



AGENDA
PLANNING AND ZONING MEETING
Norwalk City Hall, 705 North Ave
Monday, August 28, 2017
5:45 P.M.

1. Call meeting to order at 5:45 P.M.
2. Approval of Agenda
3. Approval of Minutes – August 7, 2017
4. Chairperson – Welcome of Guests
5. Public Comment – 3-minute limit for items not on the agenda (No action taken)
6. New Business
 - a. Consideration of a recommendation to the City Council regarding the proposed Urban Renewal Plan amendment for the Sunset Crest and Sunset Corner areas.
 - b. Request from Hubbell Construction Services to approve a grading plan for the Unity Point Clinic Expansion on Colonial Circle.
7. City Council Update – Stephanie Riva, Planning and Zoning Commission Liaison
8. Economic Development Update – Hollie Askey, Economic Development Director
9. Future Business Items
 - a. Stark Property
 - b. Platting & Site Plan for Certified Industrial Site
 - c. Sunset Crest Platting & Site Plans
 - d. Sunset Corner Site Plan
 - e. North Shore Preliminary Plat
 - f. Warrior Run Plat 2 Final Plat
 - g. Rolling Green Plat 6 Final Plat
 - h. Orchard Trail Plat 5 Final Plat
 - i. Farms of Holland Plat 3 Final Plat
 - j. Affordable Housing Research
10. Next Meeting Date: September 11, 2017
11. Adjournment

REGULAR NORWALK PLANNING AND ZONING MEETING 08-07-2017

Call to order

The regular meeting of the Norwalk Planning and Zoning Commission was held at the Norwalk City Hall, 705 North Avenue, Monday, August 7, 2017. The meeting was called to order at 5:45 p.m. by Chairperson Judy McConnell. Those present at roll call were John Fraser, Elizabeth Thompson, Donna Grant, Barbara Belizzi and Judy McConnell. Absent: Jim Huse and Brandon Foldes.

Staff present included: Luke Parris, Community Development Director, Hollie Askey, Economic Development Director, Elliott Klimowsky, Summer Intern and Hillarie Ramthun, Community Development Coordinator.

Approval of Agenda – 17-68

Motion by Belizzi and seconded by Grant to approve the agenda. Approved 5-0.

Approval of Minutes – 17-69

Motion by Fraser and seconded by Thompson to approve the minutes from the July 24th, 2017 meeting. Approved 5-0.

Chairperson McConnell welcomed the 2 guests present. With no one wishing to discuss matters not on the agenda, the business portion of the meeting was opened.

Huse arrived at 5:46 p.m.

New Business

Request from K&R Wholesale to approve a site plan for the K&R Wholesale site on Colonial Parkway –17-70

K&R Wholesale currently located at 399 Hakes Drive has grown and run out of space and is relocating on Colonial Parkway. The new facility will be located to the east of the Produce Innovation building and The City will require that all of their products be kept inside of the new facility whereas at the existing location they have material storage both inside and outside. The SubArea 1 map shows a trail along Colonial Parkway that would be the responsibility of those who develop the lots and at the present time K&R Wholesale has chosen to sign a petition waiver that allows the developer not to install this trail at the time of development but ensures that trail will be installed at a later date. The site plan shows 50' landscaped buffer along the eastern boundary. Staff review is that the site plan meets all requirements but would want to call special attention to the request to not construct the trail at this time and the City Attorney is working on an agreement between the City & the K&R developer to ensure the trail will be installed and when it would be installed. The agreement will need to be entered into before approval.

McConnell stated that she is comfortable with the explanation of the site plan and that it meets the requirements. She wanted ask again about the aesthetics of the building. Parris described the aesthetics and structure of the building.

Grant requested to see the SubArea 1 Plan to see the zoning and where the K&R building will sit on that plan. Grant inquired about the "southern crossing" and Parris explained which part of the SubArea 1 map would be considered the southern crossing.

Thompson asked when the trail would be developed around the Elizabeth Holland Park. Parris responded with about two years or even three to four years depending on budget and when the rest of the Park develops.

Grant made a motion to approve with staff recommendations, Thompson seconded.

