

REGULAR PLANNING BOARD MEETING
Monday, June 10, 2013 - 7:00 P.M.
City Hall - 950 Locust St., Carter Lake, Iowa

Roll Call

Approval of the Agenda

1. Consent Agenda
 - a. Approve Planning Board Minutes – May 13, 2013.
 - b. Review City Council Minutes – May 20, 2013
 - c. Review Board of Adjustment Minutes – June 3, 2013
 - d. Review building permits – May, 2013.

2. New Business
 - a. Lakeside Mobile Home Community – Allow short-term RV/Camper rental sites.
 - b. Storm Water Committee Update

3. Old Business (limit discussion 5 minutes per topic)

4. Special Meetings

5. Assignments

6. Comments

Adjourn

06/06/13

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Meeting called to order by Chairman Pauly at 7:00 PM.

Roll Call: Present: Ed Palandri, Jay Gundersen, Michelle Schaffer, Ray Pauly, Tim Podraza,
Karen Fisher and Jackie Wahl.
Absent: None.

Approval of the Agenda – Moved by board member Podraza seconded by board member Schaffer to approve the agenda as presented. Ayes: Unanimous.

1. Consent Agenda

Moved by board member Podraza seconded by board member Fisher to approve the consent agenda as presented. Ayes: Unanimous.

2. New Business

a. The Soap Market – Remodel. Stephanie and Doug Wallingford were present to represent The Soap Market. There was discussion regarding zoning and the need for a special use permit for custom manufacturing. The remodel will consist of constructing a wall and adding a new sink, dishwasher and counter. They will also add two new awnings and update the lettering on the sign. Moved by board member Gundersen seconded by board member Fisher to approve The Soap Market contingent on the City Attorney's opinion regarding zoning. Ayes: Board members Gundersen, Schaffer, Podraza, Pauly, Fisher and Wahl. Opposed: Board member Palandri.

b. Storm Water Committee Update.

1. Review Amended Storm Water Control Ordinance. Moved by board member Palandri seconded by board member Pauly to recommend the ordinance as it is stated. Ayes: Unanimous.

3. Old Business – There was no old business for discussion at this time.

4. Special Meetings – No special meetings are scheduled at this time.

5. Assignments – Chairman Pauly will present the planning board update at the next council meeting. Board member Wahl will attend the Storm Water Committee meetings.

6. Comments:

Board member Schaffer thanked the Deputy Clerk for putting the agenda packet together.

Board member Gundersen also thanked the Deputy Clerk. He also stated that Pauly was doing a fine job as Chairman.

Board member Palandri thanked the Deputy Clerk. He also stated that this is a good planning board to serve on and it's always a pleasure at these meetings. He thanked the board members.

Meeting adjourned at 7:20 PM.

City of Carter Lake
City Hall – 950 Locust St.
Proceedings: Monday, May 20, 2013
Regular City Council Meeting – 7:00 PM

Mayor Russ Kramer called the meeting to order at 7:00 PM.

The Pledge of Allegiance

- I. Roll Call: Present – Mayor Russ Kramer
Council members Tim Parker, Dave Huey, Barb Hawkins, and Barb Melonis
Absent – Council member Ed Aldmeyer
Also present – Attorney Joe Thornton and City Clerk Doreen Mowery
- II. Approval of the Agenda – Moved by council member Parker seconded by council member Hawkins to approve the agenda as presented. Ayes: Unanimous.
- III. Consent agenda – Moved by council member Melonis seconded by council member Huey to remove item M – Tax Abatement - Gundersen from the consent agenda and table it until the next meeting, and approve the remainder of the consent agenda.
Ayes: Unanimous.
- IV. New Business
 - A. Communications from the Public
 1. Mark Levell has transferred his shares of ownership in the Chez Patee to Fred Levell, Sr. We have received a criminal history check and a copy of the stock exchange. Moved by council member Melonis seconded by council member Hawkins to approve the change in ownership for the liquor license at the Chez Patee. Ayes: Unanimous.
 2. Owen Webster and Rick were present to represent the Omaha Veteran's Association. They have separated from the Warrior Society and are now in control of the pow wow grounds at 13th and Locust. The Omaha Veteran's Association will be holding the annual Labor Day event and taking care of the grounds. They would also like to make arrangements to be in the Community Days Parade. Roslyn is the secretary of their group.
 - B. Communications from the Departments
 1. Fire Department Update
 - a. Moved by council member Hawkins seconded by council member Huey to approve the volunteer application. Ayes: Unanimous.
 - b. There has been a request for a permit to have alcohol in the station for a private function. Some of the council members are opposed to having alcohol in the fire station. Moved by council member Hawkins seconded by council member Melonis to deny the request for beer and wine at the fire station.
Ayes: Hawkins, Parker, Melonis. Nays: Huey.
Eric stated there have been over 190 calls to date. The department held a health fair over the weekend and it was very successful. There were a lot of people in attendance. He reminded everyone that the fishing tournament will be held on Sat., June 1st. The Fire Department pancake breakfast will be held Sun., June 2nd. Pancakes in the park will be on July 6, 2013. Eric reminded everyone that fire pits have to be natural wood and in a contained area. The

