

Notice of Meeting
Polk City | Planning and Zoning Commission (P&Z)

August 17, 2020 | 6:00 pm
City Hall | Council Chambers

Tentative Meeting Agenda

Dennis Dietz / Chair

Krista Bowersox / Pro Tem

P&Z Commission Members: Ron Hankins / Deanna Triplett / Doug Ohlfest / Justin Vogel / Doug Sires

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of P&Z Commission Meeting minutes for July 20, 2020
5. Consider recommendation to Council to approve Big Creek Technology Campus Plat 5 – Final Plat
6. Consider recommendation to Council to approve amending the Comp Plan and rezoning 31.8 acres east of 220 E Vista Lake Avenue known as Big Creek Technology Campus from M-1, C-2, R-2 and R-3 to R-1, Single Family Detached
7. Reports & Particulars
 Council Liaison, City Manager, Staff, and Commission
8. Adjourn until September 21, 2020

MEETING MINUTES
The City of Polk City
Planning and Zoning Commission
6:00 p.m., Monday, July 20, 2020

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on July 20, 2020 via ZOOM. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

1. **Call to Order** | Chair Dietz called the meeting to order at 6:00 p.m.
2. **Roll Call** | Hankins, Triplett, Dietz, Ohlfest, Vogel, Sires | In attendance via ZOOM
Bowersox | Absent
3. **Approval of Agenda**
MOTION: A motion was made by Triplett and seconded by Vogel to approve the agenda.
MOTION CARRIED UNANIMOUSLY
4. **Audience** | None
5. **Approval of Meeting Minutes**
MOTION: A motion was made by Ohlfest and seconded by Hankins to approve the June 15, 2020 meeting minutes.
MOTION CARRIED UNANIMOUSLY
6. **Lakeside Fellowship Church Site Plan Amendment**, Jason McIlravy representing Lakeside Fellowship Church reviewed the request for amending the Site Plan to include a fence and outdoor storage area.
MOTION: A motion was made by Hankins and seconded by Vogel to recommend Council approval of the Lakeside Fellowship Church Site Plan Amendment subject to the Engineering comments dated June 19, 2020 being satisfactorily addressed
YES: Vogel, Sires, Hankins, Triplett, Dietz
ABSTAIN: Ohlfest
MOTION CARRIED
7. **Creekview Estates Plat 1- Final Plat**, Josh Trygstad, Civil Design Advantage representing Creekview Estates reviewed the Final Plat and confirmed in agreement with engineering comments with the exception of the sewer easement/PUE conflicts but will work out the details. Kathleen Connor, City Engineering Representative said the PUE being set outside the limits of the sewer easement is typical practice.
MOTION: A motion was made by Hankins and seconded by Ohlfest to recommend Council approval of the Final Plat for Creekview Estates Plat 1 subject to all engineering comments dated July 17, 2020 being satisfactorily addressed
MOTION CARRIED UNANIMOUSLY
8. **Twelve Oaks Plat 3 – Final Plat** Chris Thompson, Cooper Crawford and Associates representing Twelve Oaks reviewed the Final Plat. Kathleen Connor, City Engineering Representative confirmed all engineering comments have been addressed and legal documents are in process.
MOTION: A motion was made by Hankins and seconded by Vogel to recommend Council approval of the Final Plat for Twelve Oaks Plat 3 subject to all engineering comments dated July 15, 2020 being satisfactorily addressed
MOTION CARRIED UNANIMOUSLY

9. **206 E Broadway rezoning petition from C-1 and R-2 to PUD**, Kyle Hout, property owner reviewed the current zoning and why he believes it does not make a lot of sense for the area. He reviewed his request to rezone the area to PUD due to the requirement of needing more flexibility to conform these lots to the surrounding neighborhood and provide smaller more affordable homes. Kathleen Connor, City Engineering Representative confirmed the stipulation of 30 feet setbacks are set along the frontage on Broadway and Van Dorn but Summer Street will have 25 feet set back, all side yards will be setback 6 feet. Hankins questioned if each lot would have the required 2 car garage plus 2 off street parking spaces, Connor confirmed yes, no waiver had been requested. Hout said there is plenty of setback to accommodate the required garage and parking spaces. Dietz said it is a good idea because these types of homes will be beneficial for Polk City. Triplet said it is a welcomed change from all the old structures in the area. Vogel said it looks nice already. Hout said trees had to come down to clear the area, lots of overgrown weeds, but will make plans to plant at least one new tree per lot. Sires questioned the City's involvement should there be any contamination on the site and City Manager Huisman said she would follow up with the City Attorney.

MOTION: A motion was made by Hankins and seconded by Sires to recommend Council approval of the rezoning petition for 206 E Broadway from C-1 and R-2 to PUD subject to all engineering comments being satisfactorily addressed and the City Attorney assessing any need for environmental testing.

MOTION CARRIED UNANIMOUSLY

10. Reports & Particulars

- Council Member Anderson reported that Council has held several work sessions reviewing Staff's work on the City's Capital Improvement Plan (CIP). He said it has been a good process and is a big step to assess the City's needs, timelines, and financing options on how the City will proceed.
- Commission Member Hankins said the Community Visioning Committee had a good turn out at the Open House and plans have been sent to ISU for review.
- Sires questioned the need for paint striping along Parker Boulevard. City Manager Huisman said she would look into that.

11. Adjournment

MOTION: A motion was made by Triplett and seconded by Ohlfest to adjourn at 6:45 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, August 17, 2020

Attest:

Jenny Gibbons - City Clerk

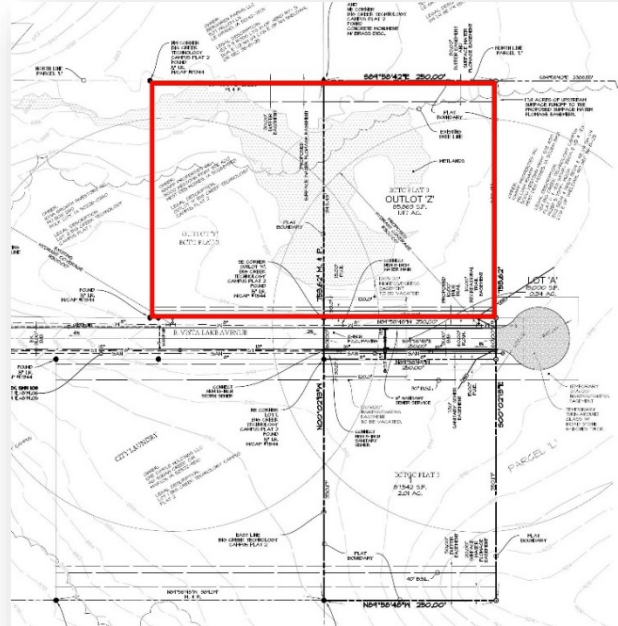
FINAL PLAT REVIEW

Date: August 12, 2020
 Project: Big Creek Technology Campus Plat 5

Compiled by: Kathleen Connor, Planner
 Project No.: 120.0718.01

GENERAL INFORMATION:

Applicant:	William C. Knapp, L.C.
Property Owner:	William C. Knapp, L.C.
Requested Action:	Approval of Final Plat
Location	Replat of Outlots in BCTC Plats 2 and 3
Size:	3.96 acres
Zoning:	M-1 (Restricted)
Proposed Use:	2 lots for light industrial development



PROJECT BACKGROUND:

The subject property is outlined in red on the map above. On March 9, 2009, a northern portion of the subject property was rezoned to M-1 for the development of Big Creek Technology Park. Since that time, the City has approved Plats 1, 2, and 3 of Big Creek Technology Campus as well as Site Plans for Bruce Boland's building on the north side of E. Vista Lake Avenue and City Laundry on the south side of that street. Big Creek Technology Campus Plat 4 has been approved by P&Z and is expected to be on an upcoming agenda for City Council approval.

The subject property includes two outlots that were previously platted as Outlot X of BCTC Plat 2 and Outlot Y of BCTC Plat 3. These outlots were covered by the approved Preliminary Plats for BCTC Plats 2 and 3. Therefore, there is no need for Preliminary Plat approval prior to final platting these parcels.

These outlots were not originally platted as developable lots solely because an updated wetlands determination was required prior to site plan approval. The developer has now completed the required Wetlands Determination Report and therefore requests the re-platting of these outlots into lots that can be sold and developed.

PROJECT DESCRIPTION:

This Final Plat includes two approximately 2.0-acre light-industrial lots on the north side of E. Vista Lake Avenue. The public improvements associated with this plat have already been constructed. Those improvements included the extension of E. Vista Lake Avenue, including the extension of water main, sanitary sewers, storm sewers, and street lighting. No additional public improvements are required. The

30' Buffer Easement, 10' Recreational Trail Easement, and 15' P.U.E. were recorded with BCTC Plats 2 and 3.

