



**PLANNING AND ZONING COMMISSION MEETING**  
**Tuesday, May 23, 2023 • 7:00 p.m.**  
**West Branch City Council Chambers, 110 N. Poplar St.**  
*Council Quorum May Be Present*

**<https://zoom.us/j/829677991> or**  
***dial in phone number 1-312-626-6799 with Meeting ID 829 677 991***

1. Call to Order
2. Roll Call
3. Approve Agenda/Move to action.
  - a. Approve minutes from the April 25, 2023 Planning & Zoning Commission meeting.
4. Public Hearing/Non-Consent Agenda. /Move to action.
  - a. Review Chapter 7 - Economic Development (West Branch Comprehensive Plan)
  - b. Design Standards
  - c. Adoption of updated State Code for In-home businesses
5. Old Business
  - a. Tree standards
6. City Staff Reports
7. Comments from Chair and Commission Members.
8. Next regular Planning & Zoning Commission meeting Tuesday, June 27, 2023.
9. Adjourn

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**Planning & Zoning Commission Members:** Chair John Fuller, Vice Chair Ryan Bowers, Sally Peck, Brad Bower, Matt Van Scoyoc, Jim Hoffman, Madison Conley • **Zoning Administrator:** Terry Goerd  
**Mayor:** Roger Laughlin • **Council Members:** Colton Miller, Nick Goodweiler, Jodee Stoolman, Jerry Sexton, Tom Dean  
**City Administrator:** Adam Kofoed **City Clerk:** Leslie Brick • **Fire Chief:** Kevin Stoolman • **Police Chief:** John Hanna  
**Parks & Rec:** Matt Condon • **Public Works Director:** Matt Goodale

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

**City of West Branch Planning & Zoning Commission Meeting**  
**April 25, 2023**  
***West Branch City Council Chambers, 110 North Poplar Street***

Chairperson John Fuller called the Planning & Zoning Commission meeting to order at 7:03 p.m.

Roll call:

Commission members present: Ryan Bowers, Madison Conley, Brad Bower, Matt Van Scoyoc  
Sally Peck, Jim Hoffman.

Absent: None

City Staff present: City Admin Adam Kofoed, and Zoning Administrator Terry Goerd.

Attending via Zoom:

Public Attendees: None

**APPROVE AGENDA/CONSENT AGENDA/MOVE TO ACTION.**

Approve the agenda for the April 25, 2023 Planning & Zoning Commission meeting. /Move to action.

Motion by Peck, second by Bowers to approve the amended agenda. Motion carried.

Approve the minutes from the March 28, 2023 Planning & Zoning Commission meeting. / Move to action.

Motion by Bower, second by Bowers to approve the minutes. Motion carried.

**PUBLIC HEARING/NON-CONSENT AGENDA**

Review Chapter 6: Housing (West Branch Comprehensive Plan)

Chair Fuller again provided brief overview and background.

Multiple area(s)/topic(s) were discussed in regards to housing:

- Infill/Housing overall adequacy appears balanced
- Regional(clumping) or scatter filled housing is being utilized
  - o Low Income housing being difficult to incentivize Developer, who could choose to bypass West Branch towards other cities
- Inbound/Outflow of workforce appears unchanged in relation to original study.
  - o 34% engaged in education/social/health services
  - o It was noted 30% inbound reside in Iowa City

Nationwide lack of affordable housing – Developer(s) adjusting plans to meet needs

- Hazardous Exposure(s)(Radon) within housing – Addressed within real estate inspections, and passively mitigated from systems within homes. Possible outcome of tighter construction
- Potential elimination of Energy requirements
- ECICOG/ECIA Grants – dialogue focused on energy improvements
  - o May require further resident details to acquire aid
  - o Identify thresholds for improvements/preservation activities
  - o Roadmap or standard required – seek out copy of ECIA standard to begin with and bring into P&Z meeting for review

After discussion completed, Team agreement that no changes were required within the Chapter. Furthermore, one outcome item was LMI TIF money withing the budget. It was requested that these housing improvement dollars be raised to City Council for continued awareness.

Discuss Future Land Use Map

Again, open discussion

Topics discussed:

- Focus on amenities: Parks being high emphasis
  - o With this, focus also comes on liabilities, cost drivers, potential tax add requirement(s)
- Emphasis on viable amenities – toward elimination of empty stores/land vacancies

Mentioned targets were Rec Center adds, Library improvement(s), City admin building – individual project within 5 year, perhaps 3 for 1 in 10 year timeline.

## **OLD BUSINESS:**

### Building design standards

State still discussing, may have some direction by May. Needs to stay on Agenda

### Tree standards

Tree committee meeting(s) underway

## **STAFF REPORTS:**

Parks & Rec still reviewing survey

Roundabout activity underway and on target for July operation

East Side water mains – meeting set with public

Creek widening – City won condemnation hearing

Budget discussion in City Council meeting completed in April

State House passage/Senate unsure

Terry reported that building activity is picking up

## **COMMENTS FROM CHAIR AND COMMISSION MEMBERS:**

Matt inquired on Lagoon progress/status

Adam confirmed that timeline extension likely required, as schedule has slipped.

### Adjourn

Chair Fuller adjourn the Planning & Zoning Commission meeting. Motion carried on a voice vote.

The meeting adjourned at 8:14 p.m.

Submitted by:

Jim Hoffman

Planning & Zoning Commission

# CHAPTER 7: THE WEST BRANCH ECONOMY

## **Introduction.**

This chapter first lists the economic development goals determined to be suitable for West Branch, and describes appropriate objectives for achievement of those goals. It then presents the economic data and information used to develop those goals.

## **Economic Development Goals.**

### **Goal 1: Reuse, Revitalize, and Redevelop Underutilized Commercial Properties.**

Objective 1: Consider using underutilized commercial spaces as regional attractions or future housing developments in coordination with findings from the 2017 West Branch Market Study.

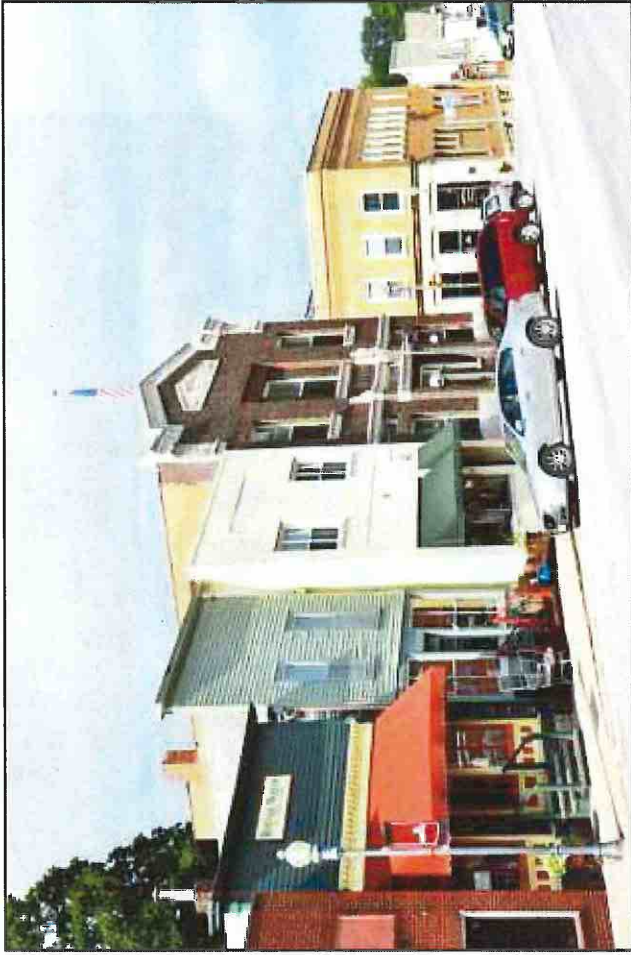
Objective 2: West Branch should adopt a mixed-use or form-based zoning code, or utilize a planned unit development, in areas close to the central city.

Objective 3: Develop an Economic Development Master Plan for guidance.

Objective 4: Coordinate with the West Branch Community Development Group and businesses to effectively promote and encourage investment.

Objective 5: Collaborate with the Cedar County Economic Development Commission and other regional organizations that will help assist and promote commercial revitalization.

Picture 7.1. Main Street West Branch.



Source: Photograph on September 25, 2017 by Chris Kofoed.

## **Goal 2: Improve the Local Shopping Atmosphere.**

Objective 1: Promote annual promotional events that encourage small town shopping.

Objective 2: Analyze recommendations in the 2017 West Branch Market Study for implementation.

Objective 3: Start a local advertising campaign that encourages local shopping and increases regional tourism.

Objective 4: Promote the reuse, revitalization, and redevelopment of commercial properties.

Objective 5: Recruit one or more unique businesses to serve residents and draw new regional customers to West Branch.

Objective 6: Use the city-owned Croell Redi-Mix site on 4<sup>th</sup> Street as an anchor for local economic activity.\*

Objective 7: Consider using art and better-block techniques to encourage economic development.<sup>1</sup>

Picture 7.2. Old Casey's General Store in West Branch.



Source: Photograph on September 25, 2017 by Chris Kofoed.

Picture 7.3. Croell Redi-Mix Site on 4th Street.



Source: Photograph on September 25, 2017 by Chris Kofoed.

\*The Croell Redi-Mix site was purchased by the City of West Branch through a land swap in 2017. There are many opportunities here such as mixed-use development, creating a regional economic draw, and entrepreneurial activities.



### Goal 3: Promote a Community-Based Economic Development Approach.

Objective 1: Take an Economic Gardening approach.

Objective 2: Continue to work with and support local economic groups such as the West Branch Community Development Group to begin small-business-startup education classes.

Objective 3: Assist in providing promotional material to new businesses and future residents.

Objective 4: Establish regional partnerships for the purpose of entrepreneurial networking among young adults.

Objective 5: Support revolving low-interest-loan programs for small businesses and promote their benefits to potential users.

“Economic gardening is an entrepreneurial approach to economic development that seeks to grow the local economy from within.”<sup>2</sup> The Small Business Administration reports that small businesses represent 99.7% of all employers and provide approximately 75% of the net new jobs added to the economy.<sup>3</sup>

Strategies for establishing Economic Gardening:

1. Discover your community's assets and invest in it.
2. Develop collaborative effort among common partners.
3. Define clear roles and responsibilities among partnerships.
4. Know your targeted audience.
5. Develop a system to provide services to your targeted audience.
6. Develop a marketing system to create community “buy in.”

Source: Edward Lowe Foundation, 2016. Edward Lowe Foundation [http://edwardlowe.org/wp-content/uploads/2015/07/EG\\_GREENrgh.jpg](http://edwardlowe.org/wp-content/uploads/2015/07/EG_GREENrgh.jpg).

Picture 7.4. Economic Gardening Graphic.



Source: Edward Lowe Foundation.

#### **Goal 4: Utilize Outside Resource Opportunities to Improve and Fund Economic Development.**

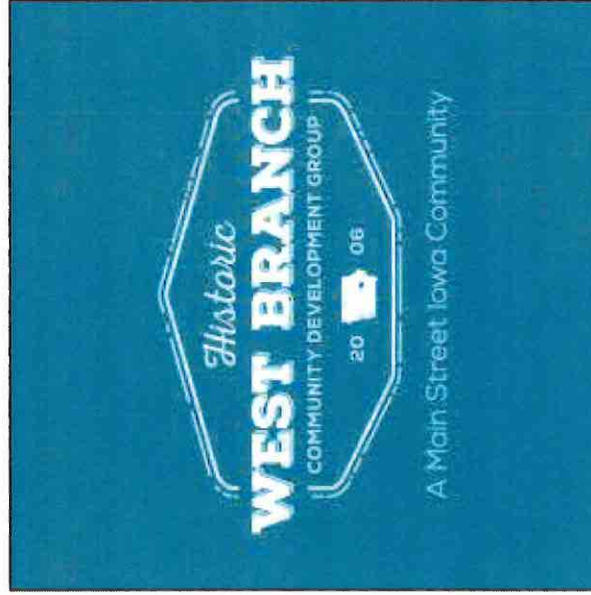
Objective 1: Research, seek, and apply for grants that will improve economic development, marketing, and historic preservation.<sup>4</sup> As an example, for 2018 Alliant Energy offered community and business charger rebates for Level 2 charging stations.<sup>5</sup> West Branch could have such a rebate.

Objective 2: Encourage local businesses to seek low-interest loans and promote the opportunities available.

Objective 3: Increase partnerships with small banks to continue low-interest loan programs for West Branch businesses.

