

PLANNING BOARD MEETING
City Hall - 950 Locust St., Carter Lake, Iowa
Monday, April 12, 2021 7:00 P.M.

NOTICE OF PUBLIC HEARING

Carter Lake Planning Board on April 12, 2021 at 7:00 P.M.
at Carter Lake City Hall located at 950 Locust Street

THE BOARD WILL BE ACCEPTING COMMENTS CONCERNING PROPOSED TEXT AMENDMENT TO THE LAND USE DEVELOPMENT ORDINANCES FOR THE CITY OF CARTER LAKE, IOWA

The Land Use Development Ordinances adopted by the City of Carter Lake, Iowa on August 28, 2006, shall be amended as follows:

Approved use in C-1 Limited Commercial District shall now include:

Amend the definition of 307 (a) Agricultural Sales and Services to read as follows: Establishments or places of business engaged in sale from the premises of feed, feed supplements, grain, fertilizers, farm equipment, pesticides and similar goods or in the provision of agriculturally related services with incidental storage on lots other than where the service is rendered. Or enclosed warehousing including the storage, distribution and handling of feed and feed supplements. Typical uses include nurseries, hay, farm implement dealerships, feed and grain stores, and tree service firms.

And that the TABLE 4-1 "Use Matrix for "Ag Sales/Services" type in the Code shall be amended as an approved use that requires a Conditional Use permit (C) in the C-1 Zoning District.

AGENDA

Roll Call

Approval of the Agenda

1. Consent Agenda
 - a. Building Permits listing
 - b. City Council Minutes
 - c. Planning Board Minutes

2. New Business
 - a. Lakeside Recyclers potential development
 - b. McGrew Real Estate Holdings, LLC 2920 N. 5th Street

3. Comments

4. Adjourn

04/09/21

jmc

PLANNING BOARD MEETING

Monday, March 8, 2021 7:00 P.M.

The Planning Board meeting was called to order at 7:00 p.m. by Chairman Ed Palandri. Roll Call: Present: Kathy Dueling, Nate Bradburn, Tim Podraza, Jay Gundersen and Ed Palandri; Absent: Ray Pauly and Scott Crowder.

Gundersen moved to approve rearranging the agenda to allow item 2B to be first on agenda, seconded by Bradburn; Unanimous approval. Podraza moved to approve consent agenda items building permit listing and planning board minutes, seconded by Dueling; Unanimous approval.

New Business:

Item 2B:

Chris McGrew owns McGrew Trucking aka McGrew Real Estate Holdings, LLC regarding the warehouse property located at 2920 N. 5th Street. Plan to bring in rail containers remove palletized dry agricultural product. Supplement and nutrients for hog operations, this will only be a warehousing location, product will be in possession for about 2 days and then it is transported out to business. Motion by Ed second by Jay to conceptually support the proposed use of the building and the proposed zoning changes needed to allow the type of business in the C-1 District Expand the definition to of agricultural sales and services to include warehousing and amend the matrix to include this type of business in the C-1 district. And will hold public hearing before sending recommendation to the City Council; and the planning board would recommend a conditional use permit with certain terms and conditions, most notably comply with any of the zoning regulations of the M-1 and M-2 district which is industrial. Developer intends to start within 60 days with beautification and improvements.

Item 2A: Zoning for C/L and CA) District:

Two existing Carter Lake businesses are evaluating plans to add new buildings along Locust Street for expansions. The current zoning code and matrix does not allow for the proposed services they wish to provide in the new buildings.

The first business is located in the C/L zoning district; after a verbal description provided by Mayor Ron Cumberledge the board discussed the following definitions: **“Business Support Services”** is as follows: *Establishments or places of business primarily engaged in the sale, rental or repair of equipment, supplies and materials or the provision of services used by office, professional and service establishments to the firms themselves but excluding automotive, construction and farm equipment. Typical uses include office equipment and supply firms, small business machine repair shops or hotel equipment and supply firms, messenger and delivery services, custodial or maintenance services, and convenience printing and copying.* And **“Maintenance Facilities”** as defined is a public facility supporting maintenance, repair, vehicular or equipment servicing, material storage, and similar activities including street or sewer yards, equipment service centers, and similar uses having characteristics of commercial services or contracting or industrial activities.

