

# **AGENDA**

PLANNING AND ZONING COMMISSION
OF THE CITY OF WASHINGTON, IOWA
TO BE HELD AT THE
COUNCIL CHAMBERS
215 E. WASHINGTON STREET
6:00 P.M., TUESDAY, APRIL 8, 2025

To attend the meeting via Zoom go to: https://us02web.zoom.us/j/87400652807?pwd=aUbwe540uoJERRb4Bx62graxLnP9aF.1

Meeting ID: 874 0065 2807 Passcode: 6536584

**CALL TO ORDER** 

**ROLL CALL** 

APPROVAL OF THE AGENDA

APPROVAL OF MEETING MINUTES FROM MARCH 11, 2025

#### **NEW BUSINESS**

- 1. REVIEW AND APPROVAL/DENIAL OF FINAL PLAT OF HAVEL SUBDIVISION
- 2. REVIEW AND APPROVAL/DENIAL OF PLAT OF SURVEY- CAMPBELL SUBDIVISION
- 3. REVIEW AND APPROVAL/DENIAL OF SITE PLAN FOR WASHINGTON COUNTY MAINTENANCE BUILDING AT COURTHOUSE
- 4. REVIEW AND APPROVAL/DENIAL OF SITE PLAN FOR LOT 3 IN WILEY'S SUBDIVISION-  $2^{\rm ND}$  ADDITION
- 5. GENERAL DISCUSSION ITEMS

#### **ADJOURNMENT**

# City of Washington, lowa Planning and Zoning Commission Minutes for March 11, 2025

Chairperson DeLong called the meeting to order at 6:00 p.m.

Roll Call

Members Present: Chad Shull, Rhonda Shelman, Connie Larsen, Deran DeLong,

Tom Gaughan, Susan Fisher, Darrell Steele, Merle Hagie.

Members Absent: Jane Blieu

Also Present: City Administrator Joe Gaa, City Clerk Kathy Kron

Motion by Larsen, seconded by Shelman to approve the agenda. Motion carried, 8-0.

Motion by Gaughan, seconded by Fisher to approve the minutes from the February 11, 2025 meeting. Motion carried, 8-0.

New Business item #1 – Review and Approval or Denial of Preliminary Plat of Havel Subdivision.

Gaa explained that at the previous meeting, the recommendation was made to vacate the current right-of-ways in the plat, which is currently moving through City Council. The subdivision includes 23 buildable lots and the property is zoned for R-2 for single-family and duplex residences.

Motion by Gaughan, seconded by Larsen to approve the Preliminary Plat of Havel Subdivision and forward to City Council for final approval. Motion carried, 8-0.

New Business Item #2 – Review and Approval or Denial of Plat Survey of Hy-Vee Lot Split.

Gaa explained that the property is owned by Hy-Vee and contains a grocery store and convenience store with ample parking for both. The proposed plat of survey will separate the grocery store and convenience store into two separate parcels with the bulk of the parking lot remaining with the grocery store plat.

Motion by Fisher, seconded by Steele to approve the Plat Survey of Hy-Vee Lot Split and forward to City Council for final approval. Motion, 8-0.

New Business Item #3 – Review and Approval or Denial of Plat of Survey 129 W. Harrison Lot Split.

Gaa explained that the west portion (approximately 2/3) of the lot includes a dwelling and accessory building while the remaining east portion is a grass lot. The owner wishes to plat the east portion into a separate lot with the intent to sell it for construction of a new dwelling unit. The neighborhood is zoned R-2 and the proposed plat meets the minimum lot size requirements.

Motion by Hagie, seconded by Fisher to approve the Plat of Survey 129 W. Harrison Lot Split and forward to City Council for final approval. Motion carried, 8-0.

New Business Item #4 – Review and Approval or Denial of Plat of Survey 803 W. Monroe St. Lot Split.

Gaa explained that this is a deep lot that includes a dwelling unit, a pole barn/accessory building and large undeveloped grassy area. The owner wishes to separate the house (in the front) into a separate lot and sell the rear portion, that includes the pole barn, to relatives who live in the house to the east. The house to the east and the proposed lot split are separated by city right-of way and cannot be platted together. Approving the plat as submitted would create a non-conforming lot as there would be a residential lot with an accessory building but no house.