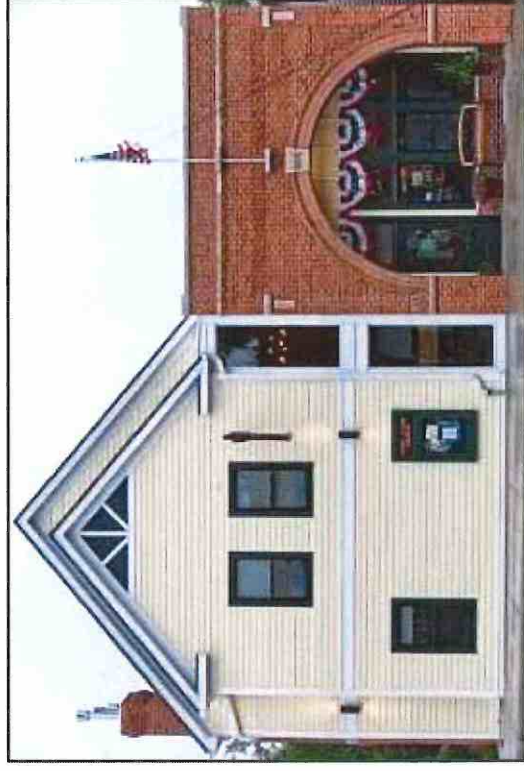
Objective 4: Explore fundraising opportunities for revitalization and beautification.

Picture 7.5. West Branch Community Development Group.



Source: W.B. Community Development Facebook. Accessed Feb. 2018.

Picture 7.6. The Brick Arch Winery has often been used as a spot for fundraising and community events.



Source: Brick Arch Winery website. <http://www.brickarchwinery.com/>  
Accessed Feb. 2018.

### **Goal 5: Invest in West Branch's Historic Tourism Advantage.**

Objective 1: Coordinate economic activity between local businesses, the Herbert Hoover Presidential Library, and the National Park Service. Collaborate to establish electric charging stations to bring visitors to the Hoover Complex and local commerce.

Objective 2: Seek out businesses that will serve tourism, such as increased lodging opportunities.

Objective 3: Consider using the Croell Redi-Mix site as a tool to keep Hoover Site tourists in West Branch longer.

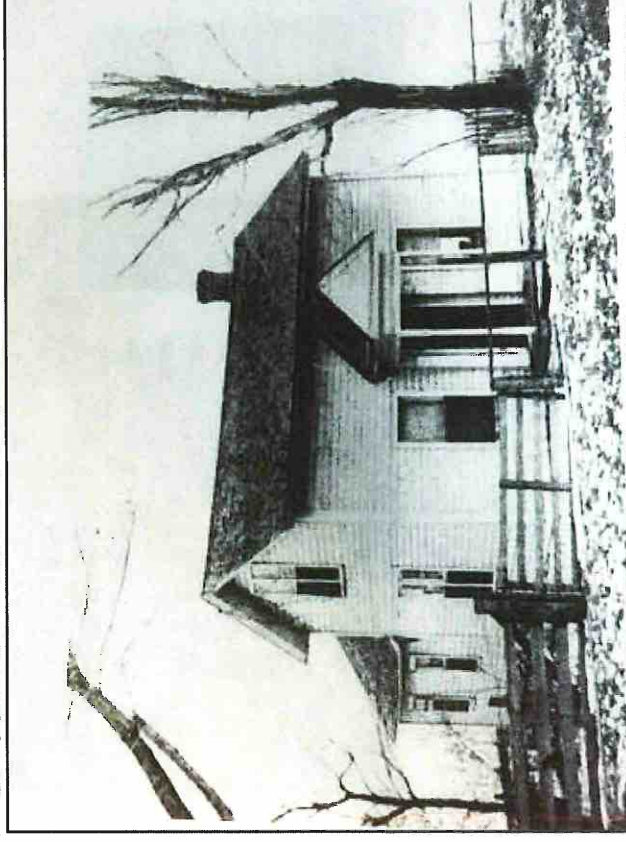
Objective 4: Adopt an Interim Development Ordinance that requires corridor commercial sites along Main Street to have architectural and material designs similar to the West Branch Historic District.

Objective 5: Investigate the possibility of highlighting the Underground Railroad as an economic driver.

Objective 6: Collaborate with West Branch's Historic Preservation Commission on economic activity.

Objective 7: Utilize Townsend's Traveler's Rest as an additional historic tour site in West Branch.

**Picture 7.7. Townsend's Traveler's Rest.**



Source: *The First 150 Years* by West Branch Sesquicentennial Book Committee, p.29. West Branch: West Branch Heritage Museum.

"The Traveler's Rest, the Inn where John Brown stopped in 1856, was built in 1855 by James Townsend, one of West Branch's first settlers. The Inn was a well-known station on the Underground Railroad. A trap door in the floor of the addition to the left opened onto a passage that led to a small cave where four or five escaped slaves could hide. The Inn, located on the east end of town, still stands as a residence on East Main Street." (Hidbreth, 2001).



## Economic Background

### Peer Cities

Seven peer cities in Iowa were chosen for comparison with West Branch. They are Durant, Earlham, Mitchellville, Roland, Tiffin, Tipton, and Wilton. All have comparable populations, are located near Interstate 80 or 35, and have similar workforces.

West Branch's economic statistics were compared with the most recent available data from those cities. The results follow.

### Employment

As of 2016, West Branch had an unemployment rate of 2.5% among the 2,040 residents in the labor force.<sup>6</sup> Many economists believe a suitable frictional unemployment rate is 5%<sup>7</sup>, which indicates West Branch had a lower percentage of its population unemployed than the state's 4.5%. However, one age group—those 35-44—experienced unemployment at a rate of 9.2% compared with 3.6% statewide.<sup>8</sup> It is recommended that West Branch pay special attention to job opportunities for residents in this age group. West Branch residents work primarily in the following industries: education, manufacturing, retail trade, professional services, and finance. Table 7.1 compares the workforce in West Branch to its peer cities by industry of employment. The education/healthcare sector is by far the largest employer at 34.1% of West Branch residents. This relatively high rate in West Branch is attributable to providing K-12 public school education and the city's convenient location to The University of Iowa, the state's flagship public research institution.<sup>9</sup> The University's overall employment measured by full-time employment was 24,752 in 2018, making it the largest employer in the state. Of these, 13,249 were Healthcare employees and 11,503 were non-Healthcare workers.<sup>10</sup> While Tiffin shares similar education and location characteristics, the peer town with the next highest rate of employment in the education/healthcare sector is Roland, which is located 16 miles from Iowa State University.

West Branch also has higher employment proportions than its median peer city in the information, finance, professional, and arts/entertainment sectors. This indicates the economy in West Branch is more concentrated in these industries than its peers.

Employment in agriculture, manufacturing, and in both wholesale and retail trade falls below the median peer city. This difference is especially notable in manufacturing, where West Branch's percentage of employment of 10.4% is exceeded by every peer city except Earlham and Mitchellville, and is in contrast with the state-wide figure of 15.2%. Table 7.2 shows the number of West Branch residents working in various industries compared with peer cities. An estimated 480 residents worked in education/health care during the most recently available year compared to the median peer city figure of 249. The data in Tables 7.1 and 7.2 suggest that West Branch should prioritize the following:

Strengthen its relationship with the University of Iowa and UI Hospitals and Clinics.

Promote the city to University students, faculty, employees and visitors to recruit future residents and encourage tourism.

Promote the entrepreneurial opportunities existing in West Branch such as lower business rental costs, its convenient location on I-80, and readily available commercial land.

Picture 7.8. Downtown West Branch on a Holiday Night.



Source: W.B. Community Development Facebook. Accessed Feb. 2018.

**Table 7.1. Percent Employment by Industry  
(Primary Jobs).**

	West Branch	Durant	Earlham	Mitchellville	Roland	Tiffin	Tipton	Wilson	Median Peer City
Agriculture	0.7%	1.1%	1.7%	0.2%	1.2%	0.8%	1.9%	5.9%	1.2%
Construction	6.8%	6.9%	7.3%	7.6%	5.2%	7.5%	3.1%	4.9%	6.9%
Manufacturing	10.4%	20.9%	8.0%	8.9%	17.2%	13.0%	18.7%	20.3%	17.2%
Wholesale Trade	2.7%	3.7%	6.1%	5.5%	0.9%	3.9%	2.2%	4.9%	3.9%
Retail Trade	9.2%	14.1%	14.0%	15.1%	6.9%	6.1%	16.5%	12.8%	14.0%
Transportation, Warehousing, Utilities	5.9%	6.5%	8.9%	9.6%	6.9%	4.6%	5.7%	6.9%	6.9%
Information	1.7%	0.3%	0.6%	1.7%	2.4%	0.7%	0.8%	2.3%	0.8%
Finance, Insurance, Real Estate	7.9%	4.2%	16.8%	8.9%	4.2%	6.0%	3.5%	3.9%	4.2%
Professional, Scientific, Administration	8.3%	5.8%	8.8%	5.5%	9.6%	8.1%	12.5%	4.9%	8.1%
Education, Health Care, Social Service	34.1%	23.5%	15.7%	21.9%	28.0%	35.0%	20.0%	18.8%	21.9%
Arts, Entertainment	6.5%	6.5%	3.6%	5.7%	4.6%	8.5%	5.9%	6.2%	5.9%
Other Services	1.8%	2.9%	5.2%	3.0%	4.0%	1.7%	5.0%	4.0%	4.0%
Public Administration	4.1%	3.5%	3.4%	6.3%	8.8%	3.9%	4.2%	4.1%	4.1%

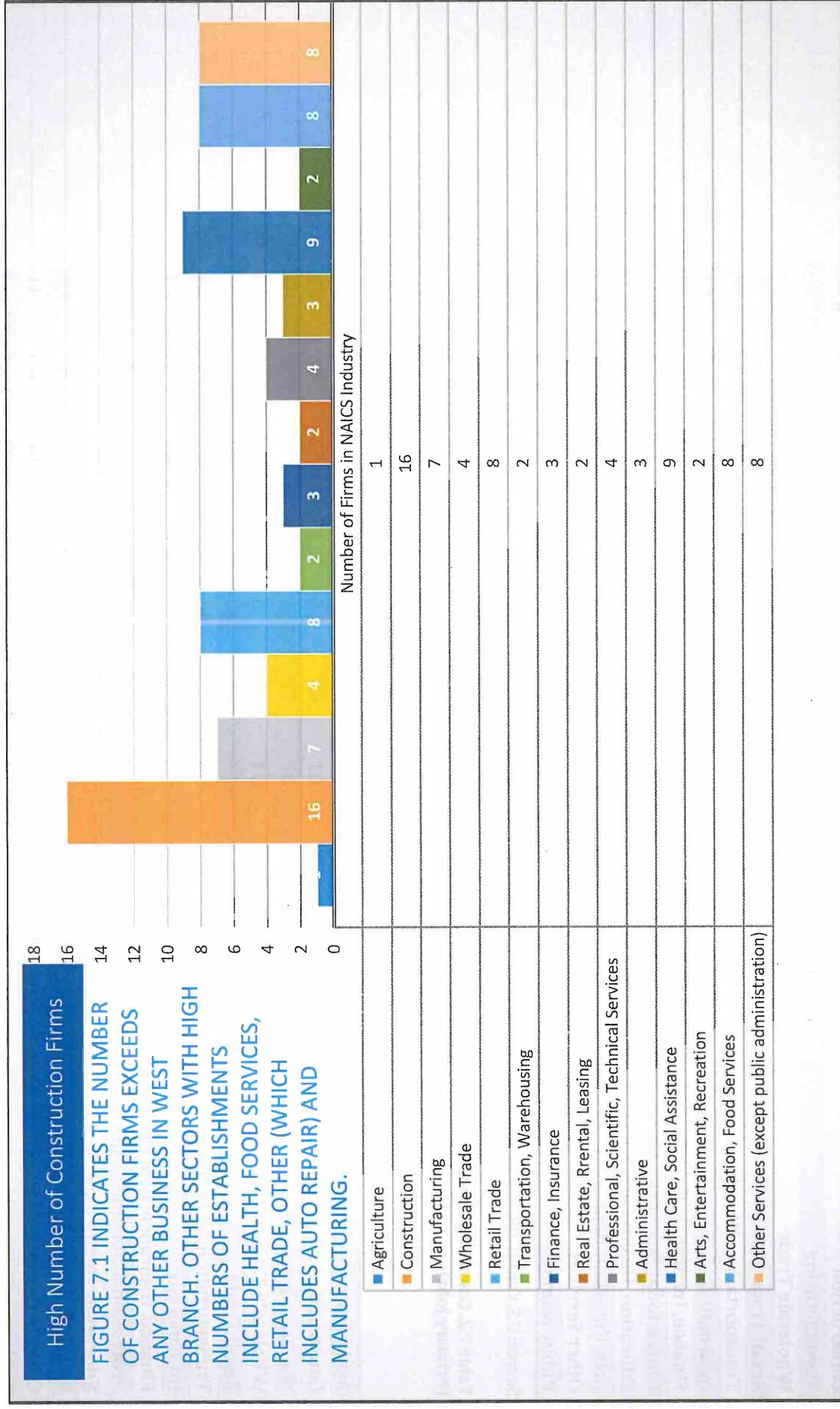
Source: U.S. Census and American Community Survey 5-Year Estimates 2012-2016.