The board agreed that language amendments to the current definition would allow these businesses to move forward with their expansions.

The second business is located in the CA District and the Board is uncertain as to what the development plans are and what will need to be addressed for the zoning.

Motion by Palandri second by Gundersen that the planning board is in support of development of both projects with the understanding that some changes to the zoning regulations may be needed on the advice of the city attorney.

With no further comments, Palandri moved to adjourn seconded by Dueling at 7:30 p.m.

Ed Palandri, Chairman

Jackie Carl, City Clerk

PERMITS MASTER FILE LISTING

Permit #	Contractor	Description	Appl Date	Fee(s)		
Status	Owner	Sub-Division	Lot	Issued Date	Cost of Work	Paid
App'l Type	Location	Type of Use		Expire Date		Amount Due
MR221-21	BLAND THE ROOFER	RE-ROOF		3-10-21	2,844.00	18.50
Issued	JOHN ISAACSON			3-10-21		.00
Contractor	3510 265 N 9TH ST			9-06-21		18.50
		MR221-21			2,844.00	18.50
						FEE .00
						PAID .00
						DUE 18.50
MR222-21	OWNER AS GEN CONTRACTOR			3-10-21	1,500.00	23.00
Issued	MICHAELA NEARY			3-10-21		.00
Contractor	4425 N 7TH ST			9-06-21		23.00
		MR222-21			1,500.00	23.00
						FEE .00
						PAID .00
						DUE 23.00
MR223-21	OWNER AS GEN CONTRACTOR	8'x12' SHED & DECK		3-11-21	2,885.00	38.00
Issued	RAY BIGHAM			3-11-21		.00
Contractor	1313 AVENUE P			9-07-21		38.00
		MR223-21			2,885.00	38.00
						FEE .00
						PAID .00
						DUE 38.00
MR224-21	BEST ROOFING	RE-ROOF		3-15-21	4,120.00	18.50
Issued	LADANA REID			3-15-21		.00
Contractor	1302 JANBROOK BLVD			9-11-21		18.50
		MR224-21			4,120.00	18.50
						FEE .00
						PAID .00
						DUE 18.50
MR225-21	RENEWAL BY ANDERSON	NEW WINDOWS		3-15-21	18,000.00	13.50
Issued	BAKER, WOLFORD S			3-15-21		.00
Contractor	30 CARTER LAKE CLB			9-11-21		13.50
		MR225-21			18,000.00	13.50
						FEE .00
						PAID .00
						DUE 13.50
MR226-21	CHAMPION WINDOWS	REPLACE WINDOWS		3-17-21	4,000.00	13.50
Issued	RHONDA MORASKI			3-17-21		.00
Contractor	4208 N 17TH ST			9-13-21		13.50
		MR226-21			4,000.00	13.50
						FEE .00
						PAID .00
						DUE 13.50
MR227-21	TUFF SHED			3-17-21	1,800.00	15.00
Issued	MATHEW SCHMECKPEPER			3-17-21		.00
Contractor	3510 LOT#66 N 9TH ST			9-13-21		15.00