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department recently was involved with a meeting of the regional dive team. Our 5 member Carter Lake Dive Team will be training with the regional team. The department needs a new motor for their boat. The department is actively looking for new volunteers. They will be doing a door to door campaign and increasing publications requesting volunteers for fire, EMS, and dive teams.

2. The Planning Board recommends approval of the proposed storm water ordinance. The board also recommends approval of a conditional use permit for the Soap Market. There will be some handmade soap, lotion, and bath items manufactured on site. A conditional use permit is required for those services in an area that is zoned C/L.
3. The Mayor had previously sent a request to the council to review the proposed directional signs for the Boys and Girls Club. Moved by council member Hawkins seconded by council member Parker to approve placement of 4 signs. Ayes: Unanimous.
4. Moved by council member Hawkins seconded by council member Huey to approve the Letter of Understanding with the Parks and Recreation Directors. Ayes: Unanimous.
5. City Clerk
 - a. Moved by council member Hawkins seconded by council member Melonis to approve the letter of understanding with Schroer and Associates for audits for the next two years. Ayes: Unanimous.
 - b. Moved by council member Melonis seconded by council member Hawkins to approve the average of 282 mobile homes for utility billing purposes. Ayes: Unanimous.
 - c. The clerk requested council guidance on the bids for the purchase of the dredge machine. Moved by council member Hawkins seconded by council member Parker to reject the email bid that was received. The council would like to counter offer with \$45,000. Ayes: Unanimous.

V. Ordinances

- A. Moved by council member Hawkins seconded by council member Huey to approve adopting an ordinance amending chapter 136 – Storm Water on the first consideration. Ayes: Unanimous.
- B. Moved by council member Parker seconded by council member Huey to approve adopting an ordinance amending chapter 20.05 – Manner of Publications on the first consideration. Ayes: Unanimous.
- C. Moved by council member Parker seconded by council member Hawkins to approve an ordinance amending chapter 69.08 – Designating No Parking on Nakoma Lane on the first consideration. Ayes: Unanimous.
- D. Moved by council member Melonis seconded by council member Hawkins to approve an ordinance amending chapter 65.02 – Designating a Stop Required on Nakoma Lane on the first consideration. Ayes: Unanimous.

VI. Resolutions

- A. Moved by council member Hawkins seconded by council member Parker to approve a resolution approving a Section 125 Premium Only Plan. Ayes: Unanimous.
- B. Moved by council member Parker seconded by council member Melonis to approve a resolution adopting a Fee Structure. Ayes: Unanimous.
- C. Moved by council member Hawkins seconded by council member Parker to approve a resolution placing liens for unpaid snow removal. Ayes: Unanimous.
- D. Moved by council member Huey seconded by council member Melonis to approve a resolution to apply liens for unpaid utility bills. Ayes: Unanimous.
- E. Moved by council member Parker seconded by council member Huey to approve a resolution to write off uncollectible utility bills. Ayes: Hawkins, Huey, Parker. Nays: Melonis.

VII. Comments

Mayor Kramer reminded the public that the Community Days parade and festival will be held on June 8, 2013. The Mayor stated that he had the opportunity to attend a naturalization party for an individual that was from Sweden. It was nice to see how excited the individual was to become an American citizen.

Council member Melonis reminded everyone of the Prayers and Pancakes on July 6, 2013 at Mabrey Park.

Council member Parker thanked everyone for attending the meeting tonight.

Council member Huey congratulated the 4th and 5th grade students who were named student of the month and year. They had a very nice ceremony to celebrate their achievements. He reminded everyone that summer is here and there will be more bikes, walkers, and motorcycles out and about. Please be careful.

The City now has a Face book account, Carter Lake City Hall.

Eric Bentzinger requested that the council look for a solution to the steep incline in the parking next to his house on 7th and Locust. The slope was created by work that has been done over the years on both Locust St. and on 7th St. The council would like to have an opportunity to look at the area. There is also a tree in the area that is adding to the issue.

Owen Webster will be requesting approval for a carnival on the northeast side of 13th and Locust during Labor Day weekend. The Omaha Veteran's Society has also sought the services of a tow company to remove illegally parked vehicles from the Indian property.

