



PLAN AND ZONING COMMISSION

Notice of Regular Meeting
Thursday, June 16, 2022 at 5:00 PM
10 W. State Street - Council Chambers

1. Call To Order & Roll Call

Boston
Brodin
Eilers
Gruendler
Medina
Valbracht
Wittkop

2. Approval Of Meeting Minutes From March 10, 2022

Documents:

[03102022_PZ_MIN_FINAL.PDF](#)

3. Review And Recommendation To City Council: Sievers Subdivision Preliminary And Final Plat

Documents:

[061622_PZ_MEMO_SIEVERS SUBDIVISION_PLAT.PDF](#)
[SIEVERS SUBDIVISION_LEGAL DOCUMENTS.PDF](#)
[SIEVERS SUBDIVISION_PRELIMINARY PLAT.PDF](#)
[SIEVERS SUBDIVISION_FINAL PLAT.PDF](#)

MISSION STATEMENT

The City of Marshalltown collaborates to provide a welcoming, safe, vibrant and growing community.

Plan and Zoning Commission

Meeting Minutes from March 10, 2022

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

Meeting time: 5 PM

1) Call to order and roll call

Commission members present: Boston, Brodin, Eilers, Gruendler, Valbracht & Wittkop

Commission members absent: Medina

2) Approval of Minutes from 2/24/2022 and 3/3/2022

Minutes approved as distributed.

3) Public Hearing and Recommendation to City Council: Zoning Code Ordinance and Map

Boston opened the public hearing at 5:01 PM.

Public Comments received from Kristie Fisher, MCC, related to proposed changes impacting their project especially related to signage and the support for the new changes.

Michelle Spohnheimer, Housing & Community Development Director, presented written comments included in the agenda packet.

Discussion continued on a number of topics previously discussed in work sessions with the Commission. Topics included:

- Minimum driveway length – left at 20'
- Maximum allowances for garages to extend beyond the front of a dwelling eliminated.
- Mini-warehouse/storage unit allowable locations shall be limited to GI districts.
- Fence requirements – recommend modifying to match current regulations since a lot of work went into that review.
- Electronic message center signage – recommendation to prohibit animation have 8 second static image.
- Temporary signs in the right-of-way – recommendation to allow smaller signs in ROW for limit of 72 hours.
- Building materials permitted in certain districts – discussion related to EIFS especially in the UC district and agreed it would be limited on the primary facades based on other requirements for masonry and glass. Also discussed vinyl siding being allowed in residential and MU not for commercial uses.
- Residential density discussed. No changes made.
- Map changes considered at Center and South street intersection. No changes made.

Public hearing closed.

Brodin moved to recommend approval of the Zoning Ordinance and Zoning Map as presented with the changes discussed by the Commission. Second by Eilers. All Aye. Medina Absent. Motion Carried.

Spohnheimer indicated that the code will be presented to the City Council at their next meeting for the 1st reading.

With no further business meeting adjourned 7:15 PM

MARSHALLTOWN

— I O W A —

TO: Plan and Zoning Commission

FROM: Michelle Spohnheimer, Housing & Community Development Director

DATE: June 16 – Meeting Date

RE: **Sievers Subdivision – Preliminary and Final Plat**

Background: The Sievers Subdivision is located on S. 7th Avenue. It is a single split of lot 1207 S 7th Avenue owned by John and Kathleen Sievers. When this lot was previously divided from a larger parcel the Council set a condition that any future splits must complete the subdivision process which includes a preliminary and final plat. The subdivision will include two lots, each being just under 1 ac. in area.

The plats have gone through City and County review and required edits have been completed.

Recommendation: The request before the Plan and Zoning Commission is to recommend approval of the Sievers Subdivision Preliminary Plat and Final Plat to the City Council. A resolution will be presented to the City Council at their regular meeting on June 27, 2022.

