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PLANNING AND ZONING COMMISSION MEETING

Tuesday, May 28, 2019 • 7:00 p.m.

West Branch City Council Chambers, 110 N. Poplar St.

Council Quorum May Be Present

1. Call to Order
2. Roll Call
3. Approve Agenda/Move to action.
 - a. Approve minutes from the February 26, 2019 Special Planning and Zoning Commission Meeting.
4. Public Hearing/Non-Consent Agenda. /Move to action.
 - a. Comprehensive Plan – Approve Chapter 8, Public Infrastructure, Facilities and Finance./ Move to action.
 - b. Comprehensive Plan Discussion – Chapter 11, Park & Recreation and Trails Plan Appendix
 - c. Comprehensive Plan Discussion – Chapter 3, Smart Planning
 - d. Comprehensive Plan Discussion – Chapter 4, Community Profile and Character
 - e. Discussion – Johnson County Fringe Area Agreement
 - f. Discussion – Ordinance suggestion for location of the sale of fireworks
5. City Staff Reports
6. Comments from Chair and Commission Members
7. Next regular Planning & Zoning Commission Meeting Tuesday, July 23, 2019.
8. Adjourn

Planning & Zoning Commission Members: Chair John Fuller, Vice Chair Ryan Bowers, Sally Peck, Emilie Walsh, Tom Dean, Brad Bower, Vacant • **Zoning Administrator:** Terry Goerdts • **Deputy City Clerk:** Leslie Brick
Mayor: Roger Laughlin • **Council Members:** Jordan Ellyson, Colton Miller, Brian Pierce, Nick Goodweiler, Jodee Stoolman
City Administrator/Clerk: Redmond Jones II • **Fire Chief:** Kevin Stoolman • **Police Chief:** Mike Horihan •
Public Works Director: Matt Goodale

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

City of West Branch Special Planning & Zoning Commission Meeting

February 26, 2019

West Branch City Council Chambers, 110 North Poplar Street

Chairperson John Fuller opened the Special Planning & Zoning Commission meeting at 7:00 p.m. welcoming the audience and following city staff; Zoning Administrator Terry Goerdts, Deputy City Clerk Leslie Brick, City Mayor Roger Laughlin, Administrator Redmond Jones, Fire Chief Kevin Stoolman and City Engineer Dave Schechinger. Commission members Emilie Walsh, Ryan Bowers, Tom Dean, Brad Bower and Sally Peck were present.

APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.

Approve the agenda for the February 26, 2019 Special Planning & Zoning meeting. /Move to action. Motion by Bowers, second by Dean to approve the agenda. Motion carried on a voice vote.

Approve minutes from the February 5, 2019 Planning & Zoning Commission meeting. /Move to action. Motion by Walsh, second by Dean to approve the minutes. Motion carried on a voice vote.

PUBLIC HEARING/NON-CONSENT AGENDA

Public Hearing – The Meadow’s Part 4, Rezoning R-1 to R-2, Lots 40-57

Fuller opened the public hearing at 7:02 p.m. Brian Boelk, Axiom Consultants described the request for additional R-2 rezoning in The Meadows, Part 4 as a need to meet the demand for more zero lot properties with the availability for walk-out lots. Mayor Laughlin said he was in favor of the request which will help grow West Branch and the school district. Fuller stated that the requests fits with the comprehensive plan to create additional housing. Dean also spoke in favor of the rezoning and said that this new section provides another access to town for residents of the Bickford and Greenview residents. Hearing no other comments, Fuller closed the public hearing at 7:04 p.m.

Approve rezoning of The Meadow’s - Part 4, R-1 to R-2, Lots 40-57. /Move to action.

Motion by Bowers, second by Dean to approve the rezoning request. AYES: Bowers, Dean, Fuller, Peck, Walsh, Bower. NAYS: None. Motion carried.

Public Hearing – Rezoning A-1 to Planned Unit Development (Kofron property)

Fuller opened the public hearing at 7:05 p.m. Ron Amelong, MMS Consultants explained the concept of the planned unit development that will include a mix of duplexes, townhomes, hotel, small businesses, an independent living center and a couple of twelve plexes. The mix of housing will provide affordable homes for new homeowners and people down-sizing. In addition, the concept plans for approximately forty five percent greenspace and a walkable neighborhood. The commission said they supported the concept and that it will meet the needs of the community. Laughlin said he was very excited for this project and that it will be a great addition for the city. Goerdts said it was a good mix use of the site.

Approve rezoning of a Planned Unit Development (Kofron property). /Move to action.

Motion by Peck, second by Bowers to approve the rezoning request. AYES: Peck, Bowers, B. Bower, Walsh, Dean, Fuller. NAYS: None. Motion carried.

Approve Northside First Addition, Parcel D Site Plan. /Move to action.

Brian Shay, developer stated he had made some changes from comments from the last commission meeting and said that a couple of residents had reached out to him. Shay said that the owners of Lynch’s 2nd Addition, lot 6 preferred fencing over vegetative screening and said he was not opposed to fencing three sides of the property line if needed. Schechinger said the apartment building on the north edge of the property is within five foot of the property line and felt that a fence would be more encroaching than

screening. Shay also addressed the drainage issues on the property. Re-grading on the south property line would direct water to the west ditch on N. Downey Street and a detention/retention pond would be added near building B to address the water on the north part of the property. Shay also addressed the Fire Chief's concern over parking on the private drive that could interfere with emergency vehicles. He said he was willing to make the drives a fire lane to prevent excess parking. He further stated that he plans to own at least fifty percent of the townhomes and would control the association which would be responsible for snow removal and mowing.

Dean and Peck raised their concerns regarding lack of sidewalks from the development to other city streets in order for children living in the development a safe route to school. The idea of installing a sidewalk between lots 5 and 6 was discussed, however the homeowner of lot 6 stated that the slope of the ground would cause a safety issue and questioned who would be responsible for maintaining it. Shay said that at this time, a sidewalk along N. Downey Street was impossible until the City urbanizes N. Downey. The commission agreed that a sidewalk connection from building A to buildings B & C was needed since the overflow parking was located at the north end of the property. Shay agreed to add an internal sidewalk connection on the property but could not commit to installing sidewalks on other residents' property. Shay said he was willing to do a sidewalk agreement with the City to install sidewalks in the right of way at a later date.

Fuller summarized the commission's three conditions for approval; an internal sidewalk connection will be added from building A to buildings B and C, provide abutting land owners fencing as requested, work with the City to create a parking enforcement agreement for the private drives.

Motion by Walsh, second by Bowers to approve the Site Plan with conditions stated above. AYES: Walsh, Bowers, Fuller, B. Bower. NAYS: Dean, Peck. Motion carried.

Approve Cedar's Edge Final Plat. /Move to action.

Brian Boelk, Axiom Consultants presented the final plat on behalf of the developer (Jerry Sexton) and said that Sexton is requesting approval of the final plat before the public improvements have been installed so that he can close on lot 26 to allow that project to start. Boelk said Sexton will provide the city with a letter of credit for those public improvements as per Code requirements. Bowers asked why lots one through ten were now listed as Outlot A. Boelk explained that Outlot A is now part two of the development plan which consists of ten R-1 lots.

Motion by Bowers, second by Dean to approve the final plat. AYES: Bowers, Dean, B. Bower, Walsh, Peck, Fuller. NAYS: None. Motion carried.

Comprehensive Plan – Approve Chapter 6 – Housing in West Branch. /Move to action.

Fuller said that comments received had incorporated into the document and was ready for commission approval.

Motion by Walsh, second by Dean to approve Chapter 6. Motion carried on a voice vote.

Comprehensive Plan discussion – Chapter 8, Public Infrastructure, Facilities and Finance

Fuller presented a copy of chapter 8 to the commission and asked for any additional comments to be forwarded to him so this could be approved at the next meeting. Fuller also said a draft of chapter 11, Parks and Recreation is being reviewed by the Parks and Recreation commission.

STAFF REPORTS:

No comments.

COMMENTS FROM CHAIR AND COMMISSION MEMBERS:

No comments from the commission.

Adjourn

Motion by Walsh, second by Bowers to adjourn the Planning & Zoning Commission meeting at 8:26 p.m.

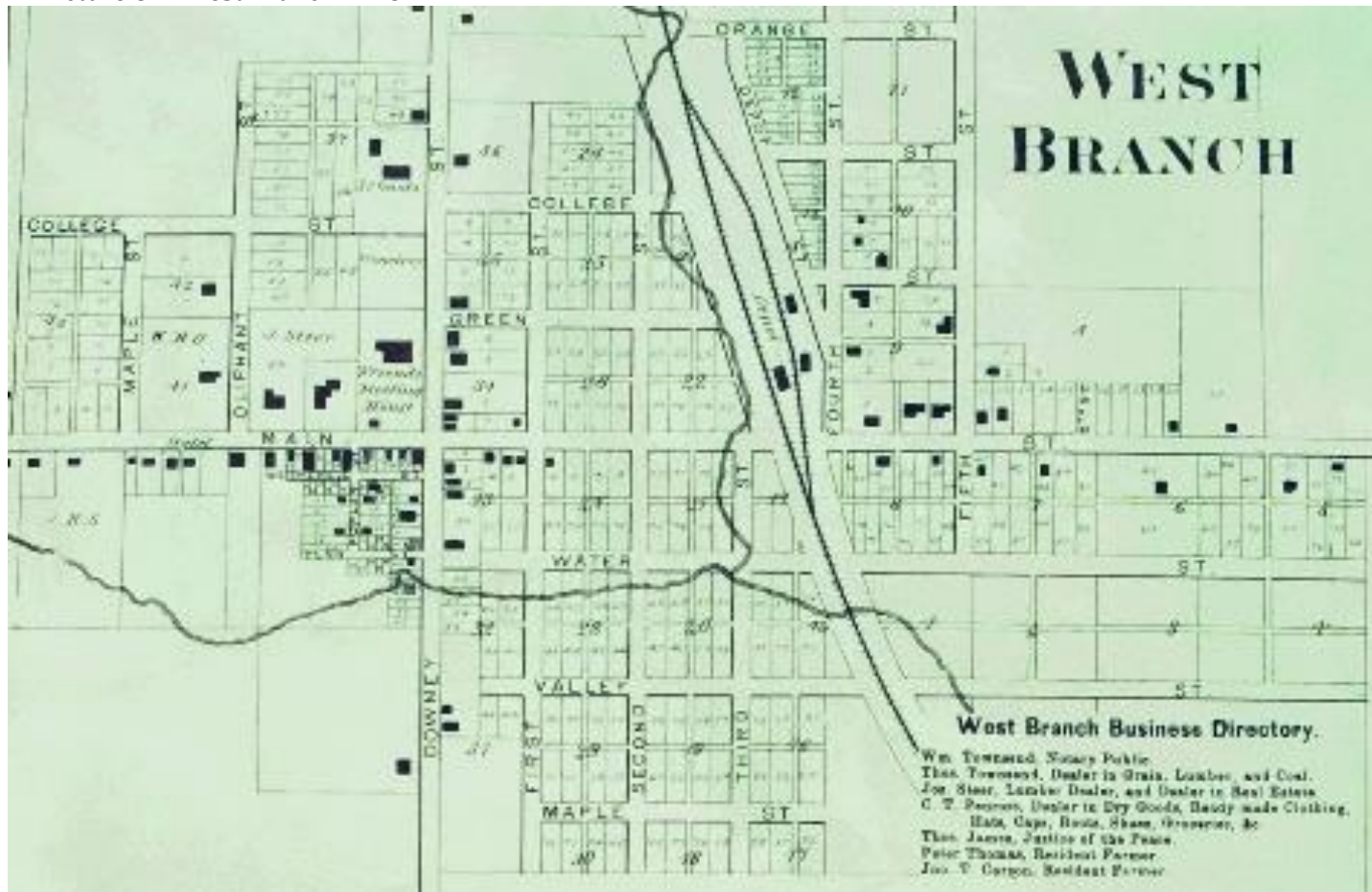
Motion carried on a voice vote.

Submitted by:
Leslie Brick
Deputy City Clerk

WEST BRANCH COMPREHENSIVE PLAN

DRAFT Chapter 8: PUBLIC INFRASTRUCTURE, UTILITIES, FACILITIES, AND FINANCE.

Picture 8.1. West Branch in 1872.



Source: 1872 Atlas of Cedar County Iowa¹

¹ Harrison & Warner, *Atlas of Cedar County Iowa*, Town maps (Marshalltown, Iowa: Harrison & Warner, 1872), Accessed November 10, 2018. See: <http://digital.lib.uiowa.edu/cdm/compoundobject/collection/atlasses/id/2895/show/2891/rec/1>.

Introduction.

The 2013 West Branch Comprehensive Plan dealt with public infrastructure and utilities in Chapter 8 and public and community facilities in Chapter 12. This updated chapter combines those two chapters and also includes city finance.

High quality and dependable basic public services, such as clean water and reliable sewer and stormwater management services, are essential to West Branch's future success. Cost-effective and dependable services improve the quality of life, as well as affordability, and make West Branch a more attractive place in which to live and do business. Well-built and well-maintained facilities also help the City recover from damaging natural events and emergencies. In addition, the City's public facilities and services can help create a vibrant place to live and work.

The West Branch public facility system provides water, sewer, parks, and civic services. Public facilities include the varied, extensive, and growing network of streets and pipes. In addition, several parks and natural areas help provide access for recreation, as well as stormwater and flood management. Public services include police, fire, and emergency response. Access to internet, electricity, natural gas, refuse and recycling services is essential for households and businesses.

The maintenance and operation of a complex system of services requires the collective and coordinated effort of multiple entities and regulated utilities to provide these necessities for West Branch. This chapter provides a list of goals and objectives for public facilities, followed by information on the existing situation plus recommended actions.

Picture 8.2. West Branch Public Library.



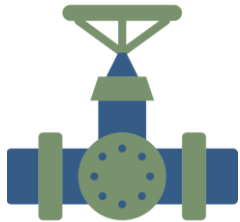
Source: West Branch Public Library Facebook Page.
<https://www.facebook.com/WestBranchPublicLibrary>. Accessed Nov., 2018.

Picture 8.3. West Branch Fire Department.



Source: Google Maps. Accessed Nov., 2018.

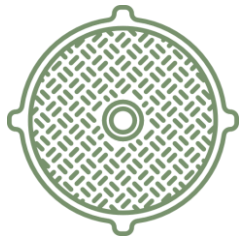
Goal 1: Provide public facilities, service investments, and operations that improve service equity, support economic prosperity, and enhance human and environmental health.



Objectives

- 1.1 Provide public facilities and services to alleviate potential service deficiencies and meet-level-of service standards for all, including individuals, businesses, and property owners.
- 1.2 In areas of the city that are not expected to grow significantly, but have existing deficiencies, invest to reduce disparity and improve livability.
- 1.3 In areas of the city that lack basic public services and have significant growth potential, invest to enhance neighborhoods, maintain affordability, and accommodate growth.
- 1.4 In areas of the city that are not expected to grow significantly and already have access to complete public services, invest primarily to maintain existing facilities and services and retain livability.
- 1.5 Invest in public facility systems to maintain and improve system capacity, resolve service deficiencies, and properly manage assets.
- 1.6 Establish, improve, and maintain public facilities and services at levels appropriate to support land-use patterns, population densities, and anticipated growth.

Goal 2: Ensure water, wastewater, and stormwater systems are managed, conveyed, and/or treated to protect public health, safety, and the environment, and to meet the needs of the community on an equitable, efficient, and sustainable basis.



Objectives

- 2.1 Manage wastewater and stormwater systems in ways that meet federal and state regulations. Use watershed health as a guide, and treat the entire watershed as an interconnected hydrologic system.
- 2.2 Evaluate future needs for wastewater treatment and plan facility improvements to meet expected population demands and Iowa DNR requirements.
- 2.3 Ensure private sewage treatment systems and septic systems demonstrate that all necessary state and county permits are obtained and they function properly.
- 2.4 Prioritize sewer system extensions or repairs in areas that are already developed and where health hazards exist.
- 2.5 Prevent pollution and reduce the need for waste water treatment capacity through land use programs and public facility investments that manage pollution as close to its source as practical.
- 2.6 Implement green infrastructure, such as landscaping, rain gardens, bio-swales, trees, and natural areas to assist stormwater management. Promote investments, education, and community stewardship to reduce the impact of stormwater discharge on water and habitat quality of streams and rivers.

Goal 3: Review and update the Capital Improvement Plan (CIP) annually and produce a new plan every five years to help coordinate capital costs and financing, while working towards the long term goals of the community.



Objectives

- 3.1 Maintain long-term capital improvement programs that balance acquisition and construction of new infrastructure and public facilities with maintenance and operations of existing infrastructure and facilities.
- 3.2 Implement the CIP passed in 2015 for FY 2016 to FY 2020. Encourage directors from each city department and the city administrator to thoroughly review the CIP annually.
- 3.3 Department directors effectively manage a two year CIP that includes funded and unfunded projects. This allows the City to program key investments to accomplish community goals.
- 3.4 Partner with other nearby cities to share the cost of expensive personnel. For example, if a waste-water treatment plant is required in West Branch, perhaps technical and management staff could be shared with a nearby city which currently operates a sludge and waste-water treatment facility.
- 3.5 Encourage the preservation of viable existing infrastructure and promote the economical extension of new infrastructure and services.
- 3.6 Support cost-effective management practices to deliver services and facilities to residents. Utilize a variety of funding mechanisms to ensure an equitable sharing of the costs of investing in and maintaining the City's public facilities.

Public Infrastructure.

This section provides an inventory and analysis of West Branch's current infrastructure systems, including water distribution and storage, sanitary sewer collection and treatment, and storm water conveyance. Consideration for the growth of these systems is also covered.

Water System.