There will be a "Cops and Hoses" baseball game on June 7th on field one at Hamilton's Sports Complex.

Meeting adjourned at 7:43 PM.

Doreen Mowery, City Clerk

Russ Kramer, Mayor

City of Carter Lake
City Hall – 950 Locust St.
Proceedings: Monday, May 20, 2013 – 5:00 PM

Mayor Russ Kramer called the meeting to order at 5:00 PM.

Roll Call: Present – Council members Barb Melonis, Dave Huey, and Barb Hawkins
Absent – Council members Ed Aldmeyer and Tim Parker.
Also present – City Attorney Joe Thornton and City Clerk Doreen Mowery

1. The matter of a grievance filed by Ron Hansen on behalf of b/u came before the City Council on May 20, 2013. The grievances were presented to the Council by Todd Bell, Union representative and Officer Ron Hansen, Union Steward. The following grievances were presented:

1 - Grievance No. 5295 – Changing Shift Hours from 10 Hours to 8 Hours.

It was the Union's position that this matter should have been discussed with the Union and that it was a violation of the contract provisions.

In response to the Union's position Chief Kannedy took the position that it was within the management rights to change the shifts, be it for budget or scheduling reasons. In addition, he did meet with Ron Hansen, the Union Steward on May 1, 2013 to discuss the change. On April 4, 2013, the officers had been given notification of the potential to changing shifts. Any grievances should have been filed at that time. In addition, the City Attorney stated that changing the shift hours was not a new program that required consultation with the Union, even though the Chief did it on May 1st.

2 – Grievance No. 5296 – Bidding for Shifts

It was the Union and Mr. Hansen's position that being able to bid for shifts based on seniority should be allowed.

It was the Union's position that that was a past practice. The Union referenced Article 16.

Chief Kannedy took the position that there was not a past practice of shift bidding. He cited instances in March and February of this year with two other officers in which bid shifting did not occur when they wanted to have different shifts. In addition, there was nothing currently in front of the Chief so the issue should have been subject to grievance, if at all, back in March and February. The Chief took the position that management rights allow him to take the actions that he has taken in this matter and he was not required to offer shift bidding.

3 – Grievance No. 5297 – Two-Week Notice for Time Off

The Union and Mr. Hansen presented an argument that officers should not have to give two week notice to take time off. They claim that it was part of past practices. The Union claims it's a violation of Article 21 and Article 5.

Chief Kannedy took the position that he notified the Union back on February 5, 2013, that they needed to give a two-week notice. The Chief stated that there had not been a past practice in this regard. But in any event management rights allow the Chief to assign and use the means and methods for assignments and schedules as he deems appropriate. If there was going to be a grievance on this issue it should have been filed after the notice on February 5, 2013.

After having heard all of the arguments and asked all the questions that the Council had, it was moved by council member Barb Hawkins and seconded by council member Barb Melonis to go into closed session under the provisions of Chapter 20.17 of the Code of Iowa. Upon unanimous vote the Council and Mayor went into executive session at 5:47 PM.

Upon returning from Executive Session at 6:00 PM, it was moved by council member Melonis and seconded by council member Hawkins to deny all three grievances (No. 5295, 5296 and 5297) for the reasons cited by the Chief and the City Attorney. There will be a written decision stating those reasons issued tomorrow.

The grievance hearing was then adjourned at 6:01 PM.

The following written statement states the reasons for denial of the grievances as cited by the Chief and the City Attorney:

With regard to Grievance No. 5295, the Council finds that the Chief has the authority to make the change from 10 hour shifts to 8 hour shifts. Notice about a potential change was given on April 4, 2013. A grievance should have been filed at that time. The issue is specifically addressed in Article 2. In addition, the Chief did have a meeting with the Union on May 1, even though it was not a new program and was not necessary under the Contract. Therefore, the grievance should be denied.

With regards to Grievance No. 5296, the Council found that the Chief had the authority to not allow shift bidding based on seniority. This is within his rights under Management Rights in Article 2. In addition, there is no current shift-bidding issue. If there would have been a complaint it should have occurred back in March and February when two other officers were not allowed to do shift bidding. The timing for the grievance is late and there is no shift bidding issue pending at this time.

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With regard to Grievance No. 5297, the Council finds that the Chief gave the officers notice of the need to provide two-week's notice before taking time off back on February 5, 2013. A grievance should have been filed at that time. In addition, to require two-week notice for time off is within the Management Rights and is consistent with Article 5, Section 2 of the Contract.