**Table 7.2. Count Employment by Industry  
(Primary Jobs).**

	West Branch	Durant	Earlham	Mitchellville	Roland	Tiffin	Tipton	Wilson	Median Peer City
Agriculture	10	12	14	2	8	12	33	88	12
Construction	95	73	61	62	35	115	53	74	62
Manufacturing	146	222	67	72	115	199	318	305	199
Wholesale Trade	38	39	51	45	6	60	37	74	45
Retail Trade	129	150	117	123	46	93	281	193	123
Transportation, Warehousing, Utilities	83	69	74	78	46	71	97	104	74
Information	24	3	5	14	16	11	14	35	14
Finance, Insurance, Real Estate	111	45	140	72	28	92	59	59	59
Professional, Scientific, Administration	117	62	73	45	64	124	213	73	73
Education, Health Care, Social Service	480	249	131	178	187	534	340	283	249
Arts, Entertainment	91	69	30	46	31	130	101	93	69
Other Services	25	31	43	24	27	26	86	60	31
Public Administration	58	37	28	51	59	60	71	62	59

Source: U.S. Census and American Community Survey 5-Year Estimates 2012-2016.

Figure 7.1. Number of Firms in NAICS Industry by Zip Code 52358 in 2015. County Business Report Indicators by Zip Code.



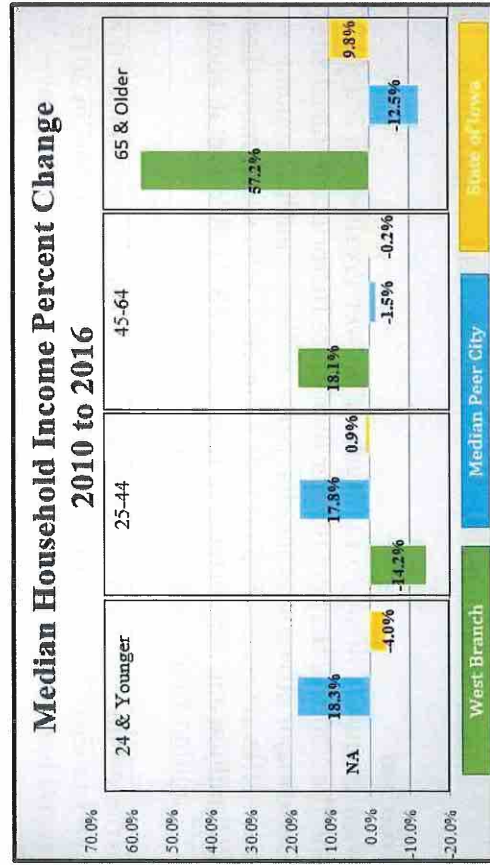
Source: American Community Survey, 2015.



### Median Income.

The 2016 median income for West Branch households was \$61,493. This was greater than the state average and \$2,743 above income in the median peer city. While overall median income is fairly high in West Branch, Table 7.4. illustrates that most of the income gains from 2010 to 2016 went to individuals 45 and older. Younger West Branch residents in 2016 had rather substantially lower incomes than in 2010 compared to peer city and state residents.

Table 7.2. Real Median Income Percentage Change in West Branch, Median Peer City, and Iowa 2010-2016.



Source: American Community Survey 2015.

### Real Median Income Changes.

Table 7.4. measures how income, corrected for inflation, changed in West Branch from 2010 to 2015, compared to peer cities and the state of Iowa. What stands out is how in 2015 individuals aged 25-44 earned substantially less in West Branch than elsewhere.

It is recommended that the City investigate why younger adults were not better off in 2015, and seek solutions to increase their standards of living.

Table 7.3. Median Household Income.

City	2016 Median Income
West Branch	\$ 61,493
Median Peer City	\$ 58,750
State of Iowa	\$ 54,570

Source: American Community Survey 2016.

Table 7.4. Real Median Income Changes by Age Groups for West Branch.

City and Householder Age	2010*	2016	6 Year % Change
West Branch Under 25	\$ 21,365	NA	NA**
West Branch 25-44	\$ 68,333	\$ 58,661	-14.2%
West Branch 45-64	\$ 65,924	\$ 77,875	18.1%
West Branch 65 and Over	\$ 30,612	\$ 48,125	57.2%
Median Peer Under 25	\$ 38,688	\$ 45,781	18.3%
Median Peer City 25-44	\$ 61,875	\$ 72,917	17.8%
Median Peer City 45-64	\$ 70,813	\$ 69,773	-1.5%
Median Peer 65 and Over	\$ 36,300	\$ 31,750	-12.5%
Iowa Under 25	\$ 28,600	\$ 27,458	-4.0%
Iowa 25-44	\$ 61,636	\$ 62,191	0.9%
Iowa 45-64	\$ 67,254	\$ 67,143	-0.2%
Iowa 65 and Over	\$ 34,750	\$ 38,140	9.8%

Source: American Community Survey, 2016.

\*2010 values adjusted for inflation to 2016 values per the Bureau of Labor Statistics rate of 1.10.

\*\*2016 and 2015, Data Unavailable.



Figure 7.2. is a graphical representation that shows real income changes from 2010 to 2016. The figure illustrates that individuals in West Branch between 25 and 44 years of age had income declines of 14% compared with income increases of 18% for those living in the median peer city. Residents in West Branch older than 65, however, had income increases of 57% compared to the median peer city decrease of 13%.

In order to improve or support tourism, West Branch should strive to:

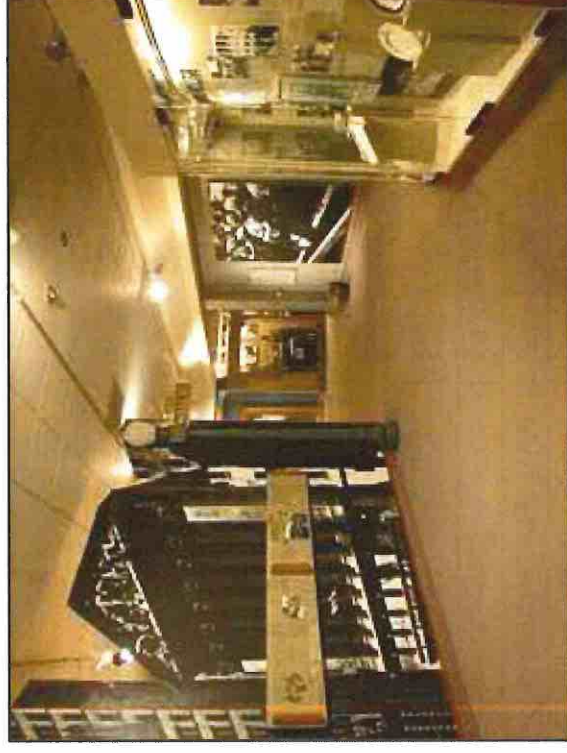
- Plan events for peak tourism dates by coordinating with the Hoover Museum and National Park Service.
- Encourage and support businesses that enhance West Branch's competitive advantage in historic tourism.
- Promote historic tourism and regional attractions which improve both the City's economy and its key attractions.

### **Tourism**

West Branch is home to the Herbert Hoover Presidential Museum and the National Herbert Hoover Birthplace Historic and Burial Site. These major attractions are vital parts of West Branch's economy as these sites received 152,000 visitors in 2016 who spent more than \$8.9 million and supported 145 jobs. Of the \$8.9 million total, about \$3.7 million went toward labor income.<sup>11</sup>

In the last decade businesses located in West Branch experienced the importance of historic tourism to the local economy, when, in 2013, several businesses suffered losses during government shutdowns.<sup>12</sup> The national shutdowns included the National Parks, such as the Hoover Library Museum and Historic Site. West Branch's coffee shop, winery, and antique stores suffered the largest declines in business, while some of the local restaurants experienced small declines.<sup>13</sup>

Picture 7.9. Herbert Hoover Presidential Library.



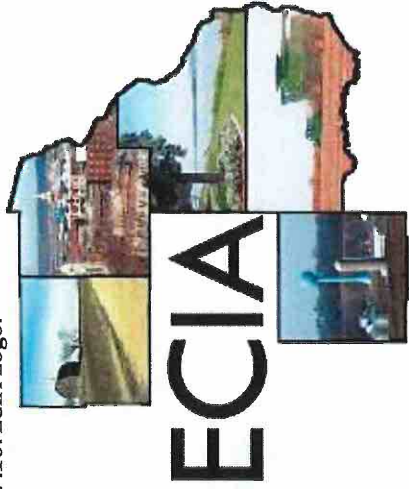
Source: Herbert Hoover Presidential Library Website.  
<https://hoover.archives.gov/exhibits/Hooverstory/gallery06/>.  
Accessed February, 2018.

### Revolving and Low Interest Loans

The City of West Branch entered an agreement with Main Street West Branch in 2011 to coordinate a revolving loan program.<sup>14</sup> In the City's 2011 comprehensive survey, 83% of respondents "agreed" that providing incentives to small businesses and building improvements greatly improves their quality of life. In response, the Revolving Funds program has been used to help business owners improve sidewalks and basic infrastructure needs. This, in turn, improves the attractiveness and walkability of Main Street. Proceeds from a new hotel/motel tax passed in 2018 could also be used for community improvements and promotion.

The West Branch Community Development Group (formally Main Street West Branch) works with local banks to help offer low-interest loans. The East Central Intergovernmental Association (ECIA) has a revolving loan program which offers loans at about 4% interest to

Picture 7.10. ECIA Logo.



Source: [http://www.ecia.org/images/ecia\\_1.png](http://www.ecia.org/images/ecia_1.png).

certain industries.<sup>15</sup> ECIA provides application assistance for Section 504 loans aimed at small businesses while requiring a reduced down payment of 10%.<sup>16</sup>

### Commuting in West Branch. Inflow-Outflow of West Branch Workers.

Figure 7.3 shows the following primary jobs data for 2015:<sup>17</sup>

- 1,142 workers traveled daily to West Branch for work.
- 1,048 residents left West Branch daily for work.

- Despite having a good housing-jobs balance, only an estimated 100 residents stayed in West Branch to work.

An inflow-outflow analysis provides a general idea of traffic patterns and identifies possible recruitment targets. Based on observations from the "On the Map Census," West Branch was the only city among its peer cities that had a positive worker inflow.<sup>18</sup> This indicates recruitment potential and demonstrates West Branch is providing jobs for the region. (Source: On the Map Census 2015.)

Figure 7.3. Inflow/Outflow Diagram of West Branch in 2015.<sup>1</sup>



Source: On the Map Census, 2015.

An improved, more detailed understanding of West Branch's inflow could help the community plan commuting routes, investigate parking demand, promote a better regional marketing plan, determine services needed for those commuting to the city, and help prepare a healthy, smart recruitment plan for new residents. It is suggested that West Branch monitor the inflow data as it is updated annually. Table 7.5. below describes the net inflow and outflow characteristics of workers by age distribution, income and type of industry.

Table 7.5. Inflow and Outflow of Workers in West Branch.

	Internal	Inflow	Outflow	Net Inflow (Outflow)
Age 29 or Younger	18.0%	20.1%	21.8%	-1.7%
Age 30 to 54	51.0%	57.3%	52.0%	5.3%
Age 55 or Older	31.0%	22.6%	26.2%	-3.6%
Annual Earning Less than \$15,000	27.0%	15.9%	15.6%	0.3%
Annual Earnings \$15,001 to \$39,999	31.0%	34.0%	30.4%	3.6%
Annual Earnings More than \$40,000	42.0%	50.1%	53.9%	-3.8%
<i>Industry:</i>				
Goods Producing	18.0%	14.0%	23.0%	-9.0%
Trade, Transportation and Utilities	24.0%	46.6%	18.4%	28.2%
All Other Services	58.0%	39.4%	58.6%	-19.2%

Source: On the Map Census <https://onthemap.ces.census.gov/>.<sup>19</sup>

- “Goods Producing” industry includes Agriculture/Forestry/Fishing/Hunting, Mining/Quarrying/Oil/Gas, Construction, Manufacturing, and Trade.
- “Transportation and Utilities” industry includes Wholesale Trade, Retail Trade, Transportation/Warehousing, and Utilities.
- The “All Other Services” industry category includes information, Finance/Insurance, Real Estate, Professional/Scientific/Technical, Management, Administrative, Educational, Health Care, Arts/Entertainment/Recreation, Accommodation/Food Services, Public Administration, and Other Services.<sup>20</sup>

What stands out in Table 7.5 is the approximately 3.8% net outflow of workers leaving West Branch to seek higher-paying jobs, those paying over \$40,000 per year. Jobs outside of West Branch appear to offer better pay and likely increased diversity of opportunity. For a town like West Branch, which is located close to numerous shopping opportunities in Iowa City, it is difficult to support a large variety of stores and industries. However, West Branch has comparatively low startup costs; encouraging entrepreneurial endeavors could improve both wages and diversity in West Branch’s economy. The high number of commuters who work in education services and health care indicate that the city should strive to build more connectivity with the University of Iowa.