The City of West Branch provides water to businesses and residents by tapping four wells - three in the Silurian aquifer and one in the Jordan aquifer. The three wells in the Silurian aquifer have capacity of 425 gallons per minute (GPM), 340 GPM, and 45 GPM. The well in the Jordan aquifer has a capacity of 700 GPM. Therefore, the total pumping capacity with all wells in operation is 1,510 GPM.

West Branch's treatment facility plant has two 8-foot-diameter vertical pressure filters rated at 100 GPM each and one 3-cell horizontal pressure filter rated at 300 GPM. The treatment facility uses pressure filtration to remove iron.

The City has two water towers. The first was built in 1970 and has a capacity of 250,000 gallons, the second water tower was built in 2006 and has a capacity of 300,000 gallons.

In 2019, the City had two aeration/detention tanks with a capacity of 470 and 1,040 GPM. The water system currently has 3 high service pumps. Only 2 of the 3 pumps run at a time while the other pump serves as a back-up.

Picture 8.4. West Branch Water Tower on Orange Street.



Source: <http://www.daleittravis.com>. Accessed Nov., 2018.

Sanitary Sewer System.

Like many other small communities in Iowa, West Branch operates an aerated lagoon to treat wastewater prior to discharge into a nearby stream. The West Branch sanitary sewer system is made up of a collection system, a sewage lift station located in the southeast part of the City, and an aerated lagoon. The collection system consists of sanitary sewer pipe, manholes and sewer mains. Currently the system treats between 6,000,000 gallons and 14,000,000 gallons of water per month in the lagoons. The City has been proactive in evaluating the future needs of its water and sanitary sewer systems.

While the current system is operating as intended, there are new state and federal standards that require the City to extend operations beyond current technological limits.² In August, 2017, the Iowa DNR gave West Branch a 52 month notice to design, finance, and construct a wastewater treatment facility that will address high amounts of ammonia, nitrogen, and e. coli in the city's wastewater discharge.³ Initial project costs were estimated at roughly \$5 million.⁴

In fall of 2017, the City established a Wastewater Task Group to evaluate available options to resolve the issue presented by the Iowa DNR. The purpose of the taskforce is to review the current state of operations, research new processes and/or infrastructure to meet state water quality standards, and provide a recommendation to City Council.⁵

² Redmond Jones II and Mayor Roger Laughlin, "West Branch: State of the City" (Event at Community State Bank: City of West Branch, November 8, 2017), Accessed November 10, 2018. <https://westbranchiowa.org/wp-content/uploads/2017/11/State-of-the-City-2017.pptx-Autosaved.pdf>.

³ City Administrator, "City Administrator's Report 8/21/2017," Report to City Council (West Branch: City of West Branch, August 21, 2017), Accessed November 10, 2018. <https://westbranchiowa.org/wp-content/uploads/2017/04/City-Council-Update-08212017-1.pdf>.

⁴ Ibid.

⁵ City Administrator, "City Administrator's Report 10/16/2017," Report to City Council (West Branch: City of West Branch, October 16, 2017), Accessed November 10, 2018. <https://westbranchiowa.org/wp-content/uploads/2017/11/City-Administrators-Report-10162017.pdf>.

Picture 8.5. Wastewater Treatment Lagoons Aerial.



Source: Google Maps. Accessed Nov., 2018.

Picture 8.6. Wastewater Treatment Lagoons Sideview.



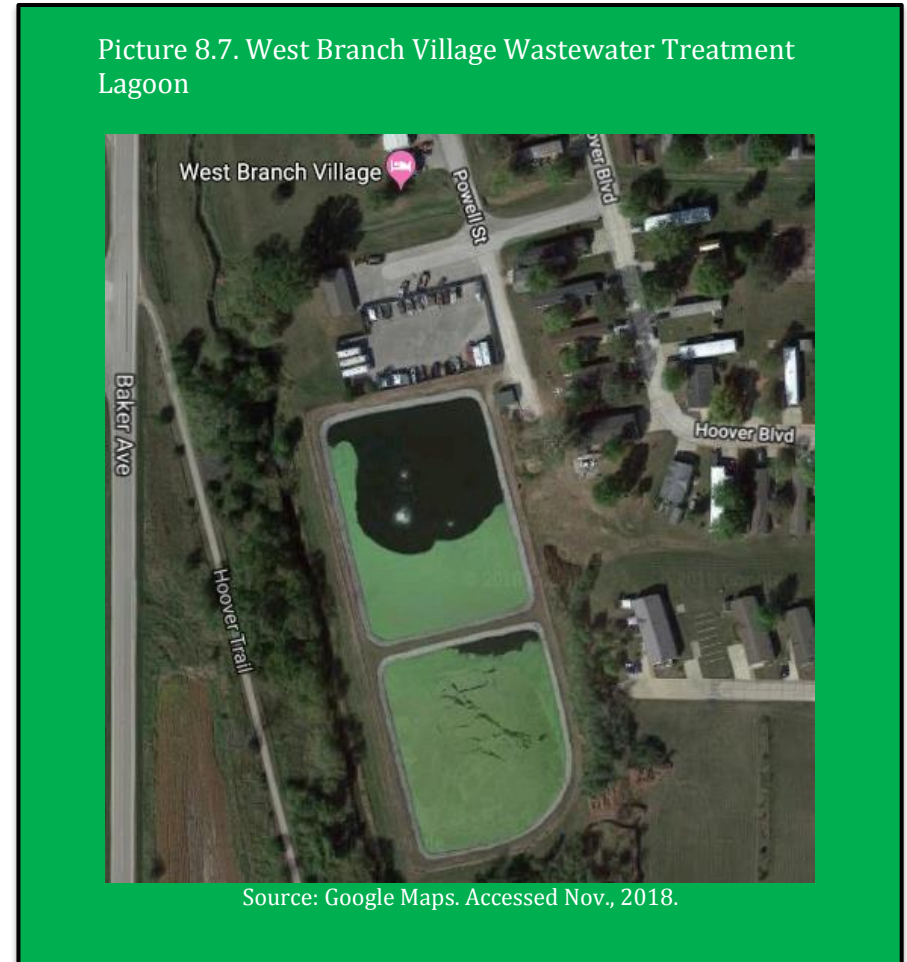
Source: 2017 State of the City Address. Accessed Nov., 2018.

The Task Group will strive to identify alternative solutions and financing strategies, participate in pilot case studies, and create Iowa DNR compliance strategies. Processes and facilities which emphasize reuse, ecological benefits, and revenue generation are preferred.⁶ The Task Group expects there will be cost savings from an alternative wastewater treatment process, such as a Revolving Algal Biofilm treatment system available through Gross-Wen Technologies⁷, in comparison to another alternative, an Aero-mod Wastewater Treatment Plant. It is expected the facility planning process will verify the assumption that an alternative lagoon process is more cost-effective. The deadline to satisfy the Iowa DNR permit requirement is 12/31/2021.

In addition, city consultant V&K Engineering is preparing a Wastewater Treatment Facility Plan. This plan will determine which process is financially viable and effective in meeting state requirements.⁸ V&K Engineering has indicated the current lagoon system is operating at or over capacity. As such, any alternative wastewater process would require a projected \$1 million cost to add an additional lagoon.⁹

The West Branch Village Mobile Home Community has its own wastewater treatment facility. The requirement for the City to expand its wastewater treatment may provide an opportunity to merge this treatment lagoon with the City facility. Currently, the Village is one of the largest water customers in West Branch.

Recommendation: Evaluate creative funding and practical system solutions to address the regulations imposed by the Iowa DNR to provide increased health, safety, and welfare for residents today and future generations.



⁶ City Administrator, "City Administrator's Report 7/9/2018," Report to City Council (West Branch: City of West Branch, July 9, 2018), Accessed November 10, 2018. <https://westbranchiowa.org/wp-content/uploads/2018/07/City-Administrators-Report-7092018.pdf>.

⁷ City Administrator, "City Administrator's Report 7/23/2018," Report to City Council (West Branch: City of West Branch, July 23, 2018), Accessed November 10, 2018. <https://westbranchiowa.org/wp-content/uploads/2018/07/City-Administrators-Report-7232018.pdf>.

⁸ City Administrator.

⁹ City Administrator, "City Administrator's Report 7/9/2018."

Picture 8.8. Rain Garden Example.



Source: www.epa.gov/soakuptherain. Accessed Nov., 2018.

Picture 8.9. Bio Swale Example.



Source: www.iowastormwater.org. Accessed Dec., 2018.

Storm Water.

Storm water is water (which comes in the form of rain, melted snow, or melted ice) collected as it “runs off” impervious surfaces, including buildings, roads, parking lots, and fields. In the undeveloped portions of the City of West Branch, storm water naturally flows across the surface and is either absorbed by the ground or runs into creeks and streams. In the developed areas of the City, storm water is channeled across roofs, gutters, parking lots and streets and into pipes which discharge into local streams and creeks.

Storm water management revolves around three main issues: drainage, water quality, and flooding. Public input during the 2013 Comprehensive Plan recognized sustainability and/or being a “green” community as an important value to many residents of West Branch. One way for the City to become more sustainable is to encourage “green” infrastructure in new and existing developments.

One of the most practical solutions to stop storm water pollutants being carried into the streams is to manage the run off as close to the source as possible. There are several methods which percolate storm water back into the soil, such as rain gardens, bio swales, planter boxes, permeable pavements, and green roofs. These methods provide practical solutions while also providing attractive vegetation and landscaping.

The City implemented a storm water utility fee beginning July 1, 2014. The City uses the fee to administer the construction and operation of the utility system, including capital improvements designated in the comprehensive drainage plan.

Recommendation: Pursue educational opportunities, grants, and partnerships to encourage residents and businesses to adopt green infrastructure that protects the watershed by limiting stormwater pollution runoff.

Private Utility Providers.

The services available in West Branch in 2019 for natural gas, electricity, phone, internet, and cable television are summarized below.

Table 8.1. Service Providers by Service in West Branch	
Service	Service Provider
Electricity	Alliant Energy Linn County Rural Electric Cooperative Maquoketa Valley Electric Cooperative Moxie Solar Eagle Point Solar
Natural Gas	Alliant Energy
Phone, Cable, Internet	Liberty Communications Mediacom Communications

Electricity and Natural Gas.

Alliant Energy Cooperation is an energy holding company providing electric and natural gas services to communities throughout Iowa and Wisconsin. They serve 900,000 electric customers, 410,000 natural gas customers, and have approximately 4,000 employees.¹⁰ Alliant is the main service provider in West Branch.

Two other suppliers serve West Branch customers. Linn County Rural Electric Cooperative organized on July 8, 1938 as a private, non-profit electric utility that is owned by the members it serves. It was established to provide electric service at the lowest price possible. It serves more than 28,000 members in portion of six counties in eastern Iowa.¹¹ Maquoketa Valley Electric Cooperative is an electric utility headquartered in Marion, Iowa and owned by the members it serves. It was established more than 80 years ago to provide electric services at cost. It serves more than 14,000 members in nine counties in eastern Iowa.¹²

Solar.

The Midwest Renewable Energy Association (MREA) worked with Johnson County and six partner cities to host a group solar buy in 2018. This leverages the power of volume purchasing, which significantly reduces the up-front costs of installing solar.¹³ The group buy was open to all Johnson County and West Branch homeowners and the solar installer for this program was Moxie Solar. A total of seven arrays were installed in West Branch through the program, including six residential and one commercial.¹⁴ Moxie was founded in 2008 to bring new energy options to Iowa and has completed over 500 projects. Their mission is to provide the financial and environmental benefits of solar power to farms, homes, and businesses.¹⁵

¹⁰ Alliant Energy, "2017 Annual Report," Annual Report, 2017, Accessed November 2, 2018. <https://www.alliantenergy.com/AboutAlliantEnergy/AnnualReport>.

¹¹ Linn County REC, "Cooperative Information: About Us," Linn County Rural Electric Cooperative, 2018, Accessed October 5, 2018. <https://www.linncountyrec.com/your-cooperative/cooperative-information/>.

¹² Maquoketa Valley Electric Cooperative, "Cooperative Profile," Maquoketa Valley Electric Cooperative, July 10, 2013, Accessed October 5, 2018. <http://www.mvec.com/home/cooperative-profile>.

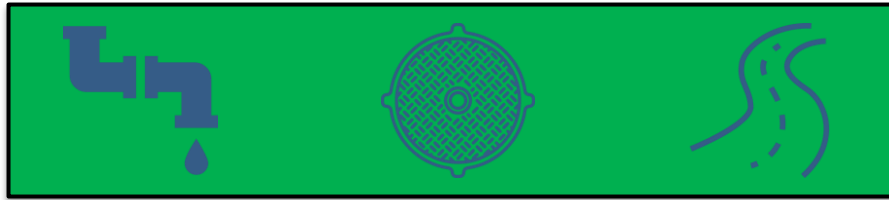
¹³ Grow Solar, "Solarize Johnson County," Grow Solar: A Midwest Partnership to Move Markets, 2018, Accessed November 10, 2018. <https://www.growsolar.org/solarize-johnson-county/about/>.

¹⁴ Peter Murphy, Midwest Renewable Energy Association, Phone Call, January 4, 2019.

¹⁵ Moxie Solar, "Moxie Solar: The Leading Solar Provider in the Midwest," Moxie Solar, 2018, Accessed November 3, 2018. <https://moxiesolar.com/about/>.

Phone, Internet, Cable.

Two firms supply phone, internet, and cable services to West Branch residents: Liberty Communications and Mediacom. Liberty provides cable, telephone, and internet service to West Branch and West Liberty. Liberty Communications began as the West Liberty Telephone Company in 1899. In January of 1997 the name was changed to Liberty Communications.¹⁶ Mediacom Communications is the nation's fifth largest cable television company. Mediacom's focus is providing cable, internet and phone service to America's smaller cities and towns. They serve customers in 22 states and have a workforce over 4,600.¹⁷



Capital Improvement Plan.

The city's first Capital Improvement Plan (CIP) covering FY 2016 to FY 2020 was adopted in February, 2015, approximately two years after recommendations in the most recent Comprehensive Plan (2013). The two basic components of a CIP are to identify projects and the estimated costs of each, then develop method(s) to pay for each project. A CIP links together the City's comprehensive plan and its annual budget.

The City has completed numerous capital improvement projects in recent years. For example, all four of the capital improvement projects for FY 2015-2016, which were street and intersection improvements, are completed. In addition, the City has completed two of the five phases of repairs to the sanitary sewer system. The third phase was in progress as of 2019.

Several projects are either in progress or slated for the near future. The park at Pederson Valley (now Cubby Park) is currently under construction and expected to open by summer of 2019. The College Street bridge replacement is expected to begin in early 2019.

There are some projects which have fallen in priority due to lack of funding. For example, extensive renovations to Town Hall, estimated at \$400,000 for FY 2018-2019, have been deemphasized in favor of basic upkeep and maintenance. In addition, the plans for Cubby Park do not yet call for a recreation center and new library.

Recommendation: The Capital Improvement Plan should be thoroughly reviewed and updated on an annual basis by City administration and department directors. The ideal time to update the CIP is in October or November of each year prior to the preparation of the next city budget. Basic upkeep and maintenance projects should be balanced with long-term projects and goals.

¹⁶ Liberty Communications, "Communities Served," Liberty Communications, 2018, Accessed November 10, 2018. See: <http://www.libertycommunications.com/index.php/history>.

¹⁷ Mediacom Communications Corporation, "Mediacom Communications Corporation," Mediacom, 2018, Accessed November 10, 2018. See: <https://mediacomcable.com/about/rocco-commisso>.

Infiltration & Inflow (I&I).

Reducing I & I, or storm water entering the wastewater system, saves sewer rate payers in two ways. First, by reducing the amount of storm water that enters the wastewater system, the amount of wastewater which needs to be pumped from the lift station to the lagoons is lessened. This results in large energy costs savings associated with operating the pump. Second, documenting reduced wastewater flows to the Iowa DNR regulators allows cost savings on future treatment solutions. The design of future treatment systems can be created for lower capacities, which saves design, construction, operating, and maintenance costs.

I&I work continues in West Branch. In fiscal year 2018, approximately 6,000 feet of sewer lines were lined. This is the second phase of five phases.

City Facilities.

The City of West Branch operates a wide variety of facilities to carry out services for the residents. West Branch manages and maintains the following buildings and facilities:

- Fire Station (105 S. Second Street)
- Public Works (338 Cookson Drive)
- Town Hall Municipal Building (113 N. 1st Street)
- City Offices (110 N. Poplar Street)
- Cemetery Building (N. Maple Street)
- Public Library (300 N. Downey Street)
- Several parks and recreation facilities (see Chapter 11)

Picture 8.10. West Branch Public Works Department.



Source: www.westbranchiowa.org. Accessed Nov., 2018.

Picture 8.11. West Branch City Hall.



Source: www.westbranchiowa.org. Accessed Nov., 2018.

City Finances.

Financial resources will be needed to continue existing programs and services as well implement many of the strategies outlined in the Capital Improvement Plan. Within the City of West Branch's Fiscal Year 2018-2019 budget, the major budget categories and amounts for expenses and revenues are listed below:

Expenditures:

- Public Safety = \$761,642
- Public Works = \$396,053
- Culture and Recreation = \$626,113
- Community and Economic Development = \$66,960
- General Government = \$186,341
- Debt Service = \$1,063,762
- Capital Projects = \$4,747,000
- Business Type Propriety = \$740,136
- Total Transfers Out = \$870,185

Total = \$9,458,192

Revenues:

- Taxes Levied on Property = \$1,737,833
- TIF Revenues = \$406,058
- Other City Taxes = \$196,570
- Licenses and Permits = \$39,500
- Use of Money and Property = \$7,000
- Intergovernmental = \$1,384,539
- Charges for Fees and Services = \$1,092,375
- Miscellaneous = \$36,250
- Proceeds of Debt and Capital Asset Sales = \$1,035,185

Total = \$5,935,310

Total revenues and other income are \$5.9 million while total expenditures and fund transfers out are \$9.5 million. The full budget summary is in Table 8.6 below. Thus, in FY 2019, it is estimated expenses will exceed revenues by just over \$3.5 million.¹⁸ This is largely due to the \$4.7 million allocated to capital projects in the FY 2019 budget. The amount allocated to capital projects in FY 2018 and FY 2017 was \$1.0 million and \$1.7 million respectively. Capital projects represented 60.5% of Total Government Activities Expenditures in FY 2019. This is an increase from 22.3% in FY 2018 and 35.4% in FY 2017.