Complete the following contact information. (Please type or print clearly)

Owner Corporation Name	
Contact/Owner Name John R. and Kathlen Sievers	
Owner Address 1207 S. 7th avenue Marshalltown, IA 50158	Owner Fax none
Owner Phone (641) 328-9417 for Kathleen and (641) 485-8784 for John	
Owner E-mail KMSievers14@gmail.com	

Name of Law Firm Moore, McKibben, Goodman & Lorenz, LLP	
Attorney Name William J. Lorenz	
Attorney Address 26 S 1st Avenue,, Suite 302 Marshalltown, IA 50158	Attorney Fax (641) 752-5266
Attorney Phone (641) 752-4271	
Attorney E-mail wlorenz@marshalltownlaw.com	

Engineer Firm Name Clapsaddle-Garber Associates	
Engineer Contact Person Travis Stewart	
Engineer Address 16 E. Main Street Marshalltown, Ia 50158	
Engineer Phone (641) 485-9765	Engineer Fax (641) 752-2849
Engineer E-mail tstewart@cgaconsultants.com	

DEDICATION

STATE OF IOWA)
)
COUNTY OF MARSHALL) ss:

John Sievers and Kathleen Sievers, husband and wife, the undersigned owners of record in fee simple of the following described real estate, to wit:

Sievers Subdivision located entirely within Parcel "G/B" located in the Northwest fractional Quarter of the Northwest fractional Quarter of Section 1, Township 83 North, Range 18 West of the 5th P.M., within the City of Marshalltown, Marshall County, Iowa, more particularly described as follows: Beginning at the Northeast corner of a certain parcel of land described as Parcel "G/B" and recorded as Instrument No. 2017-00003758, in the Office of the Recorder, Marshall County, Iowa, said point also being on the West Right of Way line of South 7th Avenue, thence S0°07'20"W 273.38' along the East line of said Parcel "G/B" to the Southeast Corner of said Parcel "G/B", thence S89°53'21"W 277.87' along the South line of said Parcel "G/B" to the Southwest Corner of said parcel, "G/B", thence N0°08'57"E 270.72' to the Northwest corner of said parcel "G/B", thence N89°20'24"E 277.76' to the point of beginning, containing 1.73 acres, subject to easements and restrictions of record, if any,

being the real estate upon which the following-described platted Subdivision, to wit:

Sievers Subdivision to Marshall, Marshall County, Iowa, as shown by the annexed plat drawing and plat. The undersigned hereby certify that John Sievers and Kathleen Sievers caused said subdivision to be laid out and that the disposition of the real estate as shown by the said plat is with the owners' free consent and in accordance with the owners' desires and conforming to the established requirements for the platting and development under the ordinances of the City of Marshalltown, Marshall County, Iowa.

That the measurements of the lots contained in said addition are as indicated on the attached plat drawing. That this plat drawing conforms to the preliminary plat as previously approved by this Council.

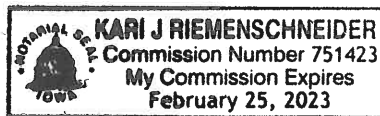
Dated this 13th day of June, 2022.

John R. Sievers
John R. Sievers

Kathleen Sievers
Kathleen Sievers

STATE OF IOWA, MARSHALL COUNTY, ss:

On this 13th day of June, A.D., 2022, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John R. Sievers and Kathleen Sievers, husband and wife, to me known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.



Kari J. Riemschneider
Notary Public, State of Iowa

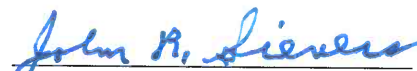
ACKNOWLEDGEMENT OF CONSENT OF DEDICATION

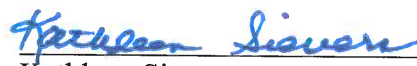
STATE OF IOWA)
) ss:
COUNTY OF MARSHALL)

. The undersigned, John Sievers and Kathleen Sievers, husband and wife, owners of record in fee simple of the following described real estate, hereby certify that they caused the following subdivision to be laid out and that the disposition of the real estate as shown by the said plat is with the owners' free consent and in accordance with the owners' desires and conforming to the established requirements for the platting and development under the ordinances of the City of Marshalltown, Marshall County, Iowa:

Sievers Subdivision located entirely within Parcel "G/B" located in the Northwest fractional Quarter of the Northwest fractional Quarter of Section 1, Township 83 North, Range 18 West of the 5th P.M., within the City of Marshalltown, Marshall County, Iowa, more particularly described as follows: Beginning at the Northeast corner of a certain parcel of land described as Parcel "G/B" and recorded as Instrument No. 2017-00003758, in the Office of the Recorder, Marshall County, Iowa, said point also being on the West Right of Way line of South 7th Avenue, thence S0°07'20"W 273.38' along the East line of said Parcel "G/B" to the Southeast Corner of said Parcel "G/B", thence S89°53'21"W 277.87' along the South line of said Parcel "G/B" to the Southwest Corner of said parcel, "G/B", thence N0°08'57"E 270.72' to the Northwest corner of said parcel "G/B", thence N89°20'24"E 277.76' to the point of beginning, containing 1.73 acres, subject to easements and restrictions of record, if any,

Dated this 13th day of June, 2022.

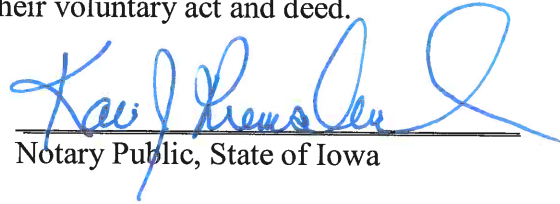

John R. Sievers


Kathleen Sievers

STATE OF IOWA, MARSHALL COUNTY, ss:

On this 13th day of June, A.D., 2022, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared John R. Sievers and Kathleen Sievers, husband and wife, to me known to be the identical persons named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.





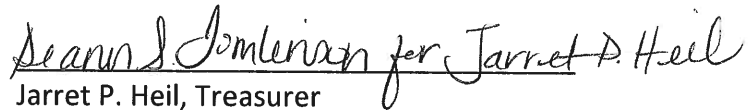
Notary Public, State of Iowa

TREASURER'S CERTIFICATE

STATE OF IOWA, MARSHALL COUNTY, ss:

I, Jarrett P. Heil, being the Treasurer of Marshall county, Iowa, do hereby certify that the land on which **SIEVERS SUBDDIVISION**, Marshall County, Iowa, is laid out and platted as shown by the annexed plat is free from property taxes.

Witness my hand and seal this 13th day of June, 2022.


Jarret P. Heil, Treasurer
Marshall County, Iowa

(SEAL)

AUDITOR'S APPROVAL OF SUBDIVISION NAME

STATE OF IOWA, MARSHALL COUNTY, ss:

I, Nan Benson, being the Auditor of Marshall county, Iowa, do hereby approve, pursuant to Iowa Code Sections 354.6(2) and 354.11(6) (2021), the subdivision name **SIEVERS SUBDDIVISION** on the annexed plat and find the same to be succinct and unique in Marshall County, Iowa.

Witness my hand and seal this 13th day of June, 2022.

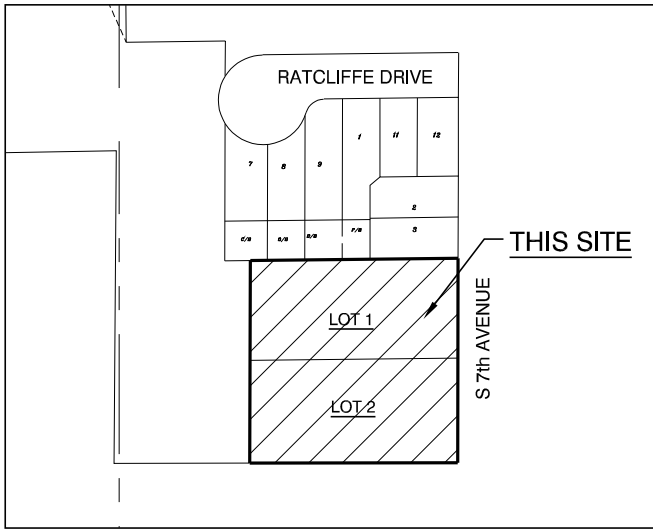


Nan Benson, Auditor
Marshall County, Iowa

(SEAL)



