

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

\*\*\*\*\*

December 16, 2019 | 6:00 pm  
City Hall | Council Chambers

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Tentative Meeting Agenda

*Doug Ohlfest / Chair*

*Dennis Dietz / Pro Tem*

*P&Z Commission Members: Ron Hankins / Deanna Triplett / Krista Bowersox / Justin Vogel / Doug Sires*

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Audience: *Items not on the agenda will be discussed at this time*
5. Approval of the P&Z Commission Special Meeting Minutes for October 10, 2019
6. Approval of the P&Z Commission Meeting minutes for November 18, 2019
7. Recommend Council approve P.U.D. Master Plan amendment to TCI Parcel K PUD for Vintage Estates
8. Consider motion to recommend Council approve a Comprehensive Plan Amendment for the revision of future land use
9. Consider motion to recommend Council approve the rezoning request from Snetzler/Lilliskau to rezone the following acres from A-1, Agricultural as follows:
  - a. 82 acres to R-1, Single Family Detached
  - b. 40 acres to R-2, One and Two-Family Residential District
  - c. 16 acres to R-2A, Townhome Residential District
  - d. 21 Acres to C-1, Central Business District **OR** alternatively C-2, Commercial District
10. Confirm Chairperson for 2020
11. Appoint Pro-Tem for 2020
12. Reports & Particulars

Council Liaison, City Manager, Staff, and Commission
13. Adjourn until January 20, 2020

**MEETING MINUTES**  
**The City of Polk City**  
**Planning and Zoning Commission**  
**Special Meeting**  
**6:00 p.m., Thursday, October 10, 2019**  
**City Hall**

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on October 10, 2019. 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 Ohlfest called the meeting to order at 6:00 p.m.

**2. Roll Call** | Ohlfest | Dietz | Hankins | Bowersox | Sires | In attendance  
Triplett | Vogel | Absent

**3. Approval of Agenda**

**MOTION:** A motion was made by Hankins and seconded by Dietz to approve the agenda

**MOTION CARRIED UNANIMOUSLY**

**4. Final Plat for Big Creek Valley Plat 1**

Jarrod Ruckle of 1425 Hugg Drive addressed the Commission thanking them for holding a special session. He stated that he is excited to get started and has 5 Polk City builders interested in his development, Ruckle is looking forward to having beautiful homes completed by this time next year.

Travis Thornburg, Snyder Engineering Representative, provided a summary of this plat, stating that all recommendations that were outlined on Tuesday morning were addressed Tuesday afternoon with exception of weather-related minor items.

Hankins asked about there not being a turnaround at the end of the street. It was discussed that the paving is not long enough per code to have turn around and the street is wide enough that it was not necessary.

All legal documents, including off-site and on-site easements, with revised legal descriptions shall be provided for review and approval by the City Attorney.

**MOTION:** A motion was made by Hankins and seconded by Bowersox to recommend Council approve the Final Plat for Big Creek Valley Plat 1

**MOTION CARRIED UNANIMOUSLY**

Ruckle shared a Commercial showcasing his new development that will soon air on KCCI.

**5. Adjournment**

**MOTION:** A motion was made Dietz and seconded by Bowersox to adjourn at 6:13 p.m.

*Next Meeting Date* – Monday, October 21, 2019

**MEETING MINUTES**  
**The City of Polk City**  
**Planning and Zoning Commission**  
**6:00 p.m., Monday, November 18, 2019**  
**City Hall**

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on November 18, 2019. 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 Ohlfest called the meeting to order at 6:00 p.m.

2. **Roll Call** | Hankins, Triplett, Dietz, Ohlfest, Vogel, Sires | In attendance  
Bowersox | arrived 6:02 p.m.

3. **Approval of Agenda**

**MOTION:** A motion was made by Triplett and seconded by Dietz to approve the agenda  
**MOTION CARRIED UNANIMOUSLY**

4. **Approval of Meeting Minutes**

**MOTION:** A motion was made by Hankins and seconded by Vogel to approve the August 16, 2019 meeting minutes.

**MOTION CARRIED UNANIMOUSLY**

5. **Preliminary Plat for Creekview Estates**

Civil Design Advantage Civil Engineer, Josh Trygstad provided a summary of the preliminary plat on behalf of North Polk Development, stating the plans have not changed from initial concept plan presented at the rezoning from A-1 to R-2. All comments from Snyder & Associates have been addressed including leaving W. Trace Drive as a dead-end street. The plat includes 86 single family lots and a detention pond. Kathleen Connor, Snyder & Associates representative, added the developer will be increasing the 2-foot sidewalk to a 10-foot wide trail per staff request along 3<sup>rd</sup> Street.

P&Z Commission Member Hankins outlined a couple of options he'd prefer instead of W. Trace Drive remaining as dead-end street, suggesting a cul-de-sac Bulb be installed at the end of the existing stub on W. Trace Drive within the development or possible vacating the section of W. Trace Dr. and have it deeded from the City to Wolfe Creek Association

Connor added there has been a staff discussion and Public Works Director, Fire Chief and Police Chief are all in agreement with the option of leaving the short stub street as is.

Ohlfest asked Trygstad if grading was scheduled to begin this year. Trygstad replied yes, after the preliminary plat was approved. Connor added they have been advised to proceed at own risk after approval prior to final plat approval.

Vogel agreed that land at end of W. Trace Drive would be difficult to pave and agreed to leaving W. Trace as is for that reason.

Ohlfest asked for comments from the audience.

The following audience members spoke in support of West Trace Drive remaining as a non-through street:

1. Al Burrows, 532 W. Trace Drive
2. Brian Blaylock, 910 Chinock Way
3. Charlotte Loter, 913 W. Trace Drive
4. Jim Jensen, 530 N. Trace Court
5. Donna Jensen, 530 N. Trace Court
6. Betty Sikkink, 904 W. Trace Drive

**MOTION:** A motion was made by Dietz and seconded by Vogel to recommend Council approve the Preliminary Plat for Creekview Estates subject to all recommendation and comments in the Engineer Memo dated November 14, 2019 being satisfactorily addressed.

**YES:** Vogel, Sires, Dietz, Ohlfest, Bowersox

**NO:** Hankins, Triplett

**MOTION CARRIED**

**6. Adjournment**

**MOTION:** A motion was made Triplett and seconded by Dietz to adjourn at 6:43 p.m.

**MOTION CARRIED UNANIMOUSLY**

*Next Meeting Date – Monday, December 16, 2019*

Attest:

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Carol Thornburg, Deputy City Clerk

## AMENDED P.U.D. MASTER PLAN

Date: December 11, 2019  
 Project: T.C.I. Pod K P.U.D.

Prepared by: Kathleen Connor, Planner  
 Project No.: 119.1030

### GENERAL INFORMATION:

Property Owner: WCK-PCA LC  
 (Knapp Properties)

Applicant: Ewing Development

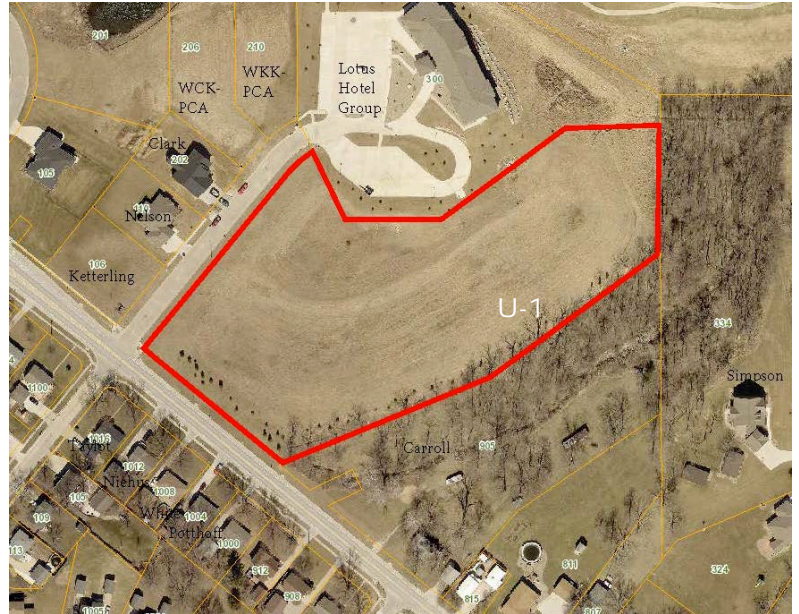
Location: Outlot Z of TCI Plat 5  
 South of Qube Hotel

Current Zoning: Planned Unit  
 Development (PUD)

Amended Area: 5.728 acres

Existing Land Use: Vacant

Future Land Use: Medium Density  
 Residential



### PROJECT BACKGROUND AND DESCRIPTION:

The original PUD Master Plan for TCI Pod K was approved by City Council on October 22, 2012, immediately following the rezoning of this general area to PUD., thus increasing the size of the Tournament Club of Iowa Planned Unit Development. In accordance with this Master Plan, Parcel 1 was developed for Boulders Inn, now operated as the Qube Hotel. Also per plan, Parcel 2 was platted into five single-family lots, two of which now contain detached SF homes.

At this time, Parcel 3 has yet to be developed. PUD Ordinance 2012-900 specified the allowable uses for Parcel 3 to include single-family, garden homes or bi-attached dwellings. The PUD Master Plan showed 28 single-family homes, with 6 lots fronting onto Boulder Pointe and the remainder fronting onto a private cul-de-sac.

The applicant proposes the following amendments to Parcel 3 of the PUD Master Plan for Pod K of TCI:

- Revise rear yard setback of Parcel 3 to 15 feet. (Hotel has already provided a 30' landscape buffer.)
- Update project timetable for Parcel 3
- Revised the Master Plan to reflect the developer/s current concept plan for 25 garden homes (single family detached dwellings under a common regime.
- Includes one accessory Community Building with pool as a permitted use

The proposed P.U.D. Master Plan continues to allow the potential for single-family homes or bi-attached homes on Parcel 3, although that is not the development plan currently contemplated.

Architectural elevations for the Garden Homes have been included to demonstrate their compatibility with surrounding area. The Garden Homes and Community Center will have a minimum of 20% brick or stone. Each dwelling will have a two-car garage.

The developer is not proposing a monument sign at this time. However, there is no restriction from inclusion of a monument sign on a future Site Plan.

**STAFF REVIEW COMMENTS:**

Submittal #2 addresses all of staff's review comments.

**RECOMMENDATION:**

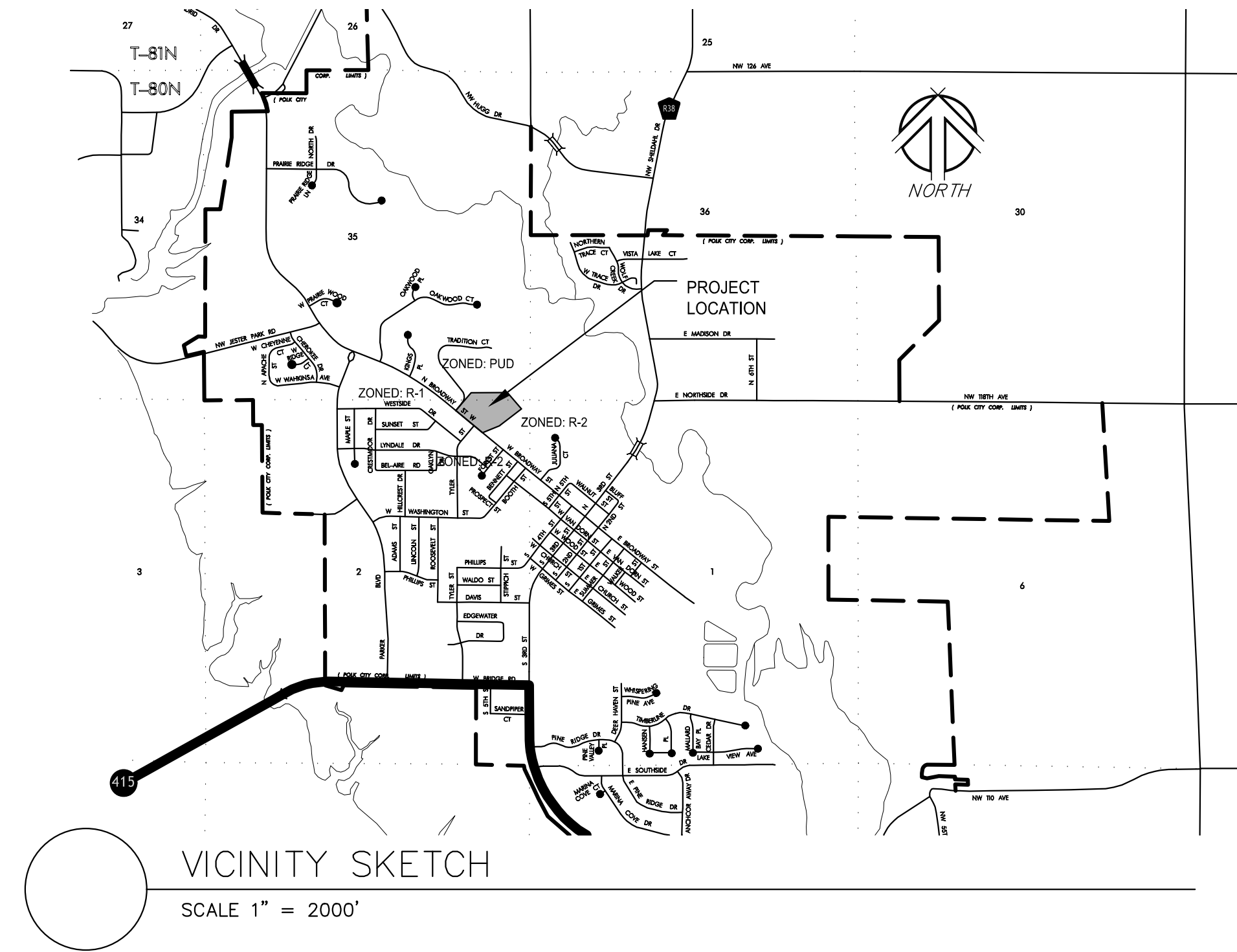
Staff recommends approval of the proposed amendment to the PUD Master Plan for TCI Pod K, based on the following:

1. P&Z comments, if any, shall be addressed prior to City Council review.
2. Provision of a recorded copy of the P.U.D. Master Plan to the City Clerk following recordation and no later than 30 days following Council approval.
3. Payment of all professional billings to the City Clerk.

# AMENDED TOURNAMENT CLUB OF IOWA POD K P.U.D. MASTER PLAN

(FOR PARCEL 3 ONLY OF THE PUD)

ORIGINAL TOURNAMENT CLUB OF IOWA POD K P.U.D. RECORDED AT BK 14566 PG 719-724 OF THE POLK COUNTY RECORDS.



## OWNER/DEVELOPER:

WCK - PCA LC  
5000 WESTOWN PARKWAY, SUITE 400  
WEST DES MOINES, IOWA 50266  
1-515-223-4000

## APPLICANT/DEVELOPER:

EWING DEVELOPMENT  
2521 WASHINGTON STREET  
PELLA, IA 50219

## DESIGNER:

MCCLURE ENGINEERING COMPANY  
1360 NW 121 ST STREET  
CLIVE, IOWA 50325  
1-515-964-1229

## LEGAL DESCRIPTION:

ALL OF OUTLOT Z OF TOURNAMENT CLUB OF IOWA PLAT 5, AN OFFICIAL PLAT IN THE CITY OF POLK CITY, POLK COUNTY, IOWA  
THE ENTIRE DESCRIBED PROPERTY CONTAINS 5.73 ACRES.