PERMITS MASTER FILE LISTING

Permit #	Contractor	Description	Appl Date	Fee(s)			
Status	Owner	Sub-Division	Lot	Issued Date	Cost of Work	Paid	
App'l Type	Location	Type of Use		Expire Date		Amount Due	
		MR227-21			1,800.00	FEE PAID DUE	15.00 .00 15.00
MR228-21	THE GARAGE COMPANY RON BARBER 1114 DORENE BLVD	24'x24' GARAGE & CONCRETE		3-17-21 3-17-21 9-13-21	25,000.00		285.50 .00 285.50
		MR228-21			25,000.00	FEE PAID DUE	285.50 .00 285.50
MR229-21	SHEARD CONSTRUCTION HITE 1006 SHOAL POINTE DR	EXTEND THE PATIO		3-17-21 3-17-21 9-13-21	3,000.00		23.00 .00 23.00
		MR229-21			3,000.00	FEE PAID DUE	23.00 .00 23.00
MR230-21	OWNER AS GEN CONTRACTOR JOE HAWKINS 1001 WILLOW DR	10'X7' SHED		3-22-21 3-22-21 9-18-21	500.00		15.00 .00 15.00
		MR230-21			500.00	FEE PAID DUE	15.00 .00 15.00
MR231-21	OWNER AS GEN CONTRACTOR HUNTER, CARLA JO ANN 101 CARTER LAKE CLB	REPLACE A 6' PRIVACY FENCE		3-22-21 3-22-21 9-18-21	1,400.00		15.00 .00 15.00
		MR231-21			1,400.00	FEE PAID DUE	15.00 .00 15.00
MR232-21	WALKER WOOD FENCE LLC TROY REEVES 1345 CACHELIN DR	6' PRIVACY FENCE		3-30-21 3-30-21 9-26-21	7,500.00		15.00 .00 15.00
		MR232-21			7,500.00	FEE PAID DUE	15.00 .00 15.00
MR233-21	TPC OWEN DASHNER 1330 HOLIDAY DR	SIDIING		3-30-21 3-30-21 9-26-21	3,500.00		13.50 .00 13.50
		MR233-21			3,500.00	FEE PAID DUE	13.50 .00 13.50

PERMITS MASTER FILE LISTING

Permit #	Contractor	Description	Appl Date	Fee(s)		
Status	Owner	Sub-Division	Lot	Issued Date	Cost of Work	Paid
App'l Type	Location	Type of Use		Expire Date		Amount Due
MR234-21	OWNER AS GEN CONTRACTOR	8'x 15'DECK		4-06-21	5,000.00	23.00
Issued	JIMENEZ, DAVID			4-06-21		.00
Contractor	61 CARTER LAKE CLB			10-03-21		23.00
		MR234-21			5,000.00	23.00
						FEE PAID DUE .00 23.00
MR235-21	OWNER AS GEN CONTRACTOR	6' PRIVACY FENCE & POOL		4-07-21	1,000.00	45.00
Issued	THOMSEN, CHERYL			4-07-21		.00
Contractor	1002 REDICK BLVD			10-04-21		45.00
		MR235-21			1,000.00	45.00
						FEE PAID DUE .00 45.00
MR236-21	SUPERIOR FENCE & RAIL	6' PRIVACY FENCE IN THE BACK		4-08-21	8,314.00	15.00
Issued	MIKEL USA, INC			4-08-21		.00
Contractor	1322 HOLIDAY DR			10-05-21		15.00
		MR236-21			8,314.00	15.00
						FEE PAID DUE .00 15.00
RM062-21	BURTON PLUMBING	REPLACE A/C & FURNACE		3-11-21	12,544.00	42.00
Issued	PAMELA MOORE			3-11-21		.00
Contractor	1502 CACHELIN DR					42.00
		RM062-21			12,544.00	42.00
						FEE PAID DUE .00 42.00
RM063-21	BURTON PLUMBING	REPLACE FURNACE		3-11-21	7,994.00	52.00
Issued	MCGILL, JAMES			3-11-21		.00
Contractor	1321 MAYPER DR					52.00
		RM063-21			7,994.00	52.00
						FEE PAID DUE .00 52.00
RM064-21	AIRESERV	INSTALL A DOWNFLO GEO		3-11-21	20,000.00	28.50
Issued	WEBSTER, TAMARA			3-11-21		.00
Contractor	3701 N 17TH ST					28.50
		RM064-21			20,000.00	28.50
						FEE PAID DUE .00 28.50
RM065-21	XTREME HEATING & COOLING	REPLACE FURNACE & AIR		3-11-21	5,500.00	43.50
Issued	CHARLES SLOBODNIK			3-11-21		.00
Contractor	4418 N 8TH ST					43.50