Motion by Gaughan, seconded by Larsen to deny the Plat of Survey 803 W. Monroe St. Lot Split. Motion carried, 8-0.

New Business Item #5 – Review and Approval or Denial of Plat of Survey 1405 S. E. Avenue Lot Split.

Gaa explained that this is located just outside of the City limits. The owners wish to separate the dwelling unit and surround accessory buildings into a separate lot. As this is within the City's extraterritorial zoning jurisdiction, the City must agree to the lot split.

Motion by Larsen, seconded by Fisher to approve Plat of Survey 1405 S. E. Avenue Lot Split and forward to City Council for final approval. Motion carried, 8-0.

New Business Item #6 – Review Updated McDonald's Site Plan.

Gaa explained that per city ordinance, all new commercial construction projects shall undergo review by the Planning and Zoning Commission. Last year this Commission reviewed and approved a site plan for a re-construction of

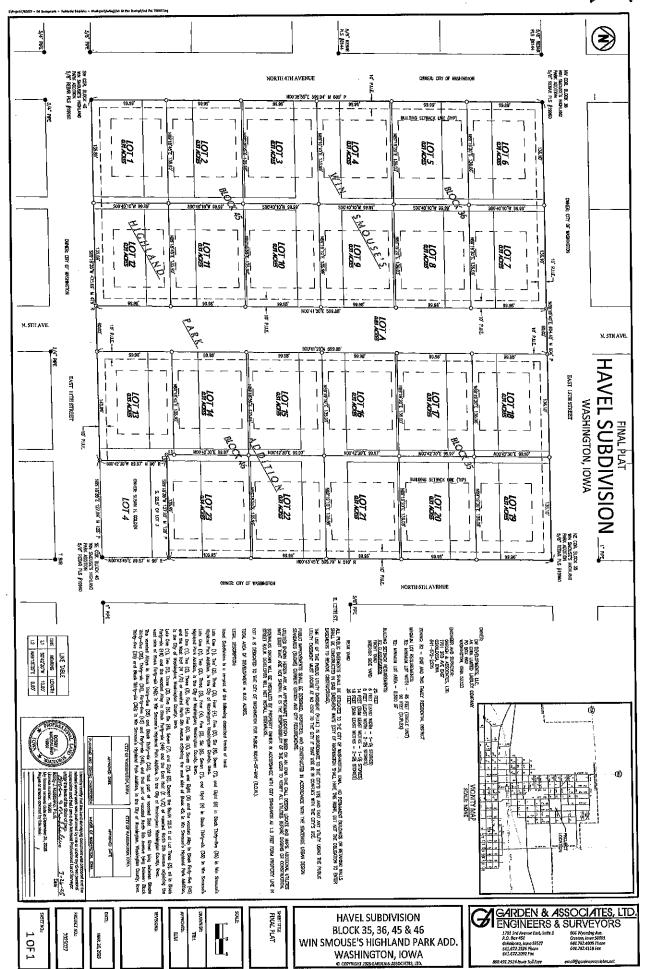
McDonalds's at their current location. That plan called for demolishing the current building and constructing a new building. They now plan to keep the existing structure and make renovations to both the inside and outside of the property. While this no longer requires going through the site planning approval process, it still is needed to be brought to the commission's attention.

New Business Item #7 – Proposed Amendments to Regulations of Accessory Buildings in Residential Zones.

Gaa has reviewed with staff the current ordinance 165.03 (7) and accessory buildings in residential R zones and received feedback from the members of this commission for possible amendments in the future.

Adjournment - Motion to adjourn by Hagie, seconded by Larsen. Motion passed, 8-0. Meeting adjourned at 6:50 p.m.