## GENERAL DEVELOPMENT CONCEPT:

TOURNAMENT CLUB OF IOWA POD K IS INTENDED TO BE A MIXED USE DEVELOPMENT. THE DEVELOPMENT IS CONTAINED WITHIN 14.82 ACRES IN THE CENTRAL PORTION OF POLK CITY. THE DEVELOPMENT WILL HAVE A PUBLIC ROAD EXTENDED FROM THE CURRENT BROADWAY AND TYLER STREET INTERSECTION. THIS PUBLIC ROAD WILL EXTEND INTO THE DEVELOPMENT TO PARCEL 1 AND WILL TERMINATE THERE. PARCEL 2 WILL BE SERVED BY THIS EXTENSION OF TYLER STREET TO BE KNOWN AS BOULDERS POINTE AND THE EXISTING TRADITION DRIVE. PARCEL 3 WILL BE SERVICED BY PRIVATE DRIVES EXTENDING OFF OF BOULDERS POINTE EXTENSION.

PARCEL 1 HAS BEEN DEVELOPED INTO A 44 UNIT HOTEL FACILITY WITH THE ROOM AND ABILITY TO ADD AN ADDITIONAL 12 UNITS IN THE FUTURE. THE HOTEL PARCEL WAS LOCATED HERE TO MAXIMIZE THE VIEWS OF THE GOLF COURSE AND WOULD BE BUFFERED FROM EXISTING DEVELOPED PARCELS WITH PARCELS 2 AND 3. PARCEL 2 HAS BEEN DEVELOPED INTO SINGLE FAMILY RESIDENTIAL. PARCEL 3 IS TO BE DEVELOPED INTO GARDEN HOMES IN A TOWNHOME-STYLE REGIME WITH ONE ACCESSORY COMMUNITY BUILDING. STORM WATER WILL BE CONTROLLED VIA A COMMON DETENTION BASIN LOCATED ON THE EAST SIDE OF PARCEL 1. PUBLIC WATER AND PUBLIC SANITARY SEWER HAS BEEN EXTENDED THROUGH PARCELS 1 AND 2 TO SERVICE EXISTING DEVELOPMENT. ADDITIONAL PUBLIC SANITARY SEWER AND WATER MAIN WILL BE NEEDED FOR THE DEVELOPMENT OF PARCEL 3. ARCHITECTURE WITHIN THIS PUD MASTER PLAN WILL BE COMPLEMENTARY WITH THE EXISTING TCI ARCHITECTURAL STANDARDS.

## SEWER USAGE COMPUTATION:

PARCEL 1 - 0.08 MGD  
PARCEL 2 - 0.01 MGD (SINGLE FAMILY)  
PARCEL 3 - 0.03 MGD (GARDEN HOMES)

## CONSERVATION, MITIGATION, AND CONSTRUCTION PROTECTION MEASURES:

THE TOURNAMENT CLUB OF IOWA POD K DEVELOPMENT WILL UTILIZE BOTH NATURAL AND MANMADE EROSION CONTROL MEASURES TO ENSURE THE INTEGRITY OF THE DOWNSTREAM PROPERTIES AND THE SITE ITSELF. THE DEVELOPMENT WILL UTILIZE A COMMON DRY BOTTOM DETENTION BASIN THAT WILL LIE TO THE EAST OF PARCEL AND WILL ALSO SERVE AS ADDITIONAL OPEN SPACE FOR THE DEVELOPMENT. UPSTREAM FROM THE BASIN, VEGETATED SWALES WILL BE UTILIZED TO CONVEY THE STORM WATER AS MUCH AS POSSIBLE TO CLEAN THE STORM WATER PRIOR TO IT ENTERING THE DETENTION BASINS. DURING CONSTRUCTION, OTHER CONSTRUCTION EROSION CONTROL METHODS WILL BE UTILIZED TO KEEP THE SILT ON SITE.

## PROJECT TIMETABLE:

WHILE THE FINAL DEVELOPMENT SCHEDULE WILL BE MARKET DRIVEN, FOLLOWING IS THE ANTICIPATED DEVELOPMENT SCHEDULE FOR ALL PARCELS IN THIS PUD:

PARCEL 1 - FALL 2012  
PARCEL 2 - SUMMER 2013  
PARCEL 3 - SPRING 2020

THE INTENT OF THE DEVELOPER IS TO SELL ALL PARCELS FOR FURTHER DEVELOPMENT. CONSTRUCTION OF ALL PARCELS WILL BE WITHIN 2 YEARS OF SITE PLAN/PRELIMINARY PLAT APPROVAL OR NEW APPROVALS WILL BE SOUGHT.

## GENERAL NOTES:

1. A PROPERTY OWNER ASSOCIATION WILL BE CREATED TO SUPPORT THE MAINTENANCE OF THE PROPOSED OPEN SPACES, PUBLIC LANDSCAPE AND SIGNAGE EASEMENT.
2. THE BUILDER AND OWNER IS RESPONSIBLE FOR THE MAINTENANCE, EROSION CONTROL AND ADHERENCE TO ALL EPA AND DNR STANDARDS.
3. THE IMPACT TO EXISTING VEGETATION ON SITE SHALL BE MINIMIZED WHEN LOCATING AND DESIGNING THE STORM WATER DETENTION BASIN.

## LANDSCAPING AND BUFFER STANDARDS:

ALL OPEN SPACE PLANTINGS SHALL BE AT A RATIO OF 2 TREES AND 6 SHRUBS PER 3,000 SF, WITH A MINIMUM OF TWO TREES AND 6 SHRUBS. PLANT MATERIALS INCLUDING NUMBER, SPECIES, CALIPER AND LOCATION WILL BE FURTHER DEFINED IN THE SITE PLAN FOR THE GARDEN HOMES.

## ARCHITECTURAL STANDARDS:

IT IS DESIRABLE FOR THE HOMES OF OUR COMMUNITY TO EXHIBIT THE INDIVIDUALITY OF THE OWNER AS WELL AS THE CHARACTERISTICS OF THE SELECTED ARCHITECTURAL STYLE. BUT IT IS ALSO IMPORTANT THAT THE OWNER OBSERVE BASIC DESIGN PRINCIPLES INHERENT IN GOOD ARCHITECTURE. ALL PROPOSED PROJECTS WILL BE SUBJECT TO THE TOURNAMENT CLUB OF IOWA DESIGN REVIEW COMMITTEE AND ITS REVIEW PROCESS IN ADDITION TO THE CITY OF POLK CITY APPROVAL PROCESS.

EXTERIOR STANDARDS WILL BE SIMILAR TO THE STANDARDS SET BY THE EXISTING TCI NEIGHBORHOODS AND WILL BE FULLY DEVELOPED IN THE COVENANTS FOR EACH PARCEL AS IT IS BEING DEVELOPED. A MINIMUM OF 20% OF ANY FACE OF A BUILDING FACING PUBLIC ROW AND OR THE PRIVATE STREET SYSTEM WITHIN PARCEL 3 WILL HAVE STONE AND/OR BRICK INCLUDING ANY COMMUNITY BUILDING.

## BULK STANDARDS:

### PARCEL 3

PARCEL 3 IS PROPOSED TO BE DEVELOPED WITH A CONDOMINIUM REGIME AND WILL NOT HAVE INDIVIDUALLY PLATTED LOTS.

### MINIMUM BUILDING SEPARATIONS/SETBACKS:

- FRONT - 20' FROM SIDEWALK OR PRIVATE DRIVES ON PRIVATE DRIVE FRONTAGES
- 25' FROM PUBLIC ROW
- SIDE - 8'/0' (16' TOTAL) BETWEEN BUILDINGS
- 16' FROM PRIVATE DRIVES OR PRIVATE SIDEWALKS
- REAR - 15' ADJACENT TO PARCEL 1 \*\*\*REVISED\*\*
- 30' ALL OTHER BOUNDARIES

MAXIMUM FLOOR AREA RATIO - NONE

MAXIMUM HEIGHT - 35'

MAXIMUM NUMBER OF STORIES - 2 1/2 STORIES

### ALLOWABLE USES:

ALL ALLOWED USES IN THE R-2 DISTRICT OF THE POLK CITY ZONING ORDINANCE AND ONE ACCESSORY COMMUNITY BUILDING

### NOTES:

1. THE ARCHITECTURAL CHARACTER OF ANY GARDEN HOME OR BI-ATTACHED UNIT SHALL BE CONSISTENT WITH ELEVATIONS PROVIDED BY THE DEVELOPER, WHICH ARE HEREBY INCLUDED BY REFERENCE AND RECORDED WITH THE MASTER PLAN.
2. MECHANICAL UNITS WILL BE SCREENED.
3. OFF STREET PARKING SHALL BE PER CITY CODE SECTION 165.16
4. EACH UNIT SHALL HAVE TWO CAR ATTACHED GARAGES.
5. PARK LAND DEDICATION SATISFIED THROUGH TCI GOLF COURSE



building strong communities.

1360 NW 121ST. Street  
Clive, Iowa 50325  
515-964-1229  
fax 515-964-2370

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I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

DATE  
CALEB A. SMITH, PE NO. 17983  
MY LICENSE RENEWAL DATE IS  
DECEMBER 31, 2019

PAGES OR SHEETS COVERED BY THIS SEAL:  
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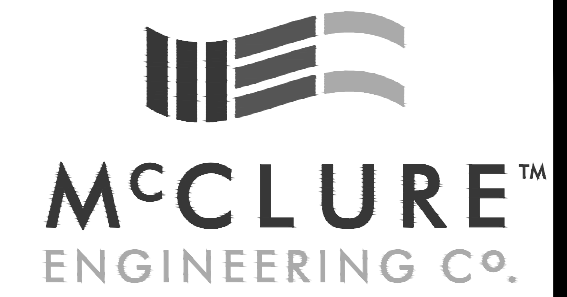
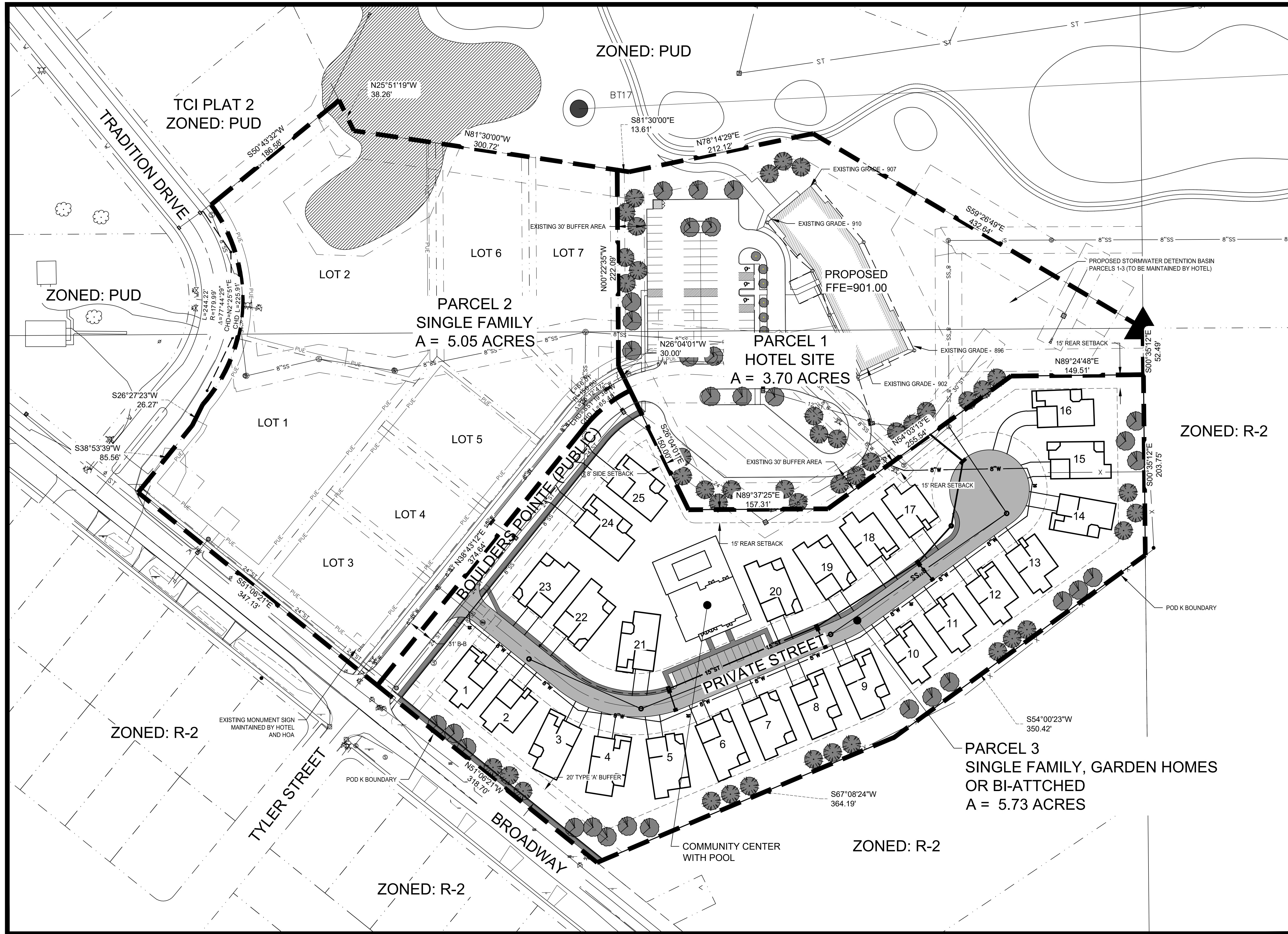
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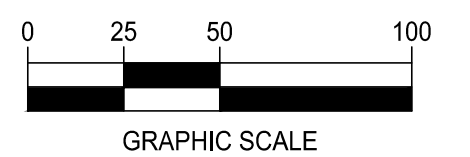
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NORTH



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 POD K P.U.D.  
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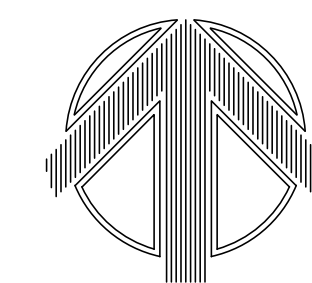
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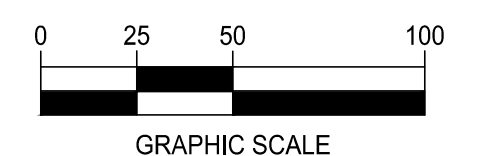
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**GARDEN HOME  
CONCEPTUAL ELEVATIONS**



**NORTH**



GRAPHIC SCALE

**AMENDED TOURNAMENT  
CLUB OF IOWA  
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DECEMBER 4, 2019

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APPLICATION FORM  
**PUD**  
**Amendment**  
**Request**

**- 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: VINTAGE ESTATES AT POLK CITY

Address: UNASSIGNED

Current Zoning: TCI PARCEL K PUD

Parcel Area: PUD - 15.35 ACRES AMENDED PARCEL 3 - 6.07 ACRES

**Applicant:**

Property Owner: WCK-PCA LC

Street Address: 5000 WESTOWN PKWY Telephone No.: \_\_\_\_\_

City, State: WDM, IA 50266 Email Address: \_\_\_\_\_

**Application Fee:**

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

**Amount Paid: \$ 200.00**

**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 application and PUD amendments have been submitted.

**Documents to be Included with Initial Submitted:**

✓ If Provided	Document
X	List of Zoning Restrictions, if any are present.
X	Sketch plan providing location and size of the overall site, and of the individual types of development or uses proposed within the site.
X	Legal description of the proposed boundary in Word format.
X	Existing topography, indicating slopes, major earth-work areas, drainage courses, embankment stability, soil suitability, runoff on considerations, floodplains, and any problem areas. Existing trees and other important characteristics.
X	Generalized vehicular and pedestrian systems and parking areas. Generalized Building locations. Generalized storm water management plan, utility lines and public boundaries.
X	Approximate gross density, and number and types of dwelling units, in accordance with the Comprehensive Plan; approximate gross floor areas of commercial and industrial land uses.
X	Proposed development schedule and phasing plan.

