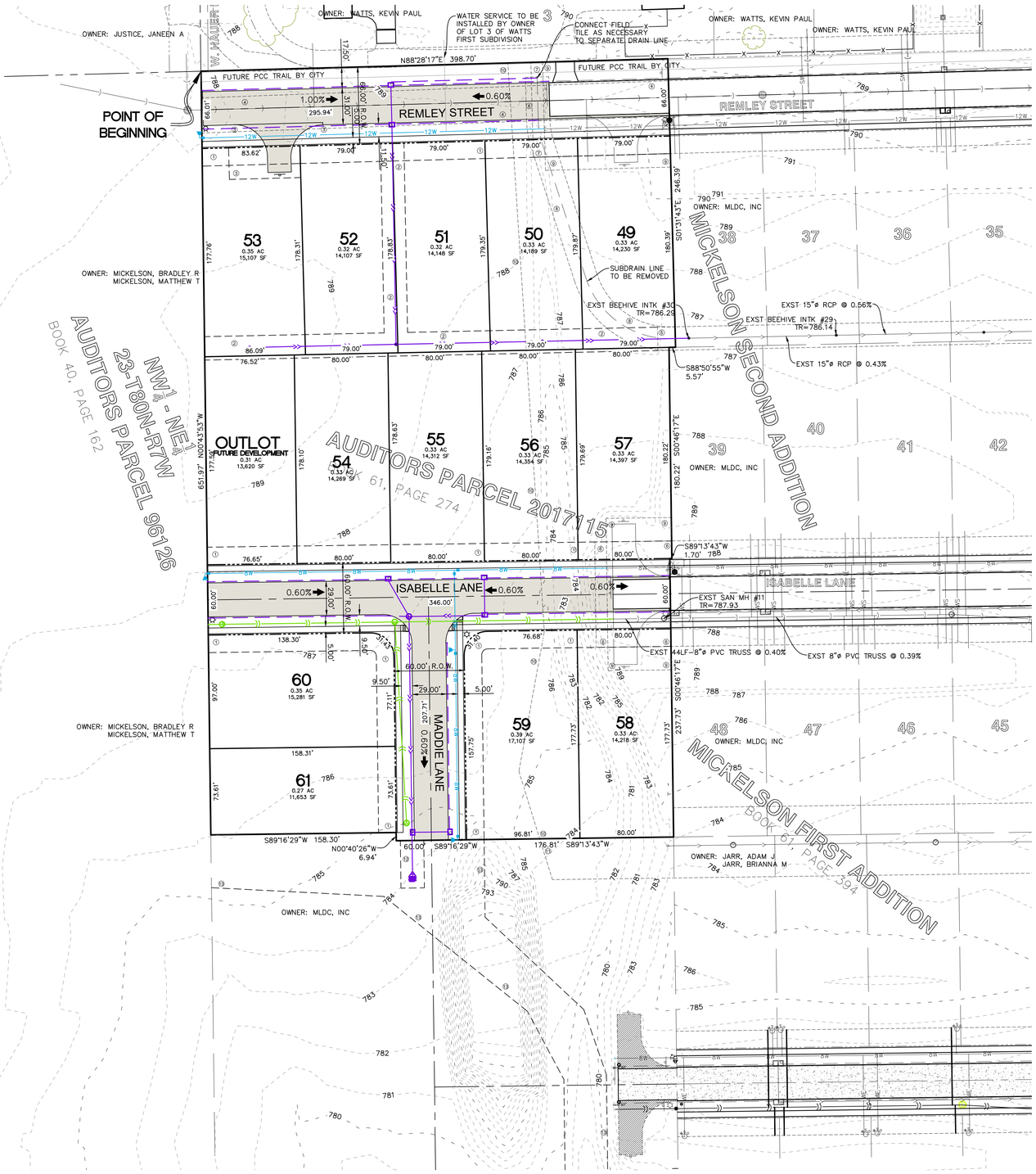
DESCRIPTION – MICKELSON FOURTH ADDITION

Beginning at the Northwest Corner of Auditor's Parcel 2017115 in the City of North Liberty, Iowa, in accordance with the Plat thereof Recorded in Plat Book 61, at Page 274 of the Records of the Johnson County Recorder's Office, Thence N88°28'17"E, along the North Line of said Auditor's Parcel 2017115, a distance of 398.70 feet; Thence S01°31'43"E, a distance of 246.39 feet; Thence S88°50'55"W, a distance of 5.57 feet; Thence S00°46'17"E, a distance of 180.22 feet; Thence S89°13'43"W, a distance of 1.70 feet; Thence S00°46'17"E, a distance of 237.73 feet to the Northwest Corner of Mickelson First Addition, in accordance with the Plat thereof Recorded in Plat Book 61 at Page 394 of the Records of the Johnson County Recorder's Office; Thence S89°13'43"W, a distance of 176.81 feet; Thence S89°16'29"W, a distance of 60.00 feet; Thence N00°40'26"W, a distance of 6.94 feet; Thence S89°16'29"W, 158.30 feet, to a Point on the West line of said Auditor's Parcel 2017115; Thence N00°43'53"W, along said West Line of said Northeast Quarter of the Northeast Quarter, 651.97 feet, to the Point of Beginning, containing 6.01 Acres, and subject to easements and restrictions of record.

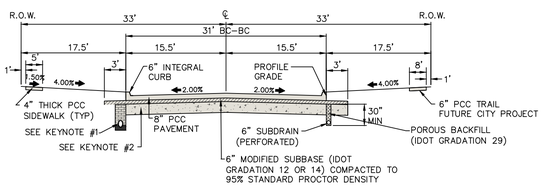
PLAT PREPARED BY:
MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

OWNER/APPLICANT:
MLDC, INC.
711 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT'S ATTORNEY:
KIRSTEN H. FREY
327 2ND STREET
CORALVILLE, IA 52241



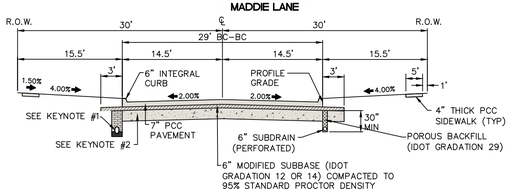
TYPICAL STREET SECTION
N.T.S. **REMLEY STREET**



KEYNOTE:
1. RCP STORM SEWER ALONG AND CROSSING ROADWAY, PROVIDE OPEN–JOINTED PIPE WITH NO GASKET, CLASS R–1 PIPE BEDDING (SW–102), WRAPPED JOINTS (SW–211), AMD IOWA DOT GRADATION NO. 3 CRUSHED STONE BACKFILL (INCIDENTAL TO STORM SEWER).
2. 12" THICK SUBGRADE SCARIFICATION AND RE–COMPACTION COMPLETED IN ACCORDANCE WITH SUDAS SECTION 2010,3.06,A (COMPACTED TO 98% STANDARD PROCTOR DENSITY)

GENERAL NOTE:
1. UPON COMPLETING OF 12" SUBGRADE INSTALLATION OF A PROOF ROLL TESTING OF SAID SUBGRADE WILL BE DONE TO VERIFY COMPACTION PER CITY OF NORTH LIBERTY SPECIFICATIONS PRIOR TO PLACEMENT OF GRANULAR SUBBASE.
2. A SIMILAR TEST WILL BE DONE FOR COMPACTION OF 6" GRANULAR SUBBASE PER CITY OF NORTH LIBERTY SPECIFICATIONS PRIOR TO PLACEMENT OF PAVEMENT.
3. OMIT LONGITUDINAL SUBDRAIN WHEN STORM SEWER IS PRESENT AND RUNNING ALONG THE ROADWAY.

TYPICAL STREET SECTION
N.T.S. **ISABELLE LANE AND MADDIE LANE**



KEYNOTE:
1. RCP STORM SEWER ALONG AND CROSSING ROADWAY, PROVIDE OPEN–JOINTED PIPE WITH NO GASKET, CLASS R–1 PIPE BEDDING (SW–102), WRAPPED JOINTS (SW–211), AMD IOWA DOT GRADATION NO. 3 CRUSHED STONE BACKFILL (INCIDENTAL TO STORM SEWER).
2. 12" THICK SUBGRADE SCARIFICATION AND RE–COMPACTION COMPLETED IN ACCORDANCE WITH SUDAS SECTION 2010,3.06,A (COMPACTED TO 98% STANDARD PROCTOR DENSITY)

GENERAL NOTE:
1. UPON COMPLETING OF 12" SUBGRADE INSTALLATION OF A PROOF ROLL TESTING OF SAID SUBGRADE WILL BE DONE TO VERIFY COMPACTION PER CITY OF NORTH LIBERTY SPECIFICATIONS PRIOR TO PLACEMENT OF GRANULAR SUBBASE.
2. A SIMILAR TEST WILL BE DONE FOR COMPACTION OF 6" GRANULAR SUBBASE PER CITY OF NORTH LIBERTY SPECIFICATIONS PRIOR TO PLACEMENT OF PAVEMENT.
3. OMIT LONGITUDINAL SUBDRAIN WHEN STORM SEWER IS PRESENT AND RUNNING ALONG THE ROADWAY.

STANDARD LEGEND AND NOTES

EXIST–	–PROP–	
		– 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
	(R)	– RECORDED DIMENSIONS
	22–1	– 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
		– EXISTING WATER LINES
		– PROPOSED 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.

EASEMENT IDENTIFICATION TABLE

LABEL	DESCRIPTION
①	15.0' WIDE PUBLIC UTILITY EASEMENT
②	20.0' WIDE PUBLIC UTILITY AND DRAINAGE EASEMENT
③	TEMPORARY EMERGENCY VEHICLE EASEMENT
④	EXISTING 30'ø SANITARY EASEMENT (BK 6008 AT PG 149)
⑤	EXISTING PERMANENT PUBLIC UTILITY EASEMENT (BK 65 AT PG 215)
⑥	EXISTING PERMANENT PUBLIC UTILITY EASEMENT (BK 65 AT PG 214) TO BE VACATED
⑦	EXISTING PERMANENT PUBLIC UTILITY EASEMENT (BK 65 AT PG 190) TO BE VACATED
⑧	EXISTING 30'ø PUBLIC UTILITY AND DRAINAGE EASEMENT (BK 65 AT PG 217) TO BE VACATED
⑨	EXISTING TEMPORARY EMERGENCY VEHICLE EASEMENT (BK 65 AT PG 140) TO BE VACATED
⑩	EXISTING TEMPORARY CONSTRUCTION EASEMENT (BK 65 AT PG 216) TO BE VACATED
⑪	EXISTING TEMPORARY CONSTRUCTION EASEMENT (BK 65 AT PG 216) TO REMAIN
⑫	20' STORM SEWER EASEMENT
⑬	TEMPORARY DRAINAGE EASEMENT

LOTS	ZONING	SETBACKS	
LOTS 49–53, 61–62	RS–6	FRONT	–25 FEET
		REAR	–30 FEET
		SIDE	–8 FEET
LOT 54–60, OUTLOT (FUTURE DEVELOPMENT)	RD–10	FRONT	–25 FEET
		REAR	–30 FEET
		SIDE	–5 FEET

NOTES:
1. NO KNOWN FLOODPLAINS, FLOODWAYS, OR DESIGNATED FLOOD LEVELS ARE FOUND ON THIS DEVELOPMENT PROPERTY BASED ON INFORMATION DEPICTED ON FIRM MAP 19103C0180E DATED FEBRUARY 16, 2007.
2. PARKING IS ONLY ALLOWED ON ONE SIDE OF THE STREET. "NO PARKING" SIGNS SHALL BE PROVIDED ON THE OPPOSITE SITE.
3. THE TEMPORARY EMERGENCY TURNAROUND WILL BE CONCRETE PAVEMENT WITH AN APPROVED DESIGN TO SUPPORT FIRE APPARATUS WEIGHING AT LEAST 75,000 LBS (MINIMUM 6" PCC ON 6" GRANULAR SUBBASE)
4. ALL PROPOSED SANITARY SEWER SHALL BE 8"ø
5. BUILDING PERMITS WILL NOT BE ISSUED FOR LOT 52 AND LOT 53 UNTIL THE TEMPORARY EMERGENCY TURNAROUND EASEMENT IS VACATED

EXISTING FIELD TILE NOTE:
EXPLORATORY TRENCHES 4' DEEP SHALL BE EXCAVATED ALONG THE ENTIRE NORTHERLY AND WESTERLY BOUNDARY OF THE SUBDIVISION DURING ROUGH GRADING OPERATIONS. ALL EXISTING FIELD TILES DRAINING TO THE SUBDIVISION SHALL BE TERMINATED AT THE SUBDIVISION BOUNDARY AND RE–ROUTED TO A SATISFACTORY STORM SEWER CONVEYANCE AS DIRECTED BY THE DESIGN ENGINEER. ALL TILES ENCOUNTERED AT THE SUBDIVISION BOUNDARY AND ALL OTHER TILES ENCOUNTERED WITHIN THE SUBDIVISION SHALL BE EXCAVATED AND REMOVED. CLAY TILE MATERIAL SHALL BE BROKEN AND MAY BE INCORPORATED IN THE BACKFILL OF EXPLORATORY TRENCHES. PLASTIC TILE MATERIAL SHALL BE REMOVED FROM THE SITE AND PROPERLY DISPOSED OF. THE CITY OF NORTH LIBERTY INSPECTOR SHALL BE NOTIFIED AND INSPECT ALL EXPLORATORY TRENCHES PRIOR TO BACKFILL.

PLAT/PLAN APPROVED
by the
City of North Liberty

City Clerk Date:

UTILITY EASEMENTS, AS SHOWN HEREON, MAY OR MAY NOT, INCLUDE SANITARY SEWER LINES, AND/OR STORM SEWER LINES, AND/OR WATER LINES : SEE CONSTRUCTION PLANS FOR DETAILS.

NORTH
0 5 25 50
GRAPHIC SCALE IN FEET
1"=50'

6.01 AC

CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS
1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
11/21/2025	PER CITY COMMENTS BJC/HEH

PRELIMINARY PLAT

MICKELSON FOURTH ADDITION

NORTH LIBERTY
JOHNSON COUNTY
IOWA

MMS CONSULTANTS, INC.

Date:	10/01/2025
Designed by: JDM/BJC	Field Book No:
Drawn by: HEH	Scale: 1"=50'
Checked by: BJC	Sheet No: 1
Project No: 10493-003	of: 2

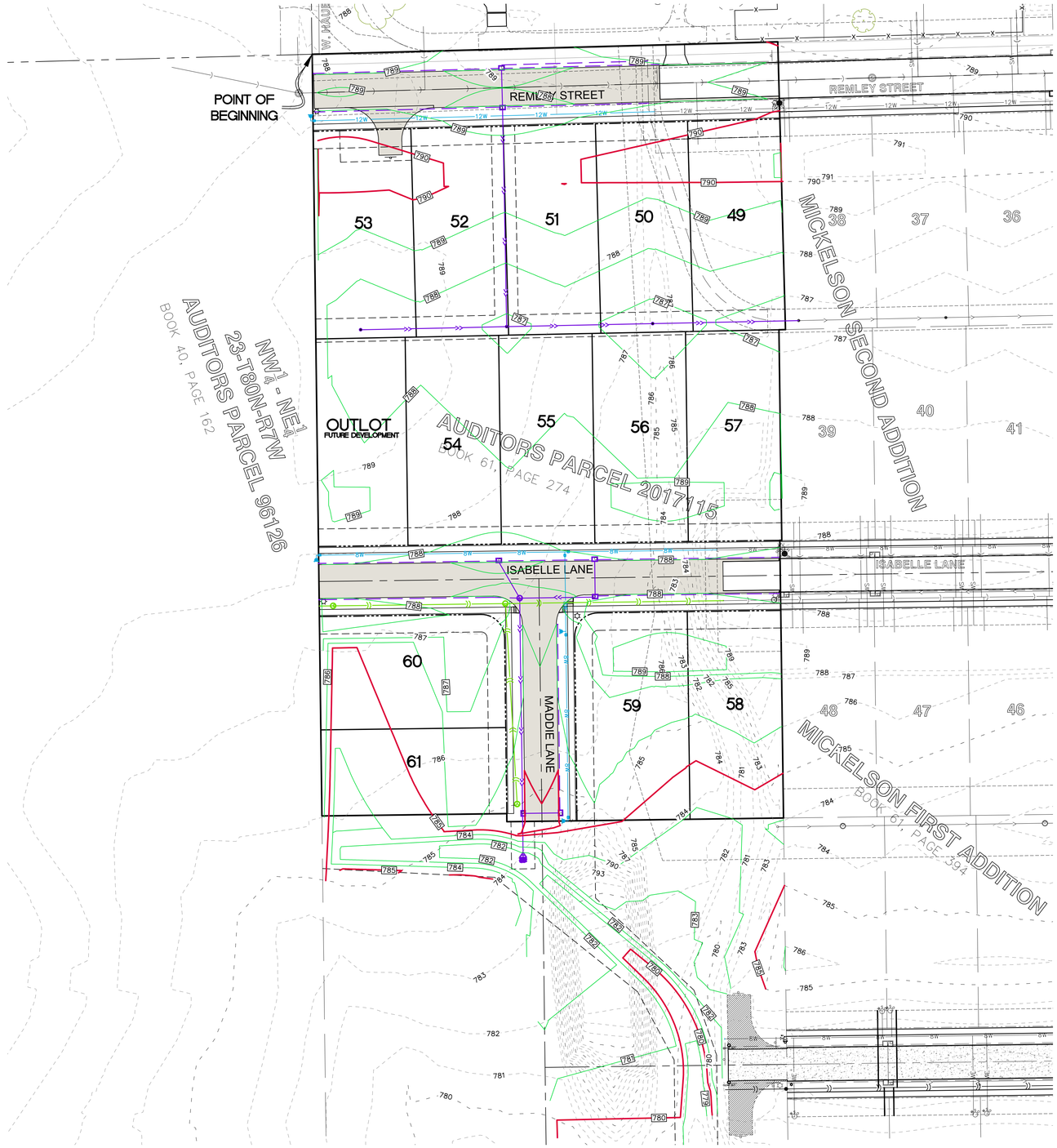
PRELIMINARY GRADING PLAN
MICKELSON FOURTH ADDITION
NORTH LIBERTY, IOWA

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

OWNER/APPLICANT:
MLDC, INC.
711 S. GILBERT STREET
IOWA CITY, IA 52240

OWNER:
HODGE CONSTRUCTION, INC.
711 S. GILBERT STREET
IOWA CITY, IA 52240

APPLICANT'S ATTORNEY:
TIMOTHY J. KRUMM
122 S. LINN STREET
IOWA CITY, IA 52240



NORTH

0 5 25 50
GRAPHIC SCALE IN FEET
1"=50'

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
22-1	BENCHMARK
(R)	RECORDED DIMENSIONS
	CURVE SEGMENT NUMBER
–EXIST–	–PROP–
	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
X X	FENCE LINE
	EXISTING SANITARY SEWER
	PROPOSED SANITARY SEWER
	EXISTING STORM SEWER
	PROPOSED STORM SEWER
(W)	EXISTING WATER LINES
W	PROPOSED WATER LINES
E	ELECTRICAL LINES
T	TELEPHONE LINES
G	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.

6.01 AC

MMS
CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS
1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
11/21/2025	PER CITY COMMENTS BJC/HEH

PRELIMINARY GRADING PLAN

MICKELSON FOURTH ADDITION

NORTH LIBERTY
JOHNSON COUNTY
IOWA

MMS CONSULTANTS, INC.

Date:	10/01/2025
Designed by: JDM/BJC	Field Book No:
Drawn by: HEH	Scale: 1"=50'
Checked by: BJC	Sheet No: 2
Project No: 10493-003	of: 2

C:\10493\10493-003\PRELIM\10493-003P.dwg, 11/21/2025 1:52:26 PM, 1:1

Resolution No. 2025-140

RESOLUTION APPROVING THE PRELIMINARY SUBDIVISION PLAT FOR MICKELSON FOURTH ADDITION, NORTH LIBERTY, IOWA

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

WHEREAS, the owner and applicant, MLDC, Inc., has filed with the City Clerk a preliminary subdivision plat described in Exhibit A which is attached hereto;

WHEREAS, the property is legally described as:

> Beginning at the Northwest Corner of Auditor's Parcel 2017115 in the City of North Liberty, Iowa, in accordance with the Plat thereof Recorded in Plat Book 61, at Page 274 of the Records of the Johnson County Recorder's Office, Thence N88°28'17"E, along the North Line of said Auditor's Parcel 2017115, a distance of 398.70 feet; Thence S01°31'43"E, a distance of 246.39 feet; Thence S88°50'55"W, a distance of 5.57 feet; Thence S00°46'17"E, a distance of 180.22 feet; Thence S89°13'43"W, a distance of 1.70 feet; Thence S00°46'17"E, a distance of 237.73 feet to the Northwest Corner of Mickelson First Addition, in accordance with the Plat thereof Recorded in Plat Book 61 at Page 394 of the Records of the Johnson County Recorder's Office; Thence S89°13'43"W, a distance of 176.81 feet; Thence S89°16'29"W, a distance of 60.00 feet; Thence N00°40'26"W, a distance of 6.94 feet; Thence S89°16'29"W, 158.30 feet, to a Point on the West line of said Auditor's Parcel 2017115; Thence N00°43'53"W, along said West Line of said Northeast Quarter of the Northeast Quarter, 651.97 feet, to the Point of Beginning, containing 6.01 Acres, and subject to easements and restrictions of record

WHEREAS, said real estate is owned by the above-named party and the subdivision is being made with free consent and in accordance with the desires of the owner;

WHEREAS, said preliminary subdivision plat has been examined by the North Liberty Planning and Zoning Commission which found:

1. The Preliminary Subdivision Plat would facilitate development consistency with the Comprehensive Plan Future Land Use Map designation of Urban Low Intensity; and
2. The Preliminary Subdivision Plat would achieve consistency with Section 180.11(3)(A) and 180.12 of the North Liberty Code of Ordinances, which sets forth the preliminary subdivision plat submittal requirements and design standards, respectively.

and did recommend that the preliminary subdivision plat described as Mickelson Fourth Addition be approved with no conditions;

WHEREAS, said preliminary plat is found to conform with Chapter 354 of the Code of Iowa and ordinances of the City of North Liberty.

NOW, THEREFORE, BE IT RESOLVED that the Preliminary Plat for Mickelson Fourth Addition is approved.

APPROVED AND ADOPTED this 9th day of December, 2025.

CITY OF NORTH LIBERTY:

_____
CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____
TRACEY MULCAHEY, CITY CLERK

Sunset Prairie Preliminary Site Plan

December 2, 2025

Chris Hoffman, Mayor
City of North Liberty
360 North Main Street
North Liberty IA 52317

Re: Request of Watts Group Development, Inc for a Preliminary Site Plan on 3.22 acres. The property is located on proposed Lot 61 of Sunset Prairie Subdivision, which is on the east side of South Dubuque Street .37 miles south of Juniper Street.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its December 2, 2025 meeting. The Planning Commission took the following action:

Finding:

1. The preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code.

Recommendation:
The Planning Commission accepted the listed finding and forward the request to approve a Preliminary Site Plan for 32 townhouse units in a mix of three and four-unit buildings and related infrastructure on approximately 3.22 acres to the City Council with a recommendation for approval.

The vote for approval was 7-0.

Amy Yotty, Chairperson
City of North Liberty Planning Commission

North Liberty
IOWA

MEMORANDUM

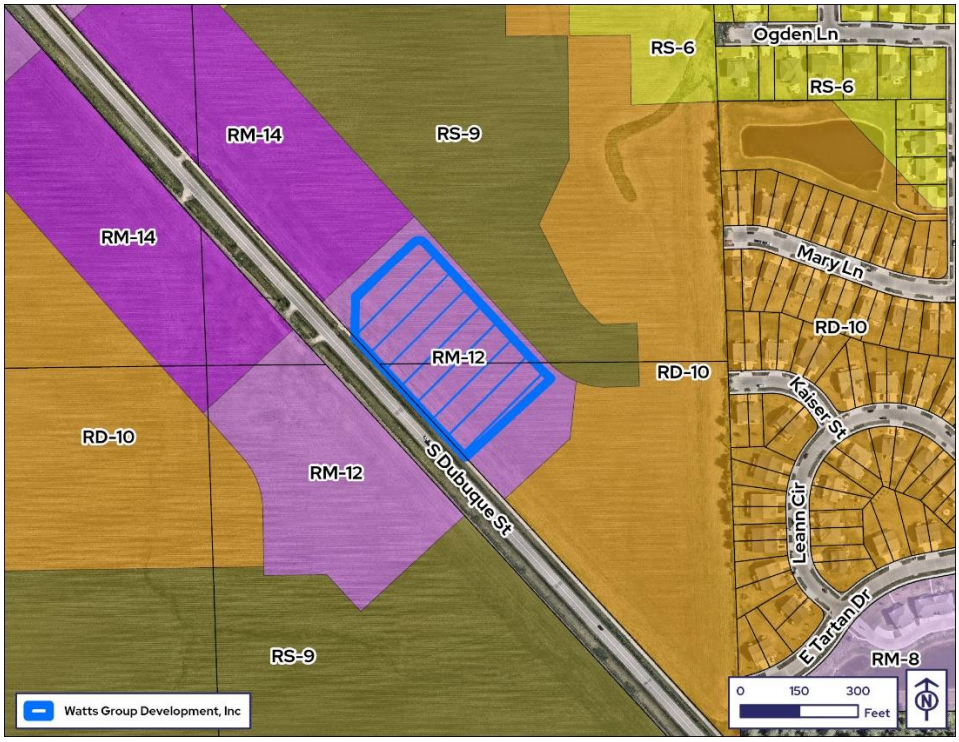
To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **November 25, 2025**
Re **Request of Watts Group Development, Inc for a Preliminary Site Plan on 3.22 acres. The property is located on proposed Lot 61 of Sunset Prairie Subdivision, which is on the east side of South Dubuque Street .37 miles south of Juniper Street.**

North Liberty City staff has reviewed the subject submission, and offer comments presented in this memo.

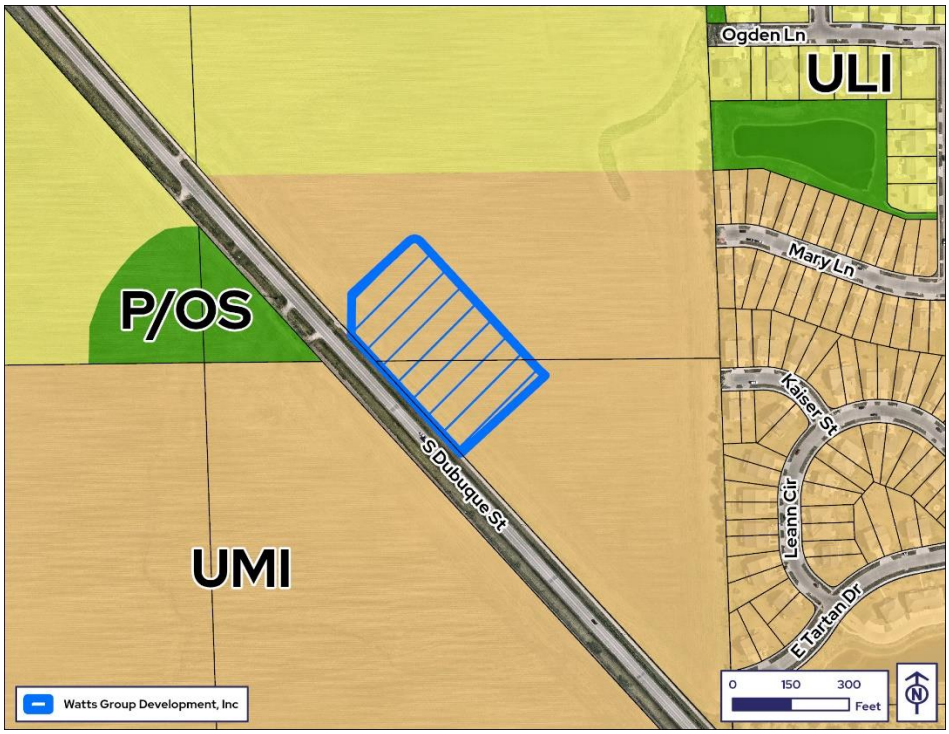
1. **Request Summary:** The site plan proposes 32 townhouse units in a mix of three and four-unit buildings and related infrastructure on approximately 3.22 acres. Final approval of the site plan cannot be issued until the Final Plat for the subdivision is approved. However, they could install some of the improvements related to proposed Lot 61 (utilities connections, paving, etc.) at the time subdivision improvements are being constructed.



2. **Current Zoning:** RM-12 Multi-Unit Resident District is intended to provide and maintain medium-density, multiple-unit housing residential neighborhoods. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RM-12 District.



3. **Comprehensive Plan Future Land Use Map Designation:** Urban Medium Intensity (UMI).



4. Site Plan Approval Standards:

Section 165.05(2)(E) of the North Liberty Code of Ordinances sets forth the approval standards (ordinance language in *italics* and staff analysis in **bold**).

E. Approval Standards. The Planning Commission's recommendation to the City Council and the City Council's decision to approve or disapprove a preliminary site plan shall be informed by the preliminary site plan's adherence to the following standards:

(1) The consistency of the preliminary site plan with all adopted ordinances and regulations.

See analysis below.

(2) The consistency of the proposed land use with the Comprehensive Plan and any adopted land use policies. The submission of a preliminary site plan which proposes one or more uses inconsistent with the City's Future Land Use Map creates a rebuttable presumption that said use or uses are inharmonious with surrounding properties and incompatible with orderly development and redevelopment.

The RM-12 District is consistent with the Urban Medium Intensity (UMI) Future Land Use Map designation.

Analysis of adopted ordinances and regulations.

Section 168.07 of the North Liberty Code of Ordinances defines uses and use standards for particular uses of the property.

Indoor Amusement Facility (basketball courts).

A. Defined. Townhouse Dwelling means structure consisting of three or more dwelling units, the interior of which is configured in a manner such that the dwelling units are separated by a party wall and may or may not be on separate lots. A townhouse is typically designed so that each unit has a separate exterior entrance and yard areas. A townhouse dwelling does not include a multi-family dwelling. To provide for design flexibility, a townhouse dwelling development may include single-unit dwellings.

B. Use Standards.

(i) Each unit must have an approved one-hour fire-resistive wall between them that is built in such a manner as to allow no connections other than the wall itself between the units

(ii) The front entry must be an integral part of the structure, using features such as porches, raised steps and stoops with roof overhangs, or decorative railings to articulate the front facade.

(iii) To the maximum extent permitted by Iowa Code § 414.1(1)(h), minimum required masonry on front yard building elevation in residential districts is 25%.

(iv) A 5% minimum transparency requirement applies to the front facade and is calculated on the basis of the area of the facade below the roofline.

Section 165.05(2)(D) of the North Liberty Code of Ordinances entitled, "Preliminary Site Review" sets forth the submission requirements (ordinance language in *italics* and staff analysis in **bold**).

- *Date, north arrow and graphic scale.* **Provided.**
- *The property owner's name and description of proposed development.* **Provided.**
- *A vicinity sketch showing the location of the property and other properties within 1,000 feet of it.* **Provided.**
- *Property boundary lines, dimensions, and total area.* **Provided.**
- *Contour lines at intervals of not more than five feet, City datum. If substantial topographic change is proposed, the existing topography shall be illustrated on a separate map and the proposed finished topography shown on the site plan.* **Provided.**
- *The location of existing streets, sidewalks, easements, utilities, drainage courses.* **Provided.**
- *The total square feet of building floor area, both individually and collectively.* **Provided.**
- *All structures and major features shall be fully dimensioned including distance between structures, distance between driveways, parking areas, property lines and building height.* **Provided.**
- *Off-street parking areas, ingress and egress to the property, number of parking spaces proposed, number of parking spaces required by this code and type of surfacing.* **Provided.**
- *Pedestrian walkways with special consideration given to pedestrian safety.* **Provided.**
- *Trash and refuse enclosures.* **Provided.**
- *The general drainage pattern and location of storm water detention features.* **Provided.**
- *The general location, type and size of landscaping and ground cover illustrated in color perspective.* **Provided.**
- *A rendering, elevation or photo of the proposed development.* **Provided.**

North Liberty Code of Ordinances Section 169.10 entitled, "Design Standards" sets forth certain design standards.

Requirements for All Districts (ordinance language in *italics* and staff analysis in **bold**).

- *Building design shall be visually harmonious and compatible with the neighborhood character.*
- *Buildings located on property with double frontages shall have similar wall design facing both streets.*
- *Except for RS RD, R-MH and ID districts, color schemes shall be primarily based on earth tones. Earth tone colors include colors from the palette of browns, tans, greys, greens, and red. Earth tone colors shall be flat or muted. Building trim and accent areas may feature non-earth tone and brighter colors. In any district, the use of high intensity colors, neon or fluorescent color and neon tubing is prohibited.*
- *Except in the R-MH district, a minimum roof pitch of 5:12 shall apply to gable, hip, or shed roofs and there shall be a minimum roof overhang at the eves of 12 inches. This does not apply to portions of a roof that are separate from the structure's primary roof.*

Metal roofs shall not be corrugated or similar appearance. The color of the roof shall be visually harmonious and compatible with the building color scheme.

It is staff's opinion that the site plan achieves consistency with the aforementioned design standards.

5. Additional information:
The subdivision ordinance requires a 20' landscape buffer along South Dubuque Street. Required landscaping will be reviewed in further depth during review and approval of the subdivision construction plans.

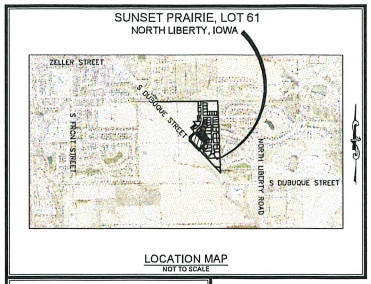
6. Staff Recommendation:
Finding:

1. The preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code.

Recommendation:
Staff recommends the Planning Commission accept the listed finding and forward the request to approve a Preliminary Site Plan for 32 townhouse units in a mix of three and four-unit buildings and related infrastructure on approximately 3.22 acres to the City Council with a recommendation for approval.

Suggested motion:
I move that the Planning Commission accept the listed finding and forward the Preliminary Site Plan to the City Council with a recommendation for approval.

PRELIMINARY SITE PLAN
SUNSET PRAIRIE, LOT 61
NORTH LIBERTY, IOWA



LOCATION MAP
NOT TO SCALE



NORTH
GRAPHIC SCALE IN FEET
1"=30'

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, INTENDED
- 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
- FIBER OPTIC
- OVERHEAD ELECTRIC
- 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.

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

OWNER/APPLICANT:
WATTS GROUP DEVELOPMENT, INC
425 E. OAKDALE BLVD, SUITE 101
CORALVILLE, IA 52241

ATTORNEY:
MICHAEL J. PUGH
425 E. OAKDALE BLVD, SUITE 201
CORALVILLE, IA 52241

LEGAL DESCRIPTION
SUNSET PRAIRIE, LOT 61, NORTH LIBERTY, IOWA, AS IS RECORDED IN THE PLAT OF RECORDS OF JOHNSON COUNTY, IOWA, CONTAINING 3.22 ACRES, AND SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

PROPOSAL
APPLICANT PLANS TO DEVELOP 5 (FIVE) 4-PLEX MULTI-FAMILY TOWNHOUSES AND 4 (FOUR) 3-PLEX MULTI-FAMILY TOWNHOUSES.

DEVELOPMENT CHARACTERISTICS
CURRENT ZONING: RM-12

SETBACK REQUIREMENTS

BUILDING SETBACKS:	REQUIRED
FRONT YARD	25 FEET
CORNER SIDE YARD	25 FEET
SIDE YARD	15 FEET
REAR YARD	25 FEET
DUBUQUE STREET	40 FEET

MINIMUM LOT REQUIREMENTS

MINIMUM LOT SIZE	21,780 SF
LOT FRONTAGE	80 FEET
LOT WIDTH	80 FEET
MAXIMUM BUILDING HEIGHT	40 FEET

LOT CHARACTERISTICS

LOT AREA	140,316 SF (100%) (3.22 AC)
BUILDING AREA	34,485 SF (24.6%)
PAVING AREA	36,625 SF (26.1%)
GREEN SPACE AREA	69,206 SF (49.3%)

PARKING REQUIREMENTS
MULTI FAMILY DWELLING (32 UNITS): 2 PER DWELLING UNIT
TOTAL SPACES REQUIRED: (3 DU * 4 BLDGS = 12 DU) + (4 DU * 5 BLDGS = 20 DU) = 32 DU * 2 = 64 SPACES
TOTAL SPACES PROVIDED: 64 SPACES

GENERAL NOTES
- ALL GROUND MOUNTED MECHANICAL UNITS SHALL BE SCREENED WITH LANDSCAPING
- DRIVE AISLES SHALL BE DESIGNED TO SUPPORT FIRE APPARATUS WEIGHING AT LEAST 75,000 LBS.
- ALL PROPOSED LIGHTING SHALL BE WALL MOUNTED AND ADHERE TO CITY OF NORTH LIBERTY LIGHTING REQUIREMENTS

UTILITIES
- ALL PROPOSED UTILITIES SHOWN ARE PRIVATE.
- ALL PROPOSED SANITARY SERVICES SHALL BE 4"ø
- ALL PROPOSED SANITARY MAIN SHALL BE 8"ø
- ALL PROPOSED WATER SERVICES SHALL BE 4"ø

LANDSCAPE REQUIREMENTS

1 TREE FOR EACH 750 SF OF BUILDING FOOTPRINT
- 34,485 / 750 = 46 TREES REQ.

PLANT SCHEDULE

SHADE TREE	2" CAL.	38
ORNAMENTAL TREE	8' HT.	10
EVERGREEN SHRUB	18" HT	15
DECIDUOUS SHRUB	18" HT	21
ORNAMENTAL GRASS	18" HT	86
TURF GRASS	SOD	83,030 sf
PLANTING BED	WOOD MULCH	1,680 sf

BUILDING TYPE 'A' (4-PLEX)
3 BR UNITS
4,301 SF

BUILDING TYPE 'B' (3-PLEX)
3 BR UNITS
3,245 SF

UTILITIES
THE CONTRACTOR SHALL NOTIFY IOWA ONE CALL AT 811 OR 800/292-8989 NO LESS THAN 48 HRS. IN ADVANCE OF ANY DIGGING OR EXCAVATION.

WHERE PUBLIC UTILITY FIXTURES ARE SHOWN AS EXISTING ON THE PLANS OR DISCOVERED WITHIN THE CONSTRUCTION AREA, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY THE OWNERS OF THOSE UTILITIES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THE CONTRACTOR SHALL AFFORD ACCESS TO THESE FACILITIES FOR NECESSARY MODIFICATION OF SERVICES. UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED AS APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN OR SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR EXISTENCE AND EXACT LOCATION AND TO AVOID DAMAGE THERETO. NO CLAIMS FOR ADDITIONAL COMPENSATION WILL BE ALLOWED TO THE CONTRACTOR FOR ANY INTERFERENCE OR DELAY CAUSED BY SUCH WORK.

IOWA 811 ONE CALL SM

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

RACHEL A. NARDONE
RACHEL A. NARDONE, P.E. Iowa Lic. No. 28072
My license renewal date is December 31, 20___.
Pages or sheets covered by this seal:
SEAL

DRAFT

3.22 AC

MMS
CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS
1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
11/04/2025	PER CITY COMMENTS RANHEH

PRELIMINARY SITE PLAN

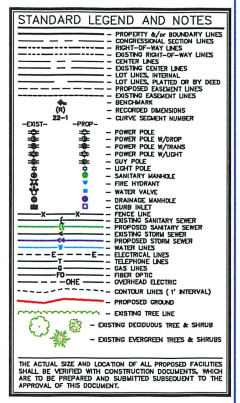
SUNSET PRAIRIE, LOT 61
NORTH LIBERTY
JOHNSON COUNTY
IOWA

MMS CONSULTANTS, INC.

Date:	11/03/2025
Designed by: KJB	Field Book No:
Drawn by: HEH	Scale: 1"=30'
Checked by: RAN	Sheet No: 1 of 2
Project No: 1331-988	

PRELIMINARY GRADING PLAN
SUNSET PRAIRIE, LOT 61
NORTH LIBERTY, IOWA





NORTH

GRAPHIC SCALE IN FEET
1"=30'

3.22 AC

MMS
CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS
1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
11/04/2025	PER CITY COMMENTS RANHEH

PRELIMINARY GRADING PLAN

SUNSET PRAIRIE, LOT 61

NORTH LIBERTY
JOHNSON COUNTY
IOWA

MMS CONSULTANTS, INC.

Date:	11/03/2025
Designed by: KJB	Field Book No:
Drawn by: HEH	Scale: 1"=30'
Checked by: RAN	Sheet No: 2
Project No: 1331-988	of 2


© VHT STUDIOS






2253
2251
2249

Resolution No. 2025-141

RESOLUTION APPROVING THE PRELIMINARY SITE PLAN FOR SUNSET PRAIRIE SUBDIVISION LOT 61, NORTH LIBERTY, IOWA

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

WHEREAS, the owner and applicant, Watts Group Development, Inc., has filed with the City Clerk a preliminary site plan;

WHEREAS, the property is described as:

Lot 61, North Liberty, Iowa, as depicted on the Preliminary Plat of Sunset Prairie Subdivision, as approved by the North Liberty City Council in Resolution Number 2025-107 on September 9, 2025, and

WHEREAS, said preliminary site plan has one finding:

1. The preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E) of the Zoning Code.

WHEREAS, said preliminary site plan has been examined by the North Liberty Planning and Zoning Commission, which recommended that the preliminary site plan be approved with no conditions.

NOW, THEREFORE, BE IT RESOLVED that the City Council of North Liberty, Iowa, does hereby approve the preliminary site plan for Sunset Prairie Subdivision Lot 61, North Liberty, Iowa.

APPROVED AND ADOPTED this 9th day of December, 2025.

CITY OF NORTH LIBERTY:

_____

CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____

TRACEY MULCAHEY, CITY CLERK



Greenbelt Trail

Resolution No. 2025-142

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS AND RELEASING ESCROW FOR GREENBELT TRAIL SUBDIVISION PART FIVE IN NORTH LIBERTY, IOWA

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

WHEREAS, on October 14, 2025, the City Council of North Liberty approved the final plat for Greenbelt Trail Part Five Subdivision pursuant to the owner and developer of the property, Greenbelt 5-6, LLC, ("Developer") having provided for the installation of public improvements thereon in accordance with the provisions of City Code Section 180.11(8)(A)(2); and

WHEREAS, Developer entered into an Escrow Agreement with the City of North Liberty to guarantee the installation of certain public improvements as required by the approved construction plans for the subdivision and set forth in said Surety Agreement; and

WHEREAS, the installation of public improvements has been completed in accordance with the requirements of Chapter 180.11 of the City Code and the Escrow Agreement.

NOW, THEREFORE, BE IT RESOLVED that the City of North Liberty hereby accepts the dedication of public improvements for the Greenbelt Trail Part Five Subdivision, and relinquishes any claim to the funds deposited in accordance with the Escrow Agreement dated October 14, 2025.

APPROVED AND ADOPTED this 9th day of December, 2025.

CITY OF NORTH LIBERTY:

_____

CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____

TRACEY MULCAHEY, CITY CLERK

Prepared by and Return to:
Grant D. Lientz, 360 N. Main Street, P.O. Box 77, North Liberty, IA 52317 319-626-5767

RESTATED STORM WATER MANAGEMENT FACILITY MAINTENANCE AGREEMENT AND EASEMENT FOR GREENBELT TRAIL PARTS THREE AND FOUR

THIS AGREEMENT, made by and between the City of North Liberty, Iowa, a municipal corporation, hereinafter referred to as "City," and Greenbelt Trail Parts Three and Four Subdivisions Owners Association, an Iowa non-profit corporation, hereinafter referred to as "Owner" and is being recorded as a restatement of the Storm Water Management Facility Maintenance Agreement and Easement for Greenbelt Trail Parts Three and Four recorded June 27, 2024 in Book 6574, Page 59, Records of the Johnson County, Iowa, Recorder to include the appropriate parties as of the date last signed below.

SECTION 1. REQUEST FOR STORMWATER MANAGEMENT FACILITY MAINTENANCE AGREEMENT.

A. Owner is the successor in title to Outlot J, Greenbelt Trail Part Three, an Addition to North Liberty, IA, according to the Plat thereof recorded in Plat Book 68, Page 222, Records of Johnson County, Iowa, by virtue of a Quit Claim Deed from Greenbelt 3-4 L.L.C. and Scanlon Family, L.L.C. recorded in Book 6646, Page 506, Records of the Johnson County Iowa, Recorder. Scanlon Family, L.L.C. and Greenbelt 3-4 L.L.C. sign this agreement for the limited purpose of curing any objection to title.

B. The Owner has requested that the City approve this Storm Water Management Facility Maintenance Agreement and Easement with respect to the real estate situated in North Liberty, Johnson County, Iowa, upon which the stormwater management facilities serving both the Greenbelt Trail Part Three and Greenbelt Trail Part Four Subdivisions, said real estate designated as Outlot J on the Final Plat of Greenbelt Trail Part Three (the "Facilities"):

C. As part of this request, the Owner acknowledges the following:

1. The Owner has full ownership and control of Outlot J described above;

2. The Owner, for the purposes of this Agreement, includes the current owner of the property described above; any successor owners, assigns, and heirs of the original Owner, and any other person or party determined to be a "responsible person" as defined

in Chapter 156, City of North Liberty Code of Ordinances, or any successor ordinance thereto.

3. This Agreement is required by and shall be enforced pursuant to Chapter 156, City of North Liberty Code of Ordinances, or any successor ordinance thereto, and the Iowa Storm Water Management Manual, or any successor manual thereto.

SECTION 2. CONDITIONS OF APPROVAL OF AGREEMENT.

A. The Owner agrees that this Agreement shall be a covenant running with the land and shall be binding on the present and future owners of the property in perpetuity unless released by the City.

B. This Agreement shall be filed with the City Clerk, approved by the City Council, fully executed by both parties, and recorded at the Owner's expense at the Office of the Johnson County Recorder.

SECTION 3. MAINTENANCE AND REPAIR OF STORM WATER MANAGEMENT FACILITY.

A. The Owner and any future owners of any part or all of the property described in section 1.A above, which includes both the Greenbelt Trail Part Three and Greenbelt Trail Part Four subdivisions as depicted on their respective final plats, shall be responsible for maintaining and repairing the Facilities in a properly functioning condition, as determined in the sole judgment of the City. Maintenance and repair shall include but is not limited to the following best management practices:

1. Mow basin bottom and embankment regularly to prevent growth of weeds and trees.

2. Check the integrity of the dam at least annually for varmint holes, low spots in the dam (other than the overflow spillway), etc.

3. Inspect outlet structure and piping at least quarterly, remove any obstructions, and ensure they are in good working order.

4. Inspect inlet pipes at least quarterly to be sure they are free flowing and remove any obstructions.

5. Inspect erosion control measures at least monthly until an adequate stand of grass is established.

6. Repair and remove silt from erosion control BMPS (silt fence, etc.) as needed.

7. Inspect overflow spillway at least annually to make sure it is operating properly and that it is at the correct elevation.

8. Inspect granular channels and riprap at least quarterly, and remove weeds and debris and replace rock as needed.

B. A complete copy of the specifications for the as-built Facilities and related documents will be kept on file with the City to provide more detail as to the Facilities and the maintenance and repair requirements related thereto.

C. The Owner is responsible for documenting maintenance and repair needs and ensuring compliance with the requirements of this ordinance and accomplishment of its purposes.

SECTION 4. MAINTENANCE AND REPAIR; EASEMENT.

The Owner grants to the City an easement for access to the Facilities at reasonable times for periodic inspection by City or City's designee to ensure that the Facilities are maintained in proper working condition to meet City Storm Water requirements and, if necessary, and for maintenance and repair of the Facilities in accordance with the terms of this Agreement.

The Owner further grants to the City the following rights in connection with said easement:

A. The right to temporarily occupy the area on either side of the Facilities in order to grade said easement areas for the full width thereof.