Minutes prepared by Kathy Kron, City Clerk



## FINAL PLAT

INDEX LEGEND

Property Location: part SW1/4 NW1/4 & part NW1/4 SW1/4 Section 25

Township 75 North, Range 8 West, Washington County, Iowa

Surveyor: Ro

Robert H. Lance, lowa P.L.S. #21980, rob@lancesurveying.com

Return Document to: Lance Surveying Services (319) 986-6779

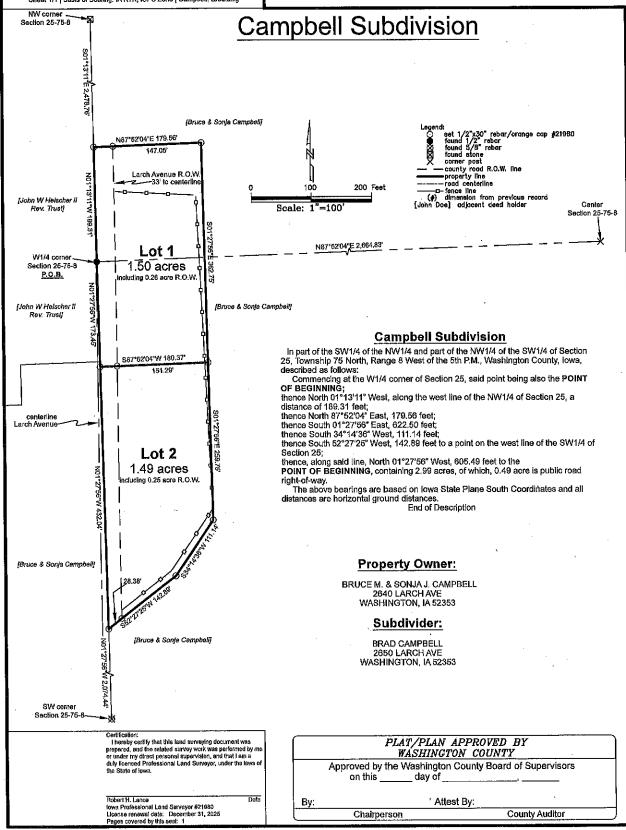
1506 North Broadway Street, Mt. Pleasant, IA 52641

Survey Requested by: Brad Campbell

Proprietor: Bruce M & Sonja J Campbell

Survey Completed: 5 March 2025

Sheet 1/1 | Basis of Bearing: IA RTK, ISPS Zone | Campbell, Brad.dwg





# FINAL PLAT

INDEX LEGEND

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Sheet 1/1 | Basis of Bearing: IA RTK, ISPS Zone | Campbell, Brad.dwg

NW corner \_ Section 25-75-8 Campbell Subdivision



SW corner Section 25-75-8-

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 lowa.

Robert H. Lance lowa Professional Land Surveyor #21980 License renewal date: December 31, 2025 Pages covered by this seal: 1

PLAT/PLAN APPROVED BY WASHINGTON COUNTY

Approved by the Washington County Board of Supervisors on this \_day of

By:

Attest By:

Chairperson

County Auditor

Aaron Wulf 319-383-4/142

# **DESIGN CONCEPT PROPOSAL**

January 9, 2024

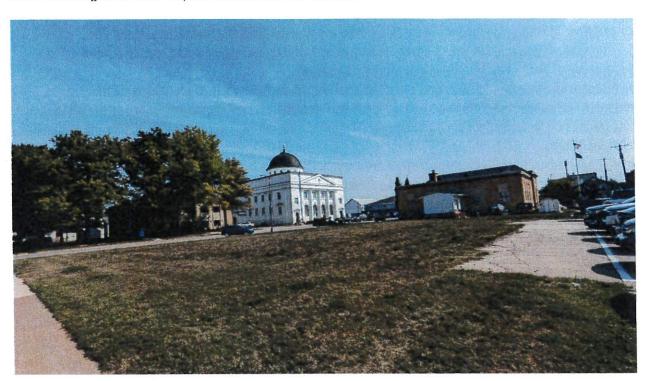
Washington County

Proposed Maintenance Building, 221 W 2nd Street, Washington, IA



Project #07424- Updated

Design recommendations are based upon field inspection during the site visit and/or information provided by the owner/tenant and are conceptual only. They are not intended for construction purposes. Additional consultation, or the use of specialized consultants including a licensed architect or engineer, may be required for additional design development and for individual issues or concerns. Prior to beginning any work, consult with local officials to ensure compliance with local codes and ordinances.