- It is a strength to have a 5.3% inflow of workers aged 30 to 54.
- Only 18% of internal jobs are held by those 29 or younger.
- 27% of primary jobs within West Branch pay less than \$15,000 per year.
- 53.9% of primary jobs pay more than \$40,000 a year for outflow commuters.

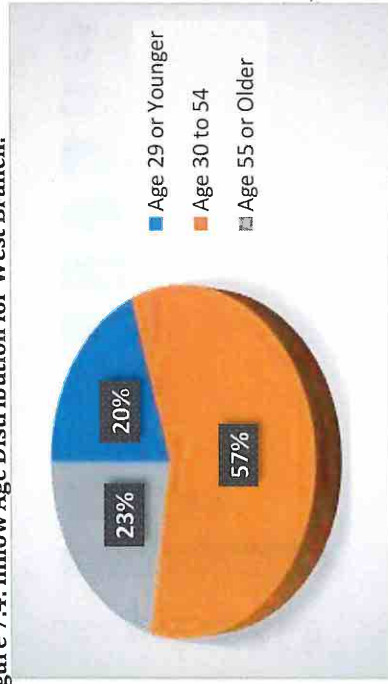
### Workforce Demographics

This purpose of this section is to highlight key workforce demographic characteristics. First, the ages of the 1,142 workers who live outside of the community and commute to West Branch for work are displayed in Figure 7.4. The majority (57%) are between 30 and 54 years of age, almost one fourth (23%) are 55 and older, and about one fifth (20%) are aged 29 or younger. Figure 7.5 displays the age distribution of workers who live in West Branch and commute outside of the City for their primary job.

By comparison, 5% more workers aged 30 to 54 are commuting to West Branch for work than are leaving their residences in West Branch to work outside of town. This indicates there may be an opportunity for the mid-range-aged population to establish their homes in West Branch, and suggests supporting opportunities to make West Branch more attractive to adults in this age range. Note: in 2014, there was a 5% net inflow (18% outflow vs 23% inflow) of workers aged 29 or younger, which had changed to a 1.7% net outflow in 2015.

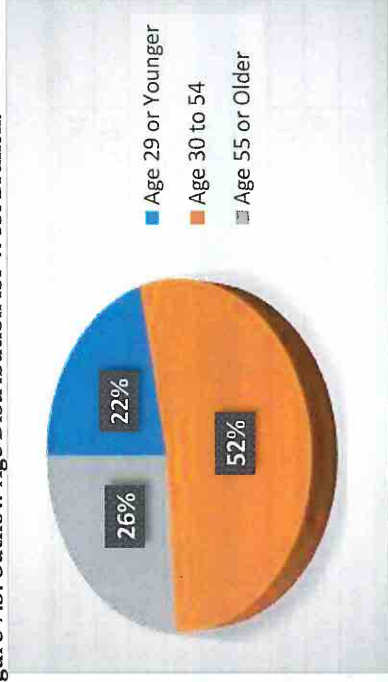
Approximately 16% of inflow commuters make less than \$15,000 a year, which implies that about 1 in 6 jobs in West Branch are low-paying jobs held by inflow workers. However, some 50% of inflow workers have jobs paying more than \$40,000 a year.<sup>21</sup>

Figure 7.4. Inflow Age Distribution for West Branch.



Source: On the Map Census, 2015.

Figure 7.5. Outflow Age Distribution for West Branch.



Source: On the Map Census, 2015.

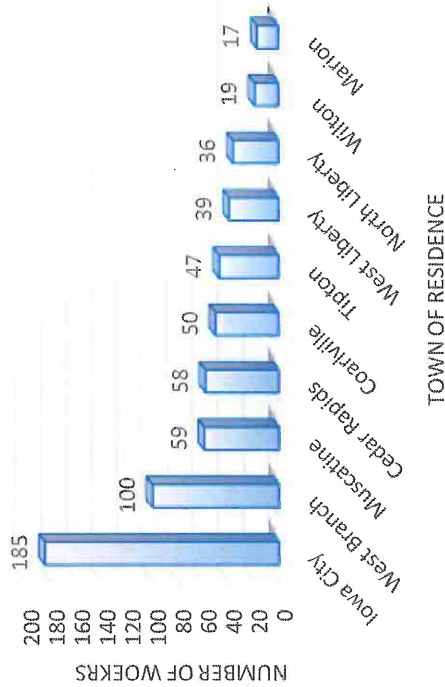
### Origin of Inflow Workers.

Where do inflow workers come from? Figure 7.6 shows the 2015 estimate of 1,242 people who worked in West Branch daily, and it shows where many of these workers came from. West Branch workers lived primarily, in order, in Iowa City, West Branch, Muscatine, Cedar Rapids, Coralville, Tipton, West Liberty, North Liberty, Wilton, and Marion. In the future West Branch could use such information to recruit new residents or encourage regional advertising. Figure 7.6 accounts for 610 of the 1,242 persons working in West Branch; the remaining 50.9% are from "all other locations."



Figure 7.6. Where West Branch Workers Live by Count, 2015.

### Where Workers Live, Employed in West Branch



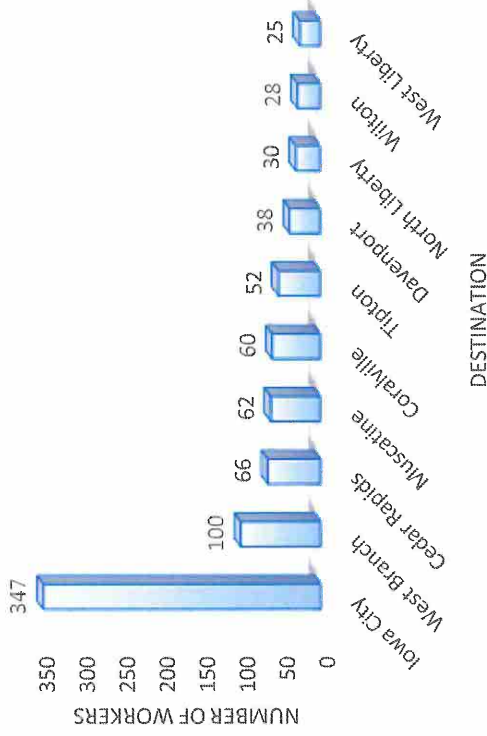
Source: On the Map Census, 2015.

### Destination of Outflow Workers.

Figure 7.7. shows an estimate of where people in West Branch worked in 2015. Data in the figure account for 808 of the 1,148 outflow workers; the remaining 29.6% commute to other locations. As expected, a large percentage (30.2%) of West Branch residents worked in Iowa City. From 2002 to 2015, the percentage of West Branch commuters traveling west to work increased each year. Although West Branch is conveniently located near Iowa City, the higher cost of living in Iowa City likely causes some residents who work in Iowa City to live in West Branch. The city should expect some of the cost of living pressures, such as lack of affordable housing in Iowa City, to make West Branch a more attractive place to live in future years. In addition, the city should plan for tourism from Iowa City.

Figure 7.7. Where West Branch Residents Work by Count, 2015.

### Where Employed, Residing in West Branch



Source: On the Map Census, 2015.

### Retail and Taxable Sales Trends.

#### Key Retail Indicators for West Branch.

One way to measure West Branch's economy is to observe key retail indicators. These include real total taxable sales, number of reporting firms, population, average sales per capita, and average sales per firm.

Figure 7.8. Key Retail Indicators for West Branch in 2016.

Retail Indicators for West Branch	2006	2016	10 Year Change
Real Total Taxable Sales	14,551,349	17,284,788	18%
Number of Reporting Firms (annualized)	97	96	-1%
Average Sales per Capita	6,707	7,331	9%
Average Sales per Firm	149,628	178,543	19%
Retail Indicator for Median Peer Cities	2006	2016	10 Year Change
Real Total Taxable Sales	9,404,085	10,731,641	14%
Number of Reporting Firms (annualized)	42	50	19%
Average Sales per Capita	6,727	7,721	15%
Average Sales per Firm	233,740	225,247	6%

Source: Retail Trade Analysis for West Branch by ISU, 2016.

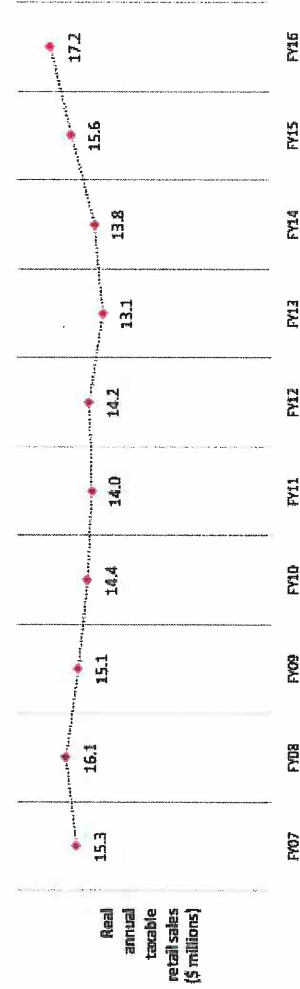
The key retail indicators shown in Figure 7.8. are mostly positive over a ten-year period. Some reasons why the economy is doing well in West Branch include its location next to Interstate 80, the presence of car dealerships, various local specialized services, and the city's location next to the Herbert Hoover Museum and Historic Site.

Key indicators for West Branch from 2010 to 2016 show:

- Real taxable sales increased by 18%.
- The number of reporting businesses decreased slightly (by 1).
- Average sales per capita increased by 9%.
- Average sales per firm increased by 19%.
- Peer Cities outperformed West Branch in average sales per capita by 6 percentage points.
- Peer Cities outperformed West Branch in number of reporting firms by 20 percentage points.

Figure 7.9 shows how real total taxable sales fluctuated in West Branch from 2007 to 2016. What stands out is the recovery of taxable sales following the 2008 recession. West Branch experienced sales growth after 2013 with increased retail sales of 5.3%, 13% and 10.3% in FY 14, FY 15 and FY 16 respectively.

Figure 7.9. Real Total Taxable Sales in West Branch from 2007 to 2016.<sup>22</sup>



Source: Retail Trade Analysis for West Branch by Iowa State University. 2016

The City of West Branch should strive for the following:  
 Monitor and continue to increase real annual taxable sales.  
 Increase the amount of commercial or retail space available.  
 Develop and implement a marketing plan based on the 2017 Market Study.

### Trade Breakeven Analysis.

It is important to note West Branch competes with larger cities which have specialize retail economies at a larger scale. As such, it is expected West Branch will experience trade leakage. While it may be difficult, the city, local businesses, and the West Branch Community Development Group should seek ways to lower the trade leakage. Note from Figure 7.10, the leakage was slightly less in 2016 than in any other year in the past decade.

Figure 7.10. West Branch Breakeven Analysis in 2016.<sup>23</sup>

West Branch Breakeven Analysis	FY07	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16
Statewide average per capita spending (\$)	12,154	12,260	12,216	11,445	11,524	11,759	11,619	11,743	12,126	12,281
x Local Income adjustment	0.99	0.98	0.98	0.97	0.97	0.97	0.96	0.96	0.96	0.96
= Average spending (anywhere) by residents (\$)	11,983	12,041	11,952	11,154	11,187	11,370	11,190	11,264	11,586	11,734
x City population estimate	2,274	2,290	2,308	2,318	2,323	2,327	2,328	2,335	2,341	2,344
= Breakeven sales target (\$000s)	27,250	27,575	27,585	25,855	25,987	26,458	26,051	26,302	27,122	27,505
City actual sales (\$000s)	15,253	16,058	15,075	14,354	14,003	14,211	13,113	13,760	15,582	17,185
Surplus estimate (\$000s)										
Leakage estimate (\$000s)	(11,997)	(11,517)	(12,510)	(11,500)	(11,984)	(12,247)	(12,939)	(12,542)	(11,540)	(10,320)

Source: Retail Trade Analysis for West Branch by Iowa State University, 2016.

### To help reduce trade leakage the City of West Branch should:

- Promote specialized services which meet the population's basic needs such as dentists, accountants, lawyers, and others.
- Increase collaboration between storefront businesses and the Herbert Hoover Museum and National Park Service. This will encourage tourists to stay longer.
- Support a specialized economy which encourages historic tourism businesses to locate in West Branch.
  - For examples, a clustering of antique stores near West Branch's historic sites can encourage more visitors and promote longer stays. More lodging and destination restaurants can support tourism.
- Utilizing events to promote West Branch's businesses.
  - The City of Marion promotes a chocolate walk and bar crawl which encourages local shopping. The proceeds go to revitalization and beautification.
- Implement a plan that takes into account the 2017 Market Study and future Market Studies.



