

# STORY COUNTY PLANNING AND ZONING

STORY COUNTY ADMINISTRATION  
900 6<sup>TH</sup> STREET  
NEVADA, IOWA 50201-2087



*"Commitment, Vision, Balance"*

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## MINUTES STORY COUNTY PLANNING AND ZONING COMMISSION

<b>DATE:</b> January 3, 2011	Daryle Vegge, Chair	2013
	Steven Gast, Vice Chair	2013
<b>CALL TO ORDER:</b> 5:31 p.m.	Nick Merfeld	2012
<b>PLACE:</b> Public Meeting Room	David Struthers	2012
Administration Building	David Weigel	2015
	*Nancy Couser	2015
<b>ADJOURNMENT:</b> 6:03 p.m.		
	*Absent	

**OTHER PEOPLE PRESENT:** Leanne Harter, Director; Sheena Danzer, Code Enforcement Officer; Angie Huisman, Recording Secretary; Wanda Kamp; Dana Whipperman; Nancy Reiter; Cindy Gorden; Neale Cloyd; Shirley Cloyd

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### APPROVAL OF AGENDA Gast/Struthers (MCU)

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### APPROVAL OF MINUTES

December 6, 2010 Gast / Merfeld (MCU)

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### PUBLIC COMMENTS: Opened 5:31 p.m. – Closed 5:31 p.m.

None.

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### OLD BUSINESS:

None.

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### NEW BUSINESS:

#### 1) CUP06-10: Kamp Conditional Use Permit

**Nature of Request:** The request is for a Conditional Use Permit for the adaptive reuse of an abandoned school in the A-1, Agricultural Zoning District, on property located in Section 22 of Grant Township, located on the east side of 595th Avenue, approximately 2 1/2 miles south of Lincoln Highway; located approximately 2 1/4 miles west of the City of Colo and approximately 3 miles southwest of the City of Nevada.

**Parcel Number:** 10-22-400-325

**Staff Project Manager:** Sheena Danzer

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### STAFF PRESENTATION:

Ms. Sheena Danzer presented the staff report via slide presentation. The staff report is a part of the official record and can be viewed/inspected in the Planning and Zoning Department upon request.

Ms. Danzer presented comparison photos from 2008 and 2010 as well as site photos of the property taken on December 30, 2010.

Ms. Danzer summarized the standards for approval as detailed in the staff report.

Ms. Danzer presented the vicinity map, and covered the dates of legal notification and publication

requirements.

Ms. Danzer completed her presentation by presenting the alternatives for the Commission to consider.

**Questions from Commission to Staff**

Mr. Vegge asked for clarification to the classification as a junk/salvage yard. Ms. Danzer explained the definition of junk/salvage yard according to the *Land Development Regulations (LDR)* and that the property is not zoned for use as a junk/salvage yard.

Mr. Vegge noted the considerable improvement in the condition of the property that he saw upon driving by the property and asked what other requirements are yet to be met. Ms. Danzer clarified the limit on vehicles and other junk items as defined by the *LDR*.

Mr. Vegge questioned whether the parking was required to be paved. Ms. Danzer replied that it does not.

Mr. Vegge asked if the waste treatment system was required to be inspected due to the proposed increase in use. Ms. Danzer affirmed.

Mr. Vegge questioned the necessity of the additional trees and the reasons for the staff request. Ms. Danzer explained that it is a recommendation and that it was part of the application back in 2002.

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**APPLICANT COMMENTS:**

Ms. Wanda Kamp, 25922 595<sup>th</sup> Avenue, Nevada

Ms. Kamp explained that she has opened her home to different activities recently such as the Thursday morning coffee time to anyone who drops by at no cost and the quilting nights on Tuesdays for Hope Ministries making quilts for the homeless.

Ms. Kamp summarized that it is the aforementioned activities that made her decide to open her home as a retreat center for various activities on a more regular basis and to be able to charge a fee for such activities as well as allowing overnight guests.

**Questions from Commission to Applicant**

Mr. Dave Struthers asked if the frequency of the retreats was known at this time. Ms. Kamp speculated that they would occur monthly, but that it is possible that they could occur more often dependent upon interest in her facility.

Mr. Nick Merfeld asked if the current compliance schedule is achievable. Ms. Kamp affirmed, adding that it is possible it will be achieved sooner and that she allowed some extra time due to the schedules of her kids who are doing the work.

Mr. Vegge asked if there were any concerns with the ability to meet the fire codes. Ms. Kamp summarized the upgrades necessary such as replacement of windows, repair of the smoke detector system, and some electrical upgrades.

