



SCOTT COUNTY PLANNING AND ZONING COMMISSION

April 15, 2014
7:30 P.M.

MEETING MINUTES

First Floor Board Room
Scott County Administrative Center

- MEMBERS PRESENT:** Clayton Lloyd, Carolyn Scheibe, Allan Kluever, Katherine Ion, Linda Rivers, Tony Knobbe
- MEMBERS ABSENT:** Gary Mehrens (excused absence)
- STAFF PRESENT:** Timothy Huey, Planning & Development Director
Brian McDonough, Planning & Development Specialist
- OTHERS PRESENT:** Approximately six (6) members of the public, including applicants for agenda items

- 1. Call to Order:** Chairman Lloyd called the meeting to order at 7:30 p.m. and welcomed new member, Tony Knobbe, to the Commission
- 2. Minutes:** Commissioner **Scheibe** made a motion to approve the March 4, 2014 meeting minutes. The motion was seconded by **Kluever**.
Vote: All Ayes (6-0)
- 3. Site Plan Review:** Jeff Cook / Cook Real Estate Investment, 11425 / 11417 160th Street, Part of the NE $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 25 in Blue Grass Township. Request for site plan approval for a new commercial warehouse and self-storage business.

Planning Director Tim Huey introduced the case and showed aerial photographs of the property. He showed the proximity to Interstate 280. He showed the site plan as well as

graphics with zoning and surrounding land uses. There is an existing single-family home on the site, which is an existing non-conforming use. **Huey** explained that the applicant intends to keep the house, and that a single-family home in a C-2 zoning district is the one non-conforming use that may be re-established. **Huey** explained that once fully developed the site would contain 11 total buildings. The applicant will construct the buildings in phases, but is seeking site plan approval for the layout of the whole property. The property is zoned General Commercial and Light Industrial (C-2), and warehouse storage is a permitted use. **Huey** explained that the business will be for private self-storage, and the buildings will not be heated or cooled space. Therefore, no public restrooms or potable water are required to be provided on-site. He explained the setback requirements for the buildings, and that the site plan indicates they will be met. **Huey** explained that the applicant is seeking approval from the Iowa Department of Transportation (IDOT) for a second or expanded driveway entrance to serve this new development. Currently the property shares an entrance with a Shell service station located directly in front of this property to the north. The abstract for the applicant's property has an access easement across the service station parcel, but the applicant would like either a second or widened entrance. **Huey** explained that this is a low traffic land use, and that even if IDOT denies the request, there is still adequate room via the easement to access the property. **Huey** also reviewed the paving requirements for new commercial developments. Paved access and parking and circulation areas are required per the Scott County Zoning Ordinance. The applicant's site plan shows the driveway entrance paved to the beginning of the property, with the remaining driveway entrance and circulation areas shown as compacted gravel. **Huey** explained that the nature of this use does not require any long-term parking spaces, and that the circulation areas between buildings will serve the short-term parking needs. He also stated that the applicant is seeking a waiver to the paving requirements for the gravel portions from the Board of Adjustment at their April 23rd meeting. **Huey** explained that approval of this site plan would be subject to the Board of Adjustment's decision regarding the paving requirements.

Chairman Lloyd asked for any comments from the public.

Jeff Cook (applicant) spoke in favor of the request. He reiterated that the abstract for the property contained an easement along the western property line of the Shell station property, and also allowed him use of their driveway entrance.

Chairman Lloyd asked for the staff recommendation.

Huey stated that staff recommends approval of the request with the conditions stated in the staff report, which included a requirement that a landscaping plan be submitted and approved by staff prior to the issuance of a certificate of occupancy for any building, and also that surfacing improvements either be completed by the end of the project or a surety bond posted. The first condition could be waived as the abstract shows the property has access to use the existing driveway entrance.

Jeff Cook responded that he had no issue with submitting a landscaping plan, but noted that existing tree cover effectively screens the development from I-280. He also stated that other storage unit properties developed in the County had not been required to pave.

Rivers asked about the right to use the existing driveway entrance.

Huey responded that the abstract for the property grants that right.

Knobbe asked if the house on the property could be split off in the future.

Huey responded that yes it could be, but would require a subdivision review.

Knobbe made a motion to recommend approval of the site plan request in accordance with staff's recommendation. **Scheibe** seconded the motion. **Vote: All Ayes (6-0)**

4. Site Plan Review: H.F. Enterprises, LC / Ryan and Associates, 10955 160th Street, Section 26 of Blue Grass Township. Request for site plan approval for the expansion of an existing commercial business.

Huey introduced the case and explained that while this was an existing business, site plan approval was required by staff because the expansion was deemed significant. He showed site and aerial photos of the property. The expansion is for additional office space. Ryan and Associates owns two adjacent parcels which house both office space as well as machining shops and material storage. **Huey** stated that the applicant was working with the Health Department on resizing their septic system to handle this new expansion. The Planning and Development Department had reviewed the construction plans and is ready to issue the building permit following approval of the site plan. The main issue being addressed is expanded parking spaces and paving of those spaces.

Chairman Lloyd asked for any comments from the public.

Perry Hansen (President of Ryan and Associates) stated that the company had no comments.

Chairman Lloyd asked for staff's recommendation.

Huey stated that staff recommends approval of this request with the condition that parking spaces be increased and paved to meet ordinance requirements, and that this occur by the time of final inspection for the building or a surety bond be posted.

The applicant had no response to the recommendation.

Kluever made a motion to recommend approval of the request in accordance with staff's recommendation. The motion was seconded by **Knobbe**. **Vote: All Ayes (6-0)**

5. Site Plan Review: Gene Coppinger / CDB Utilities, 11029 136th Street, Section 1 of Buffalo Township. Request for site plan approval for the expansion of an existing commercial utility business.

Huey introduced the case and showed aerial and site photos of the property. He explained that the applicant currently operates an underground utility boring business at 11030 136th Street, but recently purchased a parcel adjacent to the east. At this location the applicant will be repurposing an existing building for office and warehouse space as well as constructing a new building for warehouse space for business expansion. **Huey** briefly explained the history of this commercial area. He stated that 136th Street accessing these commercial properties is a privately maintained gravel road, and that the original subdivider, Jim Schell, was granted a variance not to pave his portion. Therefore, historically other new developments have not been required to pave their portion of the road. The County does not have an assessment policy. Further, given the short distance and low public traffic on the road, paving has not been required by the Planning or Engineering Departments. **Huey** explained that the building plans have already been reviewed and the permit is ready to be issued following site plan approval. **Huey** stated that as part of the plans review, the office space portion of the development will need to meeting building code and ADA standards for paved handicapped parking spaces and paved sidewalk and ramp to the building's entrance.

Chairman Lloyd asked for public comments.

Gene Coppinger (applicant and President of CDB Utilities) explained that the business has been expanding, and would ask the commission to approve the request.

Chairman Lloyd asked for staff's recommendation.

Huey stated that staff recommends approval of the site plan with the condition that applicant pave the required minimum number of parking stalls adjacent to the office space portion of the development, and also provide for handicapped accessibility from the parking area to the building entrance. Such improvements shall either be completed at the time of final building inspection or a surety bond posted.

The applicant had no response to the recommendation.

Knobbe made a motion to recommended approval of the site plan in accordance with staff's recommendation. **Rivers** seconded the motion. **Vote: All Ayes (6-0)**

With no other business to discuss, Chairman Lloyd entertained a motion for adjournment. It was moved by Rivers and seconded by Scheibe to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 8:03 P.M.