Detention will be provided by individual detention basins that will be installed as a Site Plan improvement for each lot. The recreational trail on the north side of E. Vista Lake Avenue will be installed as a Site Plan improvement with each lot unless the City deems it appropriate for the trail to be construction prior to approval of the Site Plan, which would likely only happen based on trail and/or sidewalk connectivity in the area.

The Wetlands Determination was submitted to the USACE for review in mid-July. Based on the findings of the wetlands determination, one ephemeral stream was found within the project area but is likely non-jurisdictional. The USACE response will need to be provided prior to this Final Plat being presented to City Council for approval.

FINAL PLAT REVIEW COMMENTS:

A. **Final Plat.** Based on our review of Submittal #2, we offer the following comments:

1. Prior to Council approval, show a Conservation Easement if deemed necessary by USACE or City Engineer.

B. **Legal Documents.** Prior to City Council consideration of this Final Plat, all legal documents, shall be reviewed and approved by the City Attorney prior to this item being placed on the Council agenda. These documents include:

1. *Easement documents:* None required unless USACE determines there is a jurisdictional wetlands, in which case a Conservation Easement may be required.
2. *Platting legal documents* including Title Opinion, Consent to Plat, and Certificate of Treasurer.
3. *Petition & Waiver for 10' Recreational Trail* along the south side of both Lot 1 and Lot 2 that requires the property owner to install their 10' sidewalk along E. Vista Lake Avenue with the Site Plan or when notified to do so by the City of Polk City based on the trail and/or sidewalk connectivity in the area, whichever comes first.

RECOMMENDATION:

Staff recommends P&Z approval of the Final Plat for Big Creek Technology Campus Plat 5 subject to the following:

1. Provision of USACE's determination regarding jurisdictional wetlands prior to this Final Plat being placed on the Council agenda for approval.
2. All outstanding issues and review comments shall be addressed prior to this item being placed on the Council agenda for approval.
3. All legal documents being provided for review by the City Attorney prior this item being placed on the Council agenda.
4. Payment in full of all fees to the City of Polk City.

OFFICIAL'S
STAMP

FINAL PLAT

BIG CREEK TECHNOLOGY CAMPUS PLAT 5

SI/2- SEC. 36-81-25

POLK CITY, IOWA

BIG CREEK TECHNOLOGY CAMPUS PLAT 5 CLOSURE TABLE

NAME: LOT 1

NORTH: 650134.2990' EAST: 1583834.8280'

SEGMENT #1 : LINE
COURSE: S00°02'12.61"E LENGTH: 343.45'
NORTH: 644790.8491' EAST: 1583835.0488'

SEGMENT #2 : LINE
COURSE: N89°58'47.68"W LENGTH: 252.48'
NORTH: 644790.9376' EAST: 1583862.5688'

SEGMENT #3 : LINE
COURSE: N00°00'55.50"W LENGTH: 343.84'
NORTH: 650134.7716' EAST: 1583882.4763'

SEGMENT #4 : LINE
COURSE: S84°53'34.25"E LENGTH: 252.35'
NORTH: 650134.3057' EAST: 1583834.8259'

PERIMETER: 1192.12' AREA: 86740.94 SQ. FT.
ERROR CLOSURE: 0.0010 COURSE: N17°48'50.32"W
ERROR NORTH: 0.00665 EAST: -0.00214

PRECISION 1: 170302.86

NAME: LOT 2

NORTH: 644790.8453' EAST: 1583835.0488'

SEGMENT #1 : LINE
COURSE: N00°02'12.61"W LENGTH: 343.45'
NORTH: 650134.2952' EAST: 1583834.8280'

SEGMENT #2 : LINE
COURSE: S84°58'42.21"E LENGTH: 250.00'
NORTH: 650134.2010' EAST: 1584084.8280'

SEGMENT #3 : LINE
COURSE: S00°02'12.61"E LENGTH: 343.45'
NORTH: 644790.7511' EAST: 1584085.0488'

SEGMENT #4 : LINE
COURSE: N89°58'47.68"W LENGTH: 250.00'
NORTH: 644790.8388' EAST: 1583835.0488'

PERIMETER: 1186.90' AREA: 85862.60 SQ. FT.
ERROR CLOSURE: 0.0065 COURSE: S00°01'15.01"W
ERROR NORTH: -0.00653 EAST: -0.00000

PRECISION 1: 182600.00

UTILITIES
POLK CITY PUBLIC WORKS
ADDRESS: 301 E NORTHSIDE DR, POLK CITY, IA 50226
PHONE: (515) 984-4280

SANITARY SEWER - CITY OF POLK CITY
STORM SEWER - CITY OF POLK CITY
WATER - CITY OF POLK CITY

NATURAL GAS UTILITY
MID AMERICAN ENERGY
666 GRAND AVENUE
DES MOINES, IA 50304
CONTACT: JIM KEISLAR
PHONE: 515-252-6472

ELECTRIC
MIDAMERICAN ENERGY CORPORATION
SARA LULON
PHONE: (515)281-2281
EMAIL: SLULON@MIDAMERICAN.COM

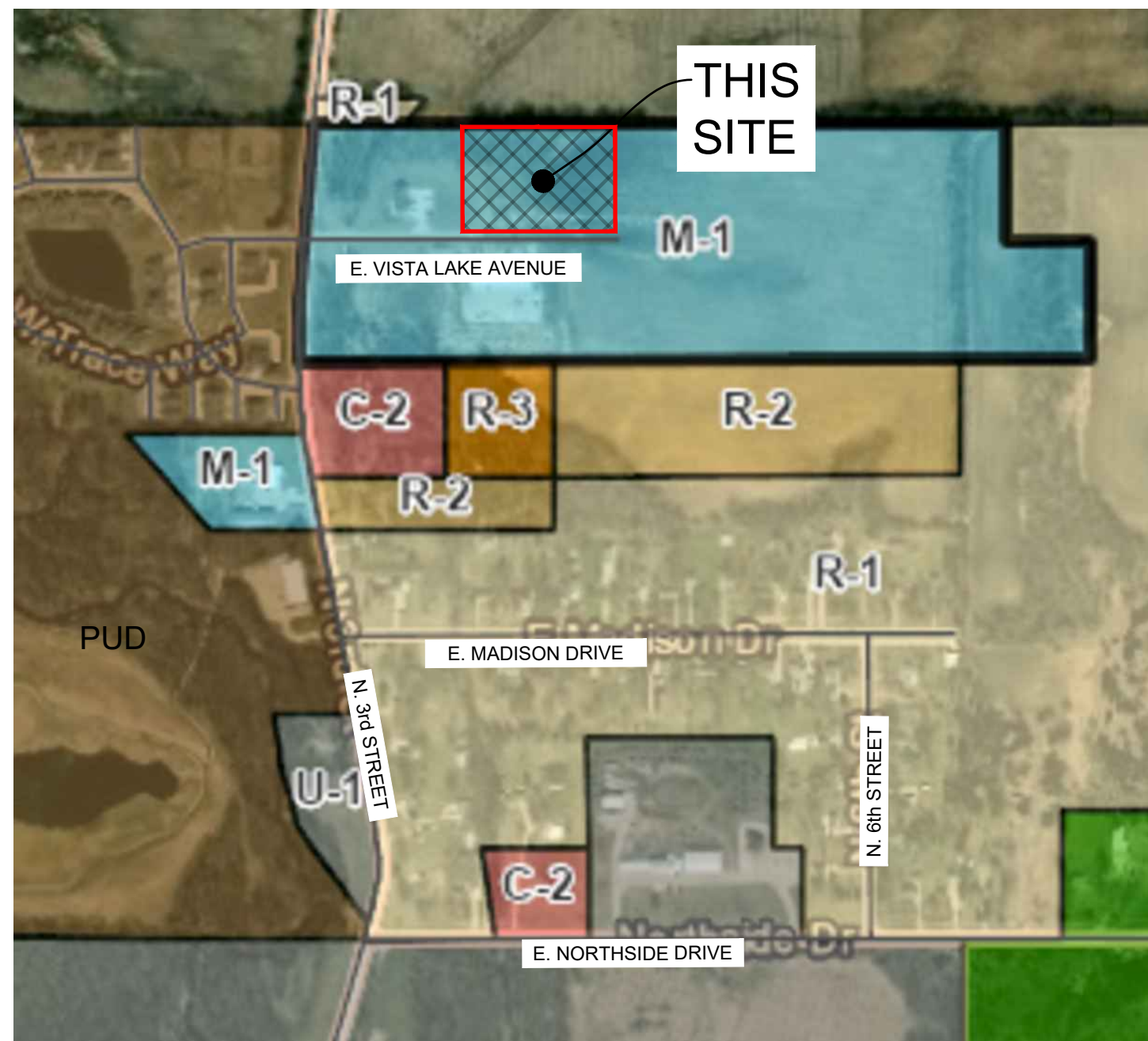
MIDLAND POWER COOPERATIVE
NORM FANDEL
1005 E LINCOLN WAY
JEFFERSON, IA 50129
515-386-4111
NFANDEL@MIDLANDPOWER.COOP

