



**MARSHALLTOWN
MORE THAN EVER**

**CITY OF MARSHALLTOWN
PLAN ZONING COMMISSION
NOTICE OF PUBLIC MEETING
CITY HALL COUNCIL CHAMBERS
10 WEST STATE STREET
JANUARY 8, 2026, 5:00 PM**

AGENDA

CALL TO ORDER

ROLL CALL

Jon Boston, Matthew Brodin, Mahala Casady, Deirdre Gruendler, Benjamin Harris-Medina, Patrick Streit, Stephen Valbracht

BUSINESS

1. Consider Making a Recommendation for a Special Use Permit at 1310 Iowa Ave W
2. Discussion Regarding Potential Amendments to Zoning Ordinance Relating to Accessory Structure Setbacks and Lot Area Calculations

ADJOURNMENT

MISSION STATEMENT

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

MARSHALLTOWN

— I O W A —

HOUSING & COMMUNITY DEVELOPMENT

Deb Millizer, Director
Clayton Ender, Assistant Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5756
Fax - (641) 754-5717

TO: Planning and Zoning Commission
FROM: Clayton Ender, Assistant Housing & Community Development Director
DATE: January 8th, 2026
RE: Make a recommendation on a special use permit application for 1310 Iowa Ave W

City Staff Contact:	Clayton Ender, AICP Assistant Director of Housing and Community Development Phone: 641-754-5756 Email: cender@marshalltown-ia.gov
Applicant / Property Owner:	ITC Midwest LLC ATTN: Tax Department 27175 Energy Way Novi MI 48377
Recommendation:	Staff recommends approval and provides the following motion for the commission's consideration: The Planning and Zoning Commission recommends approval of the special use permit application for 1310 Iowa Ave W subject to the following conditions: 1. Prior to issuance of a building permit the following items shall be completed: a. Provide a landscaping plan which document compliance with development landscaping requirements of the zoning code.
Current Zoning District & Current Usage:	Current Zoning: GC, General Commercial Zoning District Current Usage: Major Utility, Electrical Transmission Substation
Proposed Zoning District & Proposed Usage:	Zoning: GC, General Commercial Zoning District Proposed Usage: Major Utility, Electrical Transmission Substation

CITY COUNCIL

Melisa Fonseca, Barry Kell, Mike Ladehoff,
Mark Mitchell, Greg Nichols, Jeff Schneider, Gary Thompson



Review Criteria:

In determining whether to approve, approve with conditions, or deny a special use permit, the review bodies shall consider the following review criteria:

- 1. The request complies with the applicable standards of this Zoning Ordinance, the City Code of Ordinances, and any applicable county, state, or federal requirements.**

The proposed site plan will need updated to document compliance with applicable city landscaping codes. See the recommendation section of this staff report for full list of items needing addressed.

- 2. The request substantially conforms to any associated prior approval for the development, including, but not limited to, a special use permit, Master Development Plan, or Site Plan.**

The proposed development does not conflict with any prior approvals.

- 3. The administrative body has considered the recommendation of staff.**

Staff recommends approval of the special use permit application as outlined in the recommendation section of this staff report.

- 4. The request is consistent with applicable policies of the Comprehensive Plan and applicable utility plans and capital improvements plans; or, if it addresses a topic that is not contained or not fully developed in the Comprehensive Plan, the request does not impair the implementation of the Comprehensive Plan.**

The comprehensive plan identifies the future land use designation for the development site as commercial.

While utility is provided its own future land use category in the comprehensive plan, the use is allowed within the GC zoning district by special use permit. The facility expansion would not impair implementation of the comprehensive plan.

- 5. The request promotes the purposes of this Zoning Ordinance as established in § 156.A.002, Purposes, and in other applicable purpose statements in this chapter.**

§ 156.A.002(D)(1) “Encouraging the most appropriate, efficient, and compatible use of land, buildings, and other structures throughout the city;”

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- 6. Adequate facilities, including public or private utilities, solid waste service, roads, drainage, and other improvements are present or are planned to be provided.**

The subject property has adequate access to existing public streets, water, sanitary sewer, storm sewer and other utilities.

- 7. The request demonstrates compatibility with surrounding conforming and permitted land uses and structures and with the general character of the area.**

Land uses to the north, east, south, and west include commercial zoning and land uses. The proposed facility expansion is compatible with all surrounding uses.

- 8. The special use does not create an unwanted concentration of similar special uses that is likely to discourage permitted uses by making the vicinity less desirable for them.**

In the opinion of staff the proposed development will not discourage permitted uses in the area by making the area less desirable.

- 9. There is no practicable alternative location where the use is permitted by right within the general vicinity of the parcel proposed for development, or, if such a location exists, the proposed location is comparable or more favorable in terms of:**

- **Providing a needed community service;**
- **Providing a critical mass of related and mutually supportive land uses that promote quality economic development and opportunity;**
- **Providing a balance of land uses, ensuring that appropriate supporting activities, such as employment, housing, leisure-time, and retail centers are in close proximity to one another; and**
- **Making more efficient use of public infrastructure.**

While other sites in town exist, which may be more favorable to locate a major utility, this is an expansion on an existing utility facility. Additionally, this utility provides a needed community service in the form of telecommunications.