## REZONING PETITION REVIEW

Date: December 10, 2019  
 Subject Property: Snetselaar, Lillskau property

Prepared by: Kathleen Connor  
 Project No.: 119.1106.01

**GENERAL INFORMATION:**

The applicants, Andy Snetselaar and Genevieve Lillskau, have together submitted four (4) *Petitions to Rezone* the subject properties from A-1 to a mixture of C-1 Central Business District, R-1 Single Family Detached Residential, R-2 One- and Two-family Residential, and R-2A Townhome Residential. The petitions have been signed by Andy Snetselaar and by Genevieve Lillskau. Mr. Snetselaar owns the property outlined in blue to the right, platted as the 92.12-acre Lot 3 of Red Cedar Prairie Plat 1. Ms. Lillskau owns the property outlined in red; the north 48.91 acres of which was platted as Outlot X of White Pine Prairie Plat 2 and the south 17.77 acres remains unplatted.

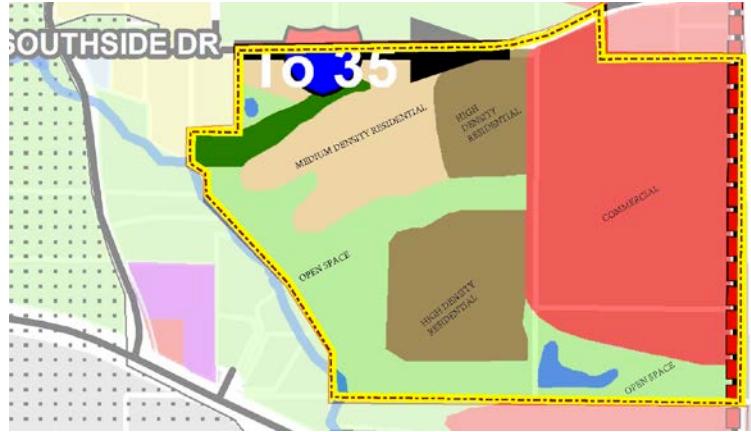


<b>Applicants:</b> Andy Snetselaar and Genevieve Lillskau	<b>Existing Use:</b> Ag, SF residential
<b>Current Zoning:</b> A-1	<b>Future Use:</b> Commercial; High Density Residential; Medium Density Residential; Park; and Open Space.
<b>Requested Zoning:</b> C-1 (20.92 acres) R-1 (81.71 acres) R-2 (40.18 acres) R-2A (15.98 acres)  <b>Total Area:</b> 158.79 acres	<b>Proposed Use:</b> Commercial; Low Density Res, including: 35 R-1 lots, 121 R-2 lots, 70 bi-attached homes, & 47 Townhomes; Park; and Open Space.

Together, the applicants own sufficient property to consent to each of the four rezonings. (72.93% for C-1; 70.35% for R-1; 99.9% for R-2; and 92.96% for R-2A) The date of the required public hearing at City Council on these rezonings has not yet been set.

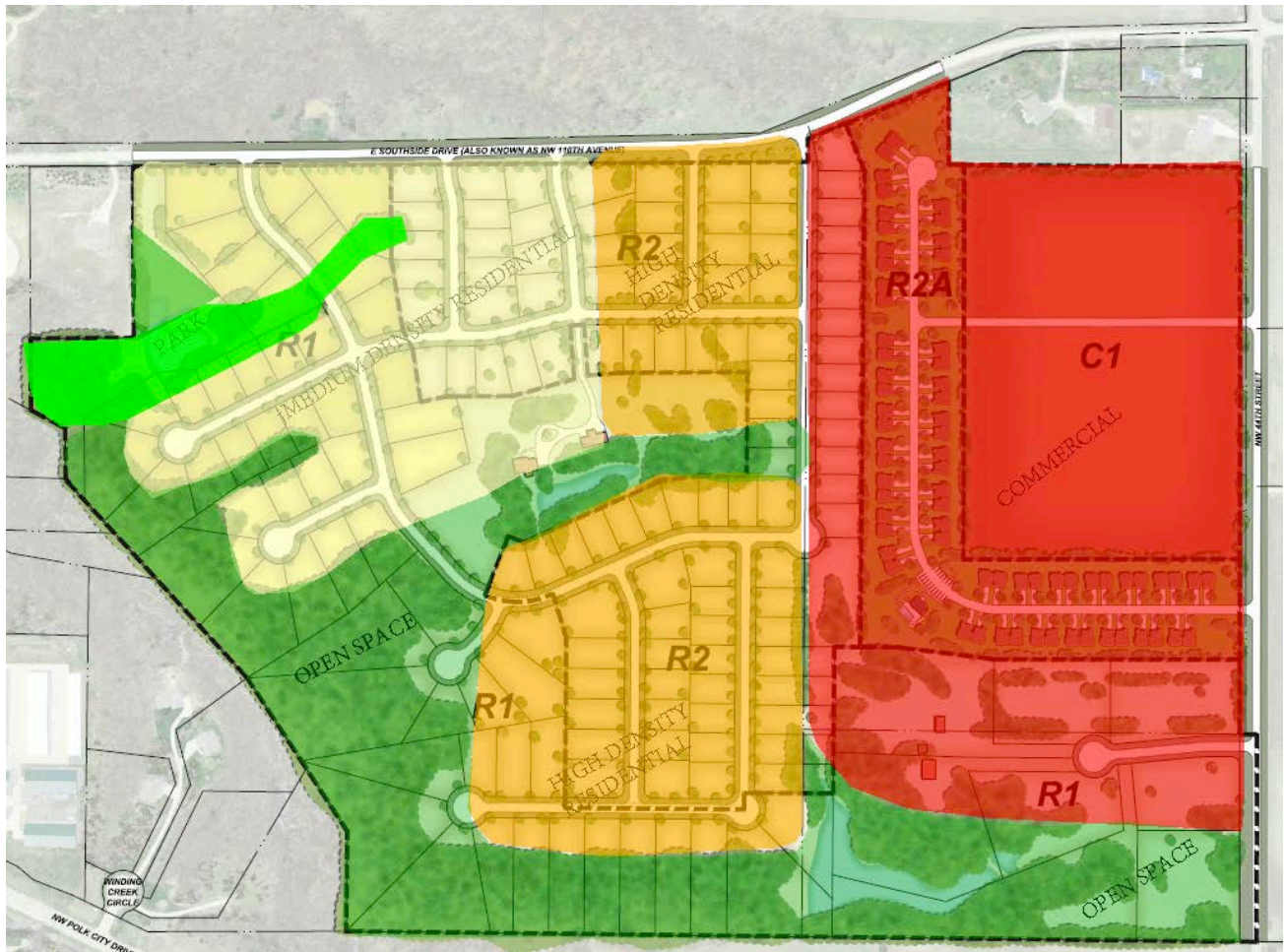
**COMPREHENSIVE PLAN:**

The Future Land Use Plan from Polk City’s 2016 Comprehensive Plan for the subject area is illustrated on the right. The rezonings as proposed are not in conformance with the land uses designated by the Comp Plan. As a result, approval of an amendment to the Future Land Use Plan is needed prior to approval of the rezonings.



The Comprehensive Plan designates the NW 44<sup>th</sup> Street corridor as a special development area, describing this street as an important municipal arterial and the only north-south alternative to 3<sup>rd</sup> Street. Planned commercial areas in this corridor should be protected. The plan also states that proposed development projects should be reviewed based on limited access to the street, cohesive development between parcels, and buffers or transitional uses to adjoining residential areas.

The applicants’ have submitted a Concept Plan to clarify their intent for future development, and provide justification for the rezoning. To simplify review of the proposed changes to the Comp Plan, the intended Future Land Uses have been overlaid on the applicants’ Concept Plan below:



As depicted on the Concept Plan provided by the applicant, the proposed land use changes include:

1. Reduction to the size of the area designated for Commercial use.
  - a) The commercial area on Lillskau's property is 20.92 acres and would be less than half the area currently designated for commercial use.
2. Elimination of the High Density Residential use in this area.
  - a) High density residential uses would no longer included as the designated transitional use between the commercial area and medium density residential uses.
3. Relocation of the Medium Density Residential.
  - a) Medium density residential would be limited to a relatively narrow strip around the perimeter of the commercial area, serving as the transition use between commercial use and low density residential uses.
4. Addition of Low Density residential use.
  - a) The Comp Plan does not designate low density residential use in this area.
  - b) Low density would become the primary (86.8%) use of the property.
5. Reducing the Open Space area
  - a) The heavily wooded areas on the southwest and south sides of the properties would be developed into estate-sized lots and as the deep rear yards on otherwise-standard single family lots.
6. Adjustment of the Park area
  - a) Access to the park would be from E. Southside Drive rather than a local street within the subdivision.

### **CONCEPT PLAN:**

Although no formal approval of the concept plan is required, we offer the following preliminary comments on this concept which will need to be addressed prior to preliminary platting:

1. The required 30' buffers between commercial and residential uses should be shown. If these buffers are located on the commercial property, the area available for commercial development will be further reduced. The developer aware the buffer plantings must be installed with the first phase of development, which may be the townhomes rather than the commercial property, so easements will need to be set up accordingly.
2. NW 44<sup>th</sup> Street is designated as a minor arterial and E. Southside Drive is designated as a collector street. The subdivision may need to include dedication of additional right-of-way along both streets.
3. No access will be permitted onto NW 44<sup>th</sup> Street or E. Southside Drive from single-family lots and will be limited from the commercial area. This means the southeastern SF lot requires access from the cul-de-sac and the SF lot fronting on E. Southside Drive will need to be eliminated.

4. Flag lots are required to have 40' of street frontage. This may mean the cul-de-sac off NW 44<sup>th</sup> Street would need to be extended (600' max.) and SF estate lot lines revised accordingly.
5. Per Fire Code, the buildable area of all residential lots must fall within a 250' hydrant coverage radius. In the SF estate area, this may result in a longer cul-de-sac, revisions to lot lines, and possible reduction to the number of lots.
6. Staff suggests a Conservation Easement be shown on the south and southwest sides of the development, including both pond areas, to preserve open space that might otherwise be developed with large accessory structures. It may also be beneficial to limit the R-1 estate lots to no more than one accessory structure. The south portion of this easement could also be a 30' buffer easement abutting the adjoining property to the south which is designated for commercial use.
7. It is unclear where or how detention will be handled for the commercial and bi-attached parcels. The Comprehensive Plan encourages regional detention, so a detention basin or pond on the southwest side of the development should be indicated for those uses, in addition to providing detention for the single-family homes. A regional basin would provide the added benefit of preserving valuable space for commercial and bi-attached residential development.
8. The City does not wish to take ownership of any detention ponds, therefore the pond in the park and the wooded areas downstream of the pond should be incorporated into the rear yards of the abutting lots. A Private Storm Water Management Facility Easement will be required, including maintenance agreement, at the time of final platting.
9. The park land dedication will need to include active park area and be of sufficient size to fulfill the requirement for the 273 residences, or 6.24 acres. (The detention basin and associated embankments is not considered park land.) With the elimination of the SF lot on E. Southside Drive, the western street could be slid to the east, thereby providing the opportunity to increase the size of the park.
10. A recreational trail should be incorporated into the concept plan that connects to the park, neighborhoods in this development and areas to the north, and potentially to the Neal Smith trail.
11. The width of the R-2A bi-attached townhomes property appears quite tight, with straight streets offering little visual interest. The street far exceeds the maximum block length allowed per Code. And, although no buffer is specifically required on the west side of the townhomes, there does not appear to be a lot of space for landscaping.
12. The entire property should be platted at once, into separate outlots based on the individual zoning districts as part of the initial step of development, particularly since the land is under two separate ownerships.

### **REZONING:**

Based on P&Z's approval to amend the Comprehensive Plan, the following additional comments should be considered prior to making a recommendation regarding rezoning:

1. Rezoning the commercial property to C-2 in lieu of C-1.

Per Code, the C-1 district is intended for the Central Business District surrounding the town square. The C-1 district also allows for one- and two-family residential uses to be interspersed with a variety of commercial uses, which is not the intent for commercial property along the NW 44<sup>th</sup> Street corridor. Conversely, the C-2 district is intended for general uses and activities of retail businesses, the service industry, and professional offices that serve the community at large. The C-2 district is most appropriately located along arterial streets and areas that can be buffered from residential districts.

2. Extending the proposed zoning districts to the centerline of NW 44<sup>th</sup> Street and E. Southside Drive, as per city policy.
3. Requiring a Conservation Easement of a designated width along the south to preserve open space and provide a buffer to the future commercial area to the south.
4. Other such revisions or stipulations as may be required in accordance with P&Z's comments on the amendment to Comprehensive Plan.

### **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 applicant's request to amend the Future Land Use Plan to correspond to the concept plan as presented.
- B. Recommend Council deny the applicant's request to amend the Future Land Use Plan as presented.
- C. Table making a recommendation to City Council regarding amendment of the Future Land Use Plan, with applicant's concurrence, to give the applicant and his engineer the opportunity to address P&Z and staff's comments in a revised submittal.
- D. Recommend Council approval of the approval of the applicant's request to amend the Future Land Use Plan, subject to certain specific comments being addressed prior to this item being placed on the Council agenda for approval.

### **RECOMMENDATION REGARDING THE PROPOSED REZONINGS:**

Based on P&Z's prior recommendation on an amendment to the Comprehensive Plan, P&Z may proceed with one of the following options regarding the four proposed rezonings at their meeting:

- A. Recommend Council approval of the applicant's request to rezone portions of their property to C-1, R-1, R-2, and R-2A as presented.
- B. Recommend Council approval of the applicant's request to rezone portions of their property to C-2 in lieu of C-1, R-1, R-2, and R-2A as presented.
- C. Recommend Council deny the applicant's request to rezone portions of their property to C-1, R-1, R-2, and R-2A as presented.
- D. Table making a recommendation to City Council regarding the proposed rezoning to C-1, R-1, R-2, and R-2A, with applicant's concurrence, to give the applicant and his engineer the opportunity to address P&Z and staff's comments in a revised submittal.
- E. Recommend Council approval of the approval of the applicant's request to rezone portions of their property to C-1, R-1, R-2, and R-2A, subject to certain specific comments being addressed prior to this item being placed on the Council agenda for approval. These comments should include, but are not limited to:
  - 1. That the applicable zoning district boundaries shall be extended to the centerline of NW 44<sup>th</sup> Street and E. Southside Drive and the applicants' engineer shall provide a revised legal description to the City Clerk for public notice and Ordinances.
  - 2. That all properties shall be included in one plat of subdivision, with outlots setting aside property for future development and a separate outlot for each zoning district.
- F. Recommend Council approval of the approval of the applicant's request to rezone portions of their property to C-2 in lieu of C-1, R-1, R-2, and R-2A, subject to certain specific comments being addressed prior to this item being placed on the Council agenda for approval. These comments should include, but are not limited to:
  - 1. That the applicable zoning district boundaries shall be extended to the centerline of NW 44<sup>th</sup> Street and E. Southside Drive and the applicants' engineer shall provide a revised legal description to the City Clerk for public notice and Ordinances.
  - 2. That all properties shall be included in one plat of subdivision, with outlots setting aside property for future development and a separate outlot for each zoning district.