PERMITS MASTER FILE LISTING

Permit #	Contractor	Description	Appl Date	Fee(s)		
Status	Owner	Sub-Division	Lot	Issued Date	Cost of Work	Paid
App'l Type	Location	Type of Use		Expire Date		Amount Due
		RM065-21			5,500.00	FEE 43.50 PAID .00 DUE 43.50
RM066-21	SKRADSKI HEATING & COOLIG STEVE BROWN 3306 N 9TH ST	NEW HVAC SYSTEM		3-17-21 3-17-21	10,197.00	42.00 .00 42.00
		RM066-21			10,197.00	FEE 42.00 PAID .00 DUE 42.00
ROW048-21	TJ CABLE LA QUINTA INN 1200 AVENUE H	REPACING FIBER CONDUIT		4-01-21 4-01-21 9-28-21	20,000.00	400.00 .00 400.00
		ROW048-21			20,000.00	FEE 400.00 PAID .00 DUE 400.00
RP089-21	GUNDERSEN TRENCHING CHARLIE CLAPP 1548 WALKER ST	REPLACE CURB STOP		3-05-21 3-05-21 6-03-21	400.00	42.50 .00 42.50
		RP089-21			400.00	FEE 42.50 PAID .00 DUE 42.50
RP090-21	GUNDERSEN TRENCHING CLAPP, CHARLIE 1537 WALKER ST	REPLACE CURB STOP		3-05-21 3-05-21 6-03-21	400.00	42.50 .00 42.50
		RP090-21			400.00	FEE 42.50 PAID .00 DUE 42.50
RP091-21	BURTON PLUMBING DOREEN PUTNAM 1202 MAYPER DR	WATER HEATER		3-10-21 3-10-21 6-08-21	1,700.00	25.00 .00 25.00
		RP091-21			1,700.00	FEE 25.00 PAID .00 DUE 25.00
RP092-21	BURTON PLUMBING PROCIW, JANICE 1806 SAND POINT DR	WATER HEATER		3-10-21 3-10-21 6-08-21	1,700.00	26.50 .00 26.50
		RP092-21			1,700.00	FEE 26.50 PAID .00 DUE 26.50

PERMITS MASTER FILE LISTING

Permit #	Contractor	Description	Appl Date	Fee(s)	
Status	Owner	Sub-Division	Lot	Paid	
App'l Type	Location	Type of Use	Issued Date	Amount Due	
			Expire Date	Cost of Work	
RP093-21	PERFECT PLUMBING	REPLUMB AFTER HOUSE FIRE	3-17-21	5,000.00	27.75
Issued	DOUGLAS GRAHAM		3-17-21		.00
Contractor	20 CARTER LAKE CLB		6-15-21		27.75
		RP093-21		5,000.00	27.75
					FEE .00
					PAID .00
					DUE 27.75
RP094-21	GUNDERSEN TRENCHING	SEWER REPAIR	3-17-21	2,000.00	42.50
Issued	JEANIE HEMMERICH		3-17-21		.00
Contractor	1402 HOLIDAY DR		6-15-21		42.50
		RP094-21		2,000.00	42.50
					FEE 42.50
					PAID .00
					DUE 42.50
RP095-21	VIPER DRAIN PLUMBING		4-06-21	5,000.00	42.50
Issued	ROSE, KATHY		4-06-21		.00
Contractor	1414 DORENE BLVD		7-05-21		42.50
		RP095-21		5,000.00	42.50
					FEE 42.50
					PAID .00
					DUE 42.50
GRAND TOTAL			29	182,798.00	1,447.25
					FEE 1,447.25
					PAID .00
					DUE 1,447.25

CARTER LAKE CITY COUNCIL MEETING
MONDAY, MARCH 15, 2021

Mayor opened the meeting for public hearing concerning the 2021-2022 city budget as published. Mr. Brown commended the council for continuing to lower the city tax levy and pointed out that the increase most residents are seeing on their tax statements is from the re-evaluation of properties causing the property tax assessment to increase. No additional oral or written comments received. Gundersen moved to close hearing, seconded by Paterson, motion was approve unanimously.