B. The right from time to time, after providing reasonable notice to the Owner as provided in Section 7, to trim, cut down and clear away all trees and brush on said Facilities which now or hereafter in the opinion of the City may be a hazard to said Facilities, or may interfere with the exercise of the City's rights hereunder in any manner.

The City shall indemnify the Owner against any loss and damage which shall be caused by the negligent exercise of any said ingress or egress, construction, use or maintenance by the City or its agents or employees in the course of their employment.

The Owner reserves the right to use said Facilities for purposes which will not interfere with the City's full enjoyment of its right hereby granted; provided that the Owner shall not erect or construct any building, fence, retaining wall or other structures; plant any trees, drill or operate any well; construct any obstructions on said Facilities; or substantially add to the ground cover of said Facilities.

SECTION 5. INSPECTION OF FACILITIES.

The Facilities are subject to periodic inspections by the City on any reasonable basis, including but not limited to: routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; inspection of drainage basins or areas identified as higher than typical sources of sediment or other contaminants or pollutants; inspections of uses of a type associated with higher than usual discharges of contaminants or pollutants or with discharges of a type which are more likely than the typical discharge to cause violations of state

or federal water or sediment quality standards or the NPDES Storm Water permit; and joint inspections with other agencies inspecting under environmental or safety laws. Inspections may include but are not limited to: reviewing maintenance and repair records; sampling discharges, surface water, groundwater, and material or water in the Facilities, and evaluating the condition of the Facilities.

SECTION 6. RECORDS OF INSTALLATION AND MAINTENANCE AND REPAIR ACTIVITIES.

The Owner is responsible for the operation and maintenance of the Facilities in perpetuity. The Owner shall make records of the installation and of all maintenance and repairs and shall retain the records for at least twenty-five (25) years. These records shall be made available to the City during inspection of the facility and at other reasonable times upon the City's request.

SECTION 7. FAILURE TO MAINTAIN STORM WATER MANAGEMENT FACILITIES.

In the event that the Facilities are not being maintained and repaired as required by this Agreement or the City's ordinances, the City shall notify the Owner in writing. Upon receipt of that notice, the Owner shall have thirty (30) days to effect maintenance and repair of the Facilities in an approved manner. A reasonable extension may be allowed if the work cannot be completed within the thirty days due to weather, unavailability of necessary materials, or other good cause shown by the Owner.

If the Owner fails or refuses to meet the requirements of the maintenance covenant or any provision of this Agreement or the City's ordinance, the City, after reasonable notice, may correct a violation by performing all necessary work to place the Facilities in proper working condition. After correcting said violation, City may assess, jointly and severally, the owners of the Facilities, and any other persons or parties responsible for maintenance under any applicable written agreement with the Owner, for the cost of repair work and any penalties; and the cost of the work shall be a lien on the property or prorated against the beneficial users of the property, which are all property owners of this subdivision, and may be placed on the tax bill and collected as ordinary taxes. The Owner hereby agrees that it shall not be necessary for the City to seek a court order for permission to enter upon the property or take the corrective actions it determines necessary under this Section.

Nothing in this Agreement shall be construed to impose a requirement on the City to install the original public improvement at issue herein. Nor shall the Owner be deemed acting as the City's agent during the original construction and installation of said improvement. The parties agree that the obligation to install the public improvement herein shall be in accordance with City specifications, and the obligation shall remain on the Owner until completion by the Owner, and until acceptance by the City, as provided by law.

SECTION 8. ENFORCEMENT AND APPEALS.

A. Building and occupancy permits shall not be issued until the Facilities have been constructed by the Owner and inspected and approved by the City; however, upon request of the Owner and prior to completion of the Facilities, the City may, in its discretion, conditionally

approve the Facilities, subject to certain terms and the posting of sufficient security in accordance with Subsection 180.11(8)(A)(2) of the City's Subdivision Ordinance. Any violator may be required to restore land to its undisturbed condition. In the event that restoration is not undertaken within a reasonable time after notice, City may take necessary corrective action, the cost of which shall become a lien upon the property until paid.

B. Violation of any provision of this ordinance may be enforced by civil action including an action for injunctive relief. In any civil enforcement action, administrative or judicial, the City shall be entitled to recover attorney fees and court costs from any person or party who is determined by a court of competent jurisdiction to have violated this ordinance.

C. Violation of any provision of this ordinance may also be enforced as a municipal infraction within the meaning of §364.22 of the Code of Iowa, pursuant to the City's municipal infraction ordinance.

SECTION 9. OWNER'S OBLIGATION AND CITY ACTIONS.

A. The Owner of part or all of the property described above agrees and is fully obligated to perform as provided in this Agreement. The Owner is liable and responsible for each and every obligation agreed to be undertaken pursuant to this Agreement. Failure of any party responsible to perform under this Agreement is not a defense against any action to be taken by the City.

B. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers must be in writing, signed by both parties and approved by written resolution of the City Council.

C. Only upon completion of the Facility and, further, upon inspection and approval of the Facility by the City shall the Owner have the right to assign all of its obligations under this Agreement to a homeowners' association or the successor title holder of the property described in Section 1.A of this Agreement. Such assignment shall occur automatically upon recorded conveyance of the property by deed, contract or Declaration of Submission of Property to Horizontal Property Regime pursuant to Iowa Code Chapter 499B.

SECTION 10. FEES.

The Owner agrees to pay for the costs of recording this Agreement. The Owner agrees to pay all necessary recording and filing fees that accrue as a result of any work that is performed under this Agreement or made necessary as a result of this development project. A copy of all recorded documents, including but not limited to this Agreement, shall be provided to the City.

SECTION 11. NOTICES.

Required notices to the Owner shall be in writing and shall either be hand delivered to the Owner, its agents or employees, or mailed to the Owner by registered mail at the following address:

Greenbelt Trail Parts Three and Four Subdivisions Owners Association
c/o Robert N. Downer
327 2nd Street Suite 300
Coralville, IA 52241

The Owner is required to maintain current contact information on file with the City at all times. In the event ownership of the property changes for any reason and under any circumstances, any new owner shall maintain current contact information on file with the City.

Notices to the City shall be in writing and shall be either hand delivered to the City Administrator or mailed to the City by registered mail in care of the City Administrator at the following address:

North Liberty City Administrator
360 N. Main Street
North Liberty, IA 52317

Notices mailed in conformance with this section shall be deemed properly given.

SECTION 12. SUCCESSORS AND ASSIGNS.

This Agreement shall be a covenant running with the land and inure to the benefit of and be binding upon the Owner and all successors, heirs, and assigns in perpetuity.

[remainder of page intentionally left blank]

DATED this ____ day of _____, 2025.

CITY OF NORTH LIBERTY, IOWA

By: _____
Chris Hoffman, Mayor

(seal)

ATTEST:_____
Tracey Mulcahey, City Clerk

GREENBELT TRAIL PARTS THREE AND FOUR SUBDIVISIONS OWNERS ASSOCIATION

By: _____
James Patrick Scanlon, Jr.,
Sole Initial Director

STATE OF IOWA, JOHNSON COUNTY: ss

On this____ day of _____, 2025, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Chris Hoffman and Tracey Mulcahey, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of North Liberty, Iowa, a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the municipal corporation; and that the instrument was signed and sealed on behalf of the municipal corporation by the authority of its City Council, as contained in Resolution No. 2024-67 of the City Council on the 11th day of June, 2024; and that Chris Hoffman and Tracey Mulcahey acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it and by them voluntarily executed.

_____
Notary Public in and for the State of Iowa
My Commission Expires: _____

COMMONWEALTH OF MASSACHUSETTS, COUNTY OF SUFFOLK, ss:

This instrument was acknowledged before me on the _____ day of _____, 2025, by James Patrick Scanlon, Jr., as sole initial Director of Greenbelt Trail Parts Three and Four Subdivisions Owners Association

_____
Notary Public in and for the State of Iowa
My Commission Expires: _____

GREENBELT 3-4, L.L.C.

By:_____

James Patrick Scanlon, Jr., Member
and Manager

COMMONWEALTH OF MASSACHUSETTS)
) SS:
COUNTY OF SUFFOLK)

This instrument was acknowledged before me this _____ day of May, 2025, by James Patrick Scanlon, Jr., Member and Manager of Greenbelt 3-4, L.L.C.

_____
Notary Public in and for the
Commonwealth of Massachusetts

SCANLON FAMILY, L.L.C.

By:_____

James Patrick Scanlon, Jr., Member
and Manager

COMMONWEALTH OF MASSACHUSETTS)
) SS:
COUNTY OF SUFFOLK)

This instrument was acknowledged before me this _____ day of May, 2025, by James Patrick Scanlon, Jr., Member and Manager of Scanlon Family, L.L.C.

_____
Notary Public in and for the
Commonwealth of Massachusetts

Resolution No. 2025-143

A RESOLUTION APPROVING AN AMENDED STORM WATER MAINTENANCE FACILITIES AGREEMENT FOR GREENBELT TRAIL PARTS THREE AND FOUR, NORTH LIBERTY, IOWA

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

WHEREAS, Greenbelt 3-4, LLC. (the "Developer") entered into a Stormwater Facilities Maintenance Agreement (the "Agreement") with the City as a condition of final plat approval for the Greenbelt Trail Part Three and Greenbelt Trail Part Four Subdivisions, and

WHEREAS, an error in the listed owner of record the parcel referenced in said Agreement has been identified; and

WHEREAS, it is the desire of the parties to amend the Agreement to reflect the accurate ownership interests of the real estate contemplated therein.

NOW, THEREFORE, BE IT RESOLVED that that the Restated Storm Water Management Facility Maintenance Agreement and Easement for Greenbelt Trail Parts Three and Four is approved.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute said agreements.

APPROVED AND ADOPTED this 9th day of December, 2025.

CITY OF NORTH LIBERTY:

_____

CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____

TRACEY MULCAHEY, CITY CLERK

Urban Central District East Rezoning

North Liberty
IOWA

October 7, 2025

Chris Hoffman, Mayor
City of North Liberty
360 North Main Street
North Liberty IA 52317

Re: Request of UCD Holdings, LLC. for a Future Land Use Map amendment from Commercial/Industrial Flex (FLX) to Urban High Intensity (UHI) on approximately 9.86 acres and a Zoning Map Amendment (Rezoning) from I-1 Light Industrial to CU C-3 Central Urban High Intensity Commercial District on approximately 9.86 total acres and P Public on approximately .32 acres. The property is located south of West Cherry Street, north of West Zeller Street and west of CRANDIC Railroad.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its October 7, 2025 meeting. The Planning Commission took the following action:

Findings:

1. The Future Land Use Map amendment request from Commercial/Industrial Flex (FLX) to Urban High Intensity (UHI) on approximately 9.86 acres would achieve consistency with Comprehensive Plan locational standards for the UHI Future Land Use and other adopted land use policies; and
2. The rezoning request from Zoning Map Amendment (Rezoning) from I-1 Light Industrial to CU C-3 Central Urban High Intensity Commercial District on approximately 9.86 total acres and P Public on approximately .32 acres would achieve consistency with the approval standards enumerated in Section 165.09 of the Zoning Code.

Recommendation:

The Planning Commission accepted the listed findings and forwards the request for a Future Land Use Map amendment from Commercial/Industrial Flex (FLX) to Urban High Intensity (UHI) on approximately 9.86 acres and a Zoning Map Amendment (Rezoning) from I-1 Light Industrial to CU C-3 Central Urban High Intensity Commercial District on approximately 9.86 total acres and P Public on approximately .32 acres to the City Council with a recommendation for approval subject to the following condition:

1. That building height be limited to a maximum of 60 feet measured vertically from grade to the highest point of the coping of a flat roof or the deck line of a mansard roof, or to the top of a gable, hip, and/or gambrel roof.

The vote for approval was 6-0.

Amy Yotty, Chairperson
City of North Liberty Planning Commission

North Liberty
IOWA

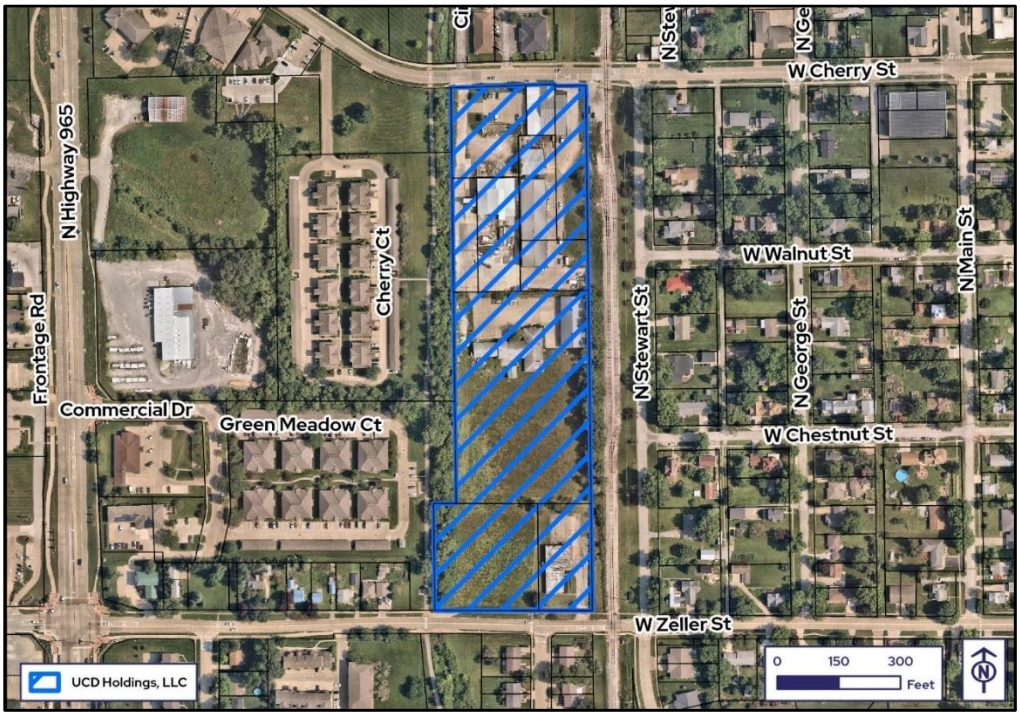
MEMORANDUM

To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **October 7, 2025**
Re **Request of UCD Holdings, LLC. for a Future Land Use Map amendment from Commercial/Industrial Flex (FLX) to Urban High Intensity (UHI) on approximately 9.86 acres and a Zoning Map Amendment (Rezoning) from I-1 Light Industrial to CU C-3 Central Urban High Intensity Commercial District on approximately 9.86 total acres and P Public on approximately .32 acres. The property is located south of West Cherry Street, north of West Zeller Street and west of CRANDIC Railroad. The request is to facilitate redevelopment of the property with higher-density multi-unit residences.**

North Liberty City staff has reviewed the subject submission, and offer comments presented in this memo.

1. Request Summary:

The purpose of the request is to facilitate redevelopment of the property with 354 multi-unit residences (34.77 units/acre) and related infrastructure. This would be a significant redevelopment of several properties the City considers an outdated industrial area in the center of North Liberty. Notably, the request includes a Future Land Use Map amendment from Commercial/Industrial Flex (FLX) to Urban High Intensity (UHI) so that the requested CU C-3 District would be compatible with the Future Land Use Map. Importantly, since the current I-1 Light Industrial District is consistent with the Commercial/Industrial Flex (FLX) Future Land Use Map designation, the property could be redeveloped in accordance with I-1 regulations.

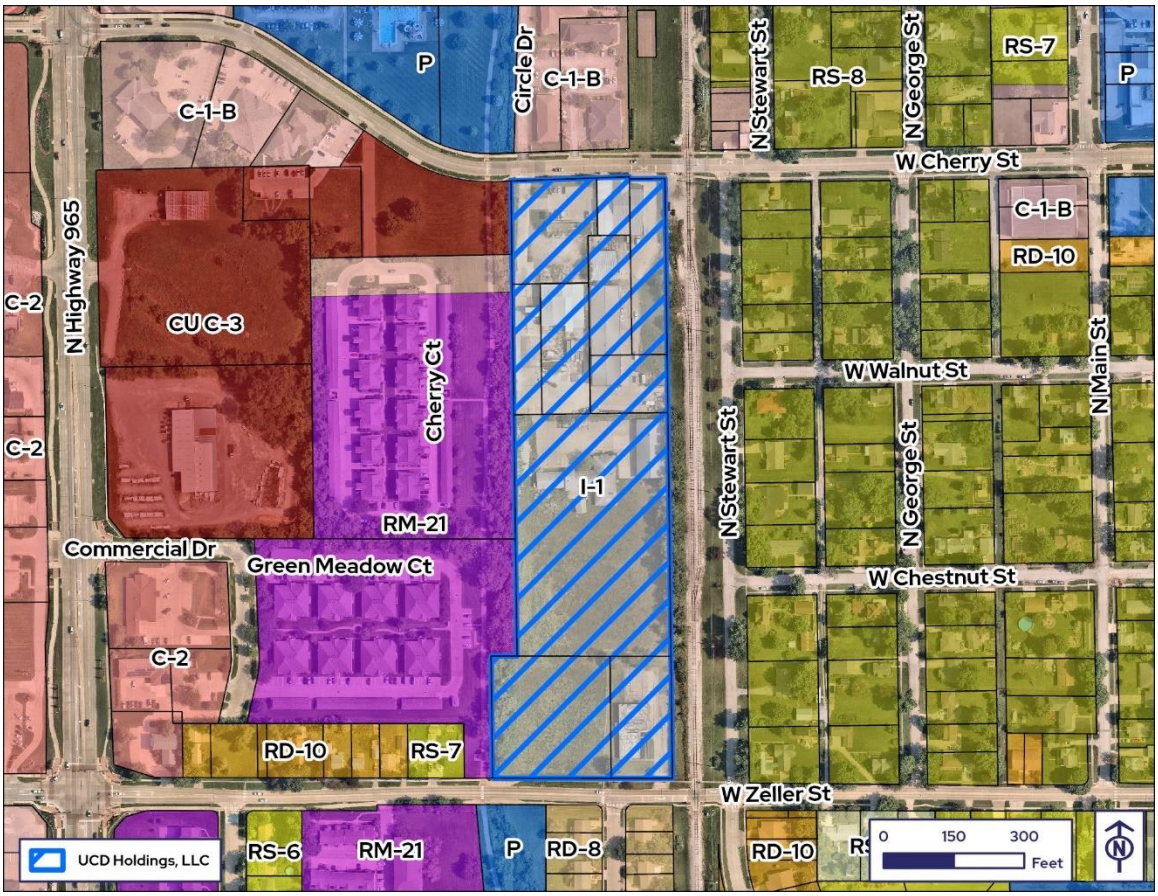


Current and Proposed Zoning:

Current Zoning

The I-1 District is intended to provide for the development of modern landscaped light-industrial and commercial establishments which have negligible impacts upon areas outside of the zoned district, and seek a hazard- and nuisance-free environment. The district is intended to provide for manufacture, assembly, fabrication, storage, and/or processing of goods listed for the location of compatible uses.

Minimum Lot Area	Maximum Building Height	Minimum Required Front Yard	Minimum Required Corner Side Yard	Minimum Required Side Yard	Minimum Required Rear Yard
None	45'	25'	25'	20'	20'



Staff examined two industrial sites in North Liberty to estimate the potential size of a redevelopment on the subject property if it remained with the current I-1 zoning.

1. JM Swank at 395 Herky Street. Slightly larger lot (13.94 acres) with a portion that is undeveloped – 120,000 square foot warehouse.
2. Maytag at 720 Alexander Way. Larger lot (54.94 acres) with a larger building – 751,800 square foot warehouse. When scaled based on subject property's lots size – 139,354 square foot warehouse.

Therefore, staff is of the opinion that 120,000 square foot warehouse could fit on the subject property and will be used for comparative purposes.

Proposed Zoning

The P Public Use District is intended to provide space for public safety, administration, recreational, and community facilities.

Minimum Lot Area	Maximum Building Height	Minimum Required Front Yard	Minimum Required Corner Side Yard	Minimum Required Side Yard	Minimum Required Rear Yard
None	45'	*	*	*	*

* Required yards are contextual based on adjacent lots. The required yard shall be equal to the adjoining zone district or the actual yard of the main building on the adjacent lot, whichever is less.

CU C-3 Central Urban Higher-Intensity Commercial District. The CU C-3 District is intended to accommodate a mixture of higher-intensity residential and commercial development in a planned manner. Setbacks are reduced to encourage more compact and efficient development and uses are limited to ensure compatibility with surrounding properties. The use of the CU C-3 District shall be limited to the area bounded by Zeller Street, CRANDIC railroad, Cherry Street, and Highway 965/Ranshaw Way.

Minimum Lot Area	Maximum Building Height	Minimum Required Front Yard	Minimum Required Corner Side Yard	Minimum Required Side Yard	Minimum Required Rear Yard
20,000 SF	75'	25'	10'	0' unless abutting a residential district then 10'*	0' unless abutting a residential district then 10'*

* One foot of additional setback as measured from a lot line of property within a residential district for every one-foot building height above 35 feet. Notwithstanding the foregoing, the additional setback is not required when the lot line is adjacent to Muddy Creek.

Although the applicant has indicated that the intent is to construct multi-unit residences on this property, the CU C-3 District allows for additional uses. Notably, the CU C-3 District has a more restricted list of permitted use as compared to the C-3 District.

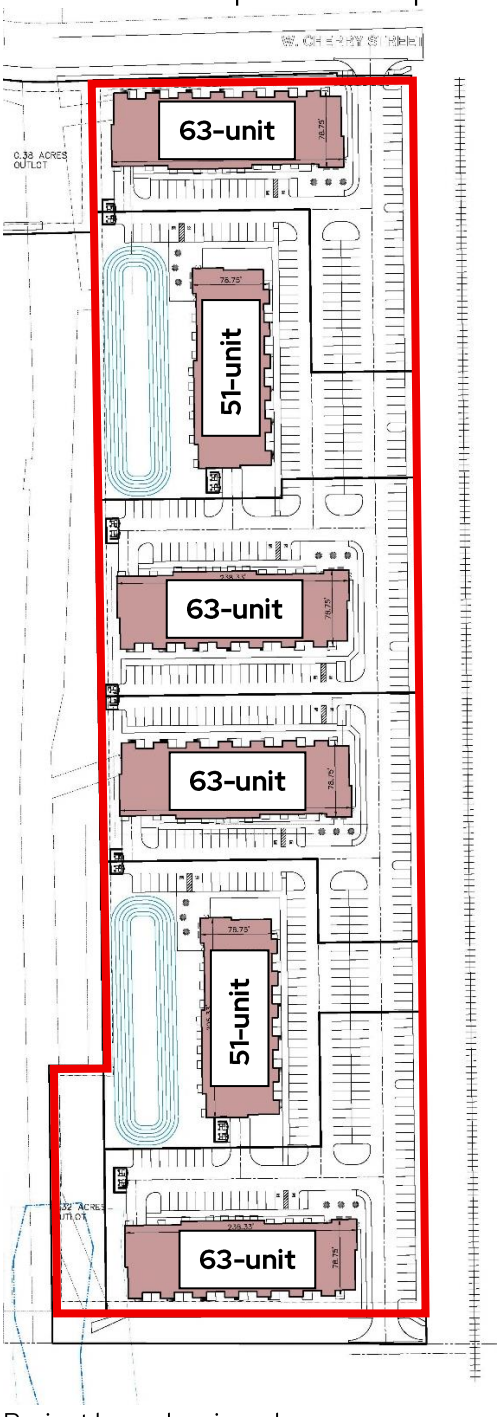
P = Permitted, C = Conditional Use (needs special approval).

Use	C-3	CU C-3
1. Amusement Facility – Indoor	P	P
2. Amusement Facility – Outdoor	C	
3. Art Gallery	P	P
4. Arts and Fitness Studio	P	P
5. Bar	P	P
6. Brewery-Micro	P	P
7. Broadcasting Studio	P	
8. Building Trades and Services	P	
9. Child Care Center	P	P
10. Community Center	P	P
11. Cultural Facility	P	P
12. Distillery, Micro	P	P

Use	C-3	CU C-3
13. Drive-Through Facility	P	P
14. Dwelling – Mixed Use	P	P
15. Dwelling – Multiple-Unit	P	P
16. Educational Facility – Primary	P	P
17. Educational Facility – Secondary	P	P
18. Educational Facility – University or College		P
19. Educational Facility - Vocational	P	P
20. Financial Institution	P	P
21. Fireworks, Retail Sales of	P	P
22. Fueling Station	P	
23. Fulfillment Center, Micro	C	
24. Healthcare Institution	P	P
25. Heavy Retail Establishment	P	
26. Hotel	P	P
27. Industrial Design	P	
28. Live Performance Venue	P	P
29. Medical/Dental Office	P	P
30. Office	P	P
31. Outdoor Seating	P	P
32. Park, Private	P	P
33. Parking Lot (Principal Use)	P	P
34. Parking Structure (Principal Use)	P	P
35. Personal Services Establishment	P	P
36. Place of Worship	P	P
37. Private Club	P	P
38. Research and Development	P	
39. Residential Care Facility	P	P
40. Restaurant	P	P
41. Retail Good Establishment	P	P
42. Self-Storage – Enclosed	P	
43. Self-Storage - Outdoor	C	
44. Specialty Food Service	P	P
45. Utility (Sub)Stations	P	P
46. Vehicle Dealership, New and Used	P	
47. Winery, Micro	P	P

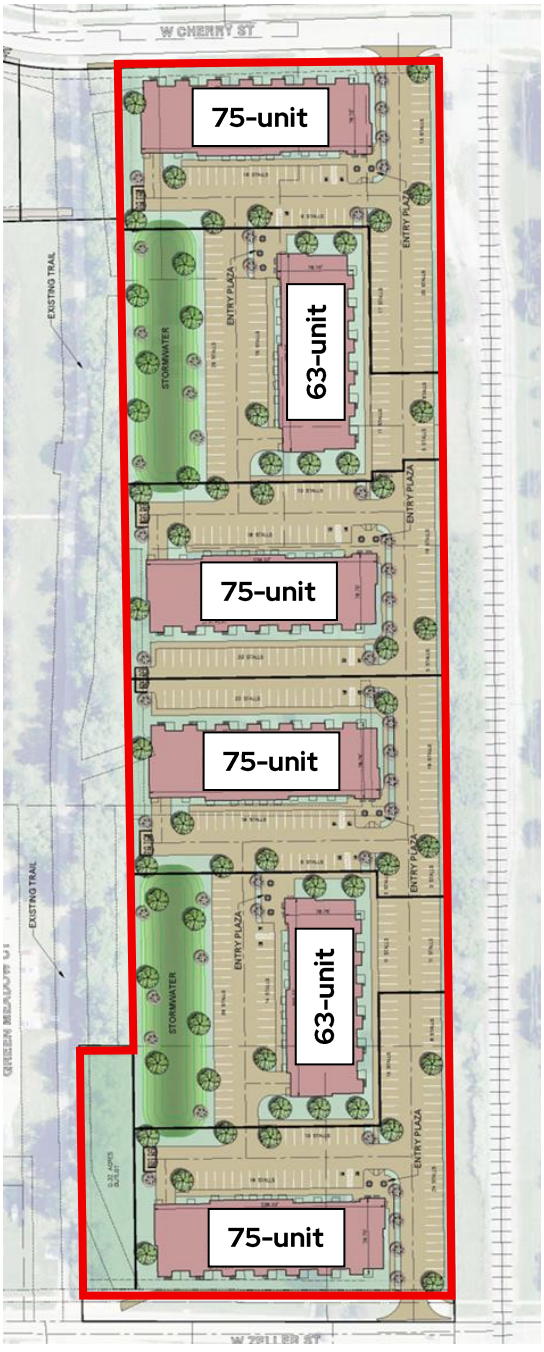
Below (left) is the current concept plan for redevelopment of the property, which depicts 354 multi-family units (34.77 units/acre). Notably, the concept plan (below right) depicted at the July 24, 2025 Good Neighbor Meeting depicted 426 units (41.85 units/acre), so there has been a reduction in proposed density. Also, two of the central buildings were relocated west to lessen their impact when viewed from the east. Although the applicant has indicated this is the intended use of the property, it should be noted that the CU C-3 Central Urban Higher-Intensity Commercial District allows other uses (see Section 4 for a full list of CU C-3 uses).

Current Development Concept



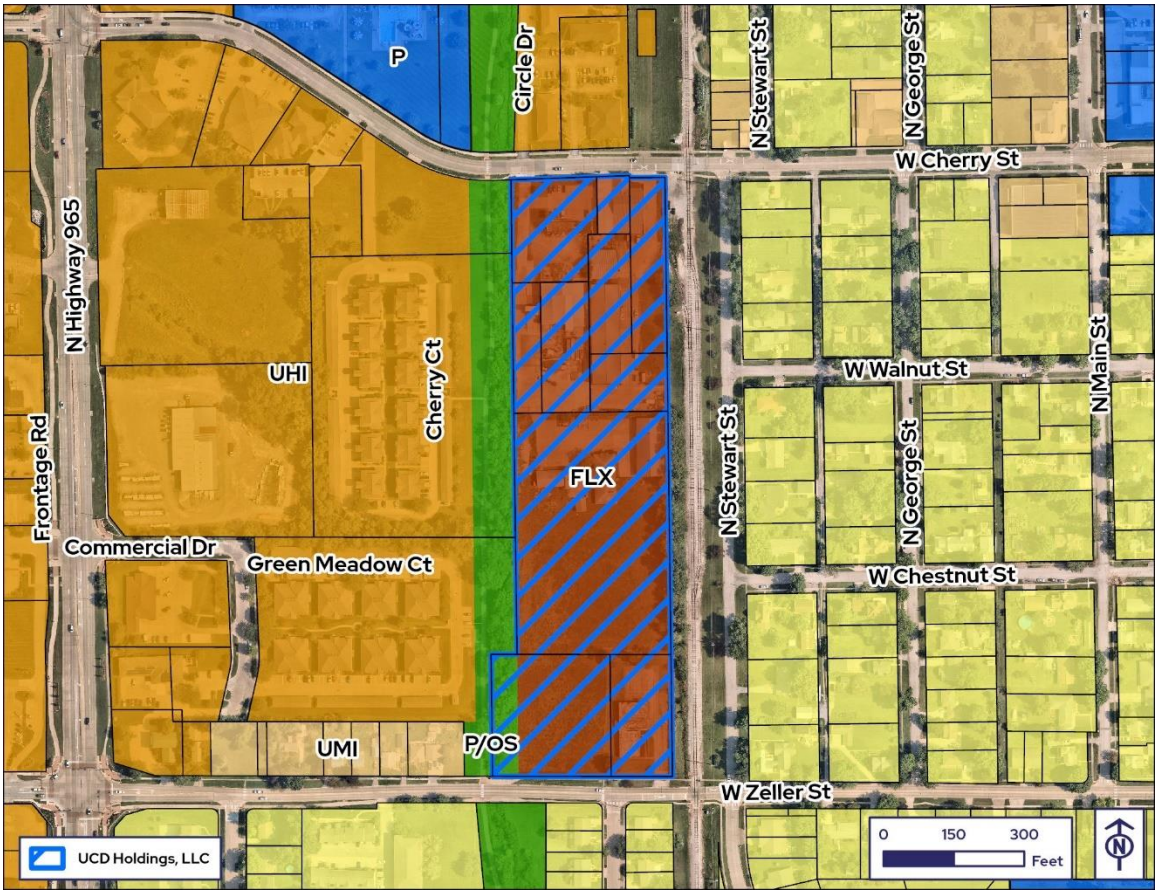
Project boundary in red.

Development Concept – 7/24/2025 GNM



2. **Consistency with Comprehensive Plan: Public/Semi-Public (P/OS) and Commercial/Industrial Flex (FLX).**

The current I-1 Light Industrial District is not consistent with P/OS designation but is consistent with the FLX designation.



Public/Semi-Public Description

To provide space for educational, institutional, assembly, and other public or semi-public uses with large footprints and attract vehicle and pedestrian traffic, including hospitals, schools, airports, libraries, and city hall.

Form and Features

» The land use plan identifies the largest public and semi-public uses but these uses can be incorporated into any area if at a similar intensity and form of that district.

» Reliable pedestrian connectivity is required for high traffic uses such as parks, schools, and public spaces.

Commercial/Industrial Flex Description

North Liberty's location on the Interstate and near major population centers make it a conducive location for large scale commercial and shipping related industrial development. Several areas should allow for a broad range of larger footprint commercial and industrial uses such as those with outdoor storage, regional shopping/bulk purchase centers, indoor manufacturing, warehousing facilities, technology centers, and similar scale uses.

Residential

Developments are mostly secluded to non-residential buildings. Residential uses are typically not appropriate. Multi-family residential uses can be mixed into corporate campuses or employee provided housing arrangements.

Non-Residential

Areas preserved for larger business development or regional commercial uses, generally over 20 acres. Uses may focus on manufacturing, warehousing, distribution, office, office/industrial flex spaces. Extraction, heavy materials production, and uses with significant outdoor operations are permitted with design regulations. Smaller commercial uses can be provided to support the primary employment generators.

Form and Features

- Intensity can vary but should have higher infrastructure and urban design standards along street frontages and transitions to lower intensity districts. Examples include landscaping, connections, storage screening, and buffering lower-intensity uses.
- Special consideration is given to the image that travelers see along arterial roadways and from community destinations.
- Industrial uses with high external effects like noise and smell are allowed given they mitigate anticipated adverse impacts on adjacent land uses and are located on arterial streets or rail lines. Operational standards should consider traffic, noise, lighting, and air quality. Strict control over signage, landscaping, and design is necessary for locations nearer to low intensity uses.

3. Public Input:

Considering that this is a large request, the notification radius was expanded from 200' – 500' notifying property owners of the July 24, 2025, in-person meeting. Approximately 30 people attended the meeting. A summary of the discussion topics include:

1. Concerns about the compatibility of the proposed development with the lower-density Original Town.
2. Traffic impacts of the proposed development, including at AM/PM peak times.
3. Stormwater detention and runoff and Muddy Creek flooding concerns.
4. Market conditions for the construction of neighborhood appropriate commercial.
5. Noise generated from construction of the proposed development.
6. Adequate capacity within the Iowa City Community Schools to accommodate the proposed development.

7. Adequacy of the North Liberty Community Center to accommodate increased capacity from the proposed development.

At the time of the Good Neighbor Meeting, the applicant was planning on having the request considered at the August 5, 2025 Planning Commission meeting. However, the applicant delayed the request until the October meeting to address some of the concerns expressed at the meeting.

Staff generated a sign-up list from the meeting and has been communicating updates to neighbors. A copy of the Good Neighbor Meeting presentation and the most recent City Capital Improvements Plan was emailed to the group.

See Exhibit A for public input.

4. Zoning Map Amendment Approval Standards

While discussion of the intended use and its design are expected, consideration of the appropriateness of the CU C-3 District should be based on the five criteria in Section 165.09(4)(D)(1) of the Zoning Ordinance. Staff analysis is largely limited to the portion of the property being rezoned to the CU C3 District since the P Public Use District isn't intended for development and is compatible with the Public/Semi-Public (P/OS) Future Land Use Map designation.

Section 165.09(4)(D)(1) of the Zoning Ordinance sets for the approval standards for zoning maps amendments.
Approval Standards. The Planning Commission recommendation and the City Council decision on any zoning text or map amendment is a matter of legislative discretion that is not controlled by any particular standard. However, in making their recommendation and decision, the Planning Commission and the City Council must consider the following standards. The approval of amendments is based on a balancing of these standards (ordinance language in *italics* and staff analysis in **bold**).

Map Amendments.

(a) The consistency of the proposed amendment with the Comprehensive Plan and any adopted land use policies.

Figure 3.4 within Connected to Tomorrow was utilized to determine which zoning district would be compatible with the Future Land Use Map.

Figure 3.4: Land Use Compatibility

TRADITIONAL LAND USES	AGRICULTURE (AG)	URBAN RESERVE (UR)	URBAN LOW INTENSITY (ULI)	URBAN MEDIUM INTENSITY (UMI)	URBAN HIGH INTENSITY (UHI)	COMMERCIAL/ INDUSTRIAL FLEX (FLX)	PUBLIC AND SEMI PUBLIC (PUB)	PARK AND OPEN SPACE (P, OS)
Agriculture	●	●						❍
Rural residential		●						
Low-density residential			●	❍				
Medium-density residential			●	●	❍			
High-density residential				●	●	❍		
Rural commercial		●						
Neighborhood commercial			❍	●	●	●		
Community commercial				❍	●	●		
Regional commercial					❍	●		
Low/medium intensity office			❍	●	●	●		
High-intensity office				❍	●	●		
Limited industrial		❍				●		
Heavy industrial						❍		
Parks and civic uses	●	●	●	●	●	❍	●	●
Major public/civic facilities					❍	❍	●	❍
Residential density range (du/A*)	≤40	≤40	3-8	7-14	14+	14+	NA	NA

● Permitted ❍ Permitted with special review
*Dwelling Units per Acre

The table above indicates that high-density residential may be permitted with special review in the current Commercial/Industrial Flex (FLX) designation. This is due to the potential of residential development being incompatible with heavier commercial and/or industrial uses. However, staff is of the opinion that the CU C-3 Central Urban High Intensity Commercial District is not consistent with the FLX designation in this location, and therefore, a Future Land Use Map amendment to the Urban High Intensity (UHI) is being requested.

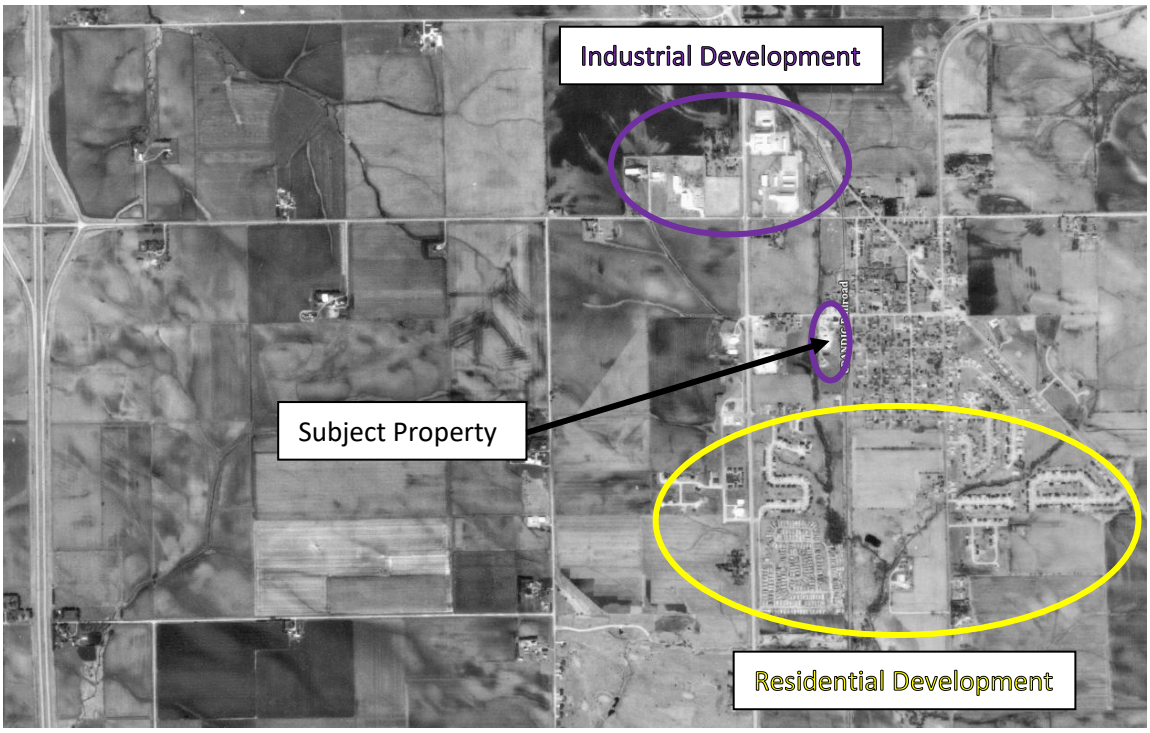
Please note that although neighborhood and community commercial are not intended uses, they are highlighted since they would be permitted in the CU C-3 Central Urban High Intensity Commercial District.

Staff examined previous City Comprehensive Plans to see if the subject property was ever considered appropriate for industrial.

1982 Comprehensive Plan: Commercial and Industrial.
1998 Comprehensive Plan: Commercial.
2005 Comprehensive Plan: Residential and Commercial
2015 Comprehensive Plan: Commercial.
2023 (Current) Comprehensive Plan: Commercial/Industrial Flex

See Exhibit B for Comprehensive Plan Land Use Maps.

For the most part, urban development in North Liberty was limited to the Original Town for several decades. By the 1980s the I-380/Penn Street interchange had been constructed and there was some residential development south of Zeller Street. Industrial development was located on the subject property and on the north side of Penn Street. The location of industrial land uses was appropriate due its location adjacent to the railroad and outside the residential areas of the city.



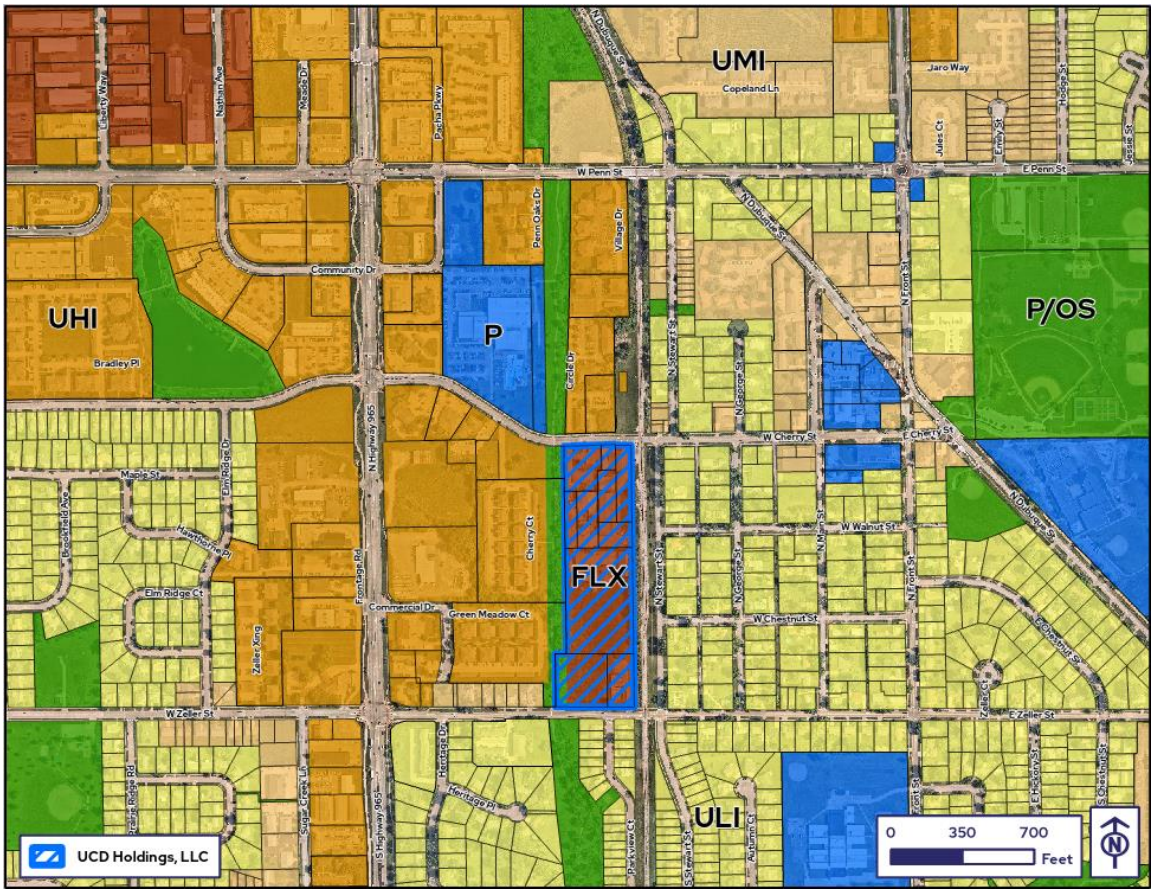
1980s Aerial

As the City grew outward, it began to surround these industrial areas. This explains why Centro is mostly surrounded by residential development. The 1998 Comprehensive Plan designated the subject property commercial. The 2005 Comprehensive Plan designated the subject property mostly residential, but with some commercial along the Cherry Street frontage. In 2015, the subject property was entirely designated commercial.

During the development of the current Comprehensive Plan (adopted in February 2023), there were private development concepts being generated, including an expanded Moxie Solar Industrial Campus. The decision was made during Plan development and adoption to respect the existing I-1 Light Industrial Zoning and to designate the property Commercial/Industrial Flex on the Map.

With the exception of the subject property, the Muddy Creek corridor, the Community Center and seven parcels (one of which is owned by the City) along West Zeller Street, all parcels bound by Penn Street on the north the CRANDIC railroad on the east, Zeller Street on the south and Ranshaw Way on the west, all properties are current designated Urban High Intensity (UHI).

Therefore, it is staff's opinion that the UHI designation would be much more appropriate in this location than the current Commercial/Industrial Flex (FLX) designation. The CRANDIC railroad is an established and logical eastern boundary for the UHI designation.



2023 North Liberty Comprehensive Plan – Page 64:
Cherry Street corridor. The Cherry Street corridor has the most concentration of amenities and services in North Liberty. It should become a central public activity area that is walkable, identifiable, and welcoming.

2023 North Liberty Comprehensive Plan – Page 87:
Cherry Street Area Development Concept and recommendations for the Cherry Street district. Notably, the Development Concept for the subject property includes a residential component, however, it is in the context that the property would be developed as industrial.

2. Implement policy recommendations for the Cherry Street district.

The Future Land Use Map identifies Cherry Street and Old Town as special policy areas because of their unique characteristics versus other areas of North Liberty. Figure 3.12 shows a development concept for a portion of the Cherry Street area that incorporates infill and reuse of underused spaces. Key policy directions for the area include:

1. **Community Dr through access north and south.** Community Dr becomes a north/south connector in the district with streetscaping and sidewalks. The alignment connects Commercial Dr and Heritage Dr with Community Dr.
2. **Add a traffic circle on Community Dr south of Green State Credit Union.** The traffic circle creates safer movement from the Community Center parking lot east and west.
3. **Infill commercial development.** Internal parking and street oriented buildings provide opportunities for additional activity in the district with outdoor spaces.
4. **Residential/commercial mixed use.** Opportunities for infill residential along Community Dr with commercial space oriented toward Ranshaw Way.
5. **Possible infill townhome opportunities near the N Ridge Trail.** The space allows for internal parking and access to Cherry St.
6. **Small lot residential infill.** An opportunity along the N Ridge Trail to add housing variety and create a connection to Green Meadow Ct and Zeller St.
7. **Small scale industrial infill.** Space along the railroad offers relocation opportunities for industrial uses or new ventures.

Figure 3.12: Cherry Street Area Development Concept



(b) The compatibility with the zoning of nearby property; and

(c) The compatibility with established neighborhood character.

As previously mentioned, the subject property is currently zoned I-1 Light Industrial and the requested zoning is to the CU C-3 Central Urban High Intensity Commercial District. This would be considered a "downzoning", which refers to a rezoning process resulting in a reduction of the intensity of land use.

Staff acknowledges that some aspects of the CU C-3 District may be considered more intense, such as building height and setbacks.