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VICINITY MAP
NOT TO SCALE

LEGEND:

	DECIDUOUS TREE		TELEVISION
	CONTOUR LINE		CABLE TELEVISION
	SPOT ELEVATION		WATER SERVICE
	WATER LINE		ELECTRIC TRANSFORMER
	WATER VALVE		FENCE LINE
	FIRE HYDRANT		BOLLARD
	SANITARY SEWER LINE		FIBER OPTIC
	STORM SEWER LINE		ROW
	MANHOLE		SECTION LINE
	CLEANOUT		
	INTAKE		
	BEEHIVE INTAKE		
	OVERHEAD ELECTRICAL LINE		
	POWER POLE		
	GUY ANCHOR		
	LIGHT POLE		
	GAS LINE		
	TELEPHONE LINE		
	TELEPHONE PEDESTAL		
	PARCEL OR LOT CORNER MONUMENT		
	GOVERNMENT CORNER MONUMENT FOUND		
	SURVEY CONTROL POINT / BENCHMARK		

UTILITY COMPANIES

THE FOLLOWING UTILITIES ARE PRESENT ON THIS PROJECT		
ALLIANT ENERGY	FIELD ENGINEER	800-255-4268
CENTURYLINK	SADIE HULL	918-547-0147
MARSHALLTOWN - SEWER	TROY MCGAHUEY	641-751-9608
MARSHALLTOWN WATER WORKS	ZACH MAXFIELD	641-753-7913
MEDICOM	CURT HODGES	515-669-3647



PRELIMINARY PLAT
SIEVERS SUBDIVISION

ZONE INFORMATION:

CITY OF MARSHALLTOWN
DISTRICT "R" - RESIDENTIAL DISTRICT

FRONT YARD: 50'

SIDE YARDS: 10' MINIMUM

REAR YARDS: 20% DEPTH OF LOT MINIMUM, BUT NOT GREATER THAN 35'

LOT WIDTH: 100' MINIMUM

LOT AREA: 30,000 SQ FT MINIMUM

ADDRESS

1207 S 7TH AVENUE
MARSHALLTOWN, IOWA

OWNER OF RECORD

JOHN R SIEVERS AND KATHLEEN M SIEVERS
1207 S 7TH AVENUE
MARSHALLTOWN, IOWA

SURVEY REQUESTED BY:

MIKE WRIGHT

FIELD WORK COMPLETED:

MARCH 11,2022

FLOOD ZONE:

(ZONE "AE") SPECIAL FLOOD HAZARD AREAS (SFHAS)
TO INUNDATION BY THE 1% ANNUAL CHANCE
FLOOD
PANEL# 19127C 0170C
EFFECTIVE DATE NOVEMBER 16, 2011

JURISDICTION:

CITY OF MARSHALLTOWN

DESCRIPTION

SIEVERS SUBDIVISION LOCATED ENTIRELY WITHIN PARCEL "G/B" IN THE NORTHWEST FRACTIONAL 1/4 OF THE NORTHWEST FRACTIONAL 1/4 OF SECTION 1 , TOWNSHIP 83 NORTH, RANGE 18 WEST OF THE 5TH P.M., WITHIN THE CITY OF MARSHALLTOWN, MARSHALL COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF A CERTAIN PARCEL OF LAND DESCRIBED AS PARCEL "G/B" AND RECORDED IN INSTRUMENT NO. 2017-00003758 IN THE OFFICE OF THE RECORDER, MARSHALL COUNTY, IOWA, SAID POINT ALSO BEING ON THE WEST RIGHT OF WAY LINE OF SOUTH 7TH AVENUE; THENCE, S0°07'20"W 273.38' ALONG THE EAST LINE OF SAID PARCEL "G/B" TO THE SOUTHEAST CORNER OF SAID PARCEL "G/B"; THENCE, S89°53'21"W 277.87' ALONG THE SOUTH LINE OF SAID PARCEL "G/B" TO THE SOUTHWEST CORNER OF SAID PARCEL "G/B"; THENCE, N0°08'57"E 270.72' TO THE NORTHWEST CORNER OF SAID PARCEL "G/B"; THENCE, N89°20'24"E 277.76' TO THE POINT OF BEGINNING, CONTAINING 1.73 ACRES. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.
FOR THE PURPOSE OF THIS SURVEY, THE EAST LINE OF SAID PARCEL "G/B" WAS DETERMINED TO BEAR N0°07'20"E USING GPS.

UTILITY LINETYPES WITH A QUALITY LEVEL INDICATOR (*) HAVE BEEN LOCATED PER THE FOLLOWING ASCE STANDARD GUIDELINE FOR THE COLLECTION & DEPICTION OF EXISTING SUBSURFACE UTILITY DATA" :

- (A) - PRECISE HORIZONTAL & VERTICAL LOCATION OF UTILITIES OBTAINED BY THE ACTUAL EXPOSURE (OR VERIFICATION OF PREVIOUSLY EXPOSED & SURVEYED UTILITIES) & SUBSEQUENT MEASUREMENT OF SUBSURFACE UTILITIES, USUALLY AT A SPECIFIC POINT. MINIMALLY INTRUSIVE EXCAVATION EQUIPMENT IS TYPICALLY USED TO MINIMIZE THE POTENTIAL FOR UTILITY DAMAGE. A PRECISE HORIZONTAL & VERTICAL LOCATION, AS WELL AS OTHER UTILITY ATTRIBUTES, IS SHOWN ON PLAN DOCUMENTS. ACCURACY IS TYPICALLY SET TO 15- MM VERTICAL & TO APPLICABLE HORIZONTAL SURVEY & MAPPING ACCURACY AS DEFINED OR EXPECTED BY THE PROJECT OWNER.
- (B) - INFORMATION OBTAINED THROUGH THE APPLICATION OF APPROPRIATE SURFACE GEOPHYSICAL METHODS TO DETERMINE THE EXISTENCE & APPROXIMATE HORIZONTAL POSITION OF SUBSURFACE UTILITIES. QUALITY LEVEL B DATA SHOULD BE REPRODUCIBLE BY SURFACE GEOPHYSICS AT ANY POINT OF THEIR DEPICTION. THIS INFORMATION IS SURVEYED TO APPLICABLE TOLERANCES DEFINED BY THE PROJECT & REDUCED ONTO PLAN DOCUMENTS.
- (C) - INFORMATION OBTAINED BY SURVEYING & PLOTTING VISIBLE ABOVE-GROUND UTILITY FEATURES & BY USING PROFESSIONAL JUDGEMENT IN CORRELATING THIS INFORMATION TO QUALITY LEVEL D INFORMATION.
- (D) - INFORMATION DERIVED FROM EXISTING RECORDS OR ORAL RECOLLECTIONS.

