

City of West Branch

~ A Heritage for Success ~

110 N. Poplar St. • P.O. Box 218 • West Branch, Iowa 52358
Ph. 319-643-5888 • Fax 319-643-2305 • www.westbranchiowa.org • wbcity@lcom.net

CITY COUNCIL MEETING AGENDA
Monday, December 16, 2013 • 6:30 p.m.
City Council Chambers, 110 North Poplar Street
Action may be taken on any agenda item.

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Welcome
5. Approve Agenda/Consent Agenda/Move to action
 - a. Approve minutes from the December 2, 2013 City Council Work Session.
 - b. Approve minutes from the December 2, 2013 City Council Meeting.
 - c. Approve claims.
 - d. Approve 2014 Seal Coat Unit Pricing Agreement with L.L. Pelling Company.
6. Communications/Open Forum
7. Public Hearing/Non-Consent Agenda
 - a. Mayor Mark Worrell – Recognition of Dave’s Welding & Repair
 - b. Resolution 1166, approving Change Order Number One, decreasing the contract amount by \$25,327.88, and Partial Payment Estimate Number Five for work completed between October 12, 2013 and November 15, 2013 in the amount of \$63,737.88 to Ricklefs Excavating, Ltd. for the West Branch Lift Station & Force Main Project and accepting the project as substantially completed./Move to action.
 - c. Resolution 1167, approving agreement between Sacaba, LLC, Clean Energy, Inc. and the City of West Branch, Iowa./Move to action.
 - d. Resolution 1168, approving the Clean Energy Site Plan./Move to Action.
 - e. Resolution 1169. Approving a one-year extension of Lot #1 Pedersen Valley, Part One Site Plan per Section 173.09 of the City Code./Move to action.
 - f. Accept the resignation of Nolan R. Bogaard as building inspector./Move to action.
 - g. Accept the resignation of Lisa Schettler from the Planning & Zoning Commission./Move to action.
8. City Staff Reports
 - a. City Administrator Matt Muckler – Holiday Office and Trash Pick-Up Schedule
9. Comments from Mayor and Council Members
10. Adjournment

Mayor: Mark Worrell • **Council Members:** Jordan Ellyson, Colton Miller, Jim Oaks, Brian Pierce, Tim Shields
City Administrator/Clerk: Matt Muckler • **Fire Chief:** Kevin Stoolman • **Library Director:** Nick Shimmin
Parks & Rec Director: Melissa Russell • **Police Chief:** Mike Horihan • **Public Works Director:** Matt Goodale

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

**City Council
Joint Meeting**

**December 2, 2013
6:00 p.m.**

Mayor Worrell opened the West Branch City Council joint meeting with the park and recreation commission by welcoming the audience and the following City staff: City Administrator Matt Muckler, Deputy City Clerk Dawn Brandt, Administrative Assistant Shanelle Peden, and Parks & Rec Director Melissa Russell. Council members: Colton Miller, Jim Oaks, Brian Pierce, and Tim Shields. Parks & Recreation Commission members Lisa Corr, Beth Noe, Liz Seydel, and Shane Staker. Councilperson Jordan Ellyson and Parks & Recreation Commission member Cory Nalan entered after roll call.

Brian Boelk, representative of HBK Engineering, proposed a schedule and tentative plans for completing the Strategic Plan for Parks and Rec Capital Improvements. HBK will facilitate public input on the development of our six city parks. HBK will also produce site plans and cost estimates for each park and a phasing plan for implementation. Boelk stated that public input will be gathered through a public input survey and through a charrette process. Councilpersons Miller and Pierce asked that easements, the pipeline and flood plain are considered to ensure proper placement of recreational facilities. In response to a question on the timing of new amenities, City Administrator Muckler stated that taxpayers will make the decision as to funding and timing on new amenities. He also added, for example, that the outdoor amenities (ballfields, parking, concession stand, trail, restrooms, playground etc.) for the proposed recreational complex in Pedersen Valley could be constructed in 2015 and opened as early 2016 if voters approved the funding. Resident Mike Colbert asked if the recreation center could be constructed first and Muckler stated that the City would proceed (assuming voter support for a LOST extension or general obligation bond) with the projects that are prioritized through the public input process.

Motion by Ellyson to adjourn the work session, seconded by Miller. AYES: Ellyson, Miller, Oaks, Pierce, Shields. NAYS: None. Motion carried. Work session adjourned at 6:34 p.m.

Mark Worrell, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk

(The following is a synopsis of the minutes of the West Branch City Council meeting. The full text of the minutes is available for inspection at the City Clerk's office. The minutes are not approved until the next regularly scheduled City Council meeting.)

**West Branch, Iowa
Council Chambers**

City Council Meeting

**December 2, 2013
6:30 p.m.**

Mayor Worrell opened the West Branch City Council meeting by welcoming the audience and the following City staff: City Administrator Matt Muckler, City Attorney Kevin Olson, Deputy City Clerk Dawn Brandt, Administrative Assistant Shanelle Peden, Library Director Nick Shimmin, Parks & Rec Director Melissa Russell, Police Chief Mike Horihan, Public Works Director Matt Goodale. Council members: Jordan Ellyson, Colton Miller, Jim Oaks, Brian Pierce, and Tim Shields.

APPROVE AGENDA/CONSENT AGENDA

- a. Approve minutes from the November 18, 2013 City Council Meeting.
- b. Approve claims.

Motion by Ellyson to approve, seconded by Miller. AYES: Ellyson, Miller, Oaks, Pierce, Shields. NAYS: None. Motion carried.

Date 12-2-2013	City of West Branch Claims Register Report	
Blue Cross Blue Shield	Health/Dental Insurance	11,960.61
Dearborn Insurance	Life Insurance	53.80
Deluxe Corporation	Admin - Deposit slips	47.15
EFTPS	Federal W/H	5,965.82
Hy-Vee	P&R-Supplies for soup dinner	299.50
Iowa Dept. Of Revenue	Payroll Expense	1,022.62
IPERS	IPERS	7,984.07
Mediacom	Admin - Service	40.90
Payroll Expense	Payroll Expense 11-22-13	26,021.57
Pitney Bowes	Admin - Ink & sealer	237.11
Roger Laughlin	Town Hall - Painting of ext.	11,900.00
Shanelle M Peden	Admin/Cable-Doc frames/Video	256.77
Treasurer State Of Iowa	State W/H Tax	2,151.00
UPS	Sewer - Shipping	50.34
Wageworks	Flex - HCFSA2013	128.19
	Grand Total	68,119.45

Fund Totals	
001 General Fund	24,881.35
022 Civic Center	11,900.00
031 Library	5,163.10
110 Road Use Tax	80.07
112 Trust And Agency	11,891.68
600 Water Fund	7,504.93
610 Sewer Fund	6,570.13
950 BC/BS Flexible Benefit	128.19
Grand Total	68,119.45

COMMUNICATIONS/OPEN FORUM

Mackenzie Krob, Main Street West Branch Director, reminded everyone of Christmas Past events that will be taking place this coming weekend and invited the public to attend.

PUBLIC HEARING/NON-CONSENT AGENDA

Mayor Mark Worrell-Recognition of Dave’s Welding & Repair

Mayor Worrell indicated that Dave’s Welding would be recognized at the December 16th, 2013 City Council meeting.

Accept the resignation of Tim Shields from the Park & Recreation Commission

Motion by Miller to approve the resignation of Tim Shields from the Park & Recreation Commission, second by Ellyson. AYES: Miller, Ellyson, Oaks, Pierce, Shields. NAYS: None. Motion carried.

Public Hearing on proposed plans and specifications, proposed form of contract and estimate of cost for construction of Sanitary Sewer Rehabilitation-Phase I for the City of West Branch, Iowa, and the taking of bids therefor

Mayor Worrell opened the public hearing at 6:43 p.m. Eric Gould, representative from Veenstra & Kimm, indicated that reducing inflow and infiltration through repair and replacement of the sanitary sewer system is a multi-phased plan with inspection and evaluation that correspond with each phase. Point repairs on Phase I have been completed. Necessary lining and grouting identified during the Phase I study will be completed by this project. Councilperson Oaks asked Gould if he was comfortable with only one bid received. Gould indicated that five total firms were sent bid information and only one responded. Councilperson Ellyson asked if rejecting bids would cause project delays. Councilperson Miller remarked that he did not like to see a lack of multiple bids. Councilperson Shields asked if the lack of bids is attributed to the specialization of the type of work. Gould responded that the work is specialized and that while only one bid was received, that bid came from a reputable firm and was below the engineer’s estimate. Rebidding the project would, in his opinion, render a similar result and may delay the project. Mayor Worrell closed the public hearing at 6:46 p.m.

Resolution 1163, accepting bids and awarding the contract for the Sanitary Sewer Rehabilitation-Phase I project

Motion by Shields to approve Resolution 1163, second by Ellyson. AYES: Shields, Ellyson, Miller, Oaks, Pierce. NAYS: None. Motion carried.

Resolution 1165, approving the provision of brine to West Branch Village

City Administrator Muckler indicated that the West Branch Mobile Home Village is considering the purchase of equipment to produce brine in the future and would like to evaluate its effectiveness. In the meantime, West Branch Village inquired about purchasing brine from the City. Public Works Director Matt Goodale indicated that he evaluated the usage area of the West Branch Mobile Home Village and determined that \$500 would cover the City’s costs even in the event of high use this winter. Councilperson Oaks asked what the City will do to receive the funds from the West Branch Mobile Home Village. Goodale stated that the city would provide brine but not apply it.

Motion by Shields to approve Resolution 1165, second by Pierce. AYES: Shields, Pierce, Ellyson, Miller, Oaks. NAYS: None. Motion carried.

CITY STAFF REPORTS

Deputy City Clerk Dawn Brandt briefed the Council on new fees that the City’s healthcare provider, Wellmark, will be implementing per new federal health care regulations beginning January 2014. Brandt added that the approximate additional cost would be \$1,200.00 for the first quarter of 2014. After April 1, 2014, those fees will be included in the premium rates. Council members suggested that the City should bear the cost of these fees until April 1st.

Mayor Mark Worrell indicated that his father would be celebrating his 90th birthday on Sunday, December 15th at 10:00 a.m. at the Brick Arch Winery in West Branch. He extended the invitation to anyone who would like to attend.

ADJOURNMENT

Motion by Miller to adjourn the meeting, second by Ellyson. Motion carried on a voice vote. City Council meeting adjourned at 7:25 p.m.

Mark Worrell, Mayor

ATTEST: _____
Matt Muckler, City Administrator/Clerk

PROPOSAL

City of West Branch
P.O. Box 218
West Branch, IA 523580218



WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:

RE: 2013 Seal Coat Work

Date: 12-7-12

TYPE OF WORK

Pea Rock

Unit Price

A. Base Repair and Single Seal Coat consisting of:

- Scarify and pulverize existing street surface
- Furnish water as required for compaction and reshape and recompact.
- Prime with MC asphalt
- Furnish and apply single seal coat of **MC-3000 asphalt**
- Furnish, spread and roll **3/8" chips**.

3.35 SY

B. Single Seal Coat consisting of:

- Power broom streets
- Furnish and apply single seal coat of **MC-3000 asphalt**
- Furnish, spread and roll **3/8" chips**.

2.25 SY

Cold Mix Patching Material Delivered and Placed (15 tons or less)

185.00 TN

- Notes:**
- 1.) The above prices are non-taxed. If a Tax Exempt Certificate is not provided by April 1, 2013 \$0.07 per square yard will be added to the unit price.
 - 2.) Price is based on MC-3000 prices at \$2.75/gallon. Final unit prices are subject to change if contract is unsigned by Feb 1, 2013.
 - 3.) Add \$.30/sy for slag material and \$.25/sy for pea rock.

Authorized
Signature _____

Note: This proposal may be withdrawn if not accepted within ____ days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

Signature _____ Date _____

Signature _____ Date _____

PROPOSAL



City of West Branch
P.O. Box 218
West Branch, IA 52358-0218

WWW.LLPELLING.COM

1425 W. Penn Street P.O. Box 230 North Liberty, Iowa 52317

(319) 626-4600 FAX (319) 626-4605

WE PROPOSE TO DO THE FOLLOWING WORK AND/OR FURNISH THE MATERIALS AT THE UNIT PRICE QUOTED BELOW:

RE: 2014 Seal Coat Work

Date: 11/19/13

TYPE OF WORK

Unit Price

A. Base Repair and Single Seal Coat consisting of:

Scarify and pulverize existing street surface
Furnish water as required for compaction and reshape and recompact.
Prime with MC asphalt
Furnish and apply single seal coat of MC-3000 asphalt
Furnish, spread and roll 3/8" chips.
Pea Rock

3.40 SY

B. Single Seal Coat consisting of:

Power broom streets
Furnish and apply single seal coat of MC-3000 asphalt
Furnish, spread and roll 3/8" chips.
Pea Rock

2.30 SY

Cold Mix Patching Material Delivered and Placed (15 tons or less)

185.⁰⁰ TN 15 ton +
210.⁰⁰ TN Under 15 ton

Notes: 1.) Price's based on receipt of Tax Exempt Certificate to our office by **April 1, 2014.**

2.) Add \$.30/sy for **slag material** and \$.25/sy for **pea rock.**

Authorized Signature Darrin Tippie

Note: This proposal may be withdrawn if not accepted within 60 days.

All work & materials will be according to specifications submitted or per standard practices. Any alteration or deviation from the above specifications involving extra cost will become an extra charge over and above the estimate. Items bid per Unit of Measure are based on estimated quantities, and payment will be based on actual quantities placed. Payment is due upon receipt of invoice. 1 3/4% Service Fee will be charged on all past due accounts (21% per annum). Any expense incurred to collect past due accounts, including attorney fees, will be reimbursed by owner.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be due upon receipt of invoice. I will retain the white copy for my records and return the yellow copy for authorization to schedule work.

Signature _____ Date _____

Signature _____ Date _____

RESOLUTION NO. 1166

RESOLUTION APPROVING CHANGE ORDER NUMBER ONE, DECREASING THE CONTRACT AMOUNT BY \$25,327.88, AND PARTIAL PAYMENT ESTIMATE NUMBER FIVE FOR WORK COMPLETED BETWEEN OCTOBER 12, 2013 AND NOVEMBER 15, 2013 IN THE AMOUNT OF \$63,737.88 TO RICKLEFS EXCAVATING, LTD. FOR THE WEST BRANCH LIFT STATION & FORCE MAIN PROJECT AND ACCEPTING THE PROJECT AS SUBSTANTIALLY COMPLETED.

WHEREAS, Ricklefs Excavating, Ltd, of Anamosa, Iowa was awarded the construction contract for the West Branch Lift Station & Force Main Project (the "Project") by the West Branch City Council on December 17, 2012; and

WHEREAS, Project Engineer Dave Schechinger, PE, with Veenstra & Kimm, Inc. has declared that said Project has now been completed in accordance with the drawings and specifications on the Project; and

WHEREAS, Veenstra & Kimm, Inc. has declared that said Project has now been completed based on observations during construction, certification by the material suppliers, testing performed, and an on-site review of the completed construction by Project Engineer Dave Schechinger, P.E.; and

WHEREAS, it is now necessary for the City Council to accept the aforementioned Project as substantially completed.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the West Branch, Iowa, that the West Branch Lift Station & Force Main Project be accepted as substantially completed.

* * * * *

Passed and approved this 16th day of December, 2013.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk



November 20, 2013

Matt Muckler
City Administrator
City of West Branch
110 Poplar Street
P.O. Box 218
West Branch, IA 52358

WEST BRANCH, IOWA
LIFT STATION & FORCE MAIN
PARTIAL PAY ESTIMATE NO. 5
CHANGE ORDER NO. 1

Enclosed is one copy of Partial Payment Estimate No. 5 for work completed October 12, 2013 to November 15, 2013 under the contract between City of West Branch and Ricklefs Excavating, Ltd. Also enclosed is one copy of Change Order No. 1.

We have checked the estimate and recommend payment to Ricklefs Excavating, Ltd. in the amount of \$63,737.88. We are also recommending the City of West Branch approve Change Order No. 1. Please arrange for approval of Change Order No. 1 prior to considering Partial Pay Estimate No. 5.

By separate cover we have forwarded three copies of Partial Payment Estimate No. 5 and Change Order No. 1 to Ricklefs Excavating, Ltd. for signature and return to the City of West Branch.

Please sign all copies of the partial payment estimates and change orders forwarded to you by Ricklefs Excavating, Ltd. in the spaces provided and return one signed copy to our office and one copy to Ricklefs Excavating, Ltd. with payment.

If you should have any questions or comments concerning the enclosed information, please contact us at 319-466-1000.

VEENSTRA & KIMM, INC.

Dave Schechinger
DRS:mmc
36846
Enclosure



VEENSTRA & KIMM, INC.

860 22nd Avenue, Suite 4 • Coralville, Iowa 52241-1565
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

November 20, 2013

CHANGE ORDER NO. 1

LIFT STATION & FORCE MAIN
WEST BRANCH, IOWA

Change Order No. 1 is for the following modifications to the project:

- | | | |
|---|--------|-----------------------|
| 1. Revisions to pipe connections at intercept MH. | LS | \$ <u>8,000.00</u> |
| 2. Revisions to generator enclosure. | LS | \$ <u>(38,093.00)</u> |
| 3. Remove buried casing pipe near wet well. | LS | \$ <u>3,725.12</u> |
| 4. Adjust lid thickness on intercept MH. | LS | \$ <u>840.00</u> |
| 5. Extend operating rod on sluice gate – 1 side only. | LS | \$ <u>200.00</u> |
| | Total: | \$ <u>(25,327.88)</u> |

Change Order No. 1 decreases the contract amount by \$ 25,327.88.

RICKLEFS EXCAVATING, LTD.

CITY OF WEST BRACH, IOWA

By _____

By _____

Title _____

Title _____

Date _____

Date _____

VEENSTRA & KIMM, INC.

ATTEST:

By Dave Salf

By _____

Title Project Engineer

Title _____

Date November 20, 2013

Date _____

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 1,016,519.00	\$ 1,008,174.25
Approved Change Order (list each)	Change Order No. 1	\$ (25,327.88)	\$ (25,327.88)
	Revised Contract Price	\$ 991,191.12	\$ 982,846.37

Stored

Total Earned \$ 982,846.37

Retainage (5%) \$ 49,142.32

Total Earned Less Retainage \$ 933,704.05

Total Previously Approved (list each)	Pay Estimate No. 1	\$ 402,705.00	
	Pay Estimate No. 2	\$ 184,959.30	
	Pay Estimate No. 3	\$ 43,605.00	
	Pay Estimate No. 4	\$ 238,696.87	

Total Previously Approved \$ 869,966.17

Percent Complete 100%

Amount Due This Request \$ 63,737.88

The amount \$63,737.88 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
Ricklefs Excavating, Ltd.

Recommended By:
Veenstra & Kimm, Inc.

Approved By:
West Branch, Iowa

Signature: _____

Signature: 

Signature: _____

Name: _____

Name: Dave Schechinger

Name: _____

Title: _____

Title: Engineer

Title: _____

Date: _____

Date: November 20, 2013

Date: _____



November 20, 2013

Matt Muckler
City Administrator
City of West Branch
110 Poplar Street
P.O. Box 218
West Branch, IA 52358

WEST BRANCH
LIFT STATION & FORCE MAIN
CERTIFICATE OF COMPLETION

Enclosed are two copies of the Certificate of Completion for the project. The final contract price is \$982,846.37. The certificate should be executed by the Mayor after the City Council has approved acceptance of the project.

Please sign both copies of the Certificate of Completion. Forward one copy to our office and keep the other copy for your files.

Partial Payment Estimate No. 6 (final) in the amount of the retainage will be submitted to the City after 31 days has elapsed from the date of acceptance of the project by the City and Ricklefs Excavating, Ltd. has submitted the necessary final documentation.

Should you have any questions or comments concerning the enclosed information, please contact us at 319-466-1000.

VEENSTRA & KIMM, INC.

Dave Schechinger
DRS:mmc
36846
Enclosure

CERTIFICATE OF COMPLETION

**LIFT STATION & FORCE MAIN
WEST BRANCH**

November 20, 2013

We hereby certify that we have made an on-site review of the completed construction of the **LIFT STATION & FORCE MAIN** under the Contract as performed by Ricklefs Excavating, Ltd. of Anamosa, Iowa.

As Engineers for the project it is our opinion that the work performed is in substantial accordance with the plans and specifications, and that the final amount of the contract is Nine Hundred Eighty-Two Thousand Eight Hundred Forty-Six and 37/100 Dollars (\$982,846.37).

VEENSTRA & KIMM, INC.

Accepted: **CITY OF WEST BRANCH, IOWA**

By 

By _____

Title Project Engineer

Title Mayor

Date November 20, 2013

Date _____

CITY OF WEST BRANCH
COUNCIL ACTION REPORT

MEETING DATE: December 16, 2013 AGENDA ITEMS: 7c & 7d

DATE PREPARED: December 4, 2013

STAFF LIAISON: Matt Muckler, City Administrator

ACTION TITLES:

Resolution 1167, approving agreement between Sacaba, LLC, Clean Energy, Inc. and the City of West Branch, IA. and Resolution 1168, approving the Clean Energy Site Plan.

RECOMMENDATIONS:

Approve Resolutions 1167 & 1168.

PROJECT DESCRIPTION:

At the October 15, 2013 Planning & Zoning Commission Meeting, Jerry Felt, Project Manager with the Fiedler Group, representing Clean Energy, appeared and provided information to the Planning & Zoning Commission on the Clean Energy Project proposed for West Branch.

At the November 18, 2013 Council Meeting, the City Council approved the final plat for Tidewater Heights Subdivision. Clean Energy is requesting approval of a site plan for a proposed LNG fueling station to be located on lot 1 of the Tidewater Heights Subdivision. Lot 1 consists of 1.49 acres. Both Sacaba LLC and Clean Energy have been made aware that road improvements will be necessary to accommodate this new development. City Engineer Dave Schechinger has worked with Pelds Engineering, representing Casey's, to develop an improvements plan and an estimated cost of improvements for the Clean Energy site.

At their December 3rd Commission Meeting, the Planning & Zoning Commission approved a recommendation to the City Council for the approval of the Clean Energy Site Plan.

ATTACHMENTS:

Resolution 1167
Agreement between Sacaba, LLC, Clean Energy, Inc. and the City of West Branch, IA.
Tidewater Drive Street Improvements Plan
Estimated Costs of Improvements – LNG Proposed Development
Resolution 1168
Clean Energy Letter, October 3, 2013 (2 Pages)
Tidewater Heights Subdivision Final Plat
Clean Energy LNG Fueling Station Site Plan
Clean Energy LNG Fueling Station Overall Site Plan & Traffic Circulation Plan
Photo of Clean Energy Fueling Station
Proposed Conditions Drainage Area Map
Existing Conditions Drainage Area Map
Iowa DNR Notice of Intent (6 Pages)
Erosion Control Plan
Planning & Zoning Commission Meeting Minutes, December 3, 2013

Attached Separately – Clean Energy Plans

Clean Energy LNG Emergency Response Plan (42 pages)
2013 NFPA 52 Vehicular Gaseous Fuel Systems Code Analysis (23 Pages)
Storm Water Pollution Prevention Plan (30 Pages)
Storm Water Drainage Study (113 Pages)

RESOLUTION NO. 1167

RESOLUTION APPROVING AN AGREEMENT BETWEEN SACABA, LLC,
CLEAN ENERGY, INC. AND THE CITY OF WEST BRANCH, IOWA.

WHEREAS, the City of West Branch, hereafter referred to as "CITY" will enter into an agreement with Casey's Marketing Company for the reconstruction of Tidewater Drive (the "PROJECT"); and

WHEREAS, Clean Energy, Inc., hereafter referred to as "LESSEE" is leasing property from Sacaba, LLC, hereafter referred to as "OWNER" and erecting a natural gas filling station on Lot 1 of the Tidewater Heights Subdivision; and

WHEREAS, to that end, the OWNER and LESSEE have agreed to pay their share of the PROJECT; and

WHEREAS, the CITY, the LESSEE and OWNER have all agreed that it is now necessary to enter into an agreement to outline the obligations of each party as it pertains to the construction of the PROJECT; and

WHEREAS, it is now necessary to approve said agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of West Branch, Iowa, that the aforementioned agreement is hereby approved. Further, the Mayor is directed to execute the agreement on behalf of the City.

Passed and approved this 16th day of December, 2013.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

Prepared by: Kevin D. Olson, West Branch City Attorney, PO Box 5127, Coralville, Iowa 52241 (319) 351-2277
Return to: City of West Branch, Attn: City Administrator, PO Box 218, West Branch, Iowa 52358 (319) 643-5888

AGREEMENT

THIS AGREEMENT entered into by and between Sacaba, LLC, hereafter the “OWNER”; Clean Energy, Inc., hereafter referred to as “LESSEE” and Clean Energy; and the City of West Branch, Iowa, hereafter referred to as “CITY.”

WHEREAS, Sacaba, LLC, is the OWNER of the following described property in the City of West Branch, Iowa:

Lot 1, Tidewater Heights Subdivision, West Branch, Iowa (the “Property”)

WHEREAS, the LESSEE is leasing the Property from the OWNER and erecting a natural gas filling station on the Property; and

WHEREAS, the OWNER and LESSEE have agreed to pay its share of the reconstruction of Tidewater Drive (the “Project”) as part of the platting proceedings; and

WHEREAS, the CITY will enter into an Agreement with Casey’s Marketing Company (“Casey’s”) to construct the Project.

WHEREAS, it is now necessary to enter into an agreement to outline the obligations of each party as it pertains to the construction of the Project.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. CITY shall cause the construction of the Project by Casey’s in strict compliance with plans and specifications approved by the West Branch City Engineer.
2. CITY shall, after construction of said Project by Casey’s, shall submit an invoice to the OWNER and LESSEE for the costs associated with the construction of the Project adjacent to the Property. The amount agreed to among the parties is \$30,760.00.

3. The OWNER or LESSEE shall pay the amount of the invoice within 30 days for the Project to the CITY. In the event that the OWNER fails to pay said invoice, the OWNER expressly consents to the CITY certifying said invoice amount to the Cedar County Treasurer for collection with real property taxes. By its consent, the OWNER expressly waives its rights to notice, benefit or value as it pertains to special assessments as outlined in Chapter 384 of the Code of Iowa.

4. All Notices required under this Agreement shall be deemed delivered, when placed in the U.S. Mail, postage prepaid, to the following address:

OWNER:
Sacaba, LLC
C/O Matt Hayek
Hayek Brown Moreland & Smith LLP
120 E. Washington Street
Iowa City, IA 52240

LESSEE:
Clean Energy, Inc.
4675 MacArthur Court, Suite 300
Newport Beach, CA 92660

CITY:
City of West Branch, Iowa
ATTN: City Administrator
PO Box 218, 110 N. Poplar Street
West Branch, Iowa 52358

5. This obligations in this agreement shall run with the land and bind each party's successors and assigns

Dated this ____ day of _____, 2013.

OWNER:

CITY:

Matthew J. Hayek, Manager

Mark Worrell, Mayor

LESSEE:

ATTEST:

Matt Muckler, City Administrator/Clerk

Print name and title

STATE OF IOWA, COUNTY OF CEDAR, ss:

On this _____ day of _____, 2013, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Mark Worrell and Matt Muckler, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of West Branch, Iowa; a municipal corporation; that the seal affixed to the foregoing instrument is the corporate seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as passed by Resolution of the City Council; and Mark Worrell and Matt Muckler acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

A Notary Public in and for the
State of Iowa
My commission expires:

STATE OF IOWA, COUNTY OF JOHNSON, ss:

On this ____ day of _____, 2013, personally appeared Matthew J. Hayek, who executed this Agreement as Manager of Sacaba, LLC.

Notary Public

STATE OF _____, COUNTY OF _____, ss:

On this ____ day of _____, 2013, personally appeared _____, who executed this Agreement as _____ of Clean Energy, Inc.

Notary Public

DATE	REVISIONS	SCALE	AS NOTED	VERIFY SCALE
		DRAWN	EDG	BAR IS ONE INCH ON ORIGINAL DRAWING.
		CHECKED	DRS	0
		APPROVED	DRS	IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.
		DATE	10/31/13	
		ISSUED FOR	REVIEW	



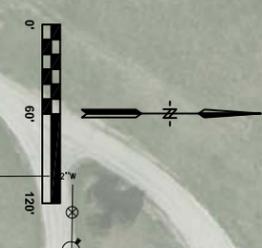
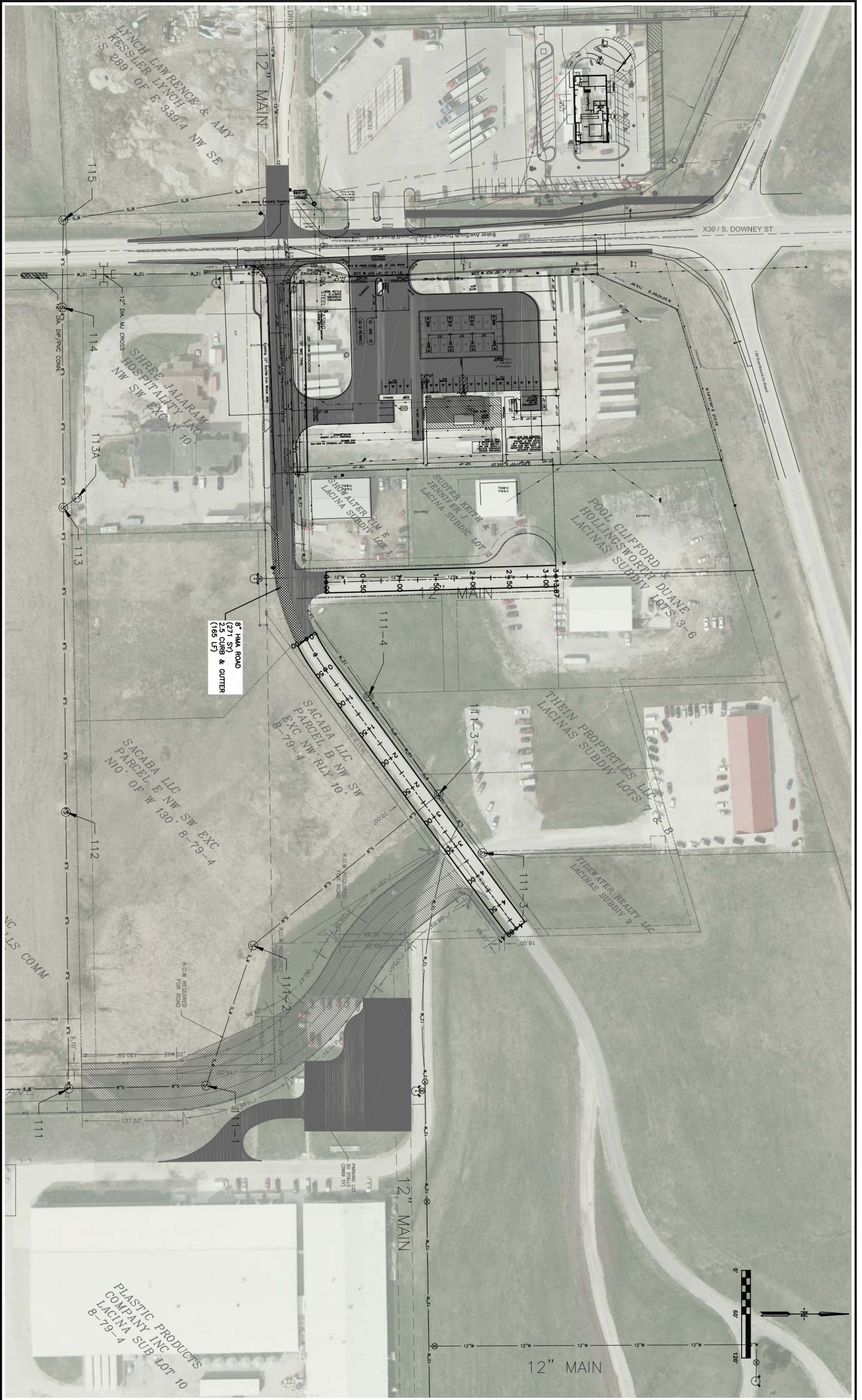
VEENSTRA & KIMM, INC.

TIDEWATER DRIVE
WEST BRANCH, IOWA

860 22nd Avenue • Suite 4 • Coralville, Iowa 52241-1565
 319-466-1000 • 319-466-1008(FAX) • 888-241-8001(MVA75)

RUMMELLS AVE
CASEY'S TURN LANE
MCDONALD'S SIDEWALK

DWG. NO. 1
PROJECT ###



LNG Proposed Development
 Tidewater Drive
 Roadway Improvement (South Side)
 West Branch, Iowa

Estimated Cost of Improvements
 30-Oct-13

	Description	Unit	Estimated Quantities	Unit Price	Extended Price
1	8" PCC Pavement	SY	271	\$ 45.00	\$ 12,195.00
2	Modified Subbase	CY	35	\$ 27.00	\$ 945.00
3	Earthwork	CY	615	\$ 15.00	\$ 9,225.00
4	Subdrain, Longitudinal 4"	LF	165	\$ 5.00	\$ 825.00
5	Traffic Control	LS	1	\$ 200.00	\$ 200.00
6	Construction Staking	LS	1	\$ 500.00	\$ 500.00
7	Seeding / Erosion Control	LS	1	\$ 750.00	\$ 750.00
8	Mobilization	LS	1	\$ 1,000.00	\$ 1,000.00
				(Items 1-8)	\$ 25,640.00
				10% cont.	2,560.00
				10% Engineering	2,560.00
				Total	\$ 30,760.00

RESOLUTION NO. 1168

RESOLUTION APPROVING THE CLEAN ENERGY SITE PLAN

WHEREAS, the Fiedler Group has heretofore submitted a proposed Site Plan on behalf of Clean Energy, Inc. to erect a natural gas filling station on Lot 1 of the Tidewater Heights Subdivision (the "Project"); and

WHEREAS, said Site Plan has heretofore been reviewed by City Staff, including the City Engineer; and

WHEREAS, the Site Plan has been found to conform to West Branch Code of Ordinances; and

WHEREAS, the City of West Branch Planning and Zoning Commission has reviewed the Site Plan and recommended its approval to the West Branch City Council; and

WHEREAS, the City Council has approved Resolution 1167, approving an agreement between Sacaba, LLC, Clean Energy, Inc. and the City of West Branch, Iowa to outline the obligations of each party as it pertains to the reconstruction of Tidewater Drive; and

WHEREAS, it is now necessary for the City Council to approve said Site Plan.

NOW, THEREFORE, be it resolved by the City Council of the City of West Branch, Cedar County, Iowa, that the aforementioned Site Plan for the Project be and the same are hereby accepted and approved.

* * * * *

Passed and approved this 16th day of December, 2013.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

5 MacArthur Court, Suite 300
Port Beach CA 92660
949.437.1000 fax 949-724-1397

www.cleanenergyfuels.com



October 3, 2013

Mr. Matt Muckler
City Administrator
City of West Branch
110 North Poplar Street
West Branch, IA 52358

**RE: Clean Energy LNG Fueling Facility at Tidewater Drive
Site Plan Review**

Dear Mr. Muckler:

Please be advised that Clean Energy is requesting review and approval of a Site Plan Review for the proposed LNG Fueling Station at the above-referenced property. Clean Energy is the leading provider of natural gas fuel for transportation in North America and a global leader in the expansion and introduction of natural gas vehicles. As a result Clean Energy designs, builds, operates, and maintains natural gas fueling stations offering the latest in convenience, technology, and safety. Compared to diesel and gasoline, natural gas fuel is cheaper, cleaner, and greener. It is sourced domestically with supplies projected to last over 120 years. Clean Energy is committed to delivering the benefits of natural gas fuel to operators across America, at the same time Clean Energy is dedicated to protecting the environment by promoting sustainable clean-fuel transportation solutions.

Additionally, Clean Energy envisions a fueling network that enables trucks to operate on natural gas in all key markets across the Country. To make this goal a reality, Clean Energy is actively developing America's Natural Gas Highway, with LNG and CNG fueling stations at strategic locations along major interstate trucking corridors. Many stations will be located at Pilot-Flying J travel centers that already serve truckers across the Country. Clean Energy respectfully request for assistance of the City of West Branch to promote the benefits of natural gas by means of approving our Site Plan Review application.

The station will be located at Tidewater Drive, just south of where Tidewater Drive and Division Street meet. Clean Energy's application would be to develop the currently vacant property to include a canopy with signage, fueling dispensers, card readers, above ground storage tanks, associated controls, equipment pads, interconnecting piping, electrical, light standards and safety systems.

4675 MacArthur Court, Suite 300
Newport Beach CA 92660
949.437.1000 fax 949-724-1397

www.cleanenergyfuels.com

Should you have any questions in regard to the Site Plan Review request or Clean Energy's overall business objective, please contact me directly at (562) 343-6953. Thank you in advance for your time and consideration.

Sincerely,

CLEAN ENERGY

A handwritten signature in black ink, appearing to read "M. Ultreras".

Monica Ultreras
National Planning Manager

/mu

Attachments

FINAL PLAT TIDEWATER HEIGHTS SUBDIVISION

CITY OF WEST BRANCH, CEDAR COUNTY, IOWA

PLAT PREPARED BY: MMS CONSULTANTS INC.
1917 S. GILBERT STREET
IOWA CITY, IA 52240

OWNER/SUBDIVIDER: SACABA LLC
C/O MATT HAYEK
HAYEK BROWN MORELAND & SMITH LLP
120 E. WASHINGTON STREET
IOWA CITY, IOWA 52240

OWNER'S ATTORNEY: MATT HAYEK
HAYEK BROWN MORELAND & SMITH LLP
120 E. WASHINGTON STREET
IOWA CITY, IOWA 52240

-PREPARED BY AND RETURN TO: MMS CONSULTANTS, INC. 1917 S. GILBERT ST. IOWA CITY, IOWA 52240 (319)351-8282

LEGAL DESCRIPTION

A PORTION OF THE NORTHWEST ONE-QUARTER OF THE SOUTHWEST ONE-QUARTER OF SECTION 8, TOWNSHIP 79 NORTH, RANGE 4 WEST OF THE 5TH P.M. CITY OF WEST BRANCH, CEDAR COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF AUDITOR'S PARCEL "E", ACCORDING TO THE PLAT RECORDED IN BOOK C AT PAGE 146 IN THE RECORDS OF THE CEDAR COUNTY RECORDER'S OFFICE; THENCE N90°00'00"W, ALONG THE SOUTH LINE OF SAID AUDITOR'S PARCEL "E", 732.72 FEET TO THE SOUTHWEST CORNER OF SAID AUDITOR'S PARCEL "E"; THENCE N00°25'56"W, ALONG THE WEST LINE OF SAID AUDITOR'S PARCEL "E", 254.40 FEET TO THE SOUTHWEST CORNER OF A TRACT OF LAND DESCRIBED IN A QUIT CLAIM DEED RECORDED IN BOOK 667 AT PAGE 349 IN THE RECORDS OF THE CEDAR COUNTY RECORDER'S OFFICE; THENCE N89°59'12"E, ALONG THE SOUTH LINE OF SAID TRACT OF LAND, 129.96 FEET TO THE SOUTHEAST CORNER OF SAID TRACT OF LAND; THENCE N00°28'25"W, 9.85 FEET TO A POINT ON THE NORTH LINE OF SAID AUDITOR'S PARCEL "E"; THENCE S88°46'20"W, 14.83 FEET TO A POINT ON THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF TIDEWATER DRIVE; THENCE N54°41'31"E, ALONG SAID SOUTHEASTERLY RIGHT-OF-WAY LINE, 398.97 FEET TO THE NORTHWEST CORNER OF LOT 10, LACINA SUBDIVISION, CEDAR COUNTY, IOWA, ACCORDING TO THE PLAT RECORDED IN BOOK 54 AT PAGES 114-130 IN SAID CEDAR COUNTY, RECORDER'S OFFICE; THENCE S31°22'59"E, ALONG THE SOUTHWESTERLY LINE OF SAID LOT 10, A DISTANCE OF 240.96 FEET TO THE MOST SOUTHERLY CORNER OF SAID LOT 10; THENCE S00°07'24"W, 25.02 FEET TO A POINT ON THE NORTHERLY LINE OF SAID AUDITOR'S PARCEL "E"; THENCE N89°55'01"E, ALONG SAID NORTHERLY LINE, 165.51 FEET TO THE NORTHEAST CORNER OF SAID AUDITOR'S PARCEL "E"; THENCE S00°39'53"E, ALONG THE EASTERLY LINE OF SAID AUDITOR'S PARCEL "E", 264.08 FEET TO THE POINT OF BEGINNING, CONTAINING 5.64 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

LINE	LENGTH	BEARING
L1	9.85'	N00°28'25"W
L2	9.94'	N00°48'41"W
L3	14.83'	S88°46'20"W
L4	25.02'	S00°07'24"W

TRACT OF LAND DESCRIBED BY A QUIT CLAIM DEED RECORDED IN BOOK 667, PAGE 349 IN THE RECORDS OF THE CEDAR COUNTY RECORDER'S OFFICE

FOUND 5/8" REBAR WITH YELLOW CAP NO. 7036 (SET PIN 2.07' SOUTH FOR SE-LY ROW LINE OF TIDEWATER DRIVE)

FOUND 5/8" REBAR WITH YELLOW CAP NO. 7036

FOUND 5/8" REBAR WITH YELLOW CAP NO. 7036

FOUND 1/2" REBAR WITH ORANGE CAP NO. 13286 (SET PIN 7.78' NORTH FOR SE-LY ROW LINE OF TIDEWATER DRIVE)

FOUND 5/8" REBAR WITH YELLOW CAP NO. 7036

FOUND 5/8" REBAR WITH YELLOW CAP NO. 7036

FOUND 5/8" REBAR WITH YELLOW CAP NO. 7036

FOUND 5/8" REBAR WITH YELLOW CAP NO. 6375

FOUND 5/8" REBAR WITH ORANGE CAP NO. 10896 (0.32' SOUTH)

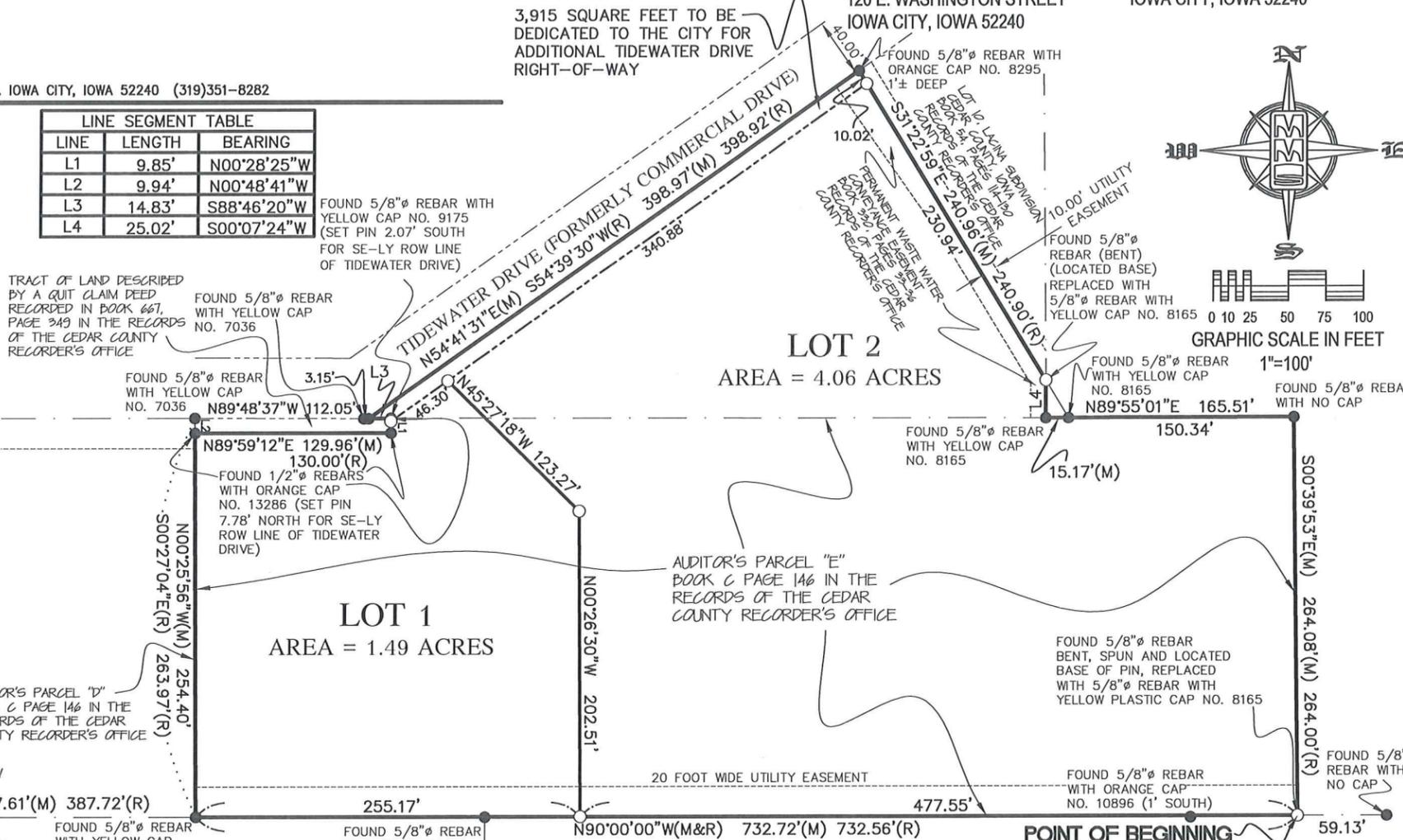
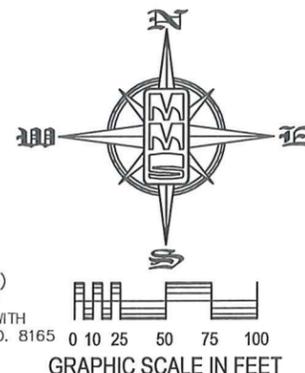
FOUND 5/8" REBAR WITH NO CAP

3,915 SQUARE FEET TO BE DEDICATED TO THE CITY FOR ADDITIONAL TIDEWATER DRIVE RIGHT-OF-WAY

FOUND 5/8" REBAR WITH ORANGE CAP NO. 8295, 1'± DEEP

FOUND 5/8" REBAR (BENT) (LOCATED BASE) REPLACED WITH 5/8" REBAR WITH YELLOW CAP NO. 8165

FOUND 5/8" REBAR WITH YELLOW CAP NO. 8165



PLAT APPROVED BY:

SACABA LLC Date: 11.22.13

MAYOR OF WEST BRANCH Date: 11/22/13

CITY CLERK OF WEST BRANCH Date: 11/22/13

CHAIR OF PLANNING AND ZONING Date: 11/22/13

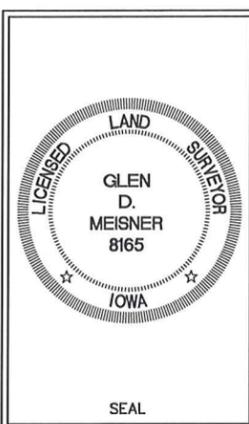
PLAT OF SURVEY (RETRACEMENT)
CITY OF WEST BRANCH
CEDAR COUNTY, IOWA
BOOK 1, PAGE 254

LEGEND AND NOTES

- △ CONGRESSIONAL CORNER, FOUND
- △ CONGRESSIONAL CORNER, REESTABLISHED
- △ CONGRESSIONAL CORNER, RECORDED LOCATION
- PROPERTY CORNER(S), FOUND (as noted)
- PROPERTY CORNERS SET (5/8" Iron Pin w/ yellow, plastic LS Cap embossed with "MMS")
- ⊗ CUT "X"
- PROPERTY &/or BOUNDARY LINES
- - - CONGRESSIONAL SECTION LINES
- - - RIGHT-OF-WAY LINES
- - - CENTER LINES
- - - LOT LINES, INTERNAL
- - - LOT LINES, PLATTED OR BY DEED
- - - EASEMENT LINES, WIDTH & PURPOSE NOTED
- - - EXISTING EASEMENT LINES, PURPOSE NOTED
- - - RECORDED DIMENSIONS
- - - MEASURED DIMENSIONS
- - - CURVE SEGMENT NUMBER

(R)
(M)
C22-1

UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDTHS



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

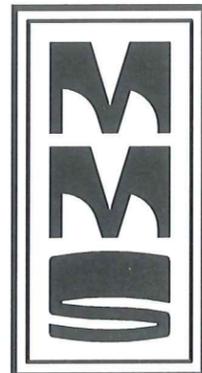
GLEN D. MEISNER, L.S. Iowa Lic. No. 8165

My license renewal date is December 31, 20 13

Pages or sheets covered by this seal: 71

Signed before me this 22nd day of Nov., 2013.

Notary Public, in and for the State of Iowa.



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282

www.mmsconsultants.net

Date	Revision	
10/31/13	ADDED NEW ROW	-mas
11/19/13	ADDED EASEMENT	-mas
11/22/13	GDM REVIEW	-mas

FINAL PLAT TIDEWATER HEIGHTS SUBDIVISION

A PORTION OF THE
NW 1/4 SW 1/4 OF
SEC. 8-T79N-R4W OF THE 5TH P.M.
CITY OF WEST BRANCH
CEDAR COUNTY, IOWA

MMS CONSULTANTS, INC.

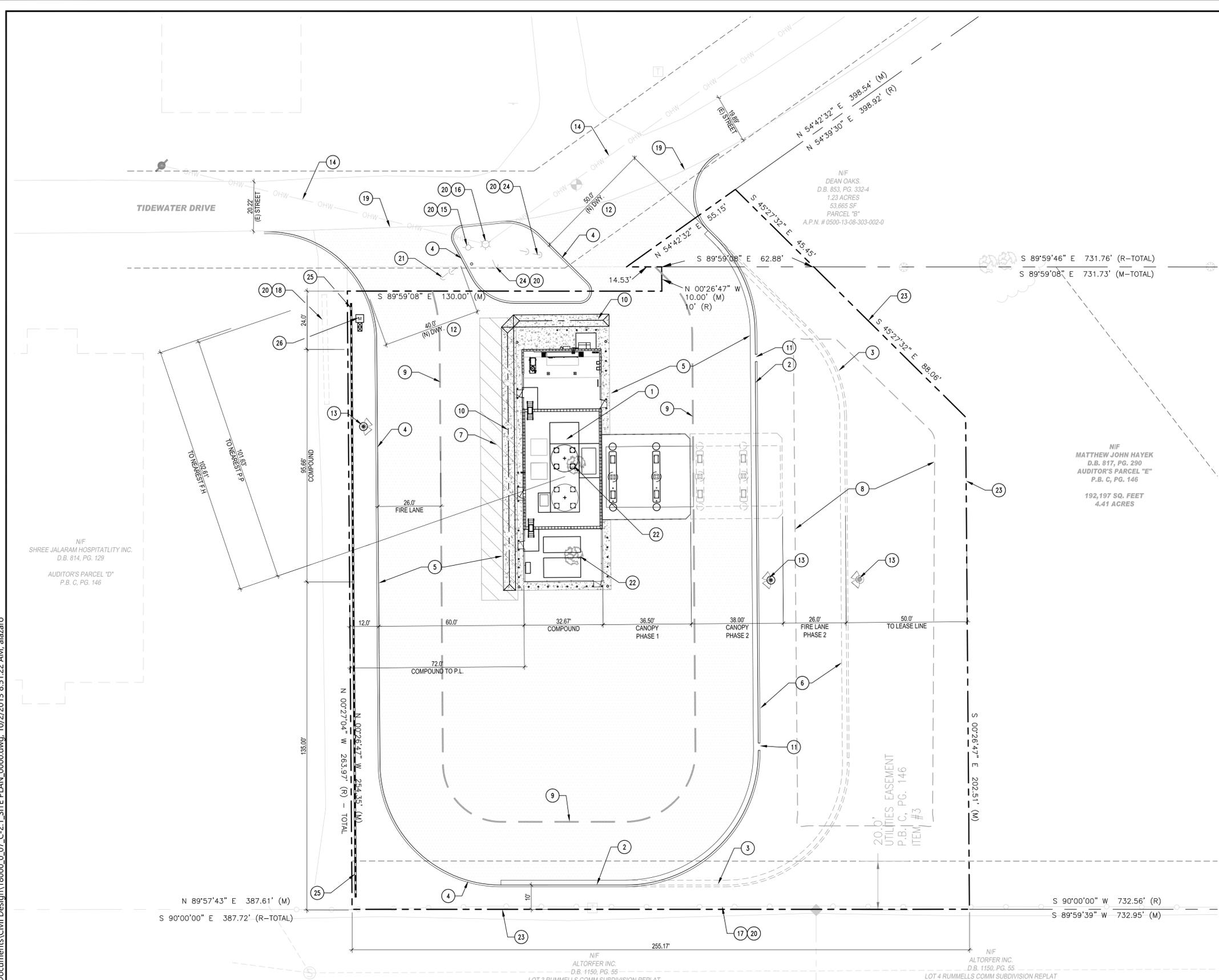
Date: 9/18/2013

Surveyed by: WTH Field Book No: 1039

Drawn by: MAS Scale: 1"=100'

Checked by: GDM Sheet No: 1

Project No: IC 9257-001 of: 1



KEY NOTES

- 1 (N) LNG FUELING STATION
- 2 (N) CURB AND GUTTER PHASE 1
- 3 (N) CURB AND GUTTER PHASE 2
- 4 (N) CURB PHASE 1
- 5 (N) AC PAVING PHASE 1
- 6 (N) AC PAVING PHASE 2
- 7 (N) STRIPED LOADING AREA
- 8 (N) DETENTION BASIN PHASE 1
- 9 (N) 26' WIDE FIRE ACCESS LANE
- 10 (N) 5' WIDE CONCRETE SWALE
- 11 NOT USED
- 12 (N) AC DRIVEWAY, SEE PLAN FOR WIDTH
- 13 (N) YARD LIGHT
- 14 (E) OVERHEAD POWER LINE
- 15 (E) FIRE HYDRANT
- 16 (E) POWER POLE
- 17 (E) FENCE
- 18 (E) SIGN
- 19 JOIN (E) PAVEMENT
- 20 PROTECT IN PLACE
- 21 RELOCATE (E) GUY WIRE
- 22 REMOVE (E) TREE
- 23 PROJECT LEASE LINE
- 24 (E) GUY WIRE
- 25 (N) 6' HIGH MASONRY SCREEN WALL
- 26 (N) 3/4" WATER METER WITH BACKFLOW PREVENTER

1235 W. BEACON HILL COURT SUITE 100 NEWPORT BEACH CA 92660
 TEL: (949) 431-1000 FAX: (949) 724-1897 WWW.CLEANENERGYFUELS.COM
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REV#	DATE	REVISIONS
0	09/27/13	ISSUED FOR CLIENT REVIEW
		CC

PATRICK O. FIEDLER
 21043
 IOWA

Know what's below. CALL 811 before you dig.
 REDUCED PLAN DRAWING MAY BE REDUCED
 CAUTION: THE ORIGINAL DRAWING IS 3" X 18" ORIGINAL DRAWING

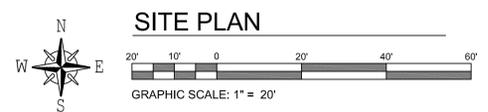
LNG FUELING STATION
VACANT LOT - TIDEWATER DRIVE
WEST BRANCH, IA 52358

SITE PLAN
 APN# 05000-14-08-303-003-0

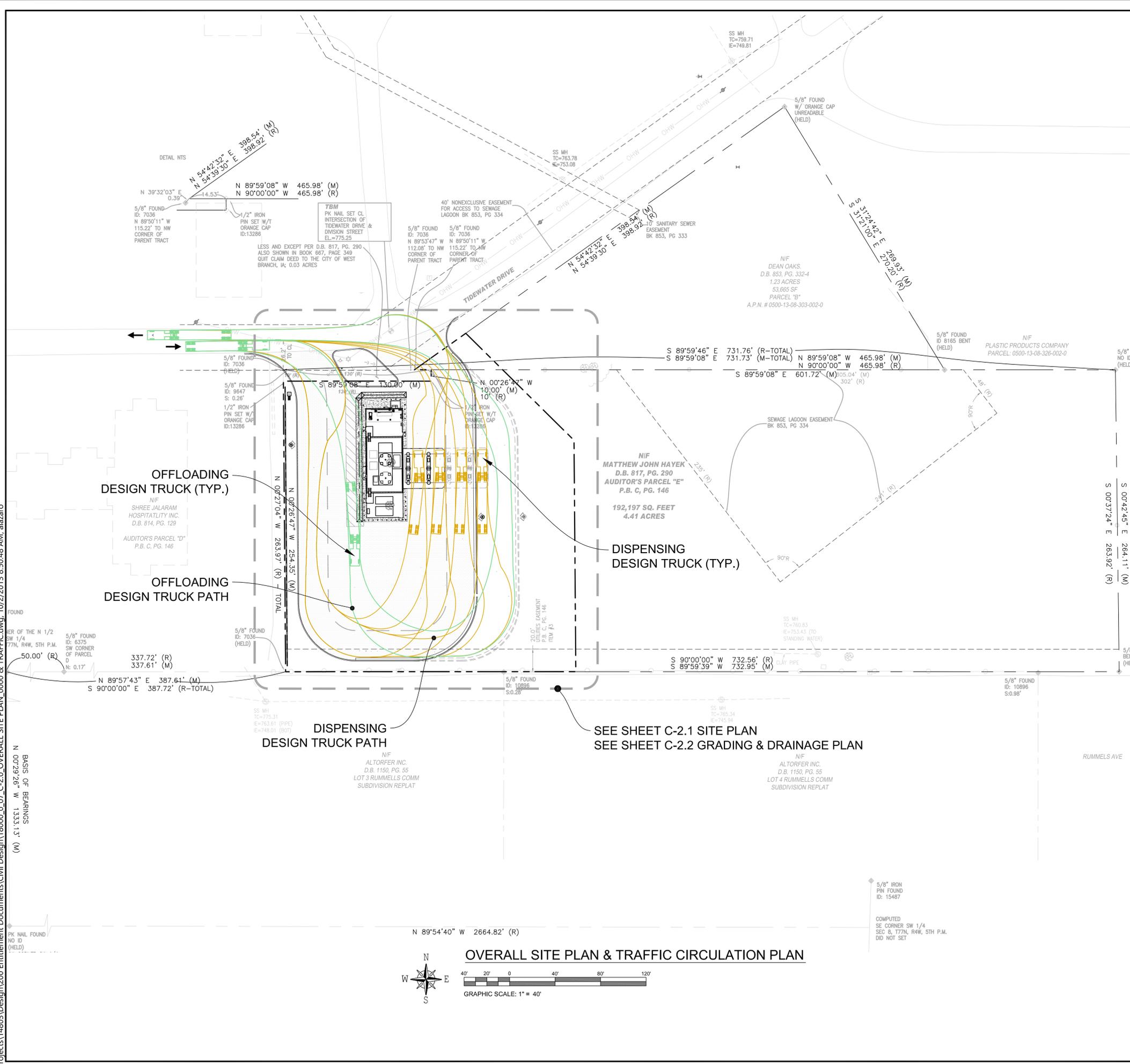
DATE: 08/06/2013 DRAWN BY: IM
 SCALE: AS NOTED
 SHEET: C-2.1

fiedlergroup
 Architecture & Engineering

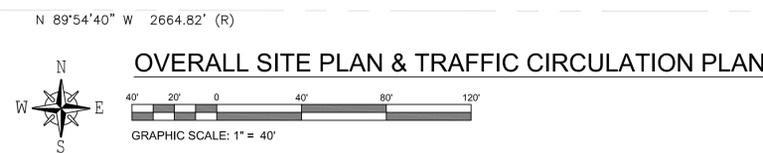
2322 W. Third Street
 Los Angeles, CA 90057
 (213) 381-7891
 fiedlergroup.com



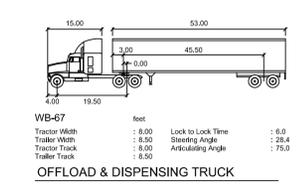
DATE	LAYOUT VERSION	DATE	TEMPLATE VERSION	ZONE
05/09/2013	SP2 REV- 1 05/13/2013	03/19/2013	18000-SHORT_0_07_2-TANKS FULL BUILD OUT	SW-S-SE



SITE INFORMATION				
PROJECT AREA		AREA		
EXISTING PARCEL # 0500-13-08-303-003-0	(4.41 ACRES)	192,197 SQ. FT.		
EXISTING PARCEL # 0500-13-08-303-002-0	(1.23 ACRES)	53,665 SQ. FT.		
EASEMENTS	(0.12 ACRES)	5,053 SQ. FT.		
PROJECT LEASE AREA		65,453 SQ. FT.		
SITE IMPROVEMENTS		AREA		
ASPHALT PAVEMENT (OFF-SITE)	(0.08 ACRES)	3,283 SQ. FT.		
ASPHALT PAVEMENT (ON-SITE)	(0.71 ACRES)	30,769 SQ. FT.		
ASPHALT PAVEMENT (ON-SITE) PHASE 2	(0.20 ACRES)	8,544 SQ. FT.		
CONCRETE PAVEMENT	(0.07 ACRES)	3,060 SQ. FT.		
CONCRETE PAVEMENT PHASE 2	(0.03 ACRES)	1,310 SQ. FT.		
FOUNDATION & EQUIPMENT CONCRETE PAVEMENT	(0.07 ACRES)	3,125 SQ. FT.		
AREA OF DISTURBANCE	(1.45 ACRES)	63,102 SQ. FT.		
PRE IMPERVIOUS PAVE. (W/ IN AREA OF DISTURBANCE)	(0%)	0 SQ. FT.		
POST IMPERVIOUS PAVE. (W/ IN AREA OF DISTURBANCE)	(72%)	46,808 SQ. FT.		
ZONING		ZONE		
EXISTING		HCI		
PROPOSED		HCI		
ASSESSORS PARCEL NUMBERS		0500-13-08-303-003-0		
COUNTY		CEDAR		
OPEN SPACE				
DESCRIPTION	PERCENT	AREA		
PROJECT LEASE AREA		65,453 SQ. FT.		
OPEN SPACE (EXISTING)	100%	65,453 SQ. FT.		
OPEN SPACE TO BE REMOVED	-72%	46,808 SQ. FT.		
TOTAL OPEN SPACE PROVIDED :		28% 18,648 SQ. FT.		
STRUCTURES				
DESCRIPTION	SIZE	OCCUPANCY	CONS. TYPE	AREA
PROPOSED CANOPY	25'x36'	H-2/M/U	II-B	900 SQ. FT.
TOTAL BUILDING AREA:		900 SQ. FT.		
PROJECT AREA	BUILDING AREA	900 SQ. FT. = 1.38 %		
% OF LOT COVERAGE	PROJECT LEASE AREA	65,453 SQ. FT.		



OVERALL SITE PLAN & TRAFFIC CIRCULATION PLAN



WB-67			
Tractor Width	: 8.00	Lock to Lock Time	: 6.0
Tractor Wheel	: 8.50	Steering Angle	: 28.4
Tractor Track	: 8.00	Articulating Angle	: 75.0
Trailer Track	: 8.50		

OFFLOAD & DISPENSING TRUCK

fiedlergroup
 Architecture & Engineering
 2322 W. Third Street
 Los Angeles, CA 90057
 (213) 381-7891
 fiedlergroup.com

DATE	LAYOUT VERSION	DATE	TEMPLATE VERSION	ZONE
05/09/2013	SP2 REV-1 05/13/2013	03/19/2013	18000-SHORT_07_2-TANKS FULL BUILD OUT	SW-S-SE

Clean Energy
 1575 W. 177th Street, Suite 100, Torrance, CA 90504
 TEL: (310) 471-1000 FAX: (310) 471-1001 WWW.CLEANENERGYFUELS.COM
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REV	DATE	REVISIONS
0	09/27/13	ISSUED FOR CLIENT REVIEW

PROFESSIONAL ENGINEER
 PATRICK O. FIEDLER
 21043
 DATE

DIGIPART
 Know what's below. CALL 811 before you dig.
 REDUCED PLAN
 CAUTION: THIS DRAWING MAY BE REDUCED
 0 1 2 3
 1/8" ORIGINAL DRAWING

LNG FUELING STATION
 VACANT LOT - TIDEWATER DRIVE
 WEST BRANCH, LA 52358
 OVERALL SITE PLAN &
 TRAFFIC CIRCULATION PLAN
 APN# 05000-13-08-303-003-0 ASSET NO: 133-12-20253

DATE: 08/06/2013 DRAWN BY: IM
 SCALE: AS NOTED
 SHEET: C-2.0 3 of 14

I:\projects\14803\Design\200 Entitlement Documents\Civil\Design\18000_07_C-2.0_OVERALL SITE PLAN_0000 & TRAFFIC.dwg, 10/2/2013 8:50:48 AM, alazaro



Clean Energy
LIQUEFIED NATURAL GAS

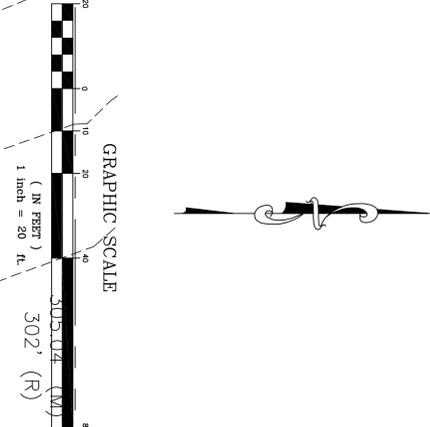
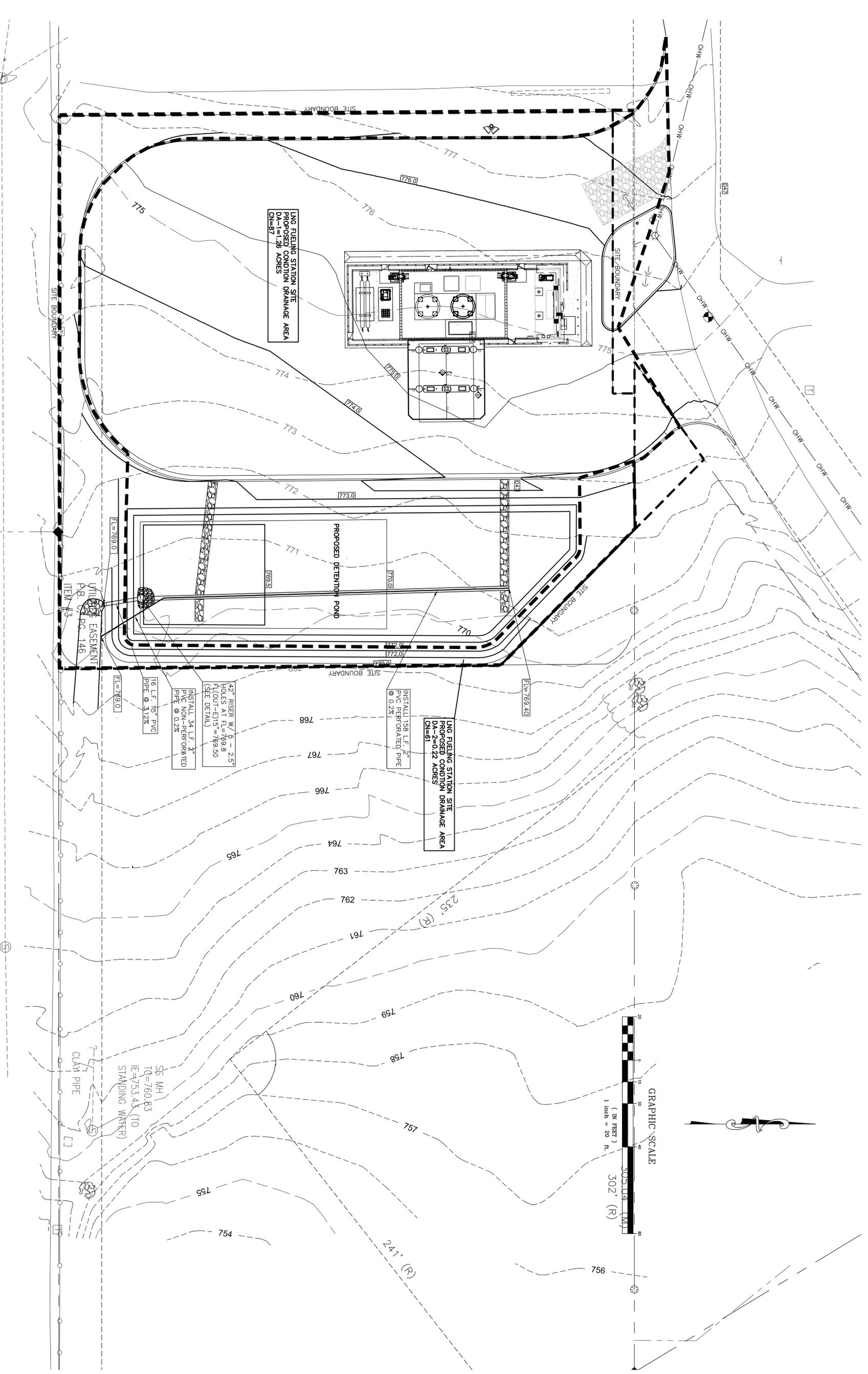
Clean Energy®

STOP MOTOR - FLAMMABLE GAS
NO SMOKING - LIQUEFIED GAS

THIS DRAWING SHALL NOT BE UTILIZED BY ANY PERSON, FIRM, OR CORPORATION IN WHOLE OR IN PART WITHOUT THE SPECIFIC PERMISSION OF KAW VALLEY ENGINEERING, INC.

SS MH
TC=775.31
IE=763.61 (PIPE)
IE=748.01 (BOT)

SS MH
TC=765.34
IE=745.94



CLEAN ENERGY LNG FUELING FACILITY
126 TIDEWATER DRIVE
WEST BRANCH, CEDAR COUNTY, IOWA

**PROPOSED CONDITIONS
DRAINAGE AREA MAP**

KAW VALLEY ENGINEERING, INC.
CONSULTING ENGINEERS - LAND SURVEYORS
8040 N. OAK TRAFFICWAY
KANSAS CITY, MISSOURI 64118
PH. (816) 468-5858 | FAX (816) 468-6651
kve@kveeng.com | www.kveeng.com

JUNCTION CITY, KS | KANSAS CITY, MO | LENEXA, KS | SALINA, KS

REV	DATE	DESCRIPTION	DSN	DWN	CHK

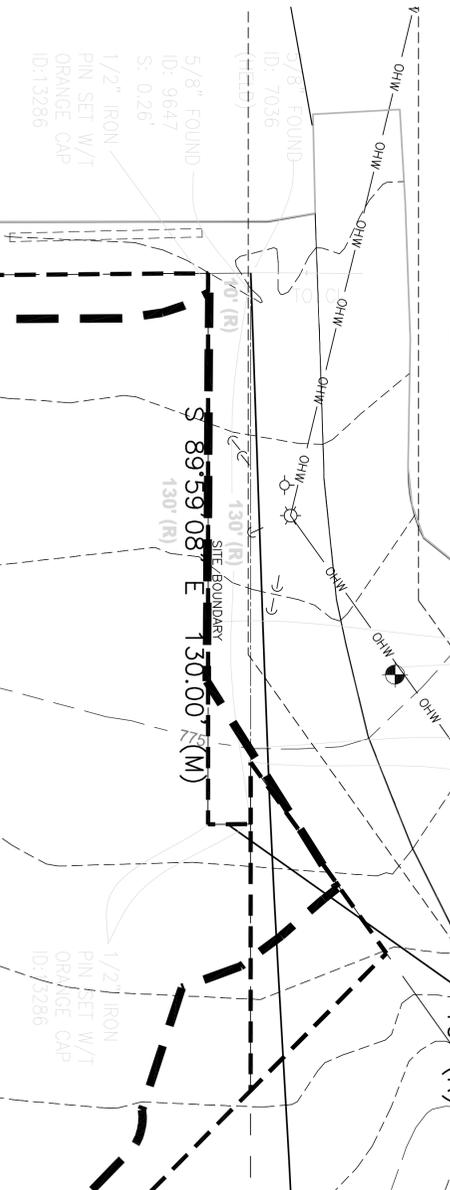
ID:13286
 LESS AND EXCEPT PER D.B. 817, PG. 290
 ALSO SHOWN IN BOOK 667, PAGE 349
 QUIT CLAIM DEED TO THE CITY OF WEST
 BRANCH, IA, 0.03 ACRES

N 89°53'47" W N 89°50'11" W
 112.08' TO NW CORNER OF
 CORNER OF
 PARENT TRACT
 PARENT TRACT

N 54°42'32" E 396'
 N 54°39'30" E

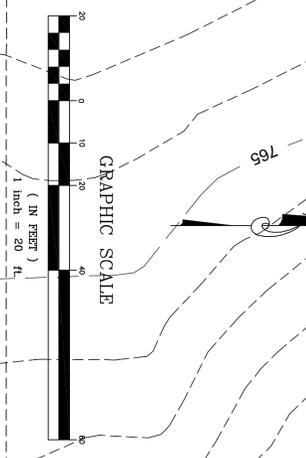
N/F
 DEAN OAKS,
 D.B. 853, PG. 332-4
 1.23 ACRES
 53,665 SF
 PARCEL "B"
 APN # 0500-13-08-303-002-0

301' W
 269.93'
 270.20' (R)



LNG FUELING STATION SITE
 EXISTING CONDITION DRAINAGE AREA
 AREA=150 ACRES
 CN=61

N/F
 MATTHEW JOHN HAYEK
 D.B. 817, PG. 290
 AUDITOR'S PARCEL "B"
 P.B. C, PG. 146
 192,197 SQ. FEET
 4.41 ACRES



GRAPHIC SCALE
 1" = 20'
 (IN FEET)
 S 90°00'00" W 732.95' (M)
 S 89°59'39" W 732.56' (R) CLAM PIPE

SS MH
 TO=760.83
 IE=753.43 (TO
 STANDING WATER)

UTILITIES EASEMENT
 P.B. C, PG. 146
 ITEM #3

SS MH
 TC=775.31
 IE=763.61 (PIPE)
 IE=748.01 (BOT)

SS MH
 TC=765.34
 IE=745.94

THIS DRAWING SHALL NOT BE UTILIZED BY ANY PERSON, FIRM, OR CORPORATION IN WHOLE OR IN PART WITHOUT THE SPECIFIC PERMISSION OF KAW VALLEY ENGINEERING, INC.

CLEAN ENERGY LNG FUELING FACILITY
 126 TIDEWATER DRIVE
 WEST BRANCH, CEDAR COUNTY, IOWA

EXISTING CONDITIONS DRAINAGE AREA MAP

PROJ. NO. B1302399
 DESIGNER
 DRAWN BY
 SHEET 2399 DAM
 REV 1 OF 1

KAW VALLEY ENGINEERING, INC.
 CONSULTING ENGINEERS - LAND SURVEYORS
 8040 N. OAK TRAFFICWAY
 KANSAS CITY, MISSOURI 64118
 PH. (816) 468-5858 | FAX (816) 468-6651
 kv@kveneng.com | www.kveneng.com

JUNCTION CITY, KS | KANSAS CITY, MO | LENEXA, KS | SALINA, KS

REV	DATE	DESCRIPTION	DSN	DWN	CHK



**IOWA DEPARTMENT OF NATURAL RESOURCES
ENVIRONMENTAL PROTECTION DIVISION
NOTICE OF INTENT FOR NPDES COVERAGE UNDER GENERAL
PERMIT**

CASHIER'S USE ONLY 0253-542-SW08-0581 Authorization # _____ Name _____
--

No. 1 FOR "STORM WATER DISCHARGES ASSOCIATED WITH INDUSTRIAL ACTIVITY"

or

No. 2 FOR "STORM WATER DISCHARGES ASSOCIATED WITH INDUSTRIAL ACTIVITY FOR CONSTRUCTION ACTIVITIES"

or

No. 3 FOR "STORM WATER DISCHARGE ASSOCIATED WITH INDUSTRIAL ACTIVITY FOR ASPHALT PLANTS, CONCRETE BATCH PLANTS, ROCK CRUSHING PLANTS, AND CONSTRUCTION SAND AND GRAVEL FACILITIES."

PERMIT INFORMATION

Has this storm water discharge been previously permitted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, please list authorization number _____		
Under what General Permit are you applying for coverage?		
General Permit No. 1 <input type="checkbox"/>	General Permit No. 2 <input checked="" type="checkbox"/>	General Permit No. 3 <input type="checkbox"/>

PERMIT FEE OPTIONS

For coverage under the NPDES General Permit the following fees apply:
<input checked="" type="checkbox"/> Annual Permit Fee \$175 (per year) Maximum coverage is one year. <input type="checkbox"/> 3-year Permit Fee \$350 Maximum coverage is three years. <input type="checkbox"/> 4-year Permit Fee \$525 Maximum coverage is four years. <input type="checkbox"/> 5-year Permit Fee \$700 Maximum coverage is five years.
Checks should be made payable to: Iowa Department of Natural Resources.

FACILITY OR PROJECT INFORMATION

Enter the name and full address/location (not mailing address) of the facility or project for which permit coverage is requested.

NAME: CLEAN ENERGY LNG FUELING STATION		STREET ADDRESS OF SITE: 126 TIDEWATER DRIVE	
CITY: WEST BRANCH	COUNTY: CEDAR	STATE: IOWA	ZIP CODE: 52358

CONTACT INFORMATION

Give name, mailing address and telephone number of a contact person (Attach additional information on separate pages as needed). This will be the address to which all correspondence will be sent and to which all questions regarding your application and compliance with the permit will be directed.

NAME: BRANDON MIGGE, PROJECT MANAGER		ADDRESS: 4675 MACARTHUR COURT, SUITE 800	
CITY: NEWPORT BEACH	STATE: CA	ZIP CODE: 92660	TELEPHONE (562) 936-7122

Check the appropriate box to indicate the legal status of the operator of the facility.

Federal State Public Private Other (specify) _____

SIC CODE (General Permit No. 1 & 3 Applicants Only)

--

SIC code refers to Standard Industrial Classification code number used to classify establishments by type of economic activity.

FACILITY LOCATION OR LOCATION OF CONSTRUCTION SITE

Give the location by ¼ section, section, township, range, (e.g., NW, 7, T78N, R3W).

1/4 SECTION	SECTION	TOWNSHIP	RANGE
SW	8	T79N	R4W

MAIL TO: STORM WATER COORDINATOR IOWA DEPARTMENT OF NATURAL RESOURCES 502 E 9 TH ST DES MOINES IA 50319-0034
--

OWNER INFORMATION

Enter the name and full address of the owner of the facility.

NAME: CLEAN ENERGY		ADDRESS: 4675 MACARTHUR COURT, SUITE 800	
CITY: NEWPORT BEACH	STATE: CA	ZIP CODE: 92660	TELEPHONE: (562) 936-722

OUTFALL INFORMATION

Discharge start date, i.e., when did/will the site begin operation or 10/1/92, whichever is later: APPROX. DEC. 2013
 Is any storm water monitoring information available describing the concentration of pollutants in storm water discharges?
 Yes No

NOTE: Do not attach any storm water monitoring information with the application.

Receiving water(s) to the first uniquely named waterway in Iowa (e.g., road ditch to unnamed tributary to Mud Creek to South Skunk River):
 SWALE TO UNNAMED TRIBUTARY OF WEST BRANCH WAPSINONIC CREEK TO WEST BRANCH WAPSINONIC CREEK TO WAPSINONIC CREEK TO CEDAR RIVER

Compliance With The Following Conditions:	Yes	No
Has the Storm Water Pollution Prevention Plan been developed prior to the submittal of this Notice of Intent and does the plan meet the requirements of the applicable General Permit? (do not submit the SWPPP with the application)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the Storm Water Pollution Prevention Plan comply with approved State (Section 161A.64, Code of Iowa) or local sediment and erosion plans? (for General Permit 2 only)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have two public notices been published for at least one day, one each in the two newspapers with the largest circulation in the area where the discharge is located, and are the proofs of notice attached? (new applications only)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

GENERAL PERMIT NO. 2 AND GENERAL PERMIT NO. 3 APPLICANTS COMPLETE THIS SECTION.

Description of Project (describe in one sentence what is being constructed):
 A LIQUIFIED NATURAL GAS FUELING STATION WITH CANOPY, FUELING DISPENSERS AND 4,550 SQUARE YARDS OF PAVEMENT

For General Permit No. 3 - Is this facility to be moved this year? Yes No

Number of Acres of Disturbed Soil: 1.5
 (Construction Activities Only)

Estimated Timetable For Activities / Projects, i.e., approximately when did/will the project begin and end:
 DECEMBER 2013 THROUGH JUNE 2014

CERTIFICATION - ALL APPLICATIONS MUST BE SIGNED

Only the following individuals may sign the certification: owner of site, principal executive officer of at least the level of vice-president of the company owning the site, a general partner of the company owning the site, principal executive officer or ranking elected official of the public entity owning the site, any of the above of the general contracting company for construction sites.

I certify under penalty of law that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified people properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, this information is to the best of my knowledge and belief, true, accurate, and complete. I further certify that the terms and conditions of the general permit will be met. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

NAME: (print or type)	TITLE AND COMPANY NAME OF SIGNATORY:
SIGNATURE:	DATE:

Instructions - To complete the public notice, fill in the blanks with the required information or select the appropriate response and send to the newspapers.

The public notice must be published at least one day each in two newspapers at your own expense.

PUBLIC NOTICE OF STORM WATER DISCHARGE

CLEAN ENERGY plans to submit a Notice of Intent to the
(applicant name)

Iowa Department of Natural Resources to be covered under the NPDES General Permit

**GENERAL PERMIT NO. 2 "STORM
WATER DISCHARGE ASSOCIATED WITH
INDUSTRIAL ACTIVITY FOR
CONSTRUCTION ACTIVITIES"**

(select the appropriate general permit - No. 1 "Storm Water Discharge Associated with Industrial Activity", General Permit No. 2 "Storm Water Discharge Associated with Industrial Activity for Construction Activities, or General Permit No. 3 "Storm Water Discharge Associated With Industrial Activity From Asphalt Plants, Concrete Batch Plants, Rock Crushing Plants, And Construction Sand And Gravel Facilities")

The storm water discharge will be from GRADING AND CONSTRUCTION
ACTIVITIES
(description of industrial activity)

located in SW 1/4, SECTION 8, TOWNSHIP 79 N, RANGE 4 W
(1/4 section, section, township, range, county)

Storm water will be discharged from 1 point source(s) and will be discharged to
(number)

the following streams: TRIBUTARY OF WEST BRANCH
WAPSINONIC CREEK
(stream name(s))

Comments may be submitted to the Storm Water Discharge Coordinator, Iowa Department of Natural Resources, Environmental Protection Division, 502 E. 9th Street, Des Moines, IA 50319-0034. The public may review the Notice of Intent from 8 a.m. to 4:30 p.m., Monday through Friday, at the above address after it has been received by the department.

**"HOW TO FILE A COMPLETE
NOTICE OF INTENT"**

For

NPDES General Permit No.1
for "Storm Water Discharge
Associated With Industrial Activity"

or

NPDES General Permit No.2
for " Storm Water Discharge
Associated with Industrial Activity
for Construction Activities"

or

NPDES General Permit No.3
for "Storm Water Discharge Associated with
Industrial Activity for Asphalt Plants,
Concrete Batch Plants, Rock Crushing Plants
and Construction Sand and Gravel Facilities"

In accordance with the Clean Water Act, all industrial facilities that discharge storm water meeting the definition of storm water associated with industrial activity must apply for coverage under a National Pollutant Discharge Elimination System (NPDES) permit.

These instructions are provided to assist activities that need to notify the Iowa Department of Natural Resources (IDNR) of their storm water discharge to be covered under Iowa's NPDES General Permit No. 1, General Permit No. 2 or General Permit No. 3.

The instructions are the same for all general permits. When a discharger provides a complete Notice of Intent to the IDNR, its storm water discharges will be subject to the terms and conditions of the appropriate general permit unless notified by the IDNR.

A pollution prevention plan is required for all storm water permits. The plan must be completed before submittal of the Notice of Intent. The plan should be kept on-site at the facility or construction site that generates the storm water discharge. Do not send the pollution prevention plan with the Notice of Intent.

To file a complete Notice of Intent you must provide the following items:

1. The completed Form 542-1415 entitled "*Notice of Intent for NPDES Coverage Under General Permit*",
2. Proof of Public notification from the two newspapers in the area with the highest circulation and,
3. Permit fee.

Each of these items is discussed in detail below and on the back side of this page.

Mail the completed application form 542-1415 with the two proofs of public notice and permit fee to the following address. DO NOT send the Pollution Prevention Plan with your Notice of Intent. DO NOT send the application form, fee payment or proofs of public notice separately. Send them all together.

**Storm Water Coordinator
Department of Natural Resources
502 E. 9th Street
Des Moines, Iowa 50319-0034**

1. Proof of Public Notification

Iowa law requires dischargers to make public notice for seeking coverage under a general permit. The public notice must be published at least one day at your own expense in two different newspapers with the largest circulation in the area where the discharge is located.

The wording to use in the public notice is specified as a rule of the IDNR and is included as a separate page for your convenience. This wording contains the minimum information that must be provided in the public notice. You must complete the blank portions with the specified information. You may add more information to the notice if you wish.

To determine which newspapers have the largest circulation, ask your local newspaper or call the Iowa Newspaper Association (INA) at (515) 244-2145 for circulation information. The INA is located at 319 E. Fifth Street, Des Moines, Iowa 50309.

When your Notice of Intent is sent to the IDNR, you MUST enclose a clipping of each public notice with the names of the newspaper and date published, or an affidavit from each newspaper with the clippings attached to demonstrate your public notification requirement. If both proofs of public notice are not included with your application, the storm water permit authorization will NOT be issued.

2. Form 542-1415

In filling out the form, type or print legibly and complete both sides of the form.

Permit Information and Fee Options

Give permit information on the general permit for which you are applying and select a fee option.

**"HOW TO FILE A COMPLETE
NOTICE OF INTENT"**

For

NPDES General Permit No.1
for "Storm Water Discharge
Associated With Industrial Activity"

or

NPDES General Permit No.2
for " Storm Water Discharge
Associated with Industrial Activity
for Construction Activities"

or

NPDES General Permit No.3
for "Storm Water Discharge Associated with
Industrial Activity for Asphalt Plants,
Concrete Batch Plants, Rock Crushing Plants
and Construction Sand and Gravel Facilities"

In accordance with the Clean Water Act, all industrial facilities that discharge storm water meeting the definition of storm water associated with industrial activity must apply for coverage under a National Pollutant Discharge Elimination System (NPDES) permit.

These instructions are provided to assist activities that need to notify the Iowa Department of Natural Resources (IDNR) of their storm water discharge to be covered under Iowa's NPDES General Permit No. 1, General Permit No. 2 or General Permit No. 3.

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Department of Natural Resources
502 E. 9th Street
Des Moines, Iowa 50319-0034**

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The wording to use in the public notice is specified as a rule of the IDNR and is included as a separate page for your convenience. This wording contains the minimum information that must be provided in the public notice. You must complete the blank portions with the specified information. You may add more information to the notice if you wish.

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2. Form 542-1415

In filling out the form, type or print legibly and complete both sides of the form.

Permit Information and Fee Options

Give permit information on the general permit for which you are applying and select a fee option.

Facility or Project Information

Enter the official or legal name of the facility or site. Enter the complete street address. If no street address exists, provide a geographic description (e.g., Intersection of 5th Street and 2nd Avenue or, at a minimum, the name of the street or road nearest the site), city, county, state and zip

code. Do not use a P.O. box number. This is the address of the facility or construction site not the address of the owner or contact.

For General Permits No. 1 and No. 3, provide a four-digit SIC code that best represents the principal products or activities provided by the facility.

Contact Information

Provide the legal name of a contact person, firm, public organization or any other entity that owns or operates the facility or site. The name of the operator or contact may or may not be the same as the name of the facility. The operator is the legal entity that controls the facility's operation. Provide a mailing address (P.O. box numbers may be used). Include the city, state, zip code and telephone number for a contact person. All correspondence relating to the storm water permit, including the storm water permit authorization, will be sent to this address.

Facility Location or Location of Construction Site

Give the location by ¼ section (e.g., NW), section number, township number (e.g., T78N) and range number (e.g., R4W). The location information can be obtained from United States Geological Survey topographic maps, by calling 1-(888) ASK-USGS.

Owner Information

Enter the name, mailing address and telephone number of the owner of the facility.

Outfall Information

Provide an estimated start date the discharge did or is to commence, the name(s) of the receiving water(s), and check compliance conditions. All applicable compliance conditions listed must be met for the Notice of Intent to be considered complete.

The discharge start date is the date storm water discharge from industrial activity or construction activity (from a construction site that disturbs one acre or more or is part of a larger common plan of development that disturbs one acre or more) began or will begin to leave the property. If the discharge start date is before 10/1/92, the correct date to place in the blank is 10/1/92. This is the date the State of Iowa implemented the storm water permit requirements.

If an industrial facility was not initially required to obtain a storm water permit but changed operations so that later a storm water permit was or will be required, the discharge start date is the date that the change was made that necessitated the need for a storm water permit.

Provide the name(s) of the receiving water(s) to the first uniquely named river. Explain to where the storm water runoff will drain (e.g., unnamed waterway to road ditch to unnamed tributary to Mud Creek to Skunk River).

Compliance conditions

Check the compliance conditions that apply. A pollution prevention plan is required for all storm water permits.

For General Permit No. 3 (if no soil disturbing activities will take place) and General Permit No. 1, the question regarding state or local sediment and erosion control plans does not apply. If you check no to any of the applicable compliance conditions, your application will not be approved.

General Permits No. 2 and No. 3

For construction sites that need a storm water discharge permit, in addition to the information required above, include a brief description of the project, estimated timetable for major activities and an estimate of the number of acres of the site on which soil will be disturbed.

For General Permit No. 3, identify if the facility is a portable plant.

Certification

The completed form must be signed by a qualified official. A qualified official is any of the following: owner, principal executive officer of at least the level of vice-president, general partner, general contractor (for construction sites), principal executive officer or ranking elected official (for publicly owned facilities).

The Notice of Intent will be returned and no permit issued if information on the form is incomplete.

3. Fees

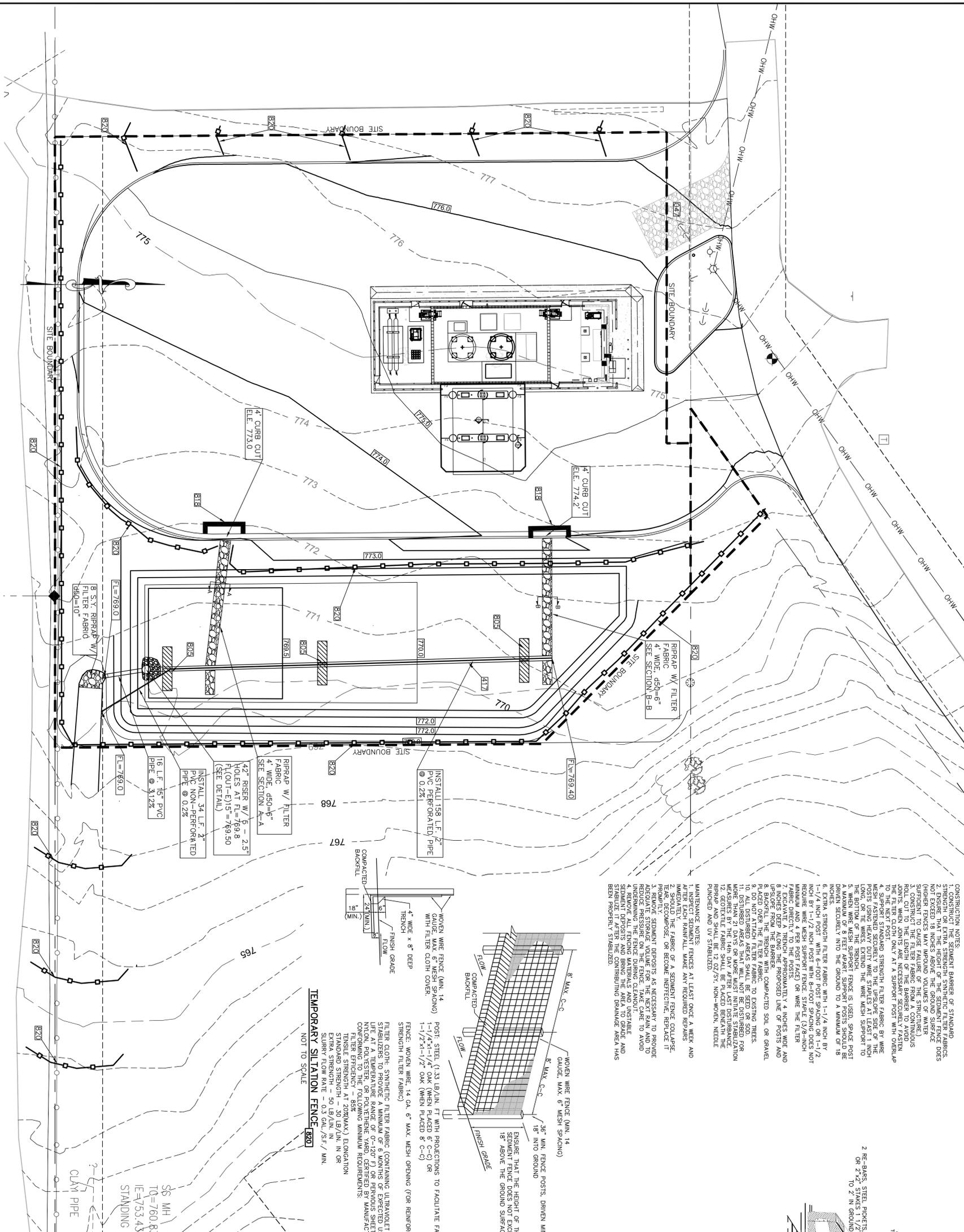
There is a permit fee for each general permit. The fee schedule is the same for General Permit No. 1, No. 2 and No. 3.

The applicant has the option of paying an annual permit fee or a multi-year permit fee.

annual permit fee	\$175
3-year permit fee	\$350
4-year permit fee	\$525
5-year permit fee	\$700

IMPORTANT - The storm water permit authorization will not be issued unless the two proofs of public notice and permit fee accompany the completed Notice of Intent.

If you need assistance contact the IDNR at (515) 281-6782 or (515) 281-7017.



(These minutes are not approved until the next Commission meeting.)

City of West Branch Planning & Zoning Commission Meeting
December 3, 2013
West Branch City Council Chambers, 110 North Poplar Street

Chair Roger Laughlin opened the meeting of the West Branch Planning and Zoning Commission at 6:32 p.m. by welcoming the audience, Zoning Board of Adjustment Chair Craig Walker, and the following City Staff: City Administrator Matt Muckler, Administrative Assistant Shanelle Peden, Public Works Employee Paul Stagg, Fire Chief Kevin Stoolman, City Attorney Kevin Olson, and City Engineer Dave Schechinger. Commission members Roger Laughlin (Chair), Helen Dauber, John Fuller, Trent Hansen, Lisa Schettler, and Gary Slach were present. Commission member Molly Menard was absent.

Motion by Laughlin to approve minutes from the October 15, 2013 meeting, second by Fuller.

AYES: Laughlin, Fuller, Dauber, Hansen, Schettler, Slach. NAYS: None. Absent: Menard. Motion carried.

Clean Energy-representative Ben Steckler of Fiedler Group spoke to the Commission regarding the proposed Site Plan. Steckler indicated that Clean Energy allows movement of liquid natural gas which is better for the environment than diesel fuel and less expensive. Commission member Fuller suggested that liquefied natural gas trucks are exempt from the gas tax. Commission member Schettler asked about the specific location of the proposed liquefied natural gas distribution center. City Engineer Schechinger commented that Clean Energy's storm water and pollution prevention plans are adequate and in place for site development, however, the irrigation system needs some modifications. Commission member Fuller asked about the volume and flow of truck traffic. Steckler indicated that four lanes would be available, with approximately 200 trucks through the facility each day. Steckler added that shutoff valves limit the risk exposure for catastrophe and the facility operates with ongoing monitoring and weekly emergency testing. Chair Laughlin asked what training is available for the West Branch Fire Department. Steckler said that Clean Energy will offset some of the training costs for firemen to attend the Clean Energy fire training in Texas and that he would also conduct an exercise with the members of West Branch Fire Department onsite prior to opening the site for business. Fire Chief Stoolman indicated that he contacted the State Fire Marshall for review of Clean Energy's plan and its standard operating procedure.

Motion by Fuller to approve Clean Energy Site Plan, second by Schettler. AYES: Fuller, Schettler, Dauber, Hansen, Laughlin, Slach. NAYS: None. Absent: Menard. Motion carried.

Approve one-year extension of Lot #1 Pedersen Valley, Part One Site Plan per Section 173.09 of the City Code of Ordinances-City Administrator Muckler indicated that builder Mike Furman contacted the City regarding an extension of Lot #1 in Pedersen Valley, Part One.

Motion by Laughlin to approve one-year extension of Lot #1 Pedersen Valley, Part One Site Plan, second by Hansen. AYES: Laughlin, Hansen, Dauber, Fuller, Schettler, Slach. NAYS: None. Absent: Menard. Motion carried.

Approve zoning amendment recommendations to the City Council-Zoning Board of Adjustment Chair Walker presented recommendations developed by the Zoning Board of Adjustment during a work session on November 20, 2013. Suggested recommendations from the Board include incorporating language to the City Code to include a provision for the Council to review and remand decisions back to the Board, amending City Code definitions of screens, fences, hedges, and retaining walls, correcting inconsistent

language between City Code sections 165.11 and 165.44, and amending City Code 165.44 to include specific requirements for retaining walls.

Attorney Olson indicated that upon revision and completion of the amended recommendations, the Commission would need to hold a public hearing before approving the item and forwarding it to Council. Chair Laughlin stated that builders and homeowners should have the ability to construct a wall higher than 48 inches without having engineering review. Commission member Fuller asked about the provisions for granting exceptions. Public Works Employee Stagg commented that leaving exceptions causes more ambiguity when interpreting and enforcing the City Code. The Commission came to a consensus regarding the zoning amendment recommendations and asked that City Administrator Muckler and Attorney Olson review and edit the suggestions prior to the next Commission meeting.

Motion by Hansen to adjourn, second by Laughlin. Motion carried on a voice vote. Meeting adjourned at 8:40 p.m.

RESOLUTION NO. 1169

RESOLUTION APPROVING A ONE-YEAR EXTENSION OF LOT #1 PEDERSEN VALLEY, PART ONE SITE PLAN PER SECTION 173.09 OF THE CITY CODE.

WHEREAS, Michael L. Furman had originally submitted a proposed Site Plan to construct a proposed eight unit multi-family residential building on Lot #1 Pedersen Valley, Part One, West Branch, Iowa; and

WHEREAS, said proposed Site Plan had heretofore been reviewed by City Staff, including the City Engineer; and

WHEREAS, the proposed Site Plan was found to conform to West Branch Code of Ordinances; and

WHEREAS, the proposed Site Plan was approved by the West Branch Planning and Zoning Commission at their special meeting held on Tuesday June 26, 2012; and

WHEREAS, the proposed Site Plan was approved by the West Branch City Council at their meeting held on July 16, 2012; and

WHEREAS, Michael L. Furman was asked by a member of the West Branch City Council at their meeting held on July 16, 2012 to consider adding a commercial component to this development; and

WHEREAS, Michael L. Furman submitted a revised site plan for a mixed-use development on this site; and

WHEREAS, the revised Site Plan has heretofore been reviewed by City Staff, including the City Engineer; and

WHEREAS, the revised Site Plan has been found to conform to West Branch Code of Ordinances; and

WHEREAS, the revised Site Plan was approved by the West Branch Planning and Zoning Commission at their meeting held on Tuesday November 27, 2012 with the following four recommendations to amend the Conditional Zoning Agreement between the City of West Branch and Michael L. and Sherri P. Furman: 1) allow for nine residential units instead of eight, 2) allow for three stories instead of two, 3) clarify that a mixed-use development will be allowed, and 4) clarify that since it is a mixed-use development, a 25-foot RB-1 front setback will be allowed; and

WHEREAS, the West Branch City Council has discussed the Conditional Zoning Agreement between the City of West Branch and Michael L. and Sherri P. Furman dated February 8, 1999; and

WHEREAS, the West Branch City Council on December 17, 2012 approved Resolution 1054 amending the conditional zoning agreement with Michael L. and Sherri P. Furman; and

WHEREAS, the West Branch City Council on December 17, 2012 approved Resolution 1056 approving the Lot #1 Pedersen Valley, Part One Site Plan; and

WHEREAS, Michael L. Furman contacted the West Branch City Council and Planning & Zoning Commission on November 3, 2013 with a request for the extension of the Lot #1 Pedersen Valley, Part One Site Plan; and

WHEREAS, Section 173.09 of the City Code of Ordinances allows for a one year extension to a site plan with approval from the City Council upon recommendation of the Planning & Zoning Commission; and

WHEREAS, the Planning & Zoning Commission voted in favor of providing for an extension at their December 3, 2013 Commission Meeting; and

WHEREAS, it is now necessary for the City Council to approve an extension to said Site Plan.

NOW, THREERFORE, be it resolved by the City Council of the City of West Branch, Cedar County, Iowa, that the aforementioned Site Plan for the Project be and the same are hereby extended until December 16, 2014.

* * * * *

Passed and approved this 16th day of December, 2013.

Mark Worrell, Mayor

ATTEST:

Matt Muckler, City Administrator/Clerk

November 3, 2013

West Branch City Council
West Branch Planning and Zoning Commission

West Branch, IA 52358

RE: Lot 1, Part 1, Pedersen Valley aka 815 West Main St, West Branch



Dear Members:

I am writing today to ask you to extend the site plan approval for Lot 1, Part 1, Pedersen Valley. This lot was engineered to accept a 9 unit residential/2 unit commercial building last year.

The East Central Intergovernmental Association had solicited my participation in a Multi Family New Construction funding program. This program required a variety of changes including Davis Bacon wage reporting, fiber cement siding and other upgraded finishes and materials. I submitted this proposal as instructed February 1, 2013. I was notified by the state July 8th that this building would not be funded.

The building will have to be re bid with lesser features and finishes to work without the state grant. In order to make this work I will probably have to presell all the commercial space on the main floor and then sell the units as condominiums.

So in conclusion, I ask you to extend my existing site plan approval for another year.

Thank you,

Michael Furman

Owner

Lot1, Part 1, Pedersen Valley



– **Building Plan Review
And Inspection Services**

800 Holiday Road
Coralville, Iowa 52241
Home: (319) 338-3950 Cell Phone: (319) 325-2912

December 2, 2013

RE: **Iowa State Building Code**

The Honorable Mayor and City Council of West Branch:

Beginning January 1, 2014 *the Iowa State Electrical Examining Board* will require that all persons performing electrical inspections within the State of Iowa to be certified by the *State of Iowa* as a *Certified Electrical Inspector* or to obtain their certification by the end of 2013. Since I am NOT certified as an *Electrical Inspector* by the State of Iowa nor do I desire to become certified, I will no longer be able to do electrical inspections in your city after the end of 2013. All electrical installations in the State of Iowa that are required to obtain an electrical permit are required to be inspected either by a *Certified State Inspector*, or in cities that have an inspection program in place, by their own *Certified Inspector*.

Also, because I have been dealing with health issues, this letter is to give you written notice therefore, that I would like to resign as your city inspector. I will continue to perform your inspections if you desire for however long it takes for you to find a replacement, however only until the year end of 2013.

If you have any questions about this matter, I will be happy to sit down and visit with you about it, or please feel free to give me a call at:
(319) 325-2912.

Respectively Yours,
Nolan R. Bogaard

Certified Combination Dwelling Inspector - Cert. No. 0802376-R5 – Exp. Date: 3-14-14
Certified Building Inspector - Cert. No. 0802376-B5 – Exp. Date: 3-14-14
Certified Building Plans Examiner - Cert. No. 0802376-B3 - Exp. Date: 3-9-15

Hi Matt,

This email is formal notice that I will be resigning from the West Branch Planning and Zoning Commission effective December 18, as we are moving out of town shortly thereafter. I have enjoyed my time with the commission and have learned a lot. Best of luck to you all in the future. West Branch is a great little town!

Sincerely,

Lisa Schettler

Holiday Trash Pick-Up - Saturday December 28th and Saturday January 4th

Due to the Christmas and New Years Holidays, trash and recycling will be picked up in West Branch on Saturday December 28, 2013 and Saturday January 4, 2014. All recycling and garbage should be placed at the curb no later than 6:00 a.m. on each Saturday morning.

Please note that the West Branch Public Library, Park & Recreation Department and the City Offices will be closed Tuesday December 24th, Wednesday, December 25th and Wednesday January 1st for the holidays. Please contact the City Office at (319) 643-5888 with any questions that you may have.