#### Existing lot.

#### **NOTES**

- The county maintenance department is wanting to build a new maintenance building downtown. They used to have a small maintenance building (22x30') connected to the old county jail. This building was demolished as park of the jail demolition and the site is now empty with a portion used for informal parking for the courthouse. The county has long-term visions for using the lot as a formal parking lot for the courthouse and related activities. The maintenance dept. began the process of considering a separate county-owned lot for the maintenance building. A maintenance/storage building on either lot is not permitted use under current B-1 zoning. The maintenance department submitted a request for a variance and intended to build a 40x55' pole-barn style shed, which was rejected. Conversations have now determined that placing the new maintenance building on the site of the original maintenance building (north of the courthouse) would be more appropriate. The purpose of this proposal is to provide recommendations for building siting and exterior treatments which fit appropriately in the downtown context.
- The desired width of the proposed building leaves room for a greenspace along the west elevation. There is opportunity to create a small seating area with picnic tables. This greenspace can also be utilized for stormwater retention as needed.

- Several design approaches are shown in the renderings below. A brick clad building with a parapet and shallow-pitched roof would be most in-keeping with the style and character of the downtown context. Alternatively, an end gable roof with a front parapet would achieve a more compatible street frontage and may reduce construction costs. At minimum we suggest dressing the street frontage of the building with a brick veneer to integrate with the downtown context. Prefab metal buildings with parapets are available through a variety of building suppliers. Alternatively, the end wall and parapet can be framed separately. The wall will need to be sheathed, and veneer brick properly installed with vapor barrier and air gap. Metal cladding on the secondary facades of the building can be appropriate but should be of a quality architectural metal siding. PBU or 7.2 Panel profiles are examples of suitable options. PBR-Rib, and similar panel options will result in a "cheaper" appearance.
- We recommend adding windows along the side elevations for natural lighting and to activate the side elevations. Windows should be evenly spaced to line up well with the corrugation of the selected metal siding.
   We recommend black or dark bronze metal windows and doors.
- We recommend using ½ or full-lite overhead doors as shown in the renderings. We recommend installing gooseneck lights above the entry doors and along the west elevation. Install identifying signage on the parapet. Vinyl graphics on the entry door are a good way to display information such as contact information and department logos.
- There is opportunity to cost-effectively create a new commercial space in addition to the maintenance building by constructing a longer building with a divisor wall to create a separate commercial space fronting 2nd Street. This would also create an income stream to offset building operation and maintenance costs.

## **MATERIALS**

Benjamin Moore paint colors and Sunbrella awning fabric is shown here for reference. Appearance of color samples will vary depending on computer screen or printer – view actual samples for color matching.



Charcoal Gray



PBU Panel



Dark Bronze

Main Street Iowa design staff is available to provide continued assistance as the project progresses. Please contact Sarah Lembke (515.348.6181 or sarah.lembke@iowaeda.com) or Keegan Hall (515. 348.6186 or keegan.hall@iowaeda.com) with any questions, requests for technical information or project updates.



Concept Rendering: County Maintenance Departments proposed design with brick wainscoting on the gable ends.



Proposed Maintenance Building, 221 W 2 <sup>nd</sup> Street, Washington, IA

Date: January 9, 2024

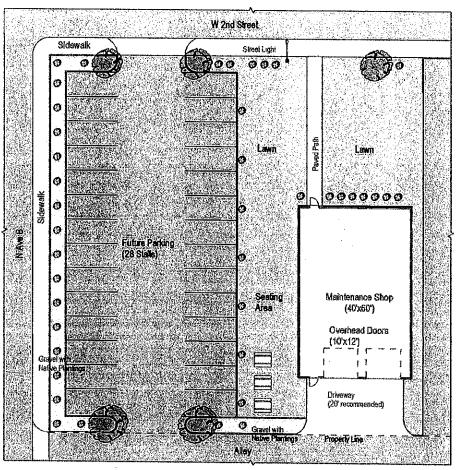


Concept Rendering: County Maintenance Departments proposed design with wainscoting on side elevations.