Attachments:

Aerial Vicinity Map
Site Plan

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AERIAL VICINITY MAP



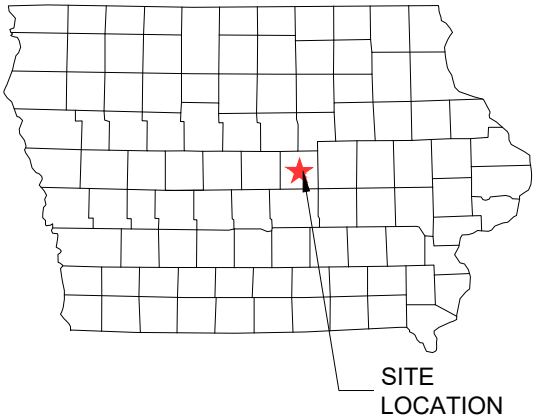
SITE PLAN
FOR
TIMBER CREEK LAYDOWN YARD
MARSHALL COUNTY, IOWA

OWNER CONTACT:

Chad Levi
Manager, Permitting
319-297-6765
clevi@itctransco.com
ITC
3165 Edgewood Parkway S.W.
Cedar Rapids, IA 52404

ENGINEER CONTACT:

Josh Petersen, PE
Project Engineer
612-354-4296
josh.petersen@merjent.com
Merjent, Inc.
1 Main Street SE, Suite 300
Minneapolis, Minnesota 55414
612-746-3660



STATE MAP
NOT TO SCALE



VICINITY MAP
NOT TO SCALE



LOCATION MAP
1" = 400'

GENERAL NOTES

- 1. THE CONTRACTOR SHALL VERIFY ALL FIELD CONDITIONS PRIOR TO WORK COMMENCING. CONTRACTOR IS RESPONSIBLE FOR 811 LOCATE SERVICES FOR THE PROJECT TO START WORK.
2. WORK SHALL BE COORDINATED WITH OWNERS' REPRESENTATIVE AND ALL IDENTIFIED PROJECT REPRESENTATIVES.
3. CONTRACTOR SHALL CONTACT UTILITY LOCATION SERVICES 48 HOURS PRIOR TO STARTING WORK.
4. STOP WORK IF ENCOUNTERING ANY SUBSURFACE LATENT CONDITIONS, PIPE LINE BREAKS, DAMAGED UTILITIES, OR OTHER UNKNOWN OR UNFORESEEN INFRASTRUCTURE DAMAGE.
5. CONTRACTOR SHALL TAKE EVERY PRECAUTION TO PROTECT THE OWNERS EXISTING PROPERTY FROM DAMAGE DUE DIRECTLY OR INDIRECTLY FROM THE CONTRACTORS WORK. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY SUCH DAMAGE.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL INJURY AND DAMAGE OF ANY KIND RESULTING FROM THIS WORK TO PERSONS OR PROPERTY.
7. RENTAL CHARGES, SAFETY, PROTECTION AND MAINTENANCE OF RENTED EQUIPMENT SHALL BE CONTRACTOR'S RESPONSIBILITY.
8. CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE CODES, AND SHALL PAY FOR AND OBTAIN PERMITS AND ALL NECESSARY APPROVALS. CONTRACTOR SHALL OBTAIN ALL APPROVALS AND PERMITS FOR CONSTRUCTION FROM THE MUNICIPAL AGENCIES HAVING JURISDICTION, PRIOR TO COMMENCEMENT OF WORK, AT HIS OWN EXPENSE UNLESS OTHERWISE NOTED.
9. ANY PRODUCT SPECIFIED SHOULD COMPLY WITH MANUFACTURERS RECOMMENDATIONS AND REQUIREMENTS AND COMPLY WITH MANUFACTURERS INSTALLATION PROCEDURES.
10. THE WORK UNDER THIS PLAN SHALL BE CONSTRUCTED IN ACCORDANCE WITH LOCAL AND STATE REQUIREMENTS.
11. IN ACCORDANCE WITH NPDES, THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING EROSION CONTROL PROTECTION DURING CONSTRUCTION AS WELL AS PROVIDING PROTECTION TO ADJOINING STREETS FROM POLLUTED RUNOFF AS WELL AS KEEPING EXISTING PAVEMENT CLEAN OF MUD AND DEBRIS. PAVEMENT SWEEPING OF CITY ROADS SHALL BE PERFORMED AS NECESSARY OR AT THE DIRECTION OF THE LOCAL JURISDICTION.
12. ALL EROSION CONTROL MEASURES SHALL BE INSPECTED AND CLEANED OR OTHERWISE MAINTAINED ON A WEEKLY BASIS, AND WITHIN 24 HOURS AFTER ANY SIGNIFICANT RAINFALL (0.5 INCHES OR GREATER) TO INSURE THAT ANY DAMAGE THAT MAY HAVE OCCURRED IS REPAIRED.
13. RECORD DRAWINGS SHOULD BE KEEP ON THE PROJECT FOR ANY CHANGES OR FINAL CONDITIONS OF THE DESIGN ON THE PROJECT. RECORD DRAWINGS SHALL INCLUDE RIM AND INVERT ELEVATIONS ON STORMWATER STRUCTURES, MAJOR VARIATIONS IN GRADING PLAN, FINAL GRADING ON STORMWATER BASINS, CHANGES TO OUTLET STRUCTURES/OVERFLOW POINTS.
14. UNLESS NOTED OTHERWISE, ALL EXISTING UTILITIES ON-SITE SHOULD BE PROTECTED AND PREVENTED FROM DAMAGE OR OUTAGES
15. IF STONE, BONE, OR OTHER ARTIFACTS ARE UNCOVERED, WORK SHALL CEASE IMMEDIATELY AND A QUALIFIED ARCHAEOLOGIST SHALL BE CONSULTED TO DEVELOP ANY REQUIRED MITIGATION MEASURES TO REDUCE ARCHAEOLOGICAL IMPACTS BEFORE WORK RESUMES ON-SITE.
16. CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLATION AND MAINTENANCE OF TEMPORARY SIGNS, BRIDGES, BARRICADES, FLAGGING PERSONNEL, AND OTHER FACILITIES TO ADEQUATELY SAFEGUARD THE GENERAL PUBLIC AND WORK, AND TO PROVIDE FOR PROPER ROUTING OF VEHICULAR AND PEDESTRIAN TRAFFIC AS NECESSARY.
17. VERIFY WITH LOCAL JURISDICTION FOR REGULAR WORK HOURS AND REQUIREMENTS FOR NOISE AND OTHER IMPACTS DURING CONSTRUCTION.
18. SEVEN (7) DAYS PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF RECORD INTENT TO BEGIN CONSTRUCTION.
19. ANY DISTURBANCE OF DRIVEWAYS OR SIDEWALKS MUST HAVE THE AREA REPLACED WITH LIKE MATERIAL.