## REQUEST FOR CONSIDERATION

<b>MEETING DATE:</b> May 17, 2023
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<b>AGENDA ITEM:</b> Design Standards Discussion
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<b>PREPARED BY:</b> Adam Kofoed, City Administrator
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<b>DATE:</b> May 23, 2023
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### BACKGROUND:

The Design Committee met last month. Here were main topics discussed for further consideration.

1. Visitability Standards (P and Z Approved)
2. Accessory Dwelling Units (P and Z Approved)
3. Parking Minimum Reduction Authority (Needs language stating why exceptions should be given)
4. Landscape Design (Drafted)
5. Floor and Exterior Diversity (Drafted)
6. Front Setback Exceptions to discourage snout houses but not ban them. (Drafted)
7. Street Design
8. Commercial Façade Minimums
9. Housing Incentive to Encourage Front Porches since they are ideal for community engagement but add cost to homes.

### IMPLEMENTATION:

Each month, I will try to add a new section for the commissions review. When that section is fully approved by the board I will hold onto it, until the final design standard is adopted. Items marked in yellow in draft ordinances, I need commission direction or it could be a divisive topic when administering the ordinance.

### HELP NEEDED:

Please review the West Branch items in detail. These will eventually form into city law. For North Liberty, and Iowa City design standards please take a look at and highlight what you like. We will discuss if we are missing any important items.



## West Branch Ideas:

**Landscaping Required:** All new developments, shall provide the following minimum number and size of landscape plantings based on the minimum required open space for the development. The following is the minimum requirement of trees and shrubs, by number and size, and type of ground cover. Street trees planted in public street right-of-way subject to approval by the City shall not be counted toward fulfillment of the minimum site requirements set forth below. Plant species to be used for landscaping shall be acceptable to the City that are not considered a nuisance or undesirable species, such as trees with thorns, cottonwood or cottonbearing poplars, elm trees prone to Dutch Elm Disease, box elder, ash, and silver maple. Existing trees and shrubs to be retained on site may be counted toward fulfillment of the landscaping requirements.

A. Minimum requirements at the time of planting - Two trees minimum or one tree of the following size per 1,500 square feet of open space, whichever is greater: 40 Percent 1½" - 2" caliper diameter. Balance 1" - 1½" caliper diameter. (Evergreen trees shall not be less than three feet in height.)

B. Minimum requirements at the time of planting - six shrubs, or one shrub per 1,000 square feet of open space, whichever is greater.

C. To reduce erosion all disturbed open space areas shall have ground cover of grass or native vegetation which is installed as sod, or seeded, fertilized and mulched.

**Floor Plan and Exterior Diversity:** All new development, shall provide a different floor and exterior plan every third building.

A. Minimum requirement exterior diversity: Every third home in a block must be of a different floor and exterior pattern. Must be greater than 10% different in height, size, awnings, porches, etc. floor plan, and other exterior features. The building pattern may be used again once the development intersects a perpendicular residential or collector street.

B. Minimum requirements floor plan diversity. Every third home in a block must be of a different floor and exterior pattern. Must be greater than 10% different in indoor building layout such as kitchen, bedroom, restrooms, and other room locations. The building pattern may be used again once the development intersects a perpendicular residential or collector street.

**Residential Livability Flexible Front Yard Allowances:** It is the intent of the City's 2019-2020 Comprehensive Plan to encourage community interaction and preserve its small town feel through zoning design techniques.

A. Living Pedestrian Space Minimum Requirements: The base of a living quarter such as a front door, porch, or other pedestrian friendly entrance is allowed a minimum fifteen (15) foot front setback. Garages, storage spaces, and others non-pedestrian friendly entrances must have a twenty-five (25) foot minimum front setback.

## North Liberty

### **169.10 DESIGN STANDARDS.**

This section is intended to provide consistent high-quality general design standards for the community.

1 Purpose. The purpose of this section is to ensure high-quality development to enhance community image and quality of life.

2. Requirements for All Districts. The following requirements shall be observed for development in all districts:

A. Building design shall be visually harmonious and compatible with the neighborhood character.

B. Buildings located on property with double frontages shall have similar wall design facing both streets.

C. Buildings shall have a consistent architectural style throughout the development on each lot, as defined by repetition of exterior building material and colors, and architectural elements.

D. Except for RS RD, R-MH and ID districts, color schemes shall be primarily based on earth tones. Earth tone colors include colors from the palette of browns, tans, greys, greens, and red. Earth tone colors shall be flat or muted. Building trim and accent areas may feature non-earth tone and brighter colors. In any district, the use of high intensity colors, neon or fluorescent color and neon tubing is prohibited.

E. Special attention shall be taken to incorporate external mechanical equipment into the design such that it does not detract from the aesthetics of the site and building.

F. Except in the R-MH district, a minimum roof pitch of 5:12 shall apply to gable, hip, or shed roofs and there shall be a minimum roof overhang at the eaves of 12 inches. This does not apply to portions of a roof that are separate from the structure's primary roof. Metal roofs shall not be corrugated or similar appearance. The color of the roof shall be visually harmonious and compatible with the building color scheme.

G. Roof top equipment shall be screened.

H. Reflective surfaces that may cause glare or traffic hazards are not acceptable.

3. Requirements for Non-Residential (including mixed-use) Development in Residential Districts. The following requirements shall be observed for all non-residential development in the RS, RD, RM and ID districts:

A. Minimum required masonry on front and corner side yard building elevations is 60%. Required masonry does not apply to accessory structures.

B. For exterior walls not composed of masonry products, wall coverings shall be wood and/or vertical or horizontal grooved siding or lapped siding, or materials of similar appearance.

4. Requirements for Development in Commercial Districts.

A. Commercial zoning districts are intended to enhance public welfare by providing for safe, convenient, high quality pedestrian-oriented commercial centers that contribute to community identity as energetic and attractive focus points. Through development and redevelopment within these districts, the city recognizes the importance of creating high quality development areas to the quality of life for residents of the city, the impact quality development has on the image of the community, and the need to provide restrictions and guidelines to

enhance visual appearance and functionality. The objectives addressed through these regulations include the following:

(1) Design. To achieve appealing aesthetic design through high quality architecture and construction, with attention to placement, relationship, and orientation of structures and amenities to provide both internal cohesiveness and compatibility with surrounding uses.

(2) Walkability. To achieve overall development patterns that encourage walking and reduce dependence on the automobile to travel from one business to another, and so reduces the dominance of the automobile within the development.

(3) Human-scale Activity. To achieve a sense of place by emphasizing pedestrian interaction with commercial uses rather than sprawling automobile-dominated designs, both in building architecture and public or private outdoor areas.

(4) Compatible Uses. To achieve the right blend of uses, compact and well-designed, that complement each other and provide cohesive overall developments.

B. The following requirements shall be observed for all development in commercial districts:

(1) Site Layout Requirements.

(a) Pedestrian Areas. Each development shall provide a complete network of paths, plazas, and open spaces that interconnect building entrances, parking, sidewalks, other properties, and other pedestrian amenities. These pedestrian areas are expected to constitute a significant portion of development area, and may include plazas, special paving areas between parking and entrances, and outdoor eating patios. Additionally, portions of pedestrian areas should be at least partly covered so that users are protected from rain and intense sun. New developments will be required to connect to paths and sidewalks established by previously-approved developments.

(b) Outdoor Infrastructure Design. Each development shall provide outdoor lighting fixtures, integrated street pavers or patterns, and landscaping that reinforces quality building design and blends with previously-approved developments, when appropriate. Design elements may include decorative lighting, seating with benches, low walls, planters, enhanced paving techniques, and other features complimentary to the development.

(c) Parking Areas. Parking areas shall consist of areas that are aesthetically pleasing, landscaped to screen public views, and located so as not to be the dominant feature along any street or within any development. The use of alternate materials to designate pedestrian areas within or adjacent to parking lots is encouraged, and pedestrian areas shall be separated from vehicular traffic with landscaping, decorative posts, special paving, or other measures to clearly define the pedestrian spaces. Property owners are encouraged to establish shared parking zones among uses on one or more lots.

(2) Building Materials and Design Requirements.

(a) Materials. Minimum required masonry on all building elevations is 60%. Exterior walls not composed of masonry products shall not be covered with ribbed metal siding commonly referred to as corrugated metal.

(b) Design. Buildings and building features shall be sized and detailed appropriately for pedestrian use. Projected or recessed doorways and windows, awnings, and other architectural features may be used to achieve this design. Traditional strip-retail type frontages featuring long flat frontages with regularly spaced doors and unbroken expanses of concrete approaching the storefronts are specifically disallowed. Side and rear elevations shall be comprised of the same materials and reasonably similar in character and quality as the front elevation unless screened

from view from all public streets and residential areas by topography differences, landscaping materials, or other screening devices, in which case building material may be concrete block or tilt-up concrete panels.

5. Requirements for Development in Industrial Districts. The following requirements shall be observed for development in the industrial districts:

A. Minimum required masonry on front and corner side yard building elevations is 25%. Notwithstanding the foregoing, buildings on lots abutting Penn Street shall be composed of not less than 90% masonry products on the entire wall(s) facing Penn Street. If the building is canted or angled on the lot, both sides facing Penn Street shall be composed of not less than 90% masonry products. If the building is located on a corner lot with one side abutting Penn Street, the building wall facing the side street shall meet the 25% masonry requirement in addition to the 90% Penn Street requirement. In all cases, building sides facing exterior lot lines and not composed of masonry shall be heavily screened with trees and shrubs.

B. For exterior walls not composed of masonry products, stucco, wood siding, premium-grade vinyl siding if installed horizontally, or other materials similar in appearance are preferred.

6. Requirements for Development in the Public District. The following requirements shall be observed for development in the public district:

A. Minimum required masonry on front and corner side yard building elevations is 25%. Notwithstanding the foregoing, buildings on public works campuses screened from public view are not subject to the 25% required masonry.

B. For exterior walls not composed of masonry products, stucco, wood siding, premium-grade vinyl siding if installed horizontally, or other materials similar in appearance are preferred.

#### **169.11 ENFORCEMENT OF DESIGN STANDARDS.**

1. The Commission shall have the following authority related to this section:

A. To recommend denial of any site plan that does not conform to all regulations of this section, including elevation detail.

B. To recommend modifications to building materials, architectural features, or orientation on the site, beyond those explicitly enumerated in this section, considered to be consistent with the goals and objectives of the City's Comprehensive Plan.

2. The Council shall have the following authority related to this section:

A. To deny any site plan that does not conform to all design standards in this code, including elevation detail.

B. To require modifications to building materials, architectural features, or orientation on the site beyond those requirements explicitly enumerated in this section, considered to be consistent with the goals and objectives of the City's Comprehensive Plan, or to deny any site plan if such modifications are not made by the petitioner.



**15-3-1: GENERAL REQUIREMENTS:**

A. Design of the subdivision shall comply with the standards of this chapter, provide for the orderly growth and development of the city, demonstrate consistency with the Iowa City comprehensive plan and any specific adopted district plans, and take into consideration the natural features of the site and patterns of adjacent development.

B. The subdivider of property shall be responsible for constructing all public improvements associated with the proposed subdivision according to this code, unless exempted from such requirements according to the provisions herein.

C. "Public improvements", as defined in this title, shall be constructed and installed according to the standards established by the city. Copies of said standards are on file in the office of the city engineer. (Ord. 08-4313, 8-26-2008)

**15-3-2: STREETS AND CIRCULATION:**

A. Connectivity Of Streets, Sidewalks, And Trails: Subdivisions shall provide for continuation and extension of arterial, collector and local streets, sidewalks and trails in accordance with the following standards:

1. Arterial streets must be located and extended in general accordance with the metropolitan planning organization of Johnson County arterial street plan and Iowa City comprehensive plan.

2. All streets, sidewalks, and trails should connect to other streets, sidewalks, and trails within the development, and to the property line to provide for their extension to adjacent properties. Each subdivision must contribute to the larger interconnected street pattern of the city to ensure street connectivity between neighborhoods, multiple travel routes resulting in the diffusion and distribution of traffic, efficient routes for public and emergency services, and to provide direct and continuous vehicular and pedestrian travel routes to neighborhood destinations.

3. The road system shall be designed to permit the safe, efficient, and orderly movement of vehicular and pedestrian traffic; to meet the needs of the present and future population served; to have a simple and logical pattern and allow that pattern to continue through adjacent properties; and to respect natural features and topography.

4. Use of cul-de-sacs and other roadways with a single point of access should be avoided. Cul-de-sacs will be considered where it can be clearly demonstrated that environmental constraints, existing development, access limitations along arterial streets, or other unusual features prevent the extension of the street to the property line or to interconnect with other streets within or abutting the subdivision.

