

1. Agenda

Documents:

[AGENDA.PDF](#)

2. Supporting Meeting Documents

Documents:

[MEMO.PDF](#)

[MINUTES.PDF](#)

[PARTNERS 1ST ADDITION APPLICATION.PDF](#)

[PARTNERS 1ST ADDITION PRELIMINARY.PDF](#)

[WILLOWS ELEVATION 1.PDF](#)

[WILLOWS ELEVATION 2.PDF](#)

[WILLOWS SITE APPLICATION.PDF](#)

[WILLOWS SITE PLAN.PDF](#)

Notice of Public Meeting
Plan & Zoning Commission – AGENDA
Agenda for Thursday, November 12, 2015– 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 09/10/15
2. Recommendation to Board of Adjustment on Special Use Permit for The Willows – Assisted Living and Memory Care facility, 2315 Campbell Drive.
3. Recommendation to City Council on Preliminary Plat for Partners 1st Addition

Date posted: 11/09/15

<http://ci.marshalltown.ia.us/meetings/view/MeetingID/1250>



James L. Lowrance, Mayor
Randy A Wetmore, City Administrator
36 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5756
Fax - (641) 754-5742

Housing & Community Development

TO: Plan & Zoning Commission

FROM: Michelle Spohnheimer, Housing & Community Development Director

A handwritten signature in black ink, appearing to be "MS", located to the right of the "FROM:" line.

DATE: November 9, 2015

Recommendation to Board of Adjustment on Special Use Permit for The Willows – Assisted Living and Memory Care facility, 2315 Campbell Drive.

The Willows is a proposed assisted living and memory care facility requesting a special use permit from the City of Marshalltown. The property at 2315 Campbell Drive is zoned R-2, Low Density Residential which does allow for uses such as nursing homes to obtain a special use permit. This land had previously been considered for an Alzheimer care development by a previous company. The property went back to an R-2 designation when that project did not move forward.

Attached is an application form, cover letter, draft site layout and traffic projection information. We may have additional information or plans at the meeting as they are still finalizing the site layout.

Recommendation to City Council on Preliminary Plat for Partners 1st Addition

TIG Distributing is in the process of building a new building on South Street just west of 18th Avenue. As part of the project the street will be constructed heading west to meet S. 14th Avenue using a RISE grant program through the State. A subdivision is required to redefine the lots in the area and the street extension. This is a preliminary plat is attached along with the subdivision application. The plat is scheduled go to the City Council on November 23rd for discussion and December 14th for action following the review and recommendation of the Commission this Thursday. The infrastructure will be constructed as weather allows and we will anticipate the final plat to come before the City for approval next year.

City Council
Leon Lamer, Mike Gowdy, Al Hoop, Joel Greer
Robert Schubert, Bill Martin, Bethany Wirin



MINUTES
MARSHALLTOWN PLAN & ZONING COMMISSION
SEPTEMBER 10, 2015

Call to order: 5:00 PM

Members Present: Jon Boston, Chair, Sharon Greer, Vice-Chair, Keith Bloomquist, Tammy Lawson, Fauna Nord, Stephen Valbracht

Members Absent: Angela Lins-Eich

1. Review and approval of minutes from 08/13/15

Approved as distributed.

2. Sidewalk Deferment – Alex & Jennifer Bonzer – 1612 W. Olive Street

Alex Bonzer was present to discuss his request for a sidewalk deferment at his property. They are building a new home and the street does not currently have curb and gutter. City Engineer's office has no objections to the request.

Motion to recommend approval of the sidewalk deferment request as presented to the Board of Adjustment by Valbracht. Second by Bloomquist. All Aye. Motion Carried.

With no further business the Commission adjourned.