Table with 2 columns: INDEX, and 1 column with sheet numbers (1-10).



PLOT DATE 12/5/2025
ISSUED FOR PERMIT



Corporate Office:
1 Main Street SE, Suite 300
Minneapolis, Minnesota 55414
(612) 746-3660
Wisconsin Office:
N3764 Uni Drive
Freedom, WI 54130
(920) 393-9198

REVISION RECORD

Table with 6 columns: NO., DATE, DESCRIPTION, BY, CHKD, APP'D. Row 1: 1, 12/05/2025, FINAL - SUBMITTAL TO CITY FOR PERMIT.



PROFESSIONAL ENGINEER'S CERTIFICATION

I hereby certify that this plan, specification, or report 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

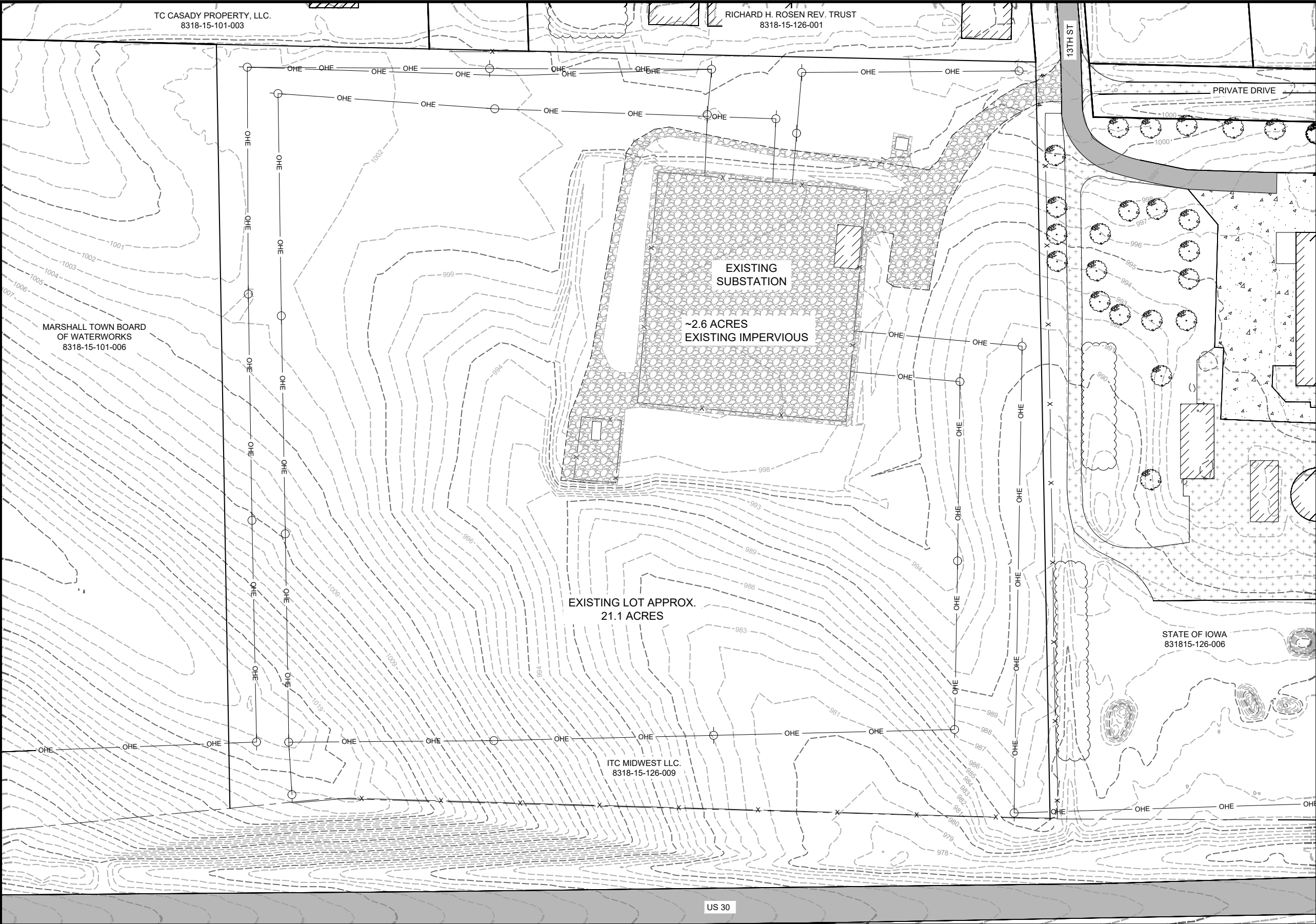
Printed Name: Josh Petersen, P.E.
My license renewal date is 12/31/2025
License No: P27653

ITC
TIMBER CREEK LAYDOWN YARD
MARSHALL COUNTY

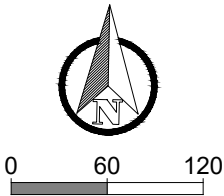
TITLE SHEET

C100

SHEET 1 OF 10



LEGEND	
	EXISTING CONTOUR (MAJOR)
	EXISTING CONTOUR (MAJOR)
	PROPOSED CONTOUR (MAJOR)
	PROPOSED CONTOUR (MINOR)
	PROPOSED STORM PIPE
	PROPERTY LINE
	EXISTING POWER POLE
	EXISTING TREE
	EXISTING TREELINE
	EXISTING AGGREGATE
	EXISTING PAVEMENT
	EXISTING OVERHEAD ELECTRIC
	EXISTING FENCE
	EXISTING GRAVEL EDGE
	EXISTING BUILDING