5. Where the area is subject to Article 14-2H (Zones And Standards), thoroughfares are to create walkable neighborhoods with redundant routes for vehicular, bicycle and pedestrian circulation. The arrangement of thoroughfares shall provide for the alignment and continuation of existing or proposed thoroughfares into adjoining lands where the adjoining lands are undeveloped and intended for future development, or where the adjoining lands are undeveloped and include opportunities for such connections.

a. Thoroughfare rights-of-way shall be extended to or along adjoining property boundaries to provide a roadway connection or thoroughfare stub for development, in

compliance with [15-3-4](#) (Layout Of Blocks And Lots), for each direction (north, south, east, and west) in which development abuts vacant land.

b. All stubs for thoroughfares are to connect with future thoroughfares on adjoining property and be designed to transition appropriately.

B. Minimum Access Standards: Adequate street access to an area or neighborhood is required as part of subdivision approval or prior to the approval of additional subdivision lots. The standards in this subsection are intended as minimum standards in areas where connectivity is limited by topography, previous development patterns, or other unusual features and shall not be used as a means of circumventing the street connectivity standards set forth in subsection A of this section. The following guidelines will be used by the city in determining whether additional street access is a prerequisite to additional lots or developable parcels being approved by the city.

1. Additional access may be required if a proposed development will result in any portion of a street that provides a single means of access to an area being overburdened with traffic. "Overburdened" shall be defined as a projected volume which exceeds the midpoint design volume as follows:

a. Local street: Five hundred (500) vehicles per day.

b. Collector street: Two thousand five hundred (2,500) vehicles per day.

2. Projected traffic volumes shall be determined by using the most recent average daily traffic count when available, and adding it to projected traffic generation as determined by the city. In the absence of a recent traffic count, projected traffic volumes shall be calculated by using projected traffic generation for both existing and proposed development.

3. Additional means of access may also be required if any of the following conditions exist or will exist if additional lots or developable parcels are approved:

a. There are physical features that may increase the probability of blockages along the single means of access to the development. These physical features include, but are not limited to: slopes eight percent (8%) or greater; floodplains as designated by the federal emergency management agency; a bridged or culverted roadway; trees adjacent to the roadway with trunk diameter greater than four inches (4"); a grade separated highway; or a railroad.

b. The existing access is insufficient to provide efficient, safe, and/or cost effective routes for the provision of public and emergency services for the proposed development.

c. The street, which provides a single means of access to the area, is a local or collector street along which there are existing or proposed facilities that may increase the probability of pedestrian-motor vehicle conflicts. These facilities include, but are not limited to, schools, daycare centers and parks.

d. There are land uses located along the subject street that serve special populations, which may increase the volume of emergency vehicle trips. These uses include, but are not limited to, adult daycares, facilities serving elderly persons, or persons with disabilities.

4. For a situation requiring additional means of access based on the above criteria, a single means of access may be permitted as a temporary condition. A temporary condition is one in which there is secured, written assurance from the private subdivider that the road, which will provide the necessary access, will be constructed within three

(3) years of development or, alternatively, said access is scheduled for construction no later than the third year of the then current capital improvements program of the city.

C. Street Types:

1. [Table 15-1](#), "Standards For Street Rights Of Way", of this section provides a summary of various street types. The information in this table is intended to provide guidance for the design of the street network within a subdivision, except for those subdivisions regulated by Article 14-2H (Form- Based Zones And Standards). When designing a subdivision, street types should be chosen based on the intended function of the street and anticipated level of traffic. The city will review the proposed streets and determine the appropriate street type based on the factors set forth in this section.

2. Where a subdivision is regulated by Article 14-2H (Form-Based Zones And Standards), streets shall meet the following thoroughfare standards.

a. Thoroughfares shall conform with allowed thoroughfare types and shall comply with [14-2H-9](#) (Thoroughfare Type Standards).

b. Thoroughfares that pass from one Form-Based Zone to another may transition in their streetscape along the thoroughfare's edges. For example, a thoroughfare in a more urban zone (e.g., T4 Main Street) with commercial uses may have wide sidewalks with trees that transitions to narrower sidewalks with a planting strip in a less urban zone (e.g., T4 Neighborhood Medium) with residential uses.

c. Thoroughfares shall substantially comply with the Form-Based Code Future Land Use Map in the Comprehensive Plan. Variations from the Future Land Use Map may be approved for thoroughfares where sensitive areas are present, or where the following standards are met:

(1) Thoroughfare types may be substituted with other thoroughfare types allowed by the zone, except for the following streets: South Gilbert Street, Sand Road SE, McCollister Boulevard, Sycamore Street, Sycamore Street SE, and Lehman Avenue.

(2) The alignment of thoroughfares may change where connections to existing street stubs are retained, the new alignment complies with [15-3-4](#) (Layout Of Blocks And Lots), and single-loaded streets continue to abut civic or open space.

(3) A Passage ([14-2H-9L](#)) may replace another thoroughfare type shown on the Form-Based Code Future Land Use Map where all affected design sites retain direct street or alley access. A passage may be removed or replaced by another thoroughfare type where all abutting design site(s) retain direct street access.

(4) An alley ([14-2H-9K](#)) may be added in compliance with [15-3-4](#) (Layout Of Blocks And Lots). An alley may be removed from locations identified on the Form-Based Code Future Land Use Map where the alley is not in a T4MS zone and all design sites abutting the alley have direct street access to a street other than the following: McCollister Boulevard and South Gilbert Street.

D. Dedication Of Right Of Way: Land shall be dedicated to the city for all public street rights of way within the development and for any public street right of way that is needed for streets that abut or will abut the development.

**TABLE 15-1: STANDARDS FOR STREET RIGHTS OF WAY**

Minimum Right Of Way Width	Pavement Width	Number Travel Lanes	Parking	Maximum G
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	<b>Minimum Right Of Way Width</b>	<b>Pavement Width</b>	<b>Number Travel Lanes</b>	<b>Parking</b>	<b>Maximum G</b>
Residential alley/rear lane	20 feet	16 feet	2	No	12 percent
Commercial alley/rear lane	20 feet minimum/varies	20 feet/varies	2	No	10 percent
Loop street <sup>1</sup>	100 feet minimum/varies	22 feet	1 shared	Yes, on 1 side	10 percent
Low volume cul-de-sac <sup>2</sup>	50 feet	22 feet	1 shared	Yes, on 1 side	10 percent
Cul-de-sac	60 feet	26 or 28 feet	2	Yes <sup>3</sup>	10 percent
Local residential street	60 feet	26 or 28 feet	2	Yes <sup>3</sup>	12 percent
Local commercial/industrial street	60 feet	28 feet	2	Yes	8 percent
Collector street (all land uses)	66 feet	31 feet	2	Yes	10 percent for residential; 8 percent for commercial or industrial
Collector street with bike lanes	66 feet	34 feet	2	No	8 percent
2 lane arterial street	100 feet minimum	31 feet	2	No	8 percent
Arterial street with bike lanes	100 feet minimum	34 feet	2	No	8 percent
4 lane arterial street	100 feet minimum	54 feet/varies depending if median is included	4	No	8 percent
Arterial street with parking	100 feet minimum; more may be required depending on parking configuration	Varies, based on number of lanes and whether parking is parallel or angled	2	Yes	8 percent

3 lane arterial street	100 feet minimum	46 feet/varies depending if median is included	3	No	8 percent
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Notes:

1. Loop streets provide access for 12 or fewer dwellings.
2. Low volume cul-de-sacs provide access to 10 or fewer single-family dwellings.
3. For residential streets with less than 28 feet of pavement width, parking is restricted to one side.

E. Measurements And Construction Standards:

1. All right of way improvements must be designed and constructed according to the design and construction standards established by the city. Said standards are on file in the office of the city engineer.

2. All street widths shall be measured back of curb to back of curb.

3. The minimum outside radius of the pavement of cul-de-sac bulbs and loop streets is thirty nine feet (39'). A center median is required at the center of the cul-de-sac bulb with a minimum radius of eleven feet (11'). For loop streets a median is also required with a minimum width of thirty feet (30'). In residential areas, center medians for cul-de-sacs and loop streets are required to be landscaped to at least the S1 standard as described in title 14, chapter 5, article F, "Screening And Buffering Standards", of this code. The subdivider's agreement shall designate and set forth procedures for property owners or a homeowners' association to maintain the landscaped area within the center median of loop streets and cul-de-sacs. Said instrument shall provide that if said services are not provided as required therein, the city shall have the right to perform said services, and the cost thereof shall be a lien and charge against all of the subject lots.

F. Street Intersections:

1. A maximum of four (4) legs are allowed at any one intersection.

2. The distance between street intersections must be at least one hundred twenty five feet (125') centerline to centerline.

3. Intersections of street centerlines shall be between eighty degrees (80°) and one hundred degrees (100°).

4. Corner lots abutting on an arterial or collector street shall have a minimum radius of fifteen feet (15') at the intersection.

5. Dead end streets and alleys are not permitted except at subdivision boundaries abutting undeveloped areas. In such cases a temporary fire apparatus accommodating turnaround may be required and, if required, must be constructed to city specifications.

G. Traffic Calming Features:

1. The street network, block length, and layout of lots should be designed in a manner that discourages speeding traffic and unsafe driving behavior.

2. In order to minimize the potential for speeding traffic and create a safer environment for pedestrians and bicycles, the city may also, in cases where it is warranted, require traffic calming features to be designed into the subdivision. These features may include, but are not limited to, discontinuous streets, curb extensions, raised crosswalks, medians, or traffic circles.



H. Street Names: The city reserves the right to deny the use of street names that are not in the public interest. Street names must be consistent with the following standards, unless an exception is approved by the city:

1. In order to ensure safe and efficient provision of public and emergency services, each proposed street name shall be distinct from other street names within the larger metropolitan area;

2. Street names that are overly lengthy, difficult to pronounce, or that may be considered inappropriate or unappealing shall be avoided;

3. For new streets, the following rules apply:

a. The term "street", should be used for a nondead end roadway aligned in a north-south direction;

b. The term "avenue" should be used for a nondead end roadway aligned in an east-west direction;

c. The term "boulevard", "road", or "drive" may be used for a roadway that is aligned neither in a north-south nor east-west direction, but which changes direction or meanders;

d. The terms "lane", "court", "circle", "place" should be used for cul-de-sacs or low volume loop streets.

4. Cul-de-sacs or low volume loop streets may use the same name as the roadway with which it intersects. For example, a cul-de-sac that intersects with Rose Avenue may be named "Rose Court". However, if more than one cul-de-sac or loop street intersects with Rose Avenue, an additional "Rose" name may not be used.

5. Similar names may not be used for streets that are in different locations within the city. For example, the name "Rose Drive" may not be used in one neighborhood if there is already a "Rose Avenue" in a different neighborhood.

I. Private Streets:

1. Private streets in single-family residential areas are not allowed.

2. Requests for private streets in multi-family, commercial, and industrial areas will be considered, provided that connectivity to adjacent properties is not needed and the responsibilities for maintenance, snow removal, garbage service, and street sweeping is clearly established according to the provisions of subsection I3 of this section.

3. If private streets are approved, the subdivider must submit a legally binding instrument setting forth the procedures to be followed for maintaining private streets and providing garbage service, snow removal, street sweeping, and for financing these services. Such costs shall be shared by all owners of property located within the subdivision, or designated portion thereof, through the use of an owners' association or other entity satisfactory to the city. Said instrument shall provide that if said services are not provided as required therein, the city shall have the right to perform said services, and the cost thereof shall be a lien and charge against all of the owners of lots so designated in the subdivision.

J. Cost Sharing For Pavement Overwidth: In the event arterial or collector streets are required in a subdivision, the city shall pay for the excess pavement required over that required for a twenty eight foot (28') wide local street. The city engineer shall calculate the excess cost. Such cost sharing shall be according to the procedure set forth by the city manager. Any payment for pavement overwidth by the city shall be pursuant to state law.