Proposed Maintenance Building, 221 W 2 <sup>nd</sup> Street, Washington, IA

Date: January 9, 2024

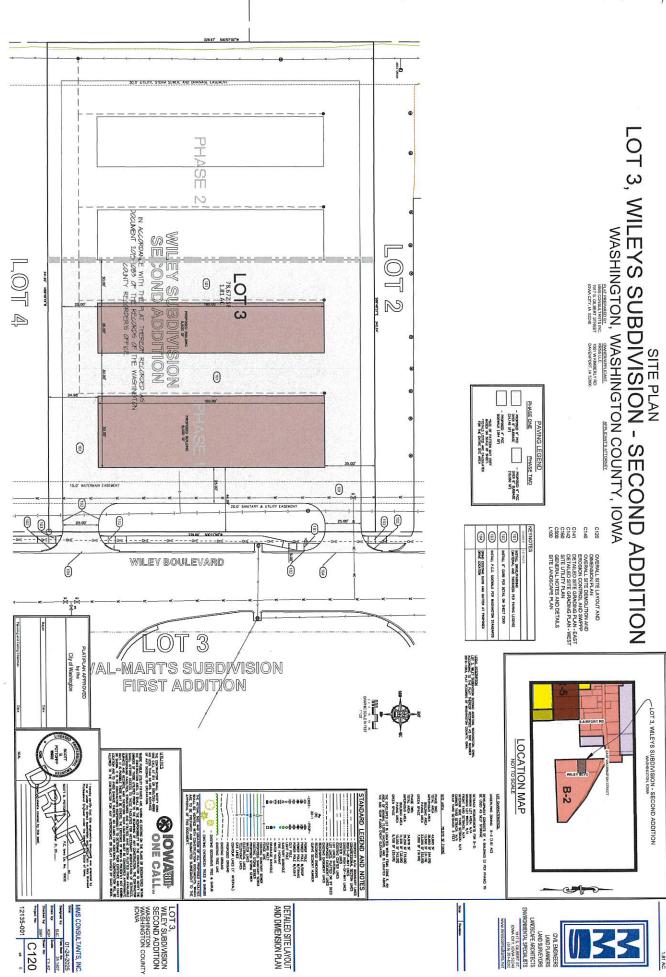


**PROPOSED SITE PLAN** 



Proposed Maintenance Building, 221 W 2 nd Street, Washington, IA

Date: January 9, 2024



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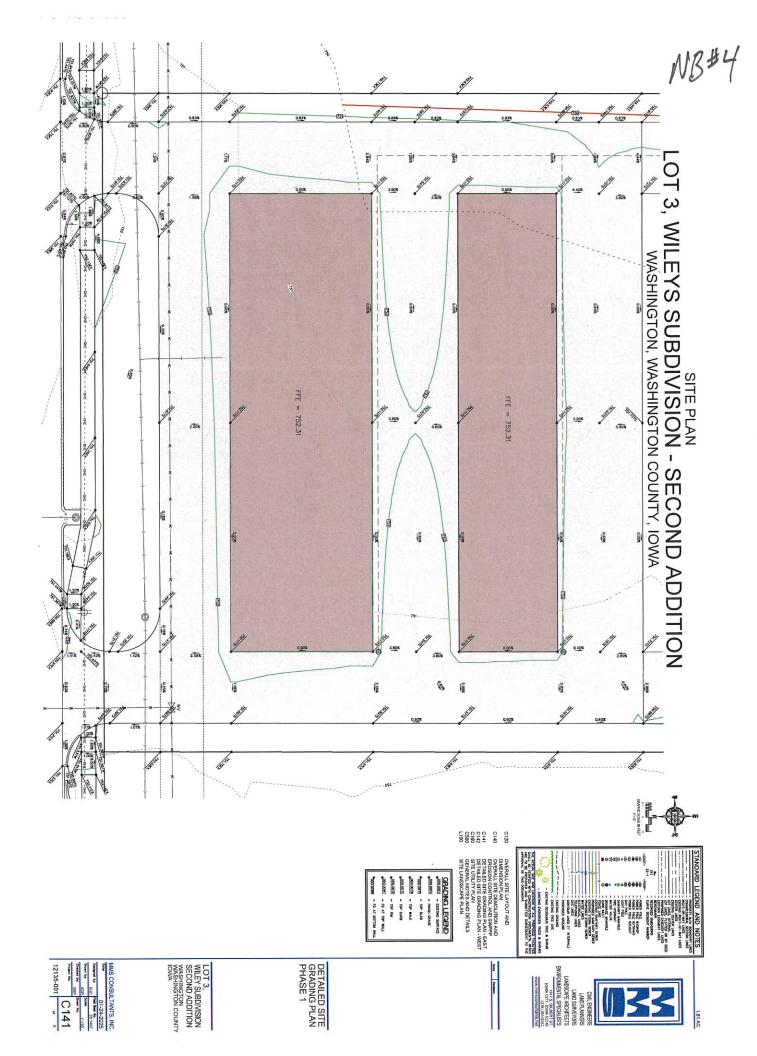