Doreen Mowery, City Clerk

Russell D. Kramer, Mayor

Proceedings: Board of Adjustments Meeting
Monday, June 3, 2013 - 7:00 PM

Hardy Brown called the meeting to order at 7:00 P.M.

Roll Call: Present: Hardy Brown, Paul Christensen, Michelle McWilliams, Sue Cudd, and Bill Blankenship

Also present: Doreen Mowery, City Clerk

1. Sheila Puentes from 1009 Willow Dr. was present and requested a variance for a side yard setback to allow her to construct a shed on her property. There is an existing shed, however the new shed would be larger and she does not want to move it into the middle of her back yard. She would like to use the existing foot print. Moved by board member Brown seconded by board member Blankenship to approve the variance as requested. Ayes: Unanimous.
2. Michael Hoskovec from 1019 Shoal Drive was present to request a variance to build an addition to the garage and house. The addition does not meet the side yard setback requirements for residential property. Mr. Hoskovec stated that the front yard setback would meet the required 25 foot setback and he is not requesting a variance for the front yard. He does however, want a variance for the side yard. He presented a letter from both of his neighbors and from the homeowners association. The HOA has approved the addition and the neighbors do not object to his request. Moved by board member Christensen seconded by board member McWilliams to approve the 2 1/2 foot variance on the side yard. There will be no variance from the 25 foot front yard setback requirement. Ayes: Unanimous.

The board of adjustments meeting was adjourned at 7:19 PM.

After the meeting the board discussed a recent request for a six-foot privacy fence in the front of a home on Locust Street. The six foot fence would tie into the neighbor's existing 6 foot fence. The board stated that they would not be in favor of a six foot fence, they would prefer the applicant build a 4 foot fence as required in the code. If the homeowner would like them to consider a six foot fence they will need to go through the process of requesting a variance and a meeting.

Hardy Brown, Chairman

2013 May

Residential Building Permits

Permit #	Date	Applicant	Address	Description	Permit Amount	Dirt Haul Deposit	Date Paid	Recpt. #	Value of Permit	Permit Exp. Date	Dirt Deposit Refunded
R35-13	05/06/13	Mikel USA	910 Hiatt	Roof & Siding	\$ 32.00		05/06/13	10441	\$ 5,000.00	11/06/13	
R36-13	05/06/13	AG Contractors	171 CLC	Bathroom Remodel	\$ 120.50		05/07/13	10448	\$ 10,000.00	11/06/13	
R37-13	05/06/13	Drew Evers	1113 Willow	Remodel	\$ 220.00		05/06/13	10440	\$ 20,000.00	10/06/13	
R38-13	05/06/13	Rebecca Hausner	1543 Stella Ave	Deck	\$ 23.00		05/07/13	10447	\$ 1,500.00	10/06/13	
R39-13	05/08/13	Jason Rowe	4408 N 17th	Patio	\$ 120.50		05/08/13	10452	\$ 10,000.00	06/08/13	
R40-13	05/08/13	Delbert Settles	38 CLC	Fence	\$ 15.00		05/08/13	10453	\$ 1,000.00	08/08/13	
R41-13	05/08/13	KBS Electric Brett	134 CLC	Preconnect/OPPD Fax	\$ 25.00		05/13/13	10469	\$ 300.00	06/13/13	
R42-13	05/09/13	Wright Plumbing	2919 N 5th St	Replace water heater	\$ 25.00		05/13/13	10468	\$ 750.00	06/09/13	
R43-13	05/09/13	CTI Roofing	4315 N 13th St	Replace Roof	\$ 18.50		05/13/13	10467	\$ 26,500.00	08/09/13	
R44-13	05/13/13	Wallingford Const.	1017 Shoal Pt Dr	Replace Deck	\$ 23.00		05/13/13	10466	\$ 20,000.00	07/13/13	
R44-13	05/14/13	NoStar LLC (Roger Andersor	134 CLC	Remodel	\$ 140.50		05/14/13	10493	\$ 12,000.00	08/14/13	
R45-13	05/15/13	Cindy Rae	3510 9th St #41	Shed	\$ 15.00		05/20/13	10527	\$ 600.00	09/15/13	
R46-13	05/16/13	Tim Scholten	1507 Walker	Kitchen Remodel	\$ 70.50		05/20/13	10526	\$ 5,000.00	08/16/13	
	05/17/13	Shelly Winey	1347 Cachelin	Temporary Structure (POD)	\$ -		05/17/13		\$ -	06/17/13	
R47-13	05/20/13	Mikel USA	1333 Dorene	Replace Roof	\$ 19.50		05/21/13	10539	\$ 3,000.00	09/20/13	
R48-13	05/21/13	Perfect Plumbing	1210 Dorene Blvd	Replace Sewer Line	\$ 42.00	\$ 200.00	05/21/13	10540	\$ 7,000.00	06/21/13	05/30/13
R49-13	05/28/13	Ron Tremble	3715 N 13th St	Concrete drive & Sidewalk	\$ 20.00		05/28/13	10569	\$ 2,500.00	06/28/13	
R50-13	05/30/13	Mike Jansen Decks	1006 Shoal Pt Dr	Replace Deck	\$ 150.50		05/30/13	10575	\$ 13,000.00	08/30/13	
	05/30/13	Bill Rogers	4416 N 9th	Replace Patio Lid	\$ -				<500		