¹⁸ Iowa Department of Management, "Adoption of Budget and Certification of City Taxes" (West Branch, Iowa, March 5, 2018), November 15, 2018. https://dom.iowa.gov/sites/default/files/documents/2018/08/WEST_BRANCH19.pdf.

Property Tax Rates.

The total regular property tax rate for the City of West Branch for the FY 2018-2019 budget was \$13.09246 per \$1,000 in value.¹⁹ This is a \$0.50 increase per \$1,000 in valuation over prior year. All contributing rates are summarized in Table 8.2. This is based on property tax valuations as of January 1, 2017.

Total property tax revenue was \$1.7 million. Total taxable valuation was just over \$130 million for regular property. The tax levy rate per \$1,000 valuation of agricultural land was 3.000375¢.

Water and Sewer Fees.

The City passed an increase in City water fees to be phased in over several years from 2012 to 2016. The objective was to raise sufficient revenue for the water fund and sewer fund to be financially self-sufficient. The user is billed the same amount for sewer and water use fees. Water rates increased as displayed in Table 8.3 to the right. From 2012 to 2016, the rate increased by \$2.56 per 1,000 gallons in total.

The water and sewer fund are not entirely self sufficient. The water fund borrowed \$139,000 from the general fund for repairs in FY 2017-2018.

Table 8.2. - City Property Tax Levy		
Property Tax Rates for FY 2018-2019		
Levy	Property Tax Dollars	Rate per \$1,000
General - \$8.10 Limit	\$ 1,055,520	\$ 8.10000
City-Owned Civic Center	\$ 15,233	\$ 0.11690
Insurance	\$ 44,605	\$ 0.34230
Support Local Emergency Mgmt Com	\$ 8,418	\$ 0.06460
Emergency	\$ 35,183	\$ 0.26999
Employee Benefits	\$ 279,514	\$ 2.14498
Debt Service	\$ 297,688	\$ 2.05369
Total Regular Tax Rate		\$13.09246
Source: Iowa Department of Management		

Table 8.3. - City Water Rates	
Rate Increases by Year	
Charge per 1,000 Gallons	Effective Date
\$ 4.59	6/20/2006
\$ 5.23	7/1/2012
\$ 5.87	7/1/2013
\$ 6.51	7/1/2014
\$ 7.15	7/1/2015
\$ 7.79	7/1/2016
Source: City of West Branch	

¹⁹ Iowa Department of Management, "City of West Branch Certification of Property Tax Rates for FY 2018/2019 Budgets" (Department of Management, June 11, 2018), Accessed November 10, 2018. https://dom.iowa.gov/sites/default/files/documents/2018/07/citycertifications_fy2018-2019.pdf.

Storm Water Fees.

The City implemented a storm water utility fee beginning July 1, 2014 at the rate of \$2.00 per month per equivalent residential unit (ERU). The rate increased to \$3.00 per ERU by 2018. In FY 2017 total revenue from the storm water utility was \$49,800 while total expenditure was \$65,823. The revenue has been used for storm-water-related projects, such as for storm-water-pipe replacement on Main Street and 1st Street and analysis of streams south of town with the USGS. In the future, this funding may be allocated to widening and maintaining stream banks which will allow storm water to discharge more quickly and thereby alleviate flooding in town, such as at the fire department building.

Table 8.4. - City Storm Water Fee		
Annual Revenue and Expenditure		
Fiscal Year	Expenditure	Revenue
2016-2017	\$ 65,823	\$ 49,800
2015-2016	\$ 74,292	\$ 45,605
2014-2015	\$ 19,666	\$ 35,427
Source: City of West Branch		

Peer Cities.

It is useful to compare West Branch property tax levies and city utility rates with peer cities to identify any key differences. In addition, these cities may be useful resources for city administration to share ideas and perhaps resources. During this analysis, it was identified that the City of Roland is also exploring options to expand their wastewater treatment facility due to DNR compliance requirements. As demonstrated in Table 8.5. below, West Branch continues to have one of the lowest property tax levies among its peer cities.

Table 8.5. - Peer City Analysis								
Charges for Water, Sewer, Stormwater Utility, Property Taxes, Garbage, and Recycling								
	Water Greater of Charge per 1,000 Gallons or Minimum Charge	Sewer Greater of Charge per 1,000 Gallons or Minimum Charge	Stormwater Utility Charge	City Property Tax Levy	School Property Tax Levy	Consolidated Property Tax Levy	Garbage	Recycling
Durant	\$ 18.54	\$ 45.09	NA	\$14.77977	\$10.65976	\$ 32.87573	\$19.00 Large \$17.00 Small	Free
Earlham	\$ 24.21	\$ 19.09	\$ 3.00	\$12.99288	\$16.74933	\$ 39.70000	\$ 16.83	Free
Mitchellville	\$ 19.15	\$ 10.57	NA	\$13.83465	\$19.48372	\$ 41.80005	\$ 10.10	\$ 3.00
Roland	\$ 13.70	\$ 19.78	NA	\$11.01829	\$14.27149	\$ 32.08326	\$ 18.00	NA
Tiffin	\$ 12.50	\$ 24.25	\$3 Residents \$5 Businesses	\$11.80205	\$16.95949	\$ 36.61639	\$13.50 Large \$11.50 Small	\$ 5.50
Tipton	\$ 18.16	\$ 18.16	\$ 5.00	\$13.71054	\$12.12238	\$ 32.31184	\$22.25 Large \$18.25 Small	Free
Wilton	\$ 15.51	\$ 22.57	NA	\$14.24170	\$14.81696	\$ 37.73289	\$ 13.00	Free
West Branch	\$ 13.25	\$ 13.25	\$ 3.00	\$13.09246	\$13.75022	\$ 32.10178	Sticker System*	\$ 4.75
Note: Water, Sewer, Stormwater, Garbage, and Recycling charges are all collected monthly. Property tax levies are all annual based on January 1st property valuation.								
*Residents purchase stickers for weekly garbage collection. Each sticker cost \$1.25. A 20 gallon bag requires one sticker while a 35 gallon can requires two stickers.								

FY 2018-2019 Budget.

Table 8.6. City Budget.

West Branch Budget Summary for FY Beginning July 1, 2018 and Ending June 30, 2019.

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2019 (J)	RE-ESTIMATED 2018 (K)	ACTUAL 2017 (L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	1,125,448	314,697		297,688	0			1,737,833	1,635,553	1,613,353
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	1,125,448	314,697		297,688	0			1,737,833	1,635,553	1,613,353
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			406,058					406,058	250,000	152,449
Other City Taxes	6	10,914	183,057		2,599	0			196,570	196,308	271,648
Licenses & Permits	7	39,500	0					0	39,500	41,897	25,159
Use of Money and Property	8	7,000	0	0	0	0	0	0	7,000	4,150	19,289
Intergovernmental	9	269,865	296,793	0	14,281	803,600		0	1,384,539	645,407	597,068
Charges for Fees & Service	10	97,375	0		0	0	0	995,000	1,092,375	1,082,074	1,041,547
Special Assessments	11	0	0		0	0		0	0	0	0
Miscellaneous	12	34,250	0		0	0	2,000	0	36,250	40,910	148,647
Sub-Total Revenues	13	1,584,352	794,547	406,058	314,568	803,600	2,000	995,000	4,900,125	3,896,299	3,869,160
Other Financing Sources:											
Total Transfers In	14	74,606	32,104	0	763,475	0	0	0	870,185	828,159	889,326
Proceeds of Debt	15	0	0	0	0	0		0	0	4,200,000	1,886,751
Proceeds of Capital Asset Sales	16	165,000	0	0	0	0	0	0	165,000	0	7,576
Total Revenues and Other Sources	17	1,823,958	826,651	406,058	1,078,043	803,600	2,000	995,000	5,935,310	8,924,458	6,652,813
Expenditures & Other Financing Uses											
Public Safety	18	658,052	103,590	0			0		761,642	1,334,740	592,082
Public Works	19	127,575	268,478	0			0		396,053	475,000	467,682
Health and Social Services	20	0	0	0			0		0	0	0
Culture and Recreation	21	536,109	90,004	0			0		626,113	644,765	610,792
Community and Economic Development	22	66,960	0	0			0		66,960	87,770	655,123
General Government	23	168,151	18,190	0			0		186,341	193,317	273,886
Debt Service	24	0	0	0	1,063,762		0		1,063,762	741,571	532,538
Capital Projects	25	0	0	0		4,747,000	0		4,747,000	1,000,000	1,716,035
Total Government Activities Expenditures	26	1,556,847	480,262	0	1,063,762	4,747,000	0		7,847,871	4,477,163	4,848,138
Business Type Proprietary: Enterprise & ISF	27							740,136	740,136	1,244,435	669,566
Total Gov & Bus Type Expenditures	28	1,556,847	480,262	0	1,063,762	4,747,000	0	740,136	8,588,007	5,721,598	5,517,704
Total Transfers Out	29	32,104	251,415	423,263	0	0	0	163,403	870,185	828,159	889,326
Total ALL Expenditures/Fund Transfers Out	30	1,588,951	731,677	423,263	1,063,762	4,747,000	0	903,539	9,458,192	6,549,757	6,407,030
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31										
	32	235,007	94,974	-17,205	14,281	-3,943,400	2,000	91,461	-3,522,882	2,374,701	245,783
Beginning Fund Balance July 1	33	539,869	171,556	104,481	897	3,988,628	164,919	2,514	4,972,864	2,598,163	2,352,380
Ending Fund Balance June 30	34	774,876	266,530	87,276	15,178	45,228	166,919	93,975	1,449,982	4,972,864	2,598,163

Source: Iowa Department of Management²⁰

²⁰ Iowa Department of Management, "Adoption of Budget and Certification of City Taxes."

Debt Capacity.

The General Obligation (GO) debt limit ranged from \$10.1 million in FY 2017-2018 to an anticipated almost \$12 million for FY 2022-2023. The remaining GO debt capacity is projected to increase from \$1.7 million in FY 2017-2018 to \$7.9 million in FY 2022-2023. The projections are displayed in Table 8.7 below.

Table 8.7. City Debt Capacity.

West Branch General Obligation Debt Capacity.

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Property Valuation at 100% (Actual/Projected)	\$202,291,560	\$216,856,596	\$222,287,236	\$227,844,417	\$233,540,527	\$239,379,040
Statutory GO Debt Limit at 5% of 100% Value	\$10,114,578	\$10,843,280	\$11,114,362	\$11,392,221	\$11,677,026	\$11,968,952
Remaining GO Debt Capacity (Not Obligated)	\$1,747,905	\$3,335,864	\$4,442,362	\$5,564,221	\$6,718,026	\$7,893,952

Source: City Council Agenda Packet November 19, 2018, Speer Financial Inc.

Recommendation: Provide cost-effective management practices to deliver services and facilities to residents. Utilize a variety of funding mechanisms to ensure an equitable sharing of the costs of investing in and maintaining the City's public facilities.

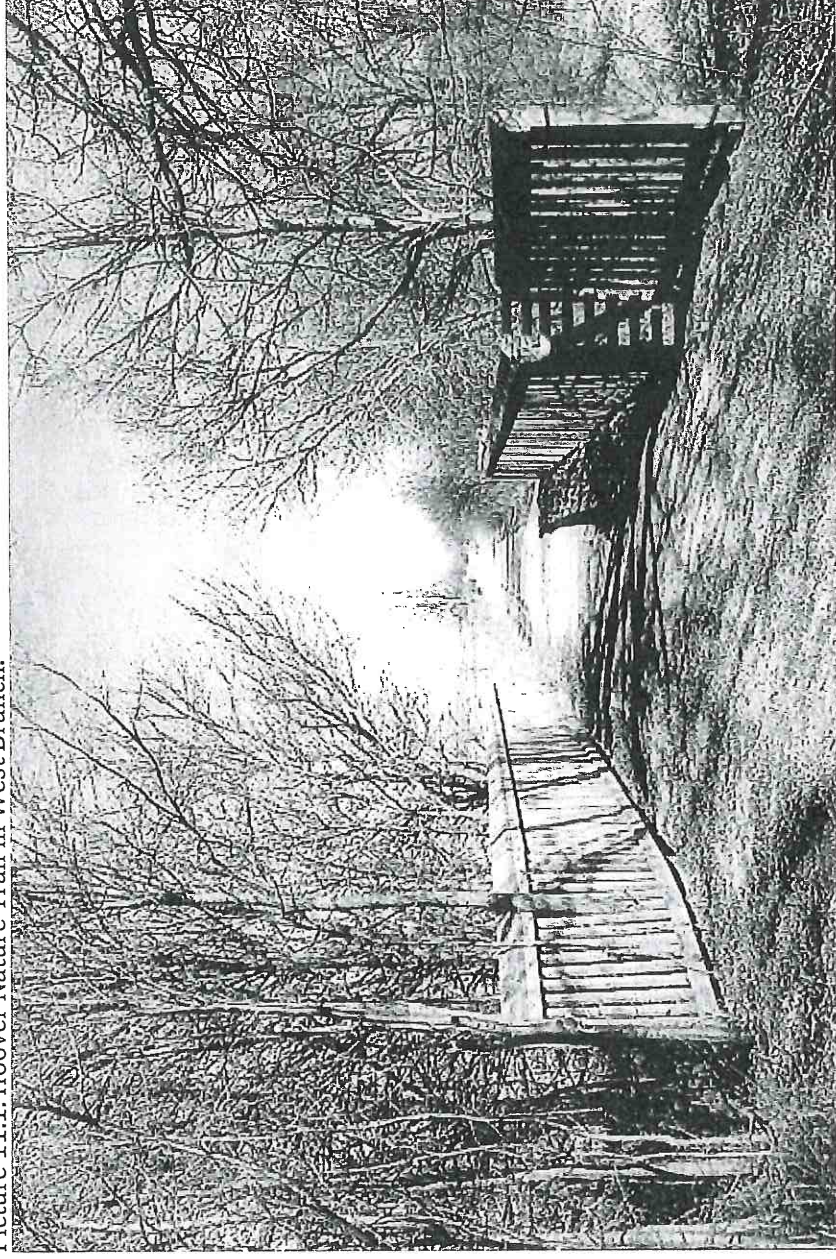
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WEST BRANCH COMPREHENSIVE PLAN

DRAFT Chapter 11: PARKS, RECREATION AND FACILITIES

Picture 11.1. Hoover Nature Trail in West Branch.



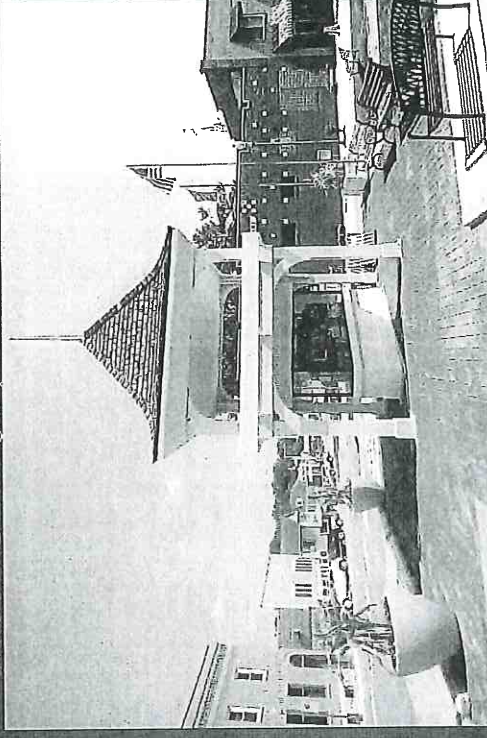
Source: www.traillink.com. Submitted by moonlightrose44. Accessed Feb., 2019.

Introduction.

Parks, recreational facilities and programs are vital components in a community's quality of life. Active living, or the integration of physical activity into daily life, is becoming increasingly popular. Walking, bicycling and hiking are the most common ways to participate in active living. Providing facilities that support active living have a variety of social, health, economic, and environmental benefits for a community. These benefits include: improved quality of life, improved livability (which is a positive factor in attracting new residents, businesses and workers), and reduced energy consumption.

As the community manages anticipated continued growth, the integration of parks, trails, open spaces, and other recreational facilities such as playing fields will be an important factor in the West Branch's overall health and attractiveness.

Picture 11.2. Heritage Square, Main Street, West Branch.



Source: Reuben Grandon, August 2018.

Goal 1: Provide and maintain an adequate supply and variety of parkland and recreational facilities to serve the city's current and future population, based on identified standards and community needs.

Objectives

- 1.1 Prepare a comprehensive master parks plan. Update the plan annually.
- 1.2 Invest in acquisition and development of parks and recreation facilities.
- 1.3 Maintain a long-range park capital improvement plan (CIP) and budget for identified priorities through an annual CIP.
- 1.4 Provide opportunities for public input. Identify potential partners and build coalitions of people or agencies with a mutually beneficial interest in parks, trails, and open space.
- 1.5 Utilize creative and flexible financing strategies to invest in acquisitions and maintain facilities.
- 1.6 Monitor and evaluate neighborhoods for local service-level deficiencies.
- 1.7 Encourage public-private partnerships to develop and operate publicly-accessible recreational facilities that meet identified public needs.

Goal 2: Improve parks, recreation facilities, natural areas, and greenspace through strategies that reflect user needs, development priorities, development and maintenance costs, program opportunities, financing strategies, and community input.

Objectives

2.1 Preserve, enhance, and manage City-owned natural areas and resources to protect and improve their contribution to ecological health and to provide compatible public access.

2.2 Manage urban trees as green infrastructure with associated ecological, community, and economic functions through planning, planting, and maintenance activities, education, and regulation.

2.3 Consider developing master or management plans for properties that lack guiding plans or strategies.

2.4 Establish and manage specialized facilities within the park system that take advantage of land assets, and that respond to diverse, basic and emerging recreational needs.

2.5 Review and update subdivision and parkland dedication ordinances and supporting administrative practices to effectively provide neighborhood parks and trails in association with new development.

2.6 Explore creating partnerships with nearby recreation facility and programming providers. Pursue partnerships to expand park and recreation facilities.

Goal 3: Establish, improve, and maintain a complete and connected system of public trails that provide recreational opportunities and that can serve transportation functions.

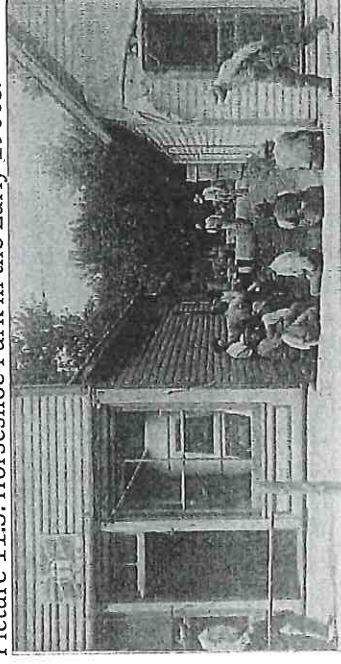
Objectives	
3.1	Operate the citywide trail system so that it connects and improves access to neighborhoods, Main Street and commercial areas, schools, parks, recreation facilities, and the regional trail system, among other key places residents access in their daily lives.
3.2	Be attentive to opportunities to attract visitors to trails and other recreation facilities to promote the city and economic opportunities.
3.3	Coordinate planning, design, improvement, and maintenance of the trail system among City departments, other public agencies, non-governmental partners, and adjacent landowners.
3.4	Allow a variety of trail types to reflect a trail's transportation and recreation roles, requirements, and physical context.
3.5	Support active living by establishing a greenway system of distinctive pedestrian and bicycle friendly streets and trails, enhanced by lush tree canopy and landscaped stormwater facilities.
3.6	Utilize the trail system to plant and preserve trees, increase tree species and age diversity, and contribute to an urban tree canopy.
3.7	Connect local trails to regional public trails that are a component of a larger network of facilities for bicyclists, pedestrians, and recreational users.
3.8	Update the existing trails plan every five years to coordinate with the parks plan.

History.

West Branch had two informal parks in the early 1900s. Both parks were located on Main Street between two buildings. Horseshoe Park, pictured to the right, was located on the north side of West Main Street. Peanut Park was on the north side of East Main Street.¹

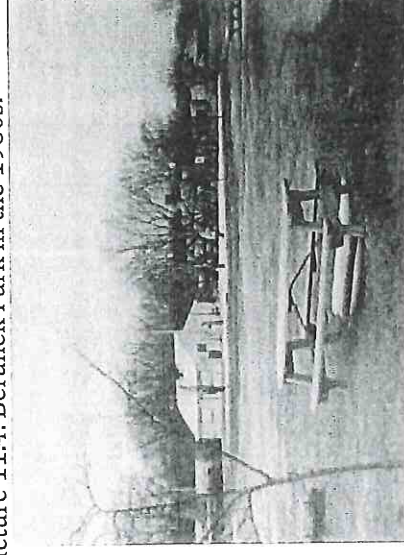
Beranek Park was established in the 1980s after Ruth Beranek donated her half of a three-acre tract of land for a park on South Second Street. A service club, the Jaycees, fundraised and purchased the other half. Through volunteer labor, grants, and fund-raisers the club developed Beranek Park (pictured to the right) and then donated it to the City.² Beranek Park continues to be an important part of West Branch's recreation facilities and now contains a large picnic shelter and sand volleyball facilities.

Picture 11.3. Horseshoe Park in the Early 1900s.



Source: West Branch: The First 150 Years.

Picture 11.4. Beranek Park in the 1980s.



Source: West Branch: The First 150 Years.

¹ Dwight E. Jensen and Lisa K. Abel, *West Branch: The First 150 Years* (West Branch, Iowa: West Branch Heritage Foundation, 2001), 150.

² Jensen and Abel, 150.

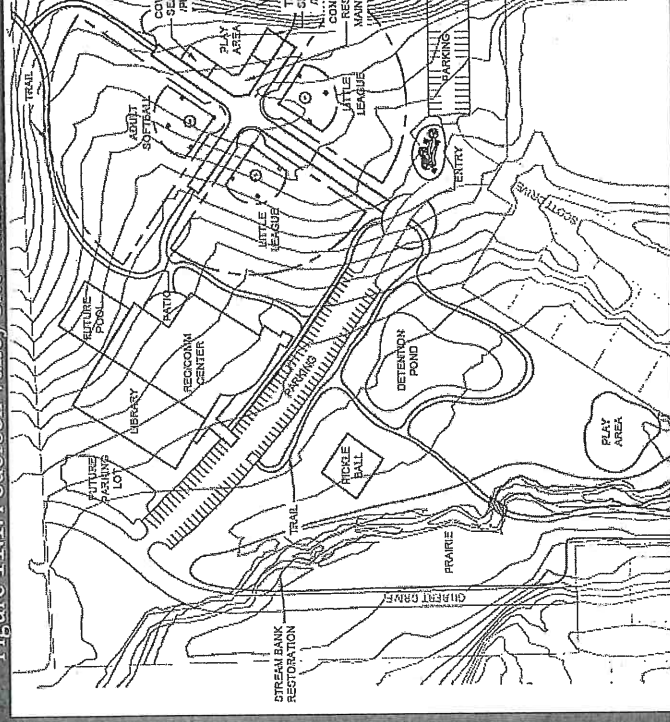
Community Input.

After the most recent Comprehensive Plan was adopted in 2013, the City of West Branch its Parks and Recreation commission engaged the public to identify what types of park improvements and future parks the community desired. A survey was conducted in January and February of 2014 in partnership with HBK Engineering from Iowa City.

The survey helped the City identify and prioritize improvements to existing public parks. In addition, the community showed high interest in having a local community center, indoor swimming pool, and outdoor swimming pool. It was also identified that combining a new public library in the same building as the community and recreation center was favored by survey respondents and City staff.

To address these needs, the City created the Pedersen Valley Recreation Complex. This project was to be developed in four phases at the Pedersen Valley site. The first phase included baseball and softball diamonds with concessions stands, a playground, trails, and all initial exterior site work. This one is expected to be completed in 2019. Phase two included a recreation and community center while the third phase added a library attached to the same building. The fourth phase involved indoor/outdoor swimming pool additions.³ The original site plans are presented in the image to the right.

Figure 11.1. Pedersen Valley Site Plans.



Source HBK Engineering, 2014.

³ HBK Engineering, "Strategic Plan for Parks and Recreation Capital Improvements Final Report," July 14, 2014, <https://westbranchiowa.org/sites/default/files/WB%20Final%20Report%207%2014%202014.pdf>. Accessed 2/18/2019.

Park Facility Updates Since 2013.

There have been several park updates since the most recent comprehensive plan was adopted in 2013. In addition to the creation of a dog park on the north side of town, several existing parks have been updated with new equipment or recreation facilities. The following represents a short list of the major accomplishments realized since 2013.

Beranek Park

- ◊ Added sand volleyball courts
- ◊ Updated lighting
- ◊ Added playground equipment

Lions Field

- ◊ Built public restrooms
- ◊ Created ADA access from the parking lot to the field

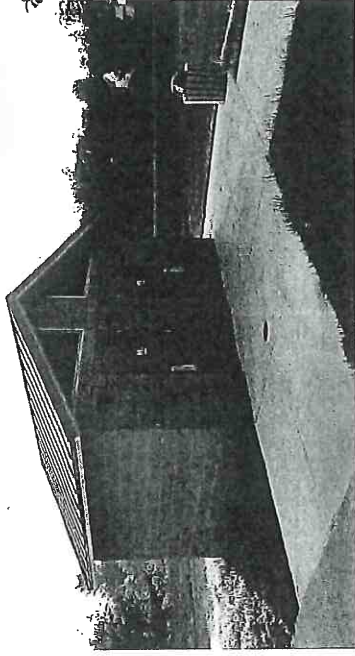
Wapsi Creek Park

- ◊ Added a playground
- ◊ Created parking on the south side, used for the Hoover Nature Trail as well as the park

Cubby Park (Formerly Pedersen Valley)

- ◊ Completed all exterior site work
- ◊ Phase I of Cubby Park is in progress

Picture 11.5. New Bathrooms at Lions Field.



Source: www.romtec.com. Accessed Feb., 2019.

Picture 11.6. New Playground at Wapsi Creek Park.



Source: Google Photos, Dessie Barraclough. Accessed Feb., 2019.

Raising Revenue.

The City proposed a bond and optional sales tax referendum on the November 2014 ballot to improve four community parks in West Branch. Those are Beranek Park, Lions Field, Wapsi Creek Park, and Phase One in Pedersen Valley (which is now named Cubby Park).

Two votes were conducted. The first vote would allow the City to borrow \$4 million to make all of the proposed improvements to the parks. The second vote would extend the 1% local option sales tax (LOST) for ten years to provide funding for the improvements. The \$4 million in new debt would be paid for by the LOST and Tax Increment Financing (TIF). Neither the LOST or bond would have caused property taxes to increase.⁴

The LOST vote passed with a simple majority, however the bond referendum required 60% of those voting plus one to pass. With 57.3 percent of the voters in support, the bond failed to pass in 2014.⁵

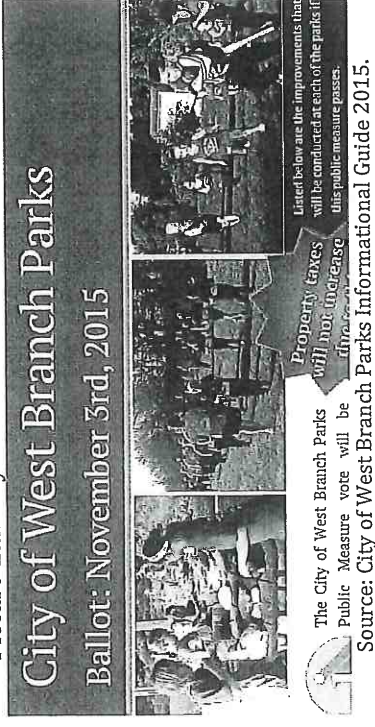
The bond referendum for park improvements was placed on the ballot during the next City-wide election in November of 2015. Just as before, the City requested voter approval to borrow funds toward park and trails improvement and development. Satellite voting was made available leading up to the election, which also included races for Mayor and City Council. This time, the \$4 million parks improvement bond referendum was approved by voters.⁶

⁴ City of West Branch, "City of West Branch Parks, Ballot: November 4th, 2014," October 2, 2014, https://westbranchiowa.org/sites/default/files/Park_Information_14_10_02.pdf. Accessed 2/15/2019.

⁵ Rick DeClue, "LOST OK'd, but \$4M Bond Fails," *West Branch Times*, November 6, 2014, <http://www.westbranchtimes.com/article.php?id=11050>. Accessed 2/15/2018.

⁶ Gregory Norfleet, "\$4M Parks Bond Approved, 17 Days after City Election," *West Branch Times*, November 25, 2015, <https://www.westbranchtimes.com/article.php?viewID=12189>. Accessed 02/15/2019.

Picture 11.7. Flyer for 2015 Parks Ballot Initiative.



The park improvements were proposed to improve the quality of life of existing residents, encourage both residential and commercial growth, allow for local residents to participate in local events rather than in larger nearby communities, and foster community interaction.

LOST Revenue.

The revenue generated from LOST was projected to be approximately \$1.8 million over ten years (FY 2016 to FY 2025), or \$180,000 per year. There are limitations on how this funding can be budgeted and spent. LOST funding can only be spent as it is collected and can only be spent on park improvement projects.⁷ Total actual revenues from LOST are shown in Table 11.1 to the right. The LOST has generated more revenue than expected to date.

Bond Issue.

The City issued General Obligation bonds for parks and recreation in 2016 and 2017. In July of 2016, \$500,000 of the \$1,000,000 issued was for parks and recreation. In 2017, a portion of the \$4,200,000 issued was for parks and recreation while the other portion was to fund general Capital Improvement Plan (CIP). The portion of the bonds for park and recreation activities are repaid with LOST (46%) and TIF revenues (54%). The CIP portion is repaid with general tax revenues.

Table 11.1. LOST Revenues.			
Projected and Actual LOST Revenues.			
Year	Amount	Actual / Budget	
FY 2016	\$ 183,721	Actual	
FY 2017	\$ 219,609	Actual	
FY 2018	\$ 193,266	Actual	
FY 2019	\$ 180,000	Budgeted	
FY 2020	\$ 180,000	Budgeted	
FY 2021	\$ 180,000	Budgeted	
FY 2022	\$ 180,000	Budgeted	
FY 2023	\$ 180,000	Budgeted	
FY 2024	\$ 180,000	Budgeted	
FY 2025	\$ 180,000	Budgeted	
Total	\$ 1,856,596		

Source: Iowa Department of Management and City of West Branch.

⁷ City of West Branch, "Minutes Park and Recreation Commission," Meeting Minutes (West Branch, November 20, 2014), http://westbranchiowa.org/sites/default/files/14_11_20%20Minutes.pdf. Accessed 2/15/2019.

Facilities Analysis.

It is important to conduct a facilities analysis when the comprehensive plan is updated. Such an analysis examines the City's existing park and recreation system, including all city-owned and operated recreation areas and public parks. The facilities are evaluated based on standards for park classification and population service standards.

Existing Park System Overview.

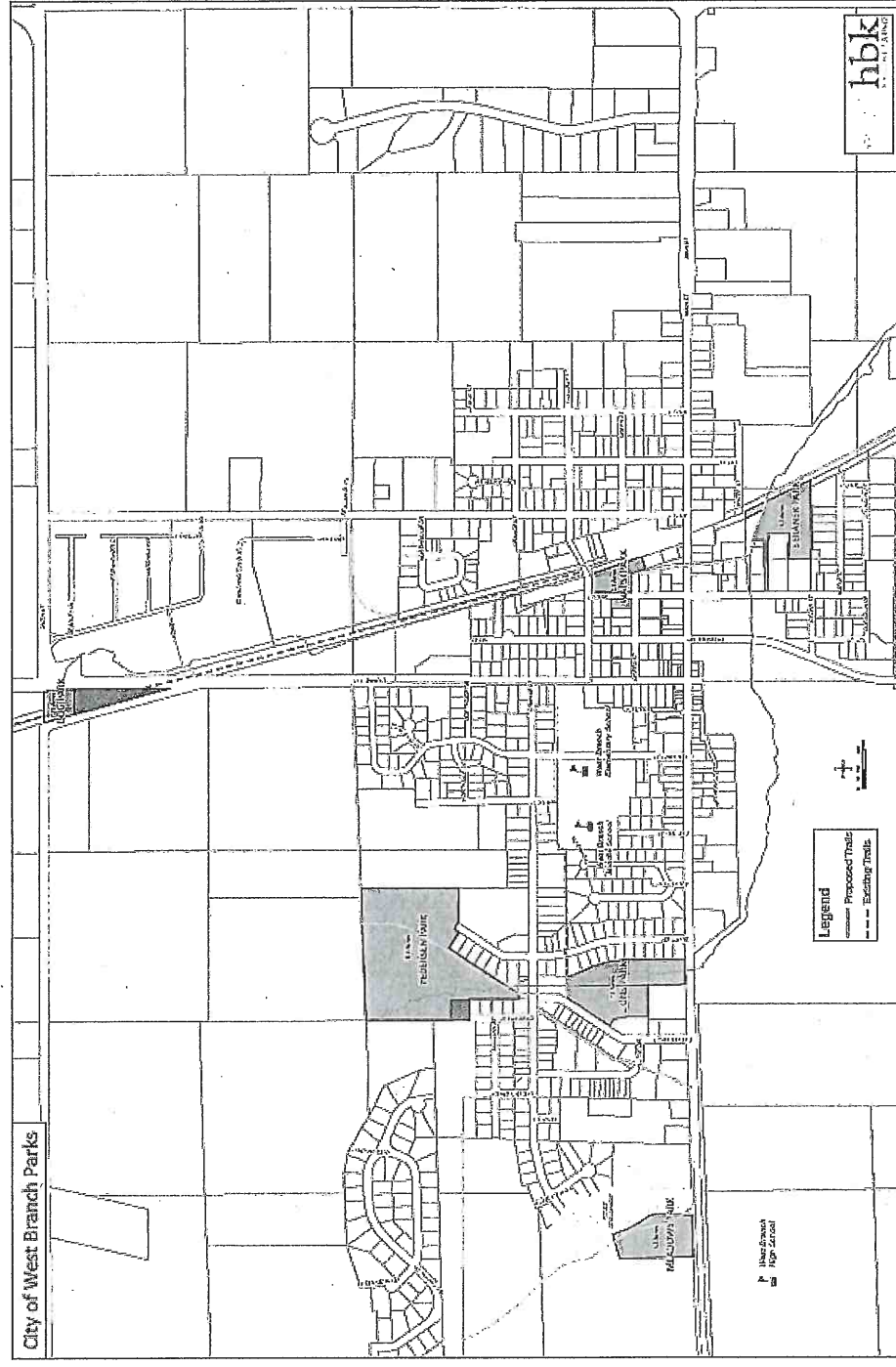
There are 38.45 acres of park within West Branch that the City is responsible for managing. Of those, Cubby Park (19.5 acres) is currently under construction and the Meadows Park (4.2 acres) was slated for future development as of 2019. Table 11.2 below lists each park, its size, and available amenities. This does not include parks and recreation facilities managed by the National Park Service (which operates 186 acres at the Herbert Hoover National Historic Site) or West Branch Community Schools.

Table 11.2. - West Branch Parks.		
Park Name, Acres, and Amenities.		
Name	Size in Acres	Amenities
Beranek Park	4.3 Acres	3 Sand Volleyball Courts Playground Basketball Court Large Shelter Restrooms
Cubby Park (Formerly Pedersen)	19.5 Acres	In Progress 3 Baseball/Softball Fields Concessions
Dog Park	1.25 Acres	Drinking Water Barrel for Dogs
Heritage Square	Under 1 Acre	Picnic Area
Hoover Nature Trail	3.5 Miles	Trail from West Branch to Oasis 0.5 Miles Paved 3 Miles Crushed Limestone
Lions Field	7.2 Acres	Soccer Fields Small Shelter Restrooms
Meadows Park	4.2 Acres	Planned for Future
Wapsi Creek Park	2 Acres	Playground Picnic Tables Parking for Hoover Nature Trail
Source: City of West Branch Website, Accessed Feb., 2019.		

Map of Parks.

The map below shows each of the City owned and operated parks throughout West Branch. This map does not include the pocket park adjacent to the public library.

Map 11.1. City Parks and Trails in West Branch, 2014.

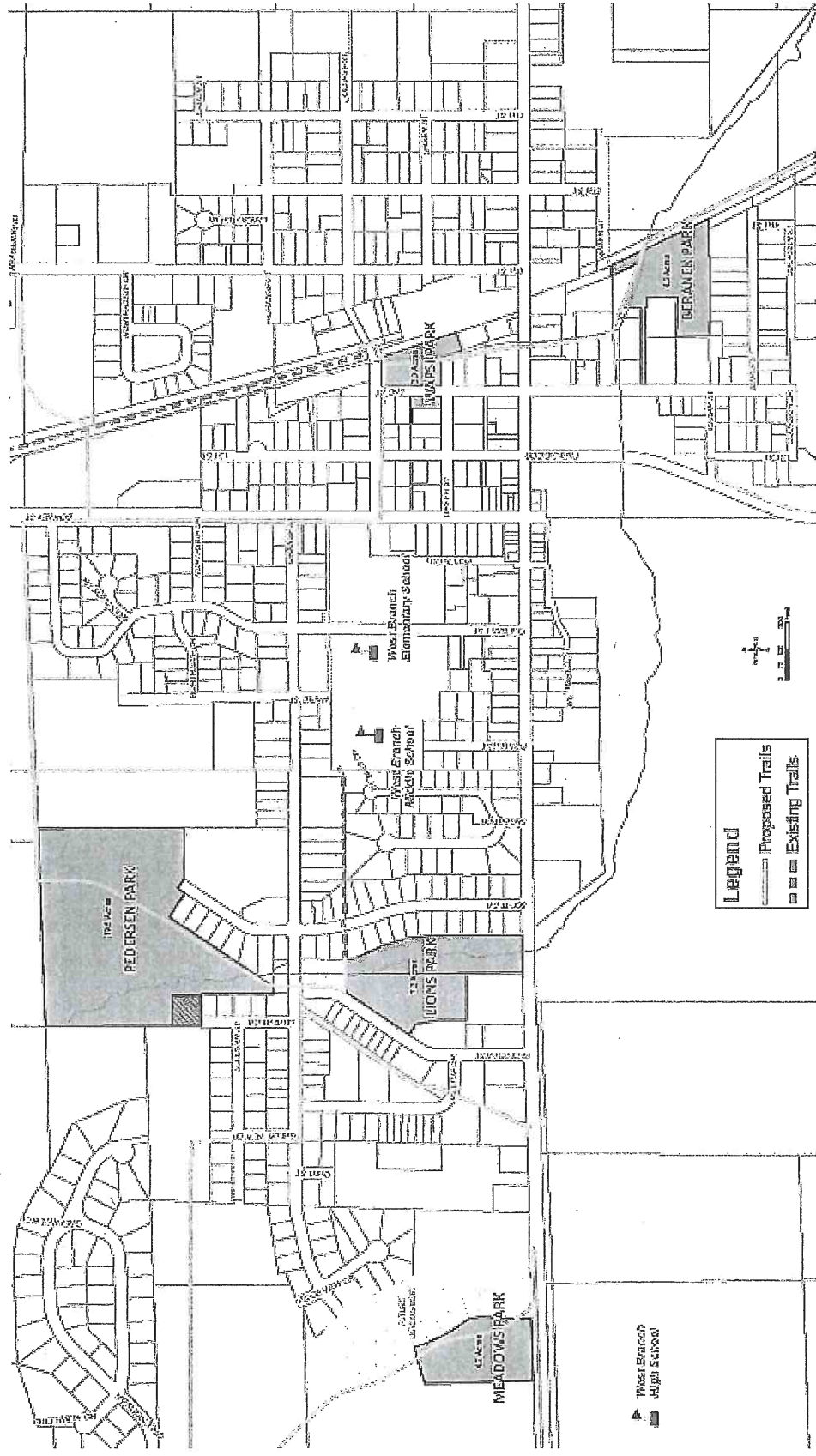


Source: HBK Engineering.⁸

⁸ HBK Engineering, "Strategic Plan for Parks and Recreation Capital Improvements Final Report." Accessed Feb., 2019.

Map 11.2 below is the same as Map 11.1, except it zooms in on the cluster of parks near the center of town, which excludes the dog park.

Map 11.2. City Parks and Trails in Central West Branch, 2014.



Source: HBK Engineering.⁹

⁹ HBK Engineering. Accessed Feb., 2019.

Park Classifications.

A complete and well-developed system of neighborhood and community parks is vital to a healthy, growing community. Such a system provides ample opportunities for exercise, recreation, and neighborhood events. Parks are important to provide a high quality of life and connection to nature.

The National Recreation and Parks Association (NRPA) has created a classification system for communities to utilize in park and recreation planning. Their system defines several categories of parks, recreation areas and open spaces that together make up a municipal park system.¹⁰ Several of the park classifications are based on city population. West Branch's population was 2,393 as of 2017. The estimated population by 2040 is 3,167.¹¹

While national standards are useful, it is important to ensure they are reasonable for the community, given factors such as participation trends, user characteristics, demographics, socioeconomic, climate, natural environment, and other considerations. It is important that the standards represent the interests and desires of the community. In instances where the existing parks in West Branch do not necessarily meet all of these criteria, the development of future parks should be guided by these standards.

The National Recreation and Parks Association believes that parks and recreation:

- ◇ Enhance the human potential by providing facilities, services, and programs that meet the emotional, social, and physical needs of communities.
- ◇ Articulate environmental values through ecologically responsible management and environmental education programs.
- ◇ Promote individual and community wellness that enhances the quality of life for all residents.
- ◇ Utilize holistic approaches to promote cultural understanding, economic development, family public health, and safety by working in coalitions and partnerships with allied organizations.
- ◇ Facilitate and promote the development of grassroots, self-help initiatives in communities across the country.

¹⁰ James D. Mertes and James R. Hall, *Parks, Recreation, Open Space and Greenway Guidelines* (Ashburn, VA: National Recreation and Parks Association, 1996).

¹¹ City Administrator, "West Branch City Council: City Administrator's Report" (City of West Branch, December 3, 2018), <https://westbranchiowa.org/wp-content/uploads/2019/01/City-Administrators-Report-120318.pdf>. Accessed 2/23/2019.

Mini Parks.

Mini-parks are used to address limited, isolated or unique recreational needs. A mini-park is the smallest park classification and is used to address limited or isolated recreational needs. Examples include concentrated or limited populations, isolated development areas, and unique recreational opportunities.

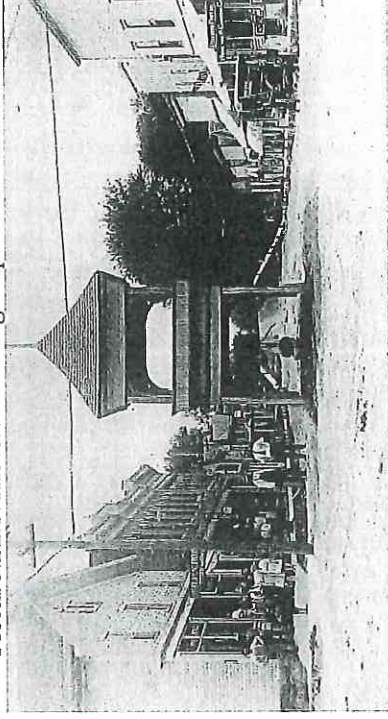
Mini-parks may meet unique recreational needs such as a landscaped public use area in a commercial area, scenic overlooks, or a play area adjacent to a shopping district.

- ◇ Size: 2,500 sq. ft. to 1 acre
- ◇ Service area: less than $\frac{1}{4}$ mile radius

Heritage Square is a mini park on Main Street. It provides picnic tables for folks to congregate, a showcase of local history, and hosts the weekly farmers market in the warmer months. See Picture 11.8 to the right and Picture 11. 2 on page two of this chapter. At two acres, Wapsi Creek Park is also classified as a mini-park.

As neighborhoods continue to develop in West Branch, it may be desirable to include more mini-parks throughout those neighborhoods. Pocket parks are a version of mini parks that are desirable for the greenery provided, a place to sit outdoors, and perhaps the inclusion of a piece of art, monument, or historic marker.

Picture 11.8. Historic Heritage Square on Main Street.



Source: West Branch. The First 150 Years.

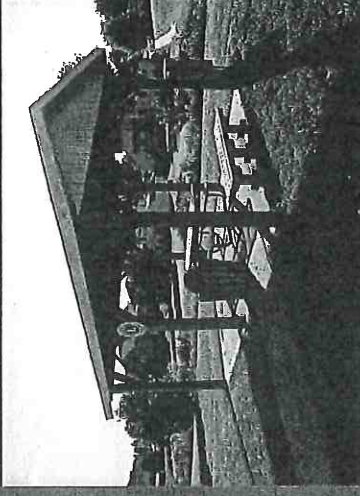
Neighborhood Parks.

Neighborhood parks serve as the recreational and social focus of a neighborhood with emphasis on informal and passive recreation. Ease and safe access from surrounding neighborhoods, central location, and pedestrian/bicycle linkages are key characteristics. They are intended to meet the daily recreation needs of nearby residents.

- ◇ Size: 5 to 10 acres
- ◇ Service area: $\frac{1}{4}$ mile to $\frac{1}{2}$ mile radius
- ◇ Amenities to include: restroom, playground, small shelter, multi-use play court, open play area approximately 200' x 300', trees, vegetation, parking, drinking, fountain, bike racks, and a connection to the community trail network
- ◇ Acreage standard: 1 acre per 1,000 residents. 5 acres is considered minimum size.

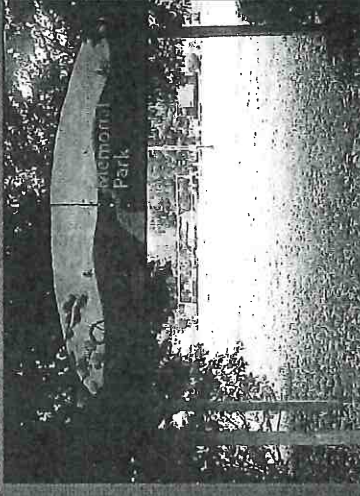
West Branch neighborhood parks currently include Beranek Park and Lions Field, for a total of 11.5 acres. This exceeds the recommended acreage per 1,000 residents, or 5 acre minimum. Furthermore, as the Meadows subdivision Phase IV is completed, Meadows Park is expected to be created on the southwest side of town. This park will provide an additional 4.2 acres of neighborhood parks. Therefore, West Branch exceeds the recommended 5 acres by approximately 10.7 acres.

Picture 11.9. Park Shelter at Lions Field.



Source: www.westbranchmn.gov. Accessed Feb., 2019.

Picture 11.10. Entrance to Beranek Park.



Source: HBK Engineering, Strategic Plan 2014.

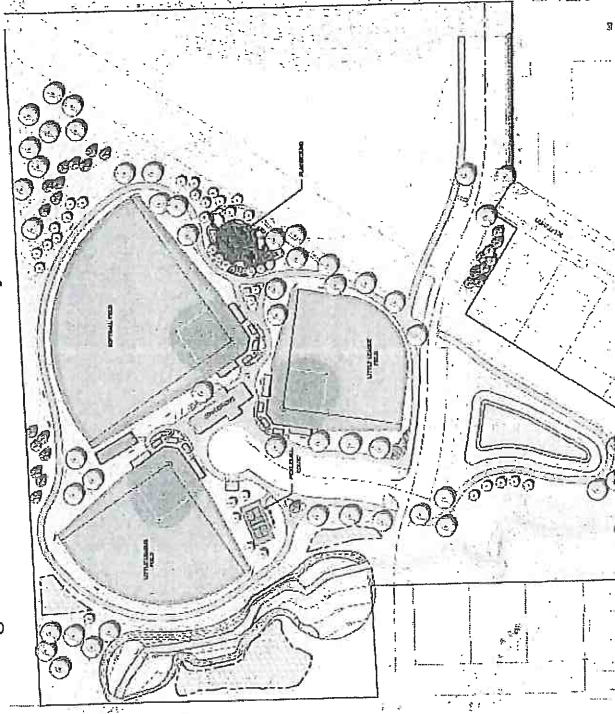
Community Parks.

Community parks are intended to function on a large scale, serving the parks and recreation needs of an entire community. They are typically larger in size and include facilities and improvements for area-wide activities. They may also preserve unique landscapes and/or open space. Typical examples include sports facilities, aquatic facilities, dog parks, and event parks.

- ◇ Size: 10 to 50+ acres
- ◇ Service area: ½ mile to 3 mile radius
- ◇ Acreage standard: 5 acres per 1,000 residents
- ◇ Amenities may include: a restroom, playground, large shelter or lodge, multi-use play court, open play areas, trees, vegetation, parking, drinking fountain, bike racks, and a connection to the community trail network

In West Branch, the new park being developed in Pederson Valley – Cubby Park – meets the guidelines to be considered a Community Park. Two little league baseball diamonds, one softball diamond, a concession stand, a pickle ball court, and a playground are currently being developed in the first phase of construction. The final park rendering is displayed in Figure 11.2 to the right.

Figure 11.2. Site Plans for Cubby Park.



Source: <https://westbranchiowa.org/category/cubby-park/>. From Jan., 2018 Update. Accessed Feb., 2019.

Specialty Parks or Open Spaces.

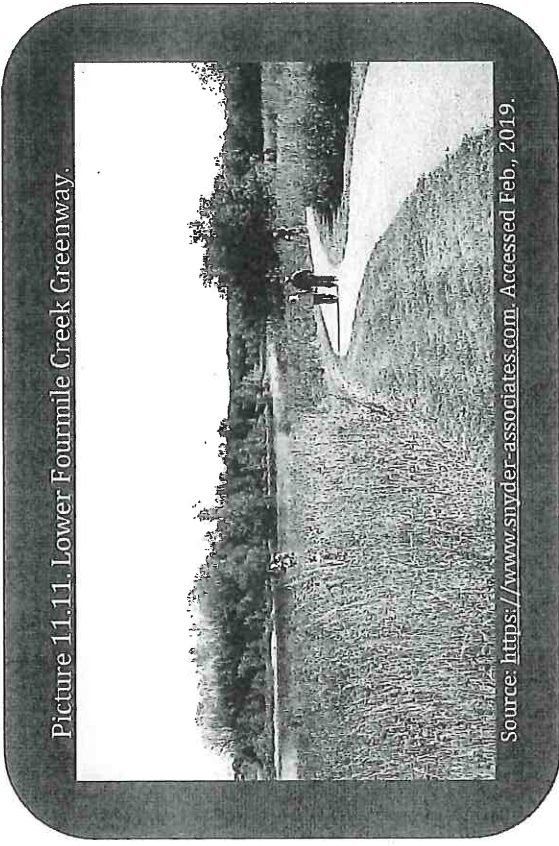
In addition to the three park classifications listed above, the National Association describes a number of specialty parks which are applicable to West Branch. The opportunity for expanded greenways, aquatic centers, and community gardens are covered in this section of Chapter 11.

Greenways.

A Greenway is effectively the park system components together to form a continuous park environment. The location criteria depend on resource availability and opportunity. The size criteria are variable from one community to another, per NRPA.

One example of a greenway in Iowa is the Lower Fourmile Creek in Polk County. Representatives from Polk County, Polk County Conservation Board, Polk Soil and Water Conservation District, City of Des Moines, and City of Pleasant Hill formed a stakeholder committee. Together they developed a master plan that aims to create a greenway that assists in flood management, protects habitat, educates citizens, and connects to regional trails.¹² See picture 11.11 to the right for an example of the greenway trail.

West Branch is a place of great beauty with charming natural resources. The City should identify and protect unique and critical natural resource areas within the community. Greenways are one natural resource area that typically follow waterways throughout the community. Greenways could be used to tie the park system components together to form a continuous park environment. The size of greenways is variable, typically ranging from 25 feet wide to 200 feet wide.



The City should maintain and enhance a system of fully functional greenways throughout the community. This can be done through property acquisition and in conjunction with stream maintenance, flood mitigation, and development restrictions. The City could also look to partner with and educate private property owners regarding the benefit of preserving functioning greenways throughout the community. The County Soil and Water Conservation District and County Conservation Board, for both Johnson and Cedar counties, and the Lower Cedar Watershed Management Authority may provide resources and support for this activity.

¹² Snyder and Associates, "Greenway Master Plan: Lower Fourmile Creek," Snyder and Associates, accessed February 24, 2019, <https://www.snyder-associates.com/projects/lower-fourmile-creek-greenway-master-plan/>. Accessed 2/23/2019.

Aquatics.

Aquatics facilities are important recreation resources in a community and are often identified as one of the quality of life amenities that attract new residents. However, they are increasingly difficult and expensive to operate. NRPA guidelines suggest 1 pool facility per 20,000 residents. West Branch residents currently use pool facilities primarily in Iowa City, Coralville, and North Liberty. West Branch should work to partner with other communities, organizations, and/or the school district in order to fund a future aquatic center, if desired.

Splash pads are areas for water play that have little to no standing water and generally do not require the presence of a lifeguard. They include a slip proof deck and a variety of spray features. They can even be interactive with users controlling sprays through valves or sequences of movements.

Splash pads can be developed in a variety of sizes and complexity. They require far less capital investment and operating expense than traditional pools. Splash pads provide a great option for neighborhood-scaled aquatic facilities in a community.

A splashpad was proposed for Beranek Park in the 2015 ballot initiative. See Figure 11.3 for the proposed site within Beranek Park. A splashpad could also be located within other parks, including Cubby Park or future pocket parks.

Figure 11.3. Proposed Splashpad Site.



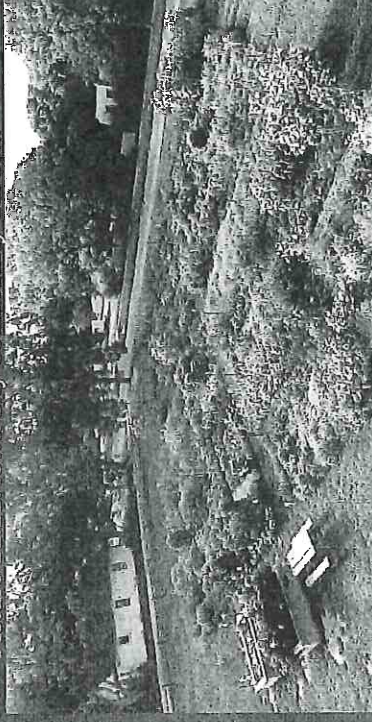
Source: City of West Branch Parks Informational Guide 2015.

Community Gardens.

A distributed network of community gardens throughout the City can promote sustainability, local food production, and civic interaction. They can also be important sources of food for people in need of assistance. Locations for community garden(s) in West Branch should be selected carefully based on neighborhood interest. Ideally, local gardens will be sponsored and monitored by neighborhood organizations. One such site could be the open space adjacent to the public library.

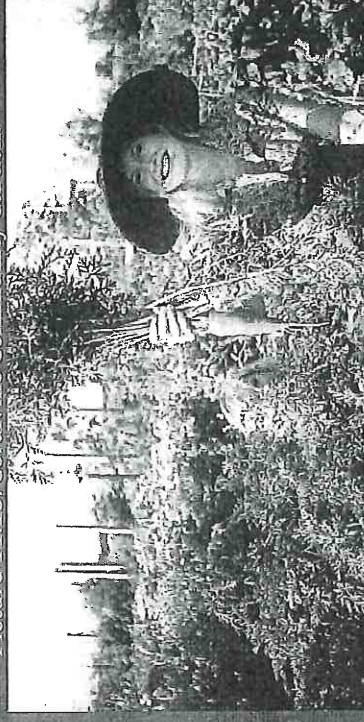
The City should consider providing land, defined plots, and a water source. The pictures to the right show examples of community gardens in Iowa City and Coralville. Both gardens are managed directly by the respective City. Annual rent for a 10' x 20' plot is \$20 in Coralville and \$15.75 in Iowa City, for residents. Coralville also offers 8' x 4' accessible raised beds for \$10.

Picture 11.12. Iowa City Community Garden.



Source: www.litllevillagemag.com, Accessed Feb., 2019.

Picture 11.13. Coralville Community Garden.



Source: www.litllevillagemag.com, Accessed Feb., 2019.

Effective Park Land Dedication.

Provisions of parks should occur primarily through the Subdivision Regulations found in Ordinance Chapter 170. The City should consider passing a Parkland Dedication Ordinance to codify a specified amount of land the city expects developers to dedicate to the city for public use or park development. The 2013 comprehensive plan suggested a requirement of 5% of use-able subdivided land or its value, which has been utilized by the City. In addition, the City may choose to purchase parcels to create parks of adequate size. Creating effective neighborhood parks when typical subdivisions within the community are small presents a challenge. This can result in the City acquiring several small parcels that increase the cost of maintenance and may lower the overall effectiveness of the open space.

The ordinance should enable the City to work collaboratively with developers to allow for monetary donations in lieu of dedication. This could, for example, be applied to the development of a neighborhood park or trails in a given service area. The City should not allow required dedications required for stream buffer protection and management to be substituted for park land dedications.

Trails.

A robust and connected system of trails is vital to the community. Trails not only address recreation needs and improve quality of life for residents, but can also be an important component for economic development. Trails promote health and walkability to increase the health of West Branch residents. They are also important components of the transportation network.

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DRAFT Chapter 3: SMART PLANNING

Smart Planning.

The “Iowa Smart Planning Act” was signed into law in the spring of 2010, as a way to guide and encourage the development of local comprehensive plans.

The legislation articulated 10 Smart Planning Principles and 13 Comprehensive Plan Elements for application to local comprehensive plan development and public decision-making. These are guidelines intended to promote economic opportunities, preserve the natural environment, protect community quality of life and ensure equitable decision-making processes.

This plan update accepts and incorporates the state principles and plan elements to the fullest practical extent.

Ten Smart Planning Principles.

The 10 Smart Planning Principles are as follows:

- Collaboration:

The comprehensive plan should have a proactive strategy to gain public participation from governmental, community and individual stakeholders, including those outside the jurisdiction: in planning, zoning, development, and resource management deliberations, and; in decision-making and implementation processes.

- Efficiency, Transparency and Consistency:

The comprehensive planning process should be transparent. The decision-making process should follow clearly defined standards, be consistent and be documented.

- Clean, Renewable and Efficient Energy:

Efforts to incorporate clean, renewable and efficient principals into design standards, ordinances and policies should be looked at and addressed in the comprehensive plan.

- Occupational Diversity:

Planning, zoning, and development should promote increased diversity of: employment, business opportunities, access to education and training, and expanded entrepreneurial opportunities.

- Revitalization:

The redevelopment and or reuse of established town centers and neighborhoods should be facilitated by promoting development that conserves land, protects historic resources, and promotes pedestrian accessibility and integrated mixed uses of properties. Redevelopment and reuse of existing sites, structures and infrastructure is preferred over new construction in under-developed areas.

- Housing Diversity:

Promote a multitude of housing types, styles, and price ranges. Look at areas where rehabilitation might be a good fit and identify new housing developments close to existing transportation and employment centers.

- Community Character:

Identify the characteristics that make the city what it is. Then develop a strategy to promote activities and development that are consistent with the character and architectural style of the community.

- Natural Resources and Agricultural Protection:

Emphasize the protection, preservation and restoration of natural resources, agricultural land, as well as cultural and historic landscapes, while also looking to increase the availability of open spaces.

- Sustainable Design:

Promote developments, buildings and infrastructure that utilize green design and construction practices with the goal of conserving natural resources by reducing waste and pollution through efficient use of land, water, air, and energy.

- Transportation Diversity:

Promote expanded transportation options for residents of the community. Consideration should be given to transportation options and development that maximize mobility, reduce congestion, conserve fuel and improve air quality.

13 Comprehensive Planning Elements

The 13 Comprehensive Planning Elements are as follows:

- Public Participation
- Issues and Opportunities
- Land Use
- Housing
- Public Infrastructure and Utilities
- Transportation
- Economic Development
- Agricultural and Natural Resources
- Community Facilities
- Community Character
- Hazards
- Intergovernmental Collaboration
- Implementation

Currently there is no state funding for the creation of comprehensive plans or updates to comprehensive plans for cities or counties. Nor does the state of Iowa provide funding or guidance for incorporating the ten smart planning principals or the thirteen comprehensive planning elements. This plan update for West Branch was produced by Professor John W. Fuller of the University of Iowa School of Urban and Regional Planning, with the strong assistance of graduate students in that School, with the help of West Branch city staff, and under the guidance of the West Branch Planning and Zoning Commission.

WEST BRANCH COMPREHENSIVE PLAN

DRAFT Chapter 4: COMMUNITY PROFILE AND CHARACTER

Picture 4.1. Main Street West Branch on a Summer Day.



Source: Reuben Grandon, August 2018.

Community Profile.

To understand future directions for a city it is important to examine its past. A community profile describes the demographic characteristics of a city's residents and changes over time. Information contained in a community profile often includes population, gender, race, ancestry, age, employment, income, education, and housing characteristics. A profile can also include information about the economy and the natural and/or cultural resources available within the community.

The data provided in this chapter paints an overall picture of West Branch. These data also serve as a resource for city officials and the public in creating policy for the implementation of plans and projects, and in making business decisions.

Many of the data presented in this chapter come from the federal 2017 American Community Survey (ACS), the 2010 U.S. Census and publications by Iowa State University Extension. To show the relevance and significance of the data presented, comparisons are made between the City of West Branch and other similar cities. This includes towns in Cedar County and other Iowa communities which share several comparable characteristics with West Branch.

This chapter begins with a list of goals followed by objectives. These goals derive from the data presented in the chapter. Next comes information on peer cities, on population, populations projections and characteristics, and on the West Branch economy.

Picture 4.2. Aerial Photo of West Branch.



Source: WestBranchIowa.org.

Goal 1: Help achieve an increased city population by 2040, closer to projections for Johnson County than to projections for Cedar County.

Objectives

- 1.1 Ensure that quality of life enhancements are provided efficiently in West Branch, while maintaining relatively low rates of local taxation.
- 1.2 Improve affordable housing choices in West Branch for an increased number of city residents.
- 1.3 Pursue infill development and consider annexation if needed to allow for additional residents.
- 1.4 Continue to provide effective city services.
- 1.5 Track city population change as measured by the 2020 Census and by American Community Survey estimates.

Goal 2: Maintain and seek to improve West Branch's pull factor for retail sales.

Objectives

- 2.1 Promote the West Branch communities' establishments and encourage additional businesses to locate in West Branch.
- 2.2 Pay special attention to filling the West Branch Industrial Park and to promoting activity around the Interstate 80 interchange.
- 2.3 Encourage specialized destination businesses to pull retail activity from elsewhere, in particular the greater Iowa City area.
- 2.4 Conduct periodic market analysis to better understand retail gaps and seek to attract new businesses to fill the identified gaps.

Goal 3: Encourage racial diversity in West Branch and younger residents, while providing services for the higher population of elderly citizens.

Objectives

- 3.1 Consider special city incentives and services to attract new young residents.
- 3.2 Encourage new residents to take part in West Branch activities and to volunteer in the community.
- 3.3 Pay particular attention to the needs of elder citizens to ensure they remain active in the community and their needs for services are met.
- 3.4 Encourage public events that are welcoming and engaging across all cultures.

Peer Cities.

Comparing the City of West Branch to the peer cities identified in the Iowa State University (ISU) Retail Trade Analysis and Report for West Branch, Iowa Fiscal Year 2017 can help identify the City's strengths and weaknesses relative to its peer cities. The cities used in the Retail Analysis as peer cities are Ackley, Bellevue, Clarksville, Columbus Junction, Durant, Mechanicsville, Pleasantville, State Center, and Toledo. In addition to the peer cities identified by ISU, several small cities which share similar attributes or are located within close proximity were chosen by the Planning and Zoning Commission. These include Wilton, Tiffin, and Tipton, and provide a more robust comparison.

Population History and Characteristics.

Examination of the population history reveals important changes in the personality and characteristics of West Branch citizens. Table 4.1 contains a comparison of population changes among the selected peer cities, while Table 4.2 summarizes historical population change in West Branch over the period of the 1990 census to the most recent federal estimate for 2017. Table 4.1 and 4.2 indicate the following trends:

- 1) West Branch's population growth of 20% exceeded that of the median peer city (11%) and the average peer city (14%, excluding Tiffin) from 1990 to 2017.
- 2) West Branch's population grew each year from 1940 through 2010, but estimates suggest it recently realized a small decline. Data on housing permits issued in 2018 and 2019, though, indicate growth has resumed.¹

Table 4.1. Population for West Branch and Peer Cities.

Populations, 1990-2017.

Town	1990	2000	2010	2017	% Change 1990 to 2017
West Branch	1,908	2,188	2,322	2,294	20%
Ackley	1,696	1,809	1,589	1,729	2%
Bellevue	2,239	2,350	2,191	2,315	3%
Clarksville	1,382	1,441	1,439	1,413	2%
Columbus Junction	1,616	1,900	1,899	2,330	44%
Durant	1,549	1,677	1,832	1,812	17%
Earlham	1,157	1,298	1,450	1,496	29%
Mechanicsville	1,012	1,173	1,146	1,020	1%
Mitchellville	1,670	1,715	2,254	2,258	35%
Pleasantville	1,536	1,539	1,694	1,727	12%
Roland	1,035	1,324	1,284	1,336	29%
State Center	1,248	1,349	1,468	1,361	9%
Tiffin	460	975	1,947	2,746	497%
Tipton	2,998	3,155	3,221	3,191	6%
Toledo	2,380	2,539	2,341	2,201	-8%
Wilton	2,577	2,829	2,802	2,815	9%

Source: U.S. Census and American Community Survey (2017 5-Year Estimate).

¹ Gregory R. Norfleet, "West Branch Experiencing Exciting Increase in New Construction," *Spring Home and Garden*, May 1, 2019.

Table 4.2. Historic Population in West Branch.

Population Changes by Decade, 1880-2017.

Year	Population	Decade	Percent Change
1880	501		
1890	474	1880-1890	-5.4%
1900	647	1890-1900	36.5%
1910	643	1900-1910	-0.6%
1920	688	1910-1920	7.0%
1930	652	1920-1930	-5.2%
1940	719	1930-1940	10.3%
1950	769	1940-1950	7.0%
1960	1,053	1950-1960	36.9%
1970	1,322	1960-1970	25.5%
1980	1,867	1970-1980	41.2%
1990	1,908	1980-1990	2.2%
2000	2,188	1990-2000	14.7%
2010	2,322	2000-2010	6.1%
2017	2,294	2010-2017	-1.2%

(ACS 5-Year Estimate)

Source: U.S. Census and American Community Survey (2017 5-Year Estimate).

Population Projections.

Population projections can help West Branch plan effectively for future land use and community service needs. These projections were made by evaluating West Branch's historic trends in population and then projecting these trends. The methods implemented to predict the future population of West Branch are:

- 1) Trend-line analysis, and;
- 2) Relative proportion.

The trend-line analysis method utilizes the community's historic census population figures to calculate a "best-fit" trend line of past growth. Once the trend line is developed, it is then extended

to show projected future growth. This method assumes that West Branch's growth rate will continue at a rate similar to the past.

The relative-proportion method assumes that the total population of a municipality can be projected based on the total population of its surrounding county. By using Woods and Poole population projections for Cedar County, a ratio of West Branch's population to Cedar County's population can be established. It was also asked by the West Branch Planning and Zoning Commission to conduct the relative proportion method compared to Johnson County because a small portion of the City is in Johnson County and West Branch is within the commercial and employment orbit of Iowa City.

Table 4.3. Population Projection.

West Branch, 2020-2040.

	2020	2030	2040
Trend-Line Analysis	2,253	2,403	2,553
Relative Proportion Cedar County	2,370	2,422	2,469
Relative Proportion Johnson County	3,198	3,788	4,381

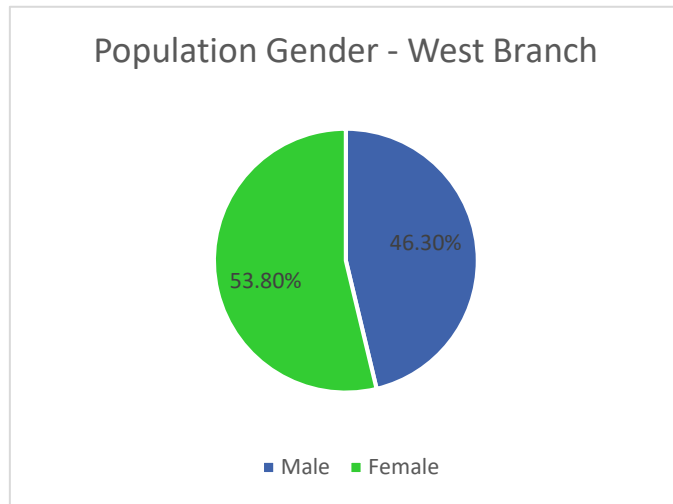
Updated May, 2019.

Which projection is best for future city planning and policy making is uncertain, but a scenario where changes in population fall between the trend-line analysis and the relative proportion for Johnson County would appear most likely, so that West Branch's population would approximate between 3,000 and 3,500 by the conclusion of the current 20-year plan. An update based on the 2020 U.S. Census is recommended, followed by another update after the 2030 Census information is released.

Gender.

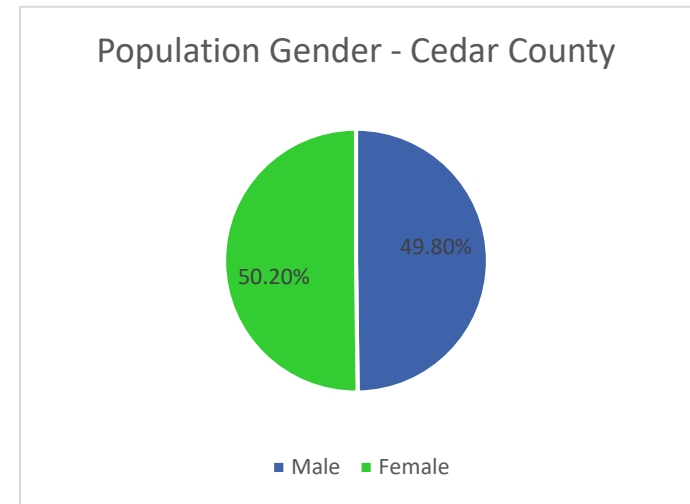
According to the ACS 2017 five-year estimates, West Branch's population most recently was 46.3 percent male and 53.8 percent female. These ratios are slightly different from the 2010 census, which showed 49 percent male and 51 percent female. The gender split in Cedar County shows almost an equal split of genders.

Figure 4.1. Population by Gender, West Branch.



Source: ACS 2017, 5 Year Estimate.

Figure 4.2. Population by Gender, Cedar County.



Source: ACS 2017, 5 Year Estimate.

Race, Ancestry, Age and Gender.

Census data can show diversity within a population that is not always perceptible to the general public. The latest figures show West Branch's population to be fairly homogenous in terms of race with 96 percent of the population identified as white. The next highest racial minorities are persons identified as "some other race alone" and "Asian alone," each at two percent of the population. The final one percent is identified as persons of two or more races.

Cedar County's racial diversity is similar to West Branch's in that 97 percent identify as "white alone" and 1.3 percent as "two or more races". The remaining 1.7 percent is black or African American, American Indian and Alaska Native, Asian, and "some other race alone".

Ethnicity.

Respondents to the American Community Survey (ACS) can indicate if they have Hispanic or Latino ethnicity. Persons identifying themselves as Hispanic or Latino can be of any race or ancestry. West Branch has a Hispanic/Latino population of 149, or 6.5 percent of the population.

Age and Gender.

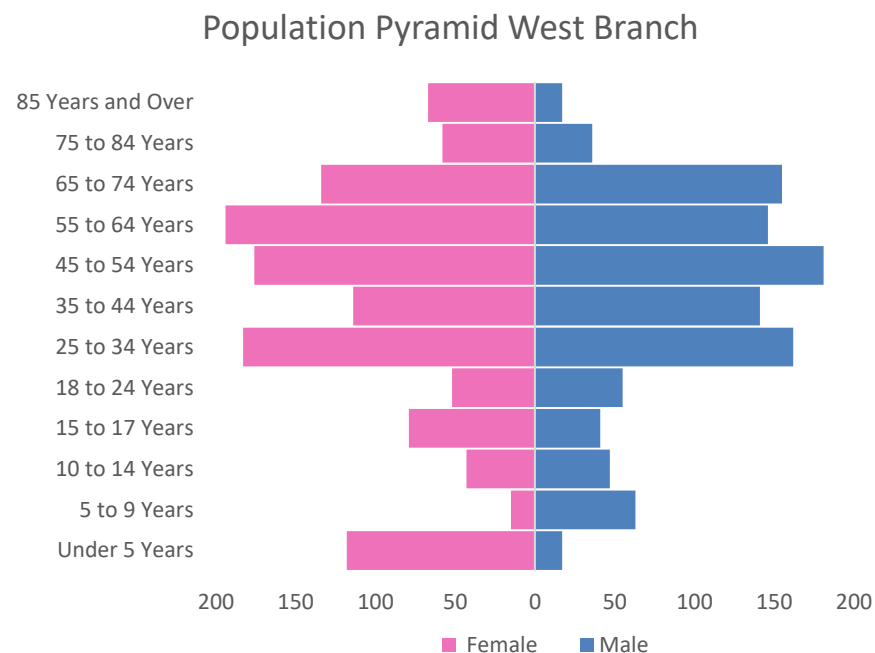
The best evaluation of the population's overall age is the median age. The U.S. Census Bureau defines median age as the "measure that divides the age distribution in a stated area into two equal parts: one-half of the population falling below the median value and one-half above the median value". The higher the median age the older a population, and conversely, the lower the median age the younger the population. The Census and ACS data show that the median age for West Branch has been steadily increasing from 29.0 in 1980 to 38.7 in 2010 and 45.5 in 2017. Cedar County's median age also increased steadily from 31.9 in 1980 to

42.4 in 2010. In 2017, the Cedar County median age declined to 41.9, lower for the first time in the period reviewed.

The population pyramids in Figure 4.3 provide an illustration of the age distribution within the City by gender. On graphs of this type, younger communities will be wider at the base and narrower at the top. The opposite is true for older communities.

Although the numbers may be small, such population pyramid information may be useful for commercial enterprises, schools, and those investigating housing demand.

Figure 4.3. Population Pyramid, West Branch.



Source: ACS 2017, 5 Year Estimate.

Economy.

A Retail Trade Analysis Report for West Branch in the Fiscal Year 2017 was created by the Iowa State University Department of Economics. It provides an extensive look at the retail activity occurring within West Branch for that period. In Fiscal Year 2017, West Branch generated \$17.7 million in taxable sales. This was second in Cedar County to Tipton (\$46.5 million) and slightly more than Durant (\$17.6 million). Table 4.4 contains retail sales per capita data and “pull factors.”

A pull factor is a measure that describes how well a community serves its population in terms of retail trade or the ability to attract business from beyond its borders. A pull factor of 1 indicates a community is serving 100 percent of its population’s retail needs. A pull factor of greater than 1 indicates the customers are being drawn from beyond the community’s borders. The 2017 West Branch pull factor was 0.63. This is an increase from 0.53 in Fiscal Year 2011 as reported in the 2013 Comprehensive Plan, perhaps due to additional commercial establishments located near the Interstate 80 interchange. While West Branch accounts for 13 percent of the Cedar County population, it counted for 17 percent of taxable sales in the county in Fiscal Year 2017.

Table 4.4 shows how West Branch compares to its peer cities with regard to retail sales per capita and pull factor in Fiscal Year 2017. Also of interest is the Iowa City pull factor in 2017 of 0.96 and the Coralville factor of 3.10. (see this website for more information: <https://www.icip.iastate.edu/retail/city>).

Table 4.4. Retail Sales in West Branch and Peer Cities.
Fiscal Year 2017.

Town	Taxable Retail Sales Per Capita	Pull Factor
West Branch	\$ 7,569	0.63
Ackley	\$ 8,209	0.69
Bellevue	\$ 9,958	0.84
Clarksville	\$ 3,818	0.32
Columbus Junction	\$ 6,484	0.59
Durant	\$ 9,629	0.78
Earlham	\$ 9,185	0.75
Mechanicsville	\$ 3,811	0.32
Mitchellville	\$ 2,810	0.23
Pleasantville	\$ 3,973	0.34
Roland	\$ 2,880	0.23
State Center	\$ 5,074	0.44
Tiffin	\$ 4,058	0.31
Tipton	\$ 14,449	1.22
Toledo	\$ 15,484	1.38
Wilton	\$ 12,724	1.06

Source: Iowa State University, Retail Trade Analysis Report FY 2017.

References.

- Iowa State University, Department of Economics. "Retail Trade Analysis Report Fiscal Year 2017." Iowa Community Indicators Program: Iowa State University, 2017. Accessed May 1, 2019. <https://www.icip.iastate.edu/retail/city>.
- Norfleet, Gregory R. "West Branch Experiencing Exciting Increase in New Construction." *Spring Home and Garden*. May 1, 2019.
- U.S. Census Bureau. "American Community Survey 2017 5-Year Estimates." Generated by Reuben Grandon, using Social Explorer, April 2019.

Update on Fringe Area Agreement with Johnson County (3/26/19)

Fuller was contacted two weeks ago by Nate Muller of the Johnson County Planning Department. Johnson County is reviewing its fringe area agreements, and wishes to pursue an agreement with West Branch. I asked Muller for a draft of what they anticipate as an agreement and for samples of other county agreements. I've yet to hear from him, but wanted to alert our Commission to that County's interest. The following is information provided to P&Z last September.

One of the land-use goals for West Branch's 2013 Comprehensive Plan was to increase cooperation with Cedar and Johnson Counties as regards planning and development¹. Currently, any new development two miles outside West Branch's city limits, and within Johnson County, falls under Johnson County's planning authority. (West Branch has extraterritorial authority within a two-mile limit.) In order to pursue future land use goals of West Branch, a fringe area agreement with Johnson County should be instituted as a useful tool in the event of growth over our 20-year horizon.

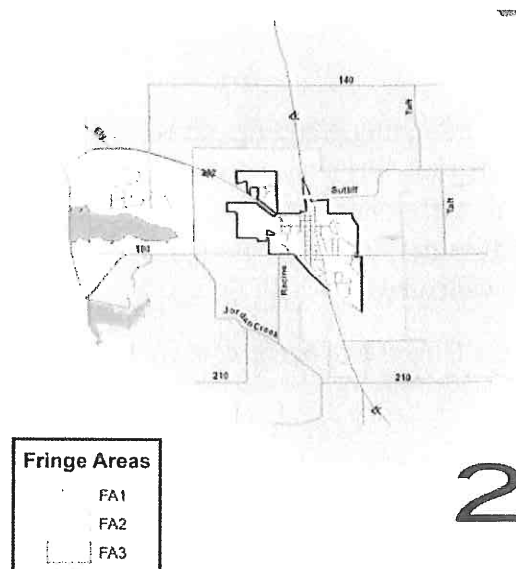
Johnson County has established fringe area agreements with many towns within that county. The goal of such agreements is to designate an undeveloped area surrounding the town or city as a potential growth area in which future development would need to be reviewed by both the city and the county². The purpose is to ensure that future development falls within future land use plans of both the city and the county. Typical language of these agreements follows:

"The Fringe Area Policy Agreement is intended to provide for orderly and efficient development patterns appropriate to a non-urbanized area, protect and preserve the fringe area's natural resources and environmentally sensitive features, direct development to areas with physical characteristics which can accommodate development, and effectively and economically provide services for future growth and development."³

According to Chapter 4, Section 4, of the 2008 Land Use Plan of Johnson County (needs to be updated with reference to the new County Comprehensive plan), the County seeks to establish fringe area agreements with local governments in order to coordinate resources towards more efficient and sustainable development in the County⁴.

What would a fringe area agreement look like?

The City of Solon, Iowa, a city that has many of the same land-use characteristics and scale similar



¹ West Branch, Iowa. (2013). *West Branch Comprehensive Plan*. R. http://westbranchiowa.org/sites/default/files/WEST_BRANCH_Fir

² http://www.johnson-county.com/dept_zoning.aspx?id=4871.

³ Johnson County, Iowa. (2006). *Fringe Area Policy Agreement*. Be <http://www.johnson-county.com/WorkArea/DownloadAsset.aspx?i>

⁴ Johnson County, Iowa (2008). *Johnson County: Land Use Plan*. I [county.com/WorkArea/DownloadAsset.aspx?id=4923](http://www.johnson-county.com/WorkArea/DownloadAsset.aspx?id=4923).

Figure 1. Fringe Area Agreement Map – Solon and Johnson County. (Source: <http://www.johnson-county.com/WorkArea/DownloadAsset.aspx?id=4905>)

to West Branch, has a Fringe Area Agreement with Johnson County. The FA1, FA2, and FA3 areas illustrated in **Figure 1** are potential annexation areas identified by the City⁵. Future development standards have been identified within the Fringe Area Agreement as ones that are conducive to both Solon and Johnson County land-use goals and objectives.

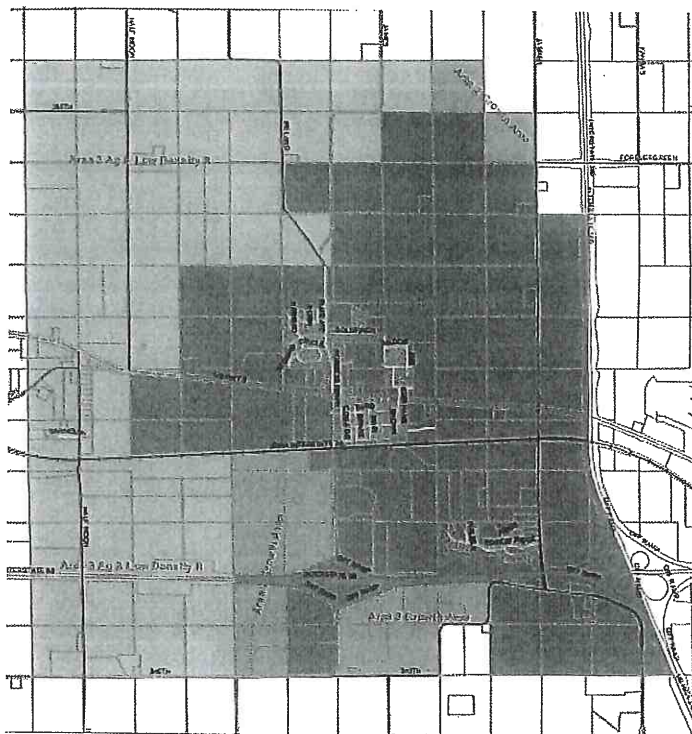


Figure 2. Fringe Area Agreement Map – Tiffin and Johnson County. (Source: <http://www.johnson-county.com/WorkArea/DownloadAsset.aspx?id=4915>)

A second example is the City of Tiffin and Johnson County Fringe Area Agreement. Illustrated in Figure 2, Tiffin has established areas (in green) that would best support growth and future annexation. Recommended land use for these areas are residential subdivision, industrial, and commercial. In addition, the green areas are identified within the agreement as ones that support expansion of City infrastructure (sanitary sewer and water)⁶. Any future developments proposed in the green areas, under the agreement, are at the discretion of the City, while development in the blue should be submitted for approval to the County and are unlikely to be annexed⁶.

Beyond coordinating planning efforts, one of the goals of Johnson County's Fringe Area Agreements is to "discourage involuntary annexations"⁷. Establishing a Fringe Area Agreement with Johnson County would ensure long-term development west of West Branch fits with future land-use plans of the City and would identify where development would be welcomed.

Similarly, a fringe-area agreement should be investigated with Cedar County.

⁵ Johnson County, Iowa. (2008). *Fringe Area Policy Agreement Between Johnson County and Solon*. Retrieved from <http://www.johnson-county.com/WorkArea/DownloadAsset.aspx?id=4903>

⁶ Johnson County, Iowa. (1997). 1997 Fringe Area Policy Agreement Between Johnson County, Iowa and City of Tiffin, Iowa. Retrieved from <http://www.johnson-county.com/WorkArea/DownloadAsset.aspx?id=4913>

⁷ Johnson County, Iowa (2008). *Johnson County: Land Use Plan*. Retrieved from <http://www.johnson-county.com/WorkArea/DownloadAsset.aspx?id=4923>

IOWA LIVING ROADWAY TRUST FUND

GRANTS

Working through many partners in Iowa, the Living Roadway Trust Fund (LRTF) supports integrated roadside vegetation management (IRVM) programs; and educates the public on the benefits, use and care of roadside vegetation, including native plants.

One of the ways the LRTF supports the accomplishment of these goals is by providing grant funding to eligible cities, counties, and applicants with statewide impact. Typically, a match is required of applicants that meets or exceeds 20 percent of the total project cost.

As examples, grants can be awarded for specialized equipment to accomplish IRVM operations; roadside plantings that demonstrate the best management practices of IRVM; inventories of roadside vegetation; and research, education, and public awareness concerning IRVM issues. The LRTF's funding guidelines are updated for each Fiscal Year's grant round and detail what grants can be written for and the specific match requirements.

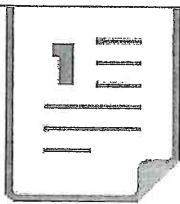


GRANT APPLICATION

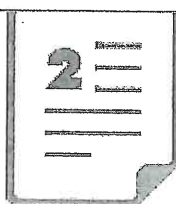
APPLICATION DEADLINE: 4 P.M., JUNE 1, 2019

Please read the LRTF funding guidelines and application instructions before completing the application. All LRTF grant applications must include a completed Minority Impact Statement (MIS) (Iowa DOT Form 105101). **Applications will be considered incomplete unless the MIS is completed and submitted with the grant proposal.**

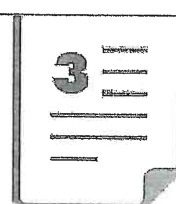
Applications for Fiscal Year 2020 are due by **4 p.m. June 1, 2019**, and will not be accepted using the Fiscal Year 2019 application materials. Please [contact us](#) with questions regarding the completion of the application materials or grant eligibility.



**STEP 1:
READ THE
FUNDING
GUIDELINES**



**STEP 2:
COMPLETE THE
LRTF APPLICATION**



**STEP 3:
SUBMIT THE LRTF
APPLICATION**

Application submission:

Email the completed application, Minority Impact Statement and any supplemental materials to lrtf.support@iowadot.us by **June 1, 2019, 4 p.m.** (Hard copies cannot be accepted)

NOTE: The application appears best when viewed in Internet Explorer. Google Chrome and Firefox users may have to take additional steps in order to get the form to appear correctly, as these browsers now default to their own PDF readers. If you have difficulty downloading the application try right clicking and "Save As" or [contact us](#) for additional assistance.

RESOURCES

Matching funds:

If applicant's costs for IRVM operations are not known, the following [LRTF Schedule of Labor and Equipment Rates](#) can be used to determine the amount of match.

County and city applicants:

Counties or cities completing or sponsoring a Living Roadway Trust Fund (LRTF) application must have an approved integrated roadside vegetation management (IRVM) plan on file with the LRTF coordinator by 4 p.m. June 1. Search the [database of county and city IRVM contacts](#) if you would like to know more about IRVM programs in your area.

GRANT RECIPIENT RESOURCES

Change requests:

Grant recipients desiring changes to the scope or budget of their project must request the modification be made

Extension requests:

Grant recipients desiring an extension to their contract must apply for a no-cost extension prior to the agreement expiration date. Download and complete the [Request For Extension of LRTF Funding form \(.doc\)](#).

Quarterly reports:

Grant recipients that are required to submit quarterly reporting for their project as outlined in the Grant Agreement must file their reports using this standard reporting form. Download and complete the [LRTF Quarterly Report Form \(.doc\)](#).

Reimbursement requests:

All LRTF payments and reimbursement requests must be submitted using the [Request for Reimbursement of Living Roadway Trust Fund Grant Project Costs and Direct Vendor or Services Payments form](#) (Microsoft Excel®).

In order for reimbursement requests to be processed, the Iowa DOT requires recipients and vendors being paid directly have an [IRS Form W-9](#) on file.

Subject: [External] RE: Fringe area agreement
Date: Tuesday, March 26, 2019 at 12:28:38 PM Central Daylight Time
From: Nathan Mueller
To: Fuller, John W
CC: 'rjonesii@westbranchiowa.org', Josh Busard
Attachments: image001.gif, image002.png, Oxford 2019 FAA_updated 1.17.19.docx, Appendix A_Oxford
FAA Map_updated 1.17.19.pdf

This message was sent securely using ZixCorp.

John,

No worries – I let it slip of my radar as well. I've attached the Oxford agreement, along with Fringe Area Map designating City Growth Area (i.e. City review authority) and County Area (i.e. city comment but county review authority). Of course maps would be drawn by staff and subject to approval by the Council and Board of Supervisors during the negotiation, and the City Growth Areas would be based on the City's adopted Comprehensive Plan.

I suppose the first question to address before we get too far into this process is: has the city adopted extraterritorial review for subdivisions in accordance with Iowa Code section 354.9? If they haven't, then there is no need to pursue a Fringe Area Agreement. I scanned the City's Subdivision regulations and I don't see any reference to the standards being applicable to areas outside City Limits. I may have missed it, but want to be sure before we dedicate too much time to this project.

Mr. Jones - I've copied you into this conversation that John and I started between classes at the University last week – I acknowledge it's an odd order of operations to communicate with a member of the zoning commission before City Staff, but knowing John is on your commission made me think to ask him about a fringe area agreement when we were chatting and he asked that I send an example on to him and you to review.

Johnson County is in the process of updating/pursuing 28E Fringe Area Agreements with our local cities to address how development applications near the City's municipal boundary are reviewed. We have begun the process with cities where no agreement currently exists, of which West Branch is one. Earlier this year we drafted an agreement with the City of Oxford (attached), which we would like to propose as a template for a West Branch/Johnson County Fringe Area Agreement (should an agreement be warranted - see my comment above about whether or not the City has adopted extraterritorial review of subdivisions by ordinance).

Of course I'm assuming the Council has interest in pursuing a Fringe Area Agreement with the County at this time, which may be the second question to work out after we sort out whether extraterritorial review is on the books.

Please feel free to contact me or our Director Josh Busard at the contact info in my signature if you'd like to discuss further, or if the Council is not interested in pursuing an agreement at this time.

Thanks,
Nate

**FRINGE AREA POLICY AGREEMENT
BETWEEN JOHNSON COUNTY AND CITY OF OXFORD**

Date Adopted: _____, 2019

THIS AGREEMENT is entered into pursuant to Chapter 28E of the Code of Iowa, by and between Johnson County, Iowa, hereinafter referred to as "County," and the City of Oxford, Iowa, a municipal corporation, hereinafter referred to as "City," (together, the "Parties") to-wit:

WHEREAS, Chapter 354, Code of Iowa (2017) allows the City to establish an extra-territorial area, known as the fringe area, within two miles of the City boundaries for the purpose of reviewing and approving subdivisions; and

WHEREAS, Chapter 354 further grants the City the authority to require that subdivisions within the fringe area adhere to the City's subdivision standards and conditions, unless the City establishes alternative standards and conditions for review and approval of subdivisions via a 28E agreement between the City and the County; and

WHEREAS, Chapter 28E of the Code of Iowa (2017) enables two or more local governments to enter into agreements to cooperate for their mutual advantage; and

WHEREAS, the Johnson County 2018 Comprehensive Plan for unincorporated Johnson County adopted May 17, 2018, calls for the preparation and adoption of development plans and agreements between the County and the City; and

WHEREAS, the Oxford Comprehensive Plan adopted in 1993 outlines the expected urban development; and

WHEREAS, it is in the interest of the County and the City to establish policies for the orderly growth and development within the City's fringe area; and

WHEREAS, the County and the City mutually agree that such policies are necessary to more effectively and economically provide services for future growth and development and to protect and preserve the fringe area's natural resources and its environmentally sensitive features.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

SECTION I. FRINGE AREA DEVELOPMENT POLICIES

The parties accept and agree to the following development policies regarding annexation, zoning, and subdivision review for the Oxford fringe area as authorized by Chapter 354, Code of Iowa (2017).

Purpose:

This Fringe Area Policy Agreement is intended to provide for orderly and efficient development patterns appropriate to a non-urbanized area, to protect and preserve the fringe area's natural resources and environmentally sensitive features, to direct development to areas with physical characteristics that can accommodate development, and to effectively and economically provide services for future growth and development.

In light of these objectives, the City and the County examined the development capabilities of the Oxford fringe area (i.e. that unincorporated area outside the corporate limits of the City but within two (2) miles of the existing City limits, designated the "City / County Fringe Area") and determined that development within the boundaries of the City / County Fringe Area, as shown on the Fringe Area Development Map attached to this Agreement as Appendix A and incorporated by this reference, is to occur in accordance with the development policies contained in this Agreement. Development should conform to the Johnson County Comprehensive Plan¹ and Future Land Use Map², and/or the Oxford Comprehensive Plan, and all City and County development regulations, as applicable.

Future Land Use Map:

The Future Land Use Map, attached to this Agreement as Appendix B, illustrates the County's intended land use patterns within the two-mile extraterritorial area.

Development Standards:

The following general standards apply to development in the unincorporated City / County Fringe Area.

- Development that conflicts with the goals of the Johnson County Comprehensive Plan and/or stated intent of the Future Land Use Category designation on the Future Land Use Map for the area in which a property is located is discouraged.
- Development that preserves environmentally sensitive areas and farm land, results in compact development requiring less infrastructure, and is more efficient for provision of services is encouraged.
- Where City review or approval is required as provided below, an applicant shall file a development application with the County and simultaneously forward a copy thereof to the City. Applicants' pre-application coordination with and approval by the City of development proposals is encouraged. Except for the City's approval (or denial) of subdivision applications within the City Growth Area (defined below), the City shall be deemed to have waived its right to review or approve a given development application

¹ Found online as of the date of this Agreement at:
https://www.johnson-county.com/dept_zoning.aspx?id=4921

² The Future Land Use Map, attached to this Agreement as Appendix B, illustrates the County's intended land use patterns within the two-mile extraterritorial area as of the date of this Agreement.

in the event the City does not provide the County comments or approval (or denial) within (forty) 40 days of the submission of an application, which period may be extended upon coordination with County planning staff.

Area 1 - City Growth Area Development Policies:

The Parties agree to apply the following policies when considering development applications in the City Growth Area:

Location:

- The City Growth Area, or Area 1, is adjacent to the current City corporate boundary and extends beyond that boundary in varying degrees, from ¼ miles to 1 miles, as shown on the attached Fringe Area Development Map (Appendix A).

Recommended Uses:

- Recommended uses within Area 1 are those uses allowed in the zoning district(s) considered appropriate for a given site as set forth in the County and City's Comprehensive Plans and maps.
- Uses should be develop in accordance with all City development standards.

Subdivisions and Site Plans:

Subdivisions of three (3) lots or less within Area 1:

- Unless the City declines to review an application, City review and comment on an application is required prior to any public hearing by the County Planning & Zoning Commission. Comment shall be provided to the County in the form of a letter signed by the Mayor summarizing/listing the City Council's comments unless such authority is delegated to staff via resolution of the Council.
- Subdivisions must conform to the Code of Iowa and all County subdivision standards and approval processes. All County regulations including, but not limited to, stormwater, soil erosion and sediment control, and sensitive areas shall otherwise apply.

Subdivisions of four (4) lots or more within Area 1:

- Unless the City declines to review an application, City review and approval of an application is required prior to any public hearing by the County Planning and Zoning Commission. An approved resolution from the City Council showing City approval is required.
- Subdivisions must conform to the Code of Iowa and all County subdivision standards and approval processes, as well as any standards established by the City. All County regulations including, but not limited to, stormwater, soil erosion and sediment control, and sensitive

areas shall otherwise apply. The application must also meet the minimum requirements of the City's development regulations.

Site Plans:

- All site plans within Area 1 must conform to County Site Plan standards as well as the standards set forth by the City. Unless the City declines to review an application, City review and approval of a proposed site plan is required prior to any public hearing by the County Planning & Zoning Commission. An approved resolution from the City Council showing City approval is required.
- All County regulations including, but not limited to, stormwater, soil erosion and sediment control, and sensitive areas shall otherwise apply. The application must also meet the minimum requirements of the City's development regulations.

Zoning:

- Should an applicant seek to rezone property within Area 1, City review and comment on an application is required prior to any public hearing by the County Planning and Zoning Commission unless the City declines to review an application. Comment shall be provided to the County in the form of a letter signed by the Mayor summarizing/listing the Council's comments unless such authority is delegated to staff via resolution of the City Council.
- Proposals to rezone should conform with both the County and City Comprehensive Plans, the Code of Iowa and all County standards and approval processes related to rezoning.

Annexation:

- The potential for Annexation exists for all properties currently adjacent to City limits. The City will follow all State Code requirements for providing notice of proposed annexations to the County per Iowa Code section 368.
- The City will also deliver a request to the Chairperson of the County Board of Supervisors, at least 14 days prior to providing any official written notice to the County under Iowa Code subsection 368.7(1)(b)(1), to discuss any contemplated voluntary annexation during an upcoming informal County Board of Supervisors meeting.
- The City will also deliver a request to the Chairperson of the County Board of Supervisors, at least 14 days prior to providing any official written notice or letter of intent to the County under Iowa Code subsection 368.11(4), to discuss any contemplated involuntary annexation during an upcoming informal County Board of Supervisors meeting.

Area 2 – County Area Development Policies:

The Parties agree that the County shall have sole jurisdiction and to otherwise apply the following policies when considering development applications in the County Area:

Location:

- The County Area, or Area 2, is outside of Area 1 as shown on the attached Fringe Area Development Map (Appendix A).

Recommended Uses:

- Recommended uses within Area 2 are those uses allowed in the zoning district(s) considered appropriate for a given site as set forth in the County's Unified Development Ordinance and Comprehensive Plans and maps.
- Uses should also develop in accordance with all County development standards.

Subdivisions and Site Plans:

- Subdivisions must conform to the Code of Iowa and all County subdivision standards and approval processes.

Site Plans:

- All site plans within Area 2 must conform to County Site Plan standards and approval processes.

Zoning:

- Proposals to rezone should conform to the County's Comprehensive Plans and maps, the Code of Iowa, and all County standards and approval processes related to rezoning.

SECTION II. AGREEMENT REVIEW

This Agreement shall be reviewed every five (5) years. At any time between five (5)-year reviews, either the Chair of the County Board of Supervisors or the Mayor of the City may initiate review of the policies of this Agreement by contacting the other party to this Agreement. Alternatively, either party may re-affirm the current agreement in writing, at which point both parties may agree to waive review of this agreement. Both parties to this Agreement shall consider modifications of this Agreement in good faith.

Either party may terminate this Agreement by providing written notification to the other party, accompanied by an approved resolution of the governing body directing such termination, sent by registered mail. Such termination shall be effective no earlier than ninety (90) days after the mailing date of the notification.

Annexation of property by the City does not automatically adjust the boundaries of the Areas 1 and 2 established by this Agreement. Such boundaries, and the applicability of this Agreement

to unincorporated territory of Johnson County, may only be changed or extended by modifying this Agreement by mutual agreement of the Parties.

Both the City and County should provide timely notice to one another of any amendments to future land use maps or related planning documents proposed by either entity, to the extent they affect land within the City / County Fringe Area. Respective comments should be provided prior to review by the applicable Planning and Zoning Commissions.

SECTION III. EFFECTIVE PERIOD

This Agreement shall become effective upon acceptance and execution by all Parties, and shall be in effect for ten (10) years after the date of execution of this Agreement, with review after five (5) years or at the request of the Chair of the Johnson County Board of Supervisors or the Mayor of the City of Oxford. This Agreement may be modified or extended by the written mutual consent of both Parties.

SECTION IV. RECORDATION

This Agreement shall be filed with the Secretary of the State of Iowa, and with the Johnson County Recorder in compliance with Chapter 28E, Code of Iowa (2017).

Dated this _____ day of _____, _____.

JOHNSON COUNTY

By: _____
Chairperson, Board of Supervisors

Attest: _____
County Auditor

Dated this _____ day of _____, _____.

CITY OF OXFORD

By: _____
Mayor

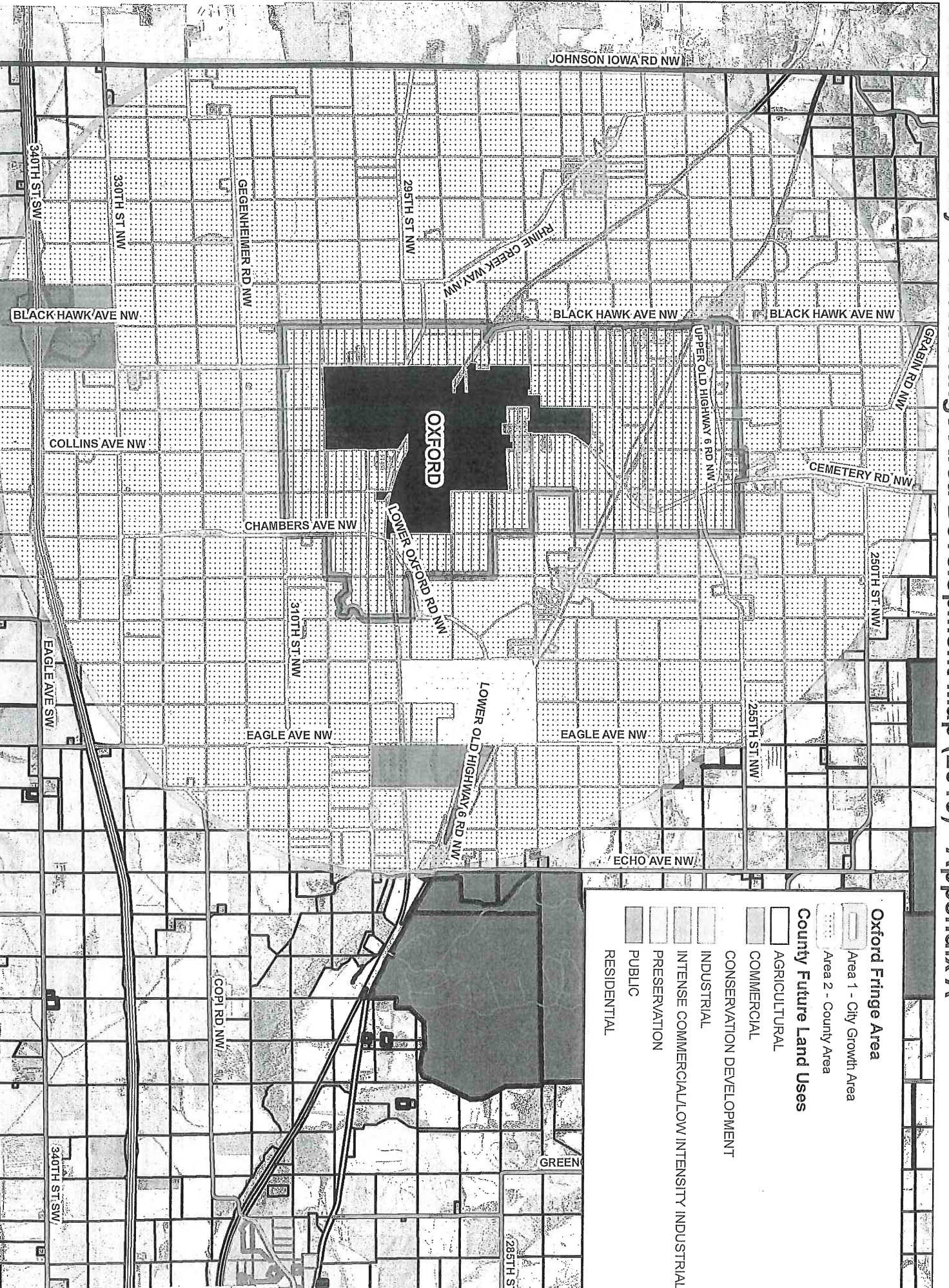
Attest: _____
City Clerk

APPENDICES:

- A. Johnson County / Oxford Fringe Area Development Map (2019)
- B. Johnson County Future Land Use Map
- C. Johnson County / Oxford Fringe Area Development Map detail of City Growth Area (Area 1) (2019)

Johnson County / Oxford Fringe Area Development Map (2019) - Appendix A

1/17/2019 by JFB



Marion city council approves firework ordinance



Posted: Fri 6:15 AM, Apr 05, 2019

MARION, Iowa (KCRG) - The Marion city council voted to to limit fireworks sales to industrial areas.

Other officials in the city have pushed for this ordinance saying selling fireworks commercial areas is dangerous.

However, Iowa lawmakers are voting on a law to strip local governments of their power to regulate fireworks sales and use.

If that happens, it could reverse any decision made.

The mayor says they will still do what they can to better protect people, even if it means increasing inspections and patrols.

Other Eastern Iowa cities such as Cedar Rapids and Iowa City have already done similar ordinances.

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