TELEPHONE
CENTURY LINK
2103 E UNIVERSITY
DES MOINES, IA 50317
CONTACT: DAVE HARRIS
PHONE: 309-263-1250

BUILDING DEPARTMENT
112 3RD STREET
PO BOX 426
POLK CITY, IA 50226
PHONE: 515-984-6233
FAX: 515-984-6177
SUPPORT@POLK.CITY.IA.GOV

HEALTH DEPARTMENT
POLK COUNTY
PUBLIC HEALTH DEPARTMENT
ADDRESS: 1907 CARPENTER AVE,
DES MOINES, IA 50314
PHONE: (515) 286-3188
TOLL FREE: 866-209-1300
EMAIL: HEALTHDEPT@POLK.COUNTY.IA.GOV

FIRE DEPARTMENT
112 3RD STREET
PO BOX 426
POLK CITY, IA 50226
FIRE CHIEF - JIM MITCHELL
STATION PHONE NUMBER - 515.984.6304
FIREDEPARTMENT@POLK.CITY.IA.GOV
WWW.POLK.CITY.IA.GOV



VICINITY MAP
1" = 500'

Sheet Number	Sheet Title
01	COVER SHEET
02	FINAL PLAT

LEGEND	
▲	FOUND SECTION CORNERS
●	FOUND CORNERS (3/8" I.R. W/ BLUE CAP #18381 UNLESS OTHERWISE NOTED)
○	SET PROPERTY CORNER (3/8" I.R. W/ BLUE CAP #18381 UNLESS OTHERWISE NOTED)
---	PLAT BOUNDARY
---	EXISTING PROPERTY LINES
---	PROPOSED LOTS
---	EASEMENT LINES
---	BUILDING SETBACK LINES (B.S.L.)
---	CENTERLINE STREET
D.	DEEDED BEARING & DISTANCE
P.	PREVIOUSLY RECORDED BEARING & DISTANCE
M.	MEASURED BEARING & DISTANCE
I.R.	IRON ROD
I.P.	IRON PIPE
BK. XXX, PG. XXX	COUNTY RECORDER'S INDEXING BOOK
R.O.W.	RIGHT-OF-WAY
P.U.E.	PUBLIC UTILITY EASEMENT

INDEX LEGEND	
COUNTY:	POLK
LOT:	OUTLOT 'X'
SUBDIVISION:	BIG CREEK TECHNOLOGY CAMPUS PLAT 2
CITY:	POLK CITY
LOT:	OUTLOT 'Z'
SUBDIVISION:	BIG CREEK TECHNOLOGY CAMPUS PLAT 3
CITY:	POLK CITY
PROPRIETOR(S):	KNAPP PROPERTIES INC.
REQUESTED BY:	KNAPP PROPERTIES INC.
PROFESSIONAL LAND SURVEYOR:	JEFFERY A. GADDIS P.L.S. NO. 18381
RETURN TO COMPANY:	CIVIL ENGINEERING CONSULTANTS, INC ATTN: JEFFERY A. GADDIS P.L.S. NO. 18381 2400 86TH STREET, UNIT 12, URBANDALE, IA 50322 PHONE: 515-276-4884

SUBMITTAL TABLE	
SUBMITTAL DATE	SUBMITTAL NOTES
JULY 20, 2020	INITIAL SUBMITTAL
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BENCHMARK (THE VERTICAL DATUM FOR BENCHMARKS ARE ACCORDING TO THE NAVD83 VERTICAL DATUM)
POLK COUNTY BENCHMARK 114: IN NN 1/4 OF SEC. 36-81-25, ON NW HUGG DR, 500' E OF NW 1/2ND ST AN IDOT PLUG IN TOP OF THE E HEADWALL OF A RCB CULVERT.
ELEV. = 866.03

USGS BENCH MARK BM 424.6: T-8IN, R-25W, NEAR N 16TH COR. BETWEEN SEC. 27 & 34; 31' N, 55' E & 1.9' HIGHER THAN T-DRIVE N; ON CREST OF HILL IN TOP OF IN TOP CONCRETE POST; A STANDARD TABLE STAMPED '26MMC 1964 930' PAINTED 'BM 424.6'
ELEV = 424.58

CERTIFICATION

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.

July 20, 2020
JEFFERY A. GADDIS, IOWA LICENSE NO. 18381 DATE MY LICENSE RENEVAL DATE IS DECEMBER 31, 2020

SHEETS 1 - ???

*** THIS LAND SURVEYOR'S CERTIFICATION DOES NOT INCLUDE DESIGN SPOT ELEVATIONS, MINIMUM PROTECTION ELEVATIONS, MINIMUM OPENING ELEVATIONS, MINIMUM BASEMENT ELEVATIONS, DETENTION BASIN & STORM WATER EVENT ELEVATIONS, OR ANY OTHER ITEMS THAT MAY FALL UNDER THE PRACTICE OF A PROFESSIONAL CIVIL ENGINEER. ***



PROPERTY OWNER / DEVELOPER / APPLICANT:
WILLIAM C. KNAPP L.L.C.
5000 WESTOWN PARKWAY SUITE 400
WEST DES MOINES, IA 50266-5921
CONTACT: TOM MITTMAN
PH. 515-223-4000
EMAIL: TOM.MITTMAN@KNAPPPROPERTIES.COM

PROJECT MANAGER:
PAUL CLAUSEN, PE
CIVIL ENGINEERING CONSULTANTS
2400 86TH STREET, #12
DES MOINES, IOWA 50322
PH. 515-276-4884 EXT. #217
EMAIL: CLAUSEN@CECLAC.COM

PROFESSIONAL LAND SURVEYOR:
CIVIL ENGINEERING CONSULTANTS, INC.
PH. JEFFERY A. GADDIS, PLS
2400 86TH STREET, SUITE 12
URBANDALE, IA 50322
PH. 515-276-4884 EXT. 221
EMAIL: GADDIS@CECLAC.COM

MUNICIPALITY PLANNER:
KATHLEEN CONNOR
SENIOR PLANNER
SNYDER & ASSOCIATES, INC.
PH. 515-964-2020
EMAIL: KECONNOR@SNYDER-ASSOCIATES.COM

TOTAL LAND AREA:
3.96 ACRES

EXISTING ZONING:
M-1 LIGHT INDUSTRIAL DISTRICT & AGRICULTURAL

PROPOSED ZONING:
M-1 LIGHT INDUSTRIAL DISTRICT & AGRICULTURAL

BULK REGULATIONS
FRONT YARD: 30'
SIDE YARD: 0' (30' WHEN ADJACENT TO RESIDENTIAL)
REAR YARD: 40'

FLOOD ZONE
ZONE 'X' ACCORDING TO FEMA FLOOD INSURANCE RATE MAPS.
COMMUNITY-PANEL #19153C0040F
MAP REVISED FEBRUARY 1, 2019.