Commercial Building Permits

C5-13	05/07/13	Wallingford Const	914 Silver Ln	Remodel/Conditional Use Per	\$ 55.00		05/20/13	10532	\$ 3,000.00	08/20/13	
C6-13	05/29/13	Standard Heating & A/C	1225 Ave H	Replace A/C Unit	\$ 200.00		05/29/13	10571	\$ 8,274.00	07/29/13	

Total \$ 1,335.50 \$ 200.00 \$ 149,424.00 \$ 41,424.00

FOR OFFICE USE: CASE # _____ Receipt # _____
Z.B.A. Public Hearing: _____ Amount _____

CITY OF CARTER LAKE

APPLICATION FOR PLANNING BOARD AGENDA

1. APPLICANT: Lakeside MH Community Phone: 712-347-5945
Address: 3510 N 9th St. Carter Lake *Status: PO
2. REPRESENTED BY: Peggy Burns Phone: 402-812-2344
Address: 3510 N 9th St. Carter Lake, IA 51510
3. STREET ADDRESS/LOCATION: 3510 N 9th St.
Carter Lake, IA 51510
4. LEGAL DESCRIPTION: 3510 N 9th St.
Carter Lake
5. OWNERS NAME: Pinnacles West LLC dba Lakeside MHC
6. OWNERS ADDRESS: 11335 Gold Express Drive. Ste 100
Gold River, CA 95670
7. REASONS FOR REQUEST AND INTENDED USES: We are interested in
allowing RV's/campers to rent our mobile home sites,
8. ZONING DISTRICT: R-M either for 1 month, the summer months,
or year round, but
9. PRESENT USE: Manufactured home Community no permanent
residents -
10. COPY OF BLUEPRINTS OF INTENDED STRUCTURE. _____ only 30 days
at a time.
11. ADMINISTRATIVE DECISION ISSUED: _____

FOR OFFICE USE

12. ATTACHED TO THE APPLICATION ARE:
- a. Denied "Building Permit Application" Form..... _____
 - b. Approves..... _____
 - c. Restrictions..... _____

THE FACTS PRESENTED ABOVE ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE:

13. SIGNATURE: Lakeside MHC by  Date: 6/4/13
- TYPED OR PRINTED NAME: Lakeside MHC by Peggy Burns *Status: A

*NOTE: P.O. = Property Owner C.P. = Contract Purchaser
O.H. = Legal Optionholder A. = Owner's authorized agent

**SECTION 9
RM MOBILE HOME RESIDENTIAL DISTRICT**

901 Purpose

It is recognized that mobile home development, properly planned, can provide important opportunities for affordable housing. This District designation provides opportunities for mobile home development within planned parks or subdivisions, along with the supporting services necessary to create quality residential neighborhoods. The purpose of this chapter is to provide for municipal regulation of mobile homes and mobile home parks in furtherance of the public health, safety, morals and welfare.

902 Site Development Regulations

Regulator	1 Family Detached	Other Permitted Uses
Site Area per Housing Unit (square feet) In Conventional Development	6,000	
Minimum Lot Area In Conventional Development	6,000	6,000
Minimum Lot Width (feet) In Conventional Development	60	60
Minimum Yards (feet)		
Front Yard	25	25
Side Yard	5	10
Street Side Yard	15	15
Rear Yard	25	25
Maximum Height (feet)	35	35
Maximum Building Coverage	45%	45%
Maximum Impervious Coverage	60%	60%
Floor Area Ratio	NA	0.50
Maximum Percentage of Total Parking Located in Street Yard	NA	50%
Minimum Depth of Landscaping Adjacent to Street Right-of-Way Line (feet)	20 *	20 *
	35**	35 *

* Private Street

** Public Street

903 Flexible Yard Setbacks in Planned Districts

The Planning Board and City Council may vary required minimum setbacks in planned districts. However, the setback from the front facade of a garage to any public or private street right-of-way including the boundary of sidewalks) must be at least 20 feet.

904 Additional Requirements

a. Parking areas, accessory buildings, and garages must be at least 10 feet from a side or rear lot line. A greater separation from residential zoning districts may be required by Section 26.

- b. Swimming pools must be at least 50 feet from a side or rear lot line.

905 Definitions.

For use in this chapter the following terms are defined:

1. "Abandoned Property" means any mobile home or modular home, parked on a street, alley, or highway in the City determined by the police authority to create a hazard to other vehicular traffic.
2. "Manufactured Home" means a factory built structure, which is manufactured or constructed under the authority of 42 U.S.C. Sec. 5403 and is to be used as a place for human habitation, but which is not constructed or equipped with a permanent hitch or other device allowing it to be moved other than for the purpose of moving to a permanent site, and which does not have permanently attached to its body or frame any wheels or axles.

(Code of Iowa, Chapter 414)

3. "Mobile Home" or "House Trailer" means any vehicle without motive power used or so manufactured or constructed as to permit its being used as a conveyance upon the public streets and highways and so designed, constructed or reconstructed as will permit the vehicle to be used as a place for human habitation by one or more persons; but also includes any such vehicle with motive power not registered as a motor vehicle in Iowa.

(Code of Iowa, Sec. 135D.1[1])

4. "Mobile Home Park" or "Trailer Park" means any site, lot, field or tract of land upon which two (2) or more occupied mobile homes are harbored, either free of charge or for revenue purposes, and includes any building, structure, tent, vehicle or enclosure used or intended for use as part of the equipment of such mobile home park. The term "mobile home park" is not to be construed to include mobile homes, buildings, tents or other structures temporarily maintained by any individual, educational institution or company on their own premises and used exclusively to house their own labor or students.

(Code of Iowa, Sec. 135D.1[2])

906 Location of Mobile Homes.

It shall be unlawful for any person to park or place any mobile home on the streets, alleys or highways, any public place, or on any private land within the City, except as is provided by State law and this chapter. This section shall not apply to:

1. Mobile Home Parks. Mobile homes parked or placed within mobile home parks.
2. Dealer's Stock. Mobile homes parked upon private property as part of a dealer's or a manufacturer's stock not used as a place for human habitation.
3. Manufactured Homes. Manufactured homes exceeding twenty-two (22) feet in width, or mobile homes meeting the manufacturing requirements of the State Building Code and which are converted to real property in accordance with Section 135D.26 of the Code of Iowa, providing that the location of such manufactured home or mobile home meets all other requirements imposed by this Code of Ordinances.

907 Special Permits.

The Council, upon application of a mobile home owner, may issue special permits for the location of mobile homes outside mobile home parks. The Council shall issue such special permits only when it appears that location within local mobile home parks is impracticable and public health, safety and welfare interests will not be seriously affected by granting the permit. Special permits shall not be granted for periods in excess of fourteen (14) days except in the case of a bona fide owner of a lot or lots who is in the process of building a permanent home on the premises, in which case, the owner may occupy the lot(s) with a mobile home for use as a temporary home for a period not to exceed six (6) months. Not more than one mobile home shall be permitted to be located on the same premises outside of mobile home parks. At expiration, permits may be renewed for a like period of time upon submitting to the Council a new application, together with the reasons for requesting the extension.

908 Application for Special Permit.

Application for a special permit shall be accompanied by an inspection fee of one dollar (\$1.00). The application shall contain:

1. Description of Mobile Home. A description of the applicant's mobile home.
2. Property Description. A property description of the place where the mobile home will be located.
3. Property Owner. The name of the owner of the premises upon which the mobile home will be located together with the written approval from the owner of the premises where the mobile home will be located.
4. Sanitation Facilities. Information on sanitation facilities of the mobile home and those available at the place of location.
5. Mobile Home Park. A statement concerning the practicability of location within a local mobile home park.
6. Duration of Permit. A statement of the desired duration of the special permit.

909 Emergency and Temporary Parking.

Nonresidents of the City may park a travel trailer or motor home on any street, alley, highway or other public place within the corporate limits of the City subject to a permit being issued by the City and to any other and further prohibitions, regulations or limitations imposed by the traffic and parking regulations pertaining to streets, alleys or highways.

910 Storage Fees and Costs.

The owner of any mobile home or modular home placed or left in a street, alley, highway or other public place within the City shall be responsible for the costs of towing and storage for said mobile home or modular home. The charge for storage of said mobile home or modular home shall be the sum of fifty dollars (\$50.00) per day.

911 Auction Sale.

All mobile homes or modular homes impounded by the police department shall be sold pursuant to Section 321.89 and subsequent sections of the Code of Iowa.

912 Authority to Take Possession of Abandoned Property.

A police authority may take into custody any abandoned mobile home or modular home and shall remove, preserve, store and dispose of said abandoned property.

913 Trailer Park Permit Required.

It is unlawful for any person to construct within the limits of the City any trailer park unless such person shall first obtain a permit therefore.

914 Permit Application.

Any person desiring to construct a trailer park shall first file with the Clerk/Treasurer written application in duplicate on a form furnished by the City for a trailer park permit. Applications shall be accompanied by a plat and other documents showing the following information:

1. The name and address of the applicant;
2. A legal description of the trailer park area, and extent of area to be used for trailer park purposes;
3. The location and legal description of the trailer park;
4. Location and site of trailer lots;
5. Location, number and type of service buildings;
6. Plans and specifications of all other buildings and improvements constructed or to be constructed within the trailer park;
7. Method and plan of
8. Public water supply taps and facilities;
9. Method and plan of garbage disposal;
10. Plan of electric lighting including the location of exterior park lights and the electric facilities provided for trailers;
11. Incinerator and burning space;
12. Children's play area;
13. Drainage facilities; and
14. Fire protection facilities.

All accompanying plans and specifications, as set out in this section, shall also be filed in duplicate.

915 Inspection of Plans.

The health department, building, plumbing and electrical inspectors, planning and zoning commissions, and fire chief shall inspect the proposed plans. If it is found that the proposed trailer park will be in compliance with all provisions of this chapter and all other applicable ordinances or statutes, such report shall be made to the Council, which shall approve the application and issue the permit.

916 Location Within City Restricted.

No trailer park shall be located within the limits of the City except in a commercial or industrial zone, as designated by City ordinance.

917 Water and Sewer Connection.

No trailer park shall be located in the City unless it has City water available to it, and unless it is connected with the City's sanitary sewer system, if available, or proper sanitary facilities if sewer connection is not so available.

918 Location in Regard to Setback and Other Buildings.

No occupied trailer or service building shall be located within the City limits within the recognized setback line for the zoning districts in which such trailer is located, nor less than ten feet from any other building. No trailer shall be located nearer than fifteen (15) feet to any public street or highway.

919 Conformance With Other Ordinances.

Nothing in this chapter shall be deemed or construed to repeal, abrogate or modify any zoning ordinance or any provisions thereof in effect in the City.

920 Site Drainage and Grade.

Each park shall be located on a well-drained site, properly graded to ensure rapid drainage and freedom from stagnant pools of water.

921 Entrance and Exit.

Each park shall have a surfaced entrance and exit, the entrance and exit, or either of them, being not less than eighteen feet in width and plainly marked in the daytime and adequately lighted at night.

922 Lot Size.

Each park shall be divided into lots for each trailer, each lot having an area not less than twenty-eight hundred square feet with a minimum width of forty feet and minimum depth of seventy (70) feet.

923 Driveways.

All trailer lots shall face or abut upon a driveway of not less than twenty feet in width which shall have unobstructed access to a public street, alley or highway. All driveways shall be all-weather surfaced, well

marked in the daytime and lighted at night, with twenty-five watt lamps at intervals of one hundred feet located approximately fifteen feet from the ground, or equivalent lighting.

924 Service Buildings Required.

Each park shall provide service buildings to house toilet facilities, bathing facilities, laundry facilities, and other sanitary facilities as more particularly prescribed in Sections 123.22 through 123.31.

925 Outlet on Lot.

Every trailer lot shall be furnished with an electric service outlet. Such outlet shall be equipped with an externally operated switch or fuse of not less than thirty amperes capacity and a heavy-duty outlet receptacle.

926 Water Supply for Park.

An adequate water supply obtained from the water system of the City must, at all times, be furnished to each trailer park in sufficient quantities to meet all requirements of the park. The water supply shall be connected to the individual trailer or be furnished from faucets conveniently located in the trailer park. A cold water supply shall be located on all lots in a trailer park.

927 Drinking Water System.

No common drinking vessels shall be permitted, nor shall any drinking water faucets be placed in any toilet room or water closet compartment.

928 Hot Water Provided.

An abundant supply of hot water shall be provided at all times for bathing, washing, and laundry facilities.

929 Condition of Service Buildings.

All service buildings and the grounds of the park shall be maintained in a clean, sightly condition and kept free of any condition that will menace the health of any occupant or the public, or constitute a nuisance.

930 Laundry Facilities.

The laundry facilities shall be provided in the ratio of one washing machine for every twenty trailer lots. Dryers shall be provided sufficient to accommodate the laundry of the trailer occupants. The service building housing the laundry facilities shall be a permanent structure complying with all applicable ordinances and statutes regulating buildings, electrical installations and plumbing and sanitation systems.

931 Waste System.

All waste from showers, toilets, laundries, faucets and lavatories shall be wasted into a sewer system extended from and connected with the City sewer system if available, otherwise an adequate sanitary disposal system. All trailer lots in a trailer park shall be equipped with a sanitary sewer drain for direct connection with a trailer in such lot.

932 Connection With City Required.

All sanitary facilities in any trailer which are not connected with the City sewer system by means of rigid connections shall be sealed and their use is declared unlawful.

933 Waste Water Disposal.

In no case shall any wastewater be thrown or discharged upon the surface of the ground or disposed of by any means other than provided in this chapter.

934 Garbage Receptacles.

Metal or plastic garbage receptacles shall be provided on the basis of one receptacle for every four trailer lots, and shall be located not farther than fifty feet from any trailer lot. The cans shall be tightly covered and shall be kept in sanitary condition. Garbage and rubbish shall be collected and disposed of by the City garbage collection service. Sufficient receptacles shall be provided to prevent littering the ground with rubbish and debris.

935 Fire Extinguisher Requirements.

Each service building shall be equipped with not less than one ten-pound ABC extinguisher on each floor or level of the buildings.

936 Playing Space.

Adequate playing space shall be provided for the children.

937 Permit Not Transferable.

The permit shall not be transferable from one location to another.

938 Additions to Trailer.

No additions shall be built onto any trailer, which shall leave a clearance of less than ten clear feet between the addition and the next trailer. No fences or enclosures shall be constructed without application made to the Building Inspector and a permit issued for such construction. The necessary permit shall be secured before building such structure, which must comply with statutes of the State and ordinances of the City pertaining to housing.

939 Change of Plan.

Any change to be made in a trailer park plan after a permit to construct a trailer park has been obtained shall be filed with the Clerk/Treasurer and the approval thereof secured from the Council.

940 Enclosed or Buried Drain and Sewer Pipes.

The connections consisting of all pipes, fittings and appurtenances from the drain outlets of the mobile home to the inlet of the corresponding sewer riser pipe of the sewage system serving the mobile home park shall be completely enclosed underneath the mobile home, or if located outside the mobile home, the pipes, fittings and appurtenances shall be buried beneath the ground.

941 Tying Down Mobile Home Against Wind.

All trailers, mobile homes and trailer coaches shall be affixed to the ground by tie-downs in accordance with and conforming to the rules and regulations of the Defense Civil Preparedness Agency Department of Defense, Pamphlet TR75, with respect to protecting mobile homes from high winds. All trailers must be tied down within sixty days after being moved into the mobile home park.

942 Violation - Penalty.

Any person violating any of the provisions of this chapter is guilty of a misdemeanor and, upon conviction, shall be fined a sum not exceeding one hundred dollars (\$100.00). Each day in which such violation is permitted to exist shall constitute a separate offense, and be punishable as such under this chapter.

Zoning District Regulations

Use Matrix: Office and Commercial Use Types

Use Types	R-1	R-2	R-3	R/CC	RM	C/L	C-1	C-2	TC	C/A	BP	M-1	M-2	Addl Reg
Office Uses														
Corporate Offices*			C			P	P	P	P	P	P	P	P	
General Offices			C			P	P	P	P	P	P	P	P	
Financial Offices*			C			P	P	P	P	P	P	P	P	
Medical Offices*			C			P	P	P	P	P	P	P	C	
Commercial Uses														
Ag Sales/Service*								C				P	P	
Auto Services*						C	C	C				P	P	
Body Repair*								C				P	P	
Equipment Repair*								C				P	P	
Bed and Breakfast						P	P	P	P	P				**
Business Support Services						P	P	P	P	P	P	P	P	
Business/Trade School						C	C	P	P	P	P	P	P	
Campground*														**
Cocktail Lounge						C	C	C	C	C	C	C	C	
Commercial Rec* (Indoor)						C	C	P	P	P	P	P	P	
Commercial Rec* (Outdoor)										P		P	P	
Communication Service						P	P	P	P	P	P	P	P	
Construction Sale/Service*							C	C				P	P	
Consumer Service						P	P	P	P	P	P	P		
Convenience Storage*												P	P	
Food Sales (Convenience)*						C	C	C		C	C	P	P	
Food Sales (Limited)						P	P	P	P	P	P	P	P	

P Permitted by right or by right subject to supplemental regulations

C Permitted by Conditional Use Permit

***** Use Permitted after Site Plan Approval

Blank Use not permitted in zoning district, unless established as a lawful nonconforming use

****** Missouri River corridor