Respectfully submitted,

Michelle Spohnheimer, Housing & Community Development Director

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

Owner Corporation Name	
Contact/Owner Name	
Owner Address	Owner Fax
Owner Phone	
Owner E-mail	

Name of Law Firm	
Attorney Name	
Attorney Address	Attorney Fax
Attorney Phone	
Attorney E-mail	

Engineer Firm Name	
Engineer Contact Person	
Engineer Address	
Engineer Phone	Engineer Fax
Engineer E-mail	

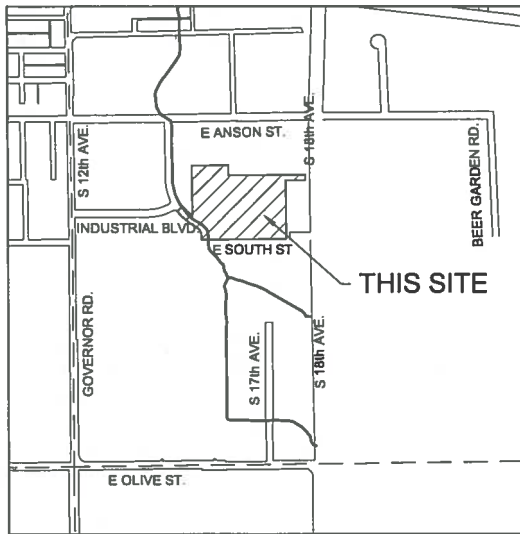
Estimated timeline:*Preliminary Plat*

Date	Time	Location	Item/Meeting
<i>Due 1 wk prior</i>	12:00 PM	Housing Office	Submit PP to zoning office for DRC
	10:00 AM	Basement Meeting Room – Housing	DRC meeting
<i>Due 1 wk prior</i>	12:00 PM	Housing Office	Submit PP and fee to zoning office for P&Z
	5:00 PM	Council Chambers 10 W. State St.	P&Z meeting
<i>Due Wed. prior</i>	12:00 PM	Housing Office	Submit revisions of PP if applicable to zoning office for CC
	5:30 PM	Council Chambers 10 W. State St.	1 st CC meeting - discussion
	5:30 PM	Council Chambers 10 W. State St.	2 nd CC meeting - action

Final Plat

Date	Time	Location	Item/Meeting
<i>Due 1 wk prior</i>	12:00 PM	Housing Office	Submit FP to zoning office for DRC
	10:00 AM	Basement Meeting Room – Housing	DRC meeting
<i>Due 1 wk prior</i>	12:00 PM	Housing Office	Submit FP and fee to zoning office for P&Z
	5:00 PM	Council Chambers 10 W. State St.	P&Z meeting
<i>Due 1 wk prior</i>	12:00 PM	Housing Office	Submit FP & all legal paperwork to zoning office for CC (Deadline 1 week prior to CC)
	5:30 PM	Council Chambers 10 W. State St.	1 st CC meeting - discussion
	5:30 PM	Council Chambers 10 W. State St.	2 nd CC meeting - action

PRELIMINARY PLAT TIG DISTRIBUTING FACILITY



VICINITY MAP
NOT TO SCALE

LEGAL DESCRIPTION

PARCEL "C" AS RECORDED IN INSTRUMENT NO 2015-00002790 IN THE OFFICE OF THE RECORDER MARSHALL COUNTY, IOWA AND THE WEST 237.6' OF THE EAST 602.6' AND THE NORTH 550' OF THE SOUTH 630' OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 36, TOWNSHIP 84 NORTH, RANGE 18 WEST OF THE 5TH P.M., MARSHALL COUNTY, IOWA.

SURVEYOR AND ENGINEER

TRAVIS R. STEWART, P.L.S.
ADAM DATERS, P.E.
CLAPSADDLE-GARBER ASSOCIATES
P.O. BOX 754 - 16 E. MAIN STREET
MARSHALLTOWN, IOWA 50158
(641)752-6701

OWNERS OF RECORD

TIG DISTRIBUTING
MARSHALLTOWN, IOWA

ZONE INFORMATION:

HEAVY INDUSTRY

FRONT YARD: NONE
SIDE YARDS: NONE
REAR YARD: NONE
FRONTAGE: 200'
LOT AREA: MINIMUM 1.0 ACRES

SURVEY REQUESTED BY:

TIG DISTRIBUTING
MARSHALLTOWN, IOWA
DATE: 4-2-2013

FLOOD ZONE:

ZONE A
PANEL # 19127C 0170C
EFFECTIVE DATE NOVEMBER 16, 2011

SURVEY LEGEND

- ▲ GOVERNMENT CORNER MONUMENT FOUND
- ▲ GOVERNMENT CORNER MONUMENT SET
- 1/2" x 30" REBAR w/ORANGE PLASTIC ID CAP #17162
- PARCEL OR LOT CORNER MONUMENT FOUND
- 1/2" x 30" REBAR w/ORANGE PLASTIC ID CAP #17162 UNLESS NOTED OTHERWISE
- SET 1/2" x 30" REBAR w/ORANGE PLASTIC ID CAP #17162
- () RECORDED AS

CLOSURE:

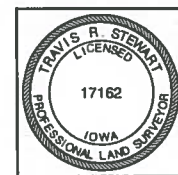
- ALL SUBDIVISION BOUNDARIES ARE WITHIN THE 1:10,000 ERROR OF CLOSURE REQUIREMENT
- ALL LOTS ARE WITHIN THE 1:5000 ERROR OF CLOSURE REQUIREMENT.

NOTE:

ALL BEARINGS ARE THE RESULT OF G.P.S. OBSERVATIONS
USING NAD83 IOWA STATE PLAN NORTH ZONE

Signature: Travis R. Stewart, P.L.S.
Iowa License Number 17162
My license renewal date is December 31, 2015.

Pages or sheets covered by this plat:



LINE DATA		
LINE NUMBER	BEARING	DISTANCE
L1	N0°08'35"W	43.36'
L2	N49°47'19"E	80.16'
L3	S54°56'45"E	11.84'
L4	S0°46'25"E	59.52'
L5	S0°28'12"E	80.03'



NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE

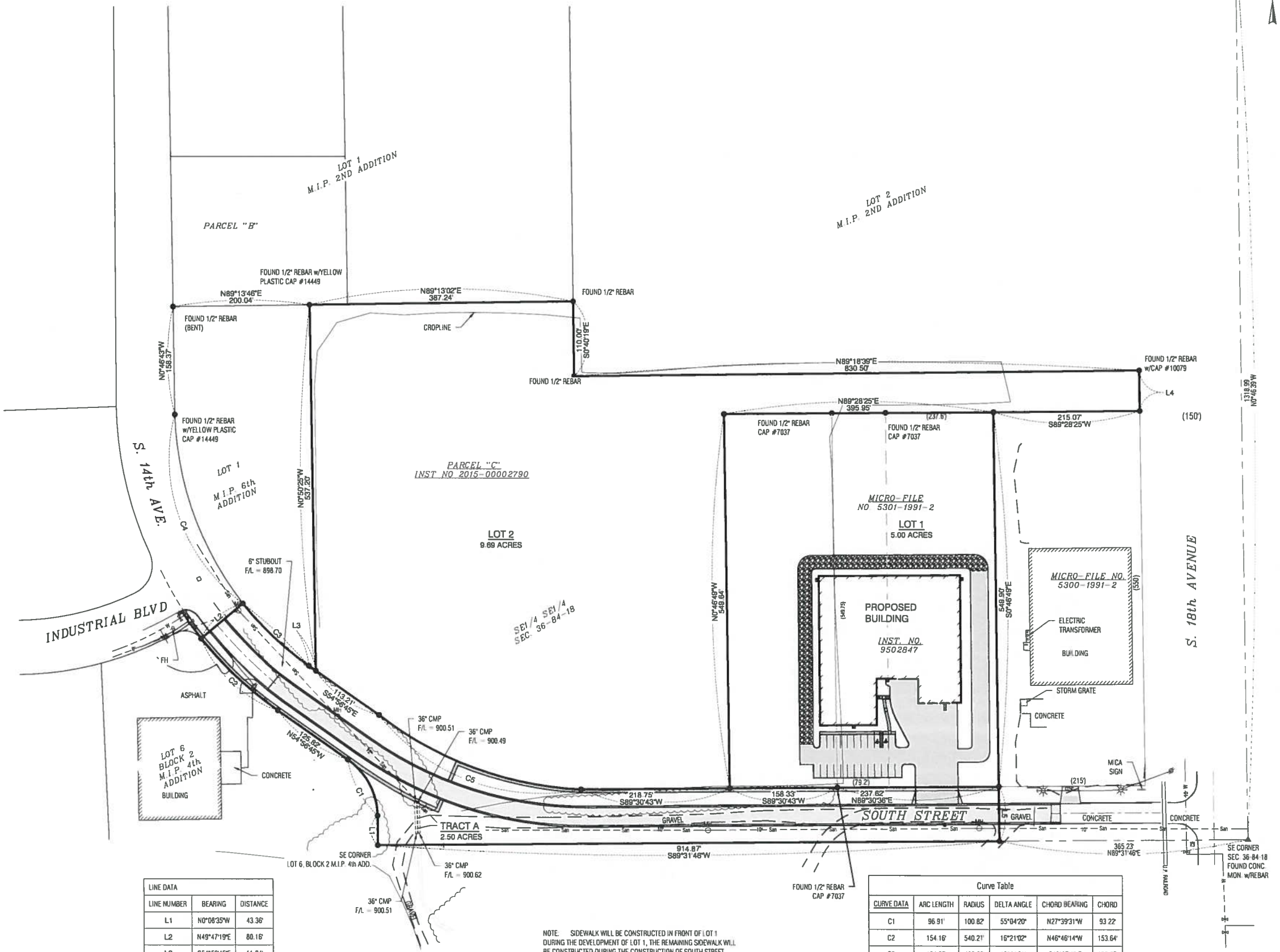
CGA
Clapsaddle-Garber Associates, Inc.
16 East Main Street
Marshalltown, Iowa 50158
Ph 641-752-6701
www.cgaconsultants.com