Approved 6-0

Recommendation on the Clark Development request for the variance of setbacks at the old City Water Tower Site at the corner of Richard George Drive and IA Highway 28

The City entered into an agreement with Clark Development on the sale of the property. Part of the development agreement stated that the site will contain a 3,000 square foot building on the site. One item that Clark Development was aware of is the need to request a variance on the setback of the property before moving forward.

McConnell asked if any of the neighbors had been notified. Other Commissioners asked how far the existing buildings are set from the property line.

Parris responded by stating that letters were sent out to the surrounding homeowners as well as a notification was put in the paper. Parris also stated that it appeared on the County website, Beacon Schneider, as measuring 10 foot from the property line. Parris also stated that an email was received regarding the project and the resident was not in favor of it.

Grant asked if notification was given prior to the developer setting up signs acknowledging they're building and also if the City had taken this information to the DOT to ask about driveway locations. Parris stated that the developer can place signs and there are not really any rules or regulations against putting up a sign on a site, also this information was not taken to the DOT, but the City has instructed the developer to acquire easement through the existing parking lot/driveway to the south for use of entry and exit of Iowa Hwy 28 and the business.

Belizzi asked about a buffer and the requirements. Parris said that a buffer is required and it will need to be a fence and not a plant based buffer.

Huse pointed out that this lot offers the situation of two front yards and that it truly is a useless piece of property if it doesn't get developed.

Grant moved that the recommendation be approved by P & Z Commission to go onto the Board of Adjustments.

Future Business Items-

Stark Property

Platting and site plan for Certified Industrial Site

Sunset Crest Platting & Site Plans

Sunset Corner Site Plan

North Shore Preliminary Plat

Warrior Run Plat 2 Final Plat

Rolling Green Plat 6 Final Plat

Orchard Trail Plat 5 Final Plat

Farms of Holland Plat 3 Final Plat

Affordable Housing Research

City Council Update-

No Council Update

Economic Development Update-

Addressed that developers are posting signs as soon as they execute the purchase agreement; this helps the developer with advertising and to draw in new prospects quicker.

Sunset Crest site is moving along and there was a slight hold up due to waiting in MidAmerican to shut off the gas line.

State of the City Address was successful and at this time looking for a family to host a student from Kosovo.

The Home Show was a success; there were over 12,000 people that visited the homes.

Holland Park dedication was rainy, but still had a packed tent.

Windsor Windows and Doors are moving right along with construction.

Rowat Cut Stone and Granite had planned to be opened July 31st, some parts are open, and some parts of the business are not ready yet.

The other industrial site next to Windsor Windows that is still available but the business that has shown interest will be down to discuss further on August 20th.

The City is receiving calls almost every day from business owners who are interested in moving to Norwalk.

Next meeting Date – August 28, 2017.

Adjournment – 17-71

Motion by Belizzi and seconded by Huse to adjourn the meeting at 6:37 p.m. Approved 6 -0.

Judy McConnell, Vice Chairperson

Luke Parris, City Planner



**PLANNING & ZONING COMMISSION
AGENDA STATEMENT**

Item No. 6A
For Meeting of 08.28.2017

ITEM TITLE: **Consideration of a recommendation to the City Council regarding the proposed Urban Renewal Plan amendment for the Sunset Crest and Sunset Corner areas.**

CONTACT PERSON: **Luke Parris, AICP – Community Development Director**

SUMMARY EXPLANATION:

The City of Norwalk has been working with Clark Development on redevelopment projects for Sunset Crest (the old Taco Andreas area) and Sunset Corner (the old City Water Tower site). When working on these projects, the City identified the need to replace old 2" and 4" water lines on the west side of Iowa Highway 28 on the Sunset Crest site. These water lines would be replaced with a new 10" water main. To fund the project, the City has proposed utilizing TIF dollars from these redevelopment projects.

Prior utilizing TIF dollars, the City is required to amend the City's Urban Renewal Plan to include details on the project. Part of the approval process requires that the Planning & Zoning Commission review the proposal for conformity with the City's Comprehensive Plan.

An amendment (the "Amendment") to the Plan has been prepared which (1) covers the addition of the Property to the Urban Renewal Area; and (2) authorizes the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (a) using tax increment financing to pay the costs of constructing improvements and extensions for the municipal waterworks system necessary to support future commercial development in the Urban Renewal Area, and (b) using tax increment financing to support the construction of a new building by Clark Development, LLC for use in the operations of a chiropractic clinic.