NORTH



SCALE



NILLES ASSOCIATES



# EXHIBIT A

November 22, 2019

Polk City  
112 3<sup>rd</sup> Street, P.O. Box 426  
Polk City, Iowa 50226

**RE: Rezoning Requests for the Snetselaar / Lillskau Properties**

To the honorable Mayor, members of City Council, and the Planning and Zoning Commission:

On behalf of the property owners Andrew and Mary Snetselaar and Genevieve Lillskau, we are submitting 4 petitions for rezoning. We have been working with the owner for the past 3 years to develop a concept plan for development of approximately 159 acres in the southeastern part of Polk City. The property is located west of NW 44<sup>th</sup> street and south of E. Southside Drive.

The owners have lived on the property for many years and want to see development that is respectful to the rolling topography and abundance of mature woodlands. The southeast corner and western portion of the property are ideal for larger lot single family with tree lined slopes adjacent to creeks and ponds. This would be less dense development than the current comprehensive plan calls for.

The comprehensive plan shows the eastern side of the property as commercial land use. We have tried to honor that plan although we are showing a reduced area of approximately 21 acres along NW 44<sup>th</sup>. We believe this still provides a significant size parcel for future commercial development. We are also proposing an R2-A townhome use to provide a use buffer between the commercial and single family areas.

The current concept for overall development is included with these requests as Exhibit A. The owner is comfortable with the standards and restrictions within each of the proposed zoning areas (R-1, R-2, R2-A, and C-1). We wanted to provide this concept so you have a better idea of how these zoning districts would work together.

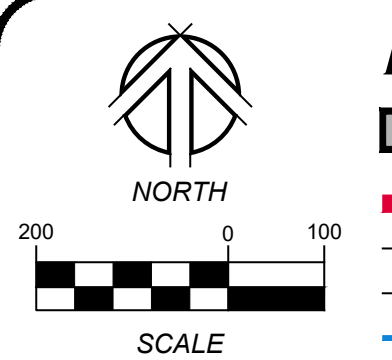
We respectfully request your review and approval of these rezonings. We also request that the rezoning requests be taken in order starting with R-1, followed by R-2, R2A, and finally C-1 for meetings. The owner wishes to start detailed planning on the first phase single family residential in the southeast and west portions of the proposed R-1 portion in the spring of 2020. If you should have any questions or require any additional information, please feel free to contact me to discuss such items further. Thank you very much for your time and consideration.

Sincerely,



**Roger J. Silver, ASLA**

**NILLES ASSOCIATES, INC.**



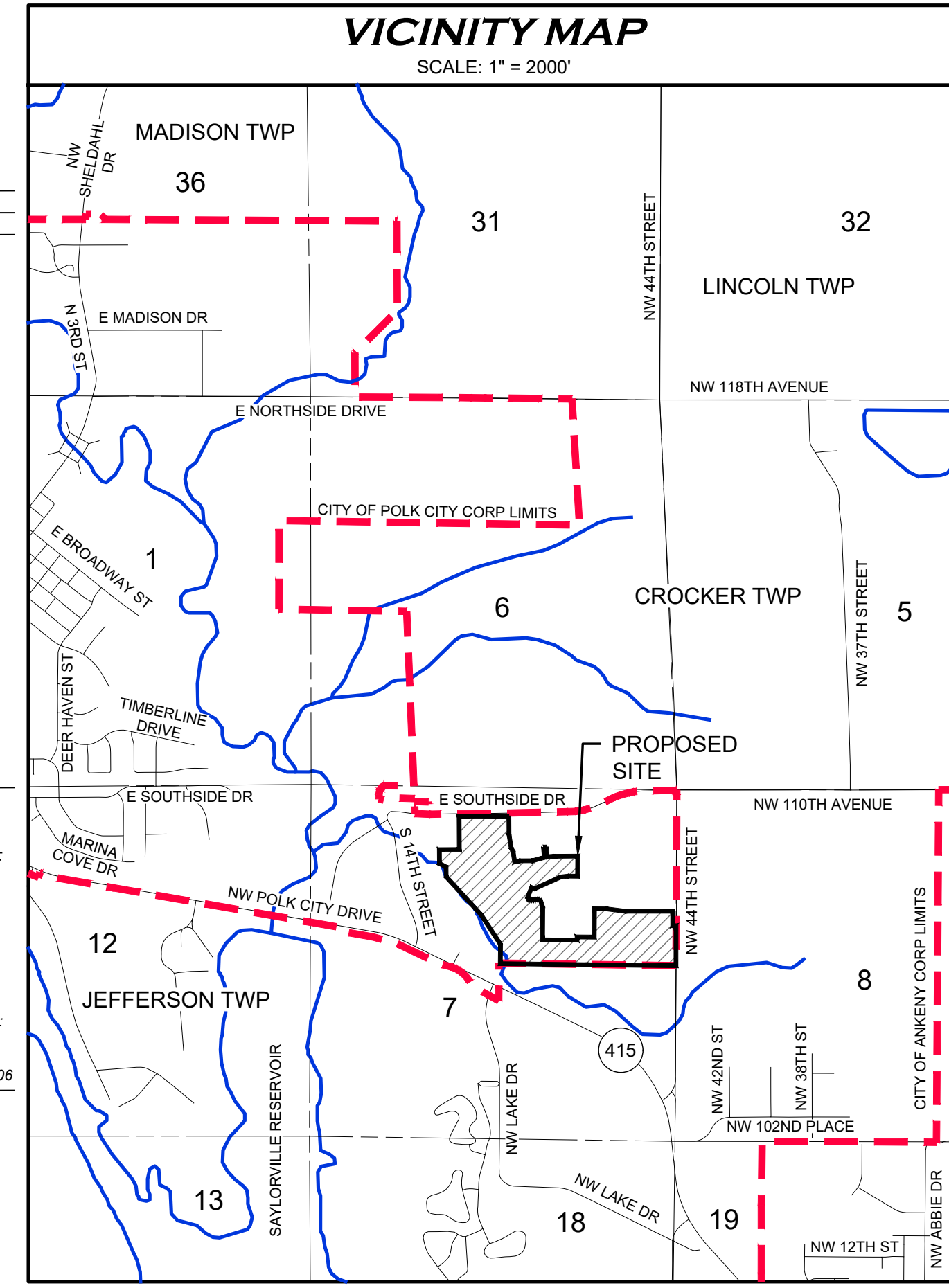
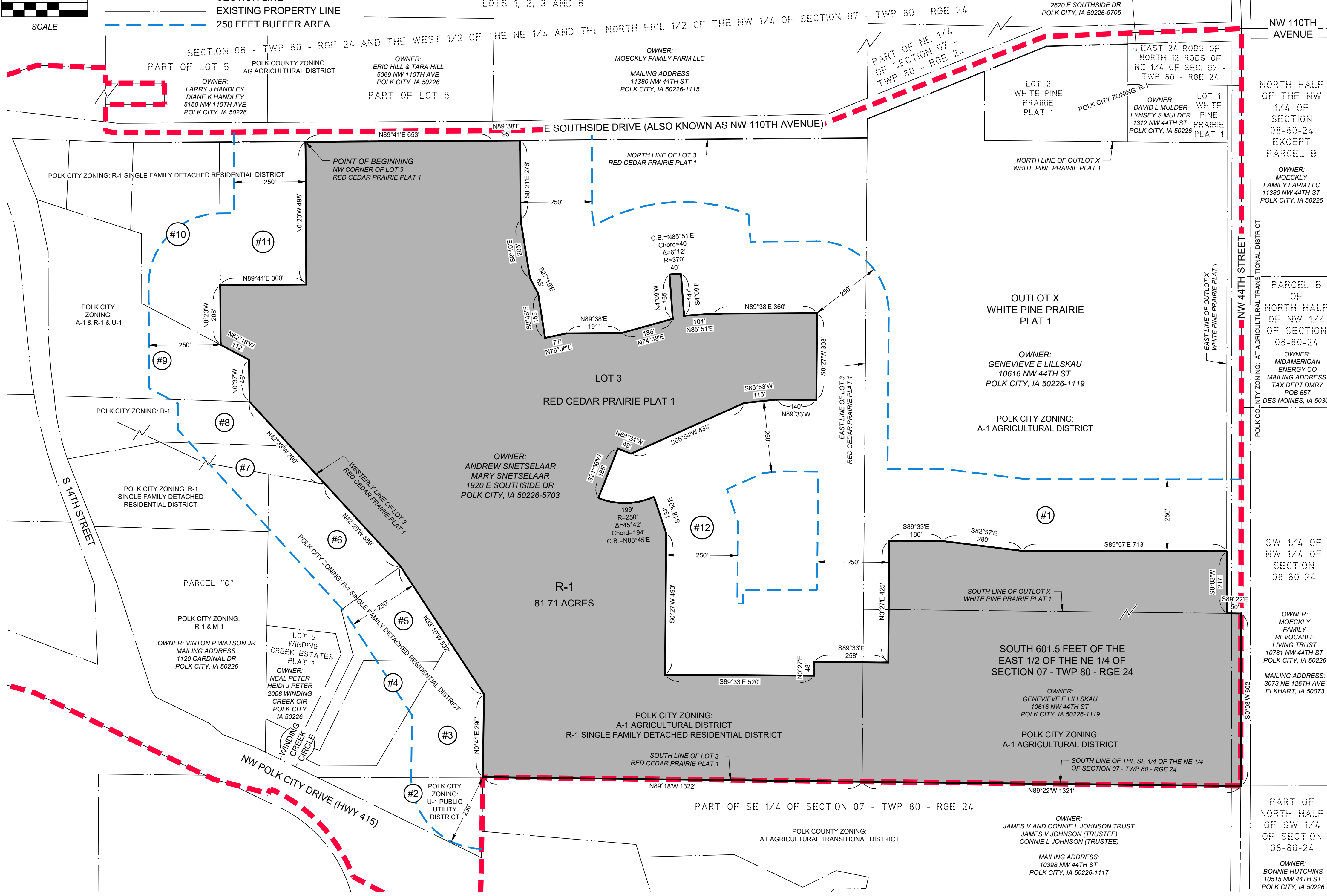
**LEGEND**

- SUBJECT COMP PLAN & RE-ZONING AREA
- POLK CITY CORPORATE LIMITS
- SECTION LINE
- EXISTING PROPERTY LINE
- 250 FEET BUFFER AREA

OFFICIAL PLAT OF THE S1/2 OF THE SE 1/4 EXCEPT 7A IN THE NE CORNER OF THE SAME AND THE SE 1/4 OF THE SW 1/4 OF SECTION 07 - TWP 80 - RGE 24

POLK COUNTY ZONING: AG AGRICULTURAL DISTRICT

LOTS 1, 2, 3 AND 6



**ADJACENT PROPERTY OWNERS**

PROPERTY #	PROPERTY OWNER	PROPERTY DESCRIPTION	ACRES WITHIN 250 FT BUFFER	% WITHIN 250 FT BUFFER
#1	GENEVIEVE E LILLSKAU	OUTLOT X WHITE PINE PRAIRIE PLAT 1 & SOUTH 601.5' OF EAST 1/2 OF NE 1/4 OF SECTION 07-80-24	9.35	18.25%
#2	CITY OF POLK CITY	PART OF SW 1/4 OF SECTION 07-80-24	1.11	2.17%
#3	JANSCO FARMS INC	LOT 1 WINDING CREEK ESTATES PLAT 1	2.13	4.16%
#4	TEDRIC G & SHAUNA R JANSEN	LOT 2 WINDING CREEK ESTATES PLAT 1	0.43	0.83%
#5	MATHEW G COOK & LAURA M COOK	LOT 3 WINDING CREEK ESTATES PLAT 1	1.69	3.30%
#6	NATHAN BURGOD & AMANDA BURGOD	LOT 4 WINDING CREEK ESTATES PLAT 1	2.64	5.15%
#7	JOHN D ALLEN & ROSEMARY ALLEN	LOT 6 WINDING CREEK ESTATES PLAT 1 & PARCEL I	1.25	2.43%
#8	DANIEL S PETERSEN	LOT 7 WINDING CREEK ESTATES PLAT 1 & PARCEL H	1.09	2.12%
#9	USA SAYLORVILLE DAM	SAYLORVILLE TRACT #248	1.84	3.58%
#10	DOUGLAS A LAYTON & MARLA K LAYTON	LOT 1 RED CEDAR PRAIRIE PLAT 1	1.94	3.79%
#11	RANDALL S KEYS & VICTORIA KEYS	LOT 2 RED CEDAR PRAIRIE PLAT 1	3.15	6.14%
#12	ANDREW & MARY SNETSELAAR	LOT 3 RED CEDAR PRAIRIE PLAT 1	24.63	48.06%