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ITC

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MARSHALL COUNTY

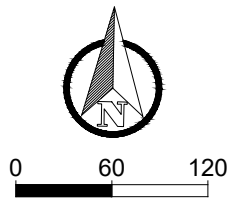
EXISTING CONDITIONS

C102

SHEET 3 OF 10



LEGEND	
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	EXISTING CONTOUR (MAJOR)
	PROPOSED CONTOUR (MAJOR)
	PROPOSED CONTOUR (MINOR)
	PROPOSED STORM PIPE
	PROPERTY LINE
	RIGHT-OF-WAY
	EXISTING POWER POLE
	EXISTING TREE
	EXISTING TREELINE
	EXISTING PAVEMENT
	PROPOSED GRAVEL
	PROPOSED SCREENING BERM
	EXISTING OVERHEAD ELECTRIC
	EXISTING FENCE
	EXISTING GRAVEL EDGE
	EXISTING BUILDING



**PLOT DATE 12/5/2025
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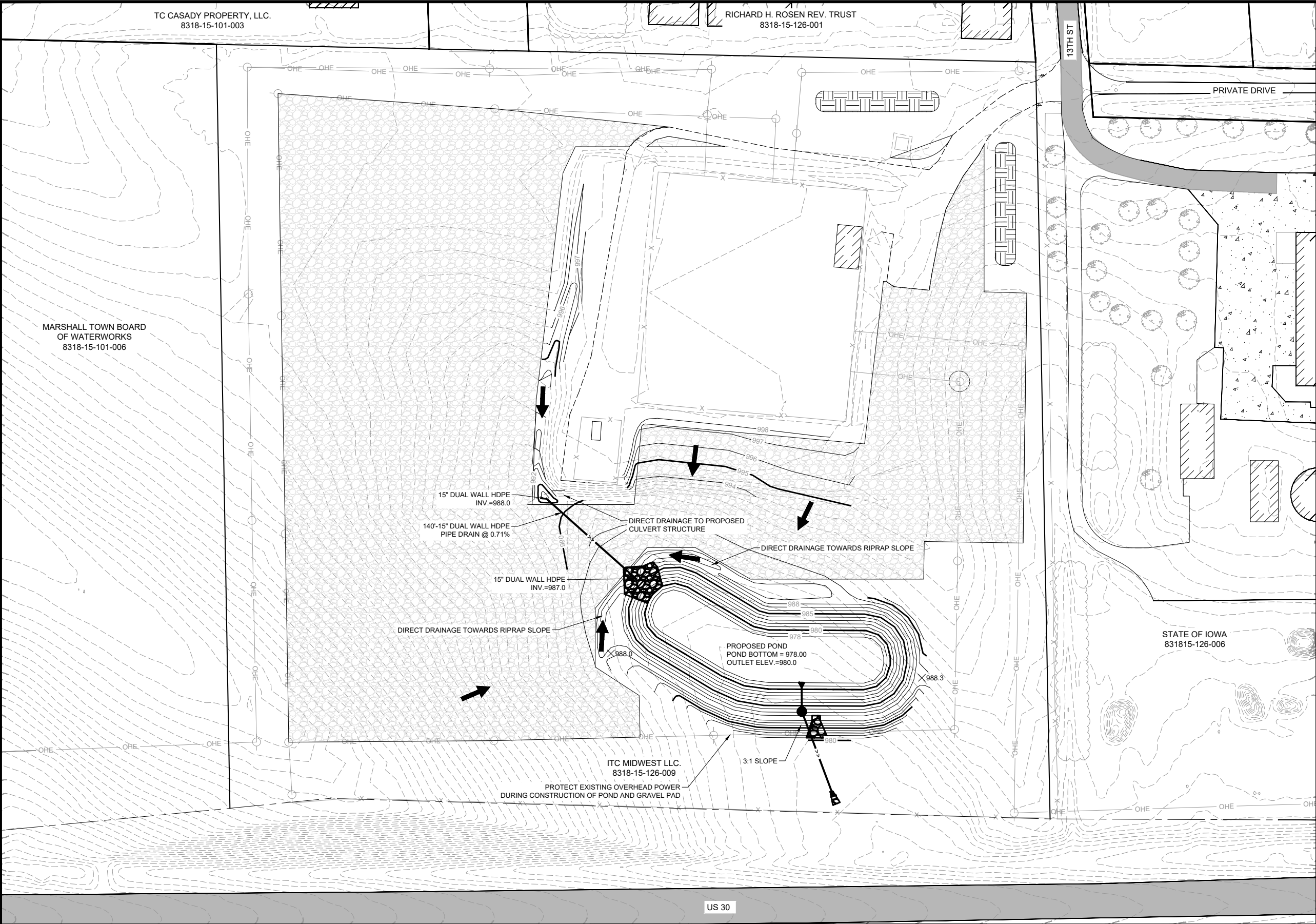
TIMBER CREEK LAYDOWN YARD

MARSHALL COUNTY

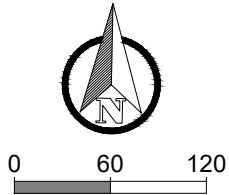
SITE PLAN

C103

SHEET 4 OF 10



LEGEND	
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	EXISTING CONTOUR (MAJOR)
	PROPOSED CONTOUR (MAJOR)
	PROPOSED CONTOUR (MINOR)
	PROPOSED STORM PIPE
	PROPERTY LINE
	RIGHT-OF-WAY
	EXISTING POWER POLE
	EXISTING TREE
	EXISTING TREELINE
	EXISTING PAVEMENT
	PROPOSED GRAVEL
	PROPOSED SCREENING BERM
	EXISTING OVERHEAD ELECTRIC
	EXISTING FENCE
	EXISTING GRAVEL EDGE
	EXISTING BUILDING