Civil Engineering Consultants, Inc.
2400 86th Street Unit 12, Des Moines, Iowa 50322
515.276.4884 . Fax: 515.276.7084 . mail@cecclac.com

CEC

PUBLISH DATE: JULY 20, 2020

DATE OF SURVEY: APRIL 02, 2020

DESIGNED BY: FCC

DRAWN BY: MEHH

BIG CREEK TECHNOLOGY CAMPUS PLAT 5
EAST VISTA LAKE AVENUE, POLK CITY, IOWA

COVER SHEET

SHEET 01 OF 02

E-8438

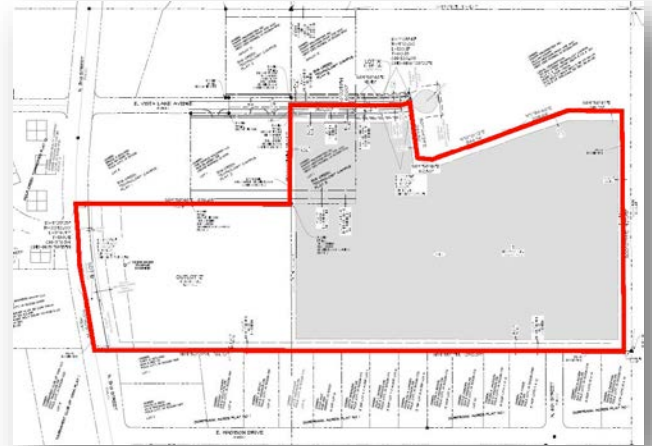
REZONING PETITION REVIEW

Date: August 7, 2020
Subject Property: Lot 1 and Outlot Z, BCTC Plat 4

Prepared by: Kathleen Connor
Project No.: 120.0722.01

GENERAL INFORMATION:

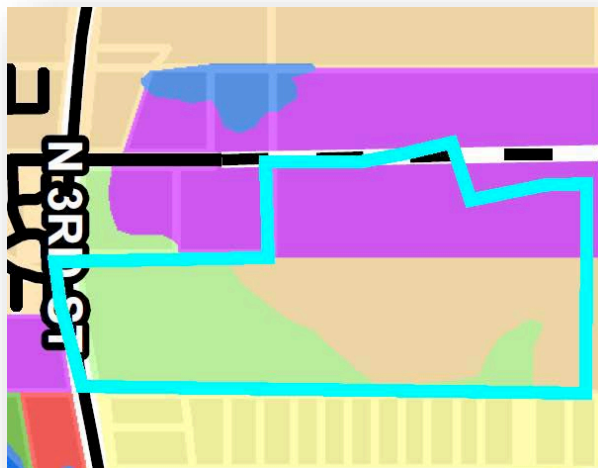
On behalf of North Polk Schools, Knapp Properties has submitted four *Petitions to Rezone* portions of their property from R-2, R-3, C-2, and M-1 to R-1 Single Family Detached Residential. The proposed R-1 zoning district is shown in red on the right. The purpose of this rezoning request is to accommodate a new upper elementary school on Lot 1 and Outlot Z of Big Creek Technology Campus Plat 4.



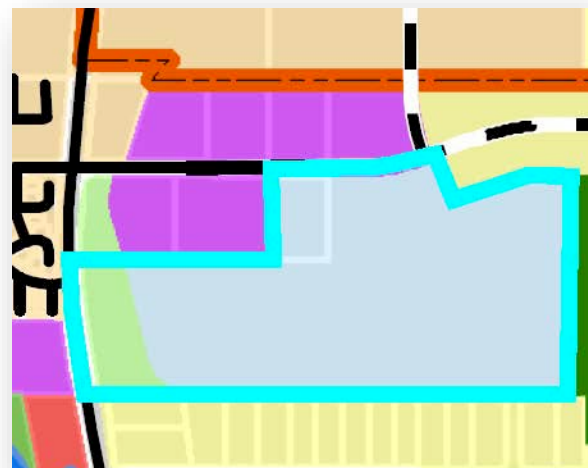
Owners of 52.5% of the surrounding area consented to the proposed C-2 to R-1 rezoning. Knapp Properties owns sufficient area within 250 feet of the petitions rezoning from C-2, R-2 and R-2 to R-1 to fulfill the requirement for consent for each.

COMPREHENSIVE PLAN:

The Future Land Use Plan (FLUP) designates the subject area as combination of light industrial, medium density residential, and open space so an Amendment to the Comprehensive Plan is required. The current and proposed FLUPs are shown below for comparison:



Current Future Land Use Plan



Proposed Future Land Use Plan

The proposed amendment includes revising the land use for the school's property to civic use, with open space along the drainage way on the west side of the property and a strip of open space along the south side of the property. The amended FLUP retains light industrial use north of the school's frontage on E. Vista Lake Avenue, but transitions to low density residential on both sides of the street east of the school. The plan also eliminates the slivers of light industrial and medium density residential east of the school property, allowing the school to serve as a transition to low density residential and a potential park. However, the area east of the school site will be evaluated in more detail in the future. Also note that the wetlands have been eliminated on the northwest side of the remaining light industrial area due to updated Wetlands Delineation.

The existing Future Land Use Plan designates approximately 29 acres of land for light industrial use while the proposed Future Land Use Plan designates approximately 16 acres as commercial and 39.5 acres as civic/open space.

RECOMMENDATION REGARDING COMPREHENSIVE PLAN AMENDMENT:

P&Z may proceed with one of the following options for amending Polk City's Comprehensive Plan at their meeting:

- A. Recommend Council approval of the amendment to the Comprehensive Plan by revising the Future Land Use Plan to correspond to the Future Land Use Plan illustrated above.
- B. Recommend Council deny approval of the amendment to amend the Comprehensive Plan's Future Land Use Plan as presented.
- C. Recommend Council approval of the applicant's request to amend the Comprehensive Plan by revising the Future Land Use Plan to correspond to the Future Land Use Plan illustrated above; subject to certain conditions as specified by the Commission.

RECOMMENDATION REGARDING REZONING:

P&Z may proceed with one of the following options regarding the proposed rezoning at their meeting:

- A. Recommend Council approval of the applicant's request to rezone the subject property to R-1 as presented.
- B. Recommend Council deny the applicant's request to rezone the subject property to R-1 as presented.
- C. Recommend Council approval of the applicant's request to rezone the subject property to R-1 subject to certain restrictions as specified by the Commission that are agreed to by the applicant.



APPLICATION FORM FOR REZONINGS

City of Polk City, Iowa

- FOR OFFICE USE ONLY -

Date:	Amount:	Rec'd by:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Thank you for your interest in the City of Polk City!

It is the responsibility of the applicant (owner, developer and consultants) to compare their project submittal to City Code and this checklist and ensure that all items and requirements are included. If an application is substantially incomplete, the review will be delayed and the review schedule will be amended.

Project Name: North Polk CSD Elementary School

Address: East of 220 E. Vista Lake Avenue

Current Zoning: R-2, R-3, C-2 & M-1

Proposed Zoning: R-1

Parcel Area: 116.9 Acres

Area to be Rezoned: 31.8 Acres

Applicant: *The Rezoning Petition MUST be signed by Property Owner to be considered a valid Petition.*

Property Owner: William C. Knapp, L.C.

Street Address: 5000 Westown Pkwy, Suite 400

Telephone No.: (515) 223-4000

City, State: West Des Moines, IA 50266

Email Address: stuart.ruddy@knappproperties.com

Site Plan Application Fee:

1 Acre or Less:	\$85
More than 1 Acre:	\$200

Amount Paid: \$ 200

City Engineering Review Fees:

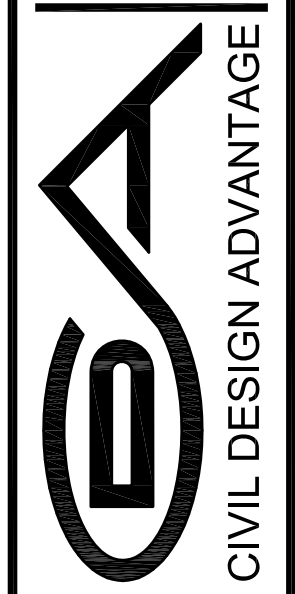
City Engineering review fees are charged on an hourly basis. If desired, the applicant may request an estimate of review fees once a valid Petition for Rezoning has been submitted.

Documents to be Included with Initial Submitted:

✓ If Provided	Document
	Completed Petition for Rezoning, signed by property owners
	List of Zoning Restrictions, if any are proposed
	Completed Table of all Property Owners within the 250' Buffer consenting to the proposed rezoning, with all applicable signatures
	Completed Consent Table listing the area of each parcel lying within the 250' Buffer, exclusive of ROW, and indicating the percentage of property owners that are consenting to the rezoning, based on area. (50% Consent is required)
	Rezoning Sketch depicting proposed zoning boundary line, all parcels within the 250' buffer area, and ownership of each parcel
	Legal description of the proposed rezoning boundary in Word format.
	Two address labels and two stamps for each property owner within buffer area
	Master Plan; only if rezoning to PUD or R-4 Mobile Home Parks.