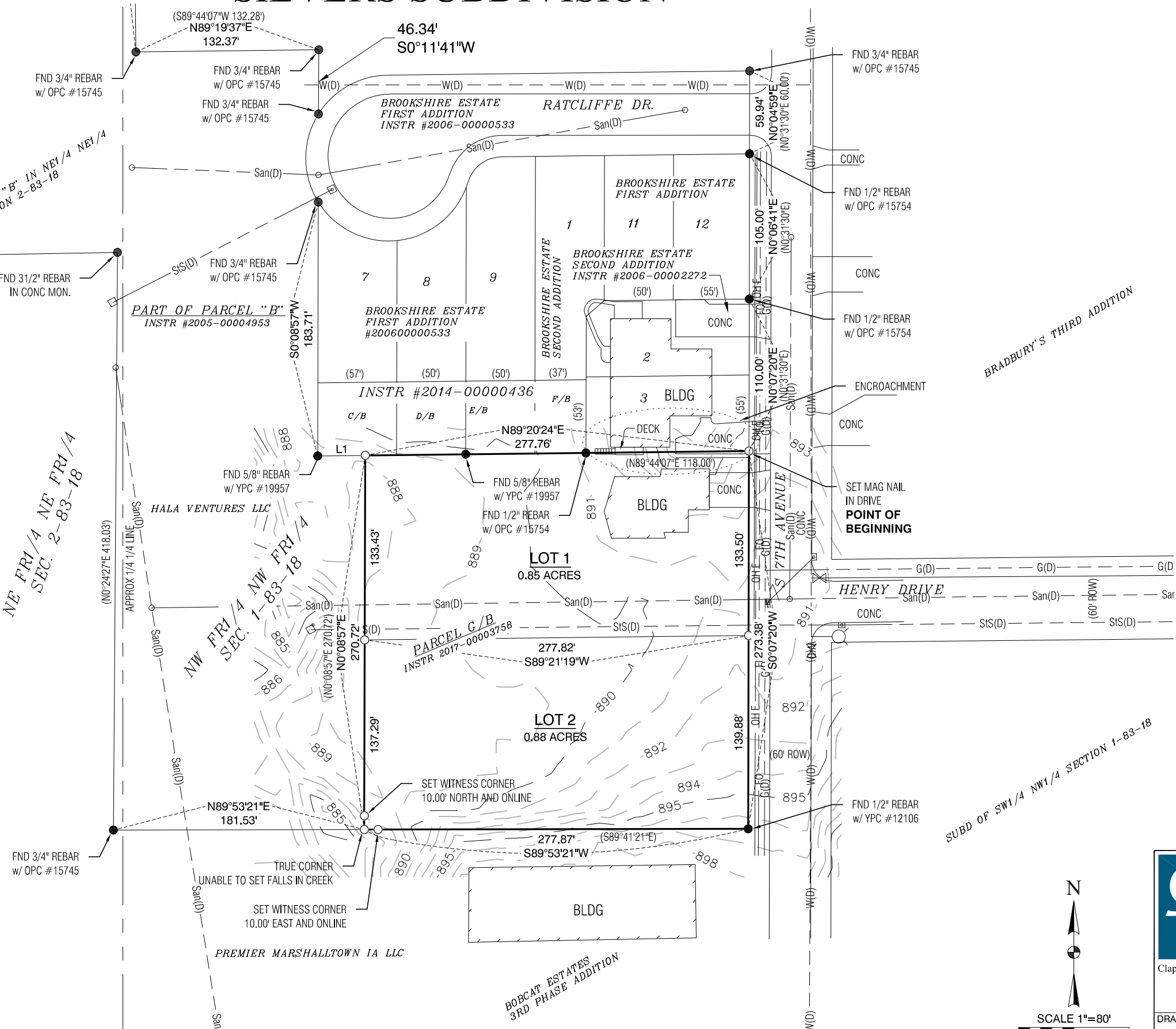
Clapsaddle-Garber Associates, Inc
16 East Main Street
Marshalltown, Iowa 50158
Ph 641-752-6701
www.cgaconsultants.com

DRAWN	SHEET NO.
CAQ	1 OF 2
DATE	PROJECT NO.
5-26-2022	79471.05

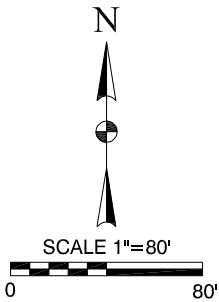
PRELIMINARY PLAT
SIEVERS SUBDIVISION

LINE DATA		
LINE NUMBER	BEARING	DISTANCE
L1	N89°20'24"E	34.42'
	(N89°20'24"E)	(34.42')

LOT #	OWNER
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PARCEL E/B & LOT 9	LEROY J & ANNE J SCHULTE
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LOT 12	RONALD & HELEN BURR TRUST



NOTE:
ALL BEARINGS ARE THE RESULT OF G.P.S. OBSERVATIONS.