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MARSHALL COUNTY

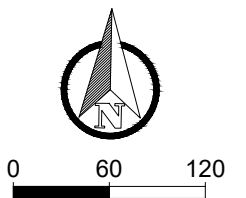
GRADING PLAN

C104

SHEET 5 OF 10



LEGEND	
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	EXISTING CONTOUR (MAJOR)
	PROPOSED CONTOUR (MAJOR)
	PROPOSED CONTOUR (MINOR)
	PROPOSED STORM PIPE
	SEDIMENT BARRIER SILT FENCE OR BIOLOG
	PROPERTY LINE
	RIGHT-OF-WAY
	EXISTING POWER POLE
	EXISTING TREE
	EXISTING TREELINE
	EXISTING PAVEMENT
	EXISTING OVERHEAD ELECTRIC
	EXISTING FENCE
	EXISTING GRAVEL EDGE
	EXISTING BUILDING
	PROPOSED GRAVEL
	SEED AND BLANKET SC150 OR EQUIVALENT
	SEDIMENT TRACKING PAD (ROCK CONST. ENTRANCE)
	PROPOSED SCREENING BERM
	FLOW DIRECTION
	PROPOSED DITCH CHECK



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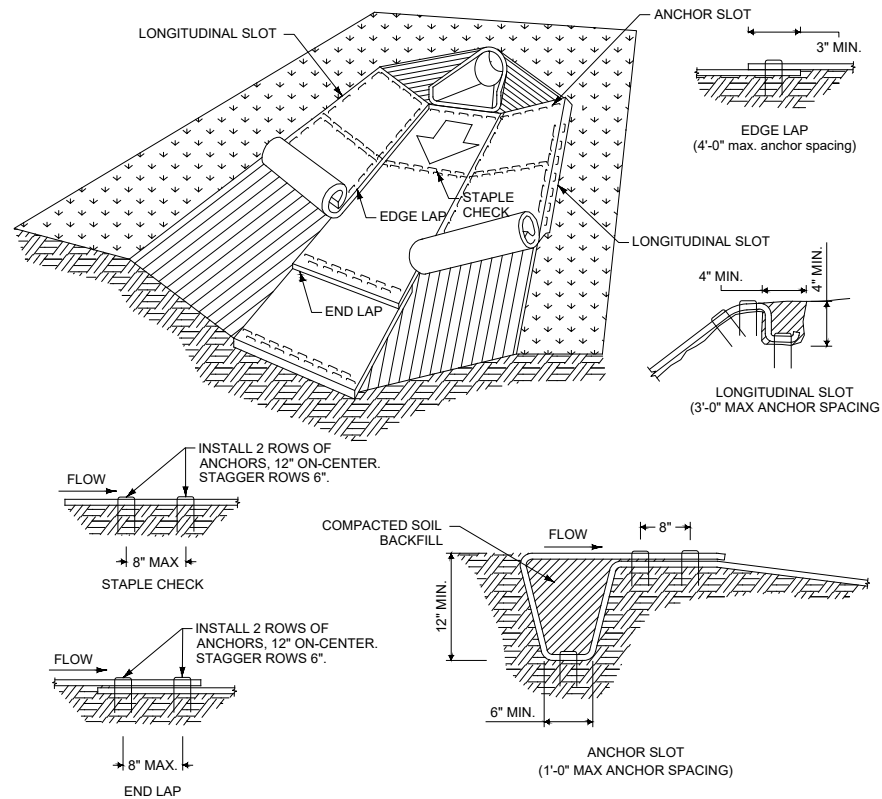
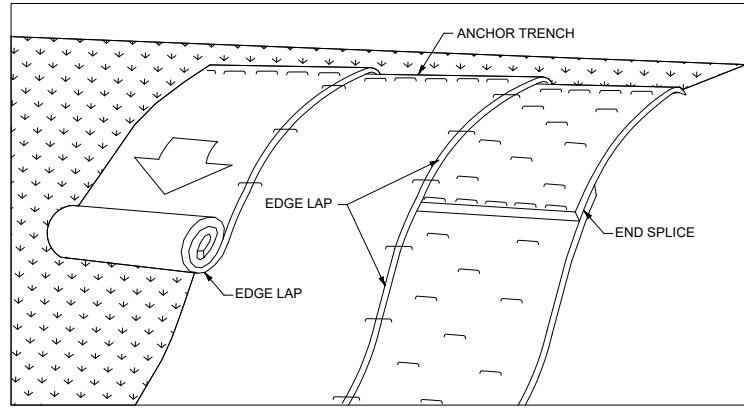
TIMBER CREEK LAYDOWN YARD

MARSHALL COUNTY

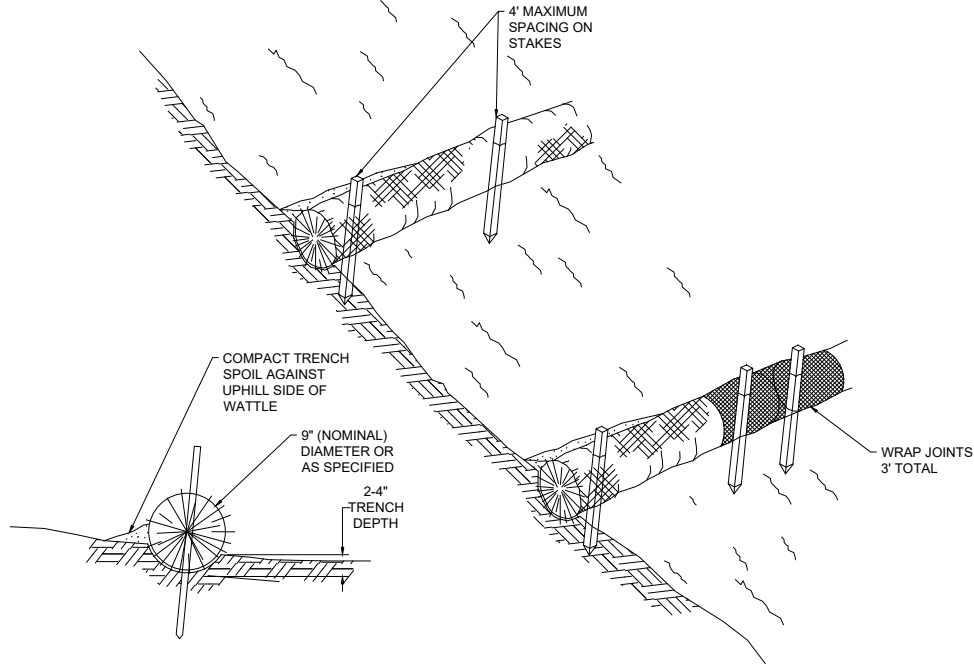
EROSION AND SEDIMENT CONTROL PLAN

C106

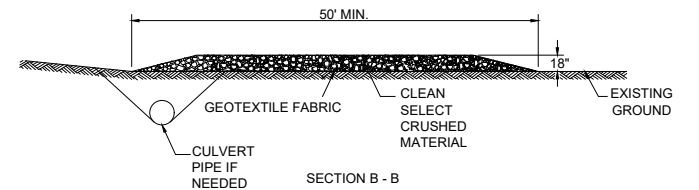
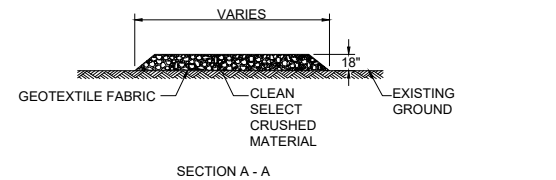
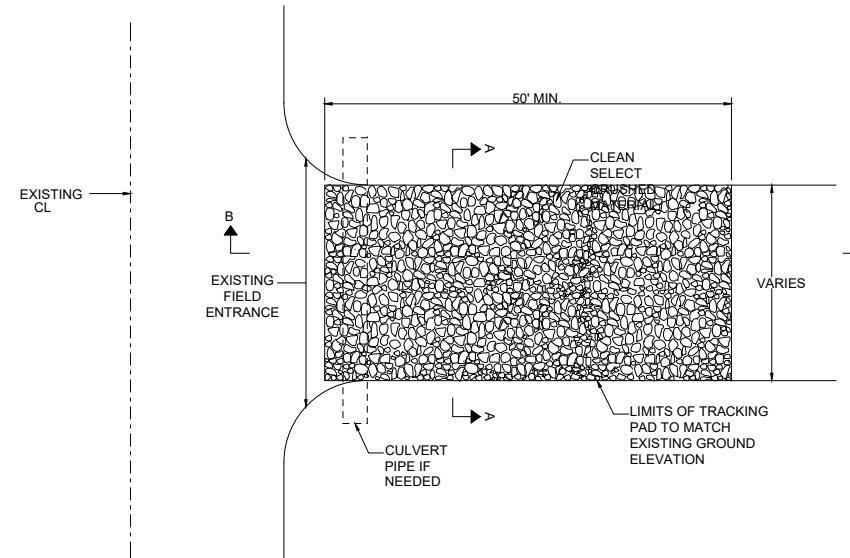
SHEET 7 OF 10



D-1 EROSION CONTROL MAT
NOT TO SCALE



D-2 BIOLOG DETAIL
NOT TO SCALE



D-3 CONSTRUCTION TRACKING PAD
NOT TO SCALE

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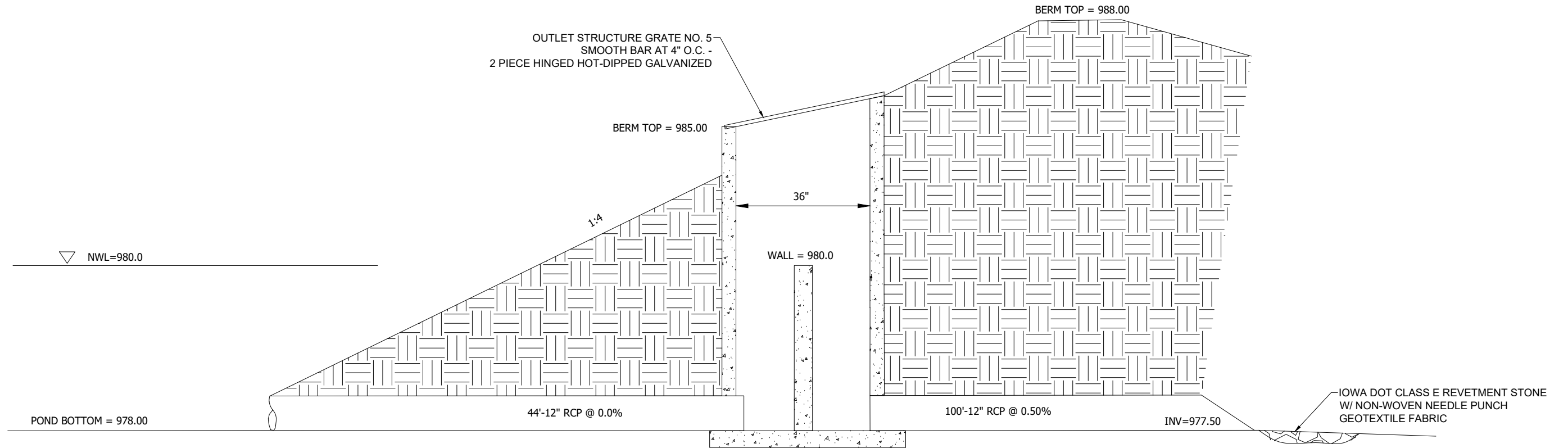
(Date) License No: P27653

ITC
TIMBER CREEK LAYDOWN YARD
MARSHALL COUNTY

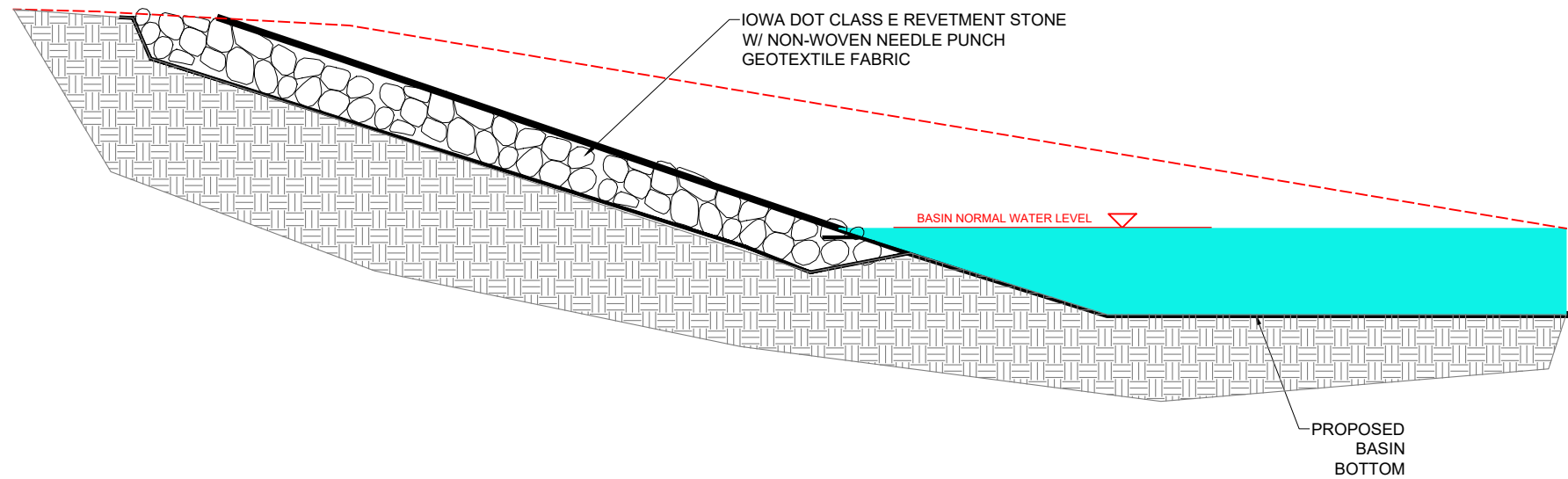
NOTES

C107

SHEET 8 OF 10



D-4 POND OUTLET STRUCTURE
NOT TO SCALE



D-5 RIPRAP FLUME TO BASIN
NOT TO SCALE

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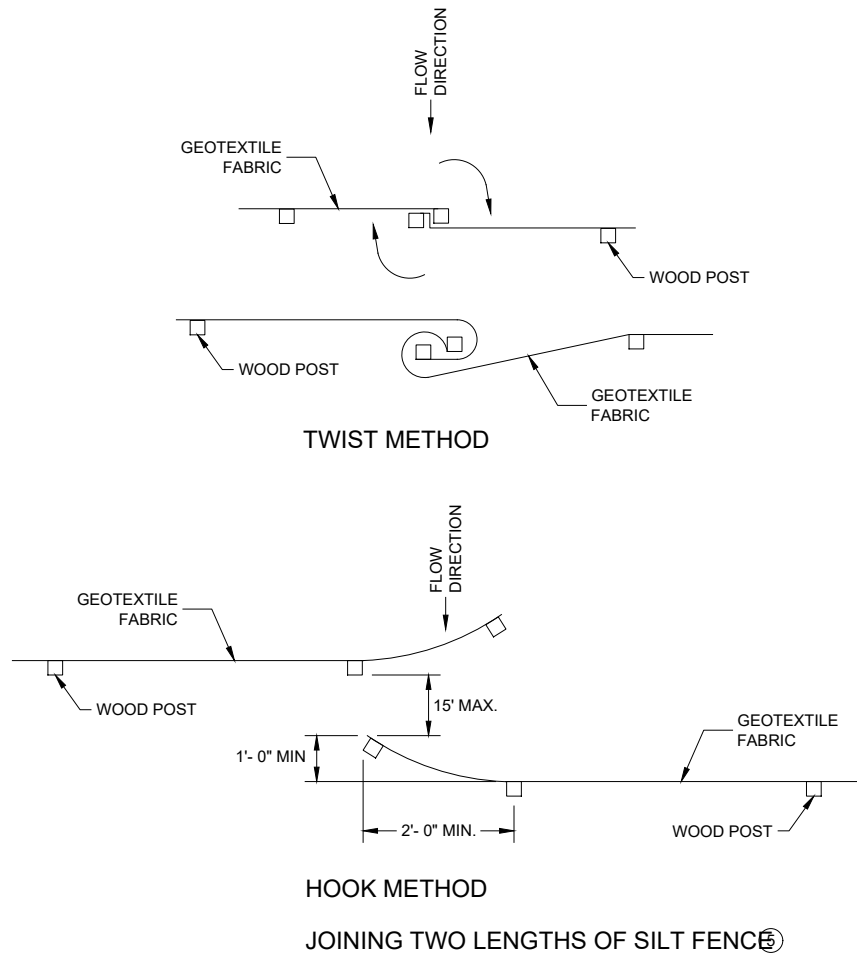
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MARSHALL COUNTY