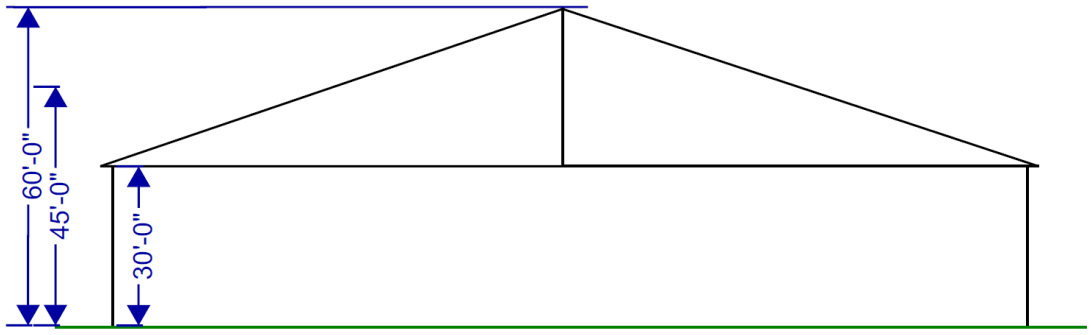
	I-1	CU C-3
Bulk		
Minimum Lot Area	None	20,000 SF
Minimum Frontage	35'	35
Minimum Lot Width	25'	35'
Maximum Building Height	45'	75'
Setbacks		
Minimum Required Front Yard	25'	10'
Minimum Required Corner Side Yard	25'	10'
Minimum Required Side Yard	20'	0' unless abutting a residential district then 10'*
Minimum Required Rear Yard	20'	0' unless abutting a residential district then 10'*

* One foot of additional setback as measured from a lot line of property within a residential district for every one-foot building height above 35 feet. Notwithstanding the foregoing, the additional setback is not required when the lot line is adjacent to Muddy Creek

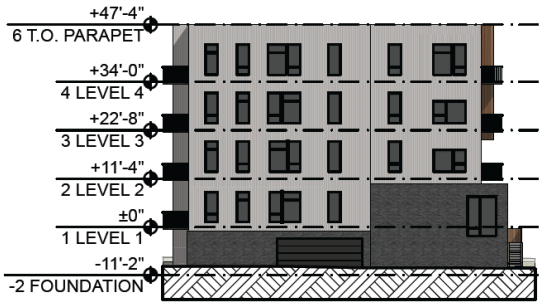
The CU C-3 has lesser setbacks and a greater allowance for building height than the I-1 District. The CU C-3 District description reads in part, " Setbacks are reduced to encourage more compact and efficient development..." Staff recognizes that the development would abut West Cherry Street on the north, the CRANDIC Railroad on the east, West Zeller Street on the south and the Muddy Creek on the west. Therefore, lesser setbacks wouldn't impact an abutting lot.

The increase in permitted building height from I-1 (45') to CU C-3 (75') can seem dramatic. However, there are a couple considerations with respect to building height. First, Zoning Ordinance definition of building height reads "...the vertical distance from the grade to the highest point of the coping of a flat roof or the deck line of a mansard roof, or to the average height between eaves and ridge for gable, hip, and gambrel roofs."

If an 180' wide industrial building was constructed on this property with 4 12 pitch roof, a 45' high building (by Zoning Ordinance definition) would be 60' to the top of the roof.



Below is an image for the portion of the UCD development at 425 West Cherry Street, which is on the south side of West Cherry Street directly west of Muddy Creek. Currently, the garage level to the top of the parapet would be 58' 6". However, the proposed design would take advantage of the grade change where the garage would be submerged on the opposite side, lessening its height on that elevation. The developer has indicated that the design would be similar, such that the garage at the east elevation of the buildings would be submerged, which would lessen its impact when viewed from the east.

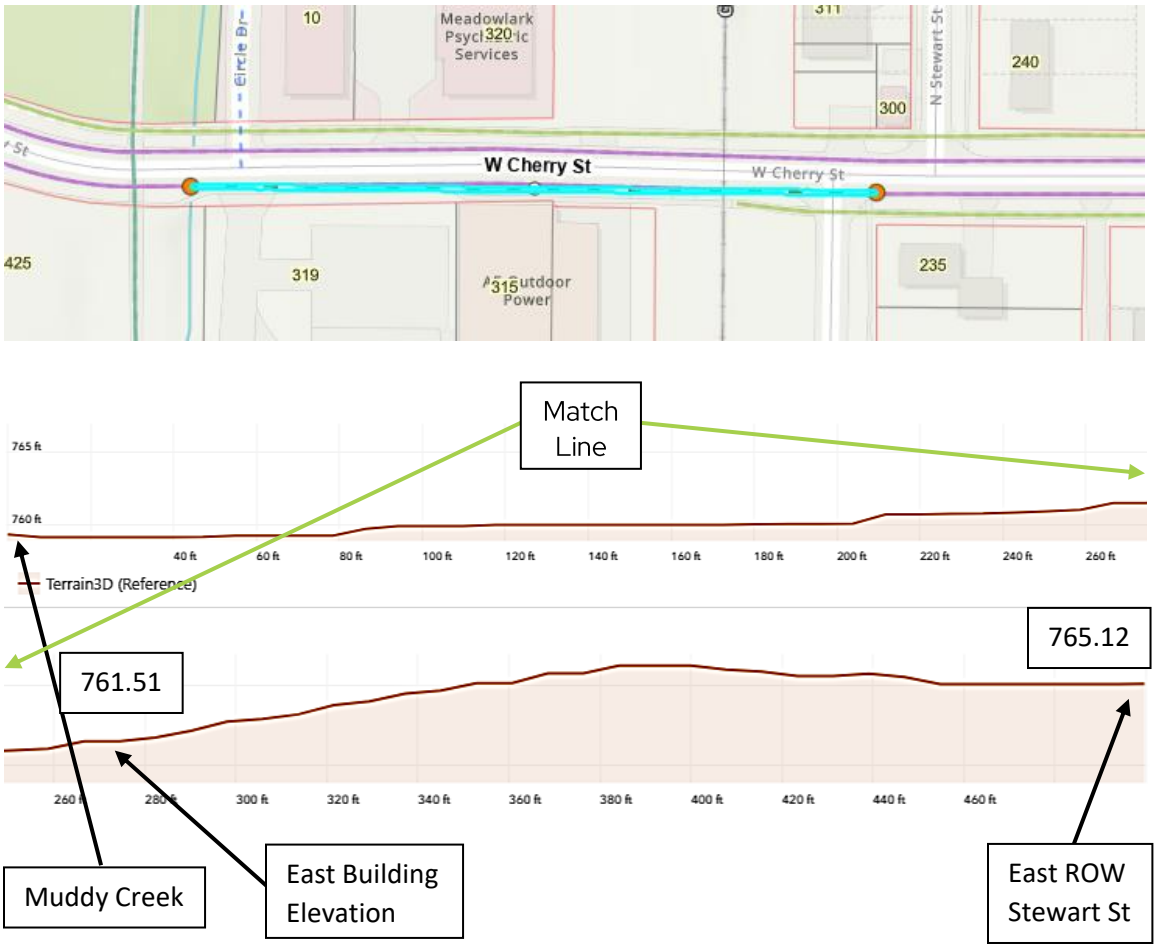


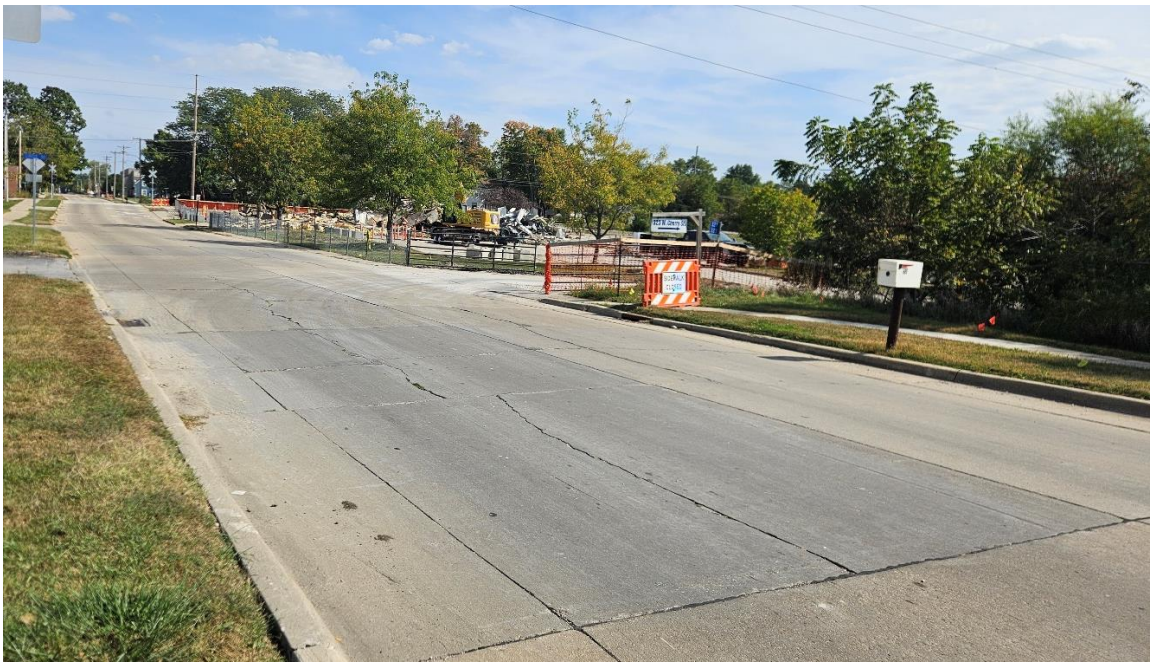
Example of west elevation



Example of east elevation.

Below depicts the elevation change going from west to east. This topographic profile measured from the centerline of Muddy Creek to the east right-of-way of Stewart Street.





Looking east on Cherry Street from Muddy Creek

Next, there are mature trees within the CRANDIC Railroad right-of-way, which will not be removed as part of this development.



Looking north on North Stewart adjacent to its intersection with West Zeller Street.



Looking south on North Stewart adjacent to its intersection with West Cherry Street.

Last, even though the Zoning Ordinance would allow a 75' high building in CU C-3 District, the cost to construct a building at such a height tends to be prohibitive. Nevertheless, staff is recommending the following condition:

> ***That building height be limited to a maximum of 60 feet measured vertically from grade to the highest point of the coping of a flat roof or the deck line of a mansard roof, or to the top of a gable, hip, and/or gambrel roof.***

Comparatively speaking, while building height and setbacks may be considered more intense in the CU C-3 District, the type of uses is considerably less intense. Below is a comparison of permitted and conditional uses for the CU C-3 and I-1 District. Examples of more intense uses in I-1 District include fueling station, heavy rental and service establishment, heavy retail establishment, light industrial, industrial design, self-storage facilities, vehicle operations facility, vehicle rental, vehicle repair, warehouse and wholesale establishment.

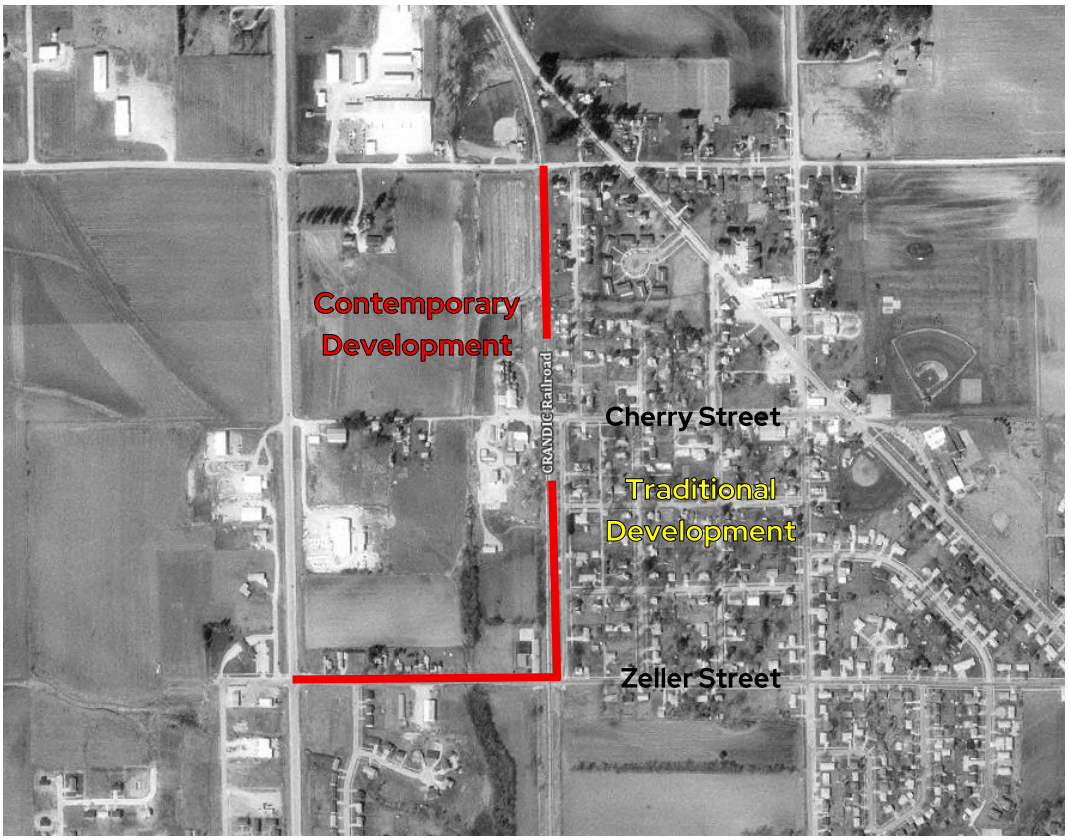
P = Permitted, C = Conditional Use (needs special approval).

Use	CU C-3	I-1
1. Amusement Facility – Indoor	P	
2. Animal Care Facility		P
3. Animal Shelter		C
4. Art Gallery	P	
5. Arts and Fitness Studio	P	
6. Bar	P	P
7. Brewery-Micro	P	
8. Building Trades and Services		P
9. Child Care Center	P	
10. Community Center	P	
11. Cultural Facility	P	
12. Distillery, Micro	P	
13. Drive-Through Facility	P	
14. Dwelling – Mixed Use	P	
15. Dwelling – Multiple-Unit	P	
16. Educational Facility – Primary	P	
17. Educational Facility – Secondary	P	
18. Educational Facility – University or College	P	
19. Educational Facility - Vocational	P	P
20. Financial Institution	P	
21. Fireworks, Retail Sales of	P	P
22. Food Bank		P
23. Fueling Station		P
24. Fulfillment Center, Micro		P
25. Greenhouse/Nursery - Retail		P
26. Healthcare Institution	P	
27. Heavy Rental and Service Establishment		P
28. Heavy Retail Establishment		P
29. Hotel	P	
30. Industrial - Light		P
31. Industrial Design		P

Use	CU C-3	I-1
32. Live Performance Venue	P	
33. Medical/Dental Office	P	
34. Office	P	P
35. Outdoor Seating	P	
36. Park, Private	P	
37. Parking Lot (Principal Use)	P	P
38. Parking Structure (Principal Use)	P	P
39. Personal Services Establishment	P	
40. Place of Worship	P	
41. Private Club	P	
42. Research and Development		P
43. Residential Care Facility	P	
44. Restaurant	P	P
45. Retail Good Establishment	P	P
46. Self-Storage – Enclosed		P
47. Self-Storage - Outdoor		P
48. Specialty Food Service	P	P
49. Storage – Outdoor (Principal Use)		C
50. Truck Stop		C
51. Utility (Sub)Stations	P	P
52. Vehicle Operations Facility		P
53. Vehicle Rental		P
54. Vehicle Repair - Major		P
55. Vehicle Repair - Minor		P
56. Warehouse		P
57. Wholesale Establishment		P
58. Winery, Micro	P	

As previously discussed, the area bound by Penn Street on the north, the CRANDIC railroad on the east, Zeller Street on the south and Ranshaw Way on the west, is clearly different in character due to the historical growth pattern of the city.

When the subject property began to develop it was at the edge of town. The design plans for Cherry Street between Ranshaw Way and Stewart Street are dated 1992 (installation began shortly thereafter) and began to facilitate a more contemporary development pattern, which helps explain how the subject property became a legacy industrial area within the central core of the city.



1990s Aerial

From a zoning compatibility perspective, the CRANDIC Railroad and Zeller Street are a clear boundary for zoning districts, which facilitate different land use intensities. Staff would view this request much differently if it had been east of the railroad. This position is reinforced by the description of existing zoning districts in the area.

North (Across West Cherry Street). Contemporary development pattern.

C-1-B General Commercial District. The C-1-B District is intended to provide for the uses established under the C-1-A Central Commercial District and other commercial uses which due to space requirements and the nature of operations are not suitable for location within a compact central commercial center. Setback and yard requirements are greater than under the C-1-A Central Commercial District.

East (Across CRANDIC Railroad). Traditional development pattern.

RS-8 Single-Unit Residence District. The RS-8 District is intended to provide for and maintain moderate to high-density single-unit residential neighborhoods. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RS-8 District. The use of the RS-8, Single-Unit Residence District shall be limited to the existing RS-8 Districts 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.

South (Across West Zeller Street). Contemporary development pattern.

RD-10 Two-Unit Residence District. The RD-10 District is intended to allow for attached single-unit dwellings joined together on a common boundary line with a common wall between the units. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RD-10 District.

P Public Use District. The P District is intended to provide space for public safety, administration, recreational, and community facilities.

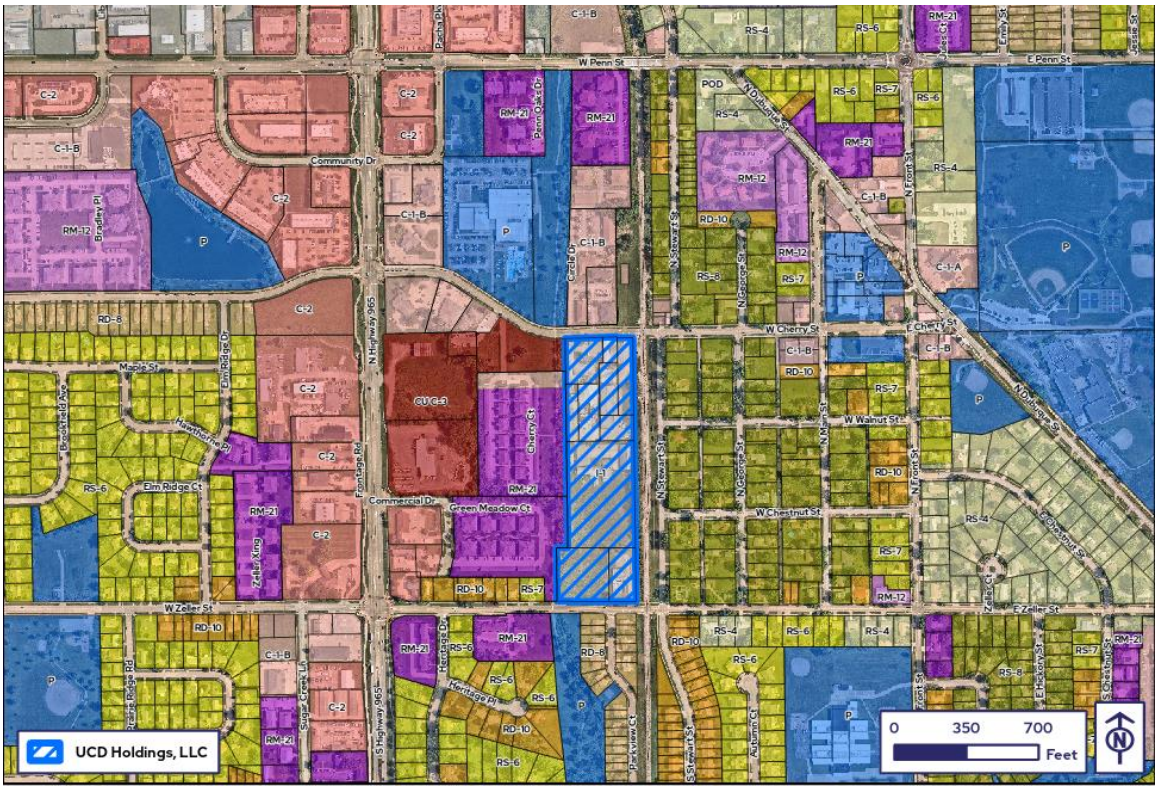
West (Across Muddy Creek). Contemporary development pattern.

CU C-3 District Central Urban Higher-Intensity Commercial District. The CU C-3 District is intended to accommodate a mixture of higher-intensity residential and commercial development in a planned manner. Setbacks are reduced to encourage more compact and efficient development and uses are limited to ensure compatibility with surrounding properties. The use of the CU C-3 District shall be limited to the area bounded by Zeller Street, CRANDIC railroad, Cherry Street, and Highway 965/Ranshaw Way.

West (Across Muddy Creek). Contemporary development pattern.

RM-21 Multi-Unit Residence District. The RM-21 District is intended to provide and maintain high-density, multiple-unit housing residential neighborhoods. Limited non-residential uses that are compatible with the surrounding residential neighborhoods may be permitted in the RM-21 District.

C-1-B General Commercial District. The C-1-B District is intended to provide for the uses established under the C-1-A Central Commercial District and other commercial uses which due to space requirements and the nature of operations are not suitable for location within a compact central commercial center. Setback and yard requirements are greater than under the C-1-A Central Commercial District.



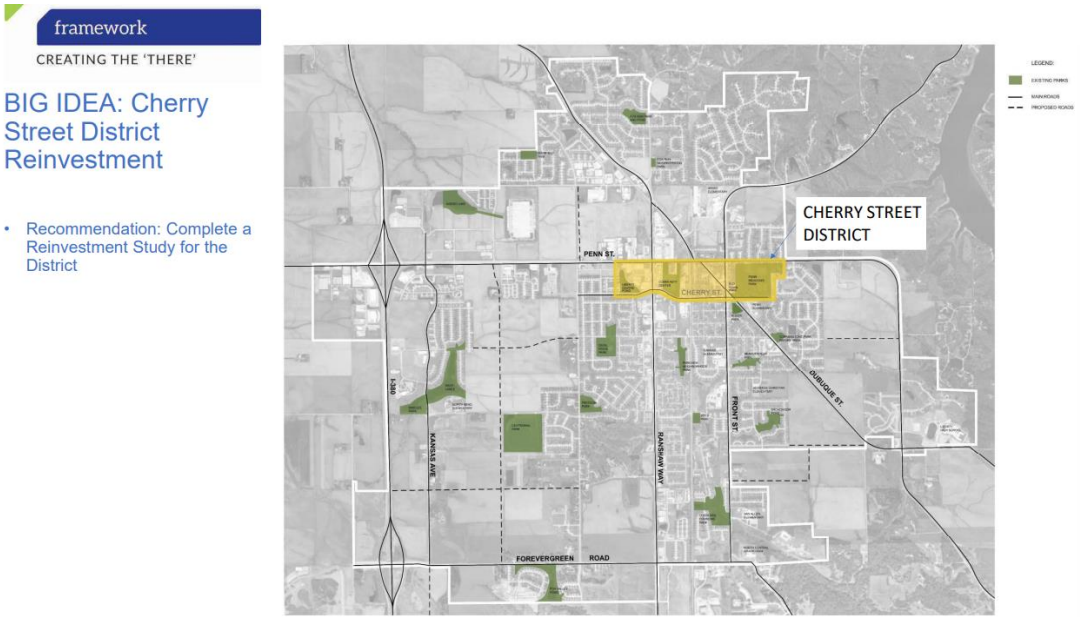
It is staff's opinion that the request would be compatible with the zoning of nearby property and established neighborhood character.

(d) The extent to which the proposed amendment promotes the public health, safety, and welfare of the City.

The purpose of this Zoning Code is to safeguard the public health, safety, and welfare of the City by controlling the design, location, use, or occupancy of all buildings through the regulated and orderly development of land and land uses within this jurisdiction.

In order to help inform decisionmakers, the Community Branding and Visioning for the City of North Liberty was adopted by City Council in 2020. This document provides recommendations for community identity and branding and was the result of substantial community input.

One of the ideas is to enhance Cherry Street as unique place in North Liberty, including a "vibrant mixed-use, pedestrian oriented district".





It is staff's opinion that the proposed zoning would promote the public health, safety, and welfare of the City.

(e) The extent to which the proposed amendment creates nonconformities.

It is staff's opinion that the proposed zoning would not create any nonconformities.

6. Additional Considerations:

A. The purpose of density in this location.
Residential density in the central core of the city is desirable due to the ability to walk and or/bike to nearby services and amenities, which reduces car dependency.

There is a trend toward creating a "15-minute city", which provides access to all human needs by walking or bicycling 15 minutes or less. Below is a map showing a ¾ and 1 mile radius, which is a 15-minute walk and 5-minute bike ride, respectively.

Additionally, future transit services would be expected in this area.

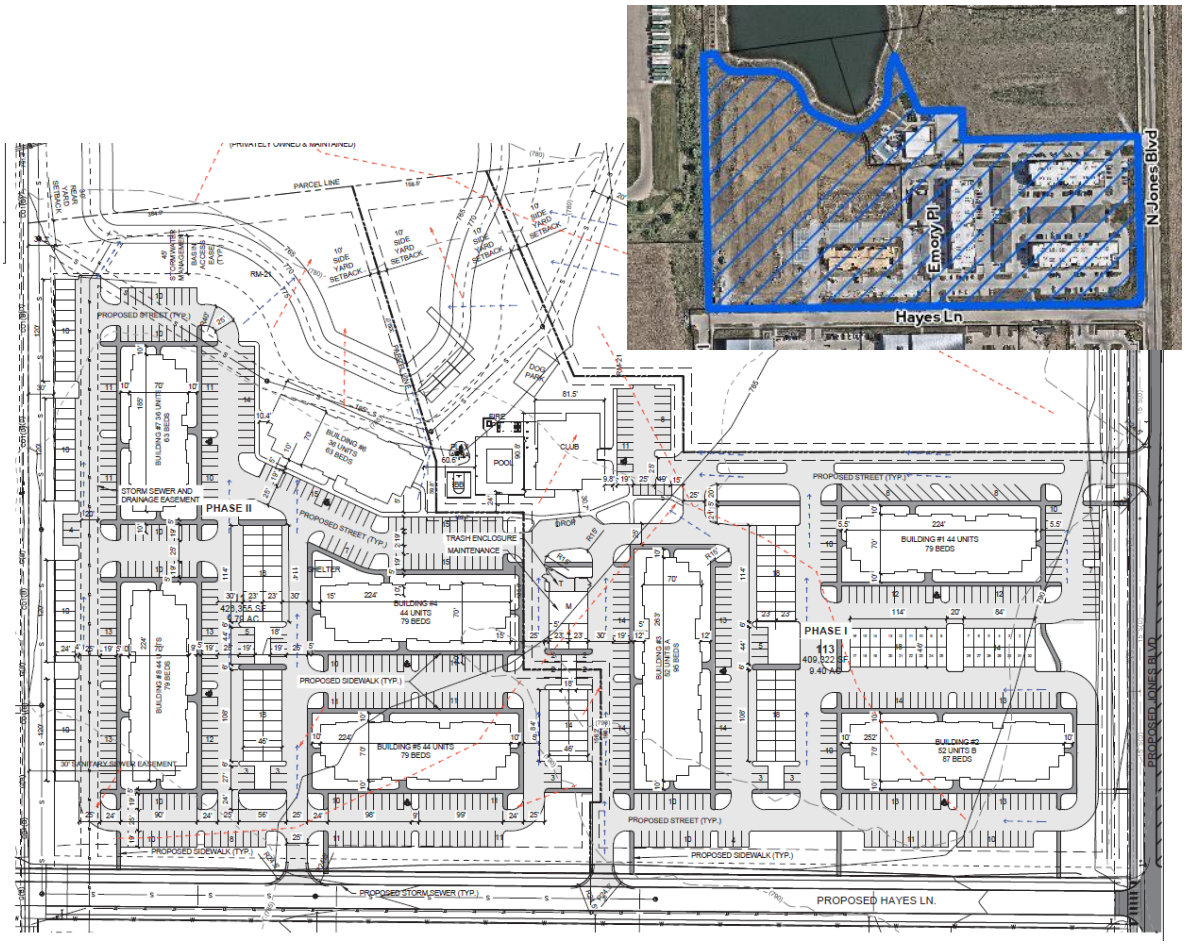


At the July 24, 2025 good neighbor meeting, there were some comments regarding having less density and/or only building up to three stories. To provide the minimum required parking spaces, there either needs to be surface parking spaces or residential units over one level of parking.

The developer has indicated that there is an economy of scale to building residential units over one level of parking. Due to the cost of the parking structure, three levels of residential over one level of parking would be cost prohibitive, where four levels over one level of parking would be feasible.

A three-story building without underground parking would be more cost effective. However, due to the space requirements of providing surface grade parking (1.5 – 2 spaces depending on the number of bedrooms), this is not a viable option.

To provide an example of the area required for surface parking spaces, staff analyzed the Emory Place development (northwest corner of N Jones Blvd and Hayes Ln). This development is approved for 352 on 17.27 acres (the pond area was subtracted) and depicts 748 surface and garage parking spaces. Please recall that the proposed development would be 354 units on 10.18 acres.



B. Traffic impacts of the proposed development, including at AM/PM peak times.
Staff performed a preliminary traffic analysis and is of the opinion that the proposed development would not cause deficiencies to adjacent roadways.

Staff acknowledges that traffic on Front Street does get busy during school drop-off and pick-up, but this development is unlikely to exasperate this situation.

Terms:

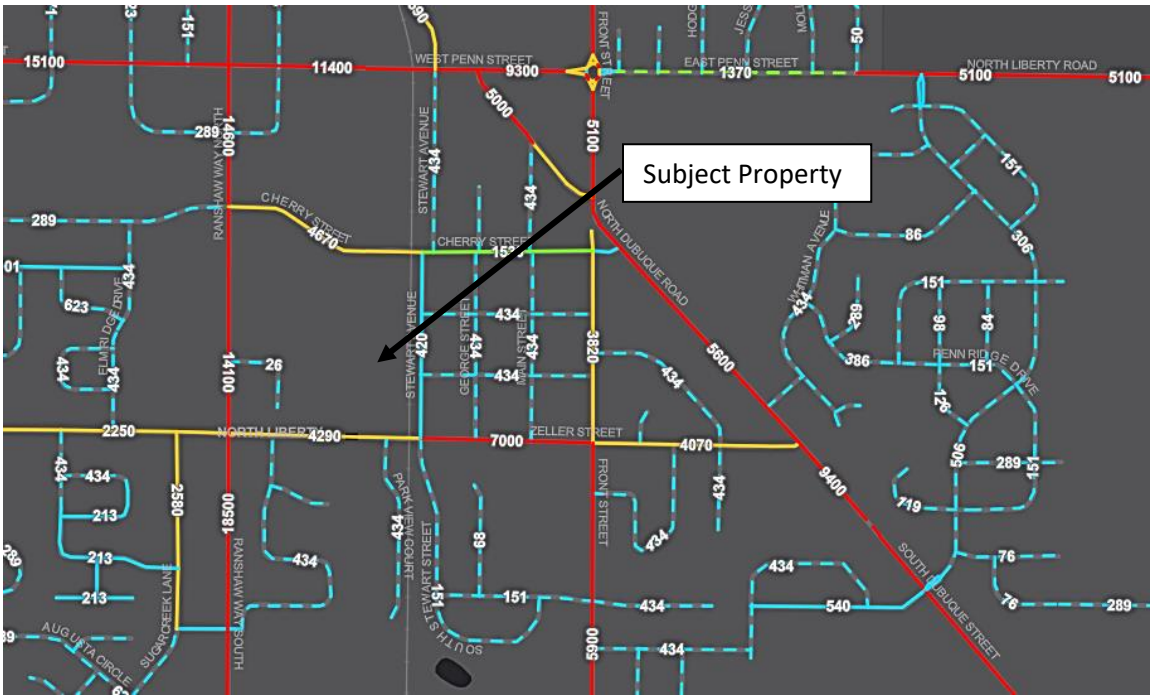
- **ADT (Average Daily Trips)** - a measurement of traffic volume that represents the average number of vehicles passing a specific point on a road in a 24-hour period.
- **AM/PM Peak** – Generally from 7:00 AM to 9:00 AM for the AM peak and 4:00 PM to 6:00 PM for the PM peak. The morning and evening commutes are when most people travel, so they represent the busiest and most critical times for assessing congestion and safety.
- **MAV (Maximum Acceptable Volume)** – a specific practical capacity for a road segment.

Most recent traffic data (Source – Iowa DOT):

- West Cherry Street – 4,670 ADT (2022)
- West Zeller Street – 4,290 ADT (2022)

MAV (Source – MPOJC Metropolitan Planning Office of Johnson County):

- West Cherry Street – 13,000 ADT
- West Zeller Street – 13,000 ADT



Iowa DOT Traffic Count Map (counts may vary by year)

Estimated traffic based on use
Source of data - Institute of Transportation Engineers 11th Edition

354 Multi-Family Units
ITE Code - 221 Multi-family housing (mid-rise, which is 3-10 stories).
ADT (Average Rate) – 4.54 per Dwelling Unit
4.54*354 = 1,607 ADT
50% to West Cherry Street (804 ADT)
50% to West Zeller Street (804 ADT)
AM Peak (Average Rate) - .35 per Dwelling Unit
0.45 * 354 = 159 vehicle trips
50% to West Cherry Street (80 ADT)
50% to West Zeller Street (80 ADT)
PM Peak (Average Rate) - .39 per Dwelling Unit
.39 * 354 = 138 vehicle trips
50% to West Cherry Street (69 ADT)
50% to West Zeller Street (69 ADT)

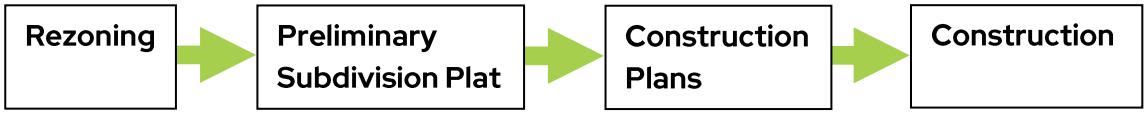
Industrial analysis for "from - to" comparison purposes.

120,000 Square Foot Industrial Building
ITE Code – 110 General Light Industrial
ADT (Average Rate) – 4.87 per 1,000 Square Feet
4.87 * 120 = 584 ADT
50% to West Cherry Street (292 ADT)
50% to West Zeller Street (292 ADT)
AM Peak (Average Rate) - .74 per 1,000 Square Feet
.74 * 120 = 89 ADT
50% to West Cherry Street (45 ADT)
50% to West Zeller Street (45 ADT)
PM Peak (Average Rate) - .65 per 1,000 Square Feet
.65 * 120 = 78 vehicle trips
50% to West Cherry Street (39 ADT)
50% to West Zeller Street (39 ADT)

Comparatively, a multi-family would generate a higher amount of vehicle traffic, but not substantially. This is considering that West Cherry Street and West Zeller Street are both at less than 40% of its design capacity. Adding the proposed development would make West Cherry Street 42% of its design capacity and West Zeller Street 39% of its design capacity.

C. Stormwater detention and runoff and Muddy Creek flooding concerns:
Staff understands the concern about stormwater management, but this is a design related standard for approval. The expectation is that the development will improve stormwater drainage in this area considering that the subject property was developed at a time when stormwater management was not required. All impervious areas current flow directly into the Muddy Creek.

The generalized process for development is as follows:



Prior to approval of construction plans a professional engineer must submit a detailed analysis of how the development will achieve consistency with City requirements.

D. Market conditions for the construction of neighborhood appropriate commercial:
The commercial real estate market is very challenging due to the cost of construction, which ultimately equates to cost of rent that tenants would need to pay. For example, the Solomon's Landing Entertainment District recently constructed a multi-tenant retail building at the corner of West Penn Street and North Jones Boulevard. Two of the four tenant spaces are occupied by tenants willing to pay higher rents (Starbucks and Jersey Mikes). Commercial tenants willing to pay higher rents want to be located in areas with higher traffic counts.

Staff spoke with the realtor, who is listing the commercial space at 2315 Landon Road. The residential portion is successful; however, the commercial portion has been vacant since its construction. The realtor shared the following:

> *The asking lease rate is $13 per square foot (triple net), which is low compared to the market. Most tenants prefer high traffic count and visibility; this building has neither which creates low demand. There are destination businesses that have less need for visibility and traffic count (accountants, attorneys, gyms, etc.) but there are significantly fewer of these users and many times they can find an already built-out space that works for their needs. Tenants are responsible for their build-out cost, so if they can find an office or suite that already has a build-out they can use, they typically lease those first. A good example is an attorney's looking for new office space, they have a nice office suite they can build out downtown Iowa City and their build-out costs are potentially over $1 million or they can lease an already built-out office on Oakdale for less than $100,000 (it needs some paint and flooring).*

E. Noise generated from construction of the proposed development.

Staff understands the concern, but construction is common in a faster growing community and there are noise standards pertaining to construction activities. Notably, construction activities are exempt from noise standards between 7:00 a.m. and 9:00 p.m.

Additionally, modern zoning, which involves the separation of uses (also known as Euclidean zoning) is a common land-use planning technique that divides a community into different districts, or zones, for specific types of land uses, such as residential, commercial, industrial, etc. This approach aims to segregate incompatible land uses to promote public health, safety, and general welfare. Separating industrial uses from residential uses is common to reduce impacts of noise, smoke and vibration to residential areas.

F. Adequate capacity within the Iowa City Community Schools to accommodate the proposed development.

Staff corresponded with Deputy Superintendent Chase Ramsey with the Iowa City Community School District. City staff indicated there would be 534 multi-family units in nine buildings, which includes UCD Central and UCD Lofts. Mr. Ramsey responded that …" based on our last capacity study, we would have room in our NL schools to absorb students living in this property."

G. Adequacy of the North Liberty Community Center to accommodate increased capacity from the proposed development.

Staff spoke with Shelly Simpson, the City Recreation Director. Ms. Simpson expressed no concerns with the capacity of the Community Center due to increase in population due to the proposed development. However, it was acknowledged that the indoor and outdoor pool near capacity in the summer months.

This capacity concern is recognized by the City and is the reason an additional splash pad is being constructed at Centennial Park.

7. Staff Recommendation:

Findings:

1.

Recommendation:

Staff recommends the Planning Commission accept the listed findings and forward the request for a Future Land Use Map amendment from Commercial/Industrial Flex (FLX) to Urban High Intensity (UHI) on approximately 9.86 acres and a Zoning Map Amendment (Rezoning) from I-1 Light Industrial to CU C-3 Central Urban High Intensity Commercial District on approximately 9.86 total acres and P Public on approximately .32 acres to the City Council with a recommendation for approval subject to the following condition:

1. That building height be limited to a maximum of 60 feet measured vertically from grade to the highest point of the coping of a flat roof or the deck line of a mansard roof, or to the top of a gable, hip, and/or gambrel roof.

Suggested motion:

I move that the Planning Commission accept the listed findings and forward the Future Land Use Map amendment and Zoning Map Amendment to the City Council with a recommendation for approval subject to the condition recommended by City staff.

Exhibit A – Public Input

In Favor
No Address

From: bradk@southslope.net
Sent: Friday, July 25, 2025 6:35 PM
To: Ryan Rusnak
Subject: [External] Good Neighbor Meeting: Property South of West Cherry St, North of West Zeller St and West of CRANDIC Railroad

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Rus,

I am sending an email as a resident who has lived and owned a home in old town North Liberty since 1999. Some thoughts after attending the Good Neighbor Meeting yesterday evening regarding the property between Zeller/Cherry and CRANDIC tracks/Muddy Creek.

I heard many concerns about the changes proposed for this area. I have seen the area in question stagnate from functional Farm Service, active ready mix plant, sheet metal fabrication shop, lawn equipment, research, solar and condo rental units into distinctly aging structures without much for prospective improvements for years on end while the areas around it have grown and surpassed it. Similar to the transformation stemming from the improvements associated with the Police Station and City Hall, I feel that this area has untapped potential that this project can move forward. While I share some concerns about the future plans and inconveniencing adjacent areas, I am trying to maintain an overall perspective of other possible outcomes for the area. It seems there are not feasible alternatives available that would facilitate improvements for various reasons. Remaining the current zoning seems to be one of the least desired outcomes with lack of control over what other less desirable projects could be built under the current zoning. I am excited about seeing fresh new buildings and feel that overall, this will create a "rising tide that can raise all boats". Any improvement to the area will involve a period of construction and disturbance of some sort unless nothing is done which would result in further aging structures and who knows when another opportunity may come about.

I would be in favor of this project moving forward.

Respectfully

Object
Parkview Ct

From: Mel Prochaska <sunflowersageworld@yahoo.com>
Sent: Thursday, July 24, 2025 4:12 PM
To: Ryan Rusnak
Subject: [External] proposed re-zoning

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Hi Ryan,

My husband and I live on Parkview Ct. and we are unable to make it to the Good Neighbor meeting today.
We are extremely opposed to this proposal as Zeller and Parkview Ct. already have a lot of foot and vehicle traffic. The trail is very busy and more traffic will be dangerous for those crossing the road.
North Liberty doesn't need any more housing. Everywhere you look, houses and apartments are being built and ruining any landscape left.
The noise of building another large building would be unbearable. We don't need additional pollution either.
This will also impact our property values. Most people, including myself and my husband, do not want to live close to another large apartment complex. I bought this property because it seemed like it would be more peaceful on a dead end street, and backed up to a stream and trail. It would be very difficult to sell our home if this happens.
The crime rate is another big concern for us. When I moved in back in 2019, it seemed that anytime sirens were heard, it was on or around our street. It's been much more peaceful in the last year.
The noise factor with additional people and kids are another big concern. Our neighborhood is fairly quiet now and I moved her to get away from kids.
My husband is concerned about water runoff. When it rains hard, the creek raises up in our neighbor's yard. On the other side of our fence, the water has already washed away the land and is compromising our fence. The city cut down trees and added large concrete pieces to the creek banks in 2019 or 2020, which was disappointing. I feel that something else could have been done to stop the erosion.

Thank you,
Melissa and Jason Phelps

Object
140 N George St

From: Brianna Becker <briannabecker7@gmail.com>
Sent: Wednesday, July 30, 2025 4:05 PM
To: Ryan Rusnak
Subject: [External] Concerns About Rezoning and Development between Cherry and Zeller

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Dear Ryan,

I'm Brianna Becker, a resident of 140 N. George Street, just a few blocks from the area recently approved for rezoning and development.

While I support responsible growth, I'm concerned about the scale and location of this project.

Key Concerns:

Traffic and Infrastructure Strain: Even before this proposal, traffic during peak hours was already an issue.

Affordable Housing Claims: If housing is truly needed, affordable single-family homes or townhouses would better serve families—and many of us question whether these new apartments are actually affordable, given that projected rents exceed many local mortgages. Wouldn't the high-density apartments be better suited in less congested areas?

I'd love to see this site used for something that directly benefits the community. Cities like Denver, Salt Lake City, and Minneapolis have revitalized neighborhoods with indoor adventure parks, discovery centers, and eco-friendly community hubs—all without relying on high-density housing. North Liberty could lead with a similarly forward-thinking approach that strengthens community engagement and livability.

Please consider pausing this development to explore alternatives and allow for more community input.

Thank you for your time.

Sincerely,

Brianna

https://corridorbusiness.com/north-liberty-city-council-approves-20-million-request-for-new-development-district/

Object
105 N Main St

From: Karen Johnson <karen@mainstreetstudio.com>
Sent: Monday, August 11, 2025 9:51 AM
To: Ryan Rusnak
Subject: [External] Urban Central Lofts Good Neighbor Meeting Follow-up

You don't often get email from karen@mainstreetstudio.com. Learn why this is important

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Ryan,

Thank you for your email. I'm glad to hear you and city staff are researching the impacts of the proposed development on our town and the people living in the area. The housing density proposed is simply too high for the location. Nobody lives in North Liberty because they want to be in an urban area with noise and traffic congestion. Six four or five story buildings surrounded by concrete parking lots does not make a downtown, does not build community identity, and does not create a central heart of the city. There are plenty of other areas where huge apartment complexes could be built. There is no reason to put them between Zeller and Cherry.

There are other things that could be done in that area that would actually create a sense of community, increase social interaction, and make our town more inviting. For example take a look at what Clear Lake did when they had a chance to convert an old school property in the middle of town into something else. They created a public garden called Central Gardens of North Iowa (https://www.centralgardensnorthiowa.com) This is a great addition to the town and is "a wonderful place to escape for peace and quiet, meet friends for lunch, celebrate the wonders of nature..." I hope you and city staff will take a look at this and perhaps talk with people there to see how this has developed over the years. I think you will be inspired by all of the events and opportunities the gardens provide the community. You can find many other examples of garden areas in the middle of large cities that are treasures in their communities such as the Sunken Gardens in Lincoln, Nebraska (https://www.lincoln.ne.gov/City/Departments/Parks-and-Recreation/Parks-Facilities/Public-Gardens/Sunken-Gardens).

Given all of the talent at the University of Iowa and in the Corridor, North Liberty might be the perfect place for some small companies to call home. If the zoning is

kept the same as it is now, perhaps the city could attract some startups and tech companies to part of that area and have the gardens, too. This type of usage would not require such an investment in infrastructure and changes to the land near the creek as what is currently being proposed. There could also be a section for housing that would better fit in with the nearby neighborhoods.

Here's an AI Overview of the reasons not to put four-story apartment buildings in small town centers.

- Four-story apartment buildings in small town centers can negatively impact the existing character and infrastructure. They may clash with the scale and aesthetics of the area, increase traffic and parking issues, and strain community resources. Additionally, such developments can lead to increased housing costs, changes in social structures, and potential loss of green space.

  Here's a more detailed breakdown:

  Aesthetic and Scale:

  - **Loss of small-town charm:**

    Four-story buildings can feel out of place in towns accustomed to single-family homes and smaller commercial buildings, disrupting the existing aesthetic and sense of community.
  - **Visual impact:**
    The scale of a four-story building can be imposing, potentially overshadowing surrounding structures and impacting views.

  Infrastructure and Resources:

  - **Increased traffic and parking:**

    More residents mean more vehicles, potentially leading to traffic congestion and parking shortages, especially in already limited areas.
  - **Strain on utilities:**

    Increased density can put a strain on water, sewer, and electrical systems, requiring upgrades and potentially increasing utility costs for all residents.
  - **Impact on public services:**
    Fire and police departments may need to adapt to increased density, potentially requiring additional resources and training.

Social and Economic Factors:

- **Increased housing costs:**

  Construction of new apartments, particularly in desirable areas, can drive up housing costs, potentially displacing long-term residents or making it harder for new residents to afford living in the area.

- **Changes in social structures:**

  Increased density can lead to a more transient population, potentially impacting the close-knit community dynamics of smaller towns.

- **Loss of green space:**

  Four-story buildings often require a larger footprint, potentially displacing existing green spaces and reducing access to nature.

- **Loss of farmland:**
  Development in rural areas can lead to loss of farmland and agricultural land.

Other Considerations:

- **Construction costs:**

  Building taller structures can be more expensive, potentially leading to higher rents or purchase prices.

- **Limited accessibility:**

  Four-story buildings may not be easily accessible for those with mobility issues, especially without elevators.

- **Noise and privacy concerns:**
  Increased density can lead to more noise and potential privacy concerns, particularly in apartments that share walls.

- Please consider what a more nature-friendly use of this land could mean for our growing town before rezoning the area and proceeding with the plan currently being proposed.
-
- Thank you,

Karen Johnson

Karen Johnson
Main Street Studio

105 N Main North Liberty, IA 52317
319-530-9630

From: **Ryan Rusnak** <rrusnak@northlibertyiowa.org>
Date: Wed, Jul 30, 2025 at 12:35 PM
Subject: Urban Central Lofts Good Neighbor Meeting Follow-up
To: Ryan Rusnak <rrusnak@northlibertyiowa.org>, Nick Bergus <nbergus@northlibertyiowa.org>

Hello everyone,

We generated this email list from the sign-up sheet at the July 24 Good Neighbor Meeting.

Sorry for the minor delay on sending this email. We had to follow up with a couple of folks because the email addresses were tough to read.

I blind copied everyone on the list as I suspect some of you may wish to limit the traffic in your inbox.

First, thank you for participation in City government. We felt there was a great conversation and allowed residents to ask questions before the formal public meeting process.

Next, City staff requested that the developer delay this request a month to allow additional time to consider the items discussed at the meeting.

The developer agreed and it is anticipated that the request will be considered at the September 2, 2025 Planning Commission meeting (6:30 pm at City Hall).

The request will not be considered at the August 5 Planning Commission meeting.

Last, attached are PDFs of the presentation and approved Capital Improvements Plan, which I had in my notes to send.

Please understand that some of the information brought up at the meeting is still being researched.