City staff has reviewed the amendment and believes that the amendment conforms to the City's Comprehensive Plan due to the future land use designation for the area being identified as industrial, and that the future transportation network identifies Delaware as a proposed improved street in the community.

STAFF RECOMMENDATION:

City staff recommends that the Commission provide a favorable recommendation to the City Council regarding the conformity of the amendment to the Comprehensive Plan.

ADDITION TO THE URBAN RENEWAL
AREA DESIGNATION AND PLAN
HEARING

443891-57

Norwalk, Iowa

August 17, 2017

The City Council of the City of Norwalk, Iowa, met on August 17, 2017, at 6:00 o'clock, p.m., at the Norwalk City Hall, in the City for the purpose of conducting a public hearing on the designation of the expanded Norwalk Urban Renewal Area and on urban renewal plan amendment. The Mayor presided and the roll being called the following members of the Council were present and absent:

Present: _____

Absent: _____

The City Council investigated and found that notice of the intention of the Council to conduct a public hearing on the designation of an urban renewal area and on a proposed urban renewal plan amendment had been published according to law and as directed by the Council and that this is the time and place at which the Council shall receive oral or written objections from any resident or property owner of the City. All written objections, statements, and evidence heretofore filed were reported to the City Council, and all oral objections, statements, and all other exhibits presented were considered.

The following named persons presented oral objections, statements, or evidence as summarized below; filed written objections or statements, copies of which are attached hereto; or presented other exhibits, copies of which are attached hereto:

(Here list all persons presenting written or oral statements or evidence and summarize each presentation.)

There being no further objections, comments, or evidence offered, the Mayor announced the hearing closed.

Council Member _____ moved the adoption of a resolution entitled “Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Norwalk Urban Renewal Area”, seconded by Council Member _____. After due consideration, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted and signed approval thereto.

RESOLUTION NO. _____

Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Norwalk Urban Renewal Area

WHEREAS, as a preliminary step to exercising the authority conferred upon Iowa cities by Chapter 403 of the Code of Iowa (the “Urban Renewal Law”), a municipality must adopt a resolution finding that one or more slums, blighted or economic development areas exist in the municipality and that the development of such area or areas is necessary in the interest of the public health, safety or welfare of the residents of the municipality; and

WHEREAS, the City Council of the City of Norwalk (the “City”) has previously created the Norwalk Urban Renewal Area (the “Urban Renewal Area”) and adopted an urban renewal plan (the “Plan”) for the governance of projects and initiatives therein; and

WHEREAS, a proposal has been made which shows the desirability of expanding the Urban Renewal Area to add and include all the property (the “Property”) lying within the description set out in Exhibit A hereto; and

WHEREAS, the proposal demonstrates that sufficient need exists to warrant finding the Property to be an economic development area; and

WHEREAS, an amendment (the “Amendment”) to the Plan has been prepared which (1) covers the addition of the Property to the Urban Renewal Area; and (2) authorizes the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (a) using tax increment financing to pay the costs of constructing improvements and extensions for the municipal waterworks system necessary to support future commercial development in the Urban Renewal Area, and (b) using tax increment financing to support the construction of a new building by Clark Development, LLC for use in the operations of a chiropractic clinic; and

WHEREAS, notice of a public hearing by the City Council on the question of establishing the Property as an urban renewal area and on the proposed Amendment was heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the Council has conducted said hearing on August 17, 2017; and

WHEREAS, the Planning and Zoning Commission of the City has reviewed and commented on the proposed Amendment; and

WHEREAS, copies of the Amendment, notice of public hearing and notice of a consultation meeting with respect to the Amendment were mailed to Warren County and the Norwalk Community School District; the consultation meeting was held on the ____ day of _____, 2017; and responses to any comments or recommendations received following the consultation meeting were made as required by law;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Norwalk, Iowa, as follows:

Section 1. An economic development area as defined in Chapter 403 of the Code of Iowa, is found to exist on the Property.