**PROPOSED ZONING: R-1 SINGLE FAMILY DETACHED RESIDENTIAL DISTRICT DESCRIPTION**

THAT PART OF LOT 3, RED CEDAR PRAIRIE PLAT 1, AN OFFICIAL PLAT, LOCATED IN POLK CITY, POLK COUNTY, IOWA; AND THAT PART OF OUTLOT X, WHITE PINE PRAIRIE PLAT 1, AN OFFICIAL PLAT, LOCATED IN POLK CITY, POLK COUNTY, IOWA; AND THAT PART OF THE SOUTH 601.5 FEET OF THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 07, TOWNSHIP 80 NORTH, RANGE 24 WEST OF THE 5TH P.M., POLK COUNTY, IOWA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 3; THENCE NORTH 89 DEGREES 41 MINUTES EAST, A DISTANCE OF 653 FEET; THENCE NORTH 89 DEGREES 38 MINUTES EAST, A DISTANCE OF 95 FEET; THENCE SOUTH 00 DEGREES 21 MINUTES EAST, A DISTANCE OF 276 FEET; THENCE SOUTH 09 DEGREES 10 MINUTES EAST, A DISTANCE OF 205 FEET; THENCE SOUTH 27 DEGREES 19 MINUTES EAST, A DISTANCE OF 63 FEET; THENCE SOUTH 08 DEGREES 46 MINUTES EAST, A DISTANCE OF 155 FEET; THENCE NORTH 78 DEGREES 06 MINUTES EAST, A DISTANCE OF 77 FEET; THENCE NORTH 89 DEGREES 38 MINUTES EAST, A DISTANCE OF 191 FEET; THENCE NORTH 74 DEGREES 38 MINUTES EAST, A DISTANCE OF 186 FEET; THENCE NORTH 04 DEGREES 09 MINUTES WEST, A DISTANCE OF 155 FEET; THENCE NORTHEASTERLY 40 FEET ALONG A CURVE TO THE RIGHT, NOT TANGENT TO THE LAST DESCRIBED LINE, HAVING A RADIUS OF 370 FEET, A DELTA ANGLE OF 06 DEGREES 12 MINUTES AND A CHORD DISTANCE OF 40 FEET WHICH BEARS NORTH 85 DEGREES 51 MINUTES EAST; THENCE SOUTH 04 DEGREES 09 MINUTES EAST, NOT TANGENT TO THE LAST DESCRIBED CURVE, A DISTANCE OF 147 FEET; THENCE NORTH 85 DEGREES 51 MINUTES EAST, A DISTANCE OF 104 FEET; THENCE NORTH 89 DEGREES 38 MINUTES EAST, A DISTANCE OF 360 FEET; THENCE SOUTH 00 DEGREES 27 MINUTES WEST, A DISTANCE OF 303 FEET; THENCE NORTH 89 DEGREES 33 MINUTES WEST, A DISTANCE OF 140 FEET; THENCE SOUTH 83 DEGREES 53 MINUTES WEST, A DISTANCE OF 113 FEET; THENCE SOUTH 85 DEGREES 54 MINUTES WEST, A DISTANCE OF 433 FEET; THENCE NORTH 68 DEGREES 24 MINUTES WEST, A DISTANCE OF 49 FEET; THENCE SOUTH 21 DEGREES 36 MINUTES WEST, A DISTANCE OF 185 FEET; THENCE NORTHEASTERLY 199 FEET ALONG A CURVE TO THE LEFT, NOT TANGENT TO THE LAST DESCRIBED LINE, HAVING A RADIUS OF 250 FEET, A DELTA ANGLE OF 45 DEGREES 42 MINUTES AND A CHORD DISTANCE OF 194 FEET WHICH BEARS NORTH 88 DEGREES 45 MINUTES EAST; THENCE SOUTH 18 DEGREES 30 MINUTES EAST, NOT TANGENT TO THE LAST DESCRIBED CURVE, A DISTANCE OF 134 FEET; THENCE SOUTH 00 DEGREES 27 MINUTES WEST, A DISTANCE OF 493 FEET; THENCE SOUTH 89 DEGREES 33 MINUTES EAST, A DISTANCE OF 520 FEET; THENCE NORTH 00 DEGREES 27 MINUTES EAST, A DISTANCE OF 48 FEET; THENCE SOUTH 89 DEGREES 33 MINUTES EAST, A DISTANCE OF 258 FEET; THENCE NORTH 00 DEGREES 27 MINUTES WEST, A DISTANCE OF 303 FEET; THENCE NORTH 00 DEGREES 27 MINUTES EAST, A DISTANCE OF 425 FEET; THENCE SOUTH 89 DEGREES 33 MINUTES EAST, A DISTANCE OF 186 FEET; THENCE SOUTH 82 DEGREES 57 MINUTES EAST, A DISTANCE OF 280 FEET; THENCE SOUTH 89 DEGREES 57 MINUTES EAST, A DISTANCE OF 713 FEET; THENCE SOUTH 00 DEGREES 03 MINUTES WEST, A DISTANCE OF 217 FEET; THENCE SOUTH 89 DEGREES 22 MINUTES EAST, A DISTANCE OF 50.00 FEET; THENCE SOUTH 00 DEGREES 03 MINUTES WEST, A DISTANCE OF 602 FEET; THENCE NORTH 89 DEGREES 22 MINUTES WEST, A DISTANCE OF 1321 FEET; THENCE NORTH 89 DEGREES 18 MINUTES WEST, A DISTANCE OF 1322 FEET; THENCE NORTH 00 DEGREES 41 MINUTES EAST, A DISTANCE OF 290 FEET; THENCE NORTH 33 DEGREES 10 MINUTES WEST, A DISTANCE OF 532 FEET; THENCE NORTH 42 DEGREES 29 MINUTES WEST, A DISTANCE OF 389 FEET; THENCE NORTH 42 DEGREES 33 MINUTES WEST, A DISTANCE OF 390 FEET; THENCE NORTH 00 DEGREES 37 MINUTES WEST, A DISTANCE OF 146 FEET;

THENCE NORTH 62 DEGREES 18 MINUTES WEST, A DISTANCE OF 112 FEET; THENCE NORTH 00 DEGREES 20 MINUTES WEST, A DISTANCE OF 208 FEET; THENCE NORTH 89 DEGREES 41 MINUTES EAST, A DISTANCE OF 300 FEET; THENCE NORTH 00 DEGREES 37 MINUTES WEST, A DISTANCE OF 498 FEET, TO THE POINT OF BEGINNING.

CONTAINING 82.16 ACRES, LESS 0.46 ACRES OF ROAD RIGHT-OF-WAY.

**OWNER / DEVELOPER**  
ANDREW SNETSELAAR  
MARY SNETSELAAR  
1920 E SOUTHSIDE DRIVE  
POLK CITY, IA 50226

GENEVIEVE E LILLSKAU  
10616 NW 44TH STREET  
POLK CITY, IA 50226

**ZONING NOTES**

- EXISTING ZONING: A-1 AGRICULTURAL DISTRICT & R-1 SINGLE FAMILY DETACHED RESIDENTIAL DISTRICT
- PROPOSED ZONING: R-1 SINGLE FAMILY DETACHED RESIDENTIAL DISTRICT

1250 SW STATE STREET, SUITE A  
ANKENY, IOWA 50023-2555  
(515) 965-0123 phone - (515) 965-3322 fax  
Civil Engineering - Land Surveying  
Landscape Architecture

**NILLES ASSOCIATES**

- REVISIONS:
- 1) CORRECTED SURFACE FEATURES
  - 2) ADDED POLK CITY CORPORATE LIMITS
  - 3) ADDED 250 FT BUFFER
  - 4) ADDED SECTION LINE
  - 5) ADDED EXISTING PROPERTY LINE
  - 6) ADDED SUBJECT COMP PLAN & RE-ZONING AREA
  - 7) ADDED VICINITY MAP

NOTICE: NILLES ASSOCIATES, INC. WAIVES ANY AND ALL LIABILITY FOR DAMAGES OF ANY KIND, INCLUDING REASONABLE ATTORNEY'S FEES, WHICH MAY BE INCURRED BY ANY PARTY AS A RESULT OF THE USE OF THESE PLANS, SPECIFICATIONS AND INFORMATION. THE USER OF THESE PLANS, SPECIFICATIONS AND INFORMATION SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES.

**SNETSELAAR & LILLSKAU PROPERTY**  
POLK CITY, IOWA

PROJECT NAME: SNETSELAAR & LILLSKAU PROPERTY  
DESCRIPTION: PROPOSED ZONING EXHIBIT: R-1

NO.:	19137
DATE:	11/22/19
DRAWN BY:	TJH
CHECKED BY:	RJS
SHEET SIZE:	22" X 34"
SHEET TITLE:	RZ-R1
SHEET NO.:	1/1



# 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.

<b>Project Name:</b>	Snetselaar & Lillskau Property		
<b>Address:</b>	1920 E Southside Drive & 10616 NW 44th Street Polk City, IA 50226		
<b>Current Zoning:</b>	A-1 & R-1	<b>Proposed Zoning:</b>	R-1
<b>Parcel Area:</b>	159 acres	<b>Area to be Rezoned:</b>	82 acres

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

Property Owner:	Andrew & Mary Snetselaar		
Street Address:	1920 E Southside Drive	Telephone No.:	_____
City, State:	Polk City, IA 50226	Email Address:	_____
Property Owner:	Genevieve E. Lillskau		
Street Address:	10616 NW 44th Street	Telephone No.:	_____
City, State:	Polk City, IA 50226	Email Address:	_____

**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.

PETITION FOR REZONING

TO: Planning and Zoning Commission,  
Mayor, and City Council

We, the undersigned owners of the following described property:

Part of Lot 3, Red Cedar Prairie Plat 1

South 601.5 feet of the East Half of NE Qtr of Section 07-Twp 80-Rge 24

Part of Outlot X, White Pine Prairie Plat 1

Request that said property be rezoned from its present Zoning Classification of A-1 & R-1

to Zoning Classification R-1 for the purpose of

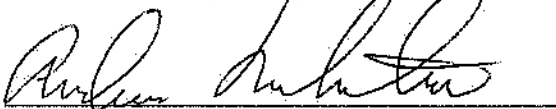
Future development of low-density residential area of one-family detached

dwelling on individual platted lots.

PROPERTY OWNER:

ANDREW SNETSELAAR  
MARY SNETSELAAR

Owner's Name (please print)



Signature

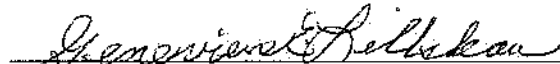


Signature

PROPERTY OWNER (when jointly owned):

GENEVIEVE E LILLSKAU

Owner's Name (please print)

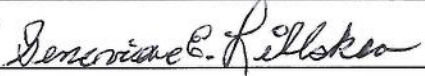




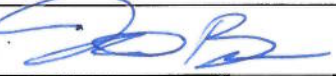








Signature

The above property owner(s) are herewith providing the following documentation:

- Signatures of owners of at least 50% of the area with a 250' buffer, exclusive of intervening ROW and alleys, surrounding the proposed rezoning (See Page 2)
- Table demonstrating sufficient consent of buffer area property owners (See Page 3)
- Rezoning Sketch depicting proposed zoning boundary line, all parcels within the buffer area, and ownership of each parcel. (To be attached)
- Two stamped and addressed envelopes for each property owner within buffer area which the City Clerk will use for required notice.
- Master Plan if rezoning to PUD or R-4 Mobile Home Parks.

The undersigned owners of property lying outside of said above described tract, but within two hundred and fifty (250) feet of the boundaries thereof, intervening streets and alleys not included in computation of said distance, join in this petition for the purposes of having the above described real estate rezoned from  A-1 & R-1  to  R-1 .

PROPERTY OWNERS WITHIN THE 250' BUFFER CONSENTING TO THE PROPOSED REZONING			
Property Owner Name:	Address:	Parcel Acreage (within buffer)	Signature:
GENEVIEVE E LILLSKAU	10616 NW 44TH ST POLK CITY, IA 50226-1119	9.35	
CITY OF POLK CITY	112 3RD ST, PO BOX 426 POLK CITY, IA 50226	1.11	
JANSCO FARMS INC	1403 SW SUNRISE LN ANKENY, IA 50023-5411	2.13	
TEDRIC G JANSEN & SHAUNA R JANSEN	2017 WINDING CREEK CIR POLK CITY, IA 50226-7601	0.43	
MATHEW G COOK & LAURA M COOK	2013 WINDING CREEK CIR POLK CITY, IA 50226	1.69	
NATHAN BURGOD & AMANDA BURGOD	2905 SHERIDAN AVE DES MOINES, IA 50310-5606	2.64	
JOHN D ALLEN & ROSEMARY ALLEN	1813 S 14TH ST POLK CITY, IA 50226-7603	1.25	
DANIEL S PETERSEN	1725 S 14TH ST POLK CITY, IA 50226	1.09	
USA SAYLORVILLE DAM	5600 NW 78TH AVE JOHNSTON, IA 50131	1.84	
DOUGLAS A LAYTON & MARLA K LAYTON	1420 E SOUTHSIDE DR POLK CITY, IA 50226-5701	1.94	
RANDALL S KEYS & VICTORIA KEYS	1512 E SOUTHSIDE DR POLK CITY, IA 50226	3.15	
ANDREW & MARY SNETSELAAR	1920 E SOUTHSIDE DR POLK CITY, IA 50226	24.63	

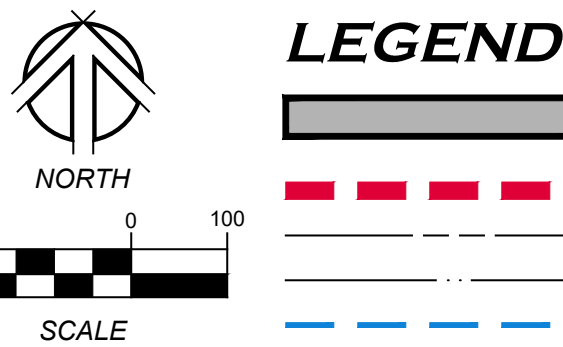
Note: Attach additional sheets as required to include all signatures.

**CONSENT TABLE**

(Percentage of Buffer Area Owners Consenting to Proposed Rezoning, by area)

Property Owner	Parcel Area within 250' Buffer (Acres)	% of Total 250' Buffer Area (%)	Consenting % Only (%)
GENEVIEVE E LILLSKAU	9.35	18.25%	18.25
CITY OF POLK CITY	1.11	2.17%	
JANSCO FARMS INC	2.13	4.16%	4.16
TEDRIC G JANSEN & SHAUNA R JANSEN	0.43	0.83%	0.83
MATHEW G COOK & LAURA M COOK	1.69	3.30%	
NATHAN BURGOD & AMANDA BURGOD	2.64	5.15%	5.15
JOHN D ALLEN & ROSEMARY ALLEN	1.25	2.43%	2.43
DANIEL S PETERSEN	1.09	2.12%	2.12
USA SAYLORVILLE DAM	1.84	3.58%	
DOUGLAS A LAYTON & MARLA K LAYTON	1.94	3.79%	3.79
RANDALL S KEYS & VICTORIA KEYS	3.15	6.14%	6.14
ANDREW & MARY SNETSELAAR	24.63	48.06%	48.06
<b>TOTALS</b>	<b>51.24 Acres</b>	<b>100 %</b>	<b>90.93 %*</b>

\* Must have at least 50% Consent for Proposed Rezoning.