Public hearing for the authorization of a loan agreement and the issuance of notes to evidence the obligation of the city. To refinancing current City Hall notes and add financing for community center construction. No oral or written comments received. Gundersen moved to close hearing, seconded by Kessler, motion was approve unanimously.

Meeting was called to order by Mayor Ron Cumberledge at 7:00 p.m. Roll of the council, present: Jackie Wahl, Pat Paterson, Keebie Kessler, Denise Teeple and Jason Gundersen; city attorney Mike O'Bradovich and city clerk Jackie Carl were present.

The agenda was reviewed, upon motion duly made by Paterson, and seconded by Kessler, the agenda was approved; the motion was passed unanimously. Upon motion of Kessler seconded by Teeple, the consent agenda was approve that included claims, receipts and financial reports for January, motion was approved unanimously. Gundersen moved to approve Fire Department membership for Eric Pagnano, seconded by Teeple; motion was approved unanimously. Gundersen moved to approve liquor license renewal for Best Western Plus Omaha Airport Inn, seconded by Kessler; motion was approve unanimously.

Sergeant Gary Chambers for the police department has requested permission to host a 5K run in Carter Lake with funds going to support the fallen officer's organization. August 22 10am – Noon. Gundersen moved to approve, seconded by Kessler; motion was approve unanimously.

Clerk Carl read the recommendation from Chief Kannedy to add No Parking zone on the north side of Redick between 9th and 11th Streets between the hours of 8 a.m. and 4 p.m. Gunderson moved to approve the first reading of amendment to ordinance, seconded by Teeple; motion was approve unanimously.

Mayor Cumberledge provided an update concerning the plans for the Community Center, the Mayor and design team would like to invite the public to attend a community meeting on Monday, April 19 from 6 7 p.m. to view the plans and allow the committee to receive public comments. Mayor noted that he has received a petition regarding the location of community center, Gundersen moved to file the petition in the city records, seconded by Paterson; motion was approve unanimously.

Mayor meet with the Planning Board this past Monday at the request of two local businessmen

are interested in developing new commercial buildings on Locust; It seems there are some restrictions due to the requested uses do not fit the current uses shown in the zoning matrix for those districts. It was agreed that the Mayor and Council would like to hold a joint workshop with the Planning board to discuss these issues and future changes to the comprehensive plan and how to manage the development of Locust Street.

Gundersen moved to approve the new job description for Park and Recreation Coordinator, seconded by Kessler; motion was approve unanimously. Kessler moved to approve updated job description for Assistant Maintenance Supervisor, seconded by Gundersen; motion was approve unanimously.

Kessler moved to approve resolution to adopt the 2021-2022 budget as published, seconded by Gundersen; motion was approve unanimously.

Kessler moved to approve resolution instituting proceedings to take additional action for the issuance not to exceed \$4,200,000 general obligation local option sales and services tax capital loan notes for community center and re-fi city hall notes, seconded by Teeple; motion was approve unanimously.

Paterson moved to approve resolution fixing date for a meeting on the proposition to authorize a loan agreement and the issuance of notes to evidence the obligations of the city thereunder. Not to exceed \$1,828,000 sewer revenue capital loan notes, seconded by Gundersen; motion was approve unanimously. Gundersen moved to approve resolution to adopt the National Incident Management System (NIMDS) and Pottawattamie County Nims Implementation Plan, seconded by Kessler; motion was approve unanimously. Kessler moved to approve resolution to authorize Mayor to sign contracts for Tackarchitect to design and engineer the community center project, seconded by Gundersen; motion was approve unanimously. Gundersen moved to approve resolution to authorize Mayor to sign contract for RJN Group –to prepare an assessment of Carter Lake’s water distribution system, seconded by Kessler; motion was approve unanimously. Kessler moved to approve resolution to set wages for Chief Shawn Kannedy, seconded by Teeple; motion was approve unanimously. Paterson moved to approve resolution to set wages for Ronnie Fisher, seconded by Kessler; motion was approve unanimously.