K. Cost Sharing For Street Upgrades:

1. At the discretion of the city, subdivisions may be approved that access existing public streets that do not meet city standards, provided the subdivider contributes toward the future reconstruction cost of bringing the segment of the subject street that abuts the subject property to city standards. When determining whether such an approval will be granted, the city will evaluate the street based on factors such as roadway surface, sight distance, anticipated traffic levels, and pedestrian/bicycle facilities. If the city permits a development to access a street that does not meet city standards, the subdivider shall contribute to the cost as follows:

a. Local Streets: Local streets are streets that serve as access to property and carry insignificant amounts of through traffic. Therefore, the subdivider shall pay one hundred percent (100%) of the cost of upgrading a local street to city standards for that segment of the street that abuts the subject property. If the subdivider controls land on only one side of a local street, they will be required to contribute fifty percent (50%) of the cost of upgrading the subject street segment to city standards. The city will expect the subdivider of property on the other side of the street to contribute the other fifty percent (50%) of the costs at such time as that land is subdivided/developed. Costs to reconstruct the street will be determined by the city engineer.

b. Collector Streets: Collector streets are streets that collect traffic from a subdivision or neighborhood, and direct it to and from the arterial street. The function of a collector street is fifty percent (50%) access to property, and fifty percent (50%) through traffic. Therefore, the subdivider will be required to contribute fifty percent (50%) of the cost to upgrade a collector street to city standards for that segment of the street that abuts the subject property, with the city contributing the other fifty percent (50%). If a subdivider controls land on only one side of the collector street, they will be required to contribute twenty five percent (25%) of the total cost for the subject street segment. The city will expect the subdivider on the other side of the collector street to contribute the other twenty five percent (25%) of the cost at such time as that land is subdivided/developed. Costs to reconstruct the street to city standards will be determined by the city engineer.

c. Arterial Streets: Arterial streets have the primary function of carrying traffic through and between neighborhoods. The function of an arterial street is twenty five percent (25%) access to property, and seventy five percent (75%) through traffic. Therefore, the subdivider will be required to contribute twenty five percent (25%) of the cost to upgrade an arterial street to city standards for that segment of the street that abuts the subject property, with the city contributing the other seventy five percent (75%). If a subdivider controls land on only one side of the arterial street, they will be required to contribute 12.5 percent of the total cost of the subject street segment. The city will expect the subdivider on the other side of the arterial street to contribute the other 12.5 percent of the cost at such time as that land is subdivided/developed. Costs to reconstruct the street to city standards will be determined by the city engineer. (Ord. 08-4313, 8-26-2008; amd. Ord. 21-4866, 11-16-2021)

**15-3-3: SIDEWALKS, TRAILS, AND PEDESTRIAN CONNECTIONS:**

Public sidewalks, trails, and pedestrian connections shall be constructed in the public right of way according to the following standards:

A. Sidewalks, trails, and pedestrian connections shall be constructed according to city standards. Said standards are on file in the office of the city engineer.

B. Five foot (5') wide concrete sidewalks must be constructed along both sides of all local and collector streets, except for connections to existing sidewalks as provided in subsection D of this section. For low volume and loop streets, as described in [table 15-1](#) of section [15-3-2](#) of this chapter, the required sidewalk width may be reduced to four feet (4').

C. Along arterial streets, a five foot (5') sidewalk is required on one side of the street and an eight foot (8') sidewalk on the other side, except as allowed in subsection D of this section. The city will determine on which side of the street the eight foot (8') sidewalk will be placed. When an eight foot (8') sidewalk is required, the city, at its discretion, will either pay for the excess pavement required for the developer to install an eight foot (8') sidewalk rather than a five foot (5') sidewalk, or collect the estimated cost of the five foot (5') sidewalk from the developer and apply said cost to construction of an eight foot (8') sidewalk by the city. Any payment of excess pavement costs by the city shall be pursuant to state law.

D. In cases where the proposed sidewalk provides a connection between existing sidewalks that are less than the required width, the proposed sidewalk may be constructed to match the width of the adjacent sidewalks. However, this modification is not allowed in cases where one end of the proposed sidewalk will provide a connection to future sidewalks for new development. In such a case, the sidewalk should be tapered to provide a transition between differing sidewalk widths. The city will determine where along the street the transition should occur.

E. All sidewalks and trails must connect to other sidewalks and trails within the development and to the property line to provide for their extension to adjacent properties.

F. The subdivider will be responsible for the construction of a public sidewalk along the frontage of private open space, public open space required to be dedicated to the city according to title 14, chapter 5, article K, "Neighborhood Open Space Requirements", of this code and along the frontage of other outlots as necessary for a continuous sidewalk system to be created.

G. In residential subdivisions, blocks longer than six hundred feet (600') must have midblock pedestrian connections between adjacent streets, unless said connection is deemed to be unnecessary and is waived by the city. At the time of subdivision, these connections must be platted as minimum fifteen foot (15') wide easements; if the connecting sidewalk is greater than five feet (5') in width, the easement must be at least twenty feet (20') wide. Within this easement a sidewalk must be constructed to city standards that is equal in width to the sidewalks to which it provides a connection. If the midblock sidewalk connects to sidewalks of two (2) different widths, the midblock sidewalk must be equal in width to the wider sidewalk. The area and sidewalk within the pedestrian easement must be maintained by adjacent property owners according to the subdivider's agreement in a manner similar to maintenance requirements for public sidewalks.

H. Where a trail extension, as identified in the comprehensive plan or an adopted trails plan, is located on the subject property, the city may require an easement or alternatively, may require dedication of an outlot for the trail. Construction of the trail or

portion of a trail may also be required in instances where said trail or portion of a trail primarily serves the needs of the proposed subdivision/development. In this situation, the trail will be treated as a public improvement. Dedication of land for a trail extension shall count toward the open space requirement for the development, provided said land is consistent with the standards for open space as set forth in title 14, chapter 5, article K of this code and provided said land dedication is acceptable to the city. (Ord. 08-4313, 8-26-2008)

**15-3-4: LAYOUT OF BLOCKS AND LOTS:**

A. Blocks:

1. Blocks should be limited in size and be laid out in a pattern that ensures the connectivity of streets, provides for efficient provision of public and safety services, and establishes efficient and logical routes between residences and nonresidential destinations and public gathering places.

2. Block Lengths:

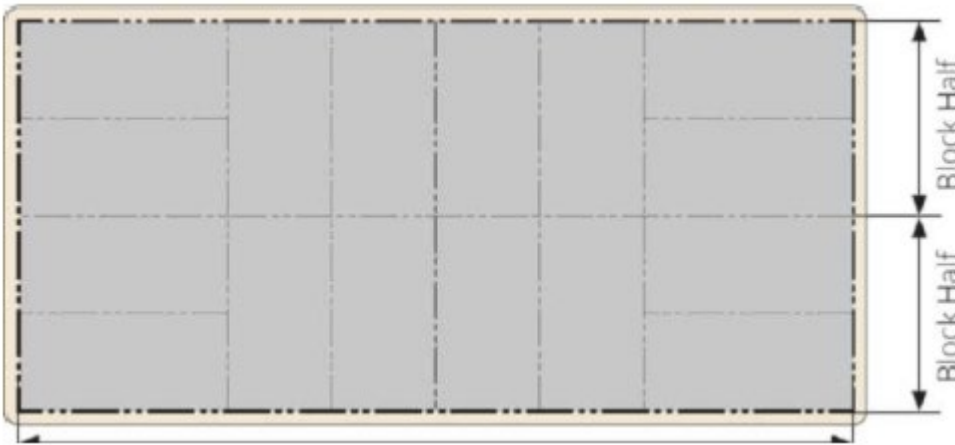
a. Except as required by Article 14-2H (Form-Based Zones And Standards), to provide multiple travel routes within and between neighborhoods, block faces along local and collector streets should range between three hundred (300) and six hundred feet (600') in length and for residential subdivisions have a width sufficient to accommodate two (2) tiers of lots. Longer block faces may be allowed in cases of large lot commercial, industrial, or rural residential development, or where topography, water features, or existing development prevents shorter block lengths, although midblock pedestrian connections may be required (see section 15-3-3 of this chapter). Block faces are measured from centerline to centerline.

b. Where the area is subject to Article 14-2H (Form-Based Zones And Standards), the block network shall substantially comply with the Form-Based Code Future Land Use Map in the Comprehensive Plan and shall meet the following standards:

(1) Individual block lengths and the total block perimeter shall comply with the standards in [Table 15-3-4A-1](#) (Block Size Standards). Where a block contains multiple Form-Based Zones, the most intense zone is to be used to establish the standards for block size. Blocks may exceed the maximum allowed length if a compliant passage ([14-2H-9L](#)) is provided to break up the block.

<b>Table 15-3-4A-1: Block Size Standards</b>				
<b>Zone</b>	<b>Length (max.)</b>	<b>Length (max.) With Passage<sup>1</sup></b>	<b>Perimeter Length</b>	<b>Perimeter Length With Passage<sup>1</sup></b>
<b>Table 15-3-4A-1: Block Size Standards</b>				
<b>Zone</b>	<b>Length (max.)</b>	<b>Length (max.) With Passage<sup>1</sup></b>	<b>Perimeter Length</b>	<b>Perimeter Length With Passage<sup>1</sup></b>
T3 NE	500' max.	800' max.	1,600' max.	2,200' max.
T3 NG	500' max.	800' max.	1,600' max.	2,200' max.
T4 NS	360' max.	600' max.	1,440' max.	1,950' max.
T4 NM	360' max.	600' max.	1,440' max.	1,950' max.

T4 MS	360' max.	500' max.	1,440' max.	1,750' max.
<sup>1</sup> In compliance with the standards for a passage in sub-section 14-2H-9L (Passage).				



Key: \_ \_ \_ \_ Block Perimeter \_ \_ \_ \_ Design Site

(2) Blocks shall be a minimum width to result in two (2) halves of developable design sites in compliance with the minimum design site depth standards of the allowed building types in the Form-Based Zone. When the zone has a range of minimum design site depths, the applicant may show the shortest minimum design site depth with an acknowledgement that the selected depth may not accommodate the full range of building types allowed by the zone. A single half is allowed when adjoining an existing half-block.

(3) The size, shape, length, location, and design of blocks may vary from the Future Land Use Map where required to accommodate sensitive areas, or where the variation complies maintains street connectivity, complies with [Table 15-3-4A-1](#) (Block Size Standards, minimizes changes to Form-Based Zones on each block, and adjusts all blocks affected by the proposed change(s)). Where this affects the location, shape, or design of civic space, the variation shall maintain civic space of a similar size in a nearby location within the subdivision.

3. Block faces along arterial streets should be at least six hundred feet (600') in length. Intersecting collector streets should be spaced in a manner that provides adequate connectivity between neighborhoods, but also maintains the capacity of the street for the safe and efficient movement of traffic. Longer block faces may be required along high capacity or higher speed arterial streets where the interests in moving traffic outweigh the connectivity between areas of development. The city may approve shorter block faces in high density commercial areas or other areas with high pedestrian counts.

4. Cul-de-sacs may not exceed nine hundred feet (900') in length. The length of a cul-de-sac is measured from the centerline of the street from which it commences to the center of the bulb.

#### B. Lots:

1. Lots must be platted in a manner that will allow development that meets all requirements of title 14, "Zoning Code", of this code. Lots and design sites must be of sufficient size to accommodate an adequate buildable area and area for required



setbacks, off street parking, and service facilities required by the type of use and development anticipated.

2. Lots with multiple frontages must be platted large enough to accommodate front setback requirements along street side lot lines.

3. If a property with frontage along an arterial street is proposed to be subdivided, developed or redeveloped for any multi-family, group living, commercial, institutional or industrial use, a cross access easement must be provided by the property owner to all adjoining properties that front on the same arterial street that are or may be developed as multi-family, group living, commercial, institutional use, or industrial uses according to the cross access standards set forth in section [14-5C-7](#) of this code.

4. In residential areas, double and triple frontage lots shall be avoided. Where such lots are necessary to overcome specific disadvantages of topography, land features, or access restrictions, the following standards apply:

a. Lots with multiple frontages shall be one hundred twenty five percent (125%) of the required lot area for the zone in which the lot is located. The additional required lot area shall be used to increase the depth of the lot between street frontages. Corner lots with only two (2) frontages are exempt from this requirement, however, said corner lots should be platted with enough land area to accommodate the required front setback area along both frontages.

b. Double and triple frontage lots where dwellings will have side or rear building facades oriented toward an arterial street shall provide a minimum twenty foot (20') wide landscaped buffer area along the arterial street frontage. The buffer area shall be planted with a mixture of coniferous and deciduous vegetation approved by the city forester. The vegetation shall be required along with other public improvements for the property. Lots where dwellings will have front building facades oriented toward an arterial street are exempt from this requirement. If a buffer area was required during subdivision, no solid fences will be allowed within this buffer area. This restriction must be noted in the subdivider's agreement and on the plat. On corner lots, the landscaping within the buffer must be planted and maintained to comply with intersection visibility standards.

5. Side lot lines shall approximate right angles to straight street lines or be approximately radial to curved street lines, except where a variation will provide a better street and lot layout. For purposes of this subsection, "approximate right angles" means angles between eighty degrees (80°) and one hundred degrees (100°).

6. Residential lots shall not be designed with irregular shapes such as a flag or panhandle shape where the structure on the lot may be hidden from the street behind another structure.

7. In residential subdivisions, lots must be arranged to allow easy access to public open space. The subdivision layout should be designed so that the location and access to public open space is readily apparent to the public. Subdivision layouts where public open space is surrounded by private lots that back up to the public open space are discouraged. Techniques, such as single loaded streets along park edges or along segments of park edges and well marked trail easements are to be utilized to satisfy this requirement.