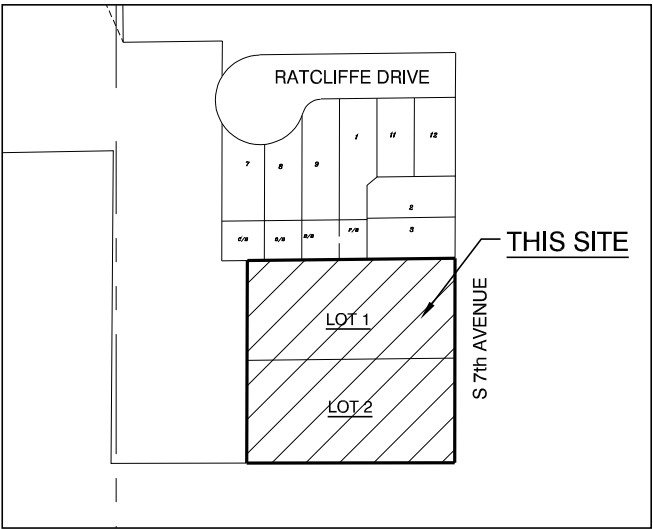


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DRAWN CAQ	SHEET NO. 2 OF 2
DATE 5-26-2022	PROJECT NO. 79471.05

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FINAL PLAT SIEVERS SUBDIVISION



VICINITY MAP
NOT TO SCALE

FLOOD ZONE:

(ZONE "AE") SPECIAL FLOOD HAZARD AREAS (SFHAS)
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PANEL# 19127C 0170C
EFFECTIVE DATE NOVEMBER 16, 2011

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MEDICOM	
CURT HODGES	515-669-3647

LEGEND:

- PARCEL OR LOT CORNER MONUMENT
- ▲ GOVERNMENT CORNER MONUMENT FOUND
- ⊕ SURVEY CONTROL POINT / BENCHMARK



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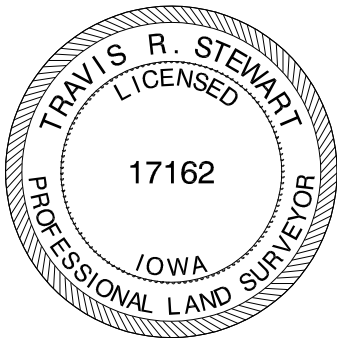
MARSHALLTOWN P&Z COMMISSION

MAYOR SIGNATURE

ATTEST

LEGEND: (MONUMENT SYMBOLS ARE ORIENTED TO THE NORTH)

FOUND	▲	PLSS CORNER FOUND (as noted)
	●	PARCEL OR LOT CORNER
SET	△	PLSS CORNER - 1/2" DIAMETER x 30" IRON REBAR w/ORANGE PLASTIC ID CAP (#17162)
	○	1/2" DIAMETER x 30" IRON REBAR w/ORANGE PLASTIC ID CAP (#17162)



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

Travis R. Stewart 6/14/2022
Travis R. Stewart, PLS date
Iowa License Number 17162

My License Renewal Date is December 31, 2023
Pages or sheets covered by this seal: THIS SHEET