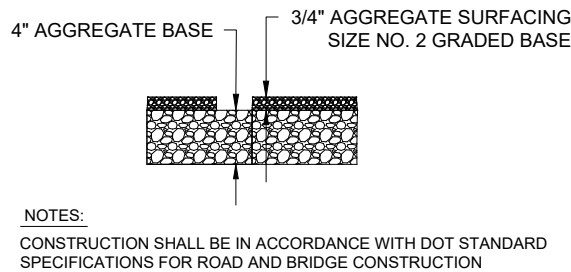
NOTES

C108

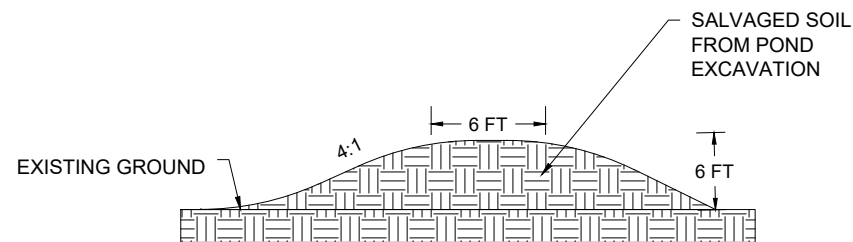
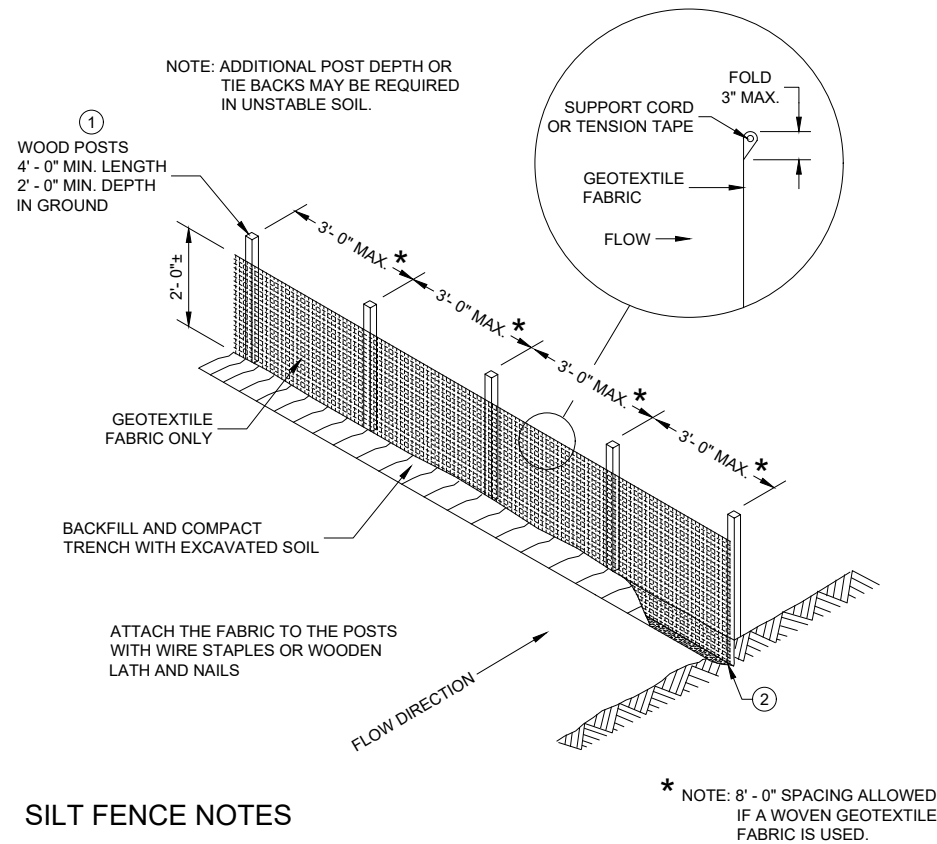
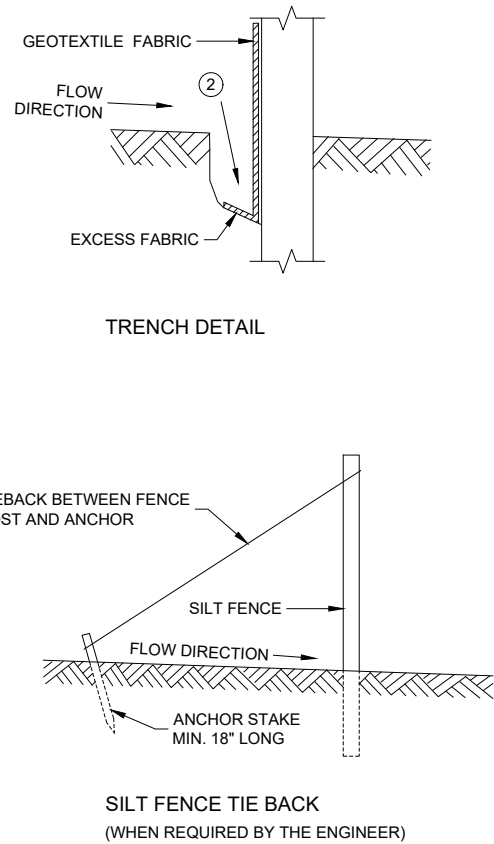
SHEET 9 OF 10



D-6 SILT FENCE
NOT TO SCALE



D-7 GRAVEL PAD
NOT TO SCALE



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Printed Name: Josh Petersen, P.E.
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License No: P27653

ITC

TIMBER CREEK LAYDOWN YARD

MARSHALL COUNTY

NOTES

C109

SHEET 10 OF 10

**PLOT DATE 12/5/2025
ISSUED FOR PERMIT**

From: [Jon Boston](#)
To: [Clayton Ender](#)
Subject: Add to P&Z Meeting for Jan. 8
Date: Saturday, January 3, 2026 1:28:29 AM

CAUTION: This email originated from outside of the City of Marshalltown. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Add the following to the agenda for January 8 before sending out the notices:

156.C.007 E 1 A Change from "front yard" to "front yard or street side yard" and add a diagram showing the front yard and street side yard locations.

In Table 156.B.008.a-1 "Lot Area" add: Any requirement in this code specified by the size of acre may have the lot size rounded up to the next tenth of a acre. Example: Where a lot is specified on county records as 0.45 acres may be rounded to 0.5 acres to meet a requirement of "0.5 - 1 acre".

Add language covering the round up to the next tenth of a acre when reading county acreage numbers or when measurements in CH156 refer to "acre" as a measurement.

Jon Boston Phone: 641-752-2594 Cell: 641-691-2643