Please contact me directly with any questions or comments,

Thanks,

Ryan “Rus” Rusnak

PLANNING DIRECTOR

PLANNING

360 N. Main St., North Liberty, IA, 52317



(319) 626-5747 office

Messages to and from this account are subject to public disclosure unless otherwise provided by law.

You're receiving this message because you're a member of the Urban Central District Lofts group from City of North Liberty. To take part in this conversation, reply all to this message.

View group files | Leave group | Learn more about Microsoft 365 Groups

--
Karen Johnson
Main Street Studio
105 N Main North Liberty, IA 52317
319-530-9630

Objection
No Address

From: Amy B. <amya822@gmail.com>
Sent: Tuesday, September 2, 2025 1:01 PM
To: Ryan Rusnak
Subject: [External] Urban Central District project question

You don't often get email from amya822@gmail.com. Learn why this is important

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Hi Ryan,

I'm hearing many mixed details on the Urban Central District project, specifically the plans to include 350 housing units to enhance a "walkable community." First, is this confirmed and moving forward? Second, is that what is being started there on 965, between Cherry and Zeller? And third, if no to both of those questions, what can I do as a resident to voice my opinion on this project and will opinions in favor or against change the plans?

Thanks and I look forward to hearing from you.

Amy Brainard
North Liberty
(319)331-3582

Objection

Ryan,

A couple of things regarding the proposed UCD development:

First, I would like to view a copy of the description of the recently created CU C-3 type North Liberty Zoning District. I suppose I've failed to determine what it actually says. Please email me a copy or tell me where to find it.

Also, will the revised plan include any additional entrances/exits? Either way, I'm curious to know whether the right-of-way/easement south of Green Manor and north of the small houses on West Zeller could be utilized in this way. Either directly to Ranshaw/965 or indirectly, via Commercial Drive. Anyway, I am still concerned, that if this goes forward, even with the moderately reduced number of units in this revised proposal (around 35 units/acre?), there are still going to be some unacceptable traffic/safety issues on both Cherry and Zeller unless the number of units is lowered to a number more congruent with the low and medium-density residential neighborhoods that border it on three sides. A figure closer to 20-25 units per acre would be more appropriate, especially if additional access points are not feasible. I think we all look forward to gaining new neighbors, but it's certainly possible to have too much of a good thing.

Lastly, and for what it's worth at this time, an entirely residential development is probably not what the residents of North Liberty, as a whole, would prefer for this area. After all, when this idea was first being discussed, you said the feedback you were most often hearing from residents, when asked what they felt North Liberty needed, was that they felt it would be a "downtown". For most people, this means a place to gather, shop, walk, talk, and eat. Something akin to the look and feel of a small town "main street" with, perhaps, even pavilions and seating around the pond. There could still be a couple of floors of apartments above the commercial spaces. The proposed plans do not offer much of that. At the Good Neighbor meeting, Brandon Pratt dismissed this idea, stating that businesses that aren't on a main thoroughfare typically fail. We've all seen that, and I partially agree. The only way to get people off the beaten path and to visit a space is to make it a "destination" for residents and visitors alike. For now, and into the future. Something that would actually bring people into town and is accessible to our residents on foot. The IRL area in Coralville provides an example of where a similar approach has been successful. I

realize this would require a great deal more thought, creativity, public input (which is crucial), time, and planning than what is being proposed. But it's still worth considering. If the City were genuinely interested in pursuing this idea, but the current developer is not, then someone else may need to be brought in. I don't think Brandon would be on board with this if it were to come to that. If we can't create a "downtown" in this space, are there truly any other alternatives? This plan would not resolve the traffic issue, of course, and a 965 access would remain beneficial. Even without that, I think this plan could result in less traffic overall and perhaps a more even distribution throughout the day than the residential-only proposal. Hopefully, many residents would walk in during pleasant weather. Anyway, this is probably a pipe dream at this point, but I just wanted to throw it out there.

Please forward to members of the Planning and Zoning Commission or any others deemed appropriate

Thanks,

Randy Poole and Barbara O'Rourke

240 West Zeller St.

319 530-1737

poole@southslope.net

Object (petition)

From: Cathryn-Allan Schau <mtnchicken@gmail.com>
Sent: Monday, October 6, 2025 9:26 PM
To: Ryan Rusnak
Subject: [External] Request of UCD Holdings, LLC. to rezone Urban High Intensity (UHI) (between Zeller and Cherry)

You don't often get email from mtnchicken@gmail.com. Learn why this is important

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Ryan and city planning commission,

I am sharing with you the current count of the on-line petition that is asking the commission and its members to vote no/nay on allowing the rezoning of this area to accommodate an Urban High-density development, allowing a 6 building rental complex to squeeze into a confined space. The count to date is 213 families that are going to be directly impacted in the near vicinity that are asking for you to vote "No" for the rezoning proposal and not allow this area to be considered for UHD.

I want to add the comments that were extracted from the on-line petition so they are recorded with your commission.

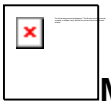
Oppose Rezoning to Protect North Liberty's Neighborhood

Jennifer
2 months ago

The area selected for these huge apartment buildings simply doesn't have the infrastructure to support this kind of housing density. It's already difficult if not dangerous trying to cross Zeller and Cherry streets at rush hour as a pedestrian/bike with the busy traffic and too many people speeding or not paying attention. Dozens if not hundreds of kids walk and bike to school in this area, most using crosswalks with no pedestrian signals or crossing guards. School bus stops, school drop-offs, and the railroad tracks already back up traffic on Zeller and Cherry

Streets to the point that cars on the side streets can barely get out at rush hour (even to turn right). You regularly have to wait through two (or more) rounds of the stoplights to get a half dozen cars out onto 965. (Seriously North Liberty... we need DEDICATED TURN LANES for EACH DIRECTION at those intersections, not 8ft wide strips of plants and brickwork!) Just imagine how much hundreds more cars going in and out of a small area will worsen all of that. The environmental impact will be huge, especially for people living in the immediate area. Big apartment buildings always seem to come with litter, pet waste left everywhere (which is already god-awful behind the apartment buildings on the other side of the creek), and poorly-maintained dumpsters that will breed raccoons, rats, and other nuisance animals. The creek already floods often as it is, blocking the bike path that so many people rely on to get to work or school. No matter what kind of mitigation is attempted, that much hard surface replacing the grass fields will dump more water into the creek every time it rains, resulting in more frequent and more severe flooding for those downstream. Not to mention that construction will wash tons (literally tons) of soil downstream as that entire area is ripped up. As for the commercial space planned; our city is already full of strip-mall type commercial real estate and plenty of it seems to be empty or regularly turning over. Do we really need more of these buildings, and that will no doubt be far more expensive to rent? Why not fill the ones we have before approving building more, or build on demand for a specific business that commits to it? (And please for the love of all that is good and holy, no more banks or car washes!) I would love to see more housing available in such a great location, but please be reasonable. Single-family homes, duplexes, townhomes, or even just smaller apartment buildings with more green space would be a better fit and cause fewer issues. Even those would need planning and mitigation strategies for pedestrian safety, traffic volume, and protecting the watershed from erosion, worsening flooding, and pollution.

Read less



Michelle

2 months ago

Don’t rezone this area. Garner is already over crowded and introducing that many new apartments is not going to help the city but hurt it.

Ann

2 months ago

We need to slow the development in North Liberty, soon there will be no green space left! Everything is always about money, is anyone taking the environment into consideration? Disturbing the soil will disrupt regeneration, we’ve already got terrible problems with our water quality in Iowa thanks to runoff and pesticide use. Think about our future generations and vote NO to this reasoning!



Lori

2 months ago

Let's keep the neighborhood a neighborhood. This is a great opportunity to expand the recreation center instead, or build a skate park, or a bike park, or any number of things that would actually benefit the community. $1200-$1800 per month is NOT affordable housing!!

Emily

2 months ago

We don’t need more UNAFFORDABLE housing in North Liberty. Let’s build a park or expand the rec center. Let’s support north Liberty and its citizens the way they need it. Not for money

Corrie

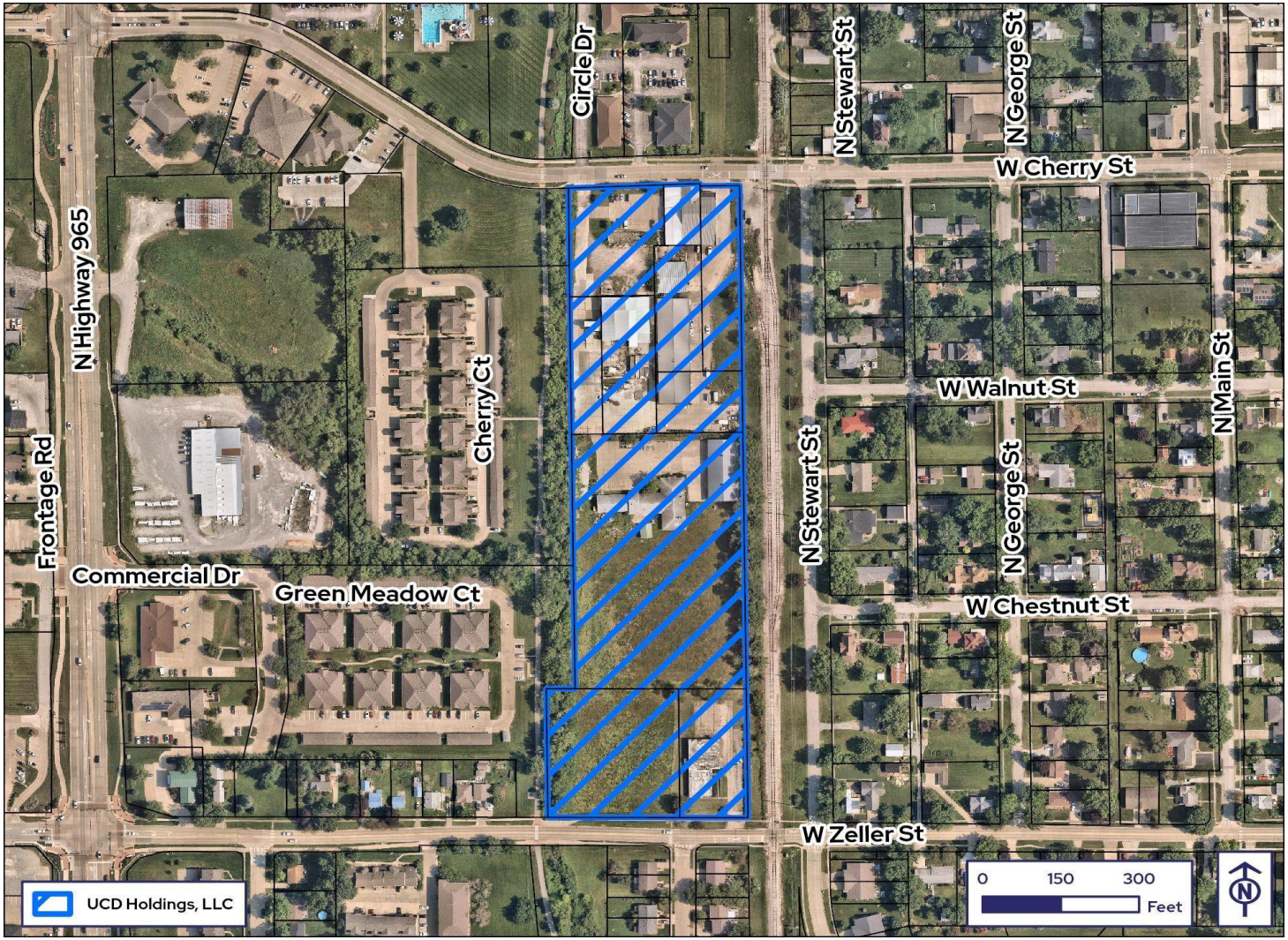
2 months ago

I am all for walkable cities, but the location that is being chosen for this development would make an already walkable area more hazardous due to increased traffic on roads that are already busy in the after school and after work rushes. With this type of construction happening so near to the Community Center, it will make it more dangerous for kids (and adults) to walk/bike to the Community Center like they do now. And, no matter how carefully done the construction project is, the nearby Muddy

Creek will end up with more pollution. Whether it be from run off from construction, the increase in people, or the increase in vehicles.

Object
230 N Stewart St

The east 10 acres of UCD located between Zeller and Cherry Should Not be rezoned to CU-C3



Reasons this area should be a Destination Business Location ...

1. The location
    - It is at the Gateway to the New Cherry Street Reinvestment
    - It is located only feet from the Walking trails.
    - It would place the CU-C3 apartments & traffic on 965.
    - It is encircled by residential areas and businesses would be more accessible to walkers.
    - It is more comfortable for walkers and bikers in residential areas vs high traffic areas like 965.
    - This could have benches and green space making it a gathering place with murals and local charm.
    - Being so close to Old Town allows the brick building designs to be tie into our history.
    - When the railway revisits rail service this could be a stop.

2. Compatibility
    - High Density Commercial does not belong in this area as is demonstrated in the comprehensive plan.
    - This is the “old town” section and building this tall will block the sunshine and be a negative impact in this residential area.
    - There will not be a buffer zone between the CU-C3 and residential.
    - CU-C3 will negatively impact the value of residential housing in the area.
    - The traffic numbers indicate increased traffic and the lack of options to mitigate it.
    - This is the citizens investment for a “Destination Business Area” with the amenities and charm to be enjoyed and embraced for generations to come.

Please remember the citizens are taking on the responsibility for a 20 million dollar loan that will be 25 years in repayment in TIF property taxes.

The citizens have a significant investment. Let's frame our gateway into the Cherry Street Reinvestment with a quaint destination multipurpose business district. Designed with care to represent this city and stand the test of time for future generations. Not with extreme high density apartment complexes overshadowing everything around it and blocking the sun. But with a walkable area tucked away within a residential area only feet off the trail. Providing the possible medical, financial, grocery store, hardware stores and restaurants in the developers plans. The possibilities are endless. Building with brick fronts as the city concepts require will tie into our small-town history. Perhaps even a depot themed building to tie into the nearby railway tracks. This is now a blank slate making this is a unique opportunity to build it for the community.

Lions Development group please use this opportunity to show your integrity and the principles in your mission statement. Let's do what makes sense for this area working cooperatively with the citizens for the future of North Liberty. Making this a showcase for other communities to emulate.

Sincerely, Ardi Stoner

The east 10 acres of UCD located between Zeller and Cherry <u>Should Not</u> be rezoned to CU-C3

Reasons Why…

1. The rezoning request does not comply with the North Liberty Comprehensive Plan.
    - The West area on 965 was always anticipated to be high density apartments. *(see page from Comprehensive plan below)*
    - The East area was expected to be non-impactful businesses.

2. The CU-C3 is not compatible with the zoning surrounding it. This area is encircled on 3 sides by residential and on the 4th side by C-1. (*See zoning map below*)

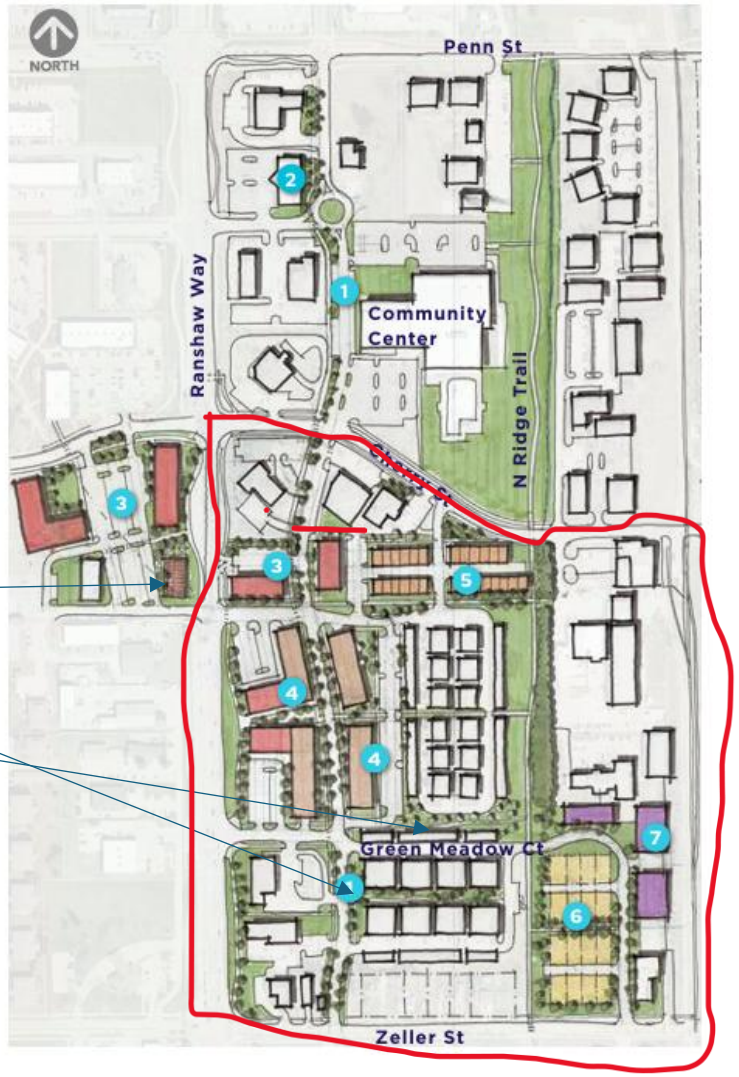
3. Traffic concerns
    - Creating a large traffic impact by directing extreme traffic from multiple apartments onto these collector streets.
    - The traffic for high density zoning should be directed onto 965 whenever possible.
    - This is a walkable area directly off the trails requiring only a bridge that was already planned by the developer.
    - As the traffic from the new Murray Sports Complex comes on Dubuque toward 965, they will take Zeller, Cherry, and Penn. Increasing traffic starting as early as 2026.
    - Future impact from the other developments on Dubuque Street.
    - The lack of careful consideration of the combine impact of so many things on the traffic on these collector streets.

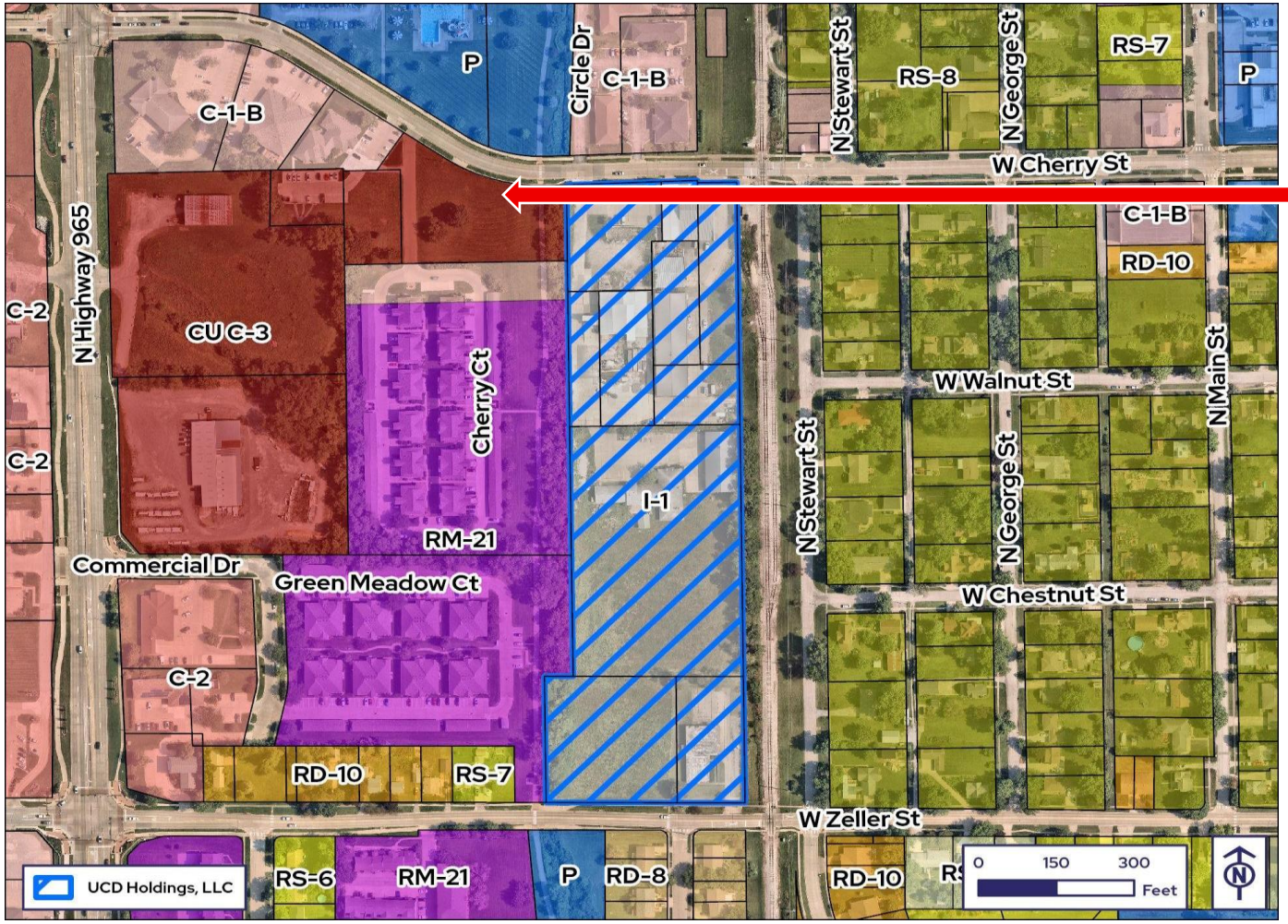
2. Implement policy recommendations for the Cherry Street district.

The Future Land Use Map identifies Cherry Street and Old Town as special policy areas because of their unique characteristics versus other areas of North Liberty. Figure 3.12 shows a development concept for a portion of the Cherry Street area that incorporates infill and reuse of underused spaces. Key policy directions for the area include:

1. **Community Dr through access north and south.** Community Dr becomes a north/south connector in the district with streetscaping and sidewalks. The alignment connects Commercial Dr and Heritage Dr with Community Dr.
2. **Add a traffic circle on Community Dr south of Green State Credit Union.** The traffic circle creates safer movement from the Community Center parking lot east and west.
3. **Infill commercial development.** Internal parking and street oriented buildings provide opportunities for additional activity in the district with outdoor spaces.
4. **Residential/commercial mixed use.** Opportunities for infill residential along Community Dr with commercial space oriented toward Ranshaw Way.
5. **Possible infill townhome opportunities near the N Ridge Trail.** The space allows for internal parking and access to Cherry St.
6. **Small lot residential infill.** An opportunity along the N Ridge Trail to add housing variety and create a connection to Green Meadow Ct and Zeller St.
7. **Small scale industrial infill.** Space along the railroad offers relocation opportunities for industrial uses or new ventures.

Figure 3.12: Cherry Street Area Development Concept

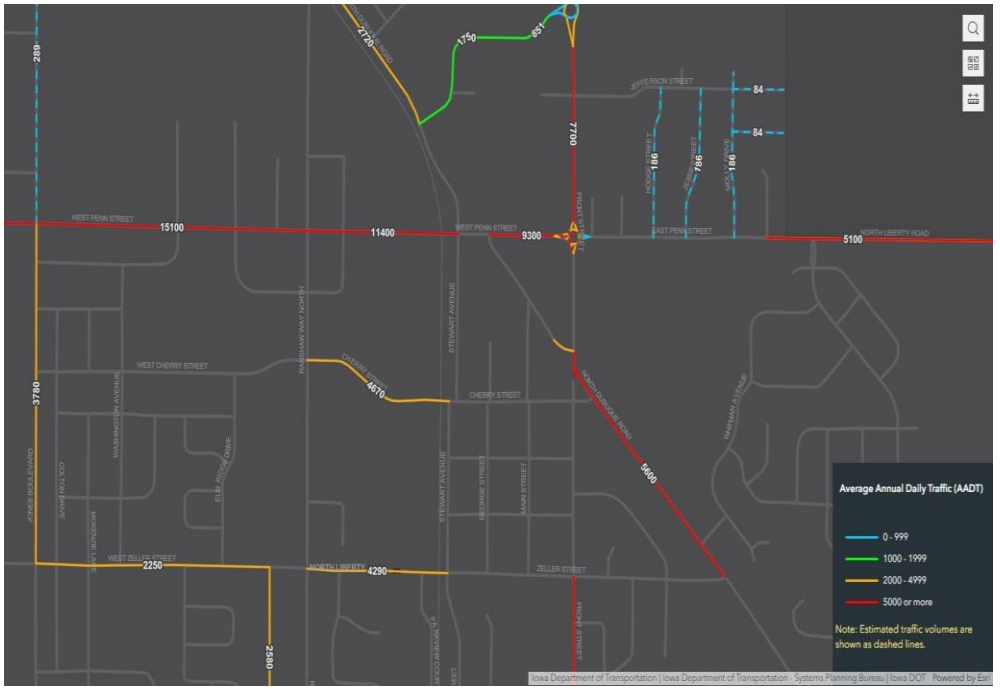



P
Circle Dr
C-1-B
N Stewart St
RS-8
N George St
RS-7
P
C-1-B
W Cherry St
C-1-B
RD-10
C-2
N Highway 965
CU C-3
Cherry Ct
W Walnut St
N Main St
C-2
I-1
N Stewart St
N George St
RM-21
Commercial Dr
Green Meadow Ct
W Chestnut St
C-2
RD-10
RS-7
W Zeller St
UCD Holdings, LLC
RS-6
RM-21
P
RD-8
RD-10
0
150
300
Feet
N

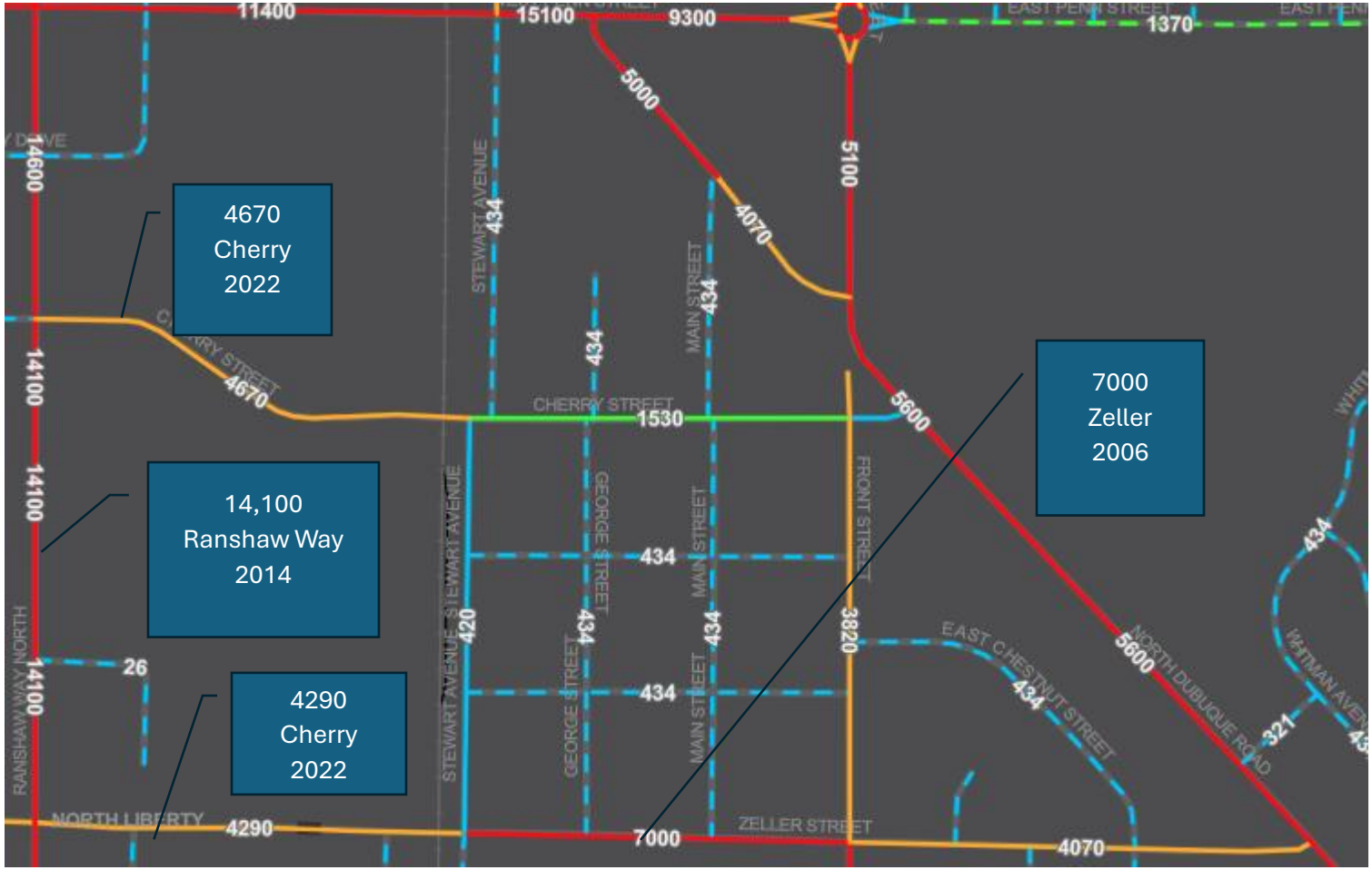
Was C-1

ITE Manual
multifamily housing (mid-rise) 3 and 10 stories.
Use code 221.

Rate 5.44 average daily trips per residential unit
426*5.44 = 2,317 total vehicle trips.
1,158.5 to Cherry Street,
1,158.5 to Zeller Street



Please note both maps are from Iowa Traffic data site.
The state gathers data in one of the 4 sectors of Iowa yearly and it is not gathered in all areas every year. The information is gathered on a section (not usually on a section that was done in the previous groups of years).
Therefore, the year and what was happening in the area should be a consideration. *(above is the map supplied by Rus at Good Neighbor meeting)*



I do not feel the 2022 traffic number are representative of current traffic levels. In 2006 Zeller St. counts were 7,000. In 2022 North Liberty was recovering from Covid and limiting its exposure.

Reasons this area should be a

Destination Business Location ...

1. The location
    - It is at the Gateway to the New Cherry Street Reinvestment
    - It is located only feet from the Walking trails.
    - Business will be interested in this setting over 965.
    - It would place the CU-C3 apartments & traffic on 965.
    - It is encircled by residential areas and businesses would be more accessible to walkers.
    - It is more comfortable for walkers and bikers in residential areas vs high traffic areas like 965.
    - This could have benches and green space making it a gathering place with murals and local charm.
    - Being so close to Old Town allows the brick building designs to be tie into our history.
    - When the railway revisits rail service this could be a stop.

2. Compatibility
    - High Density Commercial does not belong in this area as is demonstrated in the comprehensive plan.
    - This is the “old town” section and building this tall will block the sunshine and be a negative impact in this residential area.
    - The railroad tracks are not a buffer zone between the CU-C3 and residential.
    - CU-C3 will negatively affect the value of residential housing in the area.
    - The traffic numbers indicate increased traffic and the lack of options to mitigate it.
    - This is the citizens investment for a “Destination Business Area” with the amenities and charm to be enjoyed and embraced for generations to come.

Please remember the citizens are taking on the responsibility for a 20 million dollar loan that will be 25 years in repayment in TIF property taxes.

The citizens have a significant investment. Let us frame our gateway into the Cherry Street Reinvestment with a quaint destination multipurpose business district. Designed with care to represent this city and stand the test of time for future generations. Not with extreme high density apartment complexes overshadowing everything around it and blocking the sun. But with a walkable area tucked away within a residential area only feet off the trail. Providing the possible medical, financial, grocery store, hardware stores and restaurants in the developers plans. The possibilities are endless. Building with brick fronts as the city concepts require will tie into our small-town history. Perhaps even a depot themed building to tie into the nearby railway tracks. This is now a blank slate making this is a unique opportunity to build it for the community.

Lions Development group please use this opportunity to show your integrity and the principles in your mission statement. Let's do what makes sense for this area working cooperatively with the citizens for the future of North Liberty. Making this a showcase for other communities to emulate.

Sincerely, Ardi Stoner

Somethings that bothered me about the process…. These are only my perceptions.

It appeared to me that the zoning committee did not prepare for the meeting by even reviewing the information prior to the meeting. They did not take an opportunity to consider the finer points of the different perspectives. I am optimistic that the City Council will review the Comprehensive Plan on its merits and not on how to… make it conform to the developer's preferences.

The city planner has demonstrated a bias for developers instead of the citizen's best interests. Even creating the new zoning of CU-C3 to follow what the developer needs to build these overcrowded 59' tall apartments that are devoid of any green space. Let's not forget he added I-P zoning previously, when he thought that was what the last developer would need for zoning. Now he states anything industrial is not appropriate. Please listen to the dialog Rus had with the P&Z committee at the very end of the 8/5/25 meeting telling them how he will certainly make a point that what the citizens are asking for would be a down zoning. He was showing a bias against. Remember, the Centro area was down zoned from I-1, and in that situation, it was with his endorsement.

I was naive that the packet pages would be available to display on screen at the meeting or at least the comprehensive plan pages. However, that was not a possibility per the planner. So this time I am presenting you with paper copies in advance.

Inconsistencies in the data presented by the city planner.

*** The numbers of the ITE daily trip rate lessened for the P&Z meeting. The ITE rates are the 5.44 *(see above)* on his first presentation, then showed them as 4.54 on meeting presentation. If I read the traffic study correctly, that was required of Watts for their development, it shows a finding of 6.75 daily trips daily. A full 50% higher.

*** The ratio of units per acre were also miscalculated, they are 35.9 not the 34.77.

*** Not including the page from the Comprehensive Plan that was relevant, but were not supportive of the developers plans. And thereby removing the possibility of interpretation by people watching his power point at the meeting. Know it was in his packet pages but removed from the power point presentation.

*** The traffic numbers are underrepresented in his presentation, and he is not addressing the long term impacts and offer possibilities to mitigate them.

*** He covered only the negative things about I-1 zoning and offered none of the other options like medium housing zoning that would allow for the rezoning to be compatible with the area and create this area of non-impactful business similar to the compatibility we previously had in this area. He did not cover the negative thing that could also

happen in the CU-C3 like Hotels and Live Performance Venues in addition to the High intensity Apartments all of which I feel are incompatible.

****Why was the area that was I-1 out by Centro, on the outer edge of town, rezoned to buffered layers of housing. But this area in the center of residential is only being considered for rezoning to the Highest Density Housing North Liberty has ever seen?

Follow the comprehensive plan and put the apartments on 965.

Create something beneficial to the city and its citizens in this area.

Something that would be a destination and embraced by the citizens.

A Gateway into the new Cherry Street Reinvestment plan.

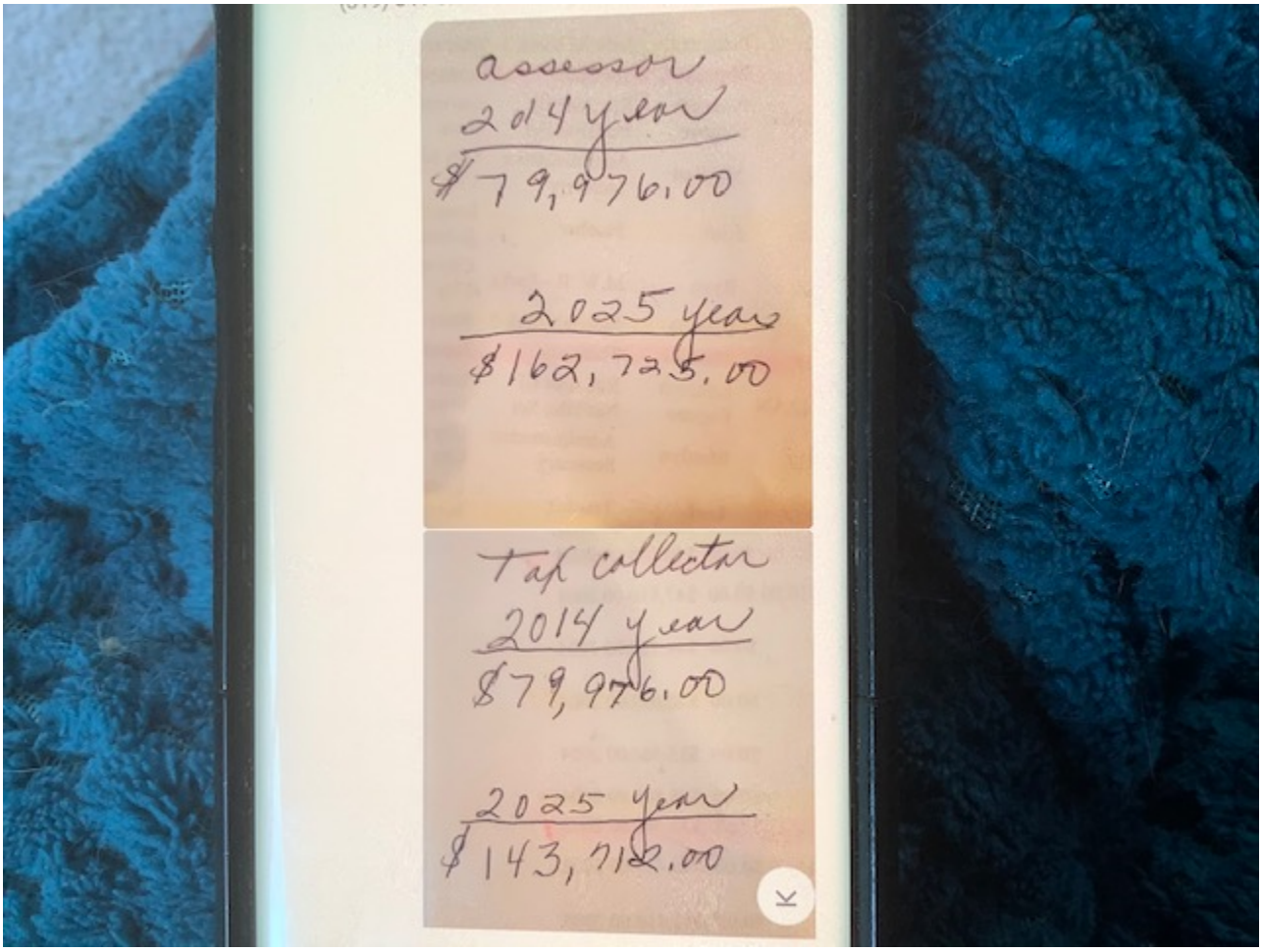
Object
No Address

From: Gary and Pat Anderson <pandganderson@yahoo.com>
Sent: Wednesday, October 29, 2025 9:30 AM
To: Ryan Rusnak
Subject: [External] No to rezoning

[You don't often get email from pandganderson@yahoo.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

I reject rezoning for construction of huge apartment.
There are so many no-basement duplexs built now that are cheap, drafty, not soundproofed, too close.
Why is city not focusing on quality, quit raising taxes while collector and appraiser raise their salary $100,000? All he does is look in his file to see what was charged last year and raise it $200. My whole Rachael St pays the same whether improved or left it the way it is from year 2,000.
Pat



Object
185 Autumn Ct

From: Sean Kubik <sean.kubik@gmail.com>
Sent: Monday, November 3, 2025 8:29 PM
To: Ryan Rusnak
Subject: [External] Concern About Proposed Apartment Complex Near Zeller Street and Gardner Elementary

You don't often get email from sean.kubik@gmail.com. Learn why this is important

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Dear Mayor Rusnak,

I hope this message finds you well. I am writing as a concerned North Liberty resident regarding the proposed apartment complex near Zeller Street. While I understand the city's efforts to support housing development, I'm deeply worried about the impact this project will have on traffic safety and our community.

Zeller Street is already a very busy road, especially during the times when students are arriving at or leaving Gardner Elementary. Adding an apartment complex that feeds additional traffic into this area would only worsen congestion and increase the risk of accidents. The safety of the children walking or biking to school could be seriously compromised. I live on Autumn Court and when I leave in the morning I already see these issues now, I can only imagine what they will become with the added traffic.

I'm also concerned about the development's proximity to the nearby bike and jogging paths. These routes are heavily used by families, runners, and cyclists, and increased vehicle traffic could make them significantly less safe for everyone.

I respectfully ask that the city reconsider this project. Protecting the safety of children and maintaining the livability of our neighborhoods should remain a top priority.

Thank you for your time and your service to our community. I would greatly appreciate any updates on the city's review process and any opportunities for residents to provide input before a final decision is made.

Sincerely,
Sean Kubik

North Liberty Resident
185 Autumn Ct, North Liberty, IA 52317
Sean.kubik@gmail.com

Object
247 Parkview Ct

From: Jennifer Nicklaus <jnicklaus.ia@gmail.com>
Sent: Tuesday, November 11, 2025 5:17 PM
To: Ryan Rusnak
Subject: [External] Rezoning of Lot Between Cherry and Zeller St

You don't often get email from jnicklaus.ia@gmail.com. Learn why this is important

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Hello,

I live on Parkview Ct and wanted to send you my input ahead of the meeting tonight for the city's plan to rezone and build large apartment buildings in the lot between Cherry and Zeller St east of Hwy 965. Someone sent me a link to the city's 2022 Comprehensive Plan and this proposed rezoning seems to violate about half the principles it contains. To be clear, I'm not against development here, but there needs to be a sanity check on the density that the area can actually support.

How does putting that much hard surface within a few feet of Muddy Creek meet the goals to avoid development in "major consideration" floodplain areas, protect "all environmentally sensitive areas", or "Respect and protect the environment in all decision making"? No matter what kind of mitigation the developer attempts, they can't prevent drastically increased runoff that will cause the creek to flood more often and at a higher stage. It already floods and blocks the bike path every time there's a downpour. Smaller buildings or lower-density housing like single-family houses, duplexes or townhomes would at least have a smaller footprint.

How will the storm water system handle that much more input? The intersection of Front/Zeller floods all the time because it can't keep up, this is just a couple blocks away.

Where are the transportation improvements and plans that should have been made to support this many residents **before** starting development? There need to be stoplights or 4-way stops at the entrances to this complex to manage traffic and allow safe pedestrian crossings. How do you think Cherry and Zeller and their already-congested intersections with 965 and Front/Dubuque St will possibly handle 500-700 more cars per day? Anyone living along Zeller already has to sit through multiple rounds of the light at 965 to get out in the morning because it backs up almost to the creek some days (and only stays green for about 10 seconds). Traffic trying to head north in the evening backs up for blocks going through the Front St intersections at Forevergreen, Zeller, and Cherry. The line of cars from

parents dropping off or picking up kids at Garner is a nightmare, plus the buses that have to stop at the railroad crossing and cause even more congestion. Imagine that plus another few hundred cars all trying to get to/from this one location. Bumper-to-bumper traffic on two-lane residential streets is not making any of the surrounding area "Easy to navigate and accessible".

The Mobility Plan policy #3 is to "Require all new residential development to provide multiple local street and pedestrian access points." Dropping this many units into an area with only two access points, no stoplights, no stop signs, no mass transit, and existing busy traffic is in no way going to promote safe pedestrian access. Will there be crossing lights installed on the bike path to protect all the kids who walk to Garner, pedestrians, and bicyclists who have to cross these streets? I already feel unsafe trying to cross during rush hour with cars regularly going 10+mph over the speed limit.

Filling the entire lot with nothing but massive apartment complexes is not encouraging "a variety of dwelling unit types, styles, sizes, and price points". Why not put in one or two *reasonably-sized* apartment buildings and a section of single-family or townhouse style buildings to meet the needs of more families?

And how is this a safe site design, when the fire department doesn't even have the equipment to reach the top levels of the proposed apartment buildings?

Regards,
Jenny Nicklaus

Exhibit C – Agreement to Conditions Imposed

November 5, 2025

Chris Hoffman, Mayor
City of North Liberty
360 North Main Street
North Liberty IA 52317

Re: Request of UCD Holdings, LLC. for a Zoning Map Amendment (Rezoning) from I-1 Light Industrial to CU C-3 Central Urban High Intensity Commercial District on approximately 9.82 total acres and P Public District on approximately .36 acres. The property is located south of West Cherry Street, north of West Zeller Street and west of CRANDIC Railroad.

Mayor Hoffman:

In accordance with Iowa Code Section 414.5, I, Brandon Pratt, acting as authorized representative of UCD Holdings, LLC agree to the following imposed conditions on the rezoning to CU C-3 Central Urban High Intensity Commercial District on approximately 9.82 total acres and P Public District on approximately .36 acres:

1. That building height be limited to a maximum of 60 feet measured vertically from grade to the highest point of the coping of a flat roof or the deck line of a mansard roof, or to the top of a gable, hip, and/or gambrel roof.

Sincerely,

Brandon Pratt

Ordinance No. 2025-22

AN ORDINANCE AMENDING THE ZONING MAP DISTRICT DESIGNATION FOR CERTAIN PROPERTY LOCATED IN NORTH LIBERTY, IOWA FROM I-1 LIGHT INDUSTRIAL TO CU C-3 CENTRAL URBAN HIGH INTENSITY COMMERCIAL DISTRICT AND P PUBLIC USE DISTRICT

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

SECTION 1. AMENDMENT. The Official Zoning Map incorporated in Chapter 168.01(2) of the North Liberty Code of Ordinances is hereby amended such that the below-described properties (the "Properties") are assigned zoning designations as shown below:

I-1 Light Industrial District to CU C-3 Central Urban High Intensity Commercial District:

BEGINNING at the Northeast Corner of Auditor's Parcel 2015057, to North Liberty, Iowa, in accordance with the Plat thereof Recorded in Plat Book 59 at Page 302 of the Records of the Johnson County Recorder's Office; Thence S00°41'49"E, along the Westerly Right-of-Way Line of the CRANDIC Railroad, 1302.90 feet, to its intersection with the South Line of the Southwest Quarter of the Southeast Quarter of Section 12, Township 80 North, Range 7 West, of the Fifth Principal Meridian; Thence N89°52'57"W, along said South Line, 328.45 feet; Thence N00°41'24"W, 284.81 feet, to a Point on the East Line of Green Subdivision, in accordance with the Plat thereof Recorded in Plat Book 38 at Page 161 of the Records of the Johnson County Recorder's Office; Thence N00°44'37"W, along said East Line, and the Northerly Projection thereof, 1012.03 feet, to the Northwest Corner of the Parcel of Land depicted on the Plat of Survey, in accordance with the Plat thereof Recorded in Plat Book 5 at Page 70 of the Records of the Johnson County Recorder's Office; Thence N87°50'50"E, along the North Line of said depicted Parcel, 18.86 feet; Thence N88°15'03"E, along said North Line, 164.37 feet, to the Northwest Corner of the Parcel of Land depicted on the Plat of Survey, in accordance with the Plat thereof Recorded in Plat Book 11 at Page 71 of the Records of the Johnson County Recorder's Office; Thence N88°36'07"E, along the North Line of said depicted Parcel, 70.17 feet, to the Northeast Corner thereof; Thence S00°46'33"E, along the East Line of said depicted Parcel, 2.88 feet, to the Northwest Corner of said Auditor's Parcel 2015057; Thence N89°21'52"E, along said North Line, 75.83 feet, to the POINT OF BEGINNING. Said Proposed (CU C-3) Rezoning Parcel contains 9.82 Acres, and is subject to easements and restrictions of record.

I-1 Light Industrial District to P Public Use District:

BEGINNING at the Southeast Corner of Green Subdivision, in accordance with the Plat thereof Recorded in Plat Book 38 at Page 161 of the Records of the Johnson County Recorder's Office; Thence N00°41'24"W, along the East Line of said Green Subdivision, 285.41 feet; Thence S89°15'52"E, along said East Line, 55.47 feet; Thence S00°41'24"E, 284.81 feet, to a Point on the South Line of the Southwest Quarter of the Southeast Quarter of Section 12, Township 80 North, Range 7 West, of the Fifth Principal Meridian; Thence

N89°52'57"W, along said South Line, 55.46 feet, to the POINT OF BEGINNING. Said Proposed (Public) Rezoning Parcel contains 0.36 Acre, and is subject to easements and restrictions of record.

SECTION 2. CONDITIONS IMPOSED. At the October 7, 2025, meeting the Planning Commission accepted the listed finding and forwarded the request for a zoning map amendment to the City Council with a recommendation for approval subject to the following condition: that building height be limited to a maximum of 60 feet measured vertically from grade to the highest point of the coping of a flat roof or the deck line of a mansard roof, or the top of a gable, hip, and/or gambrel roof.