Public Comments: Bob Zagozda requested an update concerning the golf course discussion from last month. No new information at this time, it is up to the developer to bring a written plan to the council and planning board. Teeple would like to see the city send the golf course contract to a real estate attorney for an opinion so the council has a good understanding of what the city’s rights are before there is any more discussion with the developer.

Paterson moved to adjourn at 8:15 p.m. seconded by Wahl; motion was approve unanimously.

Jackie Carl
Carter Lake City Clerk

Ron Cumberledge
Mayor

FOR OFFICE USE: CASE # _____ Receipt # _____
Z.B.A. Public Hearing: _____ Amount _____
Signs Issued: _____ / _____ /by _____ By _____ Date _____

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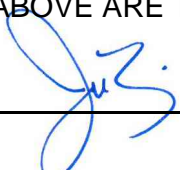
APPLICATION FOR PLANNING BOARD AGENDA

1. APPLICANT: Lakeside Auto Recyclers Inc Phone: (712) 347-6561
Address: 2813 N 9th St., Carter Lake, IA *Status: Property Owner
2. REPRESENTED BY: The Schemmer Associates Inc Phone: (402) 493-4800
Address: 1044 N. 115th St., Suite 300, Omaha, NE 68154
3. STREET ADDRESS/LOCATION: 907, 1001& 1003 E. Locust St.
4. LEGAL DESCRIPTION: CARTER LAKE-A S LT 12 A S 21-75-44 E246' LT A & N45' E246' LT B
CARTER LAKE AUD SUB 21-75-44 LT 13 W34' N225' LT F, N225' LT G & RR ROW ADJ ON W
CARTER LAKE AUD SUB 21-75-44 LT 13 W34' N225' LT F, N225' LT G & RR ROW ADJ ON W
5. OWNERS NAME: Lakeside Auto Recyclers Inc
6. OWNERS ADDRESS: 2813 N 9th St., Carter Lake, IA
7. REASONS FOR REQUEST AND INTENDED USES: Project Presentation
8. ZONING DISTRICT: C/L District
9. PRESENT USE: Commercial
10. COPY OF BLUEPRINTS OF INTENDED STRUCTURE. Site Layout and Building Elevation
11. ADMINISTRATIVE DECISION ISSUED: _____

