

**PLANNING BOARD MEETING**  
**City Hall - 950 Locust St., Carter Lake, Iowa**  
**Monday, May 10, 2021 7:00 P.M.**

**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. McGrew Real Estate Holdings, LLC 2920 N. 5<sup>th</sup> Street – Conditional Use Permit
  
  - b. Lakeside Auto Recyclers, Inc. – new building
  
  - c. Discuss rezoning from commercial to residential – regarding the Creighton University property
  
3. Comments
  
4. Adjourn

05/06/21

jmc

**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
C06-21	EDGE CONSULTING ENG.	MODERNIZE CELL TOWER		4-29-21	125,000.00	875.00
Issued	KAREN KELLIS			4-29-21		.00
Contractor	1301 LOCUST ST			4-29-23		875.00
		C06-21			125,000.00	FEE PAID DUE
						875.00 .00 875.00
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	FEE PAID DUE
						23.00 .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	FEE PAID DUE
						45.00 .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	FEE PAID DUE
						15.00 .00 15.00
MR237-21	ASPHALT MAINTENANCE	ASPHALT OVER DRIVEWAY		4-12-21	2,200.00	20.00
Issued	WALLACE SIGNS			4-12-21		.00
Contractor	820 WOOD AVE			10-09-21		20.00
		MR237-21			2,200.00	FEE PAID DUE
						20.00 .00 20.00
MR238-21	OWNER AS GEN CONTRACTOR	6' PRIVACY FENCE		4-12-21	4,000.00	15.00
Issued	RHONDA MORASKI			4-12-21		.00
Contractor	4208 N 17TH ST			10-09-21		15.00
		MR238-21			4,000.00	FEE PAID DUE
						15.00 .00 15.00
MR239-21	OWNER AS GEN CONTRACTOR	SIDING		4-12-21	500.00	13.50
Issued	ZACHERY CUDD			4-12-21		.00
Contractor	906 AVENUE O			10-09-21		13.50

**PERMITS MASTER FILE LISTING**

Permit #	Contractor	Description	Appl Date	Fee(s)		
Status	Owner	Sub-Division	Lot	Issued Date	Cost of Work	Paid
Appl Type	Location	Type of Use		Expire Date		Amount Due
		MR239-21			500.00	FEE 13.50 PAID .00 DUE 13.50
MR240-21	OWNER AS GEN CONTRACTOR	PAVING		4-14-21	1,000.00	20.00
Issued	CIHAL, DENNIS			4-14-21		.00
Contractor	420 CORONADO CIR			10-11-21		20.00
		MR240-21			1,000.00	FEE 20.00 PAID .00 DUE 20.00
MR241-21	WALLINGFORD, DOUG	REMODEL KITCHEN		4-16-21	9,000.00	107.50
Issued	MEARTINS, BEN			4-16-21		.00
Contractor	107 SHORELINE DR			10-13-21		107.50
		MR241-21			9,000.00	FEE 107.50 PAID .00 DUE 107.50
MR242-21	MIDLANDS SIDING CO.	10' X 40' DECK		4-19-21	10,000.00	116.50
Issued	ALVIN SCHEWE			4-19-21		.00
Contractor	4308 N 12TH ST			10-16-21		116.50
		MR242-21			10,000.00	FEE 116.50 PAID .00 DUE 116.50
MR243-21	OWNER AS GEN CONTRACTOR	6'X 16'ADDITON TO GARAGE		4-19-21	1,550.00	40.50
Issued	HARRIS, MILFORD			4-19-21		.00
Contractor	1014 AVENUE O			10-16-21		40.50
		MR243-21			1,550.00	FEE 40.50 PAID .00 DUE 40.50
MR244-21	OWNER AS GEN CONTRACTOR	REMODEL		4-19-21	10,000.00	107.50
Issued	CATHY DEBOLT			4-19-21		.00
Contractor	1539 SILVER LN			10-16-21		107.50
		MR244-21			10,000.00	FEE 107.50 PAID .00 DUE 107.50
MR245-21	CARL NITSCH	REMODEL		4-19-21	20,000.00	211.50
Issued	GRUHN, DOROTHY			4-19-21		.00
Contractor	1114 SILVER LN			10-16-21		211.50
		MR245-21			20,000.00	FEE 211.50 PAID .00 DUE 211.50

**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
MR246-21	TUFF SHED	8' X 14' SHED		4-27-21	4,500.00	15.00
Issued	LARRY AYERS			4-27-21		.00
Contractor	1465 DORENE BLVD			10-24-21		15.00
		MR246-21			4,500.00	15.00
						FEE PAID DUE .00 15.00
MR247-21	ADAM BRODHAL	PATIO AND 6' FENCE		4-29-21	2,000.00	35.00
Issued	BILLESBACH			4-29-21		.00
Contractor	1418 HOLIDAY DR			10-26-21		35.00
		MR247-21			2,000.00	35.00
						FEE PAID DUE .00 35.00
MR248-21	TPC	ROOF REPAIR		4-29-21	500.00	18.50
Issued	BRAD MCLAUGHLIN			4-29-21		.00
Contractor	1542 CACHELIN DR			10-26-21		18.50
		MR248-21			500.00	18.50
						FEE PAID DUE .00 18.50
MR249-21	OWNER AS GEN CONTRACTOR	REPLACE ROOF		4-29-21	3,500.00	18.50
Issued	BRANDON CLOGSTON			4-29-21		.00
Contractor	1305 DORENE BLVD			10-26-21		18.50
		MR249-21			3,500.00	18.50
						FEE PAID DUE .00 18.50
MR250-21	OWNER AS GEN CONTRACTOR	NEW DECK		5-04-21	16,000.00	23.00
Issued	ANNIN, WILLIAM P			5-04-21		.00
Contractor	48 CARTER LAKE CLB			10-31-21		23.00
		MR250-21			16,000.00	23.00
						FEE PAID DUE .00 23.00
MR251-21	OWNER AS GEN CONTRACTOR	6' PRIVACY FENCE & PATIO		5-04-21	1,500.00	35.00
Issued	PERRINE, DIANA M			5-04-21		.00
Contractor	1507 STELLA AVE			10-31-21		35.00
		MR251-21			1,500.00	35.00
						FEE PAID DUE .00 35.00
MR252-21	TIM PHILMALEE	6' PRIVACY FENCE		5-04-21	3,500.00	15.00
Issued	NOLAN CAIN			5-04-21		.00
Contractor	940 KEY CIR			10-31-21		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
		MR252-21			3,500.00	FEE 15.00 PAID .00 DUE 15.00
RM067-21	XTREME HEATING & COOLING	REPAIR A/C UNIT		4-19-21	400.00	28.50
Issued	BOCKERT, LUCILLE			4-19-21		.00
Contractor	1018 AVENUE O					28.50
		RM067-21			400.00	FEE 28.50 PAID .00 DUE 28.50
RM068-21	SERVICE ONE	INSTALL A NEW FURNACE		4-23-21	4,200.00	27.00
Issued	TONY NOVAK			4-23-21		.00
Contractor	3510 LOT #18 N 9TH ST					27.00
		RM068-21			4,200.00	FEE 27.00 PAID .00 DUE 27.00
ROW048-21	TJ CABLE	REPACING FIBER CONDUIT		4-01-21	20,000.00	400.00
Issued	LA QUINTA INN			4-01-21		.00
Contractor	1200 AVENUE H			9-28-21		400.00
		ROW048-21			20,000.00	FEE 400.00 PAID .00 DUE 400.00
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	FEE 42.50 PAID .00 DUE 42.50
RP096-21	SERVICE ONE	WATER HEATER		4-19-21	1,300.00	25.00
Issued	HOWELL, LESLEY			4-19-21		.00
Contractor	1118 JANBROOK BLVD			7-18-21		25.00
		RP096-21			1,300.00	FEE 25.00 PAID .00 DUE 25.00
<b>**GRAND TOTAL**</b>				25	259,964.00	FEE 2,293.00 PAID .00 DUE 2,293.00

CARTER LAKE SPECIAL CITY COUNCIL MEETING  
MONDAY, APRIL 12, 2021

The special city council 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, and Denise Teeple, and city clerk Jackie Carl were present. Jason Gundersen was absent.

Paterson moved to approve resolution ordering construction of the Sewer Collection System Improvements, and fixing a date for hearing thereon and taking of bids therefore, seconded by Kessler. Motion was approve unanimously.

Paterson moved to adjourn at 7:10 p.m. seconded by Teeple; motion was approve unanimously.

Jackie Carl  
Carter Lake City Clerk

Ron Cumberledge  
Mayor

CARTER LAKE CITY COUNCIL MEETING  
MONDAY, APRIL 19, 2021

Mayor opened the meeting for a public hearing on the authorization of a loan agreement and the issuance of notes to evidence the obligation of the city concerning the sewer relining project. No additional oral or written comments received. Gundersen moved to close hearing, seconded by Wahl, motion was approve unanimously.

City Engineer, Mike McIntosh of Lamp Rynearson, presented an overview the past 10 months that have brought us to the point to approve the plans for the sewer relining project.

Mayor moved onto to the public hearing regarding the matter of the adoption of plans, specifications, form of contract and estimate of cost of construction concerning the sewer relining project. No additional 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 7:15 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 Gundersen, 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 March, motion was approved unanimously.

Attorney James Lang representing Williams Enterprise was present on behalf of Dan Williams. James has spoken with City Attorney O'Bradovich and they agreed that a private meeting could resolve the ongoing issues regarding the developer agreement that was signed in 2015. Paterson was nominated to join the Mayor in participating in this meeting. Dan Williams was present and introduced himself to the council and explained his business operations and Tighton Tools.

Concerning department supervisor reports, Mayor Cumberledge introduced Kendra Hollenbach as the new Parks and Rec Coordinator. Kendra will be working part time to get the summer programs up and running; Kendra spoke about her plans and hopes for the position. Lem provide the council with bid information to resurface several streets in town. Council agreed to move forward with the bid.

Mayor Cumberledge thanked everyone for attending the open house Q & A session that was held prior to the council meeting. The input and questions will be reviewed and evaluated by the planning committee. A second open house will be held in the future.

Mayor Cumberledge requested the councils' support in appointing Brandy McWilliams to the parks board. Kessler moved to approve appointment, seconded by Gundersen, motion was

approve unanimously.

Mayor Cumberledge has decided to assign tasks to council members: Teeple is asked to research options to fill the open position for water distribution operator and Wahl is requested to compile information regarding concerns about the lake water levels.

Councilman Paterson requested the councils' input concerning the Rental Inspection program. Council agreed they want to continue to pursue the program. Paterson will set up a meeting with the contractor and clerk will work on kicking off the program.

Planning board vice chairman, Ray Pauly and Ed Palandri discussed the recommendation from the planning board to amend the matrix and definition as follows: *Approve use in C-1 Limited Commercial District shall 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.* The council does not want to take action at this time, would like to see the terms of the conditional use permit worked out and approved by the planning board before setting the public hearing to make changes to the Land Development ordinance.

Gundersen moved to approve resolution instituting proceedings to take additional action for the authorization of a loan agreement and the issuance of not to exceed \$1,828,000 sewer revenue capital loan notes, seconded by Kessler, motion was approved unanimously.

Kessler moved to approve resolution adopting plans, specifications, form of contract and estimate of costs for the sewer relining project, seconded by Gundersen, motion was approved unanimously.

CONCERNING: SERIES 2021A for \$2,190,000 (dollar amount subject to change) taxable general obligation local option sales and services tax refunding capital loan notes. (City Hall refinancing), Gundersen moved to adopt resolution approving the preliminary official statement, seconded by Teeple, motion was approved unanimously. Gundersen moved to adopt resolution approving bond counsel and disclosure counsel engagement agreement, seconded by Wahl, motion was approved unanimously.

CONCERNING: SERIES 2021B for \$2,000,000 (dollar amount subject to change) general obligation local option sales and services tax capital loan notes. (Community Center financing); Gundersen moved to adopt resolution approving the preliminary official statement, seconded by Teeple, motion was approved unanimously. Gundersen moved to adopt resolution approving bond

counsel and disclosure counsel engagement agreement, seconded by Kessler, motion was approved unanimously.

Gundersen moved to waive second reading of amendment to ordinance concerning no parking on Redick during school hours and proceed with the third and final reading, Teeple seconded the motion. Chief Kannedy recommended to add a 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 third reading of amendment to ordinance, seconded by Kessler; motion was approve unanimously.

Gundersen moved to adjourn at 8:20 p.m. seconded by Paterson; motion was approve unanimously.

Jackie Carl  
Carter Lake City Clerk

Ron Cumberledge  
Mayor

CARTER LAKE CITY COUNCIL MEETING  
MONDAY, MAY 3, 2021

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; and city clerk Jackie Carl were present.

Gundersen moved to approve resolution directing the acceptance of a proposal to purchase \$2,190,000 (Dollar Amount Subject to Change) taxable General Obligation Local Option Sales and Services Tax Refunding Capital Loan Notes, Series 2021A, seconded by Kessler; motion was approve unanimously. Gundersen moved to approve resolution directing the acceptance of a proposal to purchase \$2,000,000 (Dollar Amount Subject to Change) General Obligation Local Option Sales and Services Tax Capital Loan Notes, Series 2021B, seconded by Paterson; motion was approve unanimously. Gundersen moved to approve resolution approving bond disclosure policy, seconded by Kessler; motion was approve unanimously.

David Myers and Ben Pearson attended the council meeting under the assumption that there would be a public hearing regarding rezoning property at 2920 N. 5<sup>th</sup> Street. The hearing was not approved at the last council meeting due to the council wanted to see the conditional use permit completed prior to approving changed to the definitions of the C-1 zoning and use matrix. Council encouraged Ben to reach out to Ed and get this worked out at the Monday night planning board meeting.

Gundersen moved to adjourn at 7:25 p.m. seconded by Paterson; motion was approve unanimously.

Jackie Carl  
Carter Lake City Clerk

Ron Cumberledge  
Mayor

**Conditional Use Permit**  
McGrew Trucking  
May 7, 2021

Draft as prepared by Ed Palandri for discussion purposes. Note that a Public Hearing is required by the Planning Board prior to the approval of a Conditional Use Permit.

**Permit Holder:**

Chris McGrew  
McGrew Real Estate Holdings, LLC  
10527 Hillcrest Drive  
Omaha, NE 68128

**Permit Location:**

2920 North 5<sup>th</sup> Street  
Carter Lake, IA 51510

**Permit Time Period and Permit Renewal:**

Typically no permit time period and no permit renewal period is required but can be stipulated.

**Permit Amendment:**

Required for any change in use or change in site plan.

**Inspections Required:**

Prior to issuing initial permit and prior to renewal of permit (if stipulated).

Inspections by Building Official, Fire Department and Public Health & Safety Official to be conducted on an annual basis.

City of Carter Lake can require more frequent inspections as necessary to insure compliance with applicable building, fire, health and safety codes and regulations.

City of Carter Lake can require more frequent inspections as necessary to insure compliance with this Conditional Use Permit.

**Commercial Use:**

Agricultural Sales / Service.

The storage, distribution and handling of goods and materials as defined **within** an enclosed structure.

**Goods and Materials as Defined:**

Livestock feed and livestock feed supplements.

Specifically **Lysine**, xxx, xxx, xxx and xxx.

**Days and Hours of Operation:**

No restrictions. Seven (7) days per week and twenty-four (24) hours per day.

Can stipulate days and hours of operation such as **xxxday** through **xxday** from **xx** AM to **xx** PM.

**Conditions:**

- a. The manufacturing, mixing and repackaging of goods and materials is not allowed.
- b. Goods and materials as defined will be stored, distributed and handled in such a manner so as to not result in noxious odor and dust.
- c. Goods and materials designated as hazardous and toxic are not allowed on the property.
- d. The storage, distribution and handling of goods and materials **outside** of an enclosed structure is not allowed.
- e. The on-site parking of trucks and trailers used for the transportation of goods and materials as defined is allowed.
- f. The parking and storage of trucks and trailers which are not currently capable of being operated on public roadways are not allowed.
- g. The total number of trucks and trailers located on the property and outside of an enclosed structure shall not exceed **xx** number.
- h. Landscaping / fencing and other means of screening of traffic circulation areas or truck and / or trailer parking areas (as defined here) **will be** required and is to be properly maintained to meet the screening standards of the Uniform Land Development Ordinance.
- i. Landscaping / fencing and other means of screening of traffic circulation areas or truck and / or trailer parking areas (as defined here) **will not be** required.
- j. Landscaping / fencing and other means of screening of loading docks, loading doors and other service areas (as defined here) **will be** required and is to be properly maintained to meet the screening standards of the Uniform Land Development Ordinance.
- k. Landscaping / fencing and other means of screening of loading docks, loading doors and other service areas (as defined here) **will not be** required.

l. Compliance with the Uniform Land Development Ordinance's Section 23 Supplemental Use Regulations pertaining to Subsection 2307 "Performance Standards in Industrial Districts". The most restrictive performance standard for both the M-1 Limited Industrial District and M-2 General Industrial District shall apply.

m. Avenue H is designated as a Truck Route. Access to Ave H via 5<sup>th</sup> Street. Locust Street is not designated as a Truck Route.

n. \_\_\_\_\_  
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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

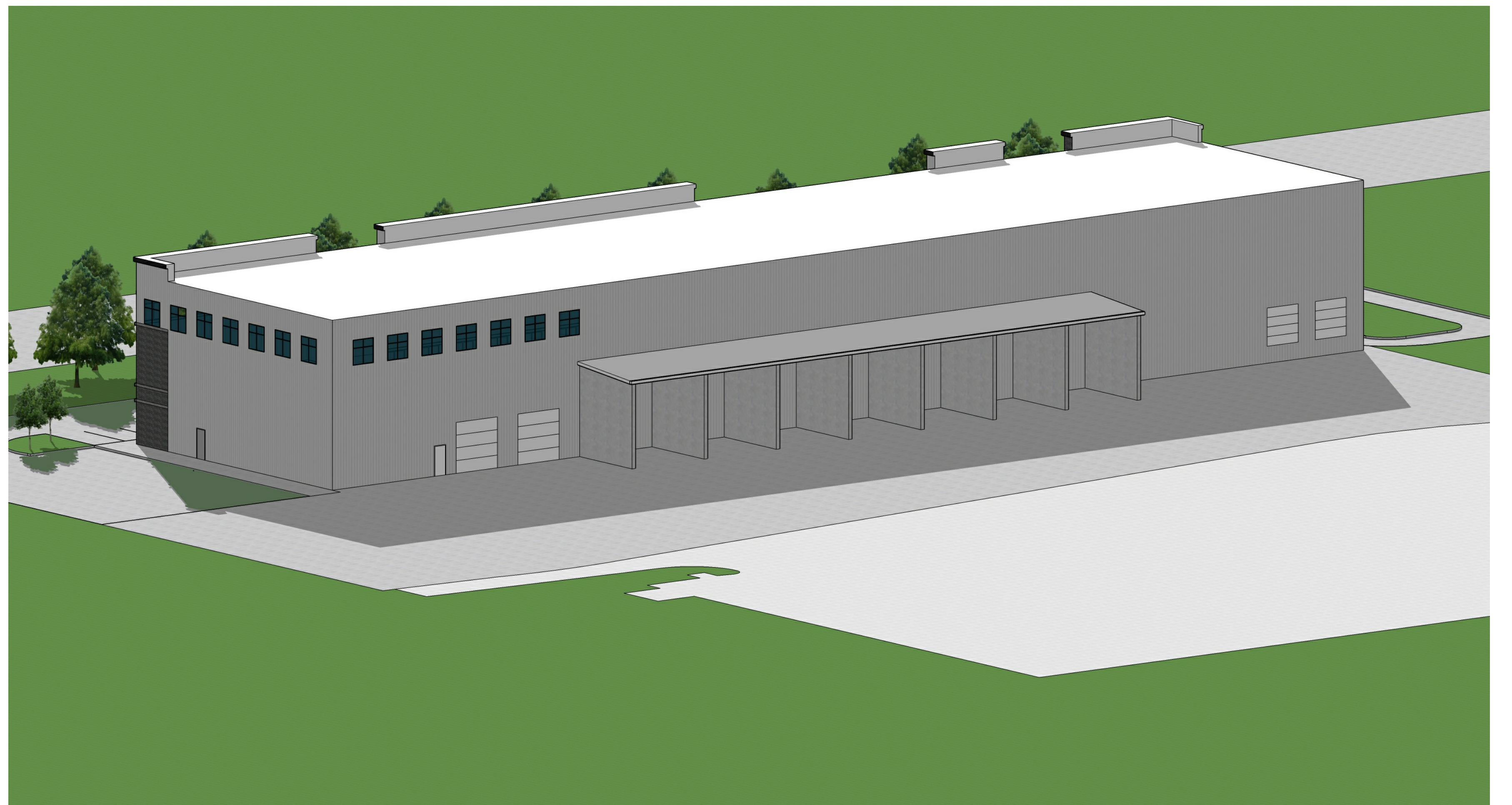
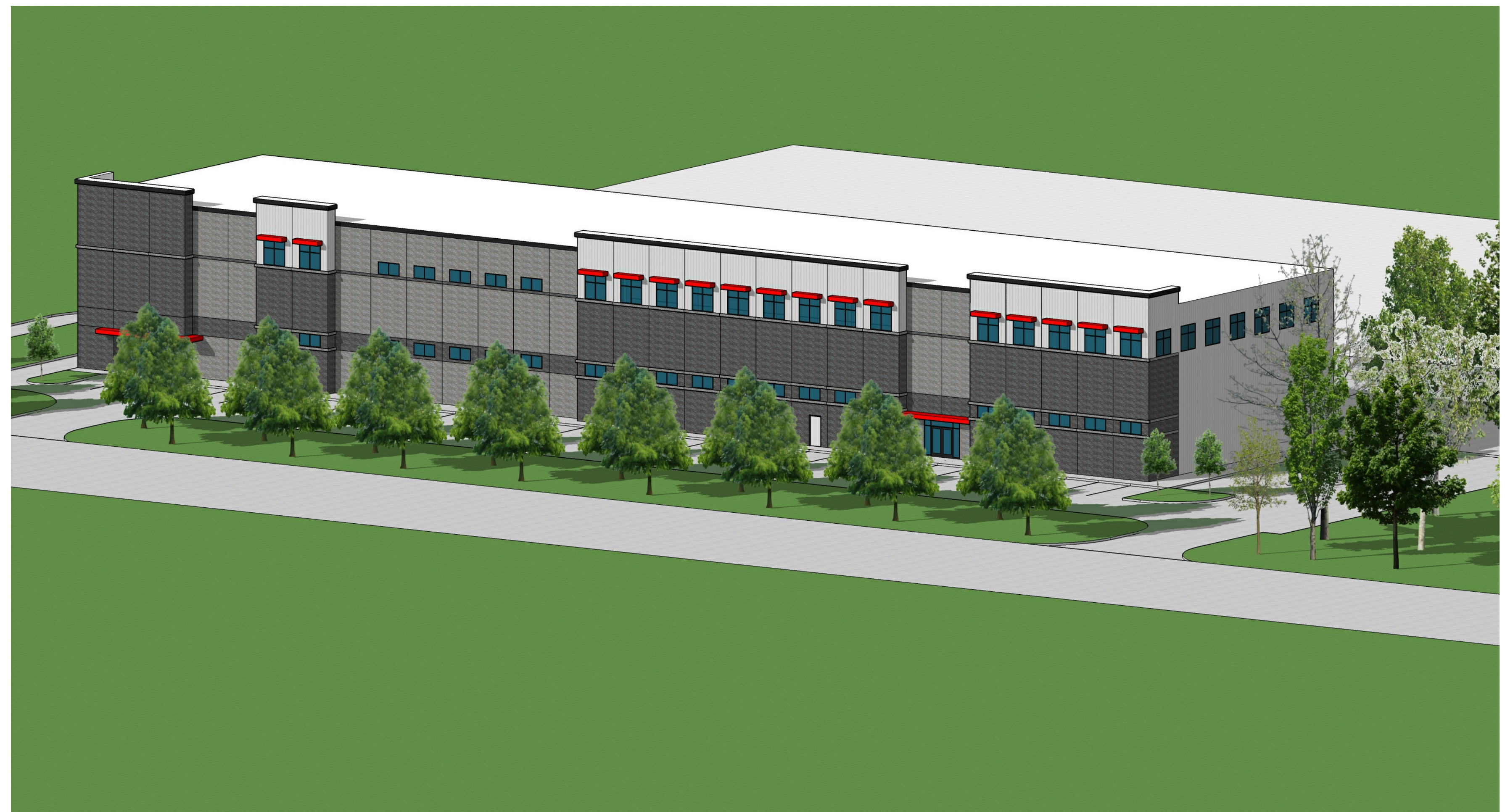
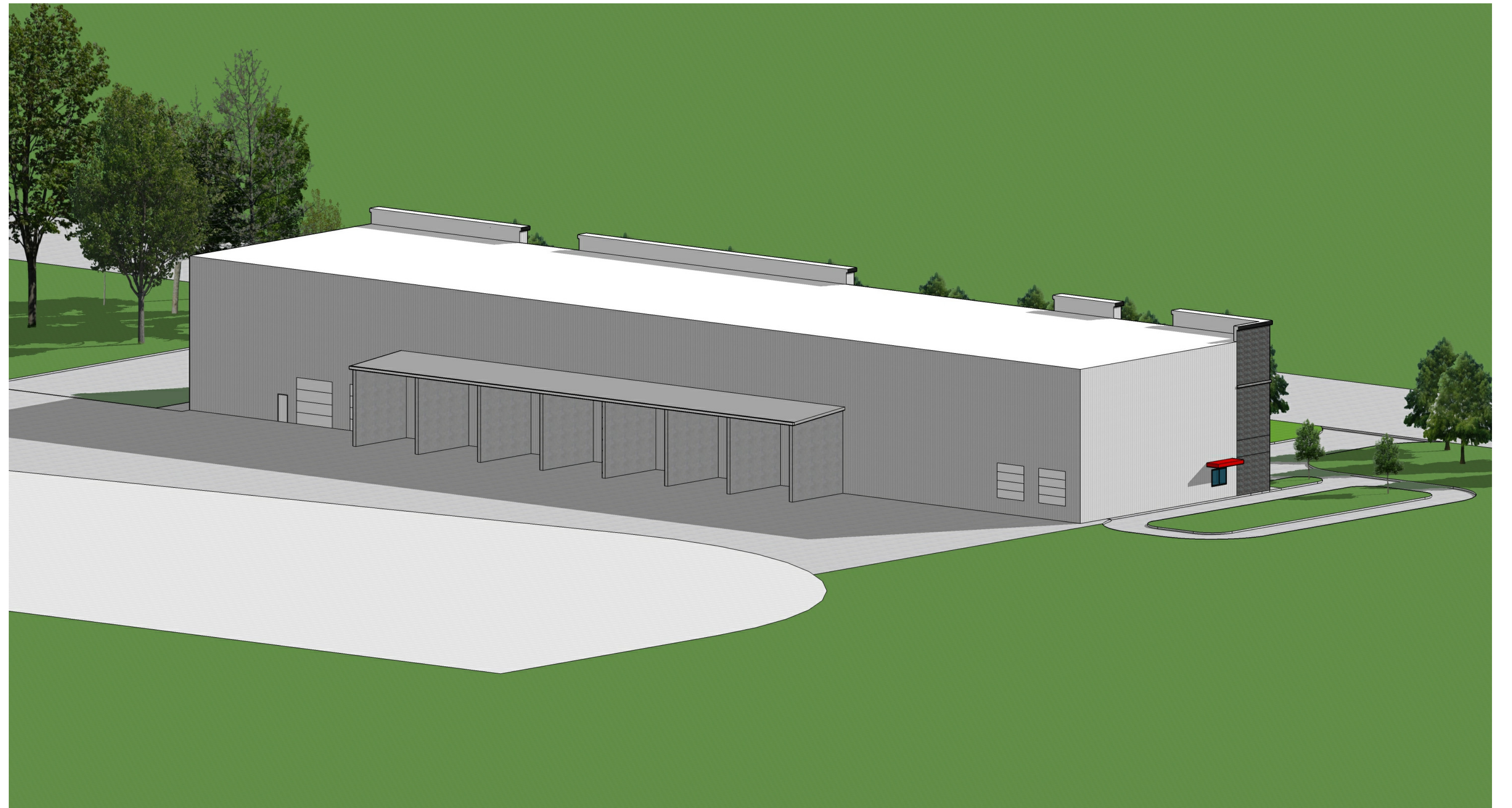
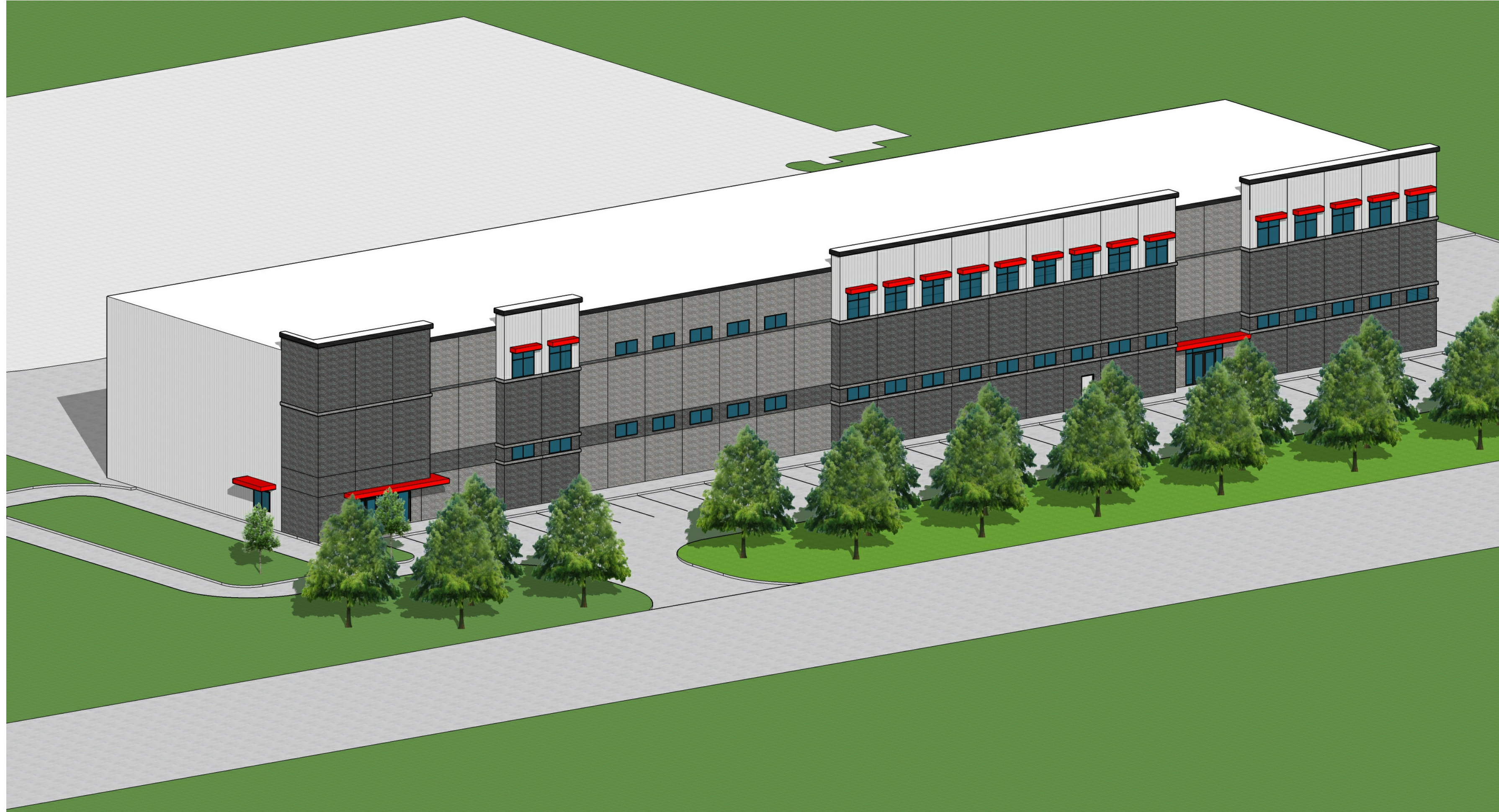
12. ATTACHED TO THE APPLICATION ARE:
  - a. Denied "Building Permit Application" Form..... \_\_\_\_\_
  - b. Approves..... \_\_\_\_\_
  - c. Restrictions..... \_\_\_\_\_

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

13. SIGNATURE:  \_\_\_\_\_ Date: 5/7/2021

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

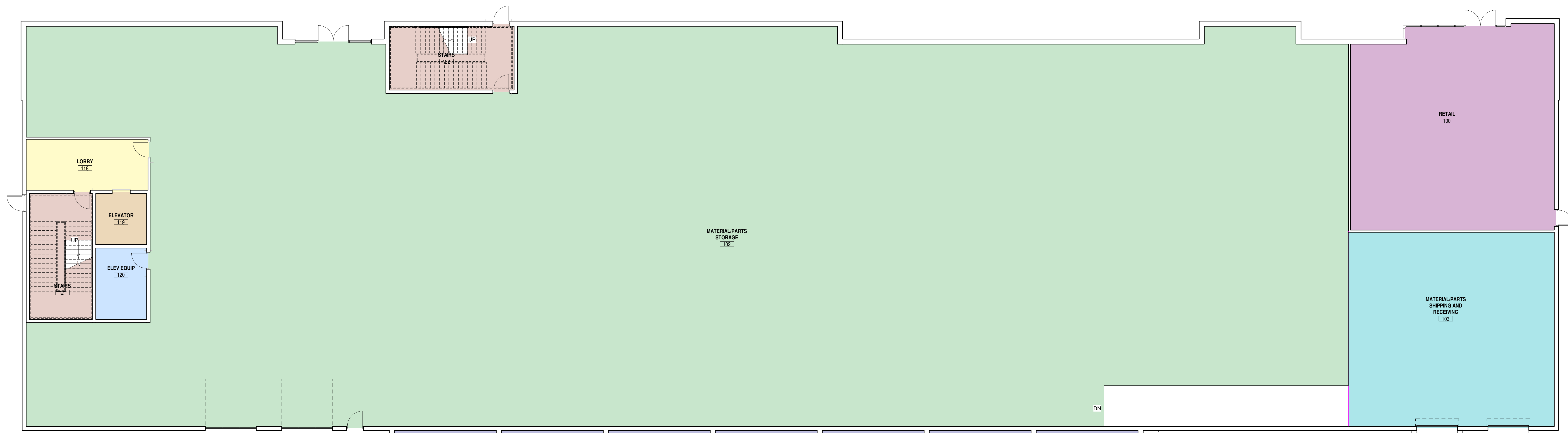


05/06/2021  
LAKESIDE AUTO - OFFICE BUILDING  
PROJECT VIEWS  
01256.N16

EAST LOCUST STREET

PROPOSED BUILDING



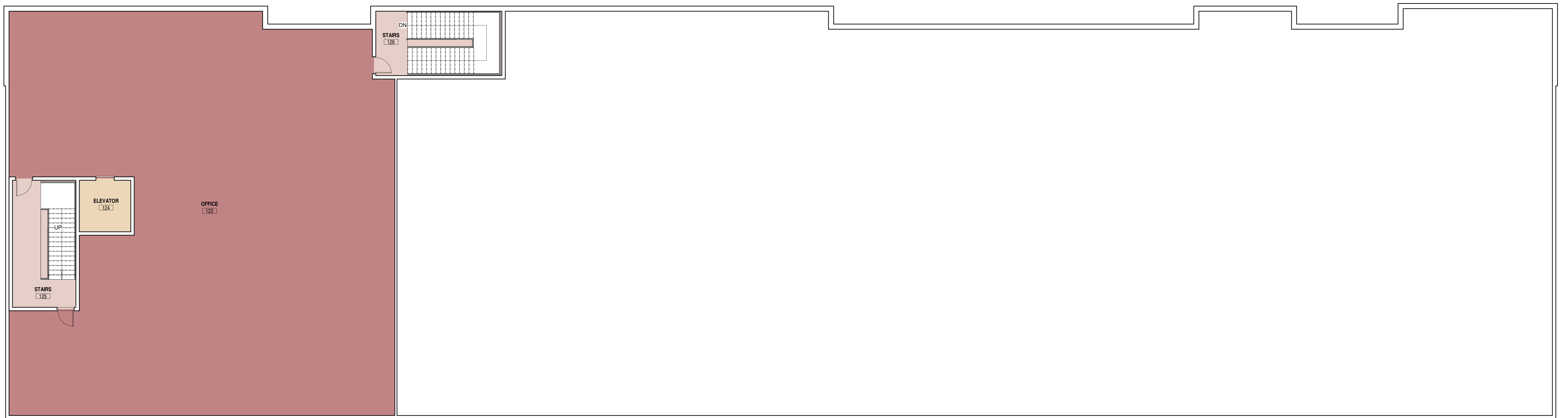


**ROOM LEGEND**

- BINS
- ELEV EQUIP
- ELEVATOR
- LOBBY
- MATERIAL/PARTS SHIPPING AND RECEIVING
- MATERIAL/PARTS STORAGE
- RETAIL
- STAIRS

1 FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

05/06/2021  
**LAKESIDE AUTO - OFFICE BUILDING**  
**FIRST FLOOR PLAN**  
 01256.N16

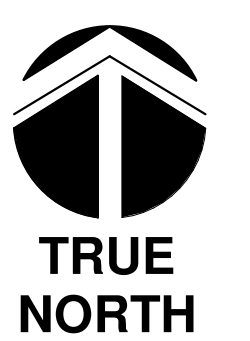


ROOM LEGEND

- ELEVATOR
- OFFICE
- STAIRS

1 SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0"

05/06/2021  
LAKESIDE AUTO - OFFICE BUILDING  
SECOND FLOOR PLAN  
01256.N16



SCALE: 1/8" = 1'-0"  
0' 6' 12' 18'

**SCHEMMER**  
Design with Purpose. Build with Confidence.