Section 2. The Property is hereby declared to be an urban renewal area, in conformance with the requirements of Chapter 403 of the Code of Iowa, and is hereby designated the August 2017 Addition to the Norwalk Urban Renewal Area.

Section 3. The development of the Property is necessary in the interest of the public health, safety or welfare of the residents of the City.

Section 4. It is hereby determined by this City Council as follows:

A. The proposed Amendment and the projects and initiatives described therein conform to the general plan of the municipality as a whole;

B. The proposed economic development projects described in the Amendment are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

C. It is not anticipated that families will be displaced as a result of the City's undertakings under the Amendment.

Section 5. The Amendment attached hereto and made a part hereof, is hereby in all respects approved.

Section 6. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved August 17, 2017.

Mayor

Attest:

City Clerk

(Attach copy of the urban renewal plan amendment to this resolution.)

EXHIBIT A
Legal Description
2017 Addition to the Norwalk Urban Renewal Area

Certain real property situated in the City of Norwalk, Warren County, State of Iowa bearing Warren County Property Tax Parcel Identification Numbers 63400131232, 63400131221 and 63400131222; and

Certain real property situated in the City of Norwalk, Warren County, State of Iowa bearing Warren County Property Tax Parcel Identification Number 63400130218 and more particularly described as:

A tract of land being a part of the East Half of the Northeast Quarter of Section 13 and the abandoned right of way of the Chicago, Burlington & Quincy Railroad Company conveyed to the Town of Norwalk in Deed Record Number 116 on Page 225 and Page 334, respectively, Warren County Records. All of the above lying in Township 77 North, Range 25 West of the 5th P.M., Town of Norwalk, Warren County, Iowa and is more particularly described as follows:

Commencing at the Southwest corner of the NE $\frac{1}{4}$ of the NE $\frac{1}{4}$ of said Section 13; thence North 89°54'42" East along the North right of way line of Parkhill Drive, as it is presently established, 623.00 feet to the Southwest corner of Lot 30, Norwalk Trend Heights, an official plat, in the Town of Norwalk, Warren County, Iowa; thence North 00°40'24" West 634.17 feet (recorded as 634.5 feet) along the West line of said Norwalk Trend Heights to the Northeast corner of that certain tract of land described in Book 2001 on Page 361, Warren County Records, said point being the Point of Beginning; thence continuing along said West line North 00°40'24" West 115.42 feet to the Northwest corner of Lot 22 of said Norwalk Trend Heights; thence North 88°30'55" West 94.75 feet along the Southerly right of way line of Richard George Drive, as it presently established, being the Westerly Extension of the North line of said Lot 22 to the Easterly right of way line of Iowa Highway No. 28; thence South 29°15'36" West 135.40 feet along said Easterly right of way to the Northwest corner of said tract of land described in Book 2001 on Page 361; thence North 89°54'42" East 162.25 feet along the North line of said tract to the Point of Beginning. Said tract of land contains 0.35 acres.

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Upon motion and vote, the meeting adjourned.

Mayor

Attest:

City Clerk

STATE OF IOWA
COUNTY OF WARREN SS:
CITY OF NORWALK

I, the undersigned, do hereby certify that I am the duly appointed, qualified and acting City Clerk of the City of Norwalk, and that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with the aforesaid records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with designating an urban renewal area and approving the urban renewal plan amendment for the Norwalk Urban Renewal Area in the City.

WITNESS MY HAND this ____ day of _____, 2017.

City Clerk

(Please attach to this certificate a copy of the minutes or a resolution of the Planning and Zoning Commission showing the action taken by that Commission with respect to the urban renewal plan amendment.)

ORDINANCE NO. _____

An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the August 2017 Addition to the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa

WHEREAS, the City Council of the City of Norwalk, Iowa (the “City”) previously enacted an ordinance entitled “An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa”; and

WHEREAS, pursuant to that ordinance, certain taxable property within the Norwalk Urban Renewal Area in the City was designated a “tax increment district”; and

WHEREAS, the City Council now desires to increase the size of the “tax increment district” by adding additional property;

BE IT ENACTED by the Council of the City of Norwalk, Iowa:

Section 1. Purpose. The purpose of this ordinance is to provide for the division of taxes levied on the taxable property in the August 2017 Addition to the Norwalk Urban Renewal Area of the City of Norwalk, Iowa, each year by and for the benefit of the state, city, county, school districts or other taxing districts after the effective date of this ordinance in order to create a special fund to pay the principal of and interest on loans, moneys advanced to or indebtedness, including bonds proposed to be issued by the City of Norwalk to finance projects in such area.