SECTION 3. RECORDATION. The City Clerk is hereby authorized and directed to record this ordinance at the Johnson County Recorder's office upon final passage and approval.

SECTION 4. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 5. SCRIVENER'S ERROR. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the City Clerk or the Clerk's designee without further public hearing.

SECTION 6. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 7. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on November 11, 2025.
Second reading on November 25, 2025.
Third and final reading on

CITY OF NORTH LIBERTY:

_____
CHRIS HOFFMAN, MAYOR

ATTEST:
I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____
TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. 2025-22 in *The Gazette* on the _____ of _____, 2025.

_____
TRACEY MULCAHEY, CITY CLERK

Urban Central District Lofts Preliminary Plat

December 2, 2025

Chris Hoffman, Mayor
City of North Liberty
360 North Main Street
North Liberty IA 52317

Re: Request of UCD Holdings, LLC. for a Preliminary Subdivision Plat on approximately 10.18 acres. The property is located south of West Cherry Street, north of West Zeller Street and west of CRANDIC Railroad.

Mayor Hoffman:

The North Liberty Planning Commission considered the above-referenced request at its December 2, 2025 meeting. The Planning Commission took the following action:

Findings:

1. The Preliminary Subdivision Plat would facilitate development consistency with the Comprehensive Plan Future Land Use Map designation of Urban High Intensity; and
2. The Preliminary Subdivision Plat would achieve consistency with Section 180.11(3)(A) and 180.12 of the North Liberty Code of Ordinances, which sets forth the preliminary subdivision plat submittal requirements and design standards, respectively.

Recommendation:
The Planning Commission accepted the two listed findings and forward the request to approve a Preliminary Subdivision Plat for a 6-lot subdivision and related infrastructure on approximately 10.18 acres to the City Council with a recommendation for approval.

The vote for approval was 7-0.

Amy Yotty, Chairperson
City of North Liberty Planning Commission

North Liberty
IOWA

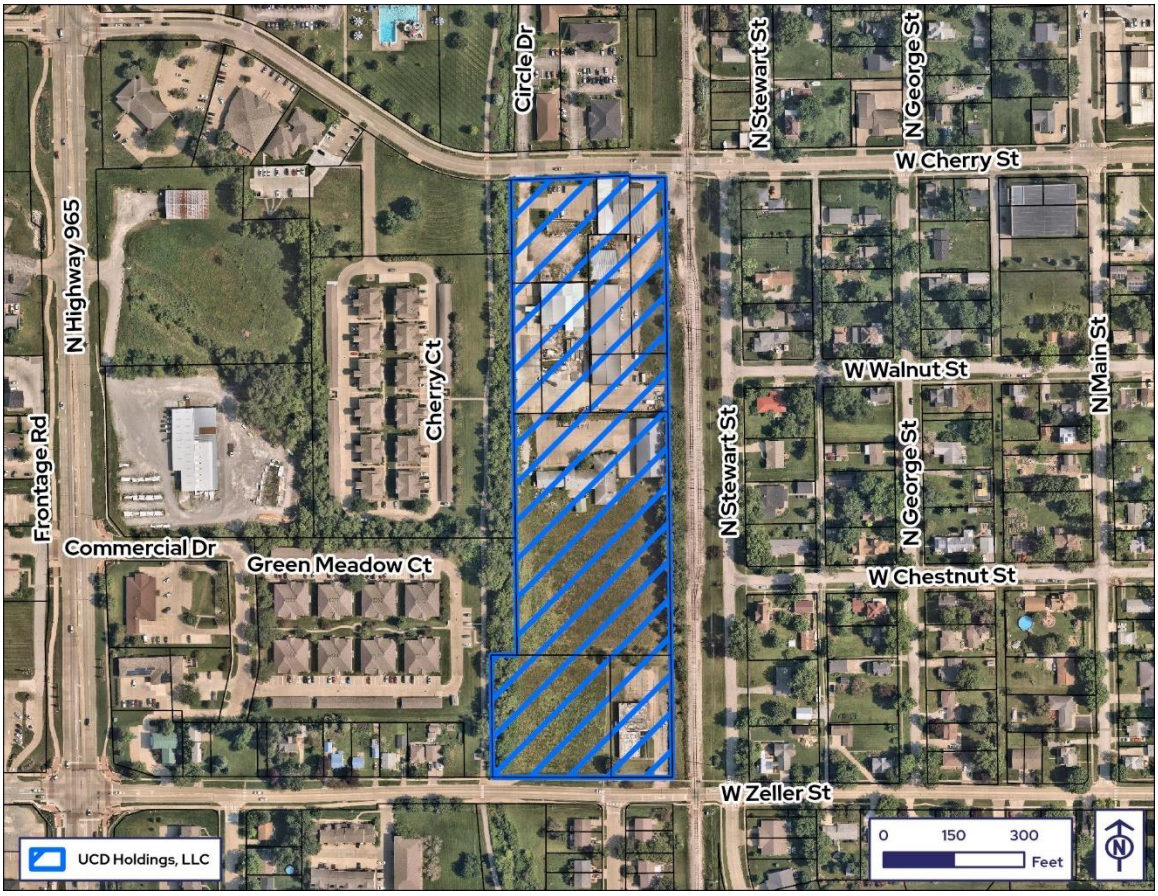
MEMORANDUM

To **City of North Liberty Planning Commission**
From **Ryan Rusnak, AICP**
Date **November 25, 2025**
Re **Request of UCD Holdings, LLC. for a Preliminary Subdivision Plat on approximately 10.18 acres. The property is located south of West Cherry Street, north of West Zeller Street and west of CRANDIC Railroad.**

North Liberty City staff has reviewed the subject submission, and offers comments presented in this memo.

1. Request Summary:

The Preliminary Plat proposes 6 lots and public and private infrastructure on approximately 10.18.



2. Current Zoning*:

*Please note that the rezoning from I-1 Light Industrial District to the P Public Use District CU C-3 Central Urban Higher-Intensity Commercial District is being considered by the City Council with final reading of the ordinance anticipated on 12/9/2025. The rezoning would need to be approved for this Preliminary Subdivision Plat to be approved.

The P Public Use District is intended to provide space for public safety, administration, recreational, and community facilities.

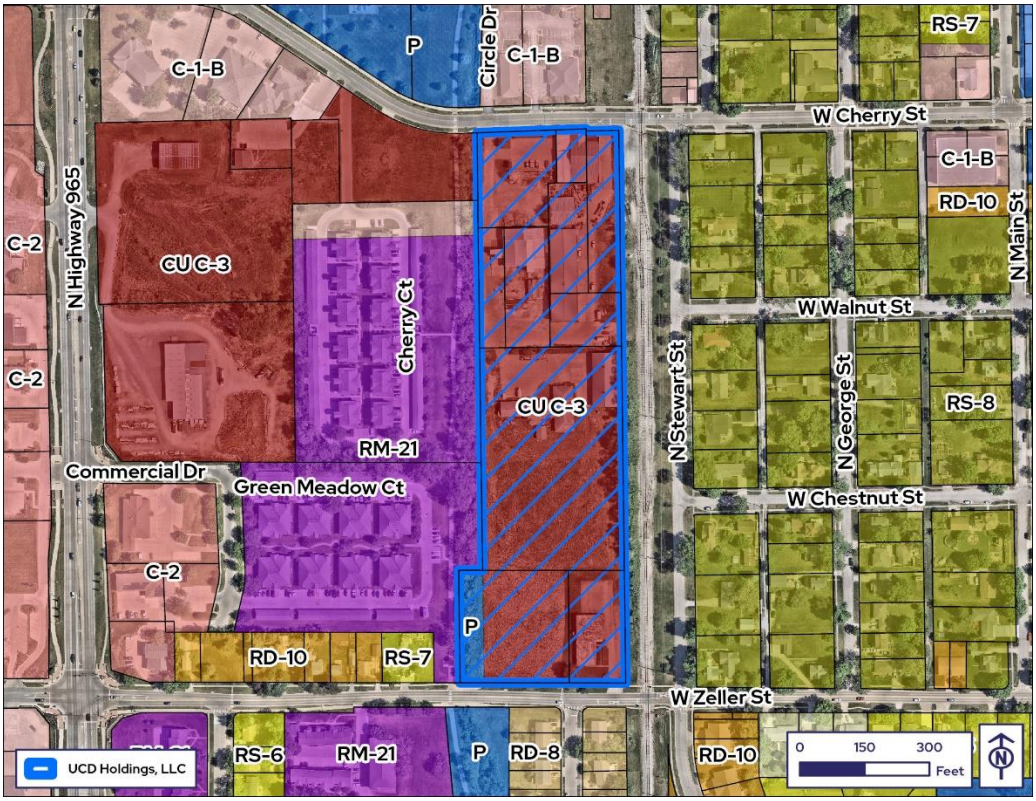
Minimum Lot Area	Maximum Building Height	Minimum Required Front Yard	Minimum Required Corner Side Yard	Minimum Required Side Yard	Minimum Required Rear Yard
None	45'	*	*	*	*

* Required yards are contextual based on adjacent lots. The required yard shall be equal to the adjoining zone district or the actual yard of the main building on the adjacent lot, whichever is less.

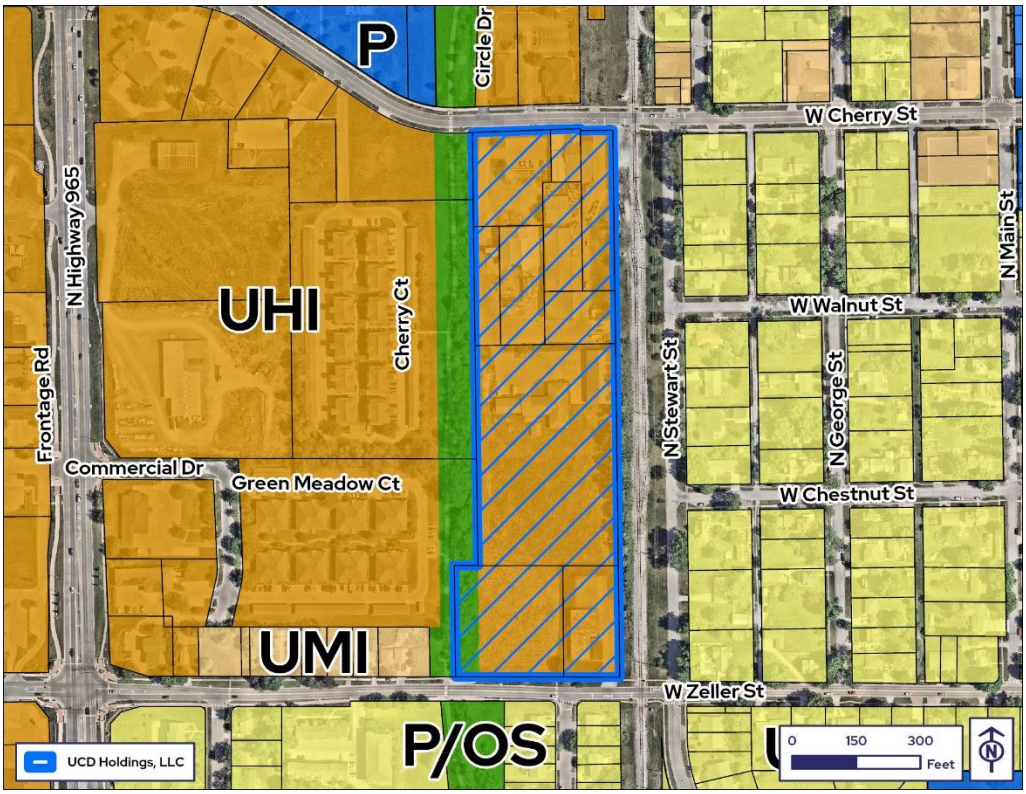
CU C-3 Central Urban Higher-Intensity Commercial District. The CU C-3 District is intended to accommodate a mixture of higher-intensity residential and commercial development in a planned manner. Setbacks are reduced to encourage more compact and efficient development and uses are limited to ensure compatibility with surrounding properties. The use of the CU C-3 District shall be limited to the area bounded by Zeller Street, CRANDIC railroad, Cherry Street, and Highway 965/Ranshaw Way.

Minimum Lot Area	Maximum Building Height	Minimum Required Front Yard	Minimum Required Corner Side Yard	Minimum Required Side Yard	Minimum Required Rear Yard
20,000 SF	75'	25'	10'	0' unless abutting a residential district then 10'*	0' unless abutting a residential district then 10'*

* One foot of additional setback as measured from a lot line of property within a residential district for every one-foot building height above 35 feet. Notwithstanding the foregoing, the additional setback is not required when the lot line is adjacent to Muddy Creek.



3. **Comprehensive Plan Future Land Use Map Designation:** Public/Semi-Public (P/OS) and Urban High Intensity (UHI). The P District is consistent with the P/OS Future Land Use Map designation and the CU C-3 District is consistent with the UHI Future Land Use Map designation.



4. Approval Standards:
Section 180.11(3)(A) of the North Liberty Code of Ordinances sets forth the preliminary subdivision plat submittal requirements and review (Ordinance language in *italics* and staff analysis in **bold**).

Preliminary Subdivision Plat Submittal Requirements and Review. The preliminary plat, in general, contains more information than the final plat, so that the subdivider and the City can ensure conformance with codes, master facility plans, and good planning and engineering practices. Though the preliminary plat is not recorded, it is approved by resolution of the City Council, and conditions for approval of the plat shall be addressed on any final plats of the same area.

A. Preliminary Plat Contents. The application shall include a preliminary plat of the subdivision drawn to a scale of one inch to one hundred feet minimum, and shall show:

(1) A location map to provide spatial reference, showing the outline of the area to be subdivided, existing streets and corporate limits in the vicinity, a north arrow and scale or note stating "not to scale," and other information that might help clarify where the plat is located as well as its surroundings and size relative to other City features;

This has been provided on the Preliminary Plat.

(2) Name of proposed subdivision and date;

This has been provided on the Preliminary Plat.

(3) Legal description and acreage;

This has been provided on the Preliminary Plat.

(4) Name and address of owner;

This has been provided on the Preliminary Plat.

(5) Names of the persons preparing the plat, owner's attorney, representative or agent, if any;

This has been provided on the Preliminary Plat.

(6) Existing and proposed zoning district classification of all land within the proposed subdivision and within about 200 feet of the subdivision;

A location map has been provided on the Preliminary Plat.

(7) North point and graphic scale;

This has been provided on the Preliminary Plat.

(8) Contours at two-foot intervals or less, both existing and as generally proposed (subject to more refinement in subsequent construction plans);

This has been provided on the Preliminary Plat.

(9) Building setback lines as required by the current or proposed zoning district classifications;
This has been provided on the Preliminary Plat.

(10) The approximate boundaries of areas of known flood levels or floodplains, areas covered by water, wooded areas, floodways, and all open channel drainage ways;
This has been provided on the Preliminary Plat.

(11) Locations, names, and dimensions of existing lot lines, streets, public utilities, water mains, sewers, drainpipes, culverts, watercourses, bridges, railroads and buildings within in the proposed subdivision and within about 200 feet of the subdivision;
This has been provided on the Preliminary Plat.

(12) Layout of proposed blocks, if used, and lots, including the dimension of each lot, and the lot and block number in numerical order;
This has been provided on the Preliminary Plat.

(13) Layout and dimensions of proposed streets, sidewalks, trails, alleys, utility and other easements, parks and other open spaces or reserved areas;
This has been provided on the Preliminary Plat.

(14) Grades of proposed streets and alleys;
This has been provided on the Preliminary Plat.

(15) A cross-section of the proposed streets showing the roadway locations, the type of curb and gutter, the paving, and sidewalks to be installed;
This has been provided on the Preliminary Plat.

(16) The layout of proposed water mains and sanitary sewer systems;
This has been provided on the Preliminary Plat.

(17) The drainage of the land, including proposed storm sewers, ditches, culverts, bridges and other structures;
This has been provided on the Preliminary Plat.

(18) Stormwater management facilities when applicable;
This has been provided on the Preliminary Plat.

(19) Other special details or features that may be proposed or required.
None required.

5. Public Input:

An in-person good neighbor meeting was held on July 24, 2025 in conjunction with the rezoning. Considering that this is a large request, the notification radius was expanded from 200' – 500'. Approximately 30 people attended the meeting. A summary of the discussion topics include:

1. Concerns about the compatibility of the proposed development with the lower-density Original Town.
2. Traffic impacts of the proposed development, including at AM/PM peak times.
3. Stormwater detention and runoff and Muddy Creek flooding concerns.
4. Market conditions for the construction of neighborhood appropriate commercial.
5. Noise generated from construction of the proposed development.
6. Adequate capacity within the Iowa City Community Schools to accommodate the proposed development.
7. Adequacy of the North Liberty Community Center to accommodate increased capacity from the proposed development.

6. Additional information:

None.

7. Staff Recommendation:

Findings:

1. The Preliminary Subdivision Plat would facilitate development consistency with the Comprehensive Plan Future Land Use Map designation of Urban High Intensity; and
2. The Preliminary Subdivision Plat would achieve consistency with Section 180.11(3)(A) and 180.12 of the North Liberty Code of Ordinances, which sets forth the preliminary subdivision plat submittal requirements and design standards, respectively.

Recommendation:

Staff recommends the Planning Commission accept the two listed findings and forward the request to approve a Preliminary Subdivision Plat for a 6-lot subdivision and related infrastructure on approximately 10.18 acres to the City Council with a recommendation for approval.

Suggested motion:

I move that the Planning Commission accept the two listed findings and forward the Preliminary Subdivision Plat to the City Council with a recommendation for approval.

PRELIMINARY PLAT
URBAN LOFTS
NORTH LIBERTY, JOHNSON COUNTY, IOWA

LOCATION: A PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 12, TOWNSHIP 80 NORTH, RANGE 7 WEST, OF THE FIFTH PRINCIPAL MERIDIAN, NORTH LIBERTY, JOHNSON COUNTY, IOWA.	SUBDIVIDER: UCD HOLDING, LLC 75 COMMERCIAL DRIVE #916 NORTH LIBERTY, IOWA 52317
	SUBDIVIDER'S ATTORNEY: RYAN PRAHM 425 E. OAKDALE BLVD, CORALVILLE, IOWA 52241
LAND SURVEYOR: RICHARD R. NOWOTNY P.L.S. MMS CONSULTANTS INC. 1917 SOUTH GILBERT STREET IOWA CITY, IOWA, 52240 PHONE: 319-351-8282	
DATE OF SURVEY: 12-10-2024	DOCUMENT RETURN INFORMATION: LAND SURVEYOR

FOR COUNTY RECORDER'S USE

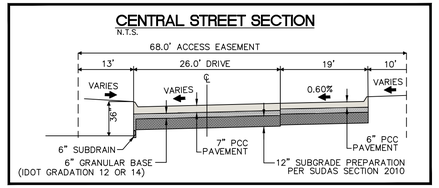
ALL BEARINGS ARE BASED ON IOWA STATE PLANE COORDINATES (SOUTH ZONE). LIBRARY CALIBRATION USING THE IOWA REAL TIME NETWORK (RTN). THE DISTANCES SHOWN ON THE PLAT ARE GROUND DISTANCES AND NOT GRID DISTANCES.

NOTES ON THIS PLAT ARE NOT INTENDED TO CREATE ANY VESTED PRIVATE INTEREST IN ANY STATED USE RESTRICTION OR COVENANT OR CREATE ANY THIRD PARTY BENEFICIARIES TO ANY NOTED USE RESTRICTION OR COVENANT.

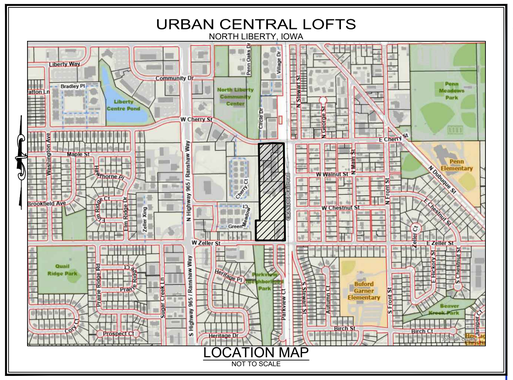
DESCRIPTION – PRELIMINARY PLAT

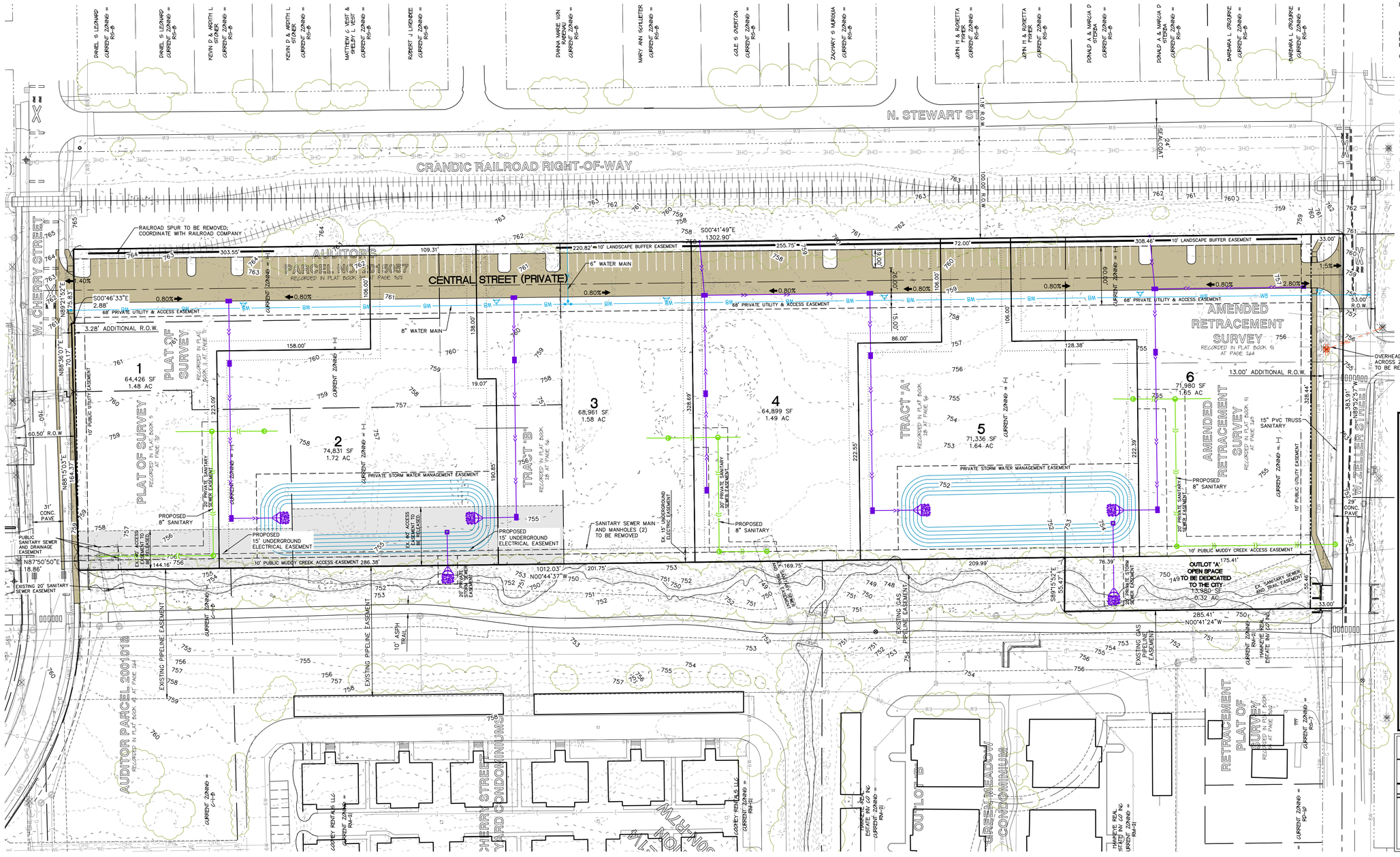
BEGINNING at the Northeast Corner of Auditor's Parcel 2015057, to North Liberty, Iowa, in accordance with the Plat thereof Recorded in Plat Book 59 at Page 302 of the Records of the Johnson County Recorder's Office; Thence S00°41'49"E, along the Westerly Right-of-Way Line of the CRANDIC Railroad, 1302.90 feet, to its intersection with the South Line of the Southwest Quarter of the Southeast Quarter of Section 12, Township 80 North, Range 7 West, of the Fifth Principal Meridian; Thence N89°52'57"W, along said South Line, 383.91 feet, to the Southeast Corner of Green Subdivision, in accordance with the Plat thereof Recorded in Plat Book 38 at Page 161 of the Records of the Johnson County Recorder's Office; Thence N00°41'24"W, along the East Line of said Green Subdivision, 285.41 feet; Thence S89°15'52"E, along said East Line, 55.47 feet; Thence N00°44'37"W, along said East Line, and the Northerly Projection thereof, 1012.03 feet, to the Northwest Corner of the Parcel of Land depicted on the Plat of Survey, in accordance with the Plat thereof Recorded in Plat Book 5 at Page 70 of the Records of the Johnson County Recorder's Office; Thence N87°50'50"E, along the North Line of said depicted Parcel, 18.86 feet; Thence N88°15'03"E, along said North Line, 164.37 feet, to the the Northwest Corner of the Parcel of Land depicted on the Plat of Survey, in accordance with the Plat thereof Recorded in Plat Book 11 at Page 71 of the Records of the Johnson County Recorder's Office; Thence N88°36'07"E, along the North Line of said depicted Parcel, 70.17 feet, to the Northeast Corner thereof; Thence S00°46'33"E, along the East Line of said depicted Parcel, 2.88 feet, to the Northwest Corner of said Auditor's Parcel 2015057; Thence N89°21'52"E, along said North Line, 75.83 feet, to the POINT OF BEGINNING. Said Proposed Rezoning Parcel contains 10.18 Acres, and is subject to easements and restrictions of record.

CENTRAL STREET SECTION
N.T.S.









DEMOLITION NOTES:
1. ALL GRAVEL TO BE REMOVED FROM THE SITE.
2. ALL BUILDINGS TO BE REMOVED.
3. ALL PAVING TO BE REMOVED.

EASEMENT NOTE: ALL PRIVATE ACCESS EASEMENTS AND/OR PRIVATE UTILITY EASEMENTS BETWEEN LOTS WILL BE BLANKET EASEMENTS FOR ALL LOTS.

GENERAL NOTES:
1. NO LOT SHALL HAVE DIRECT ACCESS TO W. ZELLER STREET AND W. CHERRY STREET.
2. DESIGN AND CONSTRUCTION OF SIDEWALK, STREETSCAPE, LIGHTING, AND LANDSCAPING OF WEST CHERRY STREET TO BE COORDINATED WITH THE CITY.
3. ALL SANITARY SEWER SHALL BE 8"ø

CURRENT ZONING I-1

PROPOSED ZONING: CU C-3 (CENTRAL URBAN HIGHER-INTENSITY COMMERCIAL DISTRICT)

SETBACK REQUIREMENTS

BUILDING SETBACKS:	REQUIRED
FRONT YARD	10 FEET
CORNER SIDE YARD	10 FEET
SIDE YARD	NONE/10 FEET
REAR YARD	NONE/10 FEET

EXISTING EASEMENTS TO BE RELEASED.

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
- PROPOSED BUILDING SETBACK
- BENCHMARK
- RECORDED DIMENSIONS
- (R) 22–1 CURVE SEGMENT NUMBER

–EXIST–	–PROP–	
		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 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.

PLAT/PLAN APPROVED BY:
CITY OF NORTH LIBERTY

CITY CLERK DATE:

UTILITY EASEMENTS, AS SHOWN HEREON, MAY OR MAY NOT, INCLUDE SANITARY SEWER LINES, AND/OR STORM SEWER LINES, AND/OR WATER LINES; SEE CONSTRUCTION PLANS FOR DETAILS.
UTILITY EASEMENTS, AS SHOWN HEREON, ARE ADEQUATE FOR THE INSTALLATION AND MAINTENANCE OF THE FACILITIES REQUIRED BY THE FOLLOWING AGENCIES:

CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS
1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
11-17-25	PER CITY REVIEW - RAN

PRELIMINARY PLAT

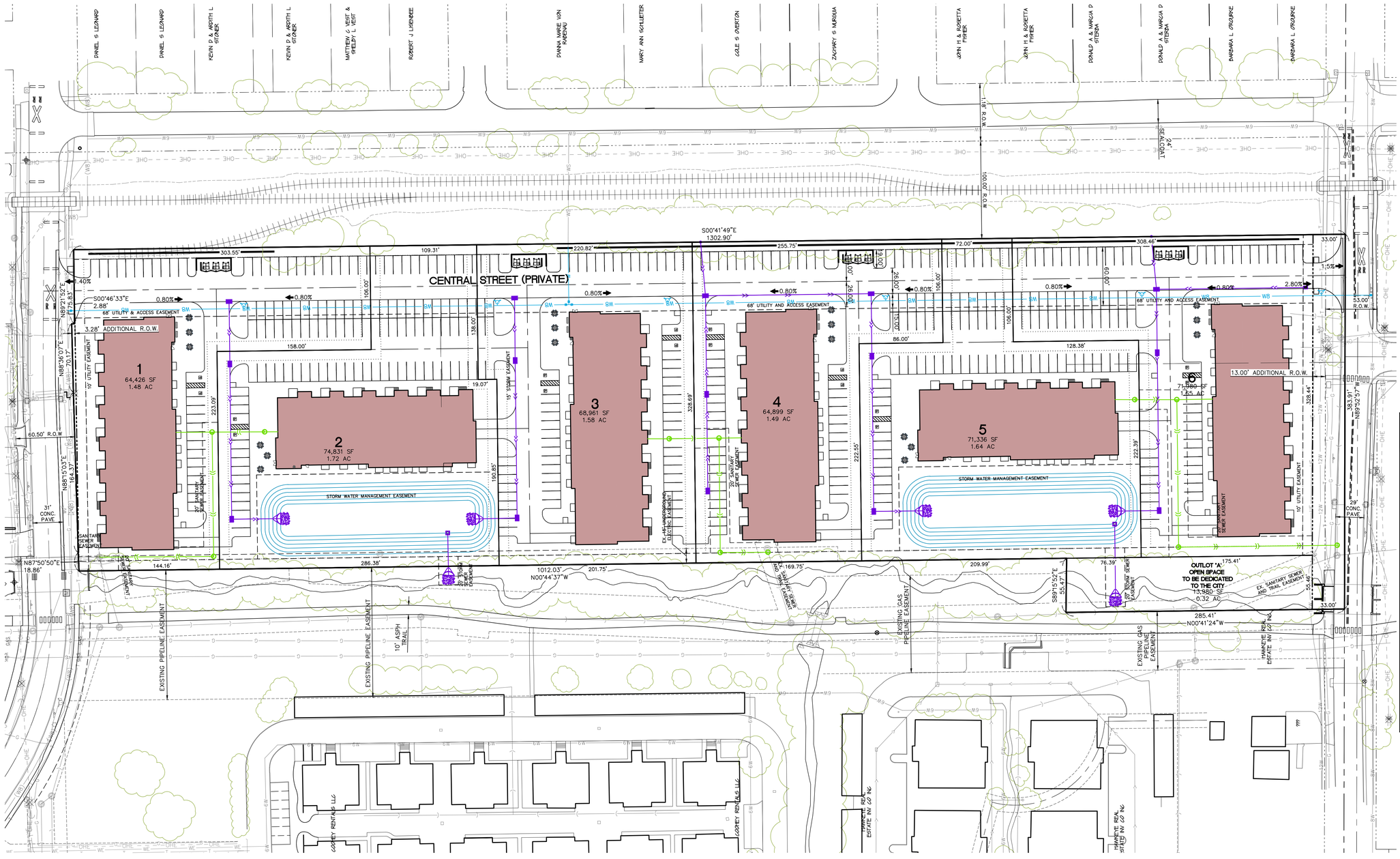
URBAN LOFTS

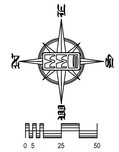
NORTH LIBERTY, JOHNSON COUNTY, IOWA

MMS CONSULTANTS, INC.

Date: 04-03-25	
Designed by: KJB	Field Book No: 1401.21
Drawn by: TAV	Scale:
Checked by: JDM	Sheet No: 1
Project No: 11728-006	of:

J:\11728-006\preliminary\11728-006-PrelimPlat.dwg, 11/24/2025 8:54:11 AM, KJ





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
- PROPOSED BUILDING SETBACK
- BENCHMARK
- RECORDED DIMENSIONS
- CURVE SEGMENT NUMBER

(R) 22-1

–EXIST–	–PROP–	
		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
X	X	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 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.

MMS
CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS
1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
11-17-25	PER CITY REVIEW - RAN

PRELIMINARY PLAT
SITE CONCEPT

URBAN LOFTS

NORTH LIBERTY,
JOHNSON COUNTY,
IOWA

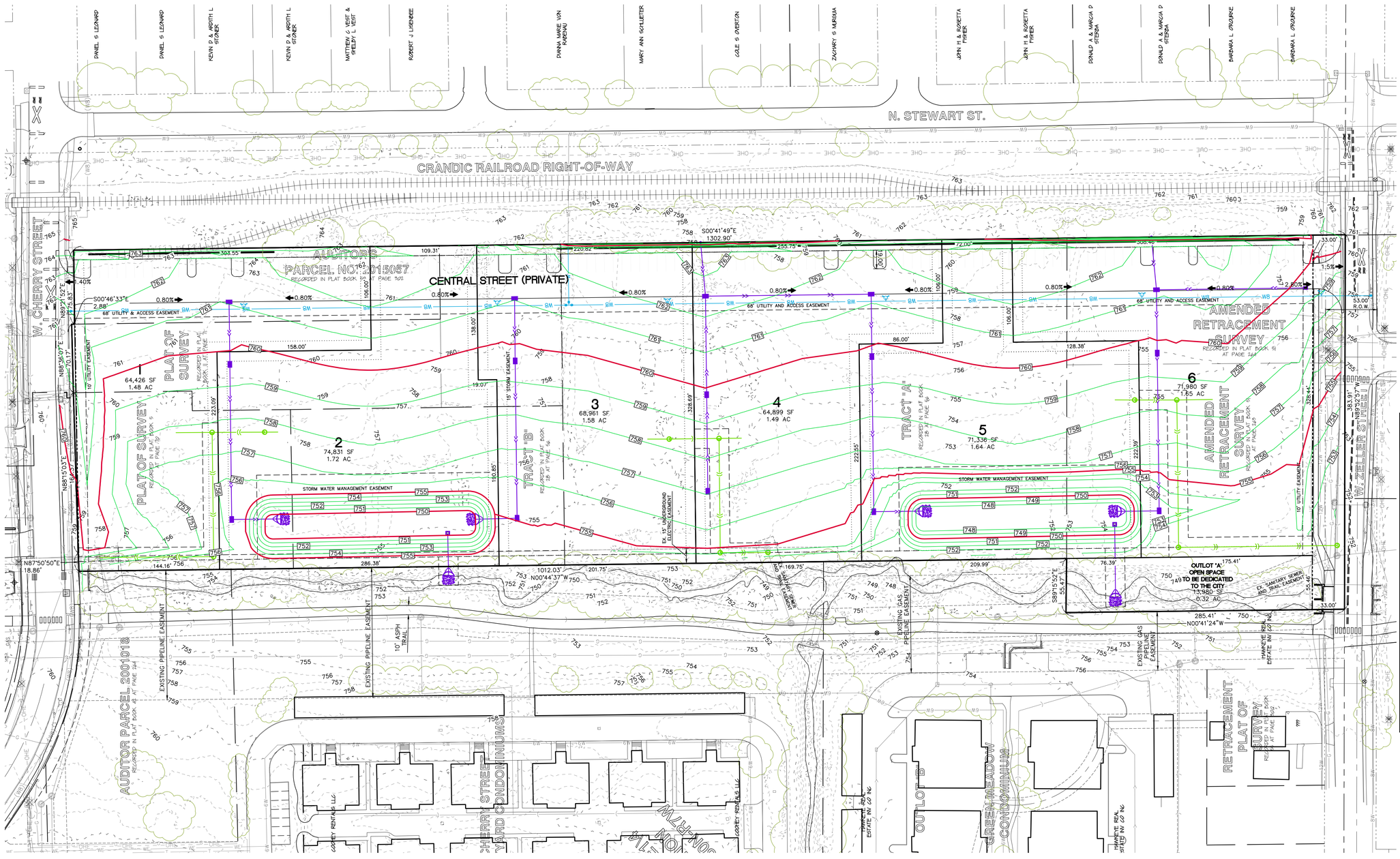
MMS CONSULTANTS, INC.

Date:	04-03-25
Designed by: KJB	Field Book No: 1401,21
Drawn by: TAV	Scale:
Checked by: JDM	Sheet No: 2
Project No: 11728-006	of:

K:\11728\11728_00N\proj\11728_00NP.dwg, 11/24/2025 9:24:14 AM, 1:1

PRELIMINARY GRADING PLAN
URBAN LOFTS
NORTH LIBERTY, JOHNSON COUNTY, IOWA

GRAPHIC SCALE IN FEET
1"=50'



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

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

Date	Revision
11-17-25	PER CITY REVIEW - RAN

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
- PROPOSED BUILDING SETBACK
- BENCHMARK
- RECORDED DIMENSIONS
- CURVE SEGMENT NUMBER

–EXIST–	–PROP–	
		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 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.

PRELIMINARY GRADING PLAN

URBAN LOFTS

NORTH LIBERTY, JOHNSON COUNTY, IOWA

MMS CONSULTANTS, INC.

Date:	04-03-25
Designed by: KJB	Field Book No: 1401.21
Drawn by: TAV	Scale:
Checked by: JDM	Sheet No: 3
Project No: 11728-006	of:

G:\11728\11728-006\Layouts\11728-006P.dwg, 11/24/2025 8:34:17 AM, 1:1

Exhibit A – Public Input

From: Ryan Rusnak
Sent: Monday, December 1, 2025 10:10 AM
To: 'kam@southslope.net'
Subject: RE: [External] Removal of UCD Plat review from Dec P&Z Dec. meeting

Ms. Stoner,

Thank you for your correspondence and this will be provided to the Planning Commission and City Council.

The Planning Commission is advisory in its role and does not constitute ay final action.

If the Planning Commission recommends approval of this request, it would be placed on the City Council agenda after 3rd reading of the rezoning.

Staff would add the following language to the resolution similar to previous actions:
BE IT FURTHER RESOLVED that this resolution shall be in effect from and after the final passage, approval and publication of Ordinance No. (rezoning ordinance #).

This is not special consideration given to this developer or development; in fact, this is a standard operating procedure. I did a quick search and found three similar actions this year:
Resolution 2025-08 – Resolution approving a preliminary site plan, which also had 3rd reading of the rezoning (1/14/2025 Council agenda).
Resolution 2025-26 – Resolution approving a preliminary plat, which also had 3rd reading of the rezoning (2/11/2025 Council agenda).
Resolution 2025-49 – Resolution approving a preliminary site plan, which also had 3rd reading of the rezoning (4/22/2025 Council agenda).

If City Council were to deny the rezoning at the third reading, staff would advise City Council to deny the preliminary plat.

Ryan "Rus" Rusnak
DIRECTOR
PLANNING, BUILDING AND DEVELOPMENT
360 N. Main St., North Liberty, IA, 52317

North Liberty
Connected to What Matters

(319) 626-5747 office

Messages to and from this account are subject to public disclosure unless otherwise provided by law.

From: kam@southslope.net <kam@southslope.net>
Sent: Sunday, November 30, 2025 6:56 AM
To: Council <Council@northlibertyiowa.org>; Ryan Rusnak <rrusnak@northlibertyiowa.org>
Subject: [External] Removal of UCD Plat review from Dec P&Z Dec. meeting

Some people who received this message don't often get email from kam@southslope.net. Learn why this is important

WARNING: This email originated from outside of this organization. Do not click links or open attachments unless you know the contents are safe. Never provide your user ID or password to anyone.

Rus, City Council members and P&Z Council members, (Please forward email to the P&Z committee)

Please remove the UCD subdivision plat request from the December P&Z meeting agenda and move it to the January meeting.

Follow your established protocols and the standard operating procedures you have used in the past, to avoid perceived improprieties and ensure fair dealing with all.

Subdivision plat review prior to final reading and approval of zoning by the city council is outside your customary practice and seems worth questioning.

From my perspective I am asking... What is the reason you are Again offering special accommodations to this UCD Lions Development project?

In advance I want to thank you for your reply and clarification on this topic.

Sincerely, Ardi Stoner

Please add this to the citizen comments in the records.

Resolution No. 2025-144

RESOLUTION APPROVING THE PRELIMINARY SUBDIVISION PLAT FOR URBAN LOFTS, NORTH LIBERTY, IOWA

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

WHEREAS, the owner and applicant, UCD Holdings LLC., has filed with the City Clerk a preliminary subdivision plat described in Exhibit A which is attached hereto;

WHEREAS, the property is legally described as:

BEGINNING at the Northeast Corner of Auditor's Parcel 2015057, to North Liberty, Iowa, in accordance with the Plat thereof Recorded in Plat Book 59 at Page 302 of the Records of the Johnson County Recorder's Office; Thence S00°41'49"E, along the Westerly Right-of-Way Line of the CRANDIC Railroad, 1302.90 feet, to its intersection with the South Line of the Southwest Quarter of the Southeast Quarter of Section 12, Township 80 North, Range 7 West, of the Fifth Principal Meridian; Thence N89°52'57"W, along said South Line, 383.91 feet, to the Southeast Corner of Green Subdivision, in accordance with the Plat thereof Recorded in Plat Book 38 at Page 161 of the Records of the Johnson County Recorder's Office; Thence N00°41'24"W, along the East Line of said Green Subdivision, 285.41 feet; Thence S89°15'52"E, along said East Line, 55.47 feet; Thence N00°44'37"W, along said East Line, and the Northerly Projection thereof, 1012.03 feet, to the Northwest Corner of the Parcel of Land depicted on the Plat of Survey, in accordance with the Plat thereof Recorded in Plat Book 5 at Page 70 of the Records of the Johnson County Recorder's Office; Thence N87°50'50"E, along the North Line of said depicted Parcel, 18.86 feet; Thence N88°15'03"E, along said North Line, 164.37 feet, to the Northwest Corner of the Parcel of Land depicted on the Plat of Survey, in accordance with the Plat thereof Recorded in Plat Book 11 at Page 71 of the Records of the Johnson County Recorder's Office; Thence N88°36'07"E, along the North Line of said depicted Parcel, 70.17 feet, to the Northeast Corner thereof; Thence S00°46'33"E, along the East Line of said depicted Parcel, 2.88 feet, to the Northwest Corner of said Auditor's Parcel 2015057; Thence N89°21'52"E, along said North Line, 75.83 feet, to the POINT OF BEGINNING. Said Proposed Rezoning Parcel contains 10.18 Acres, and is subject to easements and restrictions of record.

WHEREAS, said real estate is owned by the above-named party and the subdivision is being made with free consent and in accordance with the desires of the owner;

WHEREAS, said preliminary subdivision plat has been examined by the North Liberty Planning and Zoning Commission which found:

1. The Preliminary Subdivision Plat would facilitate development consistency with the Comprehensive Plan Future Land Use Map designation of Urban High Intensity; and

2. The Preliminary Subdivision Plat would achieve consistency with Section 180.11(3)(A) and 180.12 of the North Liberty Code of Ordinances, which sets forth the preliminary subdivision plat submittal requirements and design standards, respectively.

and did recommend that the preliminary subdivision plat described as Urban Lofts be approved with no conditions;

WHEREAS, said preliminary plat is found to conform with Chapter 354 of the Code of Iowa and ordinances of the City of North Liberty.

NOW, THEREFORE, BE IT RESOLVED that the Preliminary Plat for Urban Lofts is approved.

BE IT FURTHER RESOLVED, that this resolution is effective after the finalization of the rezoning on the same property as contained in Ordinance Number 2025-22.

APPROVED AND ADOPTED this 9th day of December, 2025.