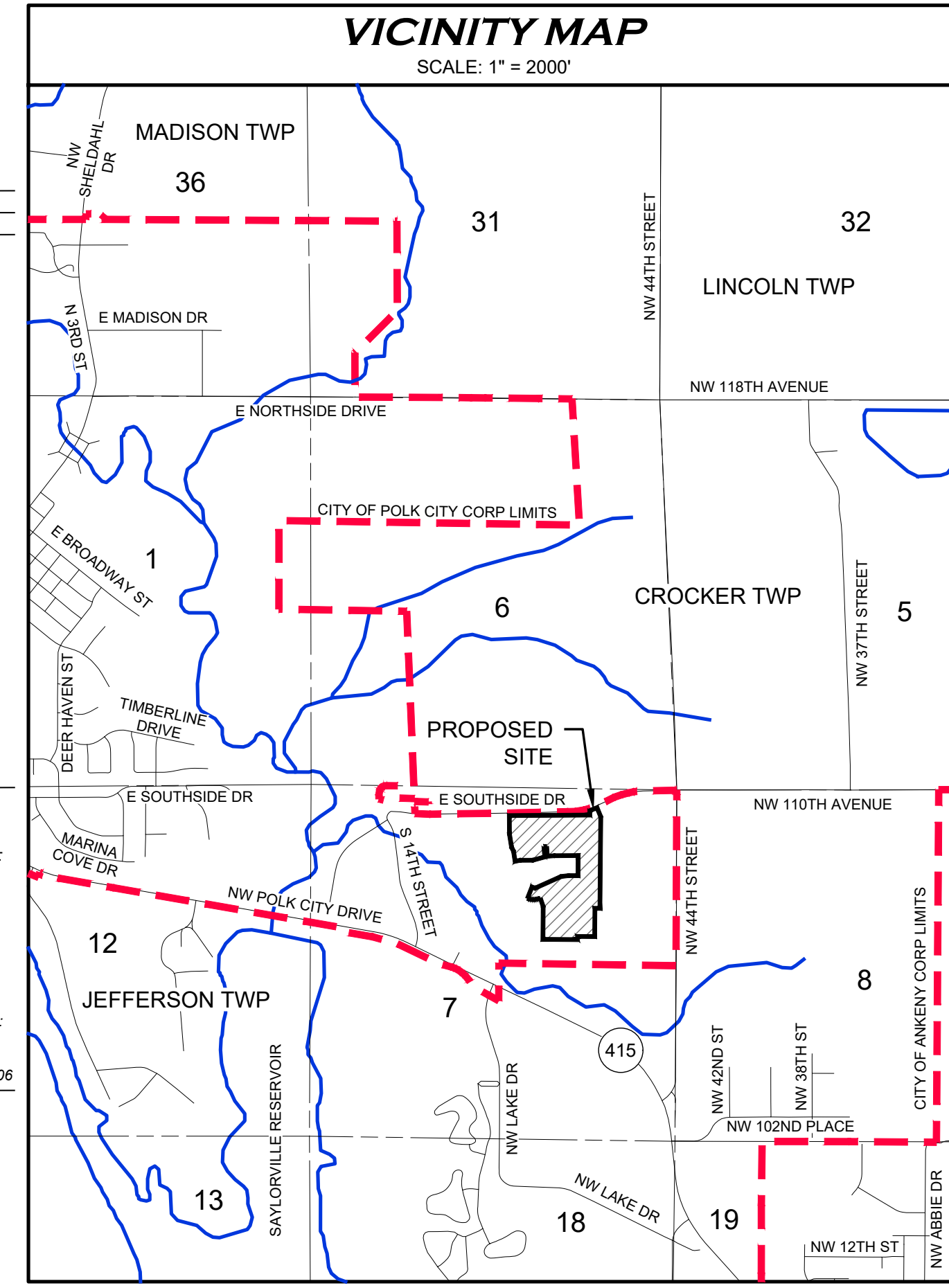
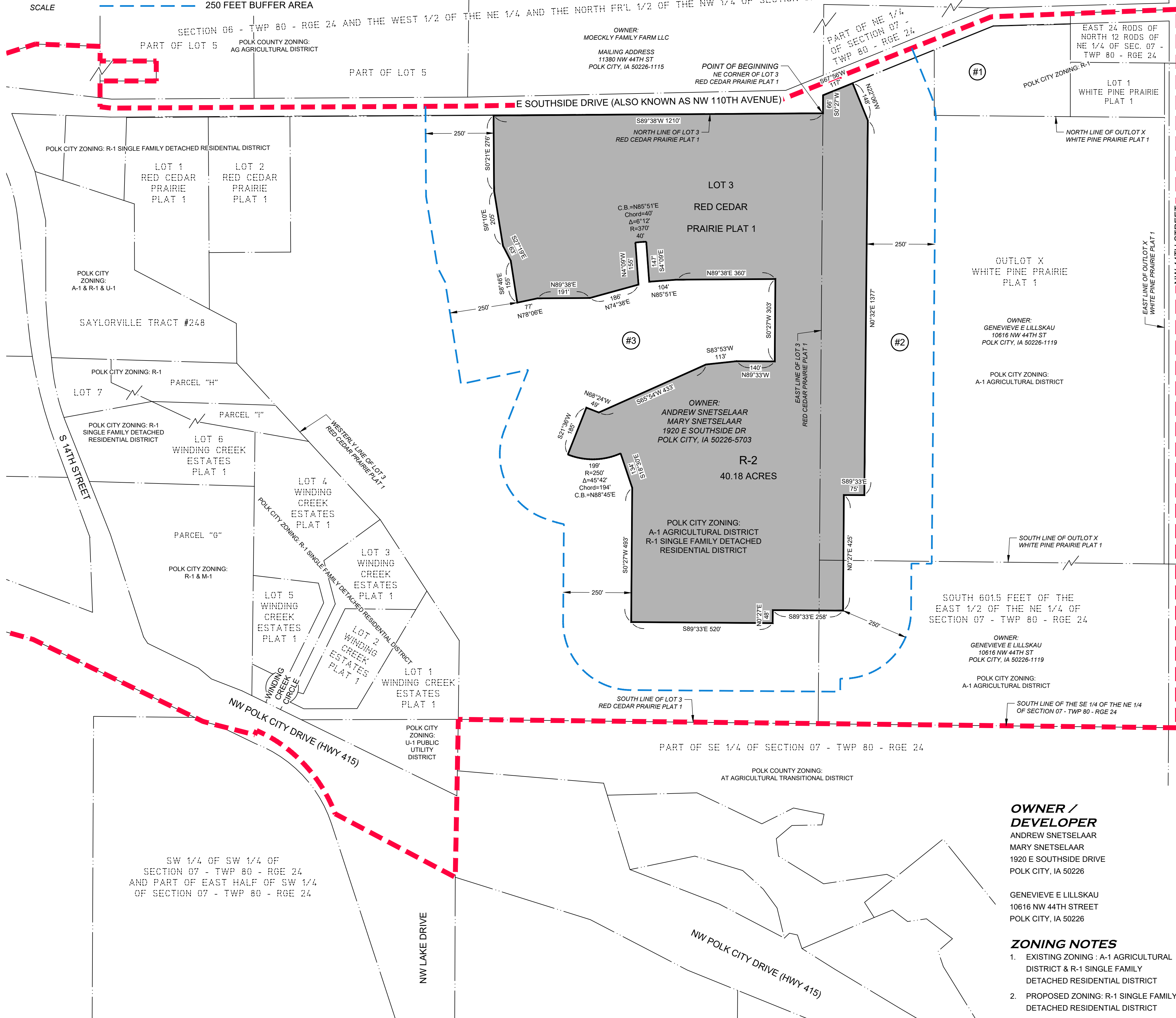


**LEGEND**

- SUBJECT COMP PLAN & RE-ZONING AREA
- POLK CITY CORPORATE LIMITS
- SECTION LINE
- EXISTING PROPERTY LINE
- 250 FEET BUFFER AREA

OFFICIAL PLAT OF THE S1/2 OF THE SE 1/4 EXCEPT 7A IN THE NE CORNER OF THE SAME AND THE SE 1/4 OF THE SW 1/4 OF SECTION 07 - TWP 80 - RGE 24

LOTS 1, 2, 3 AND 6 POLK COUNTY ZONING: AG AGRICULTURAL DISTRICT



**ADJACENT PROPERTY OWNERS**

PROPERTY #	PROPERTY OWNER	PROPERTY DESCRIPTION	ACRES WITHIN 250 FT BUFFER	% WITHIN 250 FT BUFFER
#1	PHILIP R & KELLY D RLMIEER	LOT 2 WHITE PINE PRAIRIE PLAT 1	0.003	0.01%
#2	GENEVIEVE E LILLSKAU	OUTLOT X WHITE PINE PRAIRIE PLAT 1	13.027	34.27%
#3	ANDREW & MARY SNETSelaar	LOT 3 RED CEDAR PRAIRIE PLAT 1	24.985	65.73%

**PROPOSED ZONING: R-2 ONE AND TWO-FAMILY RESIDENTIAL DISTRICT DESCRIPTION**

THAT PART OF LOT 3, RED CEDAR PRAIRIE PLAT 1, AN OFFICIAL PLAT, LOCATED IN POLK CITY, POLK COUNTY, IOWA; AND THAT PART OF OUTLOT X, WHITE PINE PRAIRIE PLAT 1, AN OFFICIAL PLAT, LOCATED IN POLK CITY, POLK COUNTY, IOWA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 3; THENCE SOUTH 89 DEGREES 38 MINUTES WEST, A DISTANCE OF 1210 FEET; THENCE SOUTH 00 DEGREES 21 MINUTES EAST, A DISTANCE OF 276 FEET; THENCE SOUTH 09 DEGREES 10 MINUTES EAST, A DISTANCE OF 205 FEET; THENCE SOUTH 27 DEGREES 19 MINUTES EAST, A DISTANCE OF 63 FEET; THENCE SOUTH 08 DEGREES 46 MINUTES EAST, A DISTANCE OF 155 FEET; THENCE NORTH 78 DEGREES 06 MINUTES EAST, A DISTANCE OF 77 FEET; THENCE NORTH 89 DEGREES 38 MINUTES EAST, A DISTANCE OF 191 FEET; THENCE NORTH 74 DEGREES 38 MINUTES EAST, A DISTANCE OF 186 FEET; THENCE NORTH 04 DEGREES 09 MINUTES WEST, A DISTANCE OF 155 FEET; THENCE NORTHEASTERLY 40 FEET ALONG A CURVE TO THE RIGHT, NOT TANGENT TO THE LAST DESCRIBED LINE, HAVING A RADIUS OF 370 FEET, A DELTA ANGLE OF 06 DEGREES 12 MINUTES AND A CHORD DISTANCE OF 40 FEET WHICH BEARS NORTH 85 DEGREES 51 MINUTES EAST; THENCE SOUTH 04 DEGREES 09 MINUTES EAST, NOT TANGENT TO THE LAST DESCRIBED CURVE, A DISTANCE OF 147 FEET; THENCE NORTH 85 DEGREES 51 MINUTES EAST, A DISTANCE OF 104 FEET; THENCE NORTH 89 DEGREES 38 MINUTES EAST, A DISTANCE OF 360 FEET; THENCE SOUTH 00 DEGREES 27 MINUTES WEST, A DISTANCE OF 303 FEET; THENCE NORTH 89 DEGREES 33 MINUTES WEST, A DISTANCE OF 140 FEET; THENCE SOUTH 83 DEGREES 53 MINUTES WEST, A DISTANCE OF 113 FEET; THENCE SOUTH 65 DEGREES 54 MINUTES WEST, A DISTANCE OF 433 FEET; THENCE NORTH 68 DEGREES 24 MINUTES WEST, A DISTANCE OF 49 FEET; THENCE SOUTH 21 DEGREES 36 MINUTES WEST, A DISTANCE OF 185 FEET; THENCE NORTHEASTERLY 199 FEET ALONG A CURVE TO THE LEFT, NOT TANGENT TO THE LAST DESCRIBED LINE, HAVING A RADIUS OF 250 FEET, A DELTA ANGLE OF 45 DEGREES 42 MINUTES AND A CHORD DISTANCE OF 194 FEET WHICH BEARS NORTH 88 DEGREES 45 MINUTES EAST; THENCE SOUTH 18 DEGREES 30 MINUTES EAST, NOT TANGENT TO THE LAST DESCRIBED CURVE, A DISTANCE OF 134 FEET; THENCE SOUTH 00 DEGREES 27 MINUTES WEST, A DISTANCE OF 493 FEET; THENCE SOUTH 89 DEGREES 33 MINUTES EAST, A DISTANCE OF 520 FEET; THENCE NORTH 00 DEGREES 27 MINUTES EAST, A DISTANCE OF 48 FEET; THENCE SOUTH 89 DEGREES 33 MINUTES EAST, A DISTANCE OF 258 FEET; THENCE NORTH 00 DEGREES 27 MINUTES EAST, A DISTANCE OF 425 FEET; THENCE SOUTH 89 DEGREES 33 MINUTES EAST, A DISTANCE OF 75 FEET; THENCE NORTH 00 DEGREES 32 MINUTES EAST, A DISTANCE OF 1377 FEET; THENCE NORTH 22 DEGREES 06 MINUTES WEST, A DISTANCE OF 148 FEET; THENCE SOUTH 67 DEGREES 56 MINUTES WEST, A DISTANCE OF 117 FEET; THENCE SOUTH 00 DEGREES 27 MINUTES EAST, A DISTANCE OF 66 FEET, TO THE POINT OF BEGINNING.

CONTAINING 40.18 ACRES.

1250 SW STATE STREET, SUITE A  
 ANKENY, IOWA 50025-2555  
 (515) 965-0123 phone - (515) 965-3322 fax  
 Civil Engineering - Land Surveying  
 Landscape Architecture

**NILLES ASSOCIATES**

REVISIONS:

- 1) DATE: 11/22/19
- 2) DRAWN BY: TJH
- 3) CHECKED BY: RJS
- 4) SHEET SIZE: 22" X 34"
- 5) SHEET TITLE: RZ-R2
- 6) SHEET NO.: 1/1

NOTICE: NILLES ASSOCIATES, INC. WAIVES ANY AND ALL LIABILITY FOR DAMAGES OF ANY KIND, INCLUDING REASONABLE ATTORNEY'S FEES, WHICH MAY BE INCURRED BY ANY PARTY AS A RESULT OF THE USE OF THESE PLANS, SPECIFICATIONS AND SCHEDULES FOR ANY PROJECT. THE USER OF THESE PLANS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND GUIDANCE WITH RESPECT TO ANY TERMS, CONDITIONS, INCORPORATIONS, AMENDMENTS, AND EXCEPTIONS TO THE STANDARD PRACTICES.

PROJECT NAME: SNETSelaar & LILLSKAU PROPERTY  
 POLK CITY, IOWA

PROPOSED ZONING EXHIBIT: R-2

PROJECT NO.: 19137  
 DATE: 11/22/19  
 DRAWN BY: TJH  
 CHECKED BY: RJS  
 SHEET SIZE: 22" X 34"  
 SHEET TITLE: RZ-R2  
 SHEET NO.: 1/1





# 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:** Snetselaar & Lillskau Property

**Address:** 1920 E Southside Drive & 10616 NW 44th Street Polk City, IA 50226

**Current Zoning:** A-1 & R-1                      **Proposed Zoning:** R-2

**Parcel Area:** 159 acres                      **Area to be Rezoned:** 40 acres

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

Property Owner: Andrew & Mary Snetselaar

Street Address: 1920 E Southside Drive                      Telephone No.: \_\_\_\_\_

City, State: Polk City, IA 50226                      Email Address: \_\_\_\_\_

Property Owner: Genevieve E. Lillskau

Street Address: 10616 NW 44th Street                      Telephone No.: \_\_\_\_\_

City, State: Polk City, IA 50226                      Email Address: \_\_\_\_\_

**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.

**PETITION FOR REZONING**

TO: Planning and Zoning Commission,  
Mayor, and City Council

We, the undersigned owners of the following described property:

Part of Outlot X, WHITE PINE PRAIRIE PLAT 1

South 601.5 feet of the East Half of NE Qtr of Section 07-Twp 80-Rge 24

Part of Lot 3, RED CEDAR PRAIRIE PLAT 1

Request that said property be rezoned from its present Zoning Classification of A-1 & R1

to Zoning Classification R-2 for the purpose of

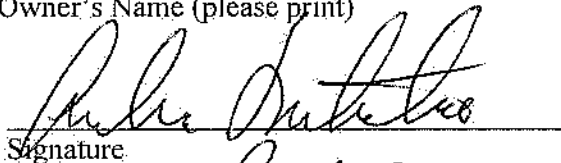
Future development of low density residential area with 1 and 2 family residences

on platted lots.

PROPERTY OWNER:

ANDREW SNETSELAAR  
MARY SNETSELAAR

Owner's Name (please print)

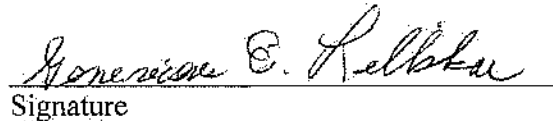
  
Signature

  
Signature

PROPERTY OWNER (when jointly owned):

GENEVIEVE E LILLSKAU

Owner's Name (please print)

  
Signature

The above property owner(s) are herewith providing the following documentation:

- Signatures of owners of at least 50% of the area with a 250' buffer, exclusive of intervening ROW and alleys, surrounding the proposed rezoning (*See Page 2*)
- Table demonstrating sufficient consent of buffer area property owners (*See Page 3*)
- Rezoning Sketch depicting proposed zoning boundary line, all parcels within the buffer area, and ownership of each parcel. (*To be attached*)
- Two stamped and addressed envelopes for each property owner within buffer area which the City Clerk will use for required notice.
- Master Plan if rezoning to PUD or R-4 Mobile Home Parks.