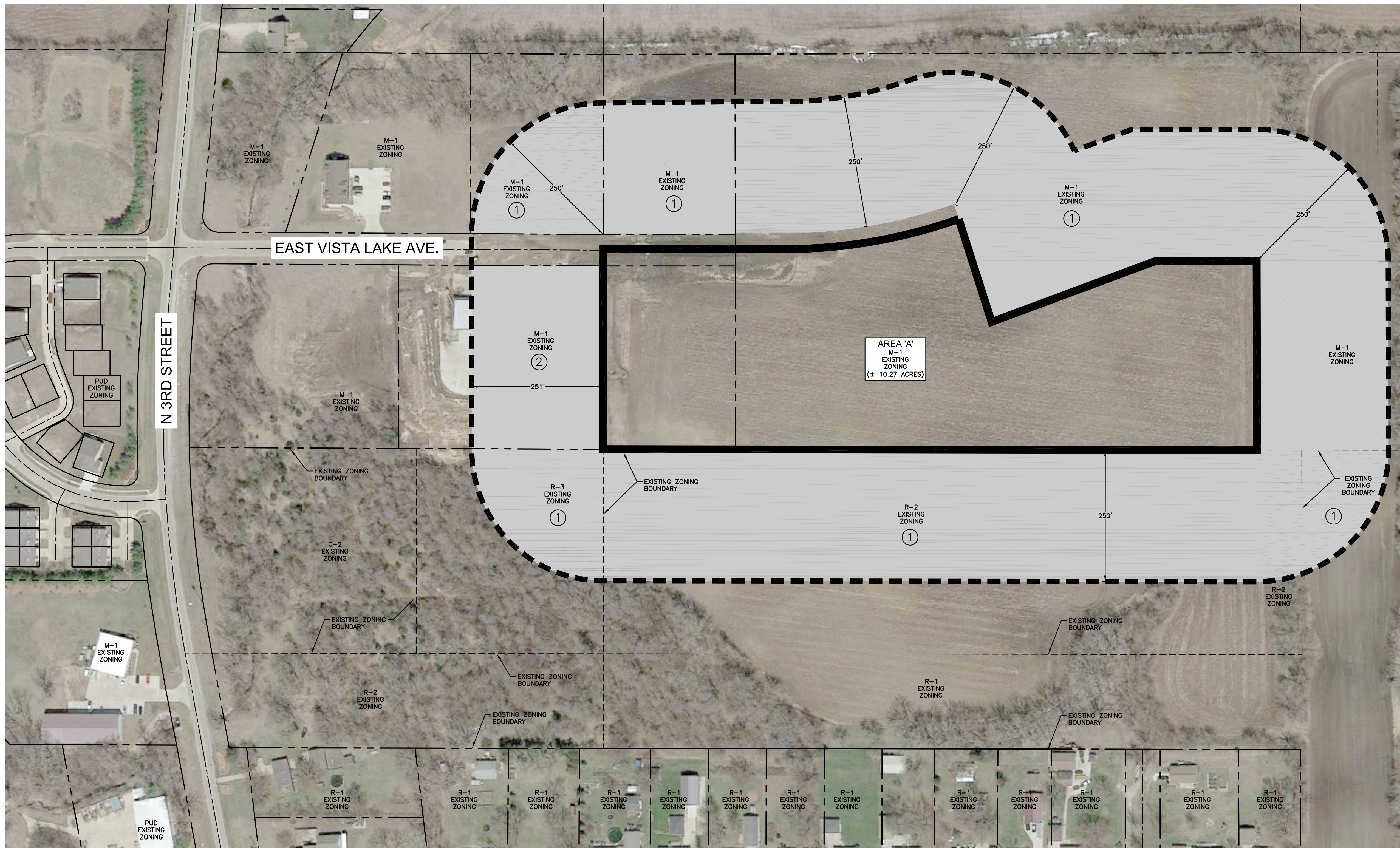
DATE	07/22/2020
REVISIONS	
FIRST SUBMITTAL	

3405 S.E. CROSSROADS DRIVE, SUITE G
 GRIMES, IOWA 50111
 PHONE: (515) 369-4400 FAX: (515) 369-4410
 ENGINEER: _____ TECH: _____



POLK CITY, IOWA

NORTH POLK ELEMENTARY SCHOOL
REZONING MAP
 1/1
 2005226



VICINITY MAP



ADJACENT OWNERSHIP - AREA 'A'

			CONSENTING
1. KNAPP PROPERTIES	21.57 AC	91.51%	X
2. ONE DIMPLE HOLDINGS LLC	2.00 AC	8.49%	
TOTAL	23.57 AC	100%	91.51%

* POLK CITY PROPERTY IS NOT INCLUDED IN THE AREA PERCENTAGES.

REZONING DESCRIPTION - AREA 'A'

ALL OF LOT 1 AND A PART OF LOT 'A', BIG CREEK TECHNOLOGY CAMPUS PLAT 3, AN OFFICIAL PLAT, AND A PART OF AUDITOR'S PARCEL 'L' AS SHOWN ON THE PLAT OF SURVEY RECORDED IN BOOK 12998, PAGE 269, ALL IN THE SOUTHEAST QUARTER OF SECTION 36, TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF POLK CITY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:
 BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 1; THENCE NORTH 00°02'13" WEST ALONG THE WEST LINE OF SAID LOT 1 AND THE WEST LINE OF SAID LOT 'A', 380.17 FEET TO THE CENTERLINE OF EAST VISTA LAKE AVENUE; THENCE SOUTH 89°58'48" EAST ALONG SAID CENTERLINE, 250.00 FEET TO THE EAST LINE OF SAID LOT 'A'; THENCE CONTINUING SOUTH 89°58'48" EAST, 91.92 FEET; THENCE EASTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 1000.00 FEET, WHOSE ARC LENGTH IS 339.84 FEET AND WHOSE CHORD BEARS NORTH 80°17'04" EAST, 338.21 FEET; THENCE SOUTH 17°43'56" EAST, 205.07 FEET; THENCE NORTH 69°36'41" EAST, 332.87 FEET; THENCE SOUTH 89°58'48" EAST, 191.15 FEET; THENCE SOUTH 00°07'19" EAST, 359.40 FEET; THENCE NORTH 89°55'17" WEST, 1241.43 FEET TO THE POINT OF BEGINNING AND CONTAINING 10.27 ACRES (447,187 SQUARE FEET). THE PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

OWNER

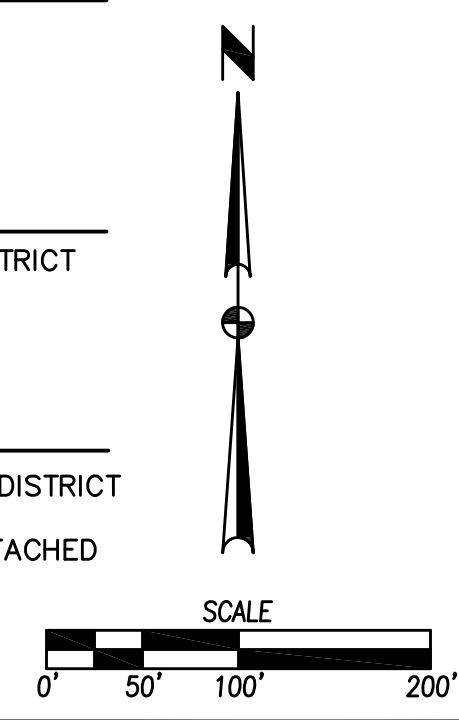
KNAPP PROPERTIES
 5000 WESTOWN PKWY, SUITE 400
 WEST DES MOINES, IA 50266

APPLICANT

NORTH POLK COMMUNITY SCHOOL DISTRICT
 13930 NE 6TH STREET
 ALLEMAN, IA 50007

ZONING

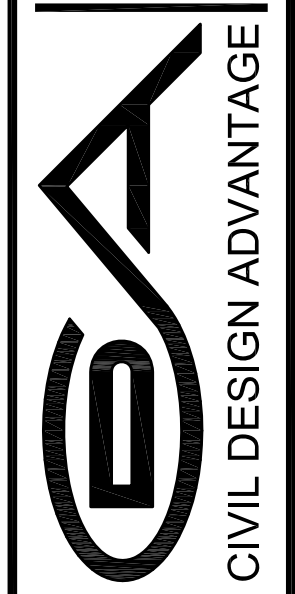
EXISTING: M-1 LIGHT INDUSTRIAL DISTRICT
 PROPOSED: R-1 SINGLE FAMILY DETACHED RESIDENTIAL DISTRICT