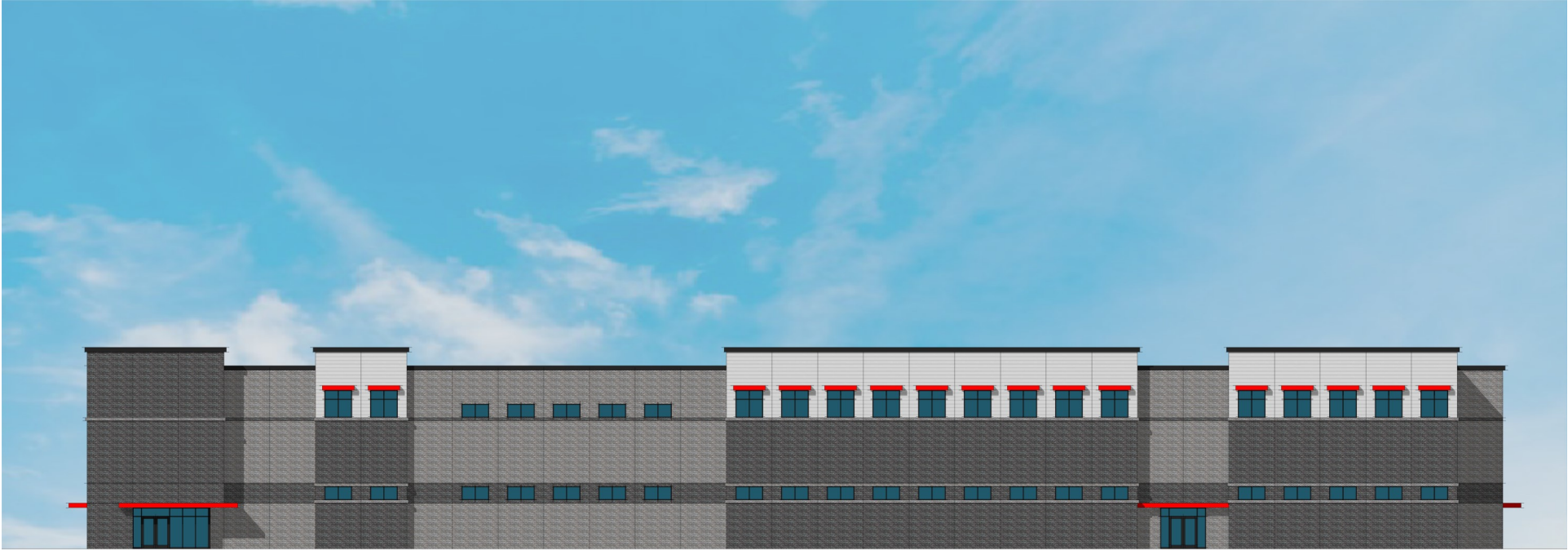
FOR OFFICE USE

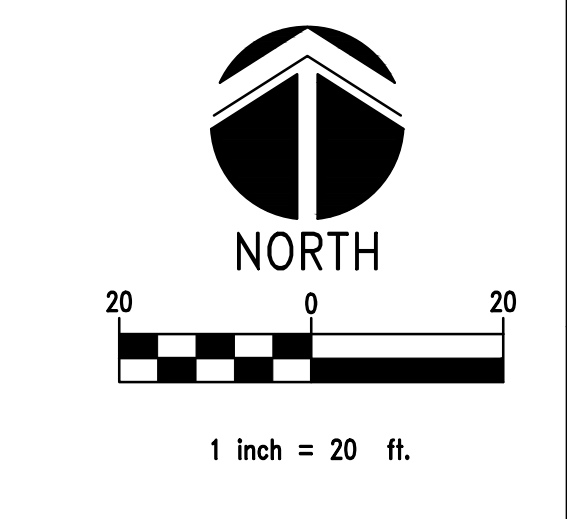
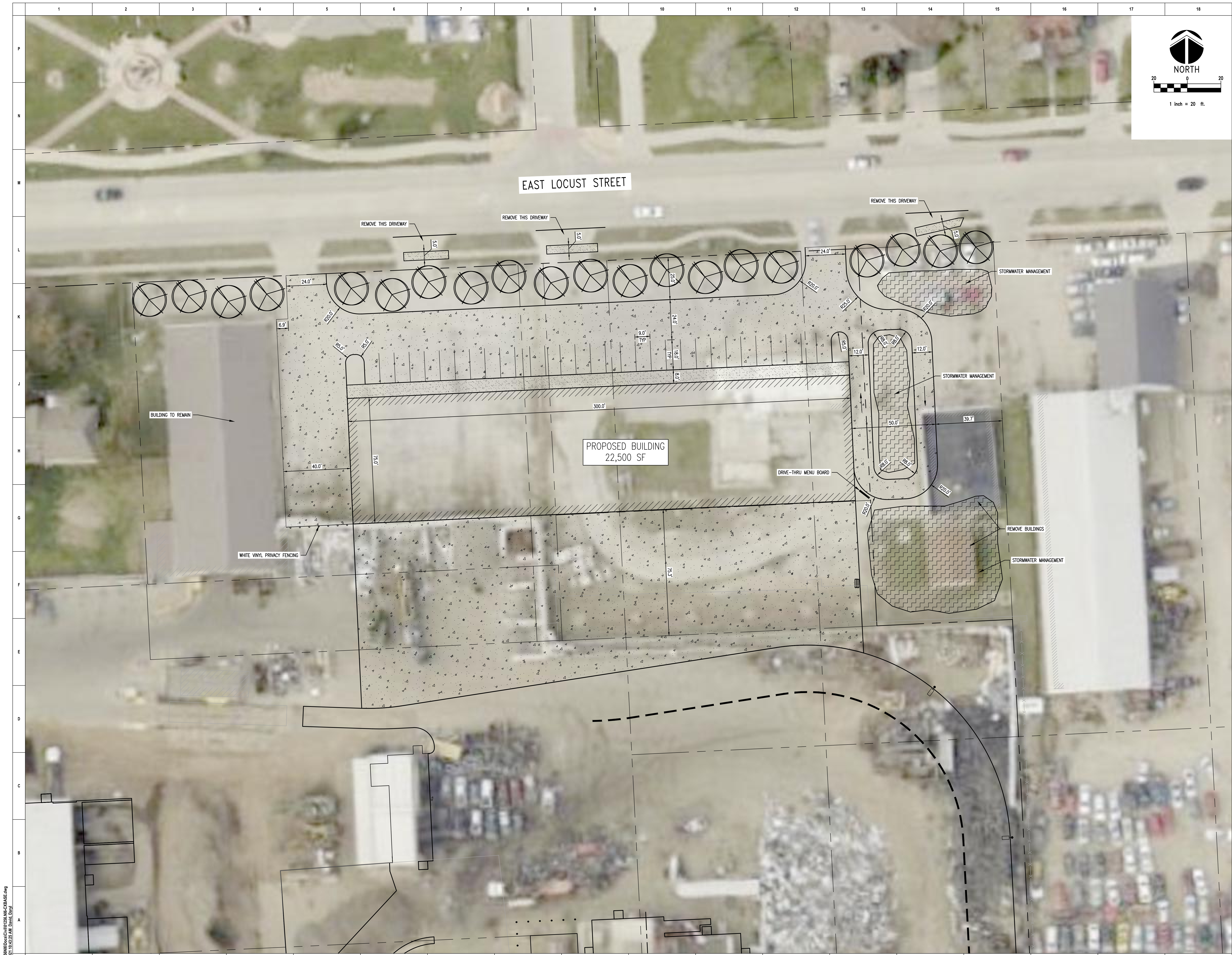
12. ATTACHED TO THE APPLICATION ARE:
 - a. Denied "Building Permit Application" Form..... _____
 - b. Approves..... _____
 - c. Restrictions..... _____