DESIGNED: CAQ DATE: 10-22-15
DRAWN: CAQ DATE: 10-22-15
CHECKED: ACD DATE: 10-22-15
APPROVED: TRS DATE: 10-22-15

PARTNERS 1ST ADDITION
MARSHALLTOWN, MARSHALL COUNTY, IOWA

PRELIMINARY PLAT

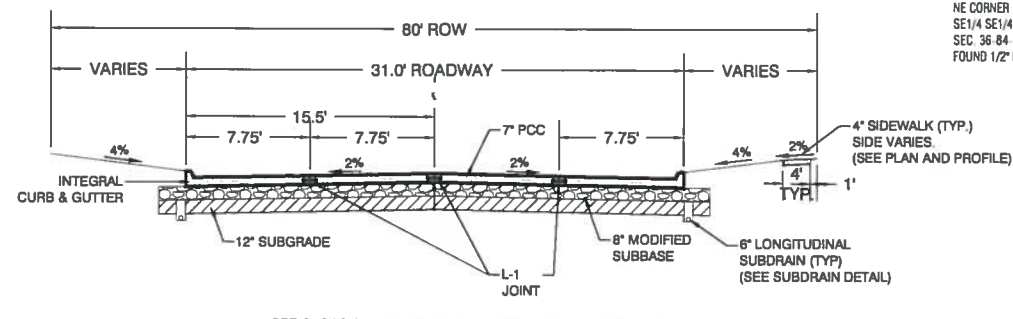
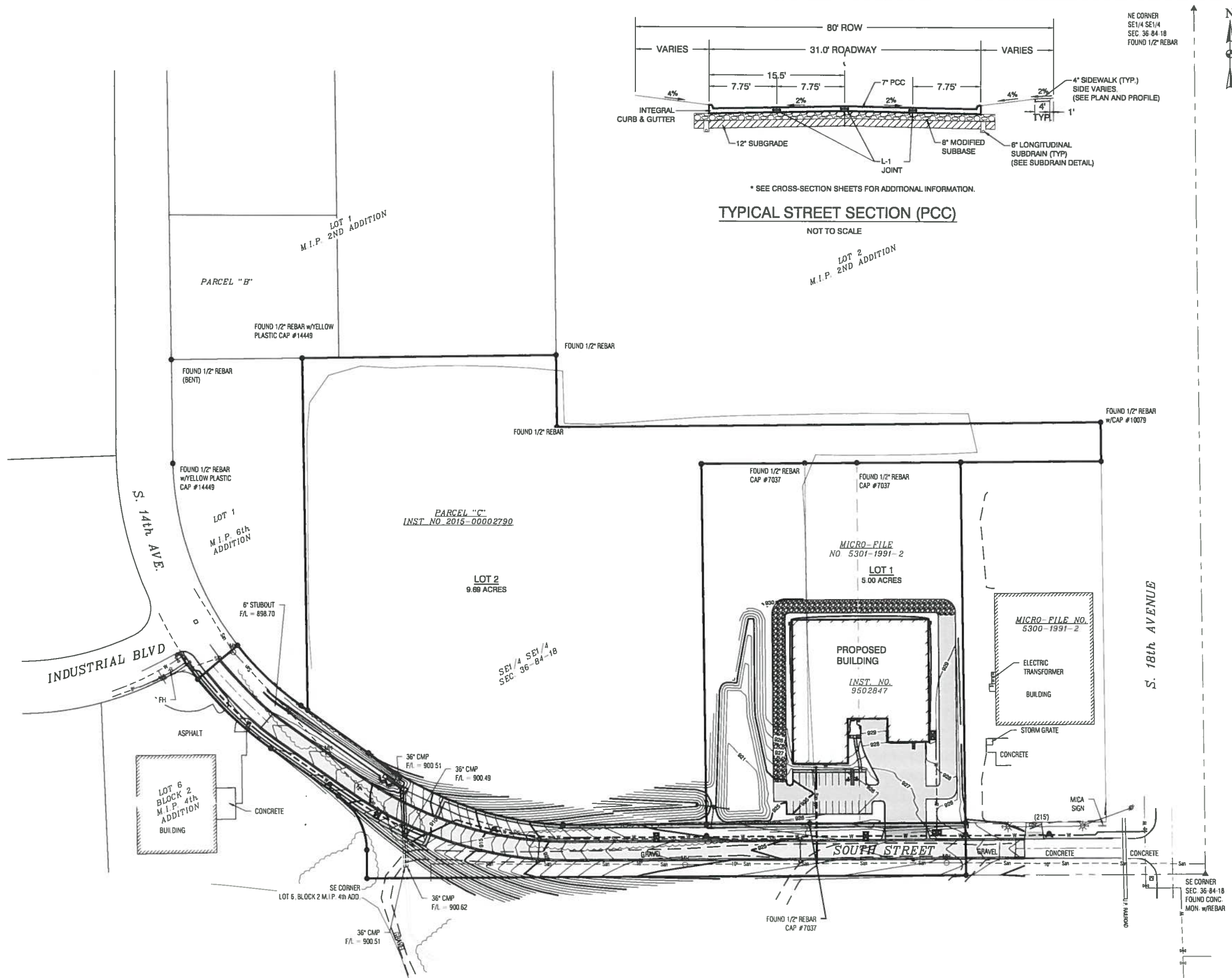
PROJECT NO.
5469.05
SHEET NO.
1 OF 2



Curve Table					
CURVE DATA	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD
C1	96.91'	100.82'	55°04'20"	N27°39'31"W	93.22'
C2	154.16'	540.21'	16°21'02"	N46°46'14"W	153.64'
C3	134.35'	460.00'	16°44'01"	S46°37'40"E	133.87'
C4	299.31'	476.64'	35°58'46"	N19°35'49"W	294.42'
C5	321.49'	520.00'	35°25'09"	S69°49'15"E	316.36'

LEGEND

EXISTING	PROPOSED	
		EVERGREEN TREE
		DECIDUOUS TREE
		FRUIT TREE
		SHRUBS (BUSHES)
		TREE LINE
		STUMP
		SWAMP
		SIGN (TYPE AS NOTED)
		FENCE
		DRAINAGE WAY
		SILT FENCE
		CONTOUR LINE
		SPOT ELEVATION
		WATERLINE
		WATER VALVE
		FIRE HYDRANT
		SANITARY SEWER LINE
		STORM SEWER LINE
		MANHOLE
		CLEANOUT
		INTAKE
		BEEHIVE INTAKE
		GAS LINE
		GAS VALVE
		OVERHEAD ELECTRICAL LINE
		BURIED ELECTRICAL LINE
		POWER POLE
		STREET LIGHT
		LUMINAIRE
		ELECTRICAL BOX/TRANSFORMER
		TELEPHONE LINE
		TELEPHONE POLE
		TELEPHONE PEDESTAL
		TELEPHONE BOX