FILE: H:\2020\2005226\2005226-REZONING M-1.DWG
 COMMENT: EXISTING
 PLOTTED BY: GREG BERGOLD
 DATE: 7/22/2020 10:36 AM

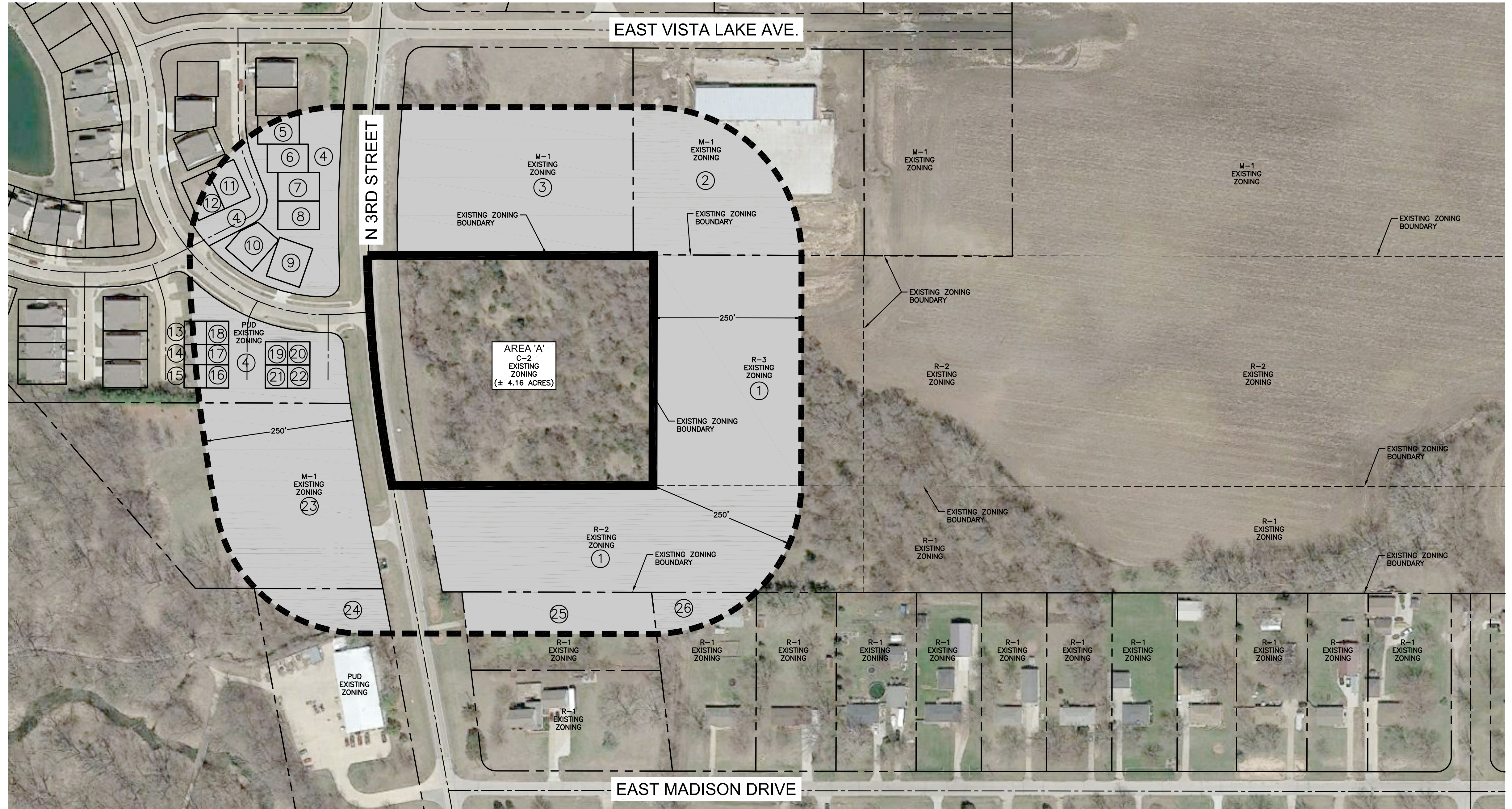
DATE	07/22/2020
REVISIONS	
ENGINEER	
TECH	
FIRST SUBMITTAL	

3405 S.E. CROSSROADS DRIVE, SUITE G
 GRIMES, IOWA 50111
 PHONE: (515) 369-4400 FAX: (515) 369-4410



POLK CITY, IOWA

NORTH POLK ELEMENTARY SCHOOL
REZONING MAP



ADJACENT OWNERSHIP - AREA 'A'

OWNER	ACRES	PERCENTAGE	CONSENTING
1. KNAPP PROPERTIES	4.70 AC	35.53%	X
2. ONE DIMPLE HOLDINGS LLC	1.32 AC	9.98%	
3. BRUCE A BOLAND TRUST	2.25 AC	17.01%	X
4. WOLF CREEK TOWNHOMESS ASSOCIATION	1.32 AC	9.98%	
5. IOWA ASSET ACQUISITION LLC	0.06 AC	0.45%	
6. IOWA ASSET ACQUISITION LLC	0.08 AC	0.60%	
7. IOWA ASSET ACQUISITION LLC	0.08 AC	0.60%	
8. IOWA ASSET ACQUISITION LLC	0.08 AC	0.60%	
9. KATHERINE CLAUSEN	0.09 AC	0.68%	
10. LAVIA III, JAMES D	0.08 AC	0.68%	
11. IOWA ASSET ACQUISITION LLC	0.07 AC	0.53%	
12. IOWA ASSET ACQUISITION LLC	0.04 AC	0.30%	
13. DIANE McDONALD	0.02 AC	0.15%	
14. FROHOCK CORP	0.02 AC	0.15%	
15. BRAD A VERBRUGGE	0.01 AC	0.08%	
16. PAMELA WOBBEKING	0.03 AC	0.23%	
17. ALISSA PARRISH	0.03 AC	0.23%	
18. JUSTICE, DARIN	0.03 AC	0.23%	
19. KYLE B BRUDOS	0.03 AC	0.23%	
20. BRENT A DE SCHAMP	0.03 AC	0.23%	
21. MELISSA A ADAMS	0.03 AC	0.23%	
22. JANELLE WALTERS	0.03 AC	0.23%	
23. JESTER BUSINESS GROUP LLC	1.80 AC	13.61%	
24. TOURNAMENT CLUB OF IOWA LLC	0.29 AC	2.19%	
25. TORY D HETLAND	0.51 AC	3.85%	
26. ANTHONY J SIMMER	0.19 AC	1.44%	
TOTAL	13.23 AC	100%	52.54%

* POLK CITY PROPERTY IS NOT INCLUDED IN THE AREA PERCENTAGES.

REZONING DESCRIPTION - AREA 'A'

A PART OF PARCEL 'L' AS SHOWN ON THE PLAT OF SURVEY RECORDED IN BOOK 1299B, PAGE 269, BEING A PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 36, TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF POLK CITY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:
 BEGINNING AT THE SOUTHWEST CORNER OF LOT 'A', BIG CREEK TECHNOLOGY CAMPUS PLAT 1, AN OFFICIAL PLAT; THENCE SOUTH 89°58'48" EAST ALONG THE SOUTH LINE OF SAID BIG CREEK TECHNOLOGY CAMPUS PLAT 1, A DISTANCE OF 482.15 FEET; THENCE SOUTH 00°04'43" WEST, 388.14 FEET; THENCE NORTH 89°55'17" WEST, 440.09 FEET TO THE CENTERLINE OF N. 3RD STREET; THENCE NORTH 10°40'57" WEST ALONG SAID CENTERLINE, 12.35 FEET; THENCE NORTHERLY CONTINUING ALONG SAID CENTERLINE AND A CURVE CONCAVE EASTERLY WHOSE RADIUS IS 2292.00 FEET, WHOSE ARC LENGTH IS 378.04 FEET AND WHOSE CHORD BEARS NORTH 05°57'51" WEST, 377.61 FEET TO THE POINT OF BEGINNING AND CONTAINING 4.16 ACRES (181,022 SQUARE FEET). THE PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

OWNER

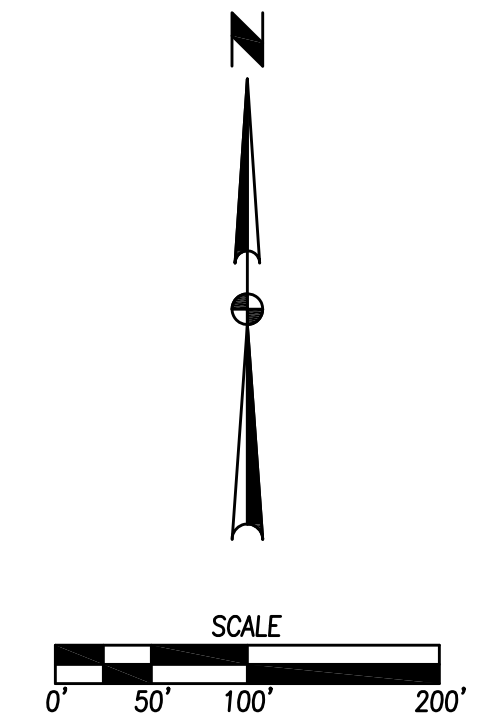
KNAPP PROPERTIES
 5000 WESTOWN PKWY, SUITE 400
 WEST DES MOINES, IA 50266