CITY OF NORTH LIBERTY:

_____

CHRIS HOFFMAN, MAYOR

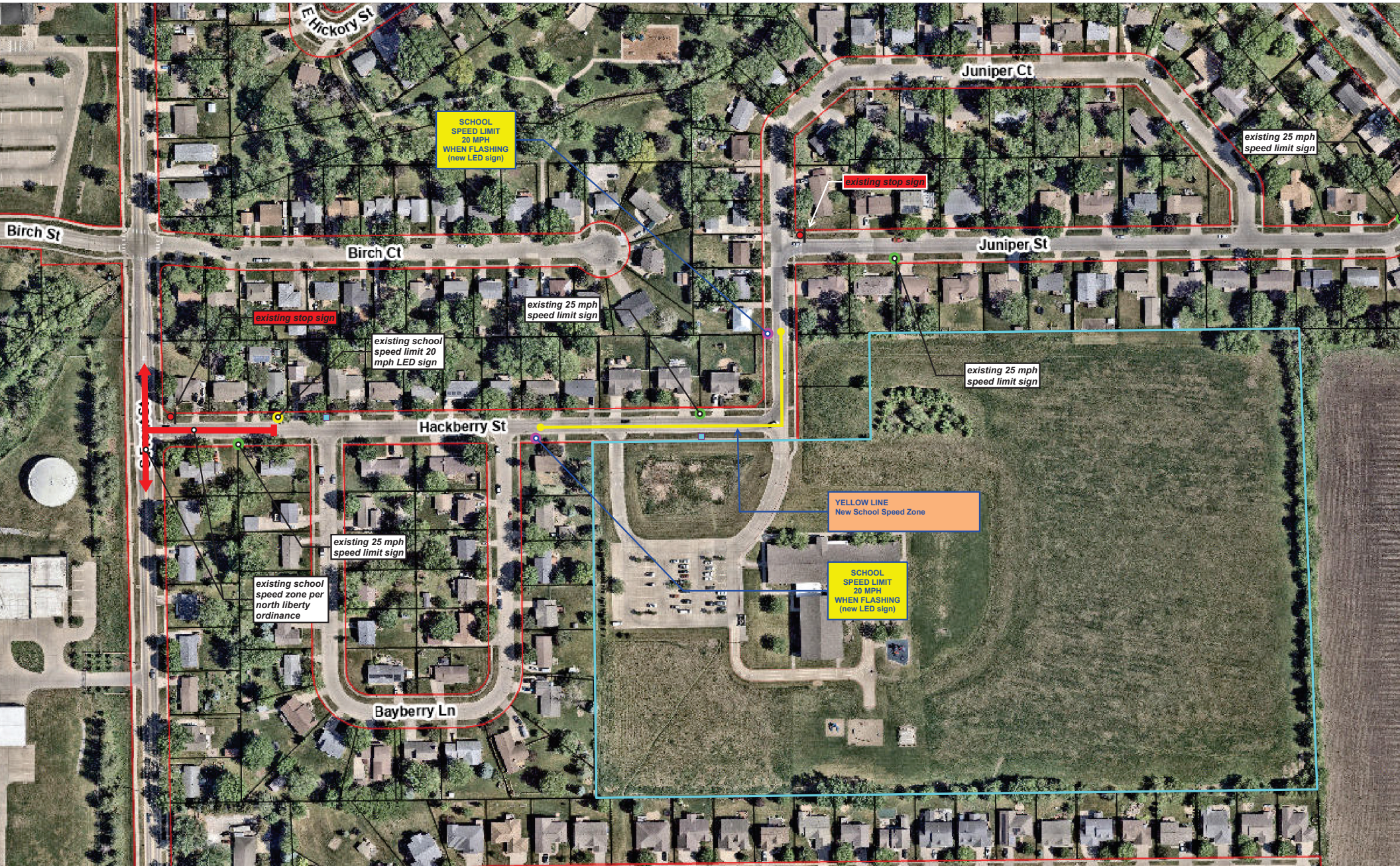
ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____

TRACEY MULCAHEY, CITY CLERK

Special Speed Zone Ordinance


E Hickory St
Juniper Ct
SCHOOL
SPEED LIMIT
20 MPH
WHEN FLASHING
(new LED sign)
existing 25 mph
speed limit sign
existing stop sign
Birch St
Birch Ct
Juniper St
existing stop sign
existing 25 mph
speed limit sign
existing school
speed limit 20
mph LED sign
existing 25 mph
speed limit sign
Hackberry St
YELLOW LINE
New School Speed Zone
existing 25 mph
speed limit sign
existing school
speed zone per
north liberty
ordinance
SCHOOL
SPEED LIMIT
20 MPH
WHEN FLASHING
(new LED sign)
Bayberry Ln

AN ORDINANCE AMENDING CHAPTER 62 OF THE NORTH LIBERTY CODE OF ORDINANCES CONCERNING SPECIAL SPEED ZONES

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

SECTION 1. AMENDMENT. Table 62.07, entitled Special Speed Zones, in Chapter 62.07 of the North Liberty Code of Ordinances is amended to read as follows:

Table 62.07 - Special Speed Zones	
Special Speed Zone Location	**Speed Limit**
Front Street between its intersections with Zeller Street and Forevergreen Road	30 Mph
Mehaffey Bridge Road NE between a point 270' West-Southwest of its intersection with Cedar Springs Drive and a point 260' East of its intersection with Cedar Springs Drive	35 Mph
Mehaffey Bridge Road NE starting at a point 260' East of its intersection with Cedar Springs Drive, and continuing East to City Limits	45 Mph
Dubuque Street starting at a point 275' Northwest of its intersection with Centro Way, and continuing Northwest to its intersection with Highway 965	35 Mph
Dubuque Street starting at a point 1,000 feet Southeast of its intersection with Juniper Street, and continuing Southeast and East to City Limits	35 Mph
North Liberty Road starting at a point 350' East of its intersection with Juniper Street, and continuing East and South to City Limits	35 Mph
Scales Bend Road starting at its intersection with Highway 965 and continuing North ~~to a point 65' North of its intersection with Fox Run~~to City Limits	35 Mph
~~Scales Bend Road starting at a point 65' North of its intersection with Fox Run, and continuing North to City Limits~~	~~40 Mph~~
240th Street between its intersections with Highway 965 and Goose Lake Circle	35 Mph
Alexander Way between its intersections with 240th Street and Penn Street	35 Mph
Jones Boulevard between its intersections with Forevergreen Road and 240th Street	35 Mph
Forevergreen Road between its intersections with Highway 965 and a point 875' West of its intersection with Covered Bridge Road	35 Mph

Forevergreen Road starting at a point 875' West of its intersection with Covered Bridge Road, and continuing West to City Limits	45 Mph
St. Andrews Drive between its intersections with Kansas Avenue and Jones Boulevard	35 Mph
Kansas Avenue starting at a point 55' South of its intersection with West Lake Road, and continuing South to a point 55' South of its intersection with Denison Avenue	35 Mph
Kansas Avenue starting at a point 55' South of its intersection with Denison Avenue, and continuing South to its intersection with Forevergreen Road	45 Mph
Penn Street starting at its intersection with Saratoga Place, and continuing West to City Limits	45 Mph
Penn Street between its intersections with Saratoga Place and Highway 965	35 Mph
Highway 965 starting at a point 1,360' Northwest of its intersection with 240th Street, and continuing Northwest to City Limits	45 Mph
Highway 965 between a point 1,360' Northwest of its intersection with 240th Street and a point 590' North of its intersection with Sara Court	35 Mph
Highway 965 starting at a point 590' North of its intersection with Sara Court, and continuing South to City Limits	45 Mph

SECTION 2. AMENDMENT. Table 62.08, entitled Special Speed Zones in Schools, in Chapter 62.07 of the North Liberty Code of Ordinances is amended to read as follows:

Table 62.08 - Special Speed Zones for Schools	
Special Speed Zone Location	**Speed Limit**
South Front Street between its intersection with Forevergreen Road and a point 150' South of its intersection with Vandello Drive	20 Mph
South Front Street between a point 120' North of its intersection with Nicholas Lane and a point 150' South of its intersection with Vandello Drive	20 Mph
Vandello Drive between its intersection with South Front Street and a point 150' West of its intersection with South Front Street	20 Mph
Windsor Road between its intersection with South Front Street and a point 130' East of its intersection with South Front Street	20 Mph
South Front Street between its intersection with Zeller Street and a point 250' South of its intersection with Hackberry Street	20 Mph

Hackberry Street between its intersection with Front Street and a point 200' East of its intersection with South Front Street	20 Mph
Hackberry Street between its intersection with the easternmost intersection of Bayberry Lane and its eastern terminus	20 Mph
Juniper Court between its south terminus and a point 130’ north of its intersection with Hackberry Street	20 Mph
Birch Court between its intersection with South Front Street and a point 160' East of its intersection with South Front Street	20 Mph
Birch Street between its intersection with Autumn Court and its intersection with South Front Street	20 Mph
South Stewart Street between a point 120' South of its easterly intersection with Birch Street and said intersection	20 Mph
East Hickory Street between its intersection with South Front Street and a point 175' East of its intersection with South Front Street	20 Mph
North Front Street between a point 350' South of its intersection with Centro Way and a point 250' North of its intersection with Centro Way	20 Mph
Centro Way between its intersection with North Front Street and a point 585' North and East of its intersection with North Dubuque Street	20 Mph
North Dubuque Street between its intersections with North Front Street and Dickinson Drive	20 Mph
South Kansas Avenue between a point 130' North of its intersection with Denison Avenue and a point 540' North of its intersection with Saint Andrews Drive	20 Mph
Saint Andrews Drive between its intersection with South Kansas Avenue and a point 300' East of its intersection with Brook Ridge Avenue	20 Mph
Brook Ridge Avenue between its intersection with Saint Andrews Drive and a point 140' South of its intersection with Saint Andrews Drive	20 Mph

SECTION 3. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4. SCRIVENER’S ERROR. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the City Clerk or the Clerk’s designee without further public hearing.

SECTION 5. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the

Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on _____, 2025.
Second reading on _____, 2025.
Third and final reading on _____, 2025.

CITY OF NORTH LIBERTY:

_____
CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____
TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. in the Cedar Rapids *Gazette* on the _____ day of _____, 2025.

_____
TRACEY MULCAHEY, CITY CLERK

Ordinance No. 2025-23

AN ORDINANCE AMENDING CHAPTER 62 OF THE NORTH LIBERTY CODE OF ORDINANCES CONCERNING SPECIAL SPEED ZONES

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

SECTION 1. AMENDMENT. Table 62.07, entitled Special Speed Zones, in Chapter 62.07 of the North Liberty Code of Ordinances is amended to read as follows:

Table 62.07 - Special Speed Zones	
Special Speed Zone Location	**Speed Limit**
Front Street between its intersections with Zeller Street and Forevergreen Road	30 Mph
Mehaffey Bridge Road NE between a point 270' West-Southwest of its intersection with Cedar Springs Drive and a point 260' East of its intersection with Cedar Springs Drive	35 Mph
Mehaffey Bridge Road NE starting at a point 260' East of its intersection with Cedar Springs Drive, and continuing East to City Limits	45 Mph
Dubuque Street starting at a point 275' Northwest of its intersection with Centro Way, and continuing Northwest to its intersection with Highway 965	35 Mph
Dubuque Street starting at a point 1,000 feet Southeast of its intersection with Juniper Street, and continuing Southeast and East to City Limits	35 Mph
North Liberty Road starting at a point 350' East of its intersection with Juniper Street, and continuing East and South to City Limits	35 Mph
Scales Bend Road starting at its intersection with Highway 965 and continuing North to City Limits	35 Mph
240th Street between its intersections with Highway 965 and Goose Lake Circle	35 Mph
Alexander Way between its intersections with 240th Street and Penn Street	35 Mph
Jones Boulevard between its intersections with Forevergreen Road and 240th Street	35 Mph
Forevergreen Road between its intersections with Highway 965 and a point 875' West of its intersection with Covered Bridge Road	35 Mph
Forevergreen Road starting at a point 875' West of its intersection with Covered Bridge Road, and continuing West to City Limits	45 Mph

St. Andrews Drive between its intersections with Kansas Avenue and Jones Boulevard	35 Mph
Kansas Avenue starting at a point 55' South of its intersection with West Lake Road, and continuing South to a point 55' South of its intersection with Denison Avenue	35 Mph
Kansas Avenue starting at a point 55' South of its intersection with Denison Avenue, and continuing South to its intersection with Forevergreen Road	45 Mph
Penn Street starting at its intersection with Saratoga Place, and continuing West to City Limits	45 Mph
Penn Street between its intersections with Saratoga Place and Highway 965	35 Mph
Highway 965 starting at a point 1,360' Northwest of its intersection with 240th Street, and continuing Northwest to City Limits	45 Mph
Highway 965 between a point 1,360' Northwest of its intersection with 240th Street and a point 590' North of its intersection with Sara Court	35 Mph
Highway 965 starting at a point 590' North of its intersection with Sara Court, and continuing South to City Limits	45 Mph

SECTION 2. AMENDMENT. Table 62.08, entitled Special Speed Zones in Schools, in Chapter 62.07 of the North Liberty Code of Ordinances is amended to read as follows:

Table 62.08 - Special Speed Zones for Schools	
Special Speed Zone Location	**Speed Limit**
South Front Street between its intersection with Forevergreen Road and a point 150' South of its intersection with Vandello Drive	20 Mph
South Front Street between a point 120' North of its intersection with Nicholas Lane and a point 150' South of its intersection with Vandello Drive	20 Mph
Vandello Drive between its intersection with South Front Street and a point 150' West of its intersection with South Front Street	20 Mph
Windsor Road between its intersection with South Front Street and a point 130' East of its intersection with South Front Street	20 Mph
South Front Street between its intersection with Zeller Street and a point 250' South of its intersection with Hackberry Street	20 Mph

Hackberry Street between its intersection with Front Street and a point 200' East of its intersection with South Front Street	20 Mph
Hackberry Street between its intersection with the easternmost intersection of Bayberry Lane and its eastern terminus	20 Mph
Juniper Court between its south terminus and a point 130’ north of its intersection with Hackberry Street	20 Mph
Birch Court between its intersection with South Front Street and a point 160' East of its intersection with South Front Street	20 Mph
Birch Street between its intersection with Autumn Court and its intersection with South Front Street	20 Mph
South Stewart Street between a point 120' South of its easterly intersection with Birch Street and said intersection	20 Mph
East Hickory Street between its intersection with South Front Street and a point 175' East of its intersection with South Front Street	20 Mph
North Front Street between a point 350' South of its intersection with Centro Way and a point 250' North of its intersection with Centro Way	20 Mph
Centro Way between its intersection with North Front Street and a point 585' North and East of its intersection with North Dubuque Street	20 Mph
North Dubuque Street between its intersections with North Front Street and Dickinson Drive	20 Mph
South Kansas Avenue between a point 130' North of its intersection with Denison Avenue and a point 540' North of its intersection with Saint Andrews Drive	20 Mph
Saint Andrews Drive between its intersection with South Kansas Avenue and a point 300' East of its intersection with Brook Ridge Avenue	20 Mph
Brook Ridge Avenue between its intersection with Saint Andrews Drive and a point 140' South of its intersection with Saint Andrews Drive	20 Mph

SECTION 3. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4. SCRIVENER’S ERROR. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the City Clerk or the Clerk’s designee without further public hearing.

SECTION 5. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the

Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on November 11, 2025.
Second reading on November 25, 2025.
Third and final reading on _____, 2025.

CITY OF NORTH LIBERTY:

_____
CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____
TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. 2025-23 in the Cedar Rapids *Gazette* on the _____ day of _____, 2025.

_____
TRACEY MULCAHEY, CITY CLERK

North Liberty
IOWA

Floodplain Ordinance

Ordinance No. 2025-24

AN ORDINANCE AMENDING THE NORTH LIBERTY CODE OF ORDINANCES BY CREATING CHAPTER 160 ENTILTED FLOODPLAIN MANAGEMENT

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTH LIBERTY, IOWA:

SECTION 1. NEW CHAPTER. Chapter 160 of the North Liberty Code of Ordinances, is enacted as follows:

160.01 PURPOSE.

It is the purpose of this chapter to:

1. Protect and preserve the rights, privileges and property within the City of North Liberty and to preserve and improve the peace, safety, health, welfare, and comfort and convenience of its residents by minimizing flood losses, and
2. Reserve sufficient floodplain area for the conveyance of flood flows so that flood heights and velocities will not be increased substantially, and
3. Restrict or prohibit uses which are dangerous to health, safety or property in times of flood or which cause excessive increases in flood heights or velocities, and
4. Require that uses vulnerable to floods, including public facilities which serve such uses, be protected against flood damage at the time of initial construction or substantial improvement, and
5. Protect individuals from buying lands which may not be suited for intended purposes because of flood hazard, and
6. Assure that eligibility is maintained for property owners in the community to purchase flood insurance through the National Flood Insurance Program.

160.02 STATUTORY AUTHORITY AND FINDINGS OF FACT.

1. The Legislature of the State of Iowa has in Chapter 364, Code of Iowa, as amended, delegated the power to cities to exercise any power and perform any function it deems appropriate to protect and preserve the rights, privileges and property of the City or of its residents, and to preserve and improve the peace, safety, health, welfare, comfort and convenience of its residents.
2. Findings of Fact.
   A. The flood hazard areas of the City of North Liberty are subject to periodic inundation which can result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base all of which adversely affect the public health, safety and general welfare of the community.
   B. These flood losses, hazards, and related adverse effects are caused by: (i) The occupancy of flood hazard areas by uses vulnerable to flood damages which create hazardous conditions as a result of being inadequately elevated or

otherwise protected from flooding and (ii) the cumulative effect of obstructions on the floodplain causing increases in flood heights and velocities.

C. This chapter relies upon engineering methodology for analyzing flood hazards which is consistent with the standards established by the Iowa Department of Natural Resources.

160.03 DEFINITIONS.

Unless specifically defined below, words or phrases used in this chapter shall be interpreted so as to give them the meaning they have in common usage and to give this chapter its most reasonable application.

"Appurtenant structure" means a structure which is on the same parcel of the property as the principal structure to be insured and the use of which is incidental to the use of the principal structure.

"Base flood" means the flood having one (1) percent chance of being equaled or exceeded in any given year

"Base flood elevation" (BFE) means the elevation floodwaters would reach at a particular site during the occurrence of a base flood event.

"Basement" means any enclosed area of a building which has its floor or lowest level below ground level (subgrade) on all sides. Also see "lowest floor."

"Development" means any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation, drilling operations or storage of equipment or materials. "Development" does not include "minor projects" or "routine maintenance of existing buildings and facilities" as defined in this section. It also does not include gardening, plowing, and similar practices that do not involve filling or grading.

"Enclosed area below lowest floor" means the floor of the lowest enclosed area in a building when all the following criteria are met:

A. The enclosed area is designed to flood to equalize hydrostatic pressure during flood events with walls or openings that satisfy the provisions of Section 160.06(1)(F)(1) of this chapter, and

B. The enclosed area is unfinished (not carpeted, drywalled, etc.) and used solely for low damage potential uses such as building access, parking or storage, and

C. Machinery and service facilities (e.g., hot water heater, furnace, electrical service) contained in the enclosed area are located at least one (1) foot above the base flood elevation, and

D. The enclosed area is not a "basement" as defined in this section.

"Existing construction" means any structure for which the "start of construction" commenced before the effective date of the first floodplain management regulations adopted by the community.

"Existing factory-built home park or subdivision" means a factory-built home park or subdivision for which the construction of facilities for servicing the lots on which the factory-built homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the first floodplain management regulations adopted by the community.

"Expansion of existing factory-built home park or subdivision" means the preparation of additional sites by the construction of facilities for servicing the lots on which the factory-built homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

"Factory-built home" means any structure, designed for residential use which is wholly or in substantial part, made, fabricated, formed or assembled in manufacturing facilities for installation or assembly and installation, on a building site. For the purpose of this Ordinance factory-built homes include mobile homes, manufactured homes, and modular homes; and also include "recreational vehicles" which are placed on a site for greater than 180 consecutive days and not fully licensed for and ready for highway use.

"Factory-built home park or subdivision" means a parcel or contiguous parcels of land divided into two or more factory-built home lots for sale or lease.
"500-year flood" means a flood, the magnitude of which has a two-tenths (0.2) percent chance of being equaled or exceeded in any given year or which, on average, will be equaled or exceeded at least once every five hundred (500) years.

"Flood" means a general and temporary condition of partial or complete inundation of normally dry land areas resulting from the overflow of streams or rivers or from the unusual and rapid runoff of surface waters from any source.

"Flood insurance rate map" (FIRM) means the official map prepared as part of (but published separately from) the Flood Insurance Study which delineates both the flood hazard areas and the risk premium zones applicable to the community.

"Flood insurance study" (FIS) means a report published by FEMA for a community issued along with the community's Flood Insurance Rate Map(s). The study contains such background data as the base flood discharge and water surface elevations that were used to prepare the FIRM.

"Floodplain" means any land area susceptible to being inundated by water as a result of a flood.

"Floodplain management" means an overall program of corrective and preventive measures for reducing flood damages and promoting the wise use of floodplains, including but not limited to

emergency preparedness plans, flood control works, floodproofing and floodplain management regulations.

"Floodproofing" means any combination of structural and nonstructural additions, changes, or adjustments to structures, including utility and sanitary facilities, which will reduce or eliminate flood damage to such structures.

"Floodway" means the channel of a river or stream and those portions of the floodplains adjoining the channel, which are reasonably required to carry and discharge flood waters or flood flows so that confinement of flood flows to the floodway area will not cumulatively increase the water surface elevation of the base flood by more than one (1) foot.

"Floodway fringe" means those portions of the Special Flood Hazard Area outside the floodway.

"Highest adjacent grade" means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

"Historic structure" means any structure that is:

A. Listed individually in the National Register of Historic Places, maintained by the Department of Interior, or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing of the National Register, or
B. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district, or
C. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior, or
D. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified by either i) an approved state program as determined by the Secretary of the Interior or ii) directly by the Secretary of the Interior in states without approved programs.

"Lowest floor" floor of the lowest enclosed area in a building including a basement except when the criteria listed in the definition of Enclosed Area below Lowest Floor are met.

"Maximum damage potential development" means hospitals and like institutions; buildings or building complexes containing documents, data, or instruments of great public value; buildings or building complexes containing materials dangerous to the public or fuel storage facilities; power installations needed in emergency or other buildings or building complexes similar in nature or use.

"Minor projects" means minor development activities (except for filling, grading and excavating) valued at less than $500.

"New construction" (new buildings, factory-built home parks) means those structures or development for which the start of construction commenced on or after the effective date of the first floodplain management regulations adopted by the community.

"New factory-built home park or subdivision" means a factory-built home park or subdivision for which the construction of facilities for servicing the lots on which the factory-built homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of the first floodplain management regulations adopted by the community.

"Recreational vehicle" means a vehicle which is:

A. Built on a single chassis;
B. Four hundred (400) square feet or less when measured at the largest horizontal projection;
C. Designed to be self-propelled or permanently towable by a light duty truck; and
D. Designed primarily not for use as a permanent dwelling but as a temporary living quarters for recreational, camping, travel, or seasonal use.

"Repetitive Loss" means a structure covered by an NFIP flood insurance policy that has incurred flood-related damages on two occasions during a 10-year period on the date of the event for which a second claim is made, in which the cost of repairing the flood damage, on average, equaled or exceed 25% of the market value of the structure at the time of each such flood event.

"Routine maintenance of existing buildings and facilities" means repairs necessary to keep a structure in a safe and habitable condition that do not trigger a building permit, provided they are not associated with a general improvement of the structure or repair of a damaged structure. Such repairs include, but are not limited to:

A. Normal maintenance of structures such as re-roofing, replacing roofing tiles and replacing siding;
B. Exterior and interior painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work;
C. Basement sealing;
D. Repairing or replacing damaged or broken window panes;
E. Repairing plumbing systems, electrical systems, heating or air conditioning systems and repairing wells or septic systems

"Special flood hazard area" (SFHA) means the land within a community subject to the base flood. This land is identified on the community's Flood Insurance Rate Map as Zone A, A1-30, AE, AH, AO, AR, and/or A99.

"Start of construction" includes substantial improvement, and means the date the development permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement, was within 180 days of the permit date. The actual start means either the first placement or permanent construction of a structure on a site, such as pouring of a slab or footings, the installation of pile, the construction of columns, or any work beyond the stage of excavation; or the placement of a factory-built home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of the building, whether or not that alteration affects the external dimensions of the building.

"Structure" means anything constructed or erected on the ground or attached to the ground, including, but not limited to, buildings, factories, sheds, cabins, factory-built homes, storage tanks, grain storage facilities and/or other similar uses.

"Substantial damage" means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damage condition would equal or exceed fifty (50) percent of the market value of the structure before the damage occurred. Volunteer labor and donated materials shall be included in the estimated cost of repair.

"Substantial improvement" means any improvement to a structure which satisfies either of the following criteria:

A. Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty (50) percent of the market value of the structure either (i) before the "start of construction" of the improvement, or (ii) if the structure has been "substantially damaged" and is being restored, before the damage occurred.

   The term does not, however, include any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions. The term also does not include any alteration of an "historic structure", provided the alteration will not preclude the structure's designation as an "historic structure".

B. Any addition which increases the original floor area of a building by 25 percent or more. All additions constructed after the effective date of the first floodplain management regulations adopted by the community shall be added to any proposed addition in determining whether the total increase in original floor space would exceed 25 percent.

"Variance" means a grant of relief by a community from the terms of the floodplain management regulations.

"Violation" means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations.

160.04 GENERAL PROVISIONS.

1. Lands to Which Chapter Applies. The provisions of this chapter shall apply to all lands and development which have significant flood hazards. The Flood Insurance Rate Map (FIRM) for Johnson County and Incorporated Areas, City of North Liberty, Panels 19103C0045F, 19103C0065F, 19103C0160F, and 19103C0180F, dated December 26, 2025, which were prepared as part of the Johnson County Flood Insurance Study, shall be used to identify such flood hazard areas and all areas shown thereon to be within the boundaries of the base flood shall be considered as having significant flood hazards.. The Flood Insurance Study for the County of Johnson County is hereby adopted by reference and is made a part of this chapter for the purpose of administering floodplain management regulations.
2. The boundaries of the Special Flood Hazard areas shall be determined by scaling distances on the official Flood Insurance Rate Map. When an interpretation is needed as to the exact location of a boundary, the Code Official, or designee shall make the necessary interpretation. The Board of Appeals shall hear and decide appeals when it is alleged that there is an error in any requirement, decision, or determination made by the Code Official, or designee in the enforcement or administration of this chapter.
3. No structure or land shall hereafter be used and no structure shall be located, extended, converted or structurally altered without full compliance with the terms of this chapter and other applicable regulations which apply to uses within the jurisdiction of this chapter.
4. Abrogation and Greater Restrictions. It is not intended by this chapter to repeal, abrogate or impair any existing easements, covenants, or deed restrictions. However, where this chapter imposes greater restrictions, the provision of this chapter shall prevail.
5. Interpretation. In their interpretation and application, the provisions of this chapter shall be held to be minimum requirements and shall be liberally construed in favor of the governing body and shall not be deemed a limitation or repeal of any other powers granted by State statutes.
6. Warning and Disclaimer of Liability. The standards required by this chapter are considered reasonable for regulatory purposes. This chapter does not imply that areas outside the designated areas of significant flood hazard will be free from flooding or flood damages. This chapter shall not create liability on the part of the City of North Liberty or any officer or employee thereof for any flood damages that result from reliance on this chapter or any administrative decision lawfully made there under.
7. Severability. If any section, clause, provision or portion of this chapter is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this chapter shall not be affected thereby.

160.05 ADMINISTRATION.

1. Appointment, Duties and Responsibilities of Local Official.

A. The Code Official, or designee is hereby appointed to implement and administer the provisions of this Ordinance and will herein be referred to as the Administrator.

B. Duties and responsibilities of the Administrator shall include, but not necessarily be limited to the following:

1. Review all floodplain development permit applications to assure that the provisions of this Ordinance will be satisfied.
2. Review floodplain development applications to assure that all necessary permits have been obtained from federal, state and local governmental agencies including approval when required from the Department of Natural Resources for floodplain construction.
3. Record and maintain a record of (i) the elevation (in relation to North American Vertical Datum 1988) of the lowest floor (including basement) of all new or substantially improved structures or (ii) the elevation to which new or substantially improved structures have been floodproofed.
4. Notify adjacent communities/counties and the Department of Natural Resources prior to any proposed alteration or relocation of a watercourse and submit evidence of such notifications to the Federal Emergency Management Agency.
5. Keep a record of all permits, appeals and such other transactions and correspondence pertaining to the administration of this Ordinance.
6. Submit to the Federal Insurance Administrator an annual report concerning the community's participation, utilizing the annual report form supplied by the Federal Insurance Administrator.
7. Notify the Federal Insurance Administrator of any annexations or modifications to the community's boundaries.
8. Review subdivision proposals to ensure such proposals are consistent with the purpose of this ordinance and advise the (BOARD OF APPEALS) of potential conflict.
9. Maintain the accuracy of the community's Flood Insurance Rate Maps when;
    a) Development placed within the floodway results in any of the following:
        (i) An increase in the Base Flood Elevations, or
        (ii) Alteration to the floodway boundary
    b) Development placed in Zones A, AE, AH, and A1-30 that does not include a designated floodway that will cause a rise of more than one foot in the base elevation; or
    c) Development relocates or alters the channel.

    Within 6 months of the completion of the development, the applicant shall submit to FEMA all scientific and technical data necessary for a Letter of Map Revision.

10. Perform site inspections to ensure compliance with the standards of this Ordinance.
11. Forward all requests for Variances to the Boad of Appeals for consideration. Ensure all requests include the information ordinarily submitted with applications as well as any additional information deemed necessary to the Board of Appeals.

2. Floodplain Development Permit.
   A. Permit Required. A Floodplain Development Permit issued by the Administrator shall be secured prior to any floodplain development (any man-made change to improved and unimproved real estate, including but not limited to buildings or other structures, mining, filling, grading, paving, storage of materials and equipment, excavation or drilling operations), including the placement of factory-built homes.
   B. Application for Permit. Application shall be made on forms furnished by the Administrator and shall include the following:
      1. Description of the work to be covered by the permit for which application is to be made.
      2. Description of the land on which the proposed work is to be done (i.e., lot, block, tract, street address or similar description) that will readily identify and locate the work to be done.
      3. Location and dimensions of all structures and additions
      4. Indication of the use or occupancy for which the proposed work is intended.
      5. Elevation of the base flood.
      6. Elevation (in relation to North American Vertical Datum 1988) of the lowest floor (including basement) of structures or of the level to which a structure is to be floodproofed.
      7. For structures being improved or rebuilt, the estimated cost of improvements and market value of the structure prior to the improvements.
      8. Such other information as the Administrator deems reasonably necessary (e.g., drawings or a site plan) for the purpose of this Ordinance.
   C. Action on Permit Application. The Administrator shall, within a reasonable time, make a determination as to whether the proposed floodplain development meets the applicable standards of this Ordinance and shall approve or disapprove the application. For disapprovals, the applicant shall be informed, in writing, of the specific reasons therefor. The Administrator shall not issue permits for variances except as directed by the Board of Appeals.
   D. Construction and Use to be as Provided in Application and Plans. Floodplain Development Permits based on the basis of approved plans and applications authorize only the use, arrangement, and construction set forth in such approved plans and applications and no other use, arrangement or construction. Any use, arrangement, or construction at variance with that authorized shall be deemed a violation of this Ordinance. The applicant shall be required to submit certification

by a professional engineer or land surveyor, as appropriate, registered in the State of Iowa, that the finished fill, structure floor elevations, floodproofing, or other flood protection measures were accomplished in compliance with the provisions of this Ordinance, prior to the use or occupancy of any structure.

160.06 GENERAL FLOODPLAIN STANDARDS

1. General Floodplain Standards.
   A. All development must be consistent with the need to minimize flood damage and meet the following applicable performance standards. Where base flood elevations have not been provided in the Flood Insurance Study, the Iowa Department of Natural Resources shall be contacted to determine (i) whether the land involved is either wholly or partly within the floodway or floodway fringe and (ii) the base flood elevation. Until a regulatory floodway is designated, no development may increase the Base Flood Elevation more than one (1) foot. The applicant will be responsible for providing the Department of Natural Resources with sufficient technical information to make such determination.
   B. Review by the Iowa Department of Natural Resources is not required for the proposed construction of new or replacement bridges or culverts where (i) the bridge or culvert is located on a stream that drains less than two (2) square miles, and (ii) the bridge or culvert is not associated with a channel modification that constitutes a channel change as specified in 567-71.2(2), Iowa Administrative Code.
   C. All development. All development within the special flood hazard areas shall:
      1) Be designed and adequately anchored to prevent flotation, collapse or lateral movement.
      2) Use construction methods and practices that will minimize flood damage.
      3) Use construction materials and utility equipment that are resistant to flood damage.
   D. Residential structures.
      1) All new or substantially improved residential structures shall have the lowest floor, including basement, elevated a minimum of one (1) foot above the base flood elevation. Construction shall be upon compacted fill which shall, at all points, be no lower than 1.0 ft. above the base flood elevation and extend at such elevation at least 18 feet beyond the limits of any structure erected thereon. Alternate methods of elevating (such as piers or extended foundations) may be allowed where existing topography, street grades, or other factors preclude elevating by fill. In such cases, the methods used must be adequate to support the structure as well as withstand the various forces and hazards associated with flooding.
      2) All new residential structures located in areas that would become isolated due to flooding of surrounding ground shall be provided with a means of access that will be passable by wheeled vehicles during the base flood. However, this criterion shall not apply where the Administrator determines

there is sufficient flood warning time for the protection of life and property. When estimating flood warning time, consideration shall be given to the criteria listed in 567-75.2(3), Iowa Administrative Code.

E. Non-residential structures. All new or substantially improved non-residential structures shall have the lowest floor (including basement) elevated a minimum of one (1) foot above the base flood elevation, or together with attendant utility and sanitary systems, be floodproofed to such a level. When floodproofing is utilized, a professional engineer registered in the State of Iowa shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the base flood; and that the structure, below the base flood elevation is watertight with walls substantially impermeable to the passage of water. A record of the certification indicating the specific elevation (in relation to North American Vertical Datum 1988) to which any structures are floodproofed shall be maintained by the Administrator.

F. All new and substantially improved structures

1) Fully enclosed areas below the "lowest floor" (not including basements) that are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or meet or exceed the following minimum criteria:
    a) A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
    b) The bottom of all openings shall be no higher than one foot above grade.
    c) Openings may be equipped with screens, louvers, valves, or other coverings or devices provided they permit the automatic entry and exit of floodwaters.

   Such areas shall be used solely for parking of vehicles, building access and low damage potential storage.
2) New and substantially improved structures must be designed (or modified) and adequately anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.
3) New and substantially improved structures shall be constructed with electric meter, electrical service panel box, hot water heater, heating, air conditioning, ventilation equipment (including ductwork), and other similar machinery and equipment elevated (or in the case of non-residential structures, optionally floodproofed to) a minimum of one (1) foot above the base flood elevation.
4) New and substantially improved structures shall be constructed with plumbing, gas lines, water/gas meters and other similar service utilities

either elevated (or in the case of non-residential structures, optionally floodproofed to) a minimum of one (1) foot above the base flood elevation or designed to be watertight and withstand inundation to such a level.

G. Factory-built homes

1) All new and substantially improved factory-built homes, including those placed in existing factory-built home parks or subdivisions, shall be elevated on a permanent foundation such that the lowest floor of the structure is a minimum of one (1) foot above the base flood elevation.

2) All new and substantially improved factory-built homes, including those placed in existing factory-built home parks or subdivisions, shall be anchored to resist flotation, collapse, or lateral movement. Anchorage systems may include, but are not limited to, use of over-the-top or frame ties to ground anchors as required by the State Building Code.

H. Utility and Sanitary Systems

1) On-site waste disposal and water supply systems shall be located or designed to avoid impairment to the system or contamination from the system during flooding.

2) All new and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system as well as the discharge of effluent into flood waters. Wastewater treatment facilities (other than on-site systems) shall be provided with a level of flood protection equal to or greater than one (1) foot above the base flood elevation.

3) New or replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system. Water supply treatment facilities (other than on-site systems) shall be provided with a level of protection equal to or greater than one (1) foot above the base flood elevation.

4) Utilities such as gas or electrical systems shall be located and constructed to minimize or eliminate flood damage to the system and the risk associated with such flood damaged or impaired systems.

I. Storage of materials and equipment. Storage of materials and equipment that are flammable, explosive or injurious to human, animal or plant life is prohibited unless elevated a minimum of one (1) foot above the base flood elevation. Other material and equipment must either be similarly elevated or (i) not be subject to major flood damage and be anchored to prevent movement due to flood waters or (ii) be readily removable from the area within the time available after flood warning.

J. Flood control structural works. Flood control structural works such as levees, flood walls, etc. shall provide, at a minimum, protection from the base flood with a minimum of 3 ft. of design freeboard and shall provide for adequate interior drainage. In addition, structural flood control works shall be approved by the Department of Natural Resources.

K. Watercourse alterations. Watercourse alterations or relocations must be designed to maintain the flood carrying capacity within the altered or relocated portion. In addition, such alterations or relocations must be approved by the Department of Natural Resources.

L. Subdivisions. Subdivisions (including factory-built home parks and subdivisions) shall be consistent with the need to minimize flood damages and shall have adequate drainage provided to reduce exposure to flood damage. Development associated with subdivision proposals (including the installation of public utilities) shall meet the applicable performance standards of this Ordinance. Subdivision proposals intended for residential use shall provide all lots with a means of access which will be passable by wheeled vehicles during the base flood. Proposals for subdivisions greater than five (5) acres or fifty (50) lots (whichever is less) shall include base flood elevation data for those areas located within the Special Flood Hazard Area.

M. Accessory Structures to Residential Uses

1) Detached garages, sheds, and similar structures that are incidental to a residential use are exempt from the base flood elevation requirements where the following criteria are satisfied:
    a) The structure shall be designed to have low flood damage potential. Its size shall not exceed 600 sq. ft. in size. Those portions of the structure located less than 1 foot above the base flood elevation must be constructed of flood-resistant materials.
    b) The structure shall be used solely for low flood damage potential purposes such as vehicle parking and limited storage. The structure shall not be used for human habitation.
    c) The structure shall be constructed and placed on the building site so as to offer minimum resistance to the flow of floodwaters.
    d) The structure shall be firmly anchored to prevent flotation, collapse, and lateral movement which may result in damage to other structures.
    e) The structure's service facilities such as electrical and heating equipment shall be elevated or floodproofed to at least one foot above the base flood elevation.
    f) The structure's walls shall include openings that satisfy the provisions of Section 160.06(1)(F)(1) of this Ordinance.
2) Exemption from the base flood elevation requirements for such a structure may result in increased premium rates for flood insurance coverage of the structure and its contents.

N. Recreational Vehicles

1) Recreational vehicles are exempt from the requirements of Section 160.06(1)(G) of this Ordinance regarding anchoring and elevation of factory-built homes when the following criteria are satisfied:
    a) The recreational vehicle shall be located on the site for less than 180 consecutive days, and,

b) The recreational vehicle must be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system and is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

2) Recreational vehicles that are located on the site for more than 180 consecutive days or are not ready for highway use must satisfy requirements of Section 160.06(1)(G) of this Ordinance regarding anchoring and elevation of factory-built homes.

O. Pipeline crossings. Pipelines crossing rivers and streams shall be buried in the streambed and banks, or otherwise sufficiently protected to prevent rupture due to channel degradation and meandering.

P. Maximum Damage Potential Development. All new or substantially improved maximum damage potential development shall have the lowest floor (including basement) elevated a minimum of one (1) foot above the elevation of the 500-year flood, or together with attendant utility and sanitary systems, be floodproofed to such a level. When floodproofing is utilized, a professional engineer registered in the State of Iowa shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the 0.2% annual chance flood; and that the structure, below the 0.2% annual chance flood elevation is watertight with walls substantially impermeable to the passage of water. A record of the certification indicating the specific elevation (in relation to North American Vertical Datum 1988) to which any structures are floodproofed shall be maintained by the Administrator. Where 0.2% chance flood elevation data has not been provided in the Flood Insurance Study, the Iowa Department of Natural Resources shall be contacted to compute such data. The applicant will be responsible for providing the Department of Natural Resources with sufficient technical information to make such determinations.

2. Special Floodway Provisions. In addition to the General Floodplain Standards, development within the floodway must meet the following applicable standards. The floodway is that portion of the floodplain which must be protected from developmental encroachment to allow the free flow of flood waters. Where floodway data has been provided in the Flood Insurance Study, such data shall be used to define the floodway. Where no floodway data has been provided, the Department of Natural Resources shall be contacted to provide a floodway delineation. The applicant will be responsible for providing the Department of Natural Resources with sufficient technical information to make such determination.

A. No development shall be permitted in the floodway that would result in any increase in the base flood elevation. Consideration of the effects of any development on flood levels shall be based upon the assumption that an equal degree of development would be allowed for similarly situated lands.

B. All development within the floodway shall:

1) Be consistent with the need to minimize flood damage.

2) Use construction methods and practices that will minimize flood damage.
3) Use construction materials and utility equipment that are resistant to flood damage.

C. No development shall affect the capacity or conveyance of the channel or floodway of any tributary to the main stream, drainage ditch or any other drainage facility or system.

D. Structures, buildings, recreational vehicles, and sanitary and utility systems, if permitted, shall meet the applicable General Floodplain standards and shall be constructed or aligned to present the minimum possible resistance to flood flows.

E. Structures, if permitted, shall have a low flood damage potential and shall not be for human habitation.

F. Storage of materials or equipment that are buoyant, flammable, explosive or injurious to human, animal or plant life is prohibited. Storage of other material may be allowed if readily removable from the floodway within the time available after flood warning.

G. Watercourse alterations or relocations (channel changes and modifications) must be designed to maintain the flood carrying capacity within the altered or relocated portion. In addition, such alterations or relocations must be approved by the Department of Natural Resources.

H. Any fill allowed in the floodway must be shown to have some beneficial purpose and shall be limited to the minimum amount necessary.

I. Pipeline river or stream crossings shall be buried in the streambed and banks or otherwise sufficiently protected to prevent rupture due to channel degradation and meandering or due to the action of flood flows.

160.07 ESTABLISHMENT OF VARIANCE PROCEDURES.

1. The Board of Appeals may authorize upon request in specific cases such variances from the terms of this Ordinance that will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this Ordinance will result in unnecessary hardship. Variances granted must meet the following applicable standards.

A. Variances shall only be granted upon: (i) a showing of good and sufficient cause, (ii) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and (iii) a determination that the granting of the variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public or conflict with existing local codes or ordinances.

B. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood would result. Consideration of the effects of any development on flood levels shall be based upon the assumption that an equal degree of development would be allowed for similarly situated lands.

C. Variances shall only be granted upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

D. In cases where the variance involves a lower level of flood protection for structures than what is ordinarily required by this Ordinance, the applicant shall be

notified in writing over the signature of the Administrator that: (i) the issuance of a variance will result in increased premium rates for flood insurance up to amounts as high as $25 for $100 of insurance coverage and (ii) such construction increases risks to life and property.

E. All variances granted shall have the concurrence or approval of the Department of Natural Resources.

2. Hearings and Decisions of the Board.

A. Hearings. Upon the filing with the Board of an appeal or a request for a variance, the Board shall hold a public hearing. The Board shall fix a reasonable time for the hearing and give public notice thereof, as well as due notice to parties in interest. At the hearing, any party may appear in person or by agent or attorney and present written or oral evidence. The Board may require the appellant or applicant to provide such information as is reasonably deemed necessary and may request the technical assistance and/or evaluation of a professional engineer or other expert person or agency, including the Department of Natural Resources.

B. Decisions. The Board shall arrive at a decision on an appeal or variance within a reasonable time. In passing upon an appeal, the Board may, so long as such action is in conformity with the provisions of this chapter, reverse or affirm, wholly or in part, or modify the order, requirement, decision, or determination appealed from, and it shall make its decision, in writing, setting forth the findings of fact and the reasons for its decision. In granting a variance, the Board shall consider such factors as contained in this section and all other relevant sections of this chapter and may prescribe such conditions as contained in Subparagraph (2) of this paragraph.

(1) Factors Upon Which the Decision of the Board Shall Be Based. In passing upon applications for variances, the Board shall consider all relevant factors specified in other sections of this chapter and:

a. The danger to life and property due to increased flood heights or velocities caused by encroachments.

b. The danger that materials may be swept on to other land or downstream to the injury of others.

c. The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination, and unsanitary conditions.

d. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner.

e. The importance of the services provided by the proposed facility to the City.

f. The requirements of the facility for a floodplain location.

g. The availability of alternative locations not subject to flooding for the proposed use.

h. The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.

i. The relationship of the proposed use to the comprehensive plan and floodplain management program for the area.

j. The safety of access to the property in times of flood for ordinary and emergency vehicles.

k. The expected heights, velocity, duration, rate of rise and sediment transport of the flood water expected at the site.

l. The cost of providing governmental services during and after flood conditions, including maintenance and repair of public utilities (sewer, gas, electrical, and water systems), facilities, streets, and bridges.

m. Such other factors which are relevant to the purpose of this chapter.

(2) Conditions Attached to Variances. Upon consideration of the factors listed above, the Board may attach such conditions to the granting of variances as it deems necessary to further the purpose of this chapter. Such conditions may include, but not necessarily be limited to:

a. Modification of waste disposal and water supply facilities.

b. Limitation of periods of use and operation.

c. Imposition of operational controls, sureties, and deed restrictions.

d. Requirements for construction of channel modifications, dikes, levees, and other protective measures, provided such are approved by the Department of Natural Resources and are deemed the only practical alternative to achieving the purpose of this chapter.

e. Floodproofing measures shall be designed consistent with the flood protection elevation for the particular area, flood velocities, duration, rate of rise, hydrostatic and hydrodynamic forces, and other factors associated with the regulatory flood. The Board shall require that the applicant submit a plan or document certified by a registered professional engineer that the floodproofing measures are consistent with the regulatory flood protection elevation and associated flood factors for the particular area.

3. Conditions Attached to Variances. Upon consideration of the factors listed above, the Board of Appeals may attach such conditions to the granting of variances as it deems necessary to further the purpose of this Ordinance. Such conditions may include, but not necessarily be limited to:

A. Modification of waste disposal and water supply facilities.

B. Limitation of periods of use and operation.

C. Imposition of operational controls, sureties, and deed restrictions.

D. Requirements for construction of channel modifications, dikes, levees, and other protective measures, provided such are approved by the Department of Natural Resources and are deemed the only practical alternative to achieving the purpose of this Ordinance.

E. Floodproofing measures shall be designed consistent with the flood protection elevation for the particular area, flood velocities, duration, rate of rise, hydrostatic and hydrodynamic forces, and other factors associated with the regulatory flood. The Council shall require that the applicant submit a plan or document certified by a registered professional engineer that the floodproofing measures are consistent

with the regulatory flood protection elevation and associated flood factors for the particular area.

4. Appeals to the Court. Any person or persons, jointly or severally, aggrieved by any decision of the Board may present to a court of record a petition, duly verified, setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the court within thirty days after the filing of the decision in the office of the Board.

160.08 NONCONFORMING USES.

1. A structure or the use of a structure or premises which was lawful before the passage or amendment of this Ordinance, but which is not in conformity with the provisions of this Ordinance, may be continued subject to the following conditions:
   A. If such use is discontinued for six consecutive months, any future use of the building premises shall conform to this chapter.
   B. Uses or adjuncts thereof that are or become nuisances shall not be entitled to continue as nonconforming uses.
   C. If any nonconforming use or structure is destroyed by any means, including flood, it shall not be reconstructed if the cost is more than 50 percent of the market value of the structure before the damage occurred, unless it is reconstructed in conformity with the provisions of this chapter. This limitation does not include the cost of any alteration to comply with existing state or local health, sanitary, building or safety codes or regulations or the cost of any alteration of a structure listed on the National Register of Historic Places, provided that the alteration shall not preclude its continued designation
2. Except as provided in Section 160.08(1)(B), any use which has been permitted as a Variance shall be considered a conforming use.

160.09 PENALTIES FOR VIOLATION. Violations of the provisions of this chapter or failure to Violations of the provisions of this Ordinance or failure to comply with any of the requirements shall constitute a misdemeanor. Any person who violates this Ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than $500.00 or imprisoned for not more than 30 days. Nothing herein contained prevent the City of North Liberty from taking such other lawful action as is necessary to prevent or remedy violation.

160.10 AMENDMENTS. The regulations and standards set forth in this chapter may from time to time be amended, supplemented, changed, or repealed. No amendment, supplement, change, or modification shall be undertaken without prior approval of the Department of Natural Resources.

SECTION 2. REPEALER. All Ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. SCRIVENER'S ERROR. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the City Clerk or the Clerk's designee without further public hearing.

SECTION 4. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First consideration on November 11, 2025.
Second consideration on November 25, 2025.
Third and final consideration on _____, 2025.

CITY OF NORTH LIBERTY:

_____
CHRIS HOFFMAN, MAYOR

ATTEST:

I, Tracey Mulcahey, City Clerk of the City of North Liberty, hereby certify that at a meeting of the City Council of said City, held on the above date, among other proceedings, the above was adopted.

_____
TRACEY MULCAHEY, CITY CLERK

I certify that the forgoing was published as Ordinance No. 2025-24 in the Cedar Rapids *Gazette* on the _____ day of _____, 2025.

_____
TRACEY MULCAHEY, CITY CLERK

North Liberty
IOWA

Additional Information

North Liberty
IOWA

MEMORANDUM

To **Mayor and City Council**
CC **City Administrator Ryan Heiar**
From **Community Relations Director Nick Bergus**
Date **Dec. 4, 2025**
Re **November 2025 Community Relations Staff Report**

Centennial Park

The beginning of the month saw heavy usage, with a few corporate meetings, an Urban Acres customer appreciation event, a traditional Hawaiian first birthday party, an academic celebration as well as the City Slate Kraken Circus event.

A break in mid-November gave us a chance to finish some construction items, including a fix for the hallway floor, and, after several delays, to receive all of our chairs, tables and other furnishings.

Meanwhile, we continue to plan event inside and out, working with the Englert and Orchestra Iowa (including Candles & Classics with the music of Taylor Swift and Piazzolla on Jan. 7, 2026; tickets available now) to bring some new offerings to North Liberty in the coming months.

City Slate

In November, the City Slate featured the Kraken Circus on Nov. 9, with two showings, and the weekly Golden Turkey medallion hunt. The latter benefited from unseasonably nice weather at the start of the month as residents explored public areas throughout North Liberty.

The 2027 slate will start in early January with the Library's annual New Year's celebration, Hello 2026, including a balloon drop. Details about City Slate events can be found at northlibertyiowa.org/cityslate.

Sponsorships

Jillian continued to renew and find new partners to secure sponsorship support for our 2026 programming. This funding is an important part of our budget, helping us mitigate risk for ticketed programs and funding lots of high-quality, free programming, including Blues & BBQ, the City Slate. We have secured about $200K of our planned $250K in sponsorship.

Other Items

Staff represented North Liberty at Greater Iowa City, Inc. events, including the City Connections Lunch and Coffee Connections. Abbi Cobb also participated in the Community Leadership Program.

We produced City Council meetings and provided them to Iowa City's City Channel.

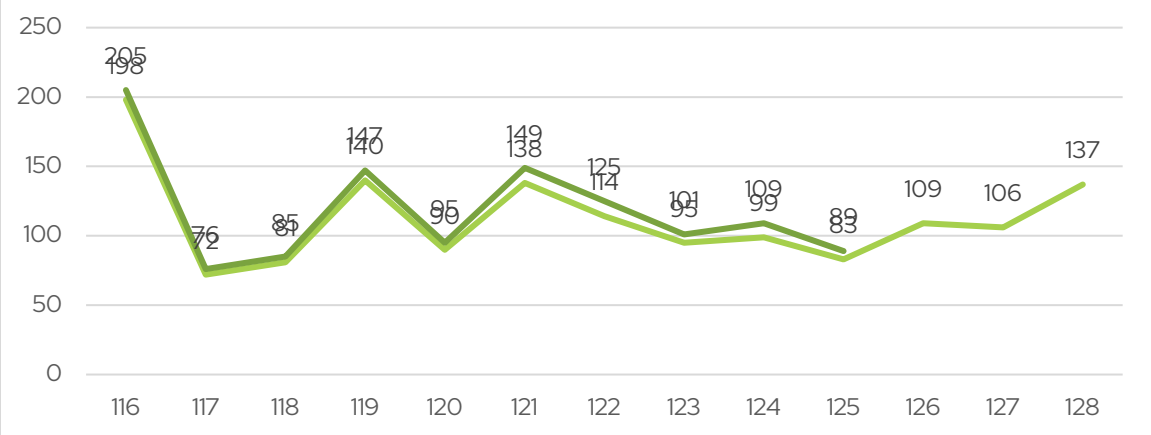
We issued news releases covering topics including snow procedures, holiday events, Thanksgiving hours, auto utility bill pay, City Slate events and more.

Completed Videos

Title	Requested By	Completed	Duration
Parks & Recreation Commission	Administration	Nov 6	0:38
City Council	Administration	Nov 11	1:48
MPOJC	Administration	Nov 17	0:16
City Council	Administration	Nov 14	0:02
Library Board of Trustees	Administration	Nov 24	0:33
City Council	Administration	Nov 25	0:42
Total completed productions: 6	**Duration of new video: 4.0 hours**		

52317 Podcast

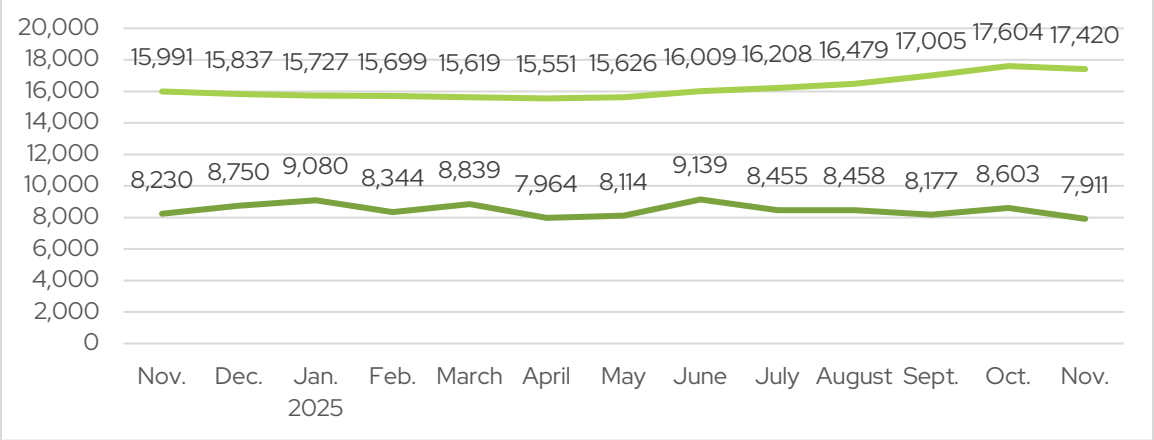
Episodes release every three weeks and can be found at northlibertyiowa.org/52317.



Downloads is the number times the podcast file was downloaded to a player, including a podcast client, webpage-embedded player or other device in its first 30 days and 90 days of publication. Numbers are as reported by service provider LibSyn as of the date of this report.

North Liberty Bulletin Email Newsletters

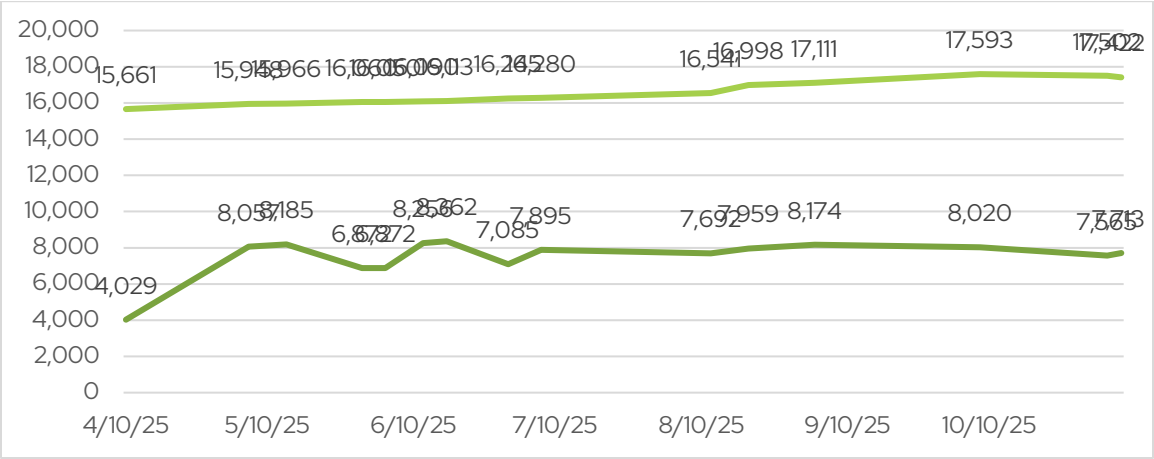
These emails offer news and updates in a friendly, approachable way on the first Thursday of each month.



Recipients is the number of email addresses to which an issue of the Bulletin was sent and is represented by the top line. **Opens** is the number of unique recipients who opened the Bulletin and is represented by the bottom line; the standard open rate for government is 25.4%. Numbers are as reported by service provider Mailchimp.

Know Before You Go Emails

These emails focus on free, large-scale community events and leverage the city's email list. They are a key marketing channel for City Slate events.



Recipients is the number of email addresses to which an issue of the Bulletin was sent and is represented by the top line. **Opens** is the number of unique recipients who opened the Bulletin and is represented by the bottom line; the standard open rate for government is 25.4%. Numbers are as reported by service provider Mailchimp.

Social Media

Month	Facebook		Instagram	Nextdoor
	New follows	Views	Followers	Members
Oct	158	327,356	3,877	7,670
Oct	264	490,846	3,853	7,645
Sept	110	371,552	3,838	7,603
Aug	121	430,263	3,822	7,508
July	229	699,023	3,769	7,424
June	167	586,855	3,684	7,395
May	219	511,092	3,664	7,376
April	110	50,114	3,636	7,340
March	180	177,591	3,617	7,274
Feb	208	97,292	3,597	7,248
Jan 2025	137	66,371	3,570	7,216
Dec	68	21,554	3,542	7,183
Nov	104	26,980	3,526	7,128

Facebook new likes is the net number of new users following the city's Facebook page; it does not include new *followers*. **Facebook reach** is the number of unique users who saw any of the city's Facebook content, reported on a 28-day period. **Instagram followers** is the number of users following the city's Instagram account. **Nextdoor members** is the number of verified North Liberty residents who are users and able to receive our agency messages.

North Liberty Fire Department
2025 Monthly/YTD Response Report

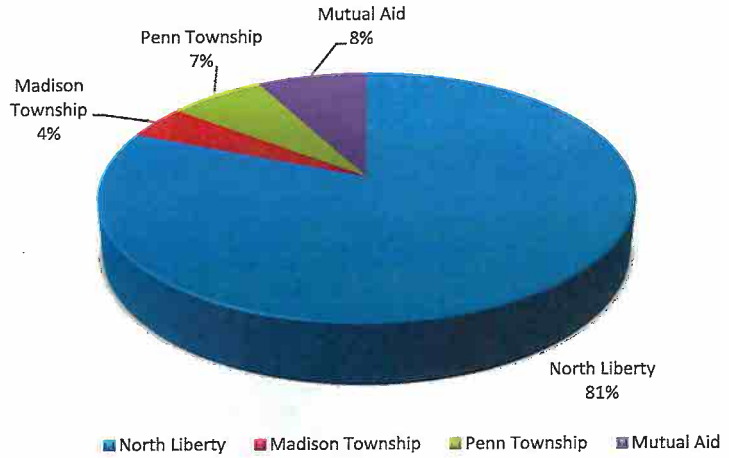
North Liberty Fire Department Responses By Fire District

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
North Liberty	133	102	125	123	128	125	137	141	144	106	150		1414	81.17%
Madison Township	5	5	9	5	12	7	4	5	6	7	9		74	4.25%
Penn Township	10	13	8	8	17	9	10	12	9	15	7		118	6.77%
Mutual Aid	9	9	11	14	10	8	20	10	11	14	20		136	7.81%
Total Responses	157	129	153	150	167	149	171	168	170	142	186		1742	

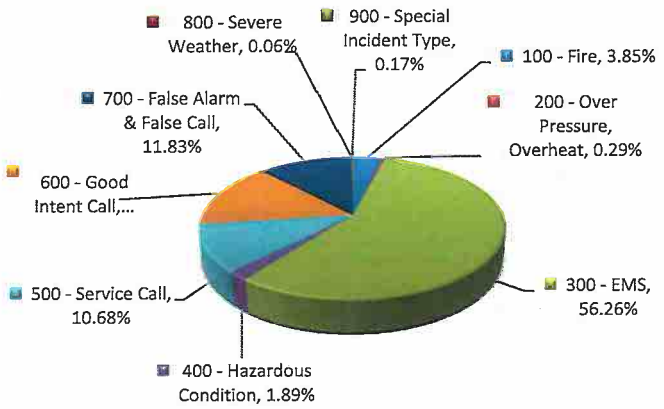
North Liberty Fire Department Responses By Type of Incident

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
100 - Fire	3	5	9	8	7	6	5	3	3	8	10		67	3.85%
200 - Over Pressure, Overheat					2	1	1			1			5	0.29%
300 - EMS	89	80	89	89	92	99	88	94	97	61	102		980	56.26%
400 - Hazardous Condition	2	4		3	2	1	4	6	4	3	4		33	1.89%
500 - Service Call	15	17	13	13	17	13	16	20	27	16	19		186	10.68%
600 - Good Intent Call	21	12	27	21	23	17	31	21	26	32	30		261	14.98%
700 - False Alarm & False Call	26	11	15	16	24	12	25	23	13	20	21		206	11.83%
800 - Severe Weather										1			1	0.06%
900 - Special Incident Type	1						1	1					3	0.17%
Total Responses	157	129	153	150	167	149	171	168	170	142	186		1742	

2024 District Responses YTD (Rounded Percentage)



2024 Type of Incidents YTD (Percentage)



North Liberty Fire Department
2025 Monthly/YTD Response Report

North Liberty Fire Department Response Statistics (All Incidents)

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date
Total Responses for Month	157	129	153	150	167	149	171	168	170	142	186	0	1742
Average Responders per Incident (Including Members at Station)	5.24	5.51	6.26	5.94	6.3	5.21	5.4	5.59	5.12	5.56	5.12		
# Incidents with 2 or less Responders	5	3	1	0	0	0	4	4	1	3	4		Year
% Incidents with 2 or less Responders	3.2%	2.3%	0.7%	0.0%	0.0%	0.0%	2.3%	2.4%	0.6%	2.1%	2.2%		To Date
90th Percentile Turnout Time - (Minutes)	2:50	2:58	2:54	2:53	2:42	2:46	3:27	3:18	2:54	3:00	2:58		2:57

North Liberty Fire Department Emergent Response Turnout Statistics (Lights & Sirens)

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date
Total Emergent (Including Downgraded) Responses for Month	99	81	117	110	115	114	117	104	101	93	121		1172
# of Incidents with Turnout Time 2 Minutes or Less - PPC/Admin		4	3	1	4	5	2	3	5	3	9		
# of Incidents with Turnout Time 2 Minutes or Less - Part-Time	14	18	14	13	7	11	11	10	11	4	7		
# of Incidents with Turnout Time 2 Minutes or Less - Full-Time	46	35	66	55	65	69	55	53	49	55	71		
# of Incidents with Turnout Time 2 Minutes or Less - Total	60	57	83	69	76	85	68	66	65	62	87		
% Incidents with Turnout Time 2 Minutes or Less	60.6%	70.4%	70.9%	62.7%	66.1%	74.6%	58.1%	63.5%	64.4%	66.7%	71.9%		

**(Turnout Time is defined as Dispatch Time to Unit Enroute Time)(PPC-Paid Per Call)(PT-Part Time)

North Liberty Fire Department Auto/Mutual Aid Given

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
Coralville	2	3	2	3	2	6	13	7	4	7	12		61	3.50%
Iowa City	1			3			1		1		2		8	0.46%
Solon	2	2	1	2	1	1	1		4				14	0.80%
Swisher			4	4	3		4	2	1	4	3		25	1.44%
Tiffin	4	2	1	2	2	1	1	1	1	3	2		20	1.15%
Other Fire Departments		2	3		1						1		7	0.40%
Total Responses	9	9	11	14	10	8	20	10	11	14	20	0	136	7.81%

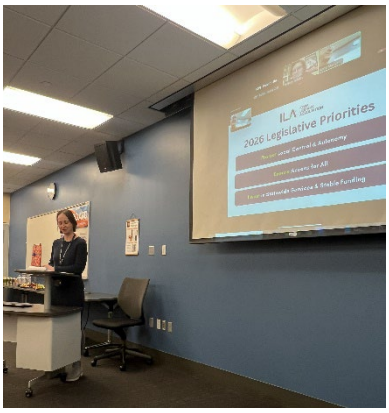
North Liberty Fire Department Auto/Mutual Aid Received

	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date	Percent To Date
Coralville	2	1	3	2	2	2	3	4	4	4	4		31	1.78%
Iowa City					1	1							2	0.11%
Solon		1	4		1	1	1	2	3	2	1		16	0.92%
Swisher		2	3	3	10	1	3	2	1	4	5		34	1.95%
Tiffin	3		2	1	1	1		1	4	3	2		18	1.03%
Other Fire Departments			1										1	0.06%
Total Responses	5	4	13	6	15	6	7	9	12	13	12	0	102	5.86%

TO: City Administrator, Ryan Heiar, and City Council
FROM: Jennie Garner, Library Director
DATE: Decembr 4, 2025
SUBJECT: Monthly Library Report

Library News

The Public Libraries of Johnson County hosted our annual Legislators' Reception at Iowa City Public Library on Dec 1. We had a great turnout with three of our local legislators and several other local leaders attending. Attendees heard from the Iowa Library Association (ILA) 2026 President, Brittany Jacobs (Burlington Public Library Director) via Zoom. Jacobs discussed the organization's legislative priorities, including the importance of local control, access for all, and intellectual freedom. If you're interested, slides are available [LINK], as well as full list of priorities [LINK]. Please contact me if you have questions or trouble accessing.





With funding from the International Research Exchange (IREX) Grant that the library received, our Adult Services Librarian, Nick, hosted two Good Neighbor Discussion Dinners, held in November at City Hall. The dinners had great attendance (16 and 17 people) and feedback was incredibly positive. One person who attended both offered this comment:

"I want to express our appreciation and admiration for the tremendous work you did on the two dinners/discussions you organized. You make it all look effortless but I can only imagine the amount of work it takes before, during, and after these very successful events. You are just so good at this.....a real asset to this community."

NLL will once again be hosting a social work student for practicum in the spring. We have worked with seversal social work students and feel it's beneficial to both the library and the students. Nick (adult services) interviewed three candidates for the practicum. The successful applicant will be trained on frontline library work so they might be the initial point of contact for people who come in seeking assistance.

We are so grateful to our community partners! As you may be aware, the library

provides an afternoon snack program seven days a week with generous support from Table to Table. Due to recent shortages, we had gotten word earlier this fall that Table to Table had to concentrate their food distribution efforts to the three Johnson County pantries during the government shutdown with SNAP benefits running out. Hundreds of youth stop hang out at the library and partake in the snack program – 329 kids got snacks in November. We are very fortunate that the Optimist Club kindly contributed $1000 for fresh fruit and snacks to help us maintain the program through the month and Table to Table was able to again begin providing us with snack mid-month.

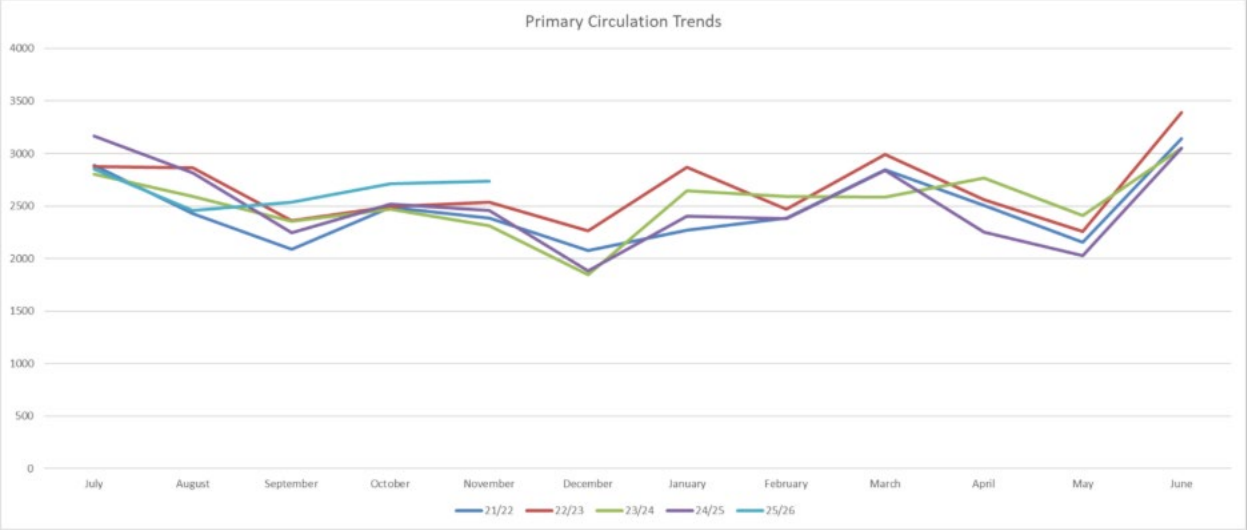
Jennifer, our assistant director, attended the Arizona Library Association Conference in October where she was invited to present on an initiative she developed around reading to babies in utero that we called Stork Storytime. Reading in utero has many benefits for babies While NLL doesn't offer this program currently, Jennifer helped develop a toolkit that is freely available to other libraries. She is contacted periodically by other professionals to share information. This article that Jennifer wrote a few years ago provdes more insight. [LINK].

Our Youth Services staff created and offered Life Size Candyland this month, transforming the Rec basement into Candyland with the Peppermint Forest, Gumdrop Mountains, King Kandy's Castle, and more. Across two sessions offered on a Friday evening and Saturday morning, we had 252 attendees and seven volunteers. Participants enjoyed spinning the oversized spinners, exploring the interactive space, and collecting candy at the end of the game. Many groups played through the game multiple times. Several organizations lent us their time and materials including Coralville Public Library, Iowa Children's Museum, and Iowa City Public Library.

One challenge we faced this fall was that our long time book vendor, Baker & Taylor, closed operations. With thousands of libraries scambling to fullfill book orders and find new sellers, there were some challenges. Baker & Taylor further provided processing services (covering the majority of hardbacks with mylar before shipping) and now that task is being done in house at the library. Our Collection Development Librarian, Andrew, worked hard to ensure the transition was as smooth as possible and popular titles and authors were on hand to meet demands. We are ever grateful to our talented part-time staff who supports this work as well.

I'm happy to report that circulation of books is up in all age categories. We anticipated a drop because we weren't getting the newest titles in for at least six weeks. Adult checkout numbers, in particular, is surprising as adult readers tend to be on top of new releases and asking for them on their publication dates. The slight decrease this fall is consistent with ebbs and flows of the season for circulation the past four years. Teen circulation is trending up, dropping through the fall months as normal, just not as quickly. Teen circulation is somewhat of a struggle industrywide; however, it seems that North Liberty book checkouts are spiking for this age group for some reason.

(see chart below)



Scroll for program highlights and our FY25 Community Impact Report









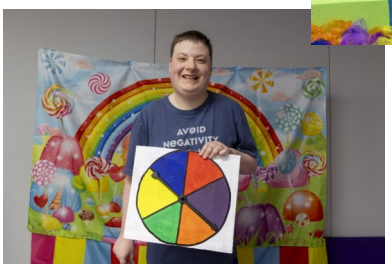














Movement and STEAM activities are a big part of our programming. From a new partnership with iStroll (LINK) for storytime (gymnasium) to afterschool programs like Magic Worms and largescale programming like Candyland, shown in these photos, staff incorporates different literacy components into activities for all ages.

COMMUNITY IMPACT
FY 2025

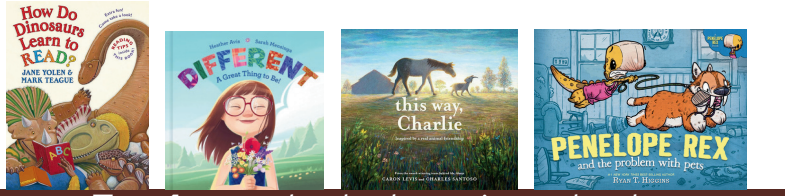
*North Liberty Library users saved **$2,131,037** by utilizing the library*



Top **5** most checked out books



Top **5** most checked out eBooks



Top **4** most checked out picture books

171,775 total collection use



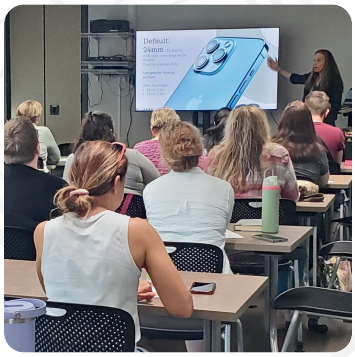
(319)626-5701
northlibertylibrary.org

North Liberty LIBRARY

190,748 library visits



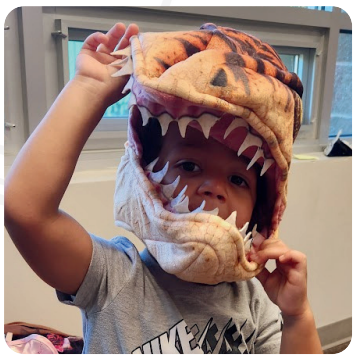








44,409 attendees across **1,641** programs











576 STORYWALK PARTICIPANTS

350 COSTUMES DISTRIBUTED

4191 SNACKS DISTRIBUTED

825 SEED PACKS DISTRIBUTED

604 ADVENTURE PASS USE

721 HOURS DONATED ACROSS **49** VOLUNTEERS

North Liberty
IOWA

MEMORANDUM

To **Mayor and City Council**
Parks and Recreation Commission
City Administrator

From **Guy Goldsmith, Director of Parks, Building and Grounds**
Date **December 3, 2025**
Re **Monthly Report**

We performed various building maintenance tasks this month. We purchased a new floor scrubber machine for use at Centennial Park Hy-Vee center. We assisted with a failed HVAC system at the water plant and worked through multiple building contracts. We met with the DNR regarding generator emissions compliance testing and documentation. This went very well.

We maintained equipment as needed this month. We performed preventative maintenance and repaired winter equipment as time permitted. We installed all winter snow removal equipment on trucks, tractors and skid steers.

We continue to pick up park/trail trash receptacles and pet waste stations daily.

We finished mowing and trimming all City parks and grounds. We mulched up leaves in all our parks.

We winterized all our ball fields and soccer fields by removing and storing all related equipment.

All streetscapes, roundabouts and building landscaping sites have been cut down and winterized for the season. This task requires 8 parks employees working approximately 4 weeks to cut down and winterize these areas. We dedicated one employee this month to mowing down our native prairie areas along our main bike trail and detention ponds. We were also able to cut back some of the invasive willows and underbrush around many of our detention ponds.

We installed trail, sidewalk and parking lot boundary warning markers in preparation for snow removal. We removed the parking lot temporary speed bumps at the library.

We cleared snow & ice from parking lots, sidewalks & trails at the end of November and first week of December. New additional snow removal areas include the new Centennial Park Hy-Vee Center and the new trail on North Liberty Road.

Parks Staff attended the Ornamental, Turf, and Pest Management Applicator continuing education class on November 12th at the Johnson County Extension Office. This is required annually to maintain our state pesticide and herbicide licenses.

I attended multiple meetings with Shive Hattery this past month regarding phase 2 design for the proposed splash pad at Centennial Park, future trail locations and priorities and Quail Ridge Park improvements.

We continue to make progress on the FY2627 Parks Operating Budget and the 5-year CIP.





Our new floor scrubber cleaning and polishing the floor at Centennial Park Hy-Vee Center.





The Parks Crew cut down and winterized all City landscaping areas for the season.



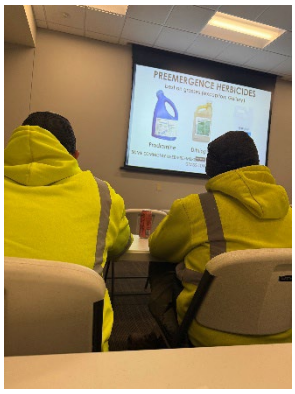


Cut down plant material is hauled to our compost area for composting.





Examples of snow removal efforts on the new North Liberty Road trail and at City Hall.



Parks staff at the ISU Johnson County Extension office pesticide/herbicide continuing education class on November 12th.

North Liberty Police Monthly Report November 2025

Training:

- Kaliah Griffin completed her FTO and was moved to solo patrol.
- Several members completed the online Taser certification training.

Public Relations:

- Several officers worked assignments for athletic events at the University of Iowa Football and Liberty High School. We were invited to the sendoff for the Liberty Football team as they headed to the State finals. Congratulations to the Liberty Football team making it to the finals and having a fantastic season!
- If you haven't had a chance to check out the PD's Instagram page, we encourage you to do so and give them a follow. The person running the page will be publishing brief "get to know your officers" videos. There is currently one on the site and more to come! You can find us at *@northlibertypublicsafety* or at the QR code above.
- We were invited to Heritage Christian School for a Veterans' Day Celebration. Our newest hire, Lenny Howard, joined officers to see our community policing philosophy in action. He is also a former Marie and was recognized for his service. Thanks to the Heritage Community for the invitation. We also want to extend our sincere gratitude to the department members who have served in the miliary. Your commitment and service are deeply appreciated.

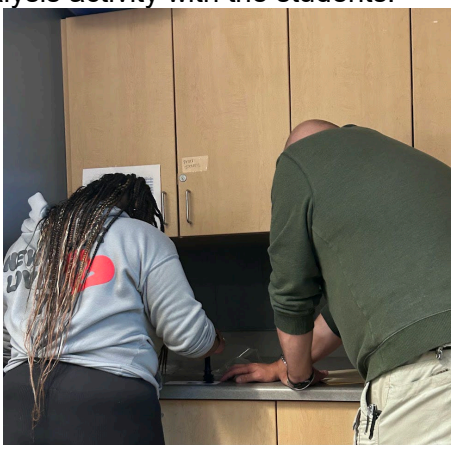
NLPD November 2025 CFS #s	
Traffic Contacts	389
Parking Contacts	103
Vehicle Inspections	0
Vehicle Unlocks	17
Crash Investigations	30
Public Assists	318
Assist other Agency	145
Crimes Against Persons Report	6
Crimes Against Property Report	14
Other Reports	32
Arrests	40
Warrants	7
Alcohol/Narcotics Charges	15
Crimes Against Persons Charges	13
Crimes Against Property Charges	2
Other Charges	17
Animal Calls	43
Total Calls for Service	1930
*Total Calls for Service for the year	**20424**





- We continue to work with the software vendors for Power Engage which will be a communication platform with the public about police response and incident reporting.
- Hosted 2nd graders from Penn Elementary for a PD tour given by Lt Rueben Ross.
- We received an animal control call for a chicken wandering in someone's backyard that did not belong to them. Animal Control Officer Austin Schoening found the owner and the chicken was safely returned.
- We were asked to join Johnson Co Sheriff's Office and speak to students interested in law enforcement and crime scene processing at CCA High School. Lt Ross spoke about his career and did a fingerprint analysis activity with the students.









Equipment:

- We have purchased new door readers and dual purposes items, such as an ID card, and vehicle tags to get in and out of the building and parking lot.
- We continue to experience heating issues with HVAC and work with AAA to fix these issues.
- We had damaged an overhead garage door from a tow truck, where the middle safety sensors did not recognize the boom in the doorway. We are working to get these middle sensors back online.
- Coordinating with the Building Maintenance manager for window cleaning (for the spring) and annual fire extinguisher inspections to be on the same schedule/vendor as City Hall.

Enforcement/Crime:

- We continue to see an increase in thefts and shoplifting-related offenses for alcohol at our local grocery stores.
- We issued 159 Snow emergency tickets, and some officers worked traffic enforcement projects this month.
- To review any criminal complaints for the month List of Criminal Complaints | Johnson County Iowa or see North Liberty Calls for service go to Joint Emergency Communications Center (jecc-ema.org) or you can visit the crime map at LexisNexis® Community Crime Map and type in North Liberty. You can also go to the State of Iowa website and search for North Liberty to get our Uniform Crime Reporting numbers https://icrime.dps.state.ia.us/CrimeInIowa/Home/Index

- If you also want to look at Call for Service for the month we are sharing our data with a Public user Facebook Group and Mary McCann for North Liberty and all other Law enforcement entities https://www.facebook.com/share/g/1GDk4fdkHy/



Department Admin:

- The RRC committee meeting was held and is reviewing a book study "Drive" by Daniel Pink
- New hire, Lenny Howard and started with the department, and was sworn in. Photo to the right. He will attend the January ILEA basic academy.
- Submitted all 2025 Goals to HR director, Alexis Miller so she can incorporate into the new NeoGov performance software. We will use this system for this year instead of the old performance evaluation forms.
- Officers Austin Simpson completed his 12-month probationary period. And we had several workiversary for employees: Diane Venenga 26 years, Tyson Landsgard 20 Years, Andy Jennings 14 years, Casey Wood 12 years, Alex McEleney 1 year, and Shelby Unkel 1 year.
- Accepted Officer of the Year Nominations for 2025. We had 4 individuals nominated. They will be recognized at the city Holiday party.
- Chief was invited to be on the interview panel for selection of a new Mason City police commander.
- Chief attended the Iowa Women's Foundation luncheon in Coralville with other city employees.
- Continue to work with an Eagle Scout on a city-wide public safety project.
- We held officer testing for 8 individuals that included Physical, Post testing, and an interview. We are in the background phase for two of the candidates so they can attend the January Police Academy. We are still accepting applications and **a person can apply for a police officer position here** https://www.governmentjobs.com/careers/northlibertyia/jobs/5081736/police-officer
- We held two command staff meetings, a supervisor meeting, attended the Chief's meeting and a community outreach meeting for reporting outcomes of the County Attorney's office.
- Wrapped up the Department FY27 budget request, and 5-year CIP planning or vehicles.
- Planning for dispatching, responding and follow-up for our Mandatory Department Training on Tuesday, Dec 2nd, JC Sheriff's office has graciously agreed to help us cover the calls for service for this training by Dr Jenny Prohaska on Tactical Longevity, organizational culture, and resilience. We appreciate the sheriff's office making this training possible for all our employees.
- We have been on our Emergency Declaration for 1 year. We are in the process with these next two new hires coming off FTO to bring back the full-time investigator position. Once that happens, we will remove the emergency declaration. It has been used mainly to keep all officers on patrol only.
- For November payroll, we had 54 hours of sick time used and paid overtime for 161.5 hours (several cashed out their holidays, and 77 OT hours were worked on the holidays at their time half rate). This was broken down by:
    - **Forced to Cover/Voluntary:** 0 hours
    - **Court:** 6.5 hours
    - **Held Over/Late Call:** 5.25 hours
    - **FTO:** 14 hours
    - **Dept Meeting:**1.25 hours
    - **GTSB or Special Even**t: 8 hours (City events, School sporting events, Traffic Project)
    - **Call In**: 0 hours
    - **Football: 56.5** hours

  Notes:
  Overtime listed as Forced to Cover/Voluntary is used for last-minute calls offs for sick time and when we know a rotation will be short due to the 8-hour patrol day. When this happens, 4 hours of OT are posted and officers volunteer to cover the shift. Since the 8-hour days are planned, we can make plans for coverage in advance.

*GTSB and Special event overtime are reimbursed by the State or the organization requesting the services of our officers, (except city events). Officers volunteer to work these programs.

FLOCK. Success stories for the year. January 1, 2025, until November 30, 2025



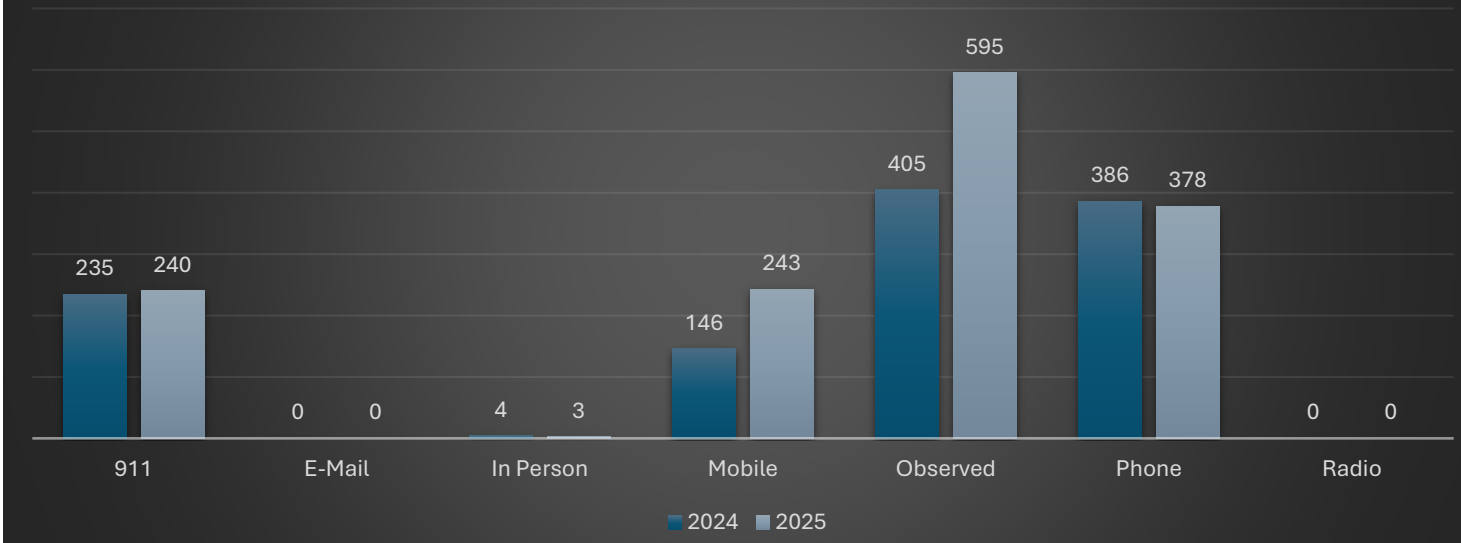
For more on FLOCK see our transparency portal on the city website.
https://transparency.flocksafety.com/north-liberty-ia-pd

Attached
Calls for Service Monthly Detail for November 2024 and November 2025 for comparison or can be found at https://www.facebook.com/share/g/1GDk4fdkHy/

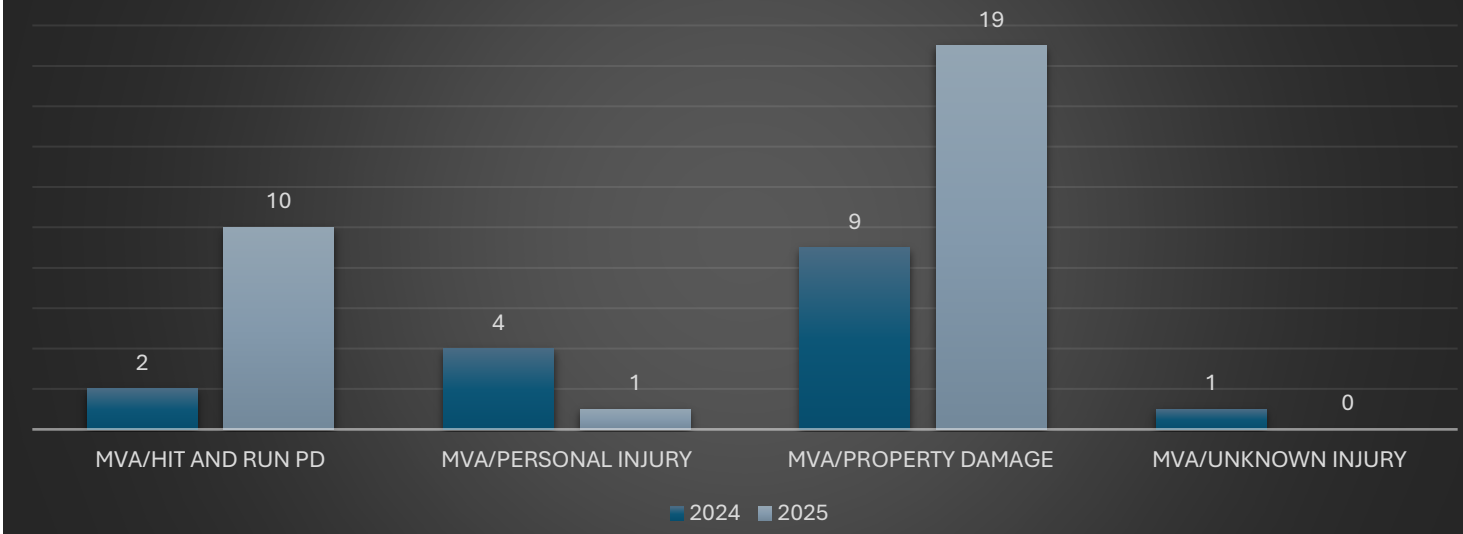
Submitted

on 12/3/2025

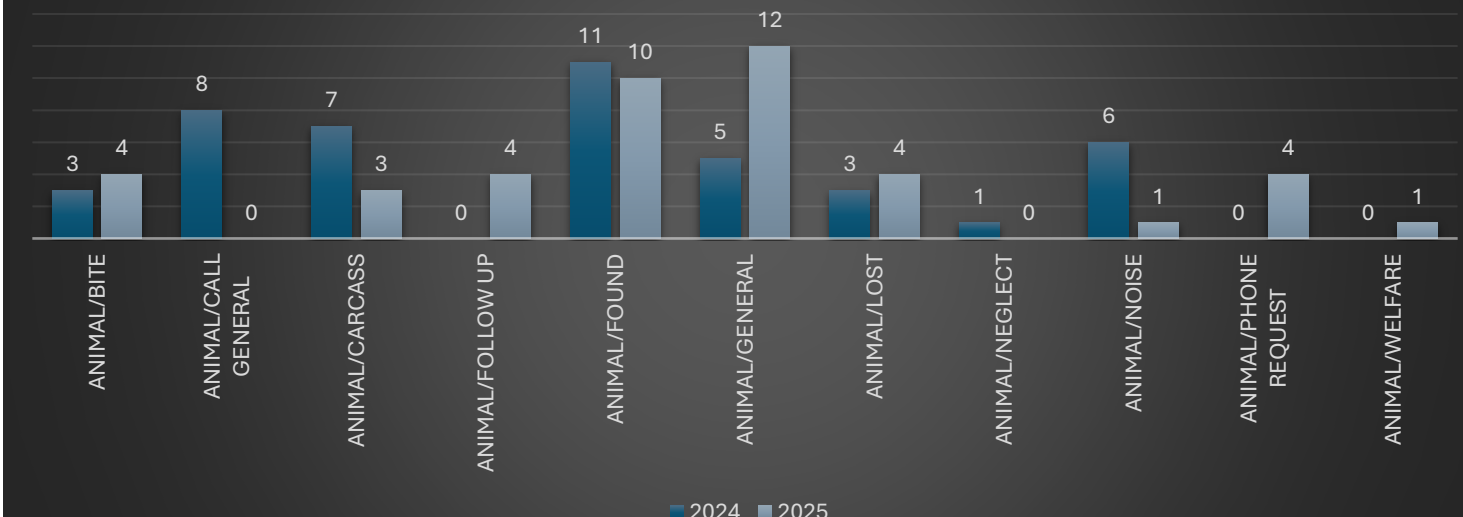
How Reported November 2024 vs 2025

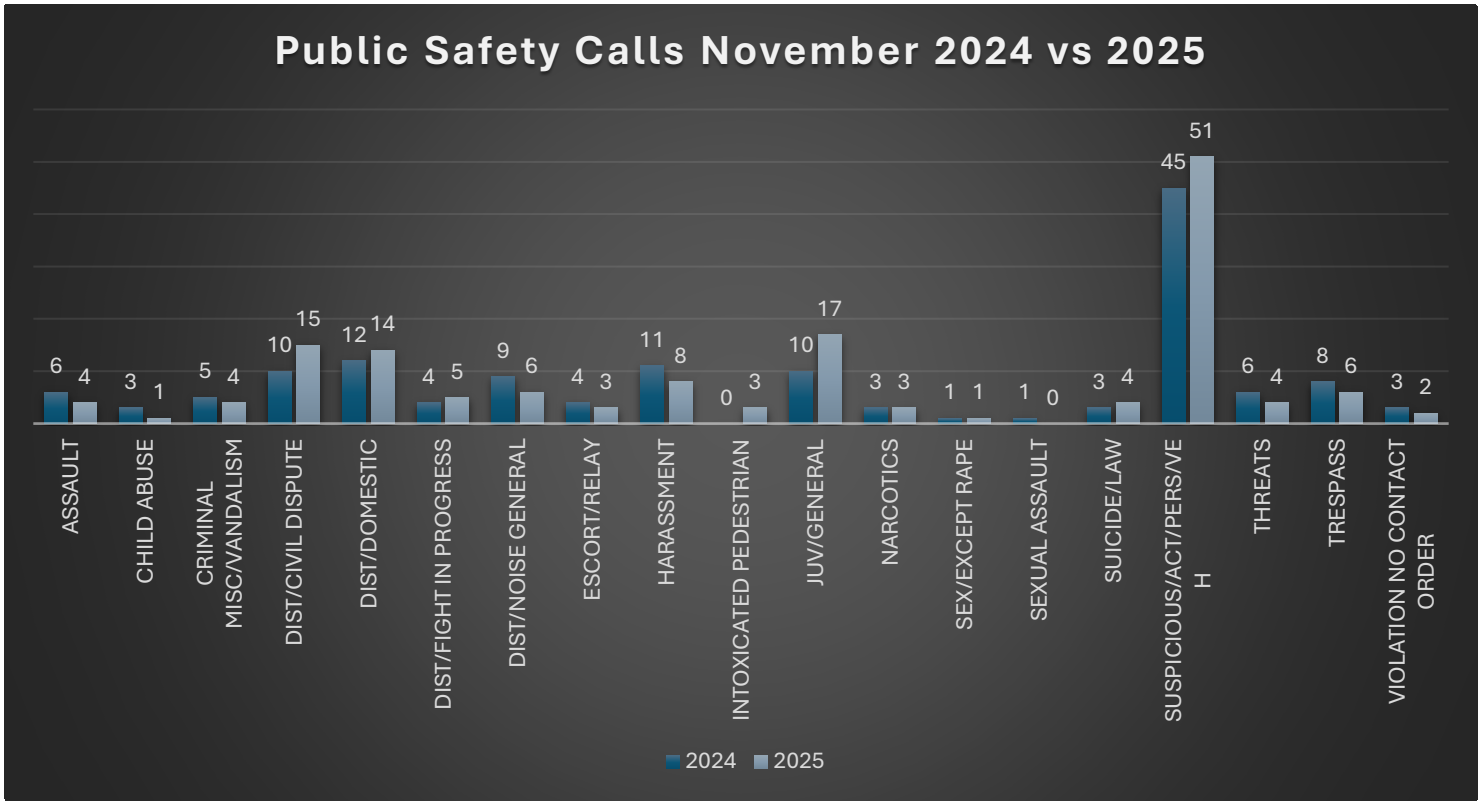


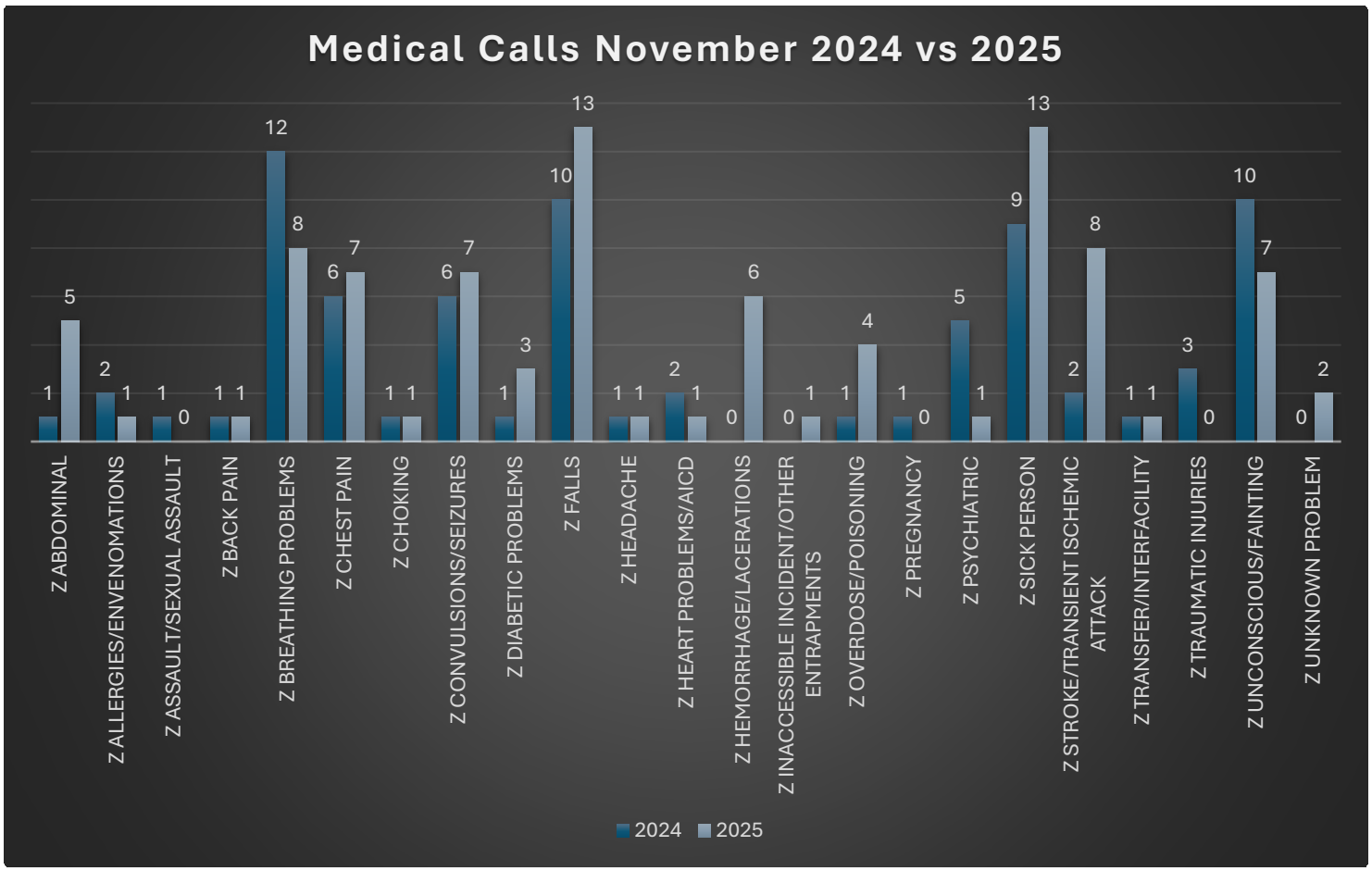
Accidents November 2024 vs 2025

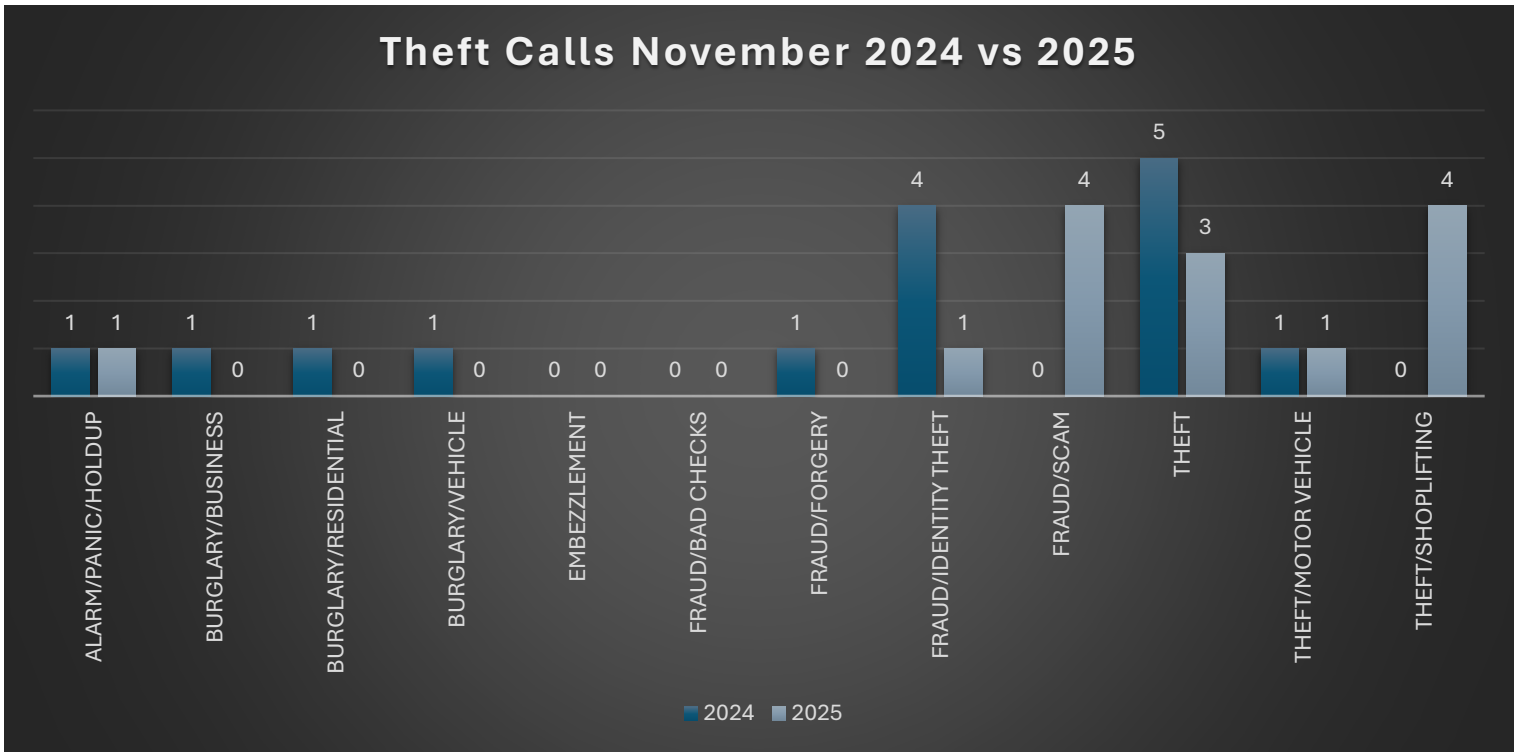


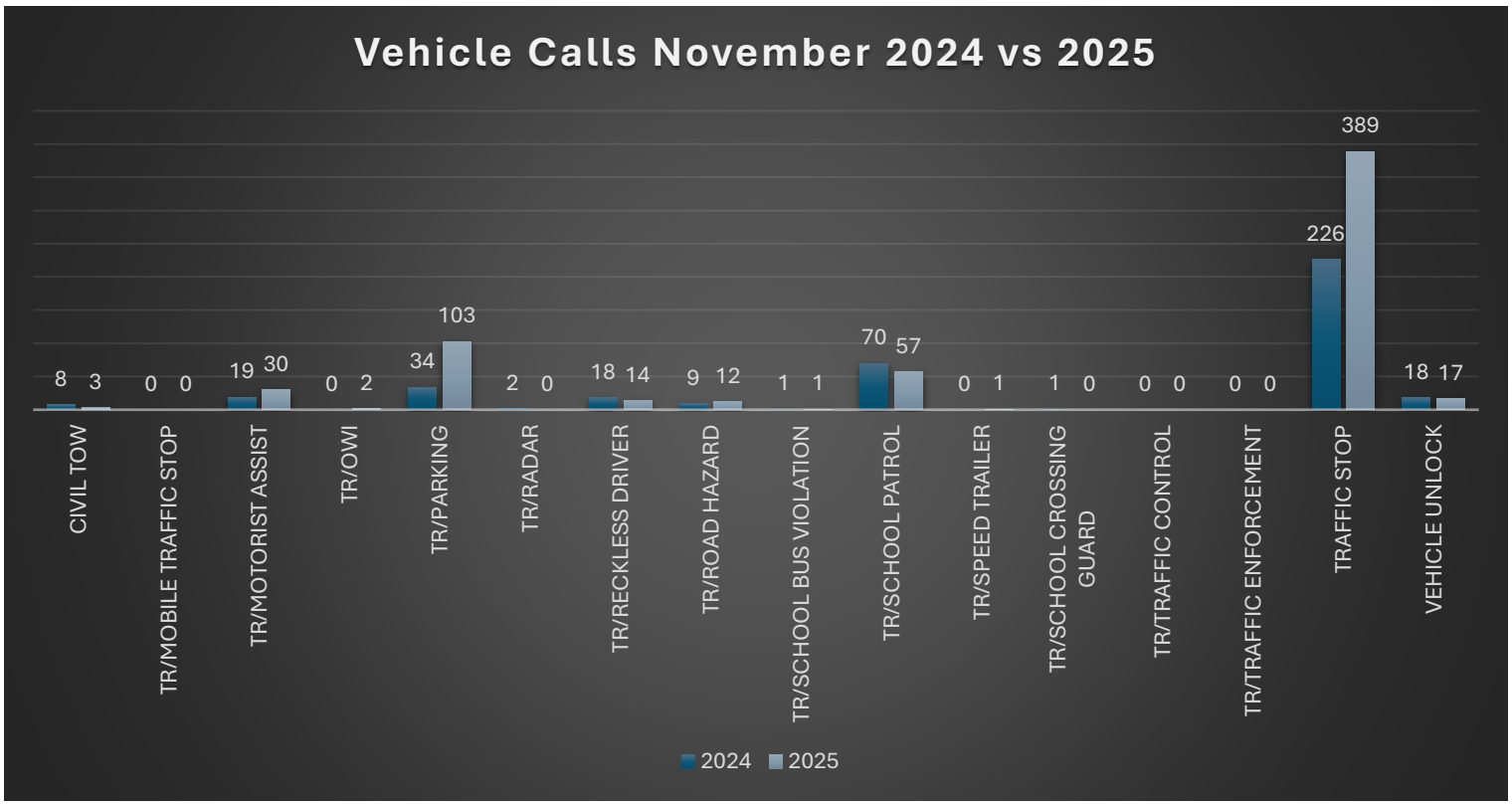
Animal Calls November 2024 vs 2025

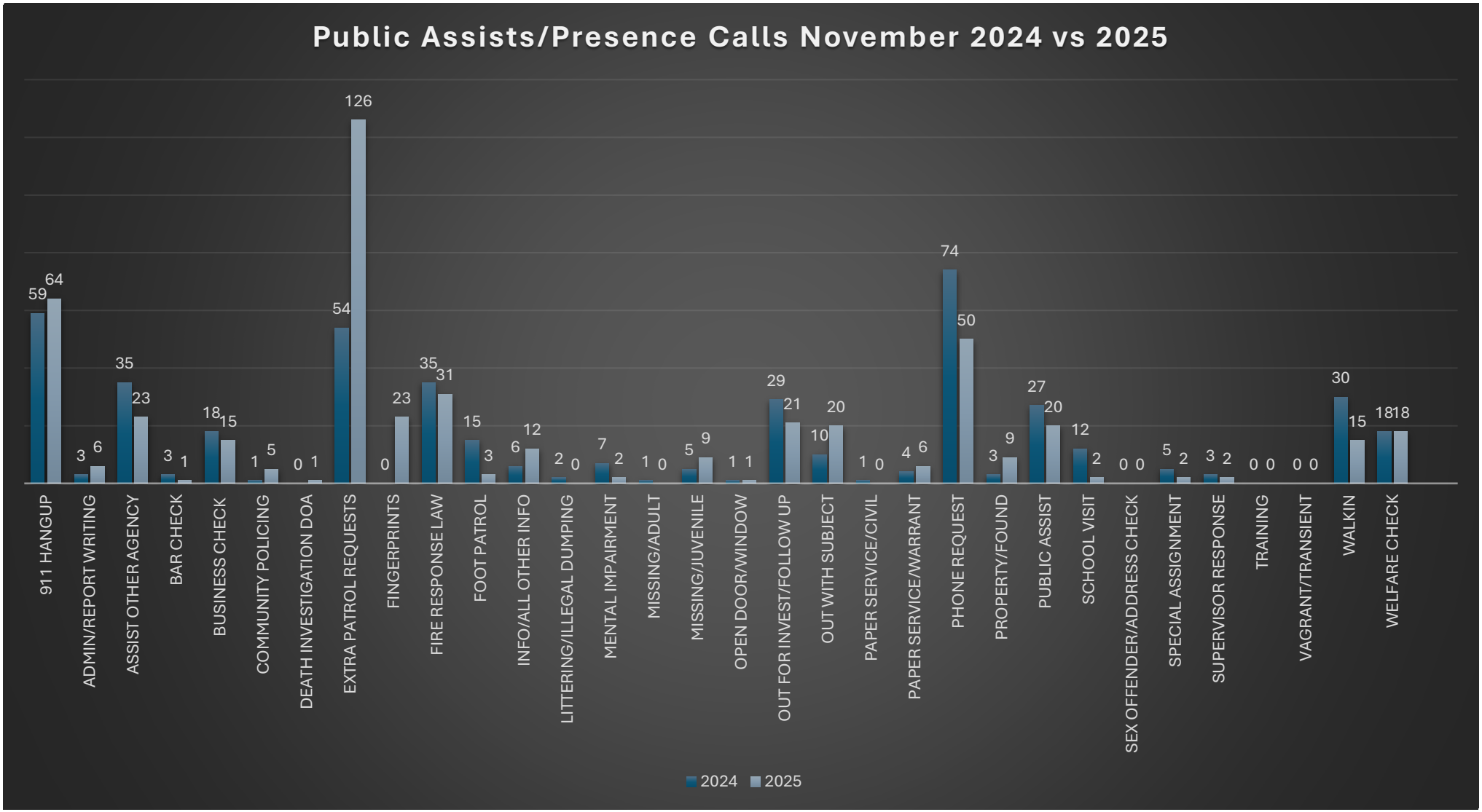


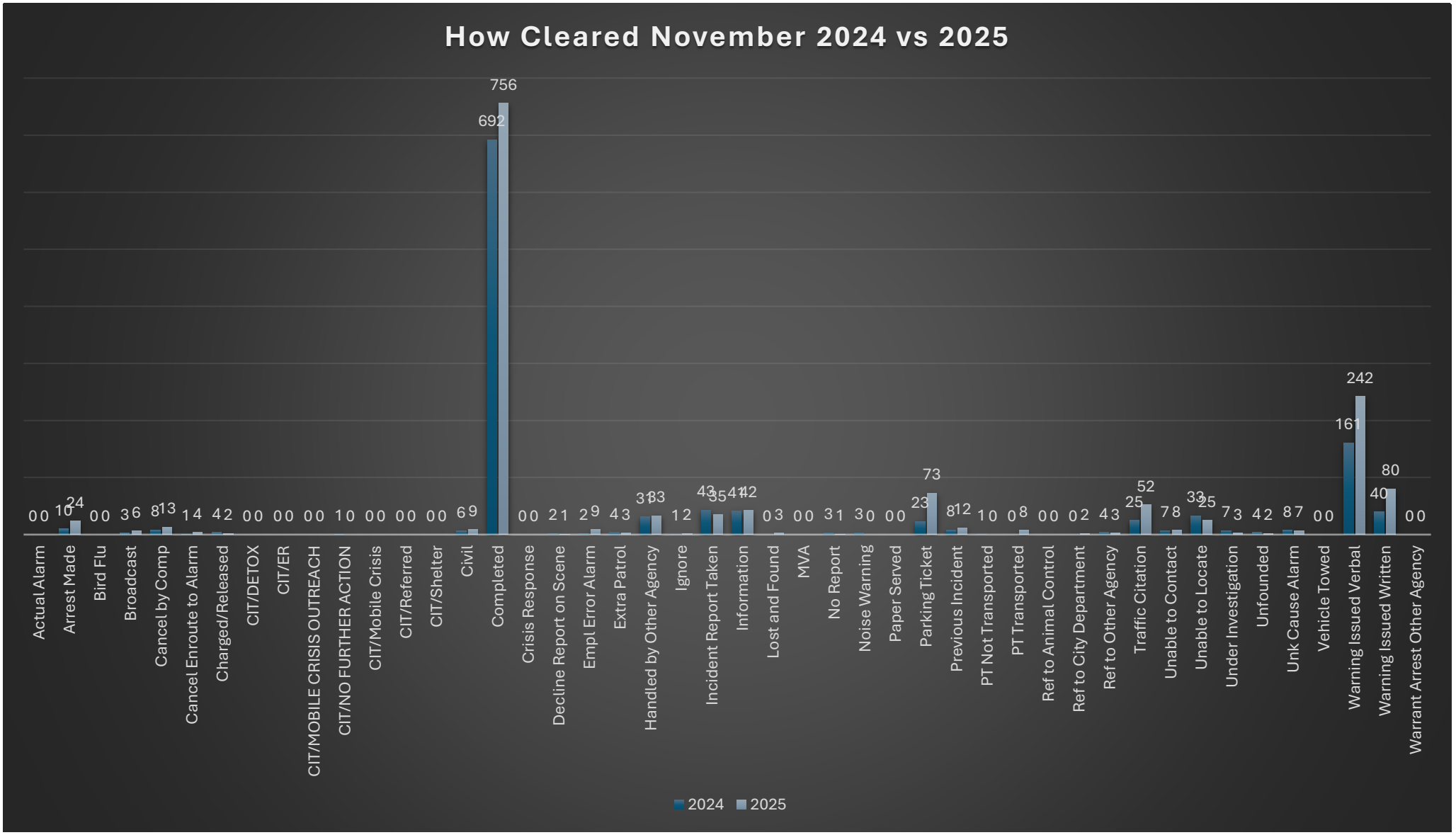

Public Safety Calls November 2024 vs 2025
ASSAULT 6 4
CHILD ABUSE 3 1
CRIMINAL MISC/VANDALISM 5 4
DIST/CIVIL DISPUTE 10 15
DIST/DOMESTIC 12 14
DIST/FIGHT IN PROGRESS 4 5
DIST/NOISE GENERAL 9 6
ESCORT/RELAY 4 3
HARASSMENT 11 8
INTOXICATED PEDESTRIAN 0 3
JUV/GENERAL 10 17
NARCOTICS 3 3
SEX/EXCEPT RAPE 1 1
SEXUAL ASSAULT 1 0
SUICIDE/LAW 3 4
SUSPICIOUS/ACT/PERS/VEH 45 51
THREATS 6 4
TRESPASS 8 6
VIOLATION NO CONTACT ORDER 3 2
2024
2025


Medical Calls November 2024 vs 2025
Z ABDOMINAL 1 5
Z ALLERGIES/ENVENOMATIONS 2 1
Z ASSAULT/SEXUAL ASSAULT 1 0
Z BACK PAIN 1 1
Z BREATHING PROBLEMS 12 8
Z CHEST PAIN 6 7
Z CHOKING 1 1
Z CONVULSIONS/SEIZURES 6 7
Z DIABETIC PROBLEMS 1 3
Z FALLS 10 13
Z HEADACHE 1 1
Z HEART PROBLEMS/AICD 2 1
Z HEMORRHAGE/LACERATIONS 0 6
Z INACCESSIBLE INCIDENT/OTHER ENTRAPMENTS 0 1
Z OVERDOSE/POISONING 1 4
Z PREGNANCY 1 0
Z PSYCHIATRIC 5 1
Z SICK PERSON 9 13
Z STROKE/TRANSIENT ISCHEMIC ATTACK 2 8
Z TRANSFER/INTERFACILITY 1 1
Z TRAUMATIC INJURIES 3 0
Z UNCONSCIOUS/FAINTING 10 7
Z UNKNOWN PROBLEM 0 2
2024
2025


Theft Calls November 2024 vs 2025
1 1
1 0
1 0
1 0
0 0
0 0
1 0
4 1
0 4
5 3
1 1
0 4
ALARM/PANIC/HOLDUP
BURGLARY/BUSINESS
BURGLARY/RESIDENTIAL
BURGLARY/VEHICLE
EMBEZZLEMENT
FRAUD/BAD CHECKS
FRAUD/FORGERY
FRAUD/IDENTITY THEFT
FRAUD/SCAM
THEFT
THEFT/MOTOR VEHICLE
THEFT/SHOPLIFTING
2024
2025


Vehicle Calls November 2024 vs 2025
8 3
0 0
19 30
0 2
34 103
2 0
18 14
9 12
1 1
70 57
0 1
1 0
0 0
0 0
226 389
18 17
CIVIL TOW
TR/MOBILE TRAFFIC STOP
TR/MOTORIST ASSIST
TR/OWI
TR/PARKING
TR/RADAR
TR/RECKLESS DRIVER
TR/ROAD HAZARD
TR/SCHOOL BUS VIOLATION
TR/SCHOOL PATROL
TR/SPEED TRAILER
TR/SCHOOL CROSSING GUARD
TR/TRAFFIC CONTROL
TR/TRAFFIC ENFORCEMENT
TRAFFIC STOP
VEHICLE UNLOCK
2024
2025


Public Assists/Presence Calls November 2024 vs 2025
911 HANGUP 59 64
ADMIN/REPORT WRITING 3 6
ASSIST OTHER AGENCY 35 23
BAR CHECK 3 1
BUSINESS CHECK 18 15
COMMUNITY POLICING 1 5
DEATH INVESTIGATION DOA 0 1
EXTRA PATROL REQUESTS 54 126
FINGERPRINTS 0 23
FIRE RESPONSE LAW 35 31
FOOT PATROL 15 3
INFO/ALL OTHER INFO 6 12
LITTERING/ILLEGAL DUMPING 2 0
MENTAL IMPAIRMENT 7 2
MISSING/ADULT 1 0
MISSING/JUVENILE 5 9
OPEN DOOR/WINDOW 1 1
OUT FOR INVEST/FOLLOW UP 29 21
OUT WITH SUBJECT 10 20
PAPER SERVICE/CIVIL 1 0
PAPER SERVICE/WARRANT 4 6
PHONE REQUEST 74 50
PROPERTY/FOUND 3 9
PUBLIC ASSIST 27 20
SCHOOL VISIT 12 2
SEX OFFENDER/ADDRESS CHECK 0 0
SPECIAL ASSIGNMENT 5 2
SUPERVISOR RESPONSE 3 2
TRAINING 0 0
VAGRANT/TRANSIENT 0 0
WALKIN 30 15
WELFARE CHECK 18 18
2024
2025


How Cleared November 2024 vs 2025
0 0
10 24
0 0
3 6
8 13
1 4
4 2
0 0
0 0
0 0
1 0
0 0
0 0
0 0
6 9
692 756
0 0
2 1
2 9
4 3
31 33
1 2
43 35
41 42
0 3
0 0
3 1
3 0
0 0
23 73
8 12
1 0
0 8
0 0
0 2
4 3
25 52
7 8
33 25
7 3
4 2
8 7
0 0
161 242
40 80
0 0
Actual Alarm
Arrest Made
Bird Flu
Broadcast
Cancel by Comp
Cancel Enroute to Alarm
Charged/Released
CIT/DETOX
CIT/ER
CIT/MOBILE CRISIS OUTREACH
CIT/NO FURTHER ACTION
CIT/Mobile Crisis
CIT/Referred
CIT/Shelter
Civil
Completed
Crisis Response
Decline Report on Scene
Empl Error Alarm
Extra Patrol
Handled by Other Agency
Ignore
Incident Report Taken
Information
Lost and Found
MVA
No Report
Noise Warning
Paper Served
Parking Ticket
Previous Incident
PT Not Transported
PT Transported
Ref to Animal Control
Ref to City Department
Ref to Other Agency
Traffic Citation
Unable to Contact
Unable to Locate
Under Investigation
Unfounded
Unk Cause Alarm
Vehicle Towed
Warning Issued Verbal
Warning Issued Written
Warrant Arrest Other Agency
2024
2025

North Liberty IOWA

MEMORANDUM

To **Park & Recreation Commission Board Members**
CC **Mayor, City Council, City Administrator**
From **Shelly Simpson**
Date **December 1, 2025**
Re **Monthly Report – November 2025**

Much of November was spent on finalizing our Winter/Spring Activity Guide (Jan-April programs) and preparing for registration on December 1st. Spencer Meacham is our new custodian. I was a panelist for an IPRA event in Des Moines, a panel discussion for young Park & Rec professionals. Worked on FY27 Budget & CIP proposal for City Administration meetings in December.

Recdesk Database:
Reviewing Recdesk, we have 17,187 residents (57%) and 12,900 non-residents (43%) totaling 30,087 individuals. Increase of 198 from last month.

Aqua Programs:
Aqua Classes: Aqua Zumba (7), Arthritis MWF (15), Arthritis T TH (14), Easy Does It (20), Water Resistance (15) totaling 71, plus drop-ins.
Aqua Program/Class revenue totaled $ 1,366.00

Swim Lessons:
Swimming lessons continued this month.
Level 1 (45), Level 2 (44), Level 3 (40), Level 4 (43); Level 5 (21); Level 6 (23); Parent Tot (44); Privates (41); Tadpoles (26) and Adults (4) totaling 331 participants.
Rec Swim Team has (12) participants.
Revenues totaled $3,980.00

Leagues/Sports:
Pee Wee Basketball: This program had (84) participants.
Indoor Soccer: Gr 1-3 – 41; Gr 4-5 – 15; Gr 6-8 – 7, totaling 63 participants.
NL Wrestling: 40 participants.
Youth Competitive Basketball has 14 teams, continued play.
Men's Basketball League continued play with 6 teams.
Sport/Leagues revenues totaled $2,250.00

Recsters BASP:
BASP Sept AM – (12); PM – (42), totaling 54 participants.
BASP All-Days: 11/4 – (23), 11/19 – (23), totaling (46) participants.
BASP revenues this month totaled $ 14,250.00

Classes/Programs:
Tippi Toes Dance: Dance classes resumed; Baby Ballet (15), Ballet Tap Jazz (16), Poms Hip Hop (8), Tippi Pro (7), Toddler & Me (8); totaling 54 participants.

Aerobics Classes: Body Blast (5), Total Body Sculpt (4), Zumba (4), Vinyasa Yoga (2), Intermediate Yoga (1), totaling 16 registered, plus drop-ins.
Jiujitsu (3), Taekwondo (7), Taiji (4), totaled 14 participants.
Connection Luncheons served (112) meals with 3 dates this month.
Intro to Drawing: (4) participants.
Classes/Programs revenue totaled $ 8,327.00

Special Events/Programs:
Iowa Mens BB Game: (20) participants took advantage of discounted tickets to see the men play.
Turkey Medallion Hunt: Many folks enjoy the clues and take part in being first to find them as clues drop.

Pools:
Back to indoor pool season with lap swimmers, aqua fitness classes and swim lessons.
This month, Season Pool Pass revenues totaled $2,247; Daily Pool Fees totaled $2,251; Pool Rentals totaled $650 and Concessions revenues $-0-.

Weight & Exercise Area / Track:
Weight fee revenues totaled $17,282; Split membership revenues totaled $5,617.50.
Active memberships for the month - 4,284.
Point of sale transactions for the month – 975.

Rentals:
Gymnasium Rental revenues totaled $4,326.65, Community Center Rental revenues totaled $4,261.50, Shelter rental revenues totaled $-0-, Field Rental/Tennis/PB Courts revenues totaled $340.

Revenues:
Other revenues showing on Recdesk report are Pet Licenses ($125) and Dog Park Pass revenue ($25) as we are assisting CH with credit card transactions through our software system.

Revenue for November 1-30, 2025: totaled $67,424.90.

Additional Reports: Recdesk Monthly Revenue, Dashboard Summary, Membership Summary and Organizational Activity.

North Liberty
IOWA

MEMORANDUM

To	**Mayor and City Council**
CC	**City Administrator Ryan Heiar**
From	**Street Superintendent Michael Pentecost**
Date	**December 1, 2025**
Re	**Street Department Staff Monthly Report for November 2025**

The following items took place in the month of **November** that involved the Street Department.

- Locating City Utilities (195 job tickets) ongoing
    - This increased 27% from November 2024
- Continued animal control services (4 responses to animal issues)
- Cemetery plot locates (0 in total)
- Sanitary Sewer
    a. Inspection of various manhole locations
    b. Sewer main plug on Birch Ct that was jetted
        i. No residential property damage or overflow of sewage
        ii. Undetermined what caused the back up
    c. Residential sewer service replacement at 20 E Zeller St required closure of E Zeller St with pavement removal and detour
        i. Coordination with property owner, contractor, and traffic control
    d. Contractor performed 3 major manhole adjustments so structures can get maintenance access and inspection
- Storm Sewer
    a. Contractor performed 1 major manhole adjustments so structure can get maintenance access and inspection
- Street Work
    a. Electric streetlight repairs on Liberty Way and W Cherry St
    b. Crack sealing of all concrete repair sites as well as W Cherry St and S Front St
    c. Concrete curb repair on North Liberty Rd
    d. Staff installed about 80% of Holiday décor
        i. The remaining items will be installed as priority allows
- Construction Plan Review team met several times to evaluate and discuss the most recent plan submittals
- Staff conducted monthly safety inspections for all street equipment and buildings
- Staff completed repairs on old cold storage building at Public Works campus that was built in 1980
    a. New gutters installed
    b. 7 new garage doors are in process of getting installed
- Monthly warning sirens tested in all 8 locations
- Budget preparation and organizing

- Met with contracted engineering firm to discuss 2025 Bridge Inspection Report that is required by the state of Iowa every 2 years
    a. Currently, all 4 locations (W Zeller St, Golfview Dr, Rachael St, and S Front St) have a 30 year plus life expectancy with now noted issues
- Transported Johnson Co. Emergency Management equipment to the "Light on the Lake" event by Coralville Dam for the holiday season
- Met with IDOT to discuss CY2026 road projects that could affect interstate area next year
- Vehicle lifts annual inspection performed by authorized contractor
- Training
    a. All staff completed annual FIT test breathing protection
    b. Staff presented to Penn Elementary School about service to community positions
        i. Kids got to see, touch, and ask questions about equipment and service operations
- Service work and repairs were performed on several pieces of equipment
- Sign repairs and installation in various locations
- South Fiber project construction continues
    a. University of Iowa to install fiber and splice before North Liberty contractor to continue work
- I380/Penn St bridge project
    a. Final progress meeting held until spring
- Leaf collection continued
    a. 2 crews activated during peak weeks
    b. Collection halted on 11-28 because of snow
    c. We will attempt a final collection if snow cover melts allowing machine to continue
- Winter Weather Activities
    a. Remaining winter fleet had equipment installed and tested for winter weather operations
    b. Snow fence installed in historical drifting locations
    c. Snow event on 11-28 to 11-30
        i. 9" of snow along with high winds causing drifting issues
        ii. Staff worked a total of 185 hours of overtime in efforts to provide safe travel in the month of November



Concrete repair on North Liberty Rd



Streetlight repair on W Cherry St



Leaf collection off E Chestnut St

North Liberty
IOWA

MEMORANDUM

To **City Council, Mayor, and City Administrator**
From **Drew Lammers**
Date **Dec. 1, 2025**
Re **Nov. 2025 Water Pollution Control Plant (WPCP) Report**

1. All scheduled preventative maintenance at the plant and lift stations were completed. **142 work orders** were completed throughout November.

2. This month's staff safety meeting topic was workshop safety. Staff completed target solutions training online and reviewed the training topic as a group.

3. Operations and Lab completed all monthly sample results and reports. Monthly Influent Flow Avg. was **1.75 MGD**. **0.685 MG** of solids were wasted from biological tanks to digesters during November. Operators made treatment adjustments for cold weather operation.

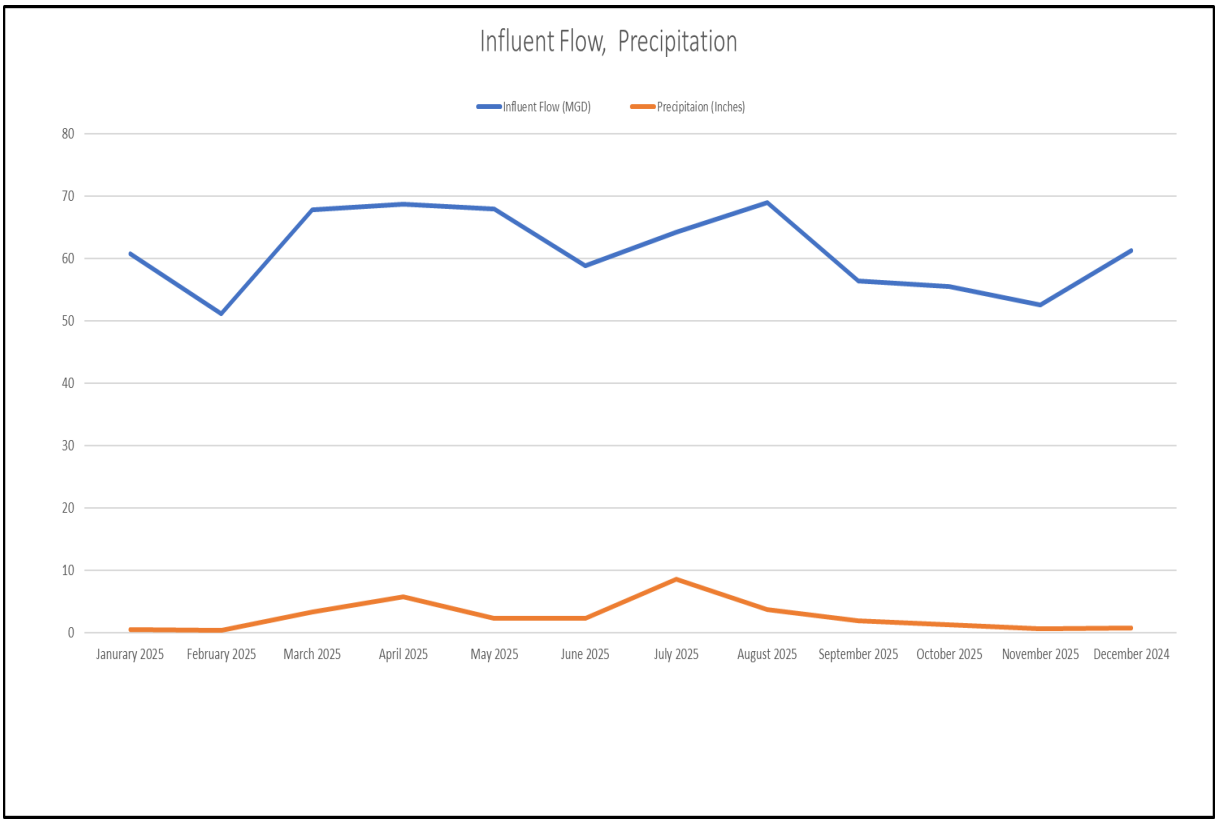
4. WPCP assisted with bypass pumping operations for the 230th St. lift station project. New pumps, piping, and valves were installed in the wet well and valve vault. Crews maintained 24 hr./day bypass pumping while the installations took place over 3 days. The project has been completed, and all new equipment is operational.

5. WPCP discovered a leak from an aeration header pipe at the bottom of one of the biological treatment tanks. The tank was taken out of service and drained with a pump. Maintenance staff were able to identify the issue and repair the piping. Draining, cleaning, repairing, and refilling required a little over 3 days of work to complete. Draining aeration tanks can be difficult due to changes in the treatment process but operations made critical adjustments to account for the system changes throughout the time of repairs. Treatment remained exceptional.

6. Budget preparation for FY 27 was done throughout November. Annual service contracts were updated, and operating budget and CIP items were prepared for the upcoming fiscal year.

7. Matt Hertzfeldt passed the IDNR operator certification exam for grade 2 wastewater treatment operator. Matt's current position with WPCP is operator 1 and backup lab analyst.

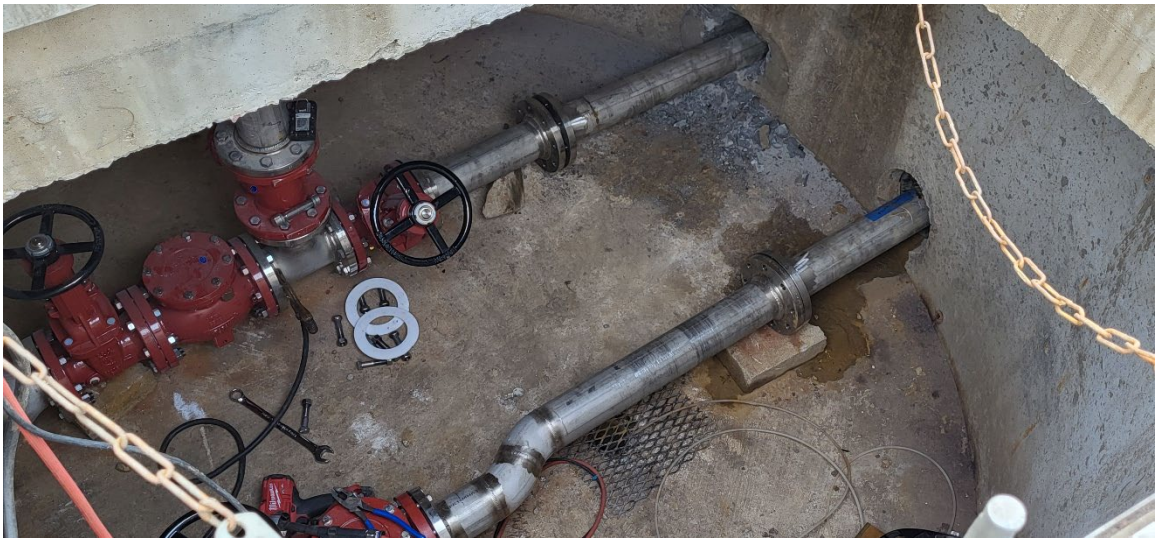
Drew Lammers - WPCP Superintendent



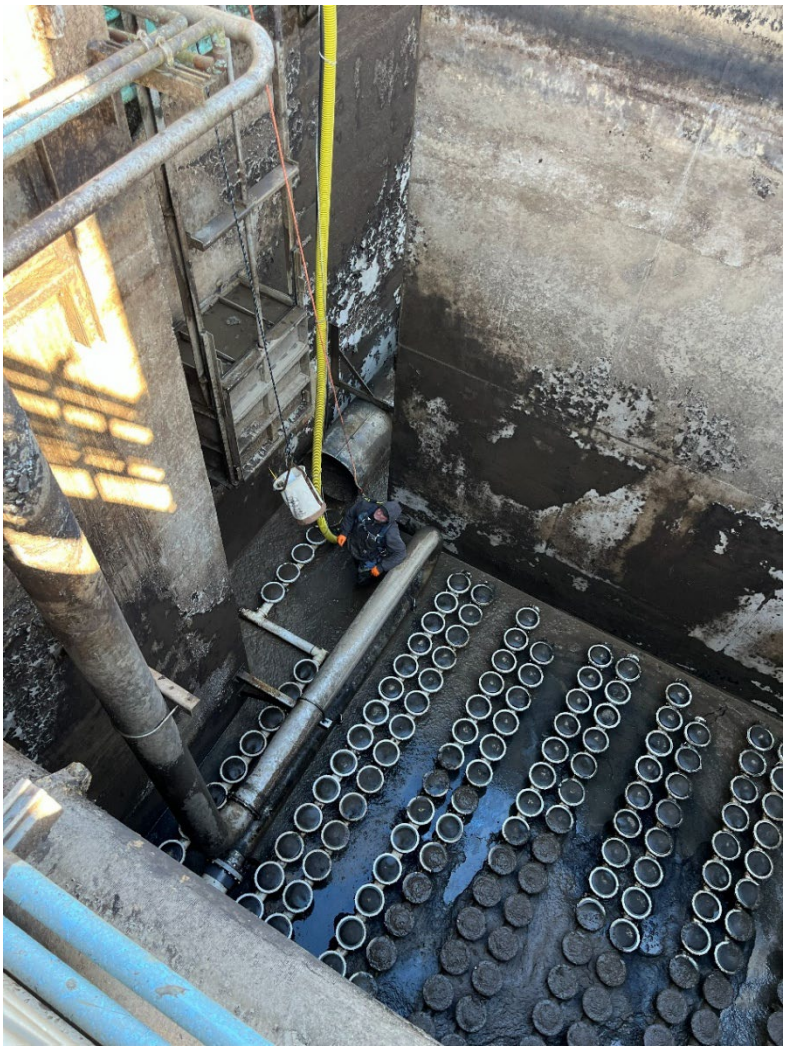
230th Lift Station Street Project (New piping & valves)







Aeration Tank Draining & Repairs





North Liberty IOWA

MEMORANDUM

To **North Liberty Mayor and City Council Members**
CC **City Administrator Ryan Heiar**
From **Water Superintendent Greg Metternich**
Date **December 1, 2025**
Re **Monthly Report – November 2025**

In November, we treated a total of 41,591,000 gallons of water. Our average daily flow was 1,386,000 gallons, with a maximum daily flow of 1,812,000 gallons. Water usage in the distribution system increased by 10.56% (4,391,000 gallons) compared to November 2024.

We had a busy month, completing the following service activities:

- 9,633 accounts read
- 67 re-reads
- 190 shut-off notices delivered
- 66 shut offs
- 67 re-connects for water service
- 8 new meters set inspections
- 3-meter change-outs
- 37 MIY change-outs
- 4 customers assisted with data logging
- 108 service calls
- 13 after-hours emergency calls

Overall, our team averaged 23 service orders per day for the month.

Our maintenance staff spent most of November flushing dead-end fire hydrants and have completed roughly two-thirds of the distribution system. Due to recent cold weather, we've had to temporarily pause flushing. Once temperatures warm back up, we will resume work and complete the remaining portion of town.

Staff have been working with the State Hygienic Laboratory to establish PFAS sampling protocol that will begin in January 2026. As part of this protocol, the city will be required to collect quarterly samples for one year. After the first year of data is submitted, the DNR will use those results to determine an ongoing sampling schedule. North Liberty has conducted PFAS testing twice in previous years, and both samples were reported as negative.

We completed and submitted our 2025 Lead and Copper Rule certification form to the DNR. North Liberty remains on reduced monitoring, which requires us to collect 30 samples every three years. With the 2025 certification filed, our next scheduled lead and copper sampling event will take place in 2028.

We recently took ownership of an 85KW generator that was decommissioned from one of the wastewater lift stations. Our staff mounted the unit to a trailer and made some modifications to convert it to a portable generator. This unit can support most of our Silurian wells, the Booster station, and other equipment as needed. It will also be available for any other City departments to use as well.

Water Superintendent
Greg Metternich

Parks & Recreation Commission Meeting Minutes
November 6, 2025

Present: Brian Motley, Shelly Simpson, Tim Hamer, Guy Goldsmith, Shannon Greene, Gwen Johnson, Kevin Smith, Donglin Chai, Nicholas Arnold, Jeremy Parrish

1. Call to Order
   Meeting called to order at 7:00 p.m. by Vice Chair Greene. A quorum was present.
2. Approval of Minutes
   Motion to approve October 2025 minutes: Arnold; Second: Johnson. Approved unanimously.
3. Public Comments: Public can address board: State name, address and inquiry subject.
4. Reports
   Parks Report – Guy Goldsmith
   - Finished prep and repairs for new Hy-Vee Event Center.
   - Kept up equipment, fields, parks, and landscaping; fall sports ended.
   - Winterized pools, restrooms, splash pad, and irrigation.
   - Repaired sidewalks, courts, and lights; added garden bunker and planters.
   - Removed beavers blocking creek.
   - Staff completed training and attended project meetings.

   Recreation/Pool Report – Shelly Simpson
   - October featured many community events, all with strong turnout, including first-time events.
   - Enrollment & Revenue:
     - Participants: 29,889 total users (+278).
     - Program highlights: 331 swim lesson, 73 aqua class, 47 soccer, 53 BASP, 54 dance, 26 fitness/martial arts, 24 art/cooking.
     - Total Revenue: $81,156.63 for October.

Q&A
- Bench in Centennial needs repainting for safety.
- Add stop sign near new trail by Big Pine tree.
- Hy-Vee Center at Centennial praised as beautiful.
- Other topics: Rec Center use by teens, insurance affecting memberships, Hy-Vee Center revenue, taxes, fire station, soccer parking, Halloween decor, and leaf pickup.

5. Upcoming Events
   - Candyland Event – Nov 7 & 8
   - Kraken's Circus – Nov 9
   - Thanksgiving; Facility closed Nov 27 & 28
6. Old Business: Hy-Vee Center Tour (will vote a time later)
7. Next Meeting: Thursday, December 4, 2025
8. Adjourn: Motion: Parrish; Second: Chai. None opposed. Meeting adjourned at 7:40 p.m.

North Liberty IOWA

MINUTES

Planning Commission
December 2, 2025
North Liberty City Council Chambers

Call to Order

Chair Amy Yotty called the Tuesday, December 2, 2025, Planning Commission to order at 6:30 p.m. in the Council Chambers at 360 N. Main Street. Commission members present - Barry A'Hearn, Josey Bathke, Sheila Geneser, Zach Mickelson, Rachael Schmerbach, Dave Willer, Amy Yotty.

Others present: Ryan Heiar, Ryan Rusnak, Tracey Mulcahey, Grant Lientz, Josiah Bilskemper, Jon Marner, Brandon Pratt, Ardi Stoner, and other interested parties.

Approval of the Agenda

A'Hearn moved, Willer seconded to approve the agenda. The vote was all ayes. Agenda approved.

Public Comment

No public comment was offered.

Mickelson 4th Preliminary Subdivision Plat

Staff Presentation

Rusnak presented the request of MLDC, Inc. for a Preliminary Subdivision Plat on approximately 6 acres. The property is located on the south side of Remley Street, as extended westerly from its western terminus. Staff recommends the Planning Commission accept the two listed findings:

1. The Preliminary Subdivision Plat would facilitate development consistency with the Comprehensive Plan Future Land Use Map designation of Urban Low Intensity and Urban Medium Intensity; and
2. The Preliminary Subdivision Plat would achieve consistency with Section 180.11(3)(A) and 180.12 of the North Liberty Code of Ordinances, which sets forth the preliminary subdivision plat submittal requirements and design standards, respectively, and

forward the request to approve a Preliminary Subdivision Plat for a 14-lot subdivision and related infrastructure on approximately 6 acres to the City Council with a recommendation for approval.

Applicant Presentation

Jon Marner, MMS Consultants, was present on behalf of the applicant and offered to answer questions.

Public Comments

No oral or written comments were received.

Questions and Comments

The Commission had no questions or comments on the application.

Recommendation to the City Council

Bathke moved, Mickelson seconded that the Planning Commission accept the two listed findings and forward the Preliminary Subdivision Plat to the City Council with a recommendation for

approval. The vote was: ayes – Yotty, A'Hearn, Schmerbach, Mickelson, Geneser, Bathke, Willer; nays – none. Motion carried.

UCD Lofts Preliminary Subdivision Plat

Staff Presentation

Rusnak presented the request of UCD Holdings, LLC. for a Preliminary Subdivision Plat on approximately 10.18 acres. The property is located south of West Cherry Street, north of West Zeller Street and west of CRANDIC Railroad. Staff recommends the Planning Commission accept the two listed findings:

1. The Preliminary Subdivision Plat would facilitate development consistency with the Comprehensive Plan Future Land Use Map designation of Urban High Intensity; and
2. The Preliminary Subdivision Plat would achieve consistency with Section 180.11(3)(A) and 180.12 of the North Liberty Code of Ordinances, which sets forth the preliminary subdivision plat submittal requirements and design standards respectively;

and forward the request to approve a Preliminary Subdivision Plat for a 6-lot subdivision and related infrastructure on approximately 10.18 acres to the City Council with a recommendation for approval.

Applicant Presentation

Brandon Pratt, the applicant, was present and offered to answer questions.

Public Comments

Ardi Stoner asked several questions regarding the Preliminary Subdivision Plat application.

Questions and Comments

The Commission discussed the application including the landscape buffer, rezoning of the property, dividing the land into lots, the process for how the land is developed, including a fence with trees in the buffer, stormwater detention, and voting on preliminary plat prior to rezoning completion.

Recommendation to the City Council

A'Hearn moved, Willer seconded that the Planning Commission accept the two listed findings and forward the Preliminary Subdivision Plat to the City Council with a recommendation for approval. The vote was: ayes – Mickelson, Yotty, Bathke, A'Hearn, Geneser, Willer, Schmerbach; nays – none. Motion carried.

Sunset Prairie Lot 61 Preliminary Site Plan

Staff Presentation

Rusnak presented the request of Watts Group Development, Inc for a Preliminary Site Plan on 3.22 acres. The property is located on proposed Lot 61 of Sunset Prairie Subdivision, which is on the east side of South Dubuque Street .37 miles south of Juniper Street. Staff recommends the Planning Commission accept the listed finding; the preliminary site plan would achieve consistency with the approval standards enumerated in Section 165.05(2)(E); and forward the request to approve a Preliminary Site Plan for 32 townhouse units in a mix of three and four-unit buildings on approximately 3.22 acres to the City Council with a recommendation for approval.

Applicant Presentation

Jon Marner, MMS Consultants, was present on behalf of the applicant and provided additional information on the application.

Public Comments
No oral or written comments were received.
Questions and Comments
The Commission discussed the application including existence and connection of Seven Oaks Road, location of public utilities, future roundabout, traffic patterns, and resurfacing of Dubuque Street,
Recommendation to the City Council
Willer moved, Geneser seconded that the Planning Commission accept the listed finding and forward the Preliminary Site Plan to the City Council with a recommendation for approval. The vote was: ayes – A'Hearn, Willer, Schmerbach, Mickelson, Bathke, Geneser, Yotty; nays – none. Motion carried.

Approval of Previous Minutes
A'Hearn moved, Mickelson seconded to approve the minutes of the October 7, 2025, meeting. The vote was all ayes. Minutes approved.

Planning Updates
Rusnak presented Planning updates.

Adjournment
At 7:00 p.m., A'Hearn moved, Willer seconded to adjourn. The vote was all ayes. Meeting adjourned.

Signed:
Tracey Mulcahey, City Clerk

the City determined the posted speed limit on Scales Bend Road using the "85th percentile" method, which sets the limit based on the speed at or below which 85% of drivers travel under free-flowing conditions. While this approach reflects typical driver behavior, it often results in higher—and potentially more hazardous—speed limits, especially in urban environments. It overlooks critical safety considerations such as pedestrian and bicycle activity and tends to reinforce road designs that prioritize speed over safety. This can create a feedback loop where fast-driving conditions lead to higher legal limits. Under updated guidelines, the City can now factor in a broader range of elements, including pedestrian safety, when setting speed limits. Considering Scales Bend Road is similar to North Liberty Road in design and contains pedestrian crossings, the City traffic group agreed that the speed limit should be changed to 35 mph. Additionally, the traffic group has been discussing options to reduce speed along the Juniper Street/Hackberry Street corridor. It's unclear why, but there is currently not a special school speed limit adjacent to Heritage Christian School. Principal Goodbar at Heritage Christian School expressed support for the proposed school zone speed limit. If approved, the City will install two blinking signs (one of Hackberry Street and one on Juniper Court) from its current inventory. Staff recommends approval of the ordinance.

Floodplain Ordinance

To remain in good standing with the National Flood Insurance Program (NFIP), the City must adopt a compliant floodplain management ordinance by December 26, 2025. Staff worked closely with the Iowa Department of Natural Resources to ensure that the proposed ordinance will meet State and FEMA requirements necessary for communities to be compliant with the NFIP and State floodplain rules. This ordinance creates a new chapter in the City Code of Ordinances, outside of the Zoning Ordinance, which is staff's preference. Staff recommends approval of the ordinance.