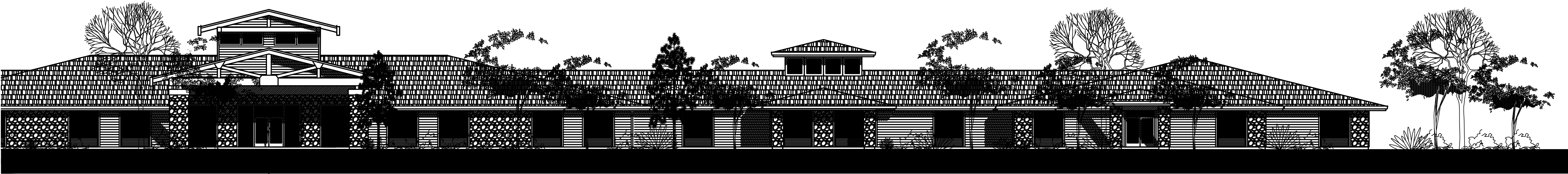




THE WILLOWS
— OF MARSHALLTOWN —
ASSISTED LIVING & MEMORY CARE

Owner/Client	RASA LLC 304 East Lowe Ave Fairfield, Iowa 52566 Attn: Ben Daniels
Architect	Soga + Associates Architects Inc 2131 Whyte Park Ave Walnut Creek, CA 94596 Attn: Clement T. Soga Office: 415-896-0955 Cell: 415-992-1255 Clement T. Soga Registered Iowa Architect, License #07146
General Contractor	Merit Construction Company 1000 29th Avenue SW Cedar Rapids, IA 52404 Office: 319-364-1974 Fax: 319-366-8470
Civil Engineer	Clapsaddle-Garber Associates, Inc. 16 East Main Street Marshalltown, IA 50158 Office: 641-752-6701 Fax: 641-752-2849
HVAC and Plumbing Engineer	-
Electrical Engineer	-
Landscape Designer	-

Issue:	Date:	Comments:
--------	-------	-----------



A FRONT ELEVATION (Right Side)



B FRONT ELEVATION (Left Side)

THE WILLOWS
OF MARSHALLTOWN

MARSHALLTOWN, IOWA

Date:	November 3, 2015
Scale:	
Project No.	
Drawing Title:	Sheet Number:

Split Front
(East) Elevation

A5.1



A FRONT ELEVATION



THE WILLOWS
— OF MARSHALLTOWN —
ASSISTED LIVING & MEMORY CARE

Owner/Client RASA LLC
304 East Lowe Ave
Fairfield, Iowa 52556
Attn: Ben Daniels

Architect Soga + Associates Architects Inc
2131 Whyte Park Ave
Walnut Creek, CA 94596
Attn: Clement T. Soga
Office: 415-896-0955
Cell: 415-992-1255

Clement T. Soga
Registered Iowa Architect, License #07146

General Contractor Merit Construction Company
1000 29th Avenue SW
Cedar Rapids, IA 52404
Office: 319-364-1974
Fax: 319-366-8470

Civil Engineer Clapsaddle-Garber Associates, Inc.
16 East Main Street
Marshalltown, IA 50158
Office: 641-752-6701
Fax: 641-752-2849

HVAC and Plumbing Engineer -

Electrical Engineer -

Landscape Designer -

Issue: Date: Comments:

THE WILLOWS
OF MARSHALLTOWN

MARSHALLTOWN, IOWA

Date: November 3, 2015
Scale:
Project No.
Drawing Title: Sheet Number:

Front (East)
Elevation

A5.0

DATE SUBMITTED & FEE PAID: _____
HEARING DATE: _____

 the City of
Marshalltown
BOARD OF ADJUSTMENT

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."

X **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: **2315 CAMPBELL DR.**

Owner: **ERVIN HARRE (SELLING TO CLIENT)**

Mailing Address: **304 E. LOWE AVE, FAIRFIELD, IA 52556**

Phone: **641-451-0898**

Email: **BENRTD@GMAIL.COM**

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

Agent Address: **16 E. MAIN ST.**

Agent Phone: **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: 

Date: **10-26-15**

October 26, 2015

Michelle Spohnheimer
Housing Director
City of Marshalltown
36 North Center Street
Marshalltown, IA 50158



RE: The Willows – Marshalltown
Assisted Living and Memory Care facility
2315 Campbell Drive

Dear Michelle:

Please accept this application for a Special Use Permit for an assisted living and memory care facility at 2315 Campbell Drive in Marshalltown. Current zoning of this property is R2: Low density residential.

The Willows of Marshalltown will be an innovative Assisted Living and Memory Care community serving the unmet and fast-growing demand for senior care in Marshall County.

The Willows promises a modern facility with a mix of 40 studio, one and two bedroom choices for Assisted Living residents, and 18 apartments in the Memory Care neighborhood. Residents will be served three meals per day in a restaurant-style atmosphere and experience a vibrant and diverse social calendar. The site also includes an onsite beauty salon and other amenities.

With plenty of lawn and outside space, The Willows plans walking paths, sunrise views, and areas of vegetable gardens where residents can be involved with an activity that has been the heritage of rural Iowa for generations.

Our goal is to set a new standard of excellence in senior residential care, with high quality of life, social enrichment, community involvement, a state-of-the-art building, and beautiful landscaping.

The Willows will stimulate the local economy by adding as many as 50 new jobs and creating a significant contribution to the tax base.

The Willows leadership team has over 25 years of combined experience in the development and operations of successful Assisted Living communities in Iowa. The Willows is a new concept that gives special attention to the unique needs of individuals with Alzheimer's and dementia.

Please contact me at 641-752-6701, or stroskey@cgaconsultants.com if you have any questions.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

A handwritten signature in black ink that reads "Stephen Troskey".

Stephen T. Troskey
Project Manager

Traffic:

Description / ITE Code	Units	Expected Units (variable)	Calculated Daily Trips	AM Peak Trips - Total	AM In	AM Out	PM Peak Trips - Total	PM In	PM Out
Nursing Home (620)	Beds	58.0	159	10	0	0	13	4	9
Nursing Home (620)	Employees	40.0	130	9	6	3	19	0	0

This was calculated on 40 employees at max shift. These totals are not added together, they are separate numbers based on each variable (i.e. beds OR employees).

The zeros represent no data collected from the national models. This generally means it's not enough traffic to get into specifics.

2315 Campbell Drive Legal description:

Lot 3 in the subdivision of the Northwest $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 9, Township 83 North, Range 18 West of the 5th P.M., Marshall County, Iowa.



soga + associates inc
project management
architecture
planning

Owner/Client: RASA LLC
304 East Iowa Ave
Fairfield, Iowa 52556
Attn: Ben Daniels

Architect: Soga + Associates Architects Inc.
2131 Whyte Park Ave
Walnut Creek, CA 94595
Attn: Clem T. Soga, AIA, NCARB, CCS
Cell: 415-992-1255

General Contractor: -

Civil Engineer: -

HVAC and Plumbing Engineer: -

Electrical Engineer: -

Landscape Designer: -

Issue: Date: Comments:

THE WILLOWS OF MARSHALLTOWN

MARSHALLTOWN, IOWA

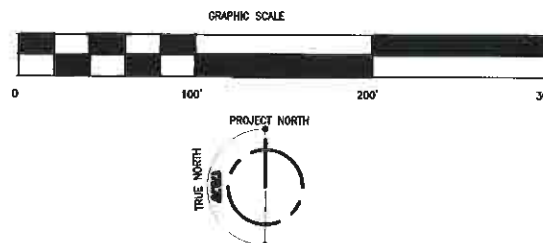
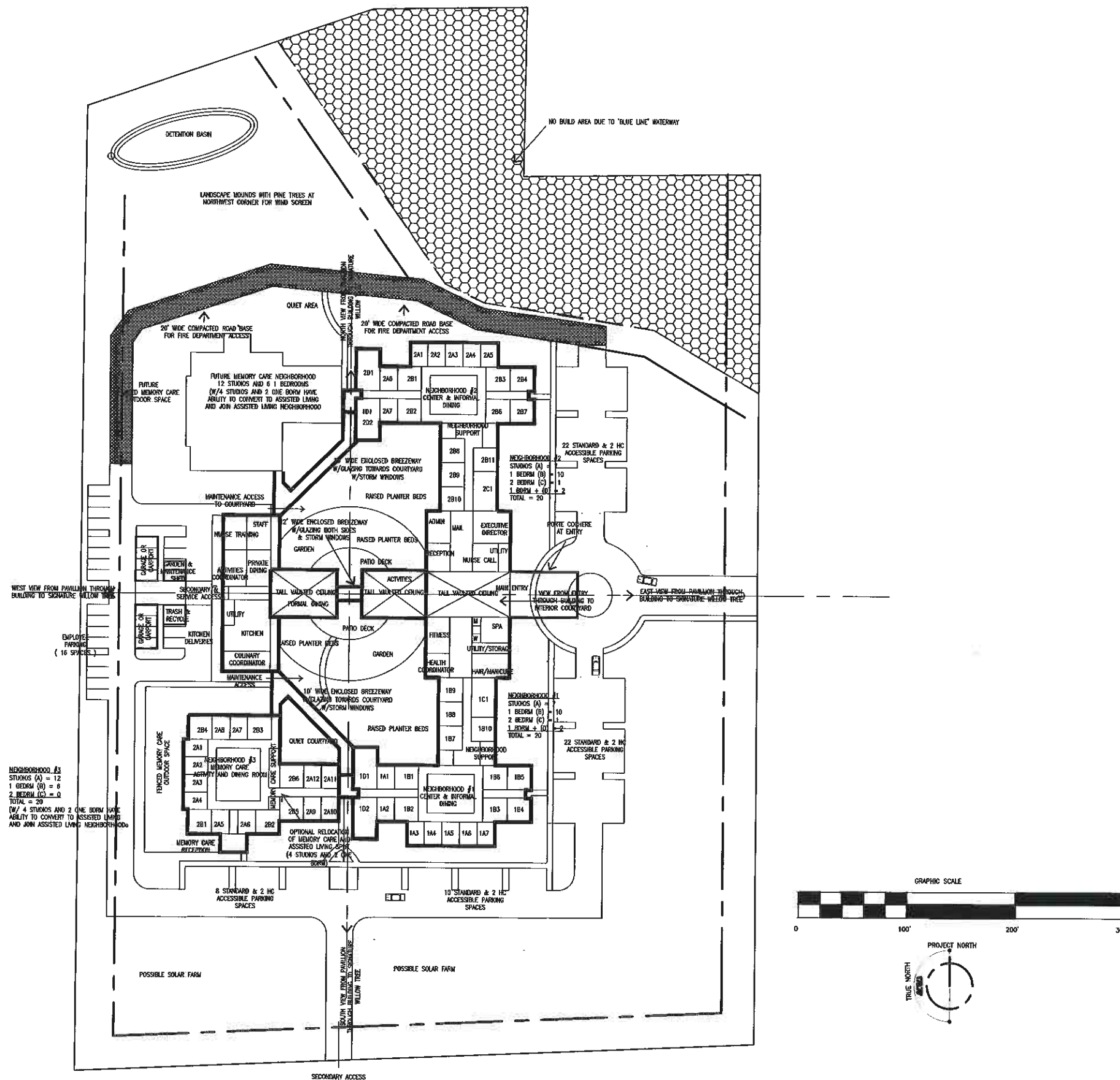
Date: OCTOBER 23, 2015
Scale:
Project No.
Drawing Title:

Sheet Number:

Site Plan

A1.1

Copyright © Soga + Associates Architects Inc.



1 SITE PLAN

Westwood

Campbell Dr

233rd St



Wandering Creek
Golf Course