Section 2. Definitions. For use within this ordinance the following terms shall have the following meanings:

“City” shall mean the City of Norwalk, Iowa.

“County” shall mean Warren County, Iowa.

“2017 Urban Renewal Area Addition” shall mean the August 2017 Addition to the Norwalk Urban Renewal Area of the City, the legal description of which is set out below, approved by the City Council by resolution adopted on the 17th day of August, 2017:

Certain real property situated in the City of Norwalk, Warren County, State of Iowa bearing Warren County Property Tax Parcel Identification Numbers 63400131232, 63400131221 and 63400131222; and

Certain real property situated in the City of Norwalk, Warren County, State of Iowa bearing Warren County Property Tax Parcel Identification Number 63400130218 and more particularly described as:

A tract of land being a part of the East Half of the Northeast Quarter of Section 13 and the abandoned right of way of the Chicago, Burlington & Quincy Railroad Company conveyed to the Town of Norwalk in Deed Record Number 116 on

Page 225 and Page 334, respectively, Warren County Records. All of the above lying in Township 77 North, Range 25 West of the 5th P.M., Town of Norwalk, Warren County, Iowa and is more particularly described as follows:

Commencing at the Southwest corner of the NE $\frac{1}{4}$ of the NE $\frac{1}{4}$ of said Section 13; thence North 89°54'42" East along the North right of way line of Parkhill Drive, as it is presently established, 623.00 feet to the Southwest corner of Lot 30, Norwalk Trend Heights, an official plat, in the Town of Norwalk, Warren County, Iowa; thence North 00°40'24" West 634.17 feet (recorded as 634.5 feet) along the West line of said Norwalk Trend Heights to the Northeast corner of that certain tract of land described in Book 2001 on Page 361, Warren County Records, said point being the Point of Beginning; thence continuing along said West line North 00°40'24" West 115.42 feet to the Northwest corner of Lot 22 of said Norwalk Trend Heights; thence North 88°30'55" West 94.75 feet along the Southerly right of way line of Richard George Drive, as it presently established, being the Westerly Extension of the North line of said Lot 22 to the Easterly right of way line of Iowa Highway No. 28; thence South 29°15'36" West 135.40 feet along said Easterly right of way to the Northwest corner of said tract of land described in Book 2001 on Page 361; thence North 89°54'42" East 162.25 feet along the North line of said tract to the Point of Beginning. Said tract of land contains 0.35 acres.

“Urban Renewal Area” shall mean the entirety of the Norwalk Urban Renewal Area as amended from time to time.

Section 3. Provisions for Division of Taxes Levied on Taxable Property in the 2017 Urban Renewal Area Addition. After the effective date of this ordinance, the taxes levied on the taxable property in the 2017 Urban Renewal Area Addition each year by and for the benefit of the State of Iowa, the City, the County and any school district or other taxing district in which the 2017 Urban Renewal Area Addition is located, shall be divided as follows:

(a) that portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the 2017 Urban Renewal Area Addition, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City certifies to the County Auditor the amount of loans, advances, indebtedness, or bonds payable from the special fund referred to in paragraph (b) below, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. For the purpose of allocating taxes levied by or for any taxing district which did not include the territory in the 2017 Urban Renewal Area Addition on the effective date of this ordinance, but to which the territory has been annexed or otherwise included after the effective date, the assessment roll applicable to property in the annexed territory as of January 1 of the calendar year preceding the effective date of the ordinance which amends the plan for the 2017 Urban Renewal Area Addition to include the annexed area, shall be used in determining the assessed valuation of the taxable property in the annexed area.

(b) that portion of the taxes each year in excess of such amounts shall be allocated to and when collected be paid into a special fund of the City to pay the principal of and interest on loans, moneys advanced to or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under the authority of Section 403.9(1), of the Code of Iowa, incurred by the City to finance or refinance, in whole or in part, projects in the Urban Renewal Area , and to provide assistance for low and moderