

MARSHALLTOWN

— I O W A —

BOARD OF ADJUSTMENT

Notice of Public Meeting

Tuesday, June 18, 2019 at 5:00 PM

Marshalltown City Council Chambers
10 W. State Street, Marshalltown, IA 50158

1. Call To Order & Roll Call

Danielson
Engle
Schulze
Thurston
Wenner

2. PUBLIC HEARING & ACTION: Special Use Permit - Marshalltown Company For 707, 709, 711, 713 And 715 Noble Street And 11 S. 8th Avenue

Public Hearing: Written or verbal comments may be presented to the Board during the public hearing. Please state your name and address for the record.

Documents:

[061819_BOA_MARSHALLTOWN COMPANY SUP.PDF](#)
[SUP_MARSHALLTOWN COMPANY_APP_061819.PDF](#)
[SUP_MARSHALLTOWN COMPANY_PLAN_061819.PDF](#)

2019 Tentative Meeting Schedule

July 16, 2019
August 20, 2019
September 17, 2019
October 15, 2019
November 19, 2019
December 17, 2019

MARSHALLTOWN

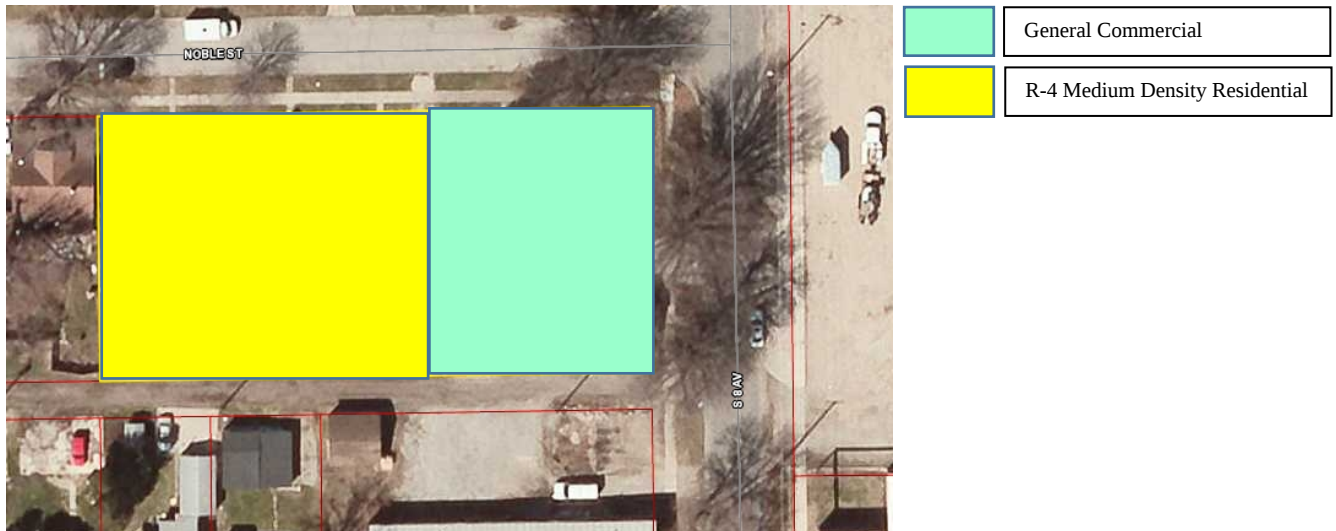
I O W A

FROM: Michelle Spohnheimer, Housing & Community Development Director

DATE: June 14, 2019 meeting

RE: **PUBLIC HEARING & ACTION: Special Use Permit Request from Marshalltown Company for 707, 709, 711, 713 and 715 Noble Street and 11 S. 8th Avenue**

We have had a request to allow a Special Use Permit for a parking lot across the street from Marshalltown Company along Noble Street. There are six properties, three of which are residential and require the Special Use Permit to allow for parking lot development.



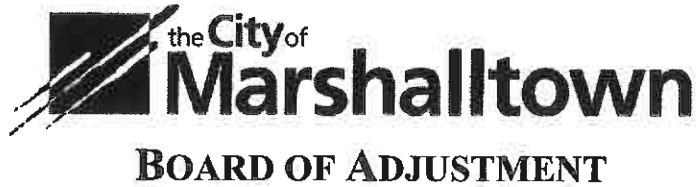
The Plan Zoning Commission reviewed the request and recommended approval to the Board of Adjustment. Application materials are attached.

Parking lots are permitted as a Special Use in the R-4, Medium Density Residential District. The Board may place any conditions on the request.

Chap. 15.3.10. Parking lots used for regular customer parking of automobiles and light trucks located not more than 300 feet from the boundary of any business or industrial district, under such conditions as will protect the character of the surrounding property. Lots shall not store materials, goods, vehicles for sale, rent, storage, or any other business purpose.

If you have questions please do not hesitate to contact me at 641-754-5756 or e-mail me at mspohnheimer@marshalltown-ia.gov.

DATE SUBMITTED & FEE PAID: Feb 5/24/19
HEARING DATE: 6/18/19



Special Use & Home Occupation Special Use Permit Application

36 N. Center Street, Marshalltown, IA 50158 Ph: 641-754-5756 Fax: 641-754-5742

All items listed must be submitted with this application:

X **A site plan, drawn in ink to scale.** This site plan shall not be larger than 11" X 17."

 Any other applicable drawings or diagrams. Home Occupation Special use permits must submit a floor plan diagram.

X **Application fee.** A \$300 fee is required for a special use request (\$50 for a Home Occupation Special Use request). Make check payable to "City of Marshalltown." The fee must be paid when the application is submitted to the Housing Department.

X **Legal description of the property.** The property owner should have a copy of the legal description of the property. *Please note that the tax description on the Marshall County assessor's webpage is NOT the legal description.* The legal description is listed on the property's abstract or owners may obtain a copy of the recorded deed from the Marshall County Recorder's Office for a fee.

It is the burden of the applicant to provide sufficient facts with this application and at the Board of Adjustment meeting to support a finding that all the standards for approval have been met. For all special use requests, with the exception of a Home Occupation Special Use request, the Plan & Zoning Commission shall first review the proposal and make a recommendation to the Board of Adjustment.

Attendance at all meetings is required.

Please type or print legibly in ink.

Property Address: 707, 709, 711, 713, 715 NOBLE ST. + 11 S. 8TH AVE

Owner: MARSHALLTOWN COMPANY

Mailing Address: PO BOX 738 MARSHALLTOWN, IA

Phone: 641-752-6701

Email: STROSKEY@CGACONSULTANTS.COM

Owner's Agent (if applicable): STEVE TROSKEY - CGA ENGINEERS

Agent Address: 16 E. MAIN ST

Agent Phone: 641-752-6701

Agent Email: STROSKEY@CGACONSULTANTS.COM

The board will use this information to review your request. Please attach any additional supporting information. If you have any questions, please contact the Zoning Department at 754-5756.

Please describe the request and what justification there is for the proposal. Attach additional pages if necessary. If applicable, please provide a description of the business or use, discuss any signage to be used, and parking issues.

Owner/Agent Signature: Stephen Troskey

Date: 5-29-19

May 29, 2019

Ms. Michelle Spohnheimer
City of Marshalltown
36 North Center Street
Marshalltown, IA 50158



RE: Marshalltown Company Special Use Permit
Marshalltown, IA
CGA PN: 5759

Dear Ms. Spohnheimer

We are representing Marshalltown Company on a Special Use Permit Application.

Marshalltown Company is currently building an expansion at their South 8th Avenue headquarters and seek 66 additional parking spots for employees. The company owns six properties along Noble Street and South 8th Avenue. Three are zoned General Commercial and three are zoned residential. The Zoning Ordinance of 2010 allows for off-site parking on a residential lot with an approved Special Use Permit.

Marshalltown Company is proposing three bays of parking and a 50 foot wide landscaped buffer to the west. In addition, there will be a five foot landscape buffer around the remaining perimeter. As part of these improvements Marshalltown Company will pave the public alley adjacent to their new parking lot.

Please see the attached exhibit for a detailed parking lot layout.

Thank you for your assistance and consideration on this project. We hope you and Board of Adjustment will look favorably upon this application.

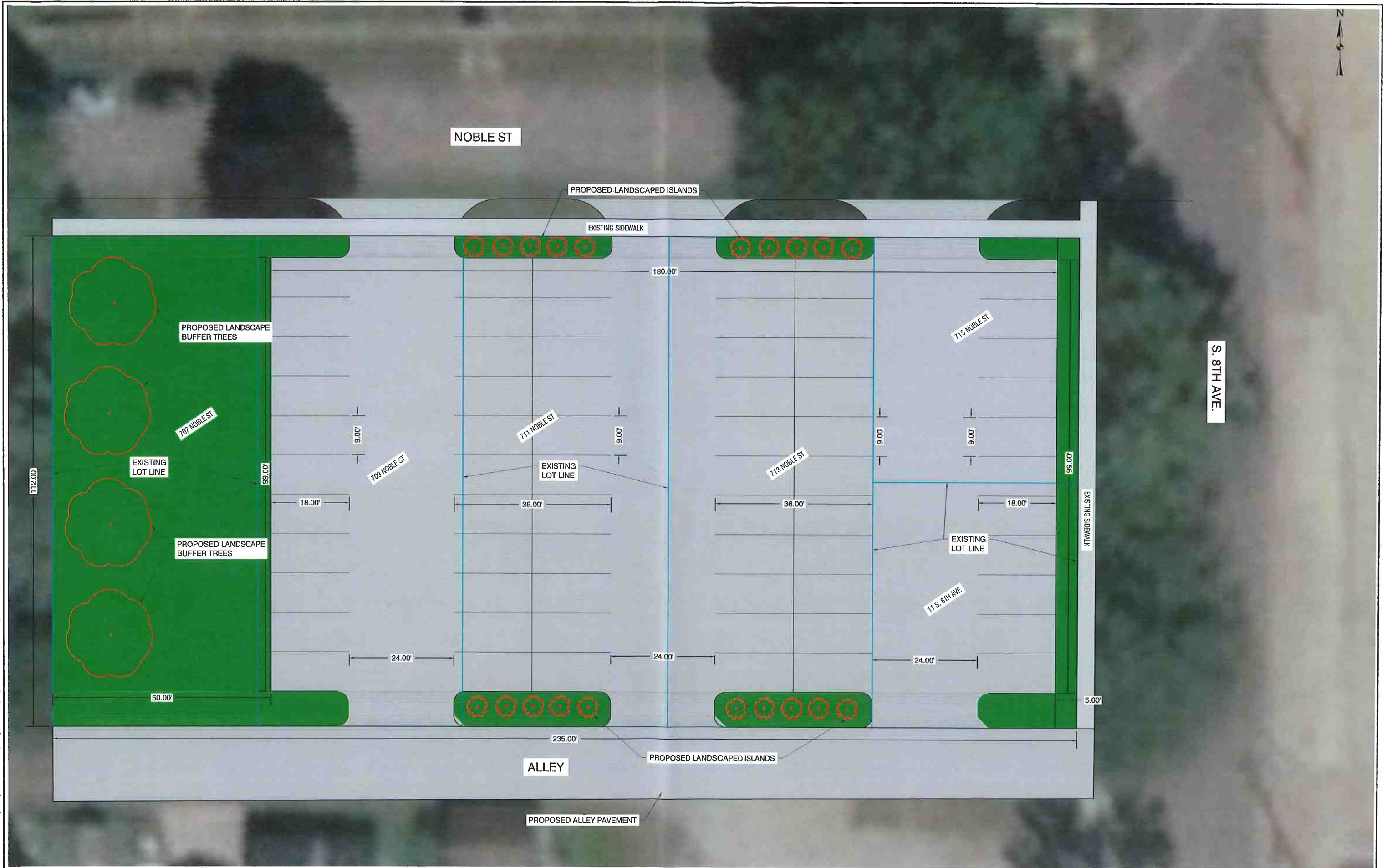
Best Regards,

A handwritten signature in black ink that reads "Stephen Troskey". The signature is written in a cursive, flowing style.

Stephen Troskey
Project Manager
CGA Engineers

1. Lot One, in Block Two, in Wood's Addition to the Town of Marshall, Marshall County, Iowa.
2. North 56 feet of Lot One, in Block Two, in Wood's Addition to the Town of Marshall, Marshall County, Iowa.
3. An undivided one-half interest in Lot 2, Block 2, Wood's Addition to Marshall, Marshall County, Iowa.
4. Lot 3, Block 2, Wood's Addition to Marshall, Marshall County, Iowa, subject to easements and restrictions of record.
5. Lot 4, Block 2, Wood's addition to Marshall County, Iowa AND an undivided one-half interest in Lot 2, Block 2, Wood's Addition to Marshall, Marshall County, Iowa.
6. Lot 5, in Block 2, Wood's Addition to Marshall, Marshall County, Iowa, subject to easements and restrictions of record, if any.

K:\B. Green\Projects\Marshalltown Co. Parking Lot\Layout\Marshalltown Co. Parking Lot - CGA Plan - 05-29-19 - 2:32pm - 5/02/20



NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE



Clapsaddle-Garber Associates, Inc.
Toll Free (800) 542-7981
www.cgaconsultants.com

DESIGNED: ### DATE: ###
DRAWN: ### DATE: ###
CHECKED: ### DATE: ###
APPROVED: ### DATE: ###

MARSHALLTOWN CO. PARKING LOT
MARSHALLTOWN, IOWA

LAYOUT EXHIBIT

PROJECT NO. ###
SHEET NO. 1