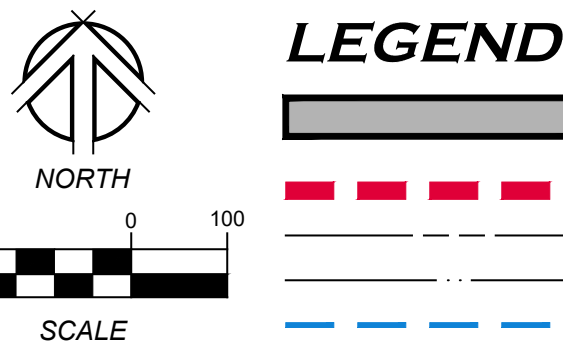


**CONSENT TABLE**

(Percentage of Buffer Area Owners Consenting to Proposed Rezoning, by area)

Property Owner	Parcel Area within 250' Buffer (Acres)	% of Total 250' Buffer Area (%)	Consenting % Only (%)
PHILIP R & KELLY D IRLMEIER	0.003	0.01%	
GENEVIEVE E LILLSKAU	13.027	34.27%	34.27
ANDREW & MARY SNETSELAAR	24.985	65.73%	65.73
<b>TOTALS</b>	<b>38.014 Acres</b>	<b>100 %</b>	<b>99.99 %*</b>

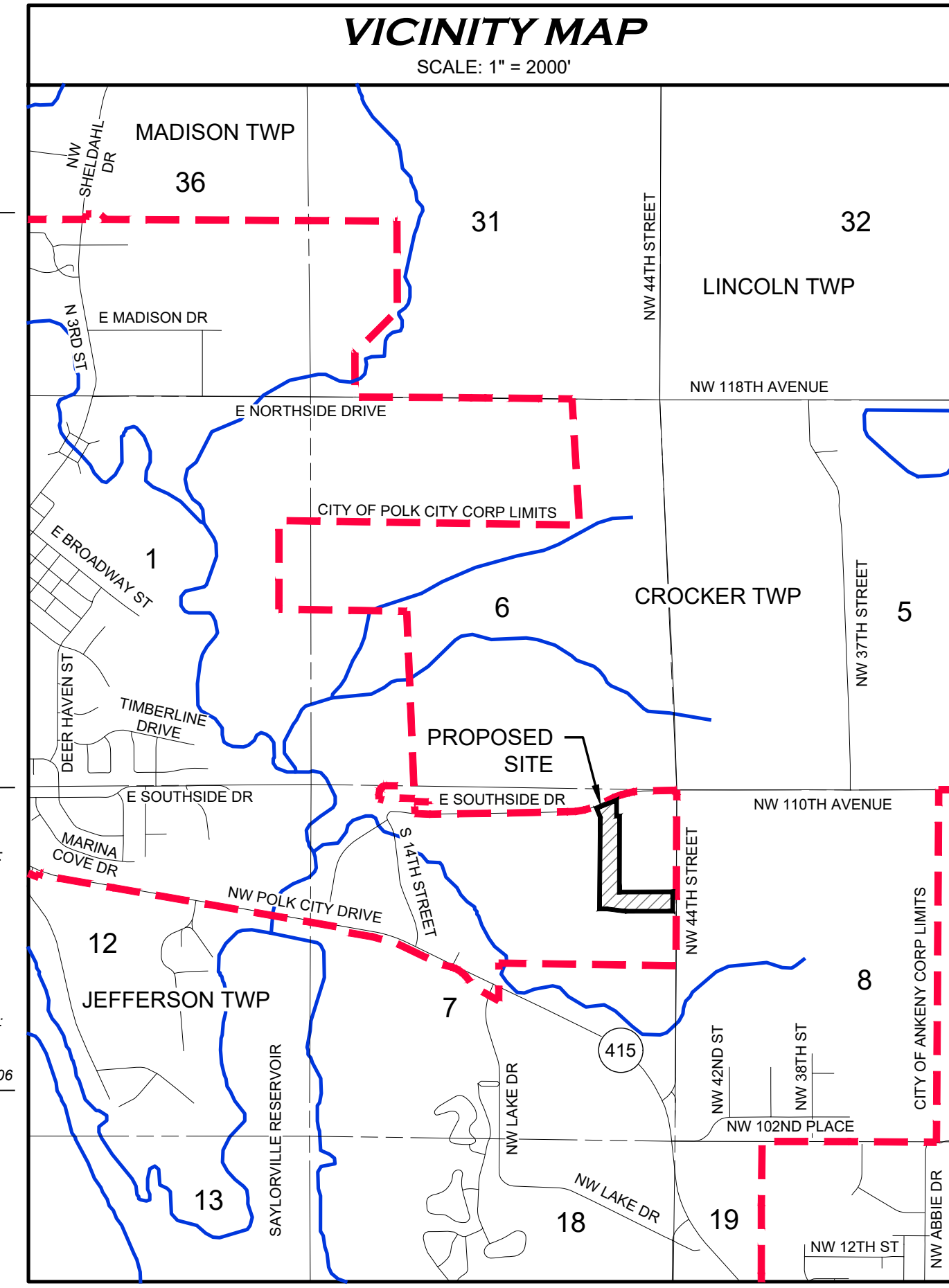
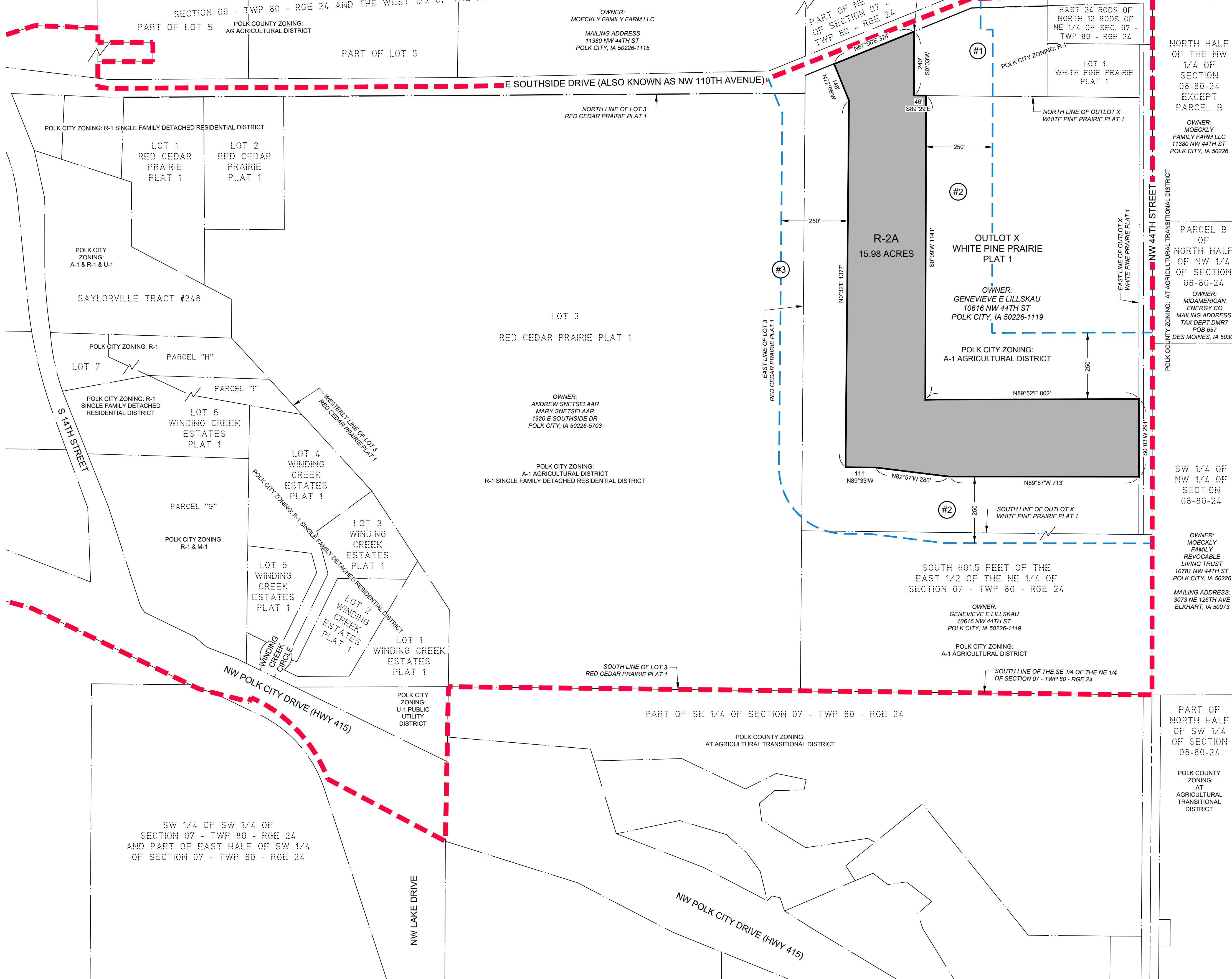
\* Must have at least 50% Consent for Proposed Rezoning.



**LEGEND**

- SUBJECT COMP PLAN & RE-ZONING AREA
- POLK CITY CORPORATE LIMITS
- SECTION LINE
- EXISTING PROPERTY LINE
- 250 FEET BUFFER AREA

OFFICIAL PLAT OF THE S1/2 OF THE SE 1/4 EXCEPT 7A IN THE NE CORNER OF THE SAME AND THE SE 1/4 OF THE SW 1/4 OF SECTION 07 - TWP 80 - RGE 24



**ADJACENT PROPERTY OWNERS**

PROPERTY #	PROPERTY OWNER	PROPERTY DESCRIPTION	ACRES WITHIN 250 FT BUFFER	% WITHIN 250 FT BUFFER
#1	PHILIP R & KELLY D IRLMEIER	LOT 2 WHITE PINE PRAIRIE PLAT 1	1.93	7.03%
#2	GENEVIEVE E LILLSKAU	OUTLOT X WHITE PINE PRAIRIE PLAT 1	22.48	81.85%
#3	ANDREW & MARY SNETSLEAAR	LOT 3 RED CEDAR PRAIRIE PLAT 1	3.05	11.11%

**OWNER / DEVELOPER**  
 GENEVIEVE E LILLSKAU  
 10616 NW 44TH STREET  
 POLK CITY, IA 50226

**ZONING NOTES**

- EXISTING ZONING : A-1 AGRICULTURAL DISTRICT
- PROPOSED ZONING: R-2A TOWNHOME RESIDENTIAL DISTRICT

**PROPOSED ZONING: R-2A TOWNHOME RESIDENTIAL DISTRICT DESCRIPTION**

THAT PART OF OUTLOT X, WHITE PINE PRAIRIE PLAT 1, AN OFFICIAL PLAT, LOCATED IN POLK CITY, POLK COUNTY, IOWA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 2, SAID WHITE PINE PRAIRIE PLAT 1; THENCE SOUTH 00 DEGREES 03 MINUTES WEST, A DISTANCE OF 240 FEET; THENCE SOUTH 89 DEGREES 29 MINUTES EAST, A DISTANCE OF 46 FEET; THENCE SOUTH 00 DEGREES 09 MINUTES WEST, A DISTANCE OF 1141 FEET; THENCE NORTH 89 DEGREES 52 MINUTES EAST, A DISTANCE OF 802 FEET; THENCE SOUTH 00 DEGREES 03 MINUTES WEST, A DISTANCE OF 291 FEET; THENCE NORTH 89 DEGREES 57 MINUTES WEST, A DISTANCE OF 713 FEET; THENCE NORTH 82 DEGREES 57 MINUTES WEST, A DISTANCE OF 280 FEET; THENCE NORTH 89 DEGREES 33 MINUTES WEST, A DISTANCE OF 111 FEET; THENCE NORTH 00 DEGREES 32 MINUTES EAST, A DISTANCE OF 1377 FEET; THENCE NORTH 22 DEGREES 06 MINUTES WEST, A DISTANCE OF 148 FEET; THENCE NORTH 67 DEGREES 56 MINUTES EAST, A DISTANCE OF 324 FEET, TO THE POINT OF BEGINNING.

CONTAINING 15.98 ACRES.

1250 SW STATE STREET, SUITE A  
 ANKENY, IOWA 50025-2555  
 (515) 965-0123 phone - (515) 965-3322 fax  
 Civil Engineering - Land Surveying  
 Landscape Architecture

**NILLES ASSOCIATES**

REVISIONS:

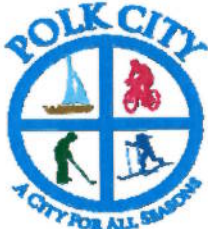
- 1) CORRECTED ZONING DISTRICT
- 2) ADDED ADJACENT PROPERTY OWNERS
- 3) ADDED ZONING NOTES
- 4) ADDED PROPOSED ZONING DESCRIPTION
- 5) ADDED PROJECT NAME
- 6) ADDED PROJECT NUMBER
- 7) ADDED SHEET NUMBER

NOTICE: NILLES ASSOCIATES, INC. WAIVES ANY AND ALL LIABILITY FOR DAMAGES OF ANY KIND TO BE INCURRED BY ANY PARTY AS A RESULT OF FOLLOWING THESE PLANS, SPECIFICATIONS AND REVISIONS. THE USER OF THESE PLANS ASSUMES ALL LIABILITY FOR PROBLEMS WHICH MAY BE CAUSED BY FAILURE TO FOLLOW THE PLANS AND SPECIFICATIONS. THE USER OF THESE PLANS ASSUMES ALL LIABILITY FOR OMISSIONS, INCONSISTENCIES, AMBIGUITIES AND CONFLICTS OF ANY KIND.

PROJECT NAME: **SNETSLEAAR & LILLSKAU PROPERTY**  
 POLK CITY, IOWA

PROPOSED ZONING EXHIBIT: **R-2A**

PROJECT NUMBER:	19137
DATE:	11/22/19
DRAWN BY:	TJH
CHECKED BY:	RJS
SHEET SIZE:	22" X 34"
SHEET TITLE:	RZ-R2A
SHEET NO.:	1/1



## 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:** Lillskau Property

**Address:** 10616 NW 44th Street Polk City, IA 50226

**Current Zoning:** A-1

**Proposed Zoning:** R-2A

**Parcel Area:** 49 acres

**Area to be Rezoned:** 16 acres

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

Property Owner: Genevieve E. Lillskau

Street Address: 10616 NW 44th Street

Telephone No.: \_\_\_\_\_

City, State: Polk City, IA 50226

Email Address: \_\_\_\_\_

**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.

**PETITION FOR REZONING**

TO: Planning and Zoning Commission,  
Mayor, and City Council

We, the undersigned owners of the following described property:

Part of Outlot X, WHITE PINE PRAIRIE PLAT 1

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Request that said property be rezoned from its present Zoning Classification of A-1  
to Zoning Classification R-2A for the purpose of

Future development of medium density to provide commercial uses for the future residential areas.

\_\_\_\_\_  
\_\_\_\_\_

PROPERTY OWNER:

PROPERTY OWNER (when jointly owned):

GENEVIEVE E LILLSKAU

Owner's Name (please print)

Owner's Name (please print)

*Genevieve E. Lilkskau*  
Signature

\_\_\_\_\_  
Signature

The above property owner(s) are herewith providing the following documentation:

- Signatures of owners of at least 50% of the area with a 250' buffer, exclusive of intervening ROW and alleys, surrounding the proposed rezoning (*See Page 2*)
- Table demonstrating sufficient consent of buffer area property owners (*See Page 3*)
- Rezoning Sketch depicting proposed zoning boundary line, all parcels within the buffer area, and ownership of each parcel. (*To be attached*)
- Two stamped and addressed envelopes for each property owner within buffer area which the City Clerk will use for required notice.
- Master Plan if rezoning to PUD or R-4 Mobile Home Parks.