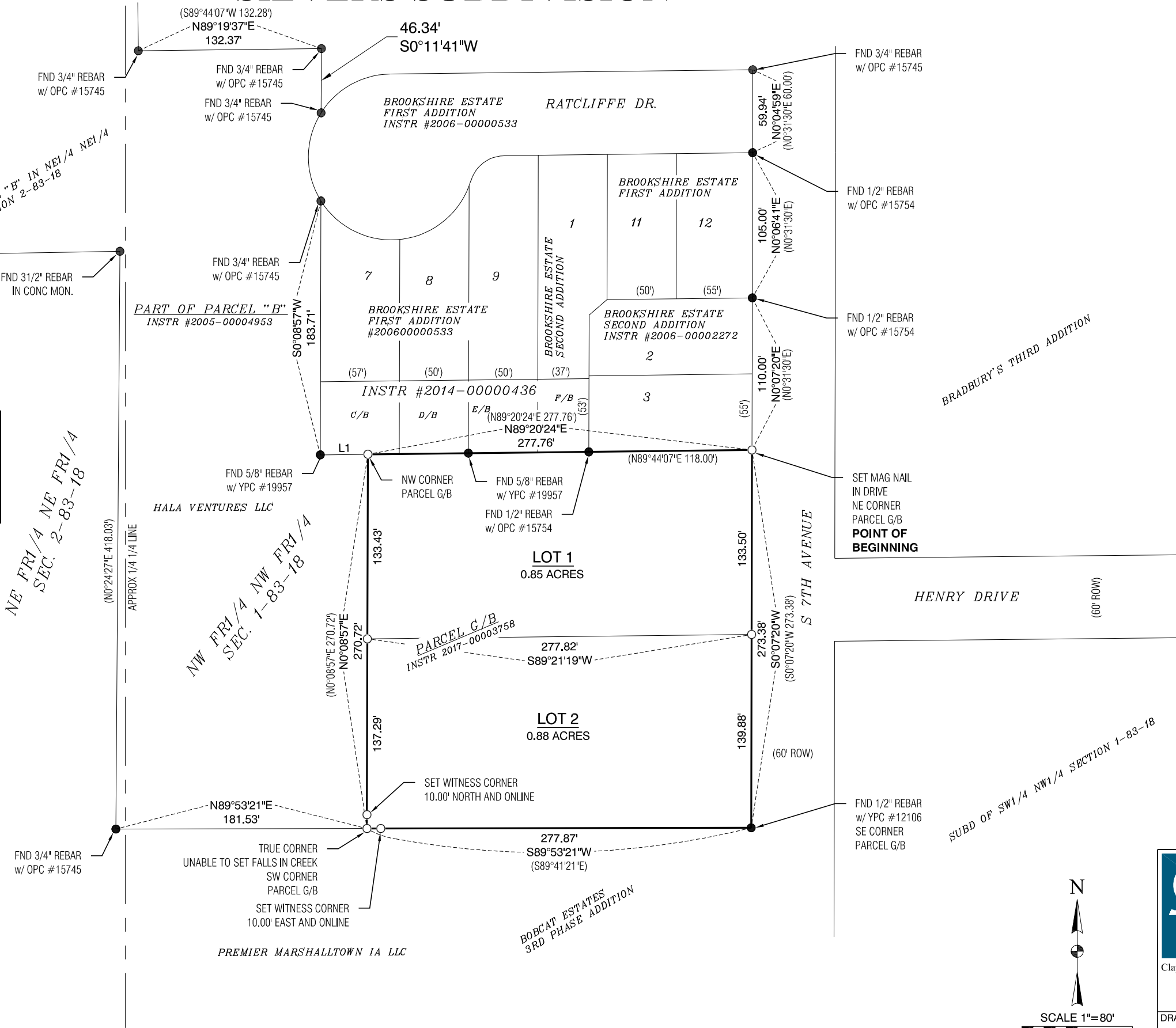
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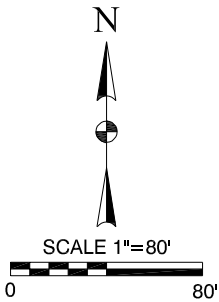
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J:\79471\dwgs\2_Survey\Final Plat\79471 Final Plat Sheet 2.dwg - Final Plat Sheet 2 - 06-14-22 - 8:35am - ms246