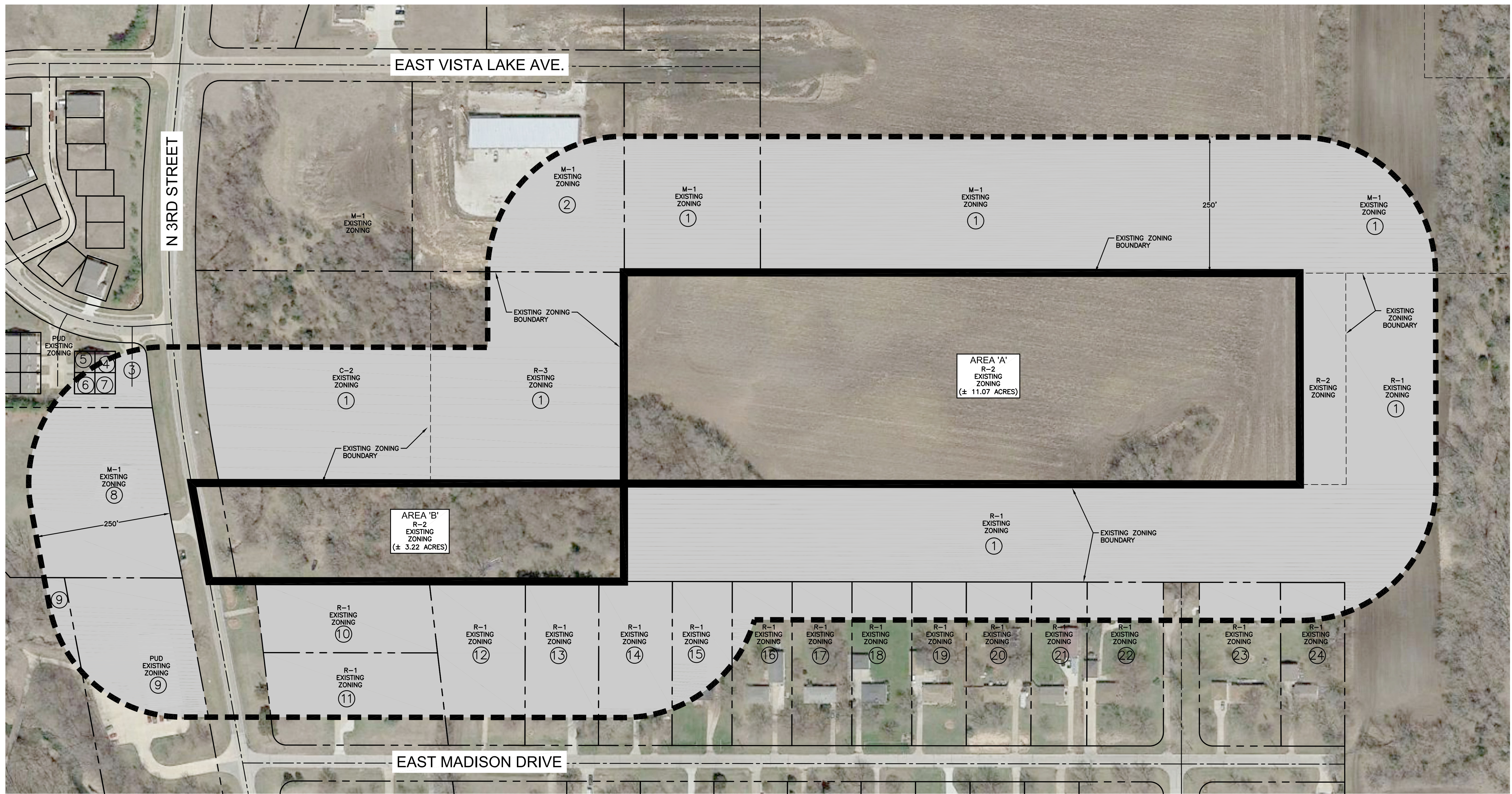
APPLICANT

NORTH POLK COMMUNITY SCHOOL DISTRICT
 13930 NE 6TH STREET
 ALLEMAN, IA 50007

ZONING

EXISTING: C-2 COMMERCIAL DISTRICT
 PROPOSED: R-1 SINGLE FAMILY DETACHED RESIDENTIAL DISTRICT





VICINITY MAP



ADJACENT OWNERSHIP - AREA 'A'

Lot #	Owner	Area (AC)	Percentage	Consenting
1.	KNAPP PROPERTIES	21.79 AC	66.45%	X
2.	ONE DIMPLE HOLDINGS LLC	1.12 AC	3.42%	
3.	WOLF CREEK TOWNHOMES ASSOCIATION	0.22 AC	0.67%	
4.	BRENT A DE SCHAMP	0.02 AC	0.06%	
5.	KYLE B BRUDOS	0.00 AC	0.00%	
6.	MELISSA A ADAMS	0.03 AC	0.09%	
7.	JANELLE WALTERS	0.03 AC	0.09%	
8.	JESTER BUSINESS GROUP LLC	1.73 AC	5.28%	
9.	TOURNAMENT CLUB OF IOWA LLC	1.30 AC	3.98%	
10.	TORY D HETLAND	0.97 AC	2.98%	
11.	DAVID A REID	0.87 AC	2.65%	
12.	ANTHONY J SIMMER	0.93 AC	2.84%	
13.	LARRY A EPLEY	0.78 AC	2.38%	
14.	RICKEY BRIGGLE	0.76 AC	2.32%	
15.	FIRST CHOICE RENOVATIONS LLC	0.51 AC	1.56%	
16.	JUSTIN SPRINGER	0.22 AC	0.67%	
17.	JACK L SIMMER	0.18 AC	0.55%	
18.	DOUGLAS A LARSEN	0.18 AC	0.55%	
19.	JOLYNN K REAMS	0.16 AC	0.49%	
20.	BALES, DANIELLE L	0.19 AC	0.58%	
21.	STEVEN K JACKSON	0.16 AC	0.49%	
22.	BRUCE B YOUDE	0.22 AC	0.67%	
23.	HEUERTZ, GARY M	0.24 AC	0.73%	
24.	SUSAN E BIENFANG	0.18 AC	0.55%	
TOTAL		32.79 AC	100%	66.45%

* POLK CITY PROPERTY IS NOT INCLUDED IN THE AREA PERCENTAGES.

REZONING DESCRIPTION - AREA 'A'

A PART OF PARCEL 'L' AS SHOWN ON THE PLAT OF SURVEY RECORDED IN BOOK 12998, PAGE 269, BEING A PART OF THE SOUTHEAST QUARTER OF SECTION 36, TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 1, BIG CREEK TECHNOLOGY CAMPUS PLAT 3, AN OFFICIAL PLAT; THENCE SOUTH 89°55'39" EAST ALONG THE SOUTH LINE OF SAID LOT 1 AND THE EASTERLY EXTENSION THEREOF, 1241.43 FEET; THENCE SOUTH 00°07'19" EAST, 388.50 FEET; THENCE NORTH 89°55'17" WEST, 1241.89 FEET TO THE WEST LINE OF SAID SOUTHEAST QUARTER; THENCE NORTH 00°03'15" WEST ALONG SAID WEST LINE, 388.36 FEET TO THE POINT OF BEGINNING AND CONTAINING 11.07 ACRES (482,298 SQUARE FEET). THE PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

REZONING DESCRIPTION - AREA 'B'

A PART OF PARCEL 'L' AS SHOWN ON THE PLAT OF SURVEY RECORDED IN BOOK 12998, PAGE 269, BEING A PART OF THE NORTHEAST QUARTER OF SECTION 36, TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID PARCEL 'L', ALSO BEING THE NORTHWEST CORNER OF DORFRANK ACRES PLAT NO. 1; THENCE NORTH 10°21'41" WEST ALONG THE CENTERLINE OF N. 3RD STREET, 183.31 FEET; THENCE SOUTH 89°55'17" EAST, 794.45 FEET TO THE EAST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER; THENCE SOUTH 00°03'15" EAST ALONG SAID EAST LINE, 180.00 FEET TO THE SOUTH LINE OF SAID PARCEL 'L'; THENCE NORTH 89°56'32" WEST ALONG SAID SOUTH LINE, 761.65 FEET TO THE POINT OF BEGINNING AND CONTAINING 3.22 ACRES (140,159 SQUARE FEET). THE PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