Mr. Vegge questioned if the additional trees requested were an issue. Ms. Kamp explained that she intends to plant several trees and that they may not be in the same places as requested.

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**PUBLIC COMMENTS: Opened 5:53 p.m. - Closed 5:56 p.m.**

Mr. Neale Cloyd, 26198 Sand Hill Trail, Ames.

Mr. Cloyd referred to the discussion regarding trees and noted that it was a recommendation and requested clarification to whether this would be required of the property owner. Mr. Struthers clarified the difference between recommendation and requirement and that staff felt the additional trees may make the request use less intrusive to the adjacent properties.

Ms. Nancy Reiter, 105 Forest, Polk City.

Ms. Reiter commented that she attended Shipley School.

Ms. Reiter added that she thinks it is a great idea to keep the building in good shape and have a place for people to relax and have fun.

Ms. Reiter commended the Kamp family in the renovation of the building and the improved condition of the property overall.

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**COMMISSION COMMENTS:**

Mr. Gast asked for clarification to staff's recommendation regarding the additional trees, noting the other conditions of approval also state recommendation rather than requirements. Ms. Danzer clarified that it is staff's intent to recommend the additional trees and to require both County and fire code compliance. Ms. Danzer also noted that Mr. Dana Whipperman is available to answer any questions regarding the fire code requirements. The Commission also determined that the recommended condition requiring compliance to the fire regulations is irrelevant as compliance must be reached with the City of Nevada Fire Chief regardless of whether or not the County requires it as a condition.

**MOTION: The Story County Planning and Zoning Commission recommends approval of CUP06-10: Kamp Conditional Use Permit as put forth and presented in the staff report and directs staff to place the case on the February 2, 2011, Board of Adjustment agenda with the following conditions of approval:**

- 1) That the enforcement violation that currently exists on the property be corrected by July 28, 2011 as stated in the Schedule of Compliance agreed upon by Story County Planning and Zoning Department and Wanda Kamp. If compliance is not reached by said date, the Conditional Use Permit, if approved, become null and void.
- 2) To maintain a suitable transition between the surrounding uses and the proposed use, it is recommended that the applicant plant additional trees along the east property line to add a more intense buffer, especially if the applicants plan to use the east drive as indicated on the site plan.
- 3) That overnight parking be located either in the overflow parking spaces north of the school house or the parking spaces to the west of the school house. This would prevent plow trucks not being able to access the parking stalls in the front of the school house that encroach into the right-of-way.
- 4) That the on-site parking requirements from the *Story County Land Development Regulations, Section 7.80* are met. This would include number of spaces, size of spaces, landscaping requirements, as well as other applicable standards. The applicant would need to submit a plan demonstrating compliance of these standards.
- 5) Staff recommends that if any additional lighting is needed that it is down-directional.
- 6) That the septic system be reviewed and reported by the Story County Health Department to determine if it accommodates the proposed use for a "Retreat Center."
- 7) Any future new structure used wholly or in part for the established "Retreat Center" shall acquire a Conditional Use Permit modification prior to the issuance of a Zoning Permit. Such modification shall not be approved unless it is determined that the issuance of a Zoning Permit will be in accordance with the intent, purpose and spirit of the *Land Development Regulations and the Story County Development Plan*.

**MOTION:** Gast  
**SECOND:** Struthers  
**VOTING AYE:** Struthers, Vegge, Gast, Weigel, Merfeld  
**VOTING NAY:** None  
**NOT VOTING:** None  
**ABSENT:** Couser

Mr. Struthers commented that it is nice to see older buildings being maintained, noting that he is from Collins and also drove by the building. Mr. Struthers added that other area buildings are not preserved and cited the Milbourne building as an example of this.

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**OTHER BUSINESS:**

- 1) Long Range Planning update.

Ms. Leanne Harter indicated that there are no additional updates since the last meeting.

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**OTHER BUSINESS:**

- 2) Follow-up on items recommended to the Board of Supervisors and Board of Adjustment.

Ms. Harter informed the Commission that the two zoning map amendments for Ness and Lincolnway Energy and the LDR changes were approved by the Board of Supervisors. Ms. Harter added that the regulations will be effective upon publication and that they will receive an updated copy at their next meeting. Ms. Harter also added that the Moser subdivision was approved by the Board of Supervisors at the meeting earlier in the day.

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**COMMISSION COMMENTS:**

Mr. Struthers commented that it is nice to have some new members join the Commission.

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**STAFF COMMENTS:**

None.

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**ANNOUNCEMENT OF FUTURE MEETING:** February 7, 2011

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**ADJOURNMENT: 6:03 p.m. Struthers / Merfeld (MCU)**

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**Approval of Minutes**

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**Title and Date**