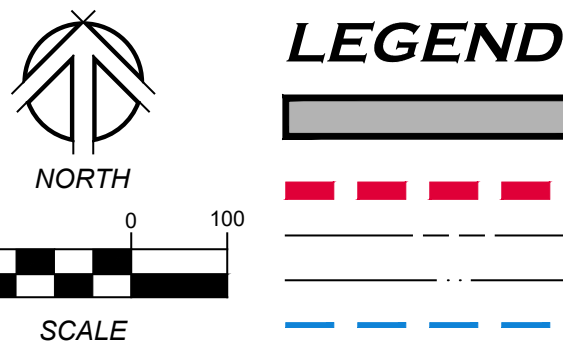




**CONSENT TABLE**  
 (Percentage of Buffer Area Owners Consenting to Proposed Rezoning, by area)

Property Owner	Parcel Area within 250' Buffer (Acres)	% of Total 250' Buffer Area (%)	Consenting % Only (%)
PHILIP R & KELLY D IRLMEIER	1.93	7.03%	
GENEVIEVE E LILSKAU	22.48	81.85%	81.85
ANDREW & MARY SNETSELAAR	3.05	11.11%	11.11
<b>TOTALS</b>	27.46 Acres	100 %	92.96 %*

\* Must have at least 50% Consent for Proposed Rezoning.

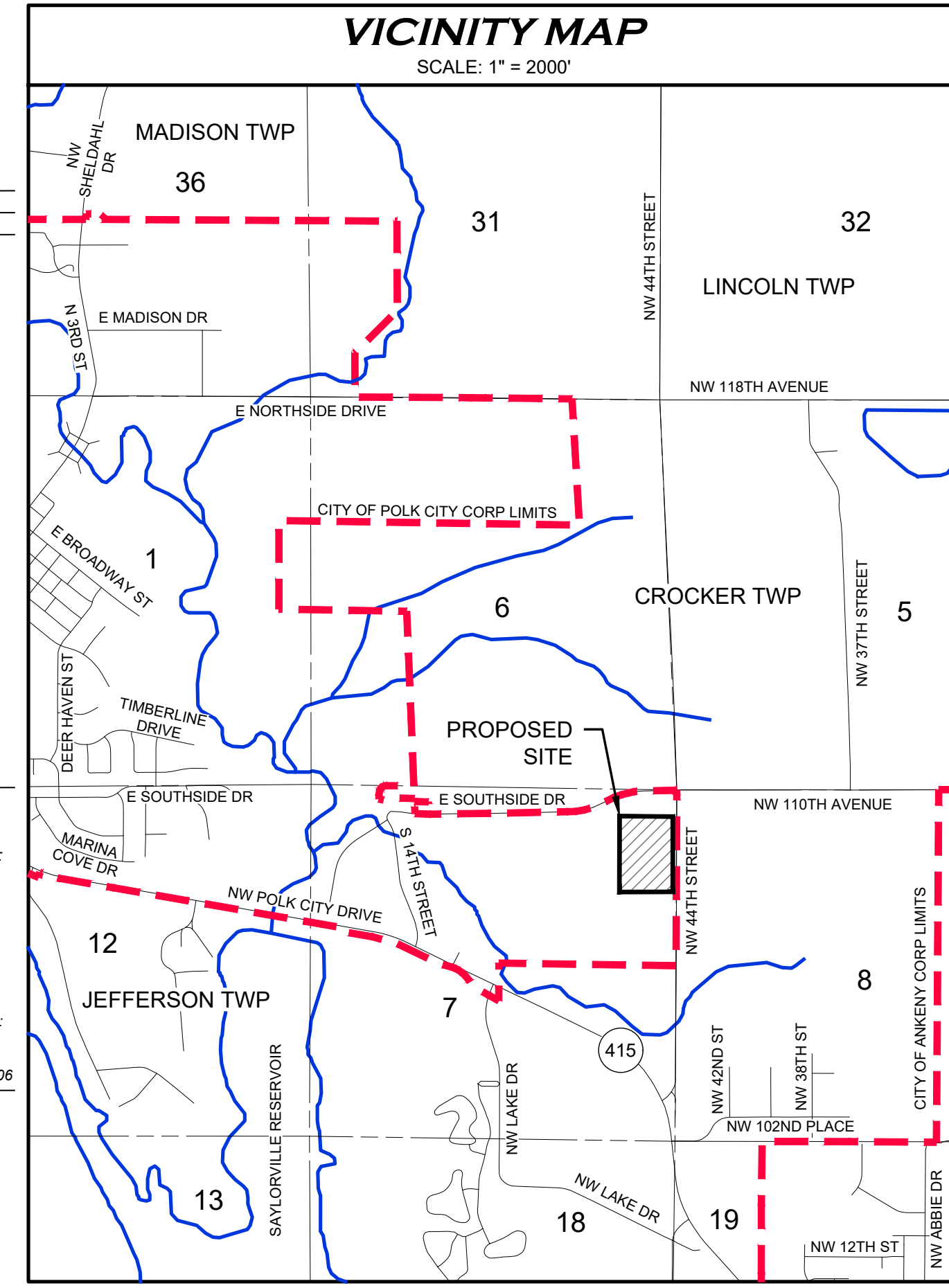
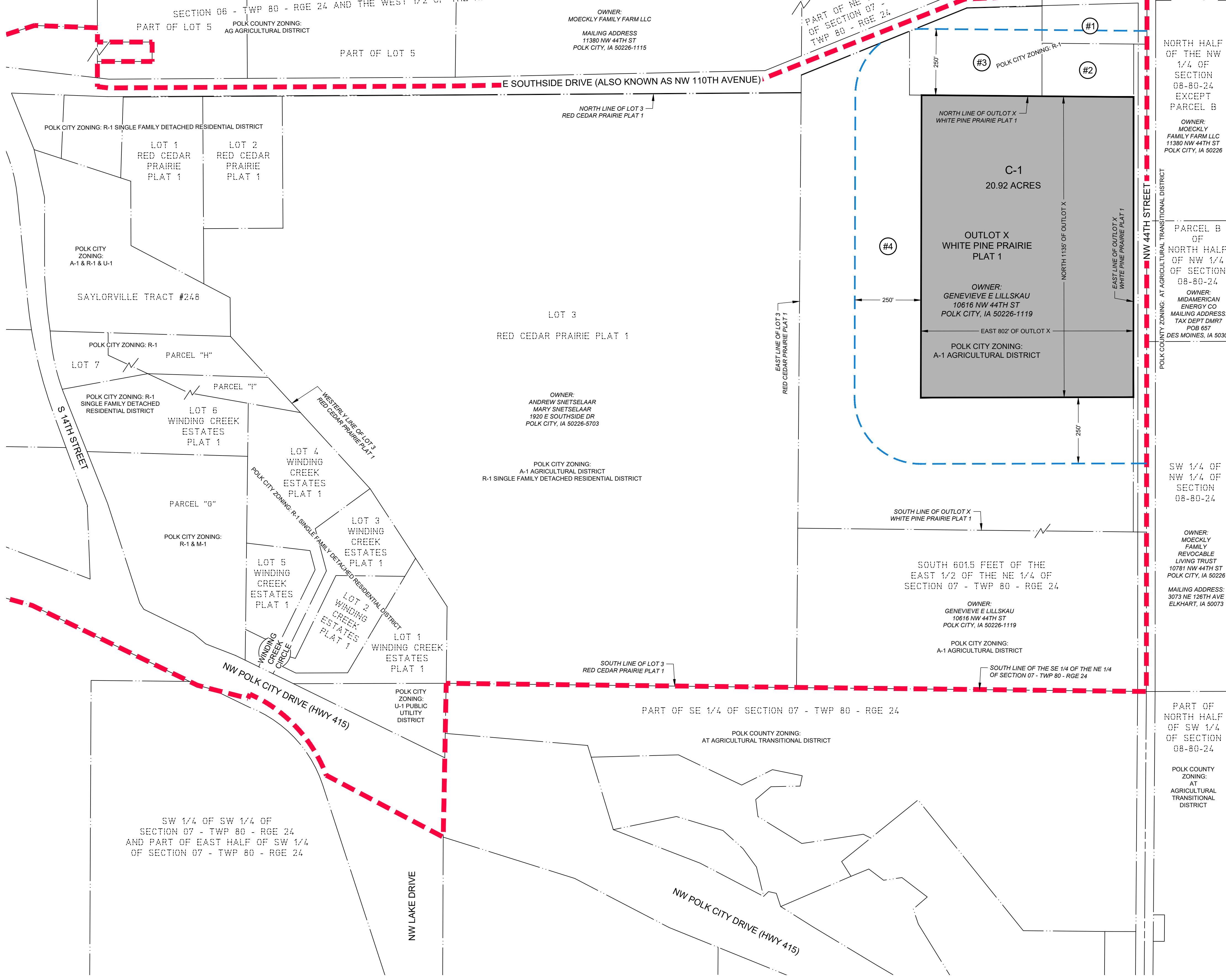


**LEGEND**

- SUBJECT COMP PLAN & RE-ZONING AREA
- POLK CITY CORPORATE LIMITS
- SECTION LINE
- EXISTING PROPERTY LINE
- 250 FEET BUFFER AREA

OFFICIAL PLAT OF THE S1/2 OF THE SE 1/4 EXCEPT 7A IN THE NE CORNER OF THE SAME AND THE SE 1/4 OF THE SW 1/4 OF SECTION 07 - TWP 80 - RGE 24

LOTS 1, 2, 3 AND 6 POLK COUNTY ZONING: AG AGRICULTURAL DISTRICT



**ADJACENT PROPERTY OWNERS**

PROPERTY #	PROPERTY OWNER	PROPERTY DESCRIPTION	ACRES WITHIN 250 FT BUFFER	% WITHIN 250 FT BUFFER
#1	JERRY & BARBARA GREENWELL	EAST 24 RODS OF NORTH 12 RODS OF NE 1/4 OF SECTION 07 - TWP 80 - RGE 24	0.42	2.32%
#2	DAVID L & LYNSEY S MULDER	LOT 1 WHITE PINE PRAIRIE PLAT 1	1.59	8.83%
#3	PHILIP R & KELLY D IRLMEIER	LOT 2 WHITE PINE PRAIRIE PLAT 1	2.87	15.92%
#4	GENEVIEVE E LILLSKAU	OUTLOT X WHITE PINE PRAIRIE PLAT 1	13.13	72.93%

**OWNER / DEVELOPER**  
GENEVIEVE E LILLSKAU  
10616 NW 44TH STREET  
POLK CITY, IA 50226

**ZONING NOTES**

- EXISTING ZONING: A-1 AGRICULTURAL DISTRICT
- PROPOSED ZONING: C-1 CENTRAL BUSINESS DISTRICT

**PROPOSED ZONING: C-1 CENTRAL BUSINESS DISTRICT DESCRIPTION**

THE NORTH 1135 FEET OF THE EAST 802 FEET OF OUTLOT X, WHITE PINE PRAIRIE PLAT 1, AN OFFICIAL PLAT, LOCATED IN POLK CITY, POLK COUNTY, IOWA.

CONTAINING 20.92 ACRES.

1250 SW STATE STREET, SUITE A  
ANKENY, IOWA 50025-2555  
(515) 965-0123 phone - (515) 965-3322 fax  
Civil Engineering - Land Surveying  
Landscape Architecture

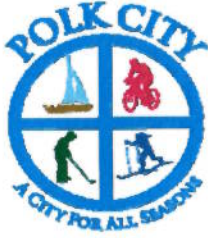
**NILLES ASSOCIATES**

NOTICE: NILLES ASSOCIATES, INC. WAIVES ANY AND ALL LIABILITY FOR DAMAGES OF ANY KIND TO THE USER OF THESE PLANS. SPECIFICATIONS AND DIMENSIONS ARE SUBJECT TO CHANGE WITHOUT NOTICE. FOR PROBLEMS WHICH ARISE FROM FAILURE TO FOLLOW THESE PLANS, SPECIFICATIONS AND DIMENSIONS, THE USER ASSUMES ALL RESPONSIBILITY. GUIDANCE WITH RESPECT TO ANY ERRORS, OMISSIONS, INCONSISTENCIES, AMBIGUITIES, OR CONFLICTS SHOULD BE OBTAINED FROM THE USER.

PROJECT NAME: SNETSelaar & LILLSKAU PROPERTY  
POLK CITY, IOWA

PROPOSED ZONING EXHIBIT: C-1

NAI NO:	19137
DATE:	11/22/19
DRAWN BY:	TJH
CHECKED BY:	RJS
SHEET SIZE:	22" X 34"
SHEET TITLE:	RZ-C1
SHEET NO.:	1/1



# 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:** Lillskau Property

**Address:** 10616 NW 44th Street Polk City, IA 50226

**Current Zoning:** A-1 **Proposed Zoning:** C-1

**Parcel Area:** 49 acres **Area to be Rezoned:** 21 acres

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

Property Owner: Genevieve E. Lillskau

Street Address: 10616 NW 44th Street Telephone No.: \_\_\_\_\_

City, State: Polk City, IA 50226 Email Address: \_\_\_\_\_

**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.

PETITION FOR REZONING

TO: Planning and Zoning Commission,  
Mayor, and City Council

We, the undersigned owners of the following described property:

The north 1135 feet of the east 802 feet of Outlot X, WHITE PINE PRAIRIE PLAT 1

Request that said property be rezoned from its present Zoning Classification of A-1  
to Zoning Classification C-1 for the purpose of  
Future development to provide commercial uses for the future residential areas.

PROPERTY OWNER:

PROPERTY OWNER (when jointly owned):

GENEVIEVE E LILLSKAU

Owner's Name (please print)

Owner's Name (please print)

Genevieve E Lillskau  
Signature

\_\_\_\_\_  
Signature

The above property owner(s) are herewith providing the following documentation:

- Signatures of owners of at least 50% of the area with a 250' buffer, exclusive of intervening ROW and alleys, surrounding the proposed rezoning (See Page 2)
- Table demonstrating sufficient consent of buffer area property owners (See Page 3)
- Rezoning Sketch depicting proposed zoning boundary line, all parcels within the buffer area, and ownership of each parcel. (To be attached)
- Two stamped and addressed envelopes for each property owner within buffer area which the City Clerk will use for required notice.
- Master Plan if rezoning to PUD or R-4 Mobile Home Parks.

The undersigned owners of property lying outside of said above described tract, but within two hundred and fifty (250) feet of the boundaries thereof, intervening streets and alleys not included in computation of said distance, join in this petition for the purposes of having the above described real estate rezoned from A-1 to C-1.

<b>PROPERTY OWNERS WITHIN THE 250' BUFFER CONSENTING TO THE PROPOSED REZONING</b>			
<b>Property Owner Name:</b>	<b>Address:</b>	<b>Parcel Acreage (within buffer)</b>	<b>Signature:</b>
JERRY & BARBARA GREENWELL	2620 E SOUTHSIDE DR POLK CITY, IA 50226-5705	0.42	
DAVID L & LYNSEY S MULDER	1312 NW 44TH ST POLK CITY, IA 50226	1.59	
PHILIP R & KELLY D IRLMEIER	2512 E SOUTHSIDE DR POLK CITY, IA 50226-5704	2.87	
GENEVIEVE E LILLSKAU	10616 NW 44TH ST POLK CITY, IA 50226-1119	13.13	<i>Genevieve E Lillskau</i>

*Note: Attach additional sheets as required to include all signatures.*

**CONSENT TABLE**

(Percentage of Buffer Area Owners Consenting to Proposed Rezoning, by area)

<b>Property Owner</b>	<b>Parcel Area within 250' Buffer (Acres)</b>	<b>% of Total 250' Buffer Area (%)</b>	<b>Consenting % Only (%)</b>
JERRY & BARBARA GREENWELL	0.42	2.32%	
DAVID L & LYNSEY S MULDER	1.59	8.83%	
PHILIP R & KELLY D IRLMEIER	2.87	15.92%	
GENEVIEVE E LILLSKAU	13.13	72.93%	72.93
<b>TOTALS</b>	<b>18.00 Acres</b>	<b>100 %</b>	72.93 %*

\* Must have at least 50% Consent for Proposed Rezoning.