OWNER

KNAPP PROPERTIES
5000 WESTOWN PKWY, SUITE 400
WEST DES MOINES, IA 50266

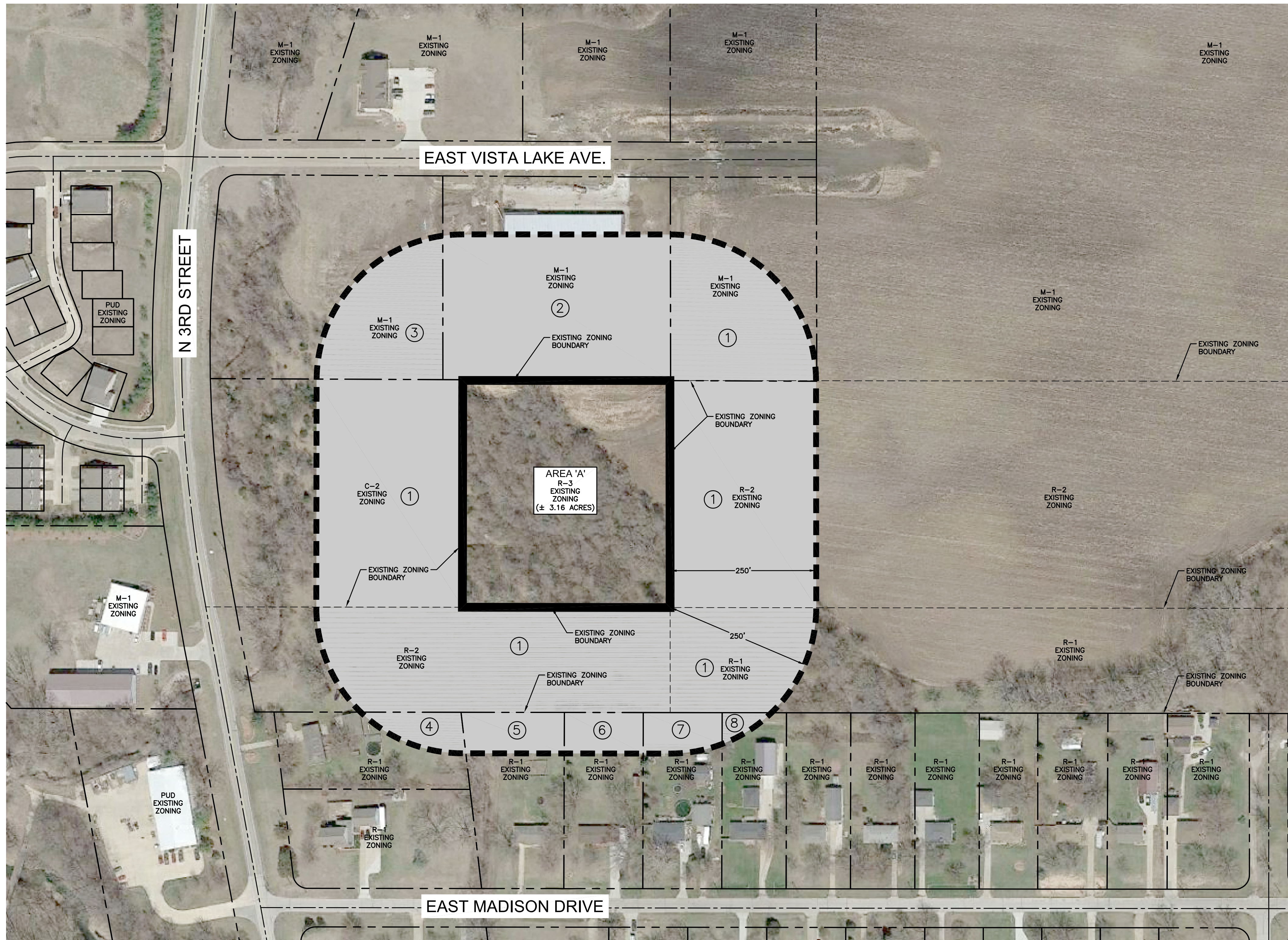
APPLICANT

NORTH POLK COMMUNITY SCHOOL DISTRICT
13930 NE 6TH STREET
ALLEMAN, IA 50007

ZONING

EXISTING: R-2 ONE AND TWO-FAMILY RESIDENTIAL DISTRICT
PROPOSED: R-1 SINGLE FAMILY DETACHED RESIDENTIAL DISTRICT

FILE: H:\2020\2005226\2005226-REZONING R-3.DWG
 COMMENT: EXISTING
 PLOTTED BY: GALE BERGOLD
 DATE: 7/22/2020 11:23 AM



VICINITY MAP



ADJACENT OWNERSHIP - AREA 'A'

			CONSENTING
1. KNAPP PROPERTIES	8.92 AC	68.35%	X
2. ONE DIMPLE HOLDINGS LLC	2.23 AC	17.09%	
3. BRUCE A BOLAND TRUST	0.93 AC	7.13%	
4. TORY D HETLAND	0.20 AC	1.53%	
5. ANTHONY J SIMMER	0.28 AC	2.15%	
6. LARRY A EPLEY	0.22 AC	1.69%	
7. RICKEY BRIGGLE	0.21 AC	1.61%	
8. FIRST CHOICE RENOVATIONS LLC	0.06 AC	0.46%	
TOTAL	13.05 AC	100%	68.35%

* POLK CITY PROPERTY IS NOT INCLUDED IN THE AREA PERCENTAGES.

REZONING DESCRIPTION - AREA 'A'

A PART OF PARCEL "L" AS SHOWN ON THE PLAT OF SURVEY RECORDED IN BOOK 12998, PAGE 269, BEING A PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 36, TOWNSHIP 81 NORTH, RANGE 25 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF POLK CITY, POLK COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:
 BEGINNING AT THE SOUTHEAST CORNER OF LOT 1, BIG CREEK TECHNOLOGY CAMPUS PLAT 2, AN OFFICIAL PLAT; THENCE SOUTH 00°03'15" EAST ALONG THE EAST LINE OF SAID NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, 388.50 FEET; THENCE NORTH 89°55'17" WEST, 355.40 FEET; THENCE NORTH 00°04'43" EAST, 388.14 FEET TO THE SOUTH LINE OF SAID LOT 1; THENCE SOUTH 89°58'48" EAST ALONG SAID SOUTH LINE, 354.50 FEET TO THE POINT OF BEGINNING AND CONTAINING 3.16 ACRES (137,834 SQUARE FEET). THE PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

OWNER

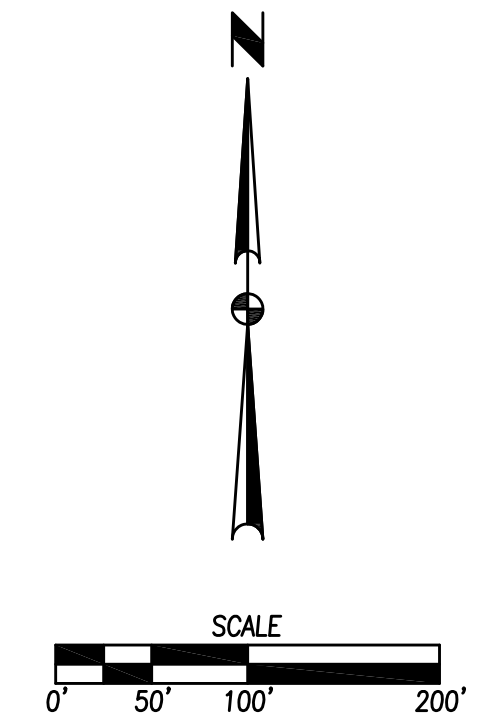
KNAPP PROPERTIES
 5000 WESTOWN PKWY, SUITE 400
 WEST DES MOINES, IA 50266

APPLICANT

NORTH POLK COMMUNITY SCHOOL DISTRICT
 13930 NE 6TH STREET
 ALLEMAN, IA 50007

ZONING

EXISTING: R-3 MULTIPLE-FAMILY RESIDENTIAL DISTRICT
 PROPOSED: R-1 SINGLE FAMILY DETACHED RESIDENTIAL DISTRICT



DATE: 07/22/2020

REVISIONS: FIRST SUBMITTAL

TECH: ENGINEER:

3405 S.E. CROSSROADS DRIVE, SUITE G
 GRIMES, IOWA 50111
 PHONE: (515) 369-4400 FAX: (515) 369-4410

ESA
 CIVIL DESIGN ADVANTAGE

NORTH POLK ELEMENTARY SCHOOL
REZONING MAP

POLK CITY, IOWA

1/1
 2005226