



# CITY OF PELLA

## CITY COUNCIL OFFICIAL MINUTES

April 16, 2019

### **A. CALL TO ORDER BY MAYOR AND ROLL CALL**

The City Council of the City of Pella, Iowa, met in regular session at the Public Safety Complex meeting room at 7:00 p.m., Mayor Jim Mueller presiding. Council members present were: Mark De Jong, Tony Bokhoven, Lynn Branderhorst, Harold Van Stryland, Bruce Schiebout, Larry Peterson. Absent: None. City Administrator Mike Nardini and City Clerk Mandy Smith were present. Four staff members and seven members of the general public signed the register.

### **B. MAYOR'S COMMENTS**

1. Announce Policy and Planning meeting following the regular Council meeting to discuss:
  - a. Oskaloosa Street Corridor Update (*item pulled from the agenda*)
  - b. Pella Area Community and Economic (PACE) Alliance Allocation
2. Approval of Tentative Agenda. Item B-1-a was pulled from the Policy and Planning agenda. Van Stryland moved to approve the tentative agenda as amended, seconded by Schiebout. On roll call the vote was:
 

AYES: Van Stryland, Schiebout, Peterson, De Jong, Bokhoven, Branderhorst.  
 NAYS: None.  
 Motion carried.

3. Reappointment of Ann Visser to the Planning and Zoning Commission. Bokhoven moved to approve, seconded by Branderhorst. On roll call the vote was:
 

AYES: Bokhoven, Branderhorst, Van Stryland, Schiebout, Peterson, De Jong.  
 NAYS: None.  
 Motion carried.

BACKGROUND: Ann Visser is interested in serving another term on the Planning and Zoning Commission. Ann has served on the Commission since October 16, 2012 and has attended 12 out of the last 13 meetings over the past 12 months. Ann has lived in Pella for 30 years and over the years has volunteered at the Vermeer Windmill, the hospital, the food shelf, and the basket shop. She is a retired English/journalism teacher. Ann resides at 1006 Broadway Street. If approved, Ann's new five-year term would expire on May 1, 2024.

ATTACHMENTS: None  
 REPORT PREPARED BY: City Administration  
 REVIEWED BY: CITY ADMINISTRATOR  
 CITY CLERK  
 RECOMMENDATION: Approve the reappointment

4. Proclamation Commemorating the Mayor's Monarch Pledge.
 

BACKGROUND: This proclamation commemorates the Mayor's Monarch Pledge. As background, 20 years ago more than one billion Eastern Monarch butterflies migrated to Mexico, but in the winter of 2014 only 60 million made the trip. Cities, towns and counties have a critical role to play to help save the Monarch butterfly, and the City of Pella has begun a leadership role by raising awareness of the plight of the Monarch butterfly by taking the Mayor's Monarch Pledge. Throughout the coming year, the Pella Community Services Department and the Pella Public Library will be working together to host events and provide the community with information on how they can help the Monarch butterfly as it migrates through Pella.

ATTACHMENTS: Proclamation  
 REPORT PREPARED BY: Community Services  
 REVIEWED BY: CITY ADMINISTRATOR  
 CITY CLERK  
 RECOMMENDATION: Issue proclamation

### **\*PUBLIC FORUM (for anyone wishing to address Council regarding agenda items)**

No comments were received.

### **C. APPROVAL OF CONSENT AGENDA**

Schiebout moved to approve the consent agenda, seconded by Peterson.

On roll call the vote was:

AYES: Schiebout, Peterson, De Jong, Bokhoven, Branderhorst, Van Stryland.

NAYS: None.

Motion carried.

The following items were approved:

1. Approval of Minutes
  - a. Official Council Minutes for April 2, 2019
2. Report of Committees
  - a. Policy and Planning Minutes for April 2, 2019

PRESENT: Mayor Jim Mueller, Mark De Jong, Tony Bokhoven, Harold Van Stryland, Bruce Schiebout, Larry Peterson

ABSENT: Lynn Branderhorst

OTHERS: City staff and visitors

The Policy and Planning meeting began at 8:10 p.m. The only item on the agenda was a discussion regarding the asphalt overlay of 218<sup>th</sup> Avenue from Neil Drive to the Shady Brook subdivision. Approximately 24% of this segment of road is within City limits. In order to proceed, this segment of road either needs to be fully within City limits, or the City would need to have an agreement with Marion County in which the county funds the portion of the project located outside City limits.

City Attorney Kristine Stone was in attendance to discuss the following annexation options:

1. Voluntary Annexation: All affected property owners sign an application to voluntarily annex their property. This can be approved by the City alone. The City Development Board is not required to approve the annexation.
2. 80/20 Annexation: At least 80%, but not 100%, of the affected property owners sign an application to voluntarily annex their property. City Development Board approval is required, but no election is needed. This process is estimated to take 90 to 120 days. The estimated legal fees for an 80/20 annexation range from \$5,000 to \$10,000.
3. Involuntary Annexation: Less than 80% of the affected property owners sign an application to voluntarily annex their property. This is a formal process that involves the City Development Board in Des Moines. A committee is appointed by the City Development Board to consider the petition for involuntary annexation. If the committee approves the involuntary annexation, it would also have to go through an election. The estimated legal fees for an involuntary annexation range from \$10,000 to \$40,000.

To complete the annexation of this segment of road into the city limits, the City would need to annex the soccer complex as well as four additional properties (Roozeboom, 6.02 acres; Dockter, 0.71 acres; Pella Iowa Duplex LLC, 0.64 acres; Zhou, 0.30 acres). Some of these property owners are currently receiving City utility services. Furthermore, all of these property owners would benefit if 218<sup>th</sup> Avenue was upgraded. As a result, staff believes there is justification for annexing these properties; however, as of today's date, none of the property owners have signed applications to voluntarily annex their property.

Council Member Bokhoven mentioned that he has visited with these property owners to understand their concerns. They have questions regarding the cost of the road upgrade. Mayor Jim Mueller asked for clarification regarding road upgrade construction cost assessments. City Administrator Nardini responded that in his 17 years with the City, we have not assessed road upgrade construction costs to residents. Property owner Dennis Roozeboom was in attendance and expressed his concern regarding vehicles that travel at a high rate of speed on this road segment. He requested that Council consider either placing a guard rail as the road merges onto Neil Drive, or changing the curve to a T-intersection with a stop sign, in order to slow the vehicles down.

At the end of the discussion, Council decided to revisit this topic at a future meeting, allowing time to address concerns with the affected property owners.

The meeting adjourned at 8:41 p.m.

Respectfully submitted:

Mandy Smith

City Clerk

#### **b. Planning and Zoning Minutes for March 11, 2019**

Chairperson Landon called the Planning and Zoning Commission to order at 7:00 p.m. in the Public Safety Complex. Members present were: Joe Canfield, Julio Chiarella, Kisha Jahner, Dave Landon, Gary Van Vark, Ervin Van Wyk, Ann Visser, and Teri Vos. Absent: Mark Groenendyk, Cathy Haustein, and Robin Pfalzgraf. Staff present: City Administrator Mike Nardini, Zoning Administrator Bryce Johnson, and Deputy City Clerk Cynthia Vaske. Seven members of the public were in attendance.

APPROVAL OF TENTATIVE AGENDA

Motion by Visser, second by Jahner to approve the tentative agenda. Motion carried 8-0.

APPROVAL OF MINUTES

Motion by Van Vark, second by Canfield to approve the minutes of the February 25, 2019 meeting. Motion carried 8-0.

PUBLIC HEARINGS

Rezoning Application to Amend the Classification of the Property Located at or Near 2110 Idaho Drive in Marion County from Agricultural (A1) to Planned Unit Development (PUD)

This proposed ordinance would change the base zoning classification for approximately 22.78-acres from Agricultural (A1) to a base zone of Community Commercial (CC) and Rural Residential (RR) with a Planned Unit Development (PUD) overlay zone. It is important to note this 7,000-square foot building is intended to be a private conferencing, dining, and recreational facility for Pella Corporation and Gen Link, Inc. Under the City's Zoning Ordinance, the proposed development is considered a social club use, which is a permitted land use in the CC zoning district. The overall estimated cost of the development is approximately \$5 million.

The proposed ordinance requires the development to be in conformance with the base CC zoning district except for the following modifications:

Zoning Requirements Waived or Amended:

1. The requirements of Table 165.12-3, Front Yard, shall be reduced from 25 feet to 15 feet.
2. The requirements of Table 165.12-3, Floor Area Ratio, shall be reduced from 1.0 to zero.
3. The landscaping and screening requirements of Section 165.31 shall be waived upon the submission of a landscaping plan identifying all existing trees and those planned to be removed upon development. The plan shall be submitted at or before final site plan approval. This waiver shall not apply to the screening of dumpster enclosures.

Use Restrictions:

1. For the property identified as Lot A: the property shall be used for a private conferencing/dining and recreational facility only. This is considered a social club use under the Pella Zoning Ordinance.
2. For the property identified as Lots B & C: the property shall be used for single-family residential uses only.

The proposed ordinance requires the development to be in conformance with the requirements of Chapter 170 of the City's municipal code except for the following modifications:

1. The access drive to Lot A will remain a private drive and does not require curb and gutter. It shall otherwise be constructed to City standards.
2. Lot C is intended to be combined with the adjacent Lot D for the development of a single-family residence. Building permits shall not be issued for any development on Lot C or D until a restrictive covenant has been filed permanently joining those lots.

Staff believes the proposed ordinance meets the requirements of the City's Zoning Code. In addition, staff also believes the proposed ordinance is consistent and in conformance with the City's Comprehensive Plan. Therefore, staff is recommending approval of the proposed ordinance which would formally change the zoning for this property to a base zoning district of CC and RR with a PUD overlay zone.

Convened Public Hearing on the rezoning request. No written comments were received. Spencer Carlstone said he lives near the property being proposed to be rezoned and said he has concerns with parking and the increase in traffic that may occur in the area. He said he is also concerned with future uses of the property, should it cease to operate as a private conference facility.

Nardini replied that parking will be addressed by the Commission during the site planning process. He said with the limited use of the facility, they anticipate the impact on traffic in the area to be minimal. As for future use of the property, the proposed ordinance only allows for use of the space as a private conference, dining, and recreational facility by Pella Corporation and Gen Link. Any changes to the use of the property would be subject to a PUD amendment.

Mike Killeen introduced himself to the Commission as an architect working on the project.

As no further comments were received, the public hearing was closed. Canfield posed a question about annexation. Nardini replied that voluntary annexation is required for developments desiring to use City utilities. Van Wyk asked about access via a driveway to Lot C. Nardini pointed out where access to the lot would be located.

Motion by Chiarella, second by Canfield to approve the ordinance as submitted. Motion carried 8-0.

### 3. Petitions and Communications

#### a. Renewal of Class B Native Wine Permit with Living Quarters for Silver Lining Enterprises LLC

BACKGROUND: Silver Lining Enterprises LLC, at 733 Franklin Street, has applied for renewal of their Class B Native Wine Permit with Living Quarters. The term of the new license is 12 months and would expire on April 30, 2020.

The application has been completed online with the state, and staff is recommending approval.

ATTACHMENTS: Application  
REPORT PREPARED BY: City Clerk  
REVIEWED BY: CITY ADMINISTRATOR  
RECOMMENDATION: Approve renewal

#### b. Renewal of Class C Beer Permit with Sunday Sales for Git-N-Go Convenience Stores #38

BACKGROUND: Git-N-Go Convenience Stores, Inc., DBA Git-N-Go Convenience Stores #38 at 209 Oskaloosa Street, has applied for renewal of their Class C Beer Permit with Sunday Sales. The term of the new license is 12 months and would expire on June 1, 2020.

The application has been completed online with the state, and staff is recommending approval.

ATTACHMENTS: Application  
REPORT PREPARED BY: City Clerk  
REVIEWED BY: CITY ADMINISTRATOR  
RECOMMENDATION: Approve renewal

#### c. Renewal of Class E Liquor License with Class B Native Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales for Casey's General Store #2598

BACKGROUND: Casey's Marketing Company, DBA Casey's General Store #2598 located at 414 S Clark Street, has applied for renewal of their Class E Liquor License with Class B Native Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales. The term of the new license is 12 months and would expire on June 7, 2020.

The application has been completed online with the state, and staff is recommending approval.

ATTACHMENTS: Application  
REPORT PREPARED BY: City Clerk  
REVIEWED BY: CITY ADMINISTRATOR  
RECOMMENDATION: Approve renewal

#### d. Renewal of Special Class C Liquor License (Beer/Wine) for In't Veld's Meat Market

BACKGROUND: In't Veld's Enterprises, Inc., DBA In't Veld's Meat Market located at 820 Main Street, has applied for renewal of their Special Class C Liquor License (Beer/Wine). The term of the new license is 12 months and would expire on May 31, 2020.

The application has been completed online with the state, and staff is recommending approval.

ATTACHMENTS: Application  
REPORT PREPARED BY: City Clerk  
REVIEWED BY: CITY ADMINISTRATOR  
RECOMMENDATION: Approve renewal

e. **Special Event Permit Request for the Annual Tulip Time Flight Breakfast**

BACKGROUND: The Pella Airport Committee has requested a special event permit for their annual Tulip Time Flight Breakfast on Saturday, May 4, 2019 from 7:00 to 10:00 a.m. The event would be held on the Pella Municipal Airport property, including the terminal and fixed base operator (FBO) hangar. The promoter is proposing to begin set-up for the event on Friday, May 3 at 5:00 p.m. with take down completed by Saturday, May 4 at 11:00 a.m.

Historically, 500 to 1,000 people attend this annual airport open house and fly-in/drive-in breakfast each year. Antique classic, experimental, and corporate aircraft would be on display; antique biplane rides would be provided by Biplane Rides of America; and breakfast would be served by the Pella United Methodist Church.

All pertinent City departments have reviewed this application and comments are attached. The fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Application, Map, Department Comments  
REPORT PREPARED BY: City Clerk  
REVIEWED BY: CITY ADMINISTRATOR  
RECOMMENDATION: Approve special event permit

f. **Special Event Permit Request for the Pathways of Pella 5K Walk/Run for Life**

BACKGROUND: Pathways of Pella has requested a special event permit for a 5K Walk/Run for Life scheduled for Saturday, August 24, 2019 at 9:00 a.m. Set-up is requested to begin at 8:00 a.m. with take down ending at noon.

The 5K Walk/Run for Life would begin and end at Pella Christian High School. The proposed route remains the same as past years. Approximately 100 participants are expected to take part in the 23rd annual event which raises financial support for the Pathways of Pella ministry.

All pertinent City departments have reviewed this application and comments are attached. The fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Application, Map, Department Comments  
REPORT PREPARED BY: City Clerk  
REVIEWED BY: CITY ADMINISTRATOR  
RECOMMENDATION: Approve special event permit

g. **Special Event Permit Request for the Red Rock Threshers Tractor Pull**

BACKGROUND: The Red Rock Threshers have requested a special event permit for their annual tractor pull. The event is scheduled to be held on Saturday, June 1, 2019, from 10:00 a.m. to 6:00 p.m., on City property located east of Geetings near the intersection of South Prairie Street and Truman Road. Set-up would begin on Friday, May 31, 2019 at 6:00 p.m., with take down complete by Saturday, June 1, 2019 at 6:00 p.m.

All pertinent City departments have reviewed this application and comments are attached. The fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Application, Department Comments  
REPORT PREPARED BY: City Clerk  
REVIEWED BY: CITY ADMINISTRATOR  
RECOMMENDATION: Approve special event permit

**D. \*PUBLIC HEARINGS** – None

**E. PETITIONS & COMMUNICATIONS**

1a. **Special Event Permit Request for Thursdays in Pella.**

Van Stryland moved to approve, seconded by De Jong.

On roll call the vote was:

AYES: Van Stryland, De Jong, Bokhoven, Branderhorst, Schiebout, Peterson.

NAYS: None.

Motion carried.

BACKGROUND: The Pella Area Community and Economic (PACE) Alliance has requested a special event permit for Thursdays in Pella on seven Thursday evenings in June and July, as outlined below. The events are scheduled from 6:00 to 9:00 p.m. with set-up starting at 3:00 p.m. and take down completed by 9:00 p.m. The promoter expects 1,000 to 1,500 people would attend each event to enjoy the family-friendly activities around Central Park including music, food, and games. Food vendors would be located on the east side of Broadway Street as outlined on the attached map.

Included with this request is a resolution closing the following street segments and parking spaces between 3:00 and 9:00 p.m. for each event:

Date	Event Theme	Street Closures
June 6	Let's Play	800 block of Broadway & two parking spaces on Franklin
June 13	Game Night	800 block of Broadway & five parking spaces on Franklin
June 20	Manufactured in Marion County	800 block of Broadway & 700 block of Franklin
June 27	Ag in the City	600 & 700 block of Franklin, 800 block of Broadway, 700 & 800 block of Main
July 11	Up, Up & Away	800 block of Broadway & two parking spaces on Franklin
July 18	Celebrate	Two parking spaces on Franklin
July 25	Around the World	800 block of Broadway & two parking spaces on Franklin

All pertinent City departments have reviewed this application and comments are attached. The fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Resolution, Application, Maps, Department Comments  
REPORT PREPARED BY: City Clerk  
REVIEWED BY: CITY ADMINISTRATOR  
RECOMMENDATION: Approve special event permit and resolution

1b. Resolution No. 5963 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS IN CONNECTION WITH A SPECIAL EVENT KNOWN AS THURSDAYS IN PELLA."

De Jong moved to approve, seconded by Schiebout.

On roll call the vote was:

AYES: De Jong, Schiebout, Peterson, Bokhoven, Branderhorst, Van Stryland.

NAYS: None.

Motion carried.

2a. Special Event Permit Request for Marion County Cattlemen Promotional Grilling for May Beef Month.

Bokhoven moved to approve, seconded by Van Stryland.

On roll call the vote was:

AYES: Bokhoven, Van Stryland, Schiebout, Peterson, De Jong, Branderhorst.

NAYS: None.

Motion carried.

BACKGROUND: The Marion County Cattlemen have requested a special event permit to hold a grilling event to celebrate May Beef Month. The event is scheduled to occur from 5:00 to 8:00 p.m. on Friday, May 10, 2019. A rain date of Friday, May 24, 2019 has also been requested. Set-up is proposed to begin at 3:30 p.m. with take down complete by 8:00 p.m. As background, the purpose of this event is to raise funds to assist families in Marion County who are struggling to pay for the cost of school lunches.

Included with this request is a resolution closing four parking spaces on the east side of Main Street, in front of the In't Veld Meat Market, to place the grill and tables to sell food from, as outlined on the attached map. In addition, the resolution closes a portion of Oostpoort Alley for the purpose of parking the Marion County Cattlemen trailer during the event. It is important to note that the promoter has discussed this request with the Pella Police Department, and the Police Department is in support of these closures.

All pertinent City departments have reviewed this application and comments are attached. The fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Resolution, Application, Map, Department Comments

REPORT PREPARED BY: City Clerk

REVIEWED BY: CITY ADMINISTRATOR

RECOMMENDATION: Approve special event permit and resolution

2b. Resolution No. 5964 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS IN CONNECTION WITH A SPECIAL EVENT KNOWN AS MARION COUNTY CATTLEMEN PROMOTIONAL GRILLING FOR MAY BEEF MONTH."

Bokhoven moved to approve, seconded by Peterson.

On roll call the vote was:

AYES: Bokhoven, Peterson, De Jong, Branderhorst, Van Stryland, Schiebout.

NAYS: None.

Motion carried.

3a. Special Event Permit Request for the Pella Community Ambulance Open House.

Branderhorst moved to approve, seconded by Schiebout.

On roll call the vote was:

AYES: Branderhorst, Schiebout, Peterson, De Jong, Bokhoven, Van Stryland.

NAYS: None.

Motion carried.

BACKGROUND: The Pella Community Ambulance has requested a special event permit for their open house scheduled on Saturday, May 11, 2019, from 3:00 to 6:00 p.m. Set-up is requested to begin at noon with take down complete by 8:00 p.m.

As background, the Pella Community Ambulance is hosting this open house for the purpose of raising funds to upgrade their cots from manual to self-loading, a safety enhancement for patients and providers alike. During this open house, the promoter is proposing to offer a free-will donation meal, EMS education, tours, and activities for children. In addition, the promoter plans to host the Iowa Narcotics Officers Association "What You Don't See" trailer to spread awareness about warning signs/indicators of drug use in teenagers.

A resolution is included with this request to close six parking spaces to the east of the Pella Community Ambulance and Pella Fire Department buildings for placement of the "What You Don't See" trailer.

All pertinent City departments have reviewed this application and comments are attached. The fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Resolution, Application, Map, Department Comments

REPORT PREPARED BY: City Clerk

REVIEWED BY: CITY ADMINISTRATOR

RECOMMENDATION: Approve special event permit and resolution

- 3b. Resolution No. 5965 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS IN CONNECTION WITH A SPECIAL EVENT KNOWN AS THE PELLA COMMUNITY AMBULANCE OPEN HOUSE."

Van Stryland moved to approve, seconded by De Jong.

On roll call the vote was:

AYES: Van Stryland, De Jong, Bokhoven, Branderhorst, Schiebout, Peterson.

NAYS: None.

Motion carried.

## **F. PLANNING & ZONING ITEMS** – None

## **G. ADMINISTRATION REPORTS**

1. Set Public Hearing Date for FY 18-19 Budget Amendment.

Peterson moved to set the public hearing date for this item as May 21, 2019, seconded by Van Stryland.

On roll call the vote was:

AYES: Peterson, Van Stryland, Schiebout, De Jong, Bokhoven, Branderhorst.

NAYS: None.

Motion carried.

BACKGROUND: Staff requests permission to set May 21, 2019 as the public hearing date for amending the FY 18-19 budget. The reason for the amendment is to adjust timing differences for capital improvement projects and to adjust accounts that may be over/under funded. All adjustments will be covered by additional revenues or existing funds, therefore there will not be an increase in taxes or fees as a result of the amendment.

ATTACHMENTS: None  
REPORT PREPARED BY: Finance Department  
REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK

RECOMMENDATION: Set May 21, 2019 as the Public Hearing Date for Amending the FY 18-19 Budget

## **H. RESOLUTIONS**

1. Resolution No. 5966 entitled, "RESOLUTION OF PELLA CITY COUNCIL APPROVING FINAL PLAT OF BOS RIDGE SUBDIVISION – PLAT 2."

Schiebout moved to approve, seconded by Bokhoven.

On roll call the vote was:

AYES: Schiebout, Bokhoven, Branderhorst, Van Stryland, Peterson, De Jong.

NAYS: None.

Motion carried.

BACKGROUND: This resolution approves a final plat for Bos Ridge Subdivision – Plat 2. As background, the subject subdivision is located approximately 1,200 feet north of the intersection of Highway T15 and Bos Landen Drive. On March 6, 2018, the City Council reviewed and approved the preliminary plat for this 43-lot subdivision. Please note that the final plat being considered by the Commission is the second plat, which includes 32 lots.

The subdivision ordinance states that the City Council shall review the final plat for conformance with the Comprehensive Plan, zoning and subdivision ordinances, as well as considering the recommendations of reviewing parties.

The final plat is the legal document that is recorded with the Marion County Recorder's Office. The sale of subdivided lots can only proceed after this recording. The primary purpose of the final plat is to delineate property boundaries and to describe and dedicate rights-of-way and easements.

The final plat must conform with the approved preliminary plat. Staff believes the final plat meets the requirements as shown in the approved preliminary plat. Any modifications or conditions approved during consideration of the preliminary plat should be continued to consideration of the final plat.

Chapter 170.08.2 requires the City Council to review the final plat for conformance with the Comprehensive Plan, including the *Future Land Use Map*. The *Future Land Use Map* of the Comprehensive Plan identifies this site for "Low Density Residential" land uses, which can accommodate single-family residential projects. Staff believes the proposed plat conforms to the City's Comprehensive Plan.

The developer has submitted the necessary performance bonds for the public infrastructure which will be completed as a part of this final plat. Once the infrastructure is constructed, it will be dedicated to the City of Pella. Listed below is a summary of the public infrastructure for this plat:

- Roadways: ~1,850 linear feet
- Water: ~1,800 linear feet
- Sanitary Sewer: ~1,800 linear feet
- Storm Sewer: ~1,500 linear feet
- Electric: ~4,075-linear feet

The subdivision plat has been submitted to reflect City of Pella staff and consultant comments. Staff finds the final plat meets the minimum requirements of the zoning ordinance and subdivision ordinance. Additionally, staff finds the development conforms to the City's Comprehensive Plan. Based upon the findings, staff recommends approval of the final plat. Finally, it should be noted, the Planning and Zoning Commission unanimously approved this final plat during their meeting on April 8, 2019.

ATTACHMENTS: Resolution, Aerial Map, Final Plat, Application  
REPORT PREPARED BY: Zoning Administrator  
REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK  
RECOMMENDATION: Approve resolution

## **I. ORDINANCES**

1. Ordinance No. 957 entitled, "AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF PELLA, IOWA, BY CHANGING THE ZONING CLASSIFICATION OF APPROXIMATELY 23 ACRES OF LAND LOCATED AT OR NEAR 2110 IDAHO DRIVE, MARION COUNTY, IOWA."

Schiebout moved to place ordinance no. 957 on its third reading, seconded by De Jong.

On roll call the vote was:

AYES: Schiebout, De Jong, Bokhoven, Branderhorst, Van Stryland, Peterson.

NAYS: None.

Motion carried.

Schiebout moved that ordinance no. 957 be adopted, seconded by Bokhoven.

On roll call the vote was:

AYES: Schiebout, Bokhoven, Branderhorst, Van Stryland, Peterson, De Jong.

NAYS: None.

Mayor Mueller declared the motion carried and the ordinance duly passed and adopted.

**BACKGROUND:** This proposed ordinance would change the base zoning classification for approximately 22.78-acres from Agricultural (A1) to a base zone of Community Commercial (CC) and Rural Residential (RR) with a Planned Unit Development (PUD) overlay zone. It is important to note this 7,000-square foot building is intended to be a private conferencing, dining, and recreational facility for Pella Corporation and Genlink. Under the City's Zoning Ordinance the proposed development is considered a social club use, which is a permitted land use in the CC zoning district. The overall estimated cost of the development is approximately \$5 million.

**Current Zoning:** The existing zoning for the property is Agricultural (A1) which provides for and preserves the agricultural and rural use of land, while accommodating very low-density residential development generally associated with agricultural uses. In addition, land included in the Urban Reserve in the Comprehensive Development Plan should be retained in the A1 District to prevent premature or inappropriate development.

**Proposed Zoning:** The proposed zoning for this property is a base zone of Community Commercial (CC) and Rural Residential (RR) with a Planned Unit Development (PUD) overlay zone. The CC zoning district accommodates a variety of commercial uses, some of which have significant traffic or visual effect. These districts may include commercial uses which are oriented to services, including automotive services, rather than retail activities. This district is most appropriately located along major arterial streets or in areas that can be adequately buffered from residential districts. The RR zoning district provides for the rural residential use of land, accommodating low-density residential environments. The district's regulations assure that density is developed consistent with land use policies of the Pella Comprehensive Plan regarding rural subdivisions and levels of infrastructure.

**Planned Unit Development:** PUD overlay zones are designed to allow for comprehensively planned projects which provide for innovative and imaginative approaches to urban design and land development. A PUD is a negotiated contract for land development between the private developer and the public governmental entity. This differs from the traditional approach to land development wherein the developer develops land pursuant to minimum standards previously adopted by the government. A PUD permits flexible variation from established land regulations as contained in zoning districts and in platting and subdivision requirements. The developer, with City staff guidance, Planning and Zoning Commission review, and Council approval, may develop its own guidelines for the best development of the land in question. As a result, some requirements of the PUD will be greater than the City's Zoning Code. In addition, there will also be some variations from the Zoning Code to accommodate the development. The overall intent of the PUD is to enhance land use compatibility with the existing neighborhood.

A considerable amount of site planning work has taken place for this proposed PUD. The plan was reviewed by professional engineers and City staff. This review included public safety issues, traffic concerns, and an infrastructure analysis. Overall, the planning for the development was completed in a comprehensive manner and in accordance with City Code.

**Key Requirements of the Proposed Ordinance**

Exhibit A-1 and A-2

The proposed development site is required to be developed in accordance with Exhibit A-1 and A-2. This preliminary site plan has been reviewed and approved by the City's engineer and staff. Staff believes this preliminary plan meets the City's site plan requirements and will undergo further review during the consideration of a formal site plan.

Exhibit B-1 through B-4

The proposed development is required to be designed in accordance with the color renditions as identified in Exhibit B-1 through B-4. Staff believes the design is significantly above any requirements under the City Code.

**Zoning District Modifications**

The proposed ordinance requires the development to be in conformance with the base CC zoning district except for the following modifications:

**Zoning Requirements Waived or Amended:**

1. The requirements of Table 165.12-3, Front Yard, shall be reduced from 25 feet to 15 feet.
2. The requirements of Table 165.12-3, Floor Area Ratio, shall be reduced from 1.0 to zero.
3. The landscaping and screening requirements of Section 165.31 shall be waived upon the submission of a landscaping plan identifying all existing trees and those planned to be removed upon development. The plan shall be submitted at or before final site plan approval. This waiver shall not apply to the screening of dumpster enclosures.

Use Restrictions:

1. For the property identified as Lot A: the property shall be used for a private conferencing/dining and recreational facility only. This is considered a social club use under the Pella Zoning Ordinance.
2. For the property identified as Lots B & C: the property shall be used for single-family residential uses only.

Subdivision Ordinance Modifications

The proposed ordinance requires the development to be in conformance with the requirements of Chapter 170 of the City's municipal code except for the following modifications:

1. The access drive to Lot A will remain a private drive and does not require curb and gutter. It shall otherwise be constructed to City standards.
2. Lot C is intended to be combined with the adjacent Lot D for the development of a single-family residence. Building permits shall not be issued for any development on Lot C or D until a restrictive covenant has been filed permanently joining those lots.

Comprehensive Plan: The Future Land Use Map of the Comprehensive Plan targets the proposed site for Agricultural and Low-Density Residential developments. Due to the commercial aspects of the proposed conference center, the Comprehensive Plan recommends a PUD to mitigate potential land use conflicts. In this particular case, the proposed PUD identifies the proposed conference center as the only use for Lot A. In addition, Lots B and C can only be used for single-family residential purposes. These restrictions will limit the density of the development and assist in mitigating any potential land use conflicts with neighboring properties. Furthermore, there is a significant distance of natural barriers (i.e. trees) between the conference center and the nearest residential property. Based on staff's analysis, we believe any potential land use conflicts have been addressed in the proposed PUD.

In addition, the proposed \$5 million conference center targets a priority goal of the Comprehensive Plan, which is economic strength. The conference center will play a key role in supporting Pella Corporation's presence in our community. Furthermore, the conference center will also strengthen the tax base and increase the economic vitality of the City. As a result, staff believes the proposed PUD is in conformance and aligns with the Comprehensive Plan.

Staff believes the proposed ordinance meets the requirements of the City's Zoning Code. In addition, staff also believes the proposed ordinance is consistent and in conformance with the City's Comprehensive Plan. Therefore, staff is recommending approval of the proposed ordinance which would formally change the zoning for this property to a base zoning district of CC and RR with a PUD overlay zone. Finally, it is important to note that the Planning and Zoning Commission unanimously approved this ordinance at their meeting on March 11, 2019.

ATTACHMENTS: Ordinance, Exhibit A-1 and A-2, Exhibit B-1 through B-4, Written Comment

REPORT PREPARED BY: Bryce C. Johnson, Zoning Administrator

REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Approve ordinance

2. Ordinance No. 958 entitled, "AN ORDINANCE AMENDING WASTEWATER RATES IN THE CITY OF PELLA, IOWA."

Bokhoven moved to place ordinance no. 958 on its second reading, seconded by Van Stryland.

On roll call the vote was:

AYES: Bokhoven, Van Stryland, Schiebout, Peterson, De Jong, Branderhorst.

NAYS: None.

Motion carried.

It was moved by Bokhoven that the statutory rule requiring said ordinance to be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended, seconded by Van Stryland.

On roll call the vote was:

AYES: Bokhoven, Van Stryland, Peterson, De Jong, Branderhorst.

NAYS: Schiebout.

Motion carried.

Van Stryland moved that ordinance no. 958 be adopted, seconded by Peterson.

On roll call the vote was:

AYES: Van Stryland, Peterson, De Jong, Bokhoven, Branderhorst, Schiebout.

NAYS: None.

Mayor Mueller declared the motion carried and the ordinance duly passed and adopted.

BACKGROUND: This ordinance increases the wastewater rates of the City of Pella by 8% effective for utility bills due July 20, 2019 for June usage. As background, the FY 19-20 budget included this increase which is necessary to fund improvements required by the Iowa Department of Natural Resources (IDNR). These mandated improvements total an estimated \$4.8 million and are necessary to comply with the stringent ammonia, E. coli, and dissolved oxygen limitations established by the IDNR. Overall, staff believes wastewater rates will need to increase by 25% to 30% over the next several years in order to meet the new mandates.

Proposed Wastewater Rate Structure

The proposed rate increase of 8% would be effective for utility bills due July 20, 2019 for June usage. At that time, the base fee for the wastewater rate would increase from \$18.36 to \$19.83 per month. In addition, the cost per 1,000 gallons of water used would increase from \$4.59 to \$4.96.

Impact of Wastewater Rate Increases

The proposed rate increase of 8% would be effective for all customer classes. The following chart represents the impact of the rate increase for different customer types inside the City limits. For the average residential customer using 7,000 gallons per month, the proposed increase is \$4.06 per month. For the average commercial customer using 35,000 gallons per month, the proposed increase is \$14.42 per month. For the average industrial customer using 100,000 gallons per month, the proposed increase is \$38.47 per month.

Typical Customer	Sewer Use in Gallons	Current Bill	Proposed Bill	\$ Increase	% Increase
Residential	7,000	50.49	54.55	4.06	8%
Commercial	35,000	179.01	193.43	14.42	8%
Industrial	100,000	477.36	515.83	38.47	8%

**Comparable Cities**

The chart below compares the City of Pella's current and proposed wastewater rates against the surrounding cities of Knoxville and Oskaloosa. For all customer classes, even after the proposed increase, Pella's rates continue to be significantly lower than the neighboring communities.

**Wastewater Rate Comparison - In City Limits**

	Minimum	7,000 Gallon Residential	35,000 Gallons Commercial	100,000 Gallons Industrial
Knoxville	\$ 22.44	\$ 70.81	\$ 264.29	\$ 713.44
Oskaloosa	\$ 13.10	\$ 71.68	\$ 305.99	\$ 849.94
<b>Pella (Current)</b>	\$ 18.36	\$ 50.49	\$ 179.01	\$ 477.36
<b>Pella (Proposed)</b>	\$ 19.83	\$ 54.55	\$ 193.43	\$ 515.83

As previously stated, an increase in the wastewater rates is necessary to help fund IDNR mandates put into effect for the City's wastewater system. If Council approves this ordinance, the proposed rates would initiate the second of phased increases necessary to support the required improvements. The proposed 8% rate increase would be effective for utility bills due July 20, 2019 for June usage.

ATTACHMENTS: Ordinance  
 REPORT PREPARED BY: City Administration  
 REVIEWED BY: CITY ADMINISTRATOR  
 CITY CLERK  
 RECOMMENDATION: Approve ordinance

**I. CLAIMS**

1. Abstract of Bills No. 2029.

Schiebout moved to approve, seconded by De Jong.

On roll call the vote was:

AYES: Schiebout, De Jong, Bokhoven, Branderhorst, Van Stryland, Peterson.

NAYS: None.

Motion carried.

**K. OTHER BUSINESS / \*PUBLIC FORUM (any additional comments from the public)**

Comments were received and addressed.

**L. CLOSED SESSION** - None

**M. ADJOURNMENT**

There being no further business claiming their attention, Peterson moved to adjourn, seconded by Bokhoven.

On roll call the vote was:

AYES: Peterson, Bokhoven, Branderhorst, Van Stryland, Schiebout, De Jong.

NAYS: None.

Motion carried.

Meeting adjourned at 7:48 p.m.