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Notice of Public Meeting
Plan & Zoning Commission – AGENDA
Agenda for Thursday, September 8, 2016 – 5:00 PM
City Hall, Council Chambers
10 West State Street, Marshalltown

Call to Order:

Committee Members:

Jon Boston, Chair
Sharon Greer, Vice-Chair
Tammy Lawson,
Keith Bloomquist

Angela Lins-Eich
Fauna Nord
Steve Valbracht

Roll Call.

Business:

1. Review and approval of the minutes from 08/11/2016
2. Recommendation to the City Council regarding the establishment of a new Urban Renewal Area Number 5
3. Review and recommendation to the City Council on the Hawkeye Subdivision Preliminary and Final Plat



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Housing & Community Development

TO: Plan Zoning Commission

FROM: Michelle Spohnheimer, Housing & Community Development Director 

DATE: September 8, 2016 – Meeting Date

Recommendation to the City Council regarding the establishment of a new Urban Renewal Area - Number 5

A request has been made to the City Council to establish a new Urban Renewal Area within the City limits. Area number 5 includes the property formally known as Wandering Creek PUD. There is a map included in the packet outlining the proposed district boundaries. The proposed plan is also attached. As required by Iowa Code the Plan Zoning Commission reviews the proposal and has the opportunity to make comment to the City Council. The City Council is set to hold the public hearing on the plan at their September 12th meeting.

Iowa Code 403.5 URBAN RENEWAL PLAN.

2. The municipality may itself prepare or cause to be prepared an urban renewal plan; or any person or agency, public or private, may submit such a plan to a municipality. Prior to its approval of an urban renewal plan, the local governing body shall submit such plan to the planning commission of the municipality, if any, for review and recommendations as to its conformity with the general plan for the development of the municipality as a whole. The planning commission shall submit its written recommendations with respect to the proposed urban renewal plan to the local governing body within thirty days after receipt of the plan for review. Upon receipt of the recommendations of the planning commission or, if no recommendations are received within the thirty days, then, without such recommendations, the local governing body may proceed with the hearing on the proposed urban renewal plan prescribed by subsection 3.

Review and recommendation to the City Council on the Hawkeye Subdivision Preliminary and Final Plat

Hawkeye Subdivision is a single lot subdivision located south of Iowa Avenue just west of the Hampton Inn. Currently the area includes multiple lots and partial lots and this subdivision will define Lot 1 which will be transferred to a new owner. In 2008 a lot split resulted in a small non-conforming lot known as Parcel A as shown on the plat. An affidavit of non-severability was recorded tying it to Lot 3. With this new layout the affidavit is no longer applicable as it served its purpose in prohibiting a transfer separate from the adjoining land. Staff recommends approval of the plat with acknowledgement by the Commission that the need for the affidavit of non-severability is no longer relevant.

2016 Tentative Meeting Schedule

October 13, 2016	November 10, 2016	December 15, 2016
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City Council
Leon Lamer, Mike Gowdy, Al Hoop, Joel Greer
Robert Schubert, Bill Martin, Bethany Wirin



MINUTES
MARSHALLTOWN PLAN & ZONING COMMISSION
AUGUST 11, 2016

Call to order: 5:00 PM

Members Present: Jon Boston-Chair, Sharon Greer-Vice-Chair Keith Bloomquist, Stephen Valbracht, Tammy Lawson and Angela Lins-Eich

Members Absent: Fauna Nord

1. Review and approval of the minutes from 07/14/16

Approved as distributed.

2. Public hearing and recommendation for amendment to Glenwood Place Planned Unit Development.

Steve Troskey was present on behalf of Glenwood Place to address a request to add a new building to the complex just west of the existing facility. There will be an increase in density by more than 10% and therefore a full review is required including public hearings by the Commission and Council.

Boston declared the public hearing open.

Public comments were received in person from neighbors who reside along S. 8th Street and Warren Street. Angela Jensen, 3004 S. 8th St. commented on the removal of existing trees and the need for replacement landscaping as a buffer. She spoke about the damage occurring to the newly reworked street. Richard Latour, 3002 S. 8th St., had concerns about line of sight and the grading. Max Crandall, 3009 S. 8th St., commented on the impact the construction equipment was having on the neighborhood and asked about storm water impact. Ron Hartwig, 806 Warren St., commented on the neighborhood and general road maintenance. Ben Daniel, The Willows, spoke in favor of the request commenting on the growing need for senior living options in Marshalltown.

Representatives from Glenwood Place addressed the concerns voiced by the neighborhood relating to the site layout, existing grades which impact parking locations and building design. They agreed to submit a landscaping plan to provide some buffering.

Boston declared the public hearing closed.

Motion by Greer to recommend approval with landscaping. Second by Lawson. All Aye. Motion Carried 6-0.

3. Review and recommendation to the City Council on the Husak Subdivision Final Plat

Doug Husak was present to request approval of the final plat creating two lots. Spohnheimer indicated that all information had been received and would be presented to the Council at the next regular meeting. Greer noted her objection based on the street not conforming to City standards.

Motion by Valbracht to recommend approval. Second by Lawson. All Aye. Motion Carried 5-1 with Greer opposed.

Next meeting September 8, 2016.

With no further business the Commission adjourned.

Respectfully submitted,

Michelle Spohnheimer, Housing & Community Development Director