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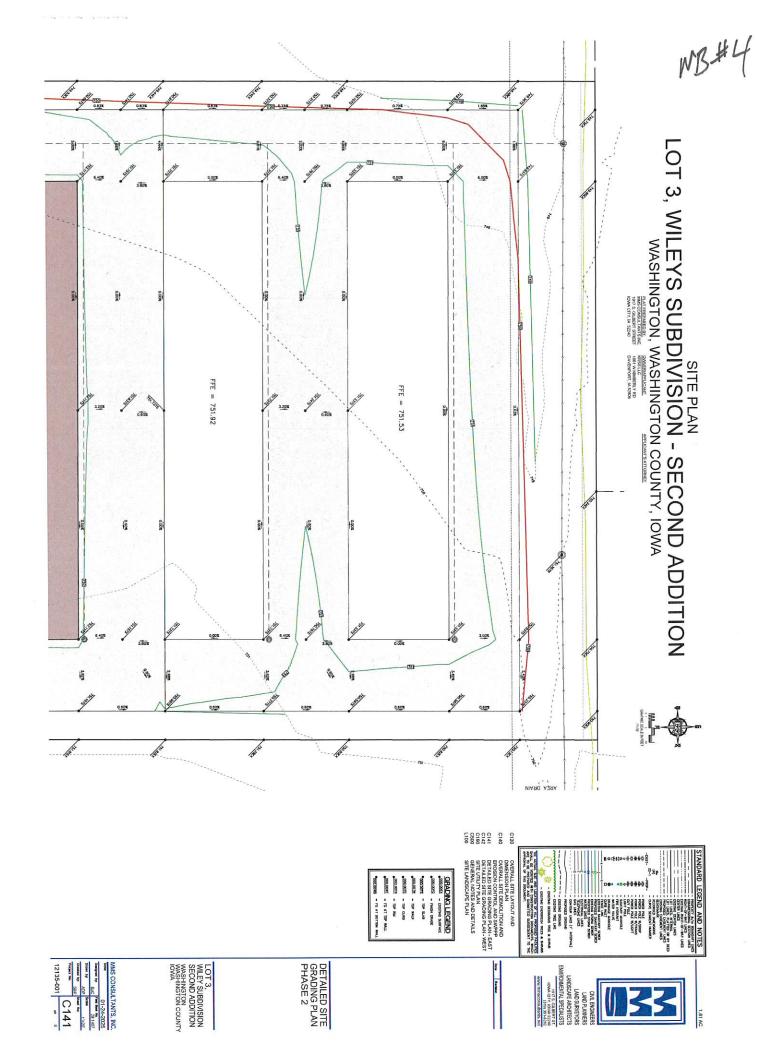
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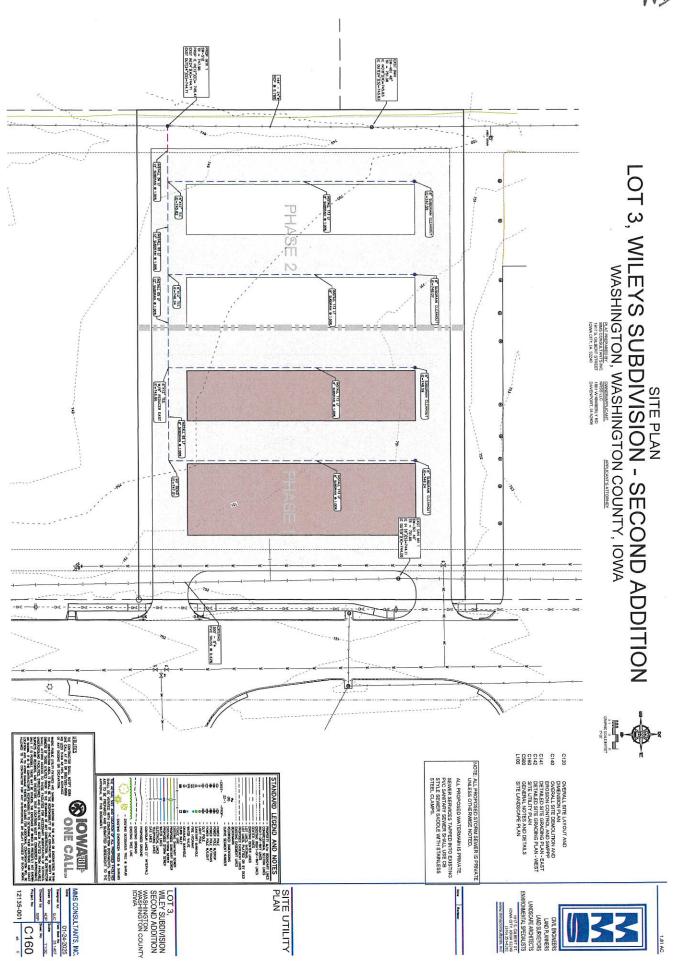
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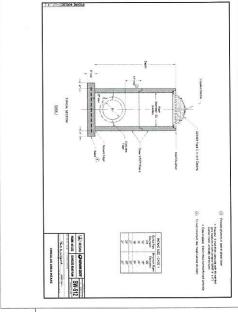


