

City of Carter Lake  
City Hall – 950 Locust Street  
Proceedings: Public Hearing and Regular Planning Board Meeting  
Monday, Aug. 3, 2015 – 7:00 PM

This Planning Board Meeting was called to order at 7:15 PM by board chairman Ray Pauly.

### PUBLIC HEARING

Roll Call: Present: Ed Palandri, Kathy Dueling, Karen Fisher, Jackie Wahl, and Ray Pauly  
Absent: Tim Podraza, and Jay Gundersen  
Also present: Deputy City Clerk Lisa Ruehle  
City Attorney Joe Thornton was present by telephone

Board member Pauly opened the public hearing on an ordinance to amend the Unified Land Development Ordinances, Section 309 sub-section n: Warehousing (Enclosed-Limited) and Table 4-1 Use Matrix: Industrial and Transportation Uses.

Dan Williams, President of Tighton Tools, introduced himself. He has shown interest in purchasing the building at 300 Locust. Their plans are to re-skin the entire building and put on a new roof. He understands there were some questions about some requested additional changes the board would like on the building. He stated that the skin would be similar in color and type as to what currently exists and that there would also be new doors and windows. He wants to make sure that a metal re-skin is in line with what the City requires, however they do not have plans to install a brick facade. Providing their business continues to grow, they may build a larger building next to the existing building. Board member Pauly stated if another building is built the board would discourage the dock doors being placed on the front of the building. Some of the board members would like the new owner to dress up the Locust Street side of the property. Mr. Williams stated they are going to be cleaning up the front driving area and adding some signage. There will not be any outdoor storage at this facility. The Attorney stated that the plans need to be submitted to the board as soon as possible, along with a request for a conditional use permit. Board member Palandri stated that the building inspector would have to be contacted regarding required building permits. Mr. Williams believes if they add on it would be an additional free standing building on the east side of the existing building. They have an internet company called toolbarn.com. Ed Palandri asked Joe if the proposal to re-skin the exterior of the building would be repairs or a remodel. He wanted to make sure that they do not have to conform to the current regulations. He thinks if the assessed value is the improvements is over 50% they would have to conform. Ed stated that on the second free standing building the requirements for the exterior would have to be waived by the planning board and the council if they did not meet the guidelines.

No written comments were submitted for the public hearing.

The public hearing was closed at 7:27 P.M.

Board member Pauly opened the regular meeting at 7:27 PM.

Approval of the Agenda – Moved by board member Palandri seconded by board member Dueling to approve the agenda as submitted. Ayes: Unanimous.

1. Consent Agenda – Moved by board member Dueling seconded by board member Pauly to approve the consent agenda as presented. Ayes: Unanimous.
2. New Business
  - a. Board member Palandri commented that the matrix that is attached to the proposed ordinance is the older one that does not show the P/I district and the most current matrix needs to be attached. Moved by board member Pauly seconded by board member Dueling to recommend approval of the proposed ordinance to the City Council. Ayes: Unanimous.
  - b. Owen Parkway has submitted a proposed replat of Lots 1 thru 4 inclusive. The replat has been prepared showing the additional area for the detention pond. Board member Palandri noted that there are some typos regarding references to notes 3 and 4 that should be notes 4 and 5. The notary also references Nebraska instead of Iowa. Moved by board member Palandri seconded by board member Dueling to recommend approval of the plat with the changes to the reference numbers 3 and 4 and the notary. Ayes: Unanimous. Attorney Thornton will make sure the changes are made, as noted.
  - c. Moved by board member Palandri seconded by board member Pauly to approve an address of 2010 Abbott Drive for Lot 2 on Owen Parkway Replat One. Ayes: Unanimous.
  - d. Dennis Rochford was present and requested board approval for the plat of Phase III of the Nakoma Town Homes. The last item for him to complete was the storm water detention pond. He indicated that the building inspector and maintenance supervisor have both signed off on the detention pond. Mr. Rochford stated that he installed the detention area as approved by the city's engineer in Oct. of 2014. Board member Palandri questioned if phase III included a second egress for vehicles, or a way for vehicles to turn around. Mr. Rochford stated that the issue was previously discussed, but died because the fire chief did not see a reason for egress or a turn around. Board member Palandri asked for a final plan that shows all completed infrastructure. Dennis reported that Phill Newton, Fire Coordinator has no concerns with egress. Board member Palandri questioned if the Building Inspector had any concerns with the project. Mr. Rochford reported that both the Building Inspector and Maintenance Supervisor have reviewed it and have no concerns with the project. Mayor Waltrip stated that when it comes to the street, there is no parking allowed, therefore there is adequate room to travel. He does not believe there is a safety issue with this particular street. Board member Palandri asked how the street was going to be finished on the south side of the property. Dennis stated that the street would be functional and it will look good. He will be landscaping and finishing the other side of the street. The final street has been in for several years. Palandri would like to see a cul-de-sac or a hammerhead at the end of the street. He also stated that the buildings are a nice compliment to the city. Moved by board member Dueling seconded by board member Fisher to recommend conditional approval to include verifying with the building inspector and maintenance supervisor that they have reviewed and approved the plat. Ayes: Unanimous. The Mayor complimented the board on taking on the tough issues and the amount of hours they put into the board.
  - e. The Attorney provided a red-lined version of the proposed Detention Pond Maintenance Agreement for OMA Lodging. The legal description will need to be changed to reflect the

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replat that the board approved at this meeting. Moved by board member Pauly seconded by board member Palandri to approve the agreement. Ayes: Unanimous.

The Attorney thanked the board for their good work. He disconnected from the meeting at this time.

- f. The Storm Water Ordinance was tabled until board member Gundersen is present. Board member Pauly stated that the council is not in favor of the underground storage, however he does not believe the council is opposed to beefing up the ponds to be more aesthetically pleasing like rain gardens and bio-swales.

3. Old Business

- a. There was no update from the storm water committee at this time. There was a meeting however board member Wahl did not receive notice.

4. Special Meetings - The board will meet for a special meeting if needed.

5.

6. Assignments - Board member Pauly will attend the next council meeting to submit a board report.

7. Comments

Board member Fisher stated it is very exciting news to have the new hotels.

Board member Dueling is looking forward to new businesses and more jobs in Carter Lake.

Board member Palandri thanked the clerk's office for the minutes. He would like copies of the recent ordinances that were adopted especially the ones that made changes to the Land Development ordinances.

Board member Pauly is excited to see the new developments and hopefully they spur more development.

Meeting adjourned at 8:07 PM.

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Lisa Ruele, Deputy City Clerk

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Ray Pauly, Chairman