C. Provisions To Minimize The Effect Of Highway Noise: Subdivisions adjacent to or within three hundred feet (300') of the Interstate 80 and/or the Highway 218 rights of

way shall comply with the following provisions, intended to reduce the effect of highway noise on residential areas:

1. Any portion of a residential lot that is within three hundred feet (300') of the Interstate 80 or Highway 218 right of way shall be identified as a noise buffer, and no residential structure will be permitted within this three hundred foot (300') buffer area. The buffer area shall be planted with a mixture of coniferous and deciduous vegetation approved by the city forester. The vegetation shall be required along with other public improvements for the property. Existing trees and vegetation may be used to comply with this requirement as approved by the city forester. Accessory structures and yards are permitted within the three hundred foot (300') buffer area provided the required vegetative buffer is maintained.

2. The three hundred foot (300') buffer for residential structures may be reduced with approval by the city if the subdivider constructs an earthen berm, decorative wall, or other similar structure and demonstrates that the highway noise just outside the proposed residential structures will be no more than sixty (60) dB.

3. The three hundred foot (300') buffer for residential structures may also be reduced with approval by the city if the subdivider demonstrates that existing topography results in highway noise being no more than sixty (60) dB just outside the proposed residential structures. (Ord. 08-4313, 8-26-2008; amd. Ord. 21-4866, 11-16-2021)

#### **15-3-5: NEIGHBORHOOD OPEN SPACE REQUIREMENTS:**

A. Intent And Purpose: The neighborhood open space requirements are intended to ensure provision of adequate usable neighborhood open space, parks and recreation facilities in a manner that is consistent with the neighborhood open space plan, as amended, by using a fair and reasonably calculable method to equitably apportion the costs of acquiring and/or developing land for those purposes. Active, usable neighborhood open space includes pedestrian/bicycle trails preferably located within natural greenway systems, and also includes neighborhood parks that serve nearby residents. Portions of community parks may be adapted for neighborhood use, but this chapter is not intended to fund the acquisition of community parks or large playing fields for organized sports.

B. Dedication Of Land Or Payment Of Fees In Lieu Of Land Required: As a condition of approval for residential subdivisions and commercial subdivisions containing residential uses, the applicant shall dedicate land or pay a fee in lieu of land, or a combination thereof, for park, greenway, recreational and open space purposes, as determined by the city and in accordance with the provisions of title 14, chapter 5, article K, "Neighborhood Open Space Requirements", of this code. (Ord. 08-4313, 8-26-2008)

#### **15-3-6: ENERGY AND COMMUNICATIONS DISTRIBUTION SYSTEMS:**

A. Extension of energy distribution lines and communication distribution systems necessary to furnish permanent electric service and communication system service to new development within a new subdivision shall be made underground from existing systems according to the provisions set forth in title 16, chapter 2, "Public Utilities And Use Of City Right Of Way", of this code.

B. The applicant shall provide all easements necessary for access to streetlights, to allow energy and communication system services for the subdivision, and the easements shall be included as part of the plat of the subdivision.

C. In new subdivisions, the electric public utility company shall provide underground wiring to the pole sites for appropriate streetlights as determined by the city manager or designee.

D. In subdivisions approved after the effective date of Ordinance 23-4893, no restrictive covenant shall be adopted or enforced against properties within said subdivision that attempt to impose unreasonable restrictions on the use of solar collectors, as defined by Iowa Code Chapter 564A. (Ord. 08-4313, 8-26-2008; amd. Ord. 23-4893, 1-24-2023)

#### **15-3-7: SANITARY SEWERS:**

A. The subdivider shall provide a complete sanitary sewer system, including stubs, for each lot which shall connect with a sanitary sewer outlet approved by the city engineer as set forth in title 16, chapter 3, "City Utilities", of this code. The sanitary sewer in each defined drainage area shall extend to the subdivision boundaries and beyond, as necessary to provide for the extension of the sanitary sewer to adjacent property, as determined by the city.

B. Project specific tap-on fees may apply as set forth in title 16, chapter 3, article B, "Project Specific Tap-On Fees", of this code.

C. If the city requires a sanitary sewer to be greater in size than that needed to service the subdivision itself, the city may share in the expense thereof on a pro rata basis. Such cost sharing shall be according to the procedure set forth by the city manager. Any payment of excess costs by the city shall be pursuant to state law. (Ord. 08-4313, 8-26-2008)

#### **15-3-8: STORMWATER MANAGEMENT:**

The developer shall provide the subdivision with adequate drains, ditches, culverts, complete bridges, storm sewers, intakes and manholes to provide for the collection, management, and removal of all surface waters as set forth in title 16, chapter 3, article G, "Stormwater Collection, Discharge And Runoff", of this code. These improvements shall extend to the boundaries of the subdivision and beyond, as necessary to provide for extension by adjoining properties, as determined by the city. (Ord. 08-4313, 8-26-2008)

#### **15-3-9: WATER SYSTEMS:**

A. The developer shall provide the subdivision with a complete water main supply system as set forth in title 16, chapter 3, "City Utilities", of this code, including hydrants, valves and all other appurtenances, which shall be extended into and through the subdivision to the boundary lines and beyond as may be necessary to provide for extension by adjoining properties, as determined by the city. The system shall provide for a water connection for lots and shall be connected to the city water system.

B. If city requires a water main to be greater in size than that needed to service the subdivision itself, the city may share in the expense thereof on a pro rata basis. Such cost sharing shall be according to the procedure set forth by the city manager. Any payment of excess costs by the city shall be pursuant to state law. (Ord. 08-4313, 8-26-2008)

#### **15-3-10: CLUSTERED MAILBOXES:**

A. All new residential or commercial developments platted after the effective date of these regulations that receive curbside delivery of mail shall have clustered mailboxes, unless an exception is approved by the United States postal service. The location of mailbox clusters shall be noted on the plat. (Ord. 08-4313, 8-26-2008)

B. Mailbox clusters serving residential developments shall be conveniently located for residents. Unless otherwise approved by the city, mailbox clusters shall be located in an outlot maintained by the homeowners' association. Mailboxes should be located in a manner that provides safe access for residents, e.g., does not require residents to cross heavily trafficked streets. Driveways shall be allowed no closer than twelve feet (12') from the location of a clustered mailbox as measured along the curb line of the fronting street. Mailboxes must be located in a manner that will not violate the city's intersection visibility standards. Locations and design must be approved by the city and the United States postal service. Depending on the size and location of the clustered mailbox, the city may require a vehicular pull over lane built to city specifications.

C. Mailbox clusters shall be located on a concrete pad built to city specifications. To provide for pedestrian access, a five foot (5') wide concrete sidewalk shall be provided from the mailbox cluster to the adjacent public street and sidewalk. An accessible route shall be provided according to ADA standards for accessible design. In situations where there are a large number of mailboxes, the cluster site should be designed and located as an attractive and integrated component of the neighborhood (e.g., covering or shade structure, landscaping, setbacks, parking or vehicle access) in order to ensure that it does not detract from properties immediately adjacent to it. The cost of installation, including, but not limited to, box units and concrete pad and sidewalk access shall be borne by the developer, and subsequent maintenance shall be the responsibility of the homeowners' association and/or the United States postal service. (Ord. 14-4572, 3-4-2014)

**15-3-11: MARKERS:**

An iron rod meeting specifications of state code shall be placed as follows:

- A. At the intersection of all lines forming angles in the boundary of the subdivision.
- B. At block and lot corners and changes in direction of block and lot boundaries.
- C. At the beginning and ending points of curves and at lot lines intersecting the curves. (Ord. 08-4313, 8-26-2008)

**15-3-12: SPECIFICATIONS:**

A. The type of construction, the materials, the methods and standards of subdivision improvements shall be according to city standards. Said standards are on file in the office of the city engineer.

B. Construction plans and specifications, including plans for subdivision erosion control measures, shall be submitted to the city engineer for approval prior to construction. Construction shall not commence until the city engineer approves the plans and specifications.

C. If the infrastructure and/or grading cannot be designed to comply with city standards a new preliminary plat may be required at the discretion of the city.

D. Record of construction drawings must be submitted in hard copy and in digital form before public improvements will be accepted by the city. (Ord. 08-4313, 8-26-2008)

**15-3-13: INSPECTIONS:**

A. The city engineer or designee shall inspect the installation of all public improvements in new subdivisions to ensure compliance with the requirements.

B. The subdivider shall bear the cost of such inspection, which shall be the actual cost of the inspection by the city.

C. Grading shall be inspected and certified by the developer's engineer. (Ord. 08-4313, 8-26-2008)

**15-3-14: OFF SITE COSTS FOR PUBLIC IMPROVEMENTS:**

A. From time to time off site public improvements are necessary to enable the subdivision and development of a property. At such times, the subdivider shall be responsible for the extension of infrastructure. If said infrastructure or certain aspects of said infrastructure is included in the city's capital improvements program in a year coincident with the development proposal, the city may, at the city's discretion, assume responsibility for the extension of the subject infrastructure.

B. Off site improvements shall be designed and constructed according to plans and specifications approved by the city engineer and shall be of sufficient size and capacity to serve the full area capable of being served by the type of improvement so that the city will not be required to construct parallel or duplicate facilities. If said infrastructure is greater in size than that needed to service the subdivision itself, the city, at its discretion, may share in the expense thereof. Such cost sharing shall be according to the procedure set forth by the city manager. Any payment of excess costs by the city shall be pursuant to state law. (Ord. 08-4313, 8-26-2008)



231B.4, and may establish limitations regarding the proximity of one proposed elder group home to another.

93 Acts, ch 72, §8; 2005 Acts, ch 62, §23

Similar provision, see §335.33

#### 414.32 Home and community-based services waiver recipient residence.

1. A city, city council, or city zoning commission shall consider the residence of the recipient of services under a home and community-based services waiver as a residential use of property for the purposes of zoning and shall treat the use of the residence as a permitted use in all residential zones or districts, including all single-family residential zones or districts, of the city.

2. A city, city council, or city zoning commission shall not require that the recipient, or owner of such residence if other than the recipient, obtain a conditional use permit, special use permit, special exception, or variance. A city, city council, or city zoning commission shall not establish limitations regarding the proximity of one such residence to another.

3. [This section](#) applies to the residence of a recipient of services under a home and community-based services waiver if the residence meets any of the following conditions:

a. The residence is a single-family dwelling owned or rented by the recipient.

b. The residence is a multifamily dwelling which does not hold itself out to the public as a community-based residential provider otherwise regulated by law, including but not limited to a residential care facility, and which provides dwelling units to no more than four recipients of services under a home and community-based services waiver at any one time.

4. For the purposes of [this section](#), “home and community-based services waiver” means “waiver” as defined in [section 249A.29](#).

2007 Acts, ch 218, §131, 132

Similar provision, see §335.34

#### 414.33 Home-based businesses.

1. For purposes of [this section](#):

a. “Goods” means any merchandise, equipment, products, supplies, or materials.

b. “Home-based business” means any business for the manufacture, provision, or sale of goods or services that is owned and operated by the owner or tenant of the residential property on which the business operates.

c. “No-impact home-based business” means a home-based business for which all of the following apply:

(1) The total number of on-site employees and clients does not exceed the city occupancy limit for the residential property.

(2) The business activities are characterized by all of the following:

(a) The activities are limited to the sale of lawful goods and services.

(b) The activities do not generate on-street parking or a substantial increase in traffic through the residential area.

(c) The activities occur inside the residential dwelling or in the yard of the residential property.

(d) The activities are not visible from an adjacent property or street.

2. The use of a residential property for a home-based business is a permitted use. However, [this subsection](#) does not supersede any of the following:

a. A deed restriction, covenant, or agreement restricting the use of land.

b. A master deed, bylaw, or other document applicable to a common interest ownership community.

3. A city shall not prohibit a no-impact home-based business or otherwise require a person to apply, register, or obtain any permit, license, variance, or other type of prior approval from the city to operate a no-impact home-based business.

4. A city may establish reasonable regulations on a home-based business if the regulations are narrowly tailored for any of the following purposes:

a. The protection of the public health and safety, including rules and regulations related

to fire or building codes, health and sanitation, transportation or traffic control, solid or hazardous waste, pollution, or noise control.

b. Ensuring that the business is all of the following:

- (1) Compatible with residential use of the property and surrounding residential use.
- (2) Secondary to the use of the property as a residence.
- (3) Complying with state and federal laws and paying applicable taxes.

c. Limiting or prohibiting the operation of a home-based business for the purposes of selling alcoholic beverages or illegal drugs, operating or maintaining a structured sober living home, creating or selling pornography, providing nude or topless dancing, or operating any other adult-oriented business.

5. A city shall not require as a condition of operating a home-based business that the property be rezoned for commercial use or that the business owner install or equip fire sprinklers in a single-family detached residential dwelling or any residential dwelling with not more than two dwelling units.

6. In any proceeding alleging that a city regulation does not comply with [this section](#), the city that enacted the regulation must establish by clear and convincing evidence that the regulation complies with [this section](#).

[2022 Acts, ch 1129, §13](#)

Similar provisions, see [§335.35](#)

NEW section