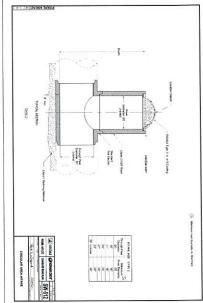




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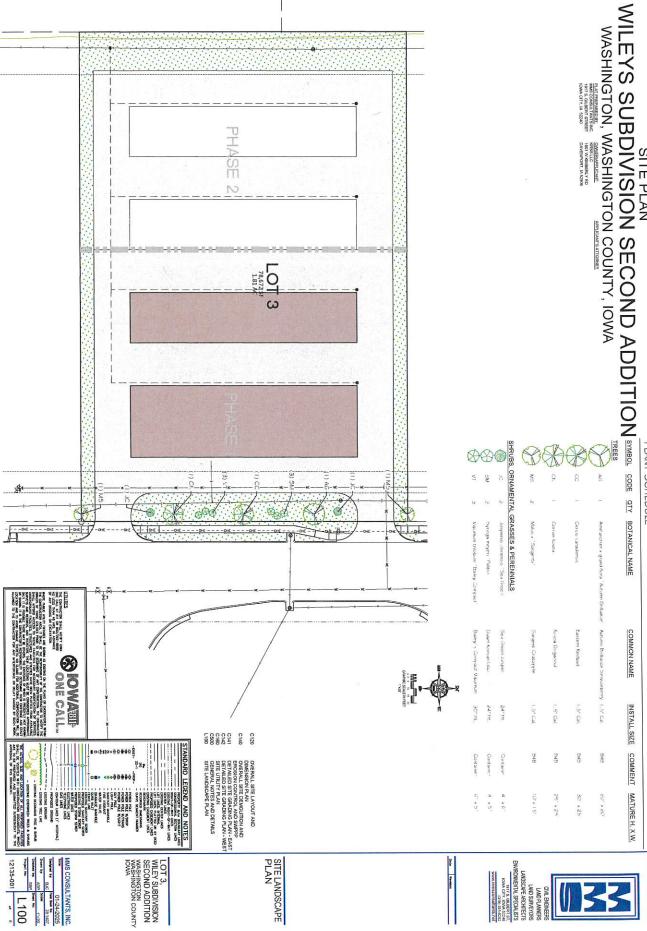
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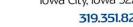
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mms@mmsconsultants.net







# Lot 3, Wiley Subdivision – Second Addition

# Storm Water Management Plan

Washington, Iowa 2/5/2025 Revised:

For Submittal To:

City of Washington 215 E Washington St. Washington, Iowa 52353

This report has been prepared in accordance with the City of Washington Development Ordinance, Iowa Stormwater Management Manual, and Iowa Statewide Urban Design and Specifications (SUDAS). The report has been prepared for specific application to the above listed project and was prepared by or under the direct supervision of a licensed professional engineer in the state of lowa. This report has been prepared by:

Date Brian Cummings, P.E.

MMS Project #: 12135-001



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#### 1.0 SITE CHARACTERISTICS

#### 1.1 Site Location

The site located on the west side of town in Wiley Subdivision – Second Addition. The site is bordered by farmland to the west, undeveloped lots that are being farmed to the south, Walmart to the east and a dollar general to the north.

# 1.2 Pre-developed Conditions

The site is an undeveloped commercial lot, that is currently farmed with a rotation of corn and soybeans

# 1.3 Post-developed Conditions

This proposed project will consist of four new structures that will be used as self-storage units. The site is currently zone as B-2 General business District.

# 1.4 Contributing Off-site Drainage

The site receives offsite flow from a drainage swale that conveys all the stormwater from the north to the existing stormwater detention basin at the south end of the development. There is a small portion of offsite drainage that flows off the existing pavement from the north through the property to this drainage swale.

# 1.5 Floodways, Floodplains and Wetlands

There are no known floodways, or wetlands on the site, the area is not located in a floodplain.

# 1.6 Pre-developed Runoff Analysis

The current site is Hydrologic Soil Group C soils. The site is currently a mixture of row crops and a grass swale.

#### 2.0 POST-DEVELOPED RUNOFF ANALYSIS

#### 2.1 Watershed Area

The proposed site's developed runoff generally flows from the northeast to the southwest. There is no curb located on the site, and it flows down the drive isles and into the swale that drains to the existing basin located at the south end of the development.

#### 2.2 Time of Concentration

For the small site, a time of concentration of 10-minutes was used.

## 2.3 Precipitation Model

The roof drains on the site were sized for conveyance of the 5-year storm event. A rainfall amount of 4.8-inches per hour.

## 2.4 Rainfall Loss Method

The runoff coefficients for the sizing was determined to be 0.95 for the total flow from each building for the 5-year events, 0.98 was used for the 100-year storm.

# 3.0 STORM WATER MANAGEMENT DESIGN

There is a stormwater basin located at the south end of the subdivisions that provides stormwater management for the entire development. There is no additional stormwater management being proposed with the development of this site.

#### 4.0 STORM WATER CONVEYANCE DESIGN

# 4.1 Design Information Reference

The storm water conveyances have been designed according to the lowa Storm Water Management Manual and the lowa Statewide Urban Design and Specifications.

#### 4.2 Storm Sewer

The proposed intake is relatively negligible as it sits outside of the bottom of the swale, this intake will allow for the connection of the roof drain lines into the existing sewer system. The drains were sized for 5-year storm events using the Rational Method. The developed drainage areas to each intake are relatively small, so a minimum time of concentration of 10 minutes was used to calculate the runoff flow to each of the intakes. This was the recommendation of SUDAS. The peak runoff rates have been calculated using the rational method coefficients from SUDAS table 2B-4.01. Hydrologic soil group C and 5-year intervals were used for the compound calculations for each area.

The existing storm sewer running across Lot 3 is 24-inches at a grade of 0.8% from DMH #2 to DMH #3. And from DMH #3 to the outlet is 24-inch at 1.2%. These pipes have a capacity of 20.29cfs and 24.85cfs respectively. The total flow being added to the pipe from the roof drains was calculated to be 2.6cfs.

#### Summary of roof drain flows and sizing:

Pipe	Area	Area	I (in/hr)	С	Q (cfs)	Total Q	Pipe	Pipe	Pipe
Run	(SF)	(Ac)				(cfs)	size	Slope	Capacity
Bldg. 1	8,000	0.184	4.8	0.95	0.84	0.84	8"	1.0%	1.21
Bldg. 2	5,600	0.129	4.8	0.95	0.59	1.43	12"	0.8%	3.20
Bldg. 3	5,600	0.129	4.8	0.95	0.59	2.01	12"	0.8%	3.20
Bldg. 4	5,600	0.129	4.8	0.95	0.59	2.60	12"	0.8%	3.20

#### 4.3 Culverts

There are no proposed culverts that will be constructed in this phase of the project.

# **4.4 Storm Drainage Outlets**

The proposed roof drains connect and outlet into an existing storm sewer. A the drain line will outlet to a SW-512 will be used to connect into the existing storm sewer.

# 4.5 Existing Swale Depth

With the proposed future pavement, there is a high point that is extended into the existing drainage swale. This highpoint was checked to see the depth of flow in the swale during the 100-year storm event passing through, to make sure the elevation of the building is above the flow. There are approximately 3.79-acres of commercial development drains to the swale. A conservative runoff coefficient of 0.98 was used as a worse case scenario. The rainfall intensity for the 100-year was determined to be 8.54 inches per hour. An approximate flow depth was calculated to be 750.66' which is 0.67' below the slab of 751.33' at the edge of the closes building.