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

13. SIGNATURE:  _____ Date: 4/8/2021
TYPED OR PRINTED NAME: Jason Heinze, The Schemmer Associates Inc. *Status: Owner's authorized agent

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





EAST LOCUST STREET

PROPOSED BUILDING
22,500 SF

BUILDING TO REMAIN

WHITE VINYL PRIVACY FENCING

REMOVE THIS DRIVEWAY

REMOVE THIS DRIVEWAY

REMOVE THIS DRIVEWAY

STORMWATER MANAGEMENT

STORMWATER MANAGEMENT

REMOVE BUILDINGS

STORMWATER MANAGEMENT

DRIVE-THRU MENU BOARD

Y:\01256\01256\DWG\01256-INC\BASE.dwg
PROJECT: 01256-INC-01.dwg

DESIGNED: []
DRAWN: []
CHECKED: []
REVISIONS:
No. DATE BY DESCRIPTION

ISSUE DATE: FEBRUARY 23, 2021

THE OWNER IS BEING MADE AWARE THAT THE DESIGNER'S LIABILITY IS LIMITED TO THE PROFESSIONAL SERVICES PROVIDED HEREIN AND DOES NOT EXTEND TO ANY OTHER SERVICES OR TO ANY OTHER PROJECTS. THE OWNER'S USE OF THE DESIGNER'S SERVICES IS AT THE OWNER'S SOLE RISK AND WITHOUT WARRANTY. THE OWNER'S USE OF THE DESIGNER'S SERVICES IS SUBJECT TO THE TERMS AND CONDITIONS OF THE DESIGNER'S STANDARD TERMS AND CONDITIONS OF SERVICE, WHICH ARE AVAILABLE AT THE DESIGNER'S OFFICE AND ON THE DESIGNER'S WEBSITE.

LAKESDIE AUTO RECYCLERS
WAREHOUSE CONCEPT
LOCUST STREET PROPERTY

PROJECT NO.: 01256.N16

SCHEMMER
Design with Purpose. Build with Confidence.



**McGrew Trucking's location at
13055 South 13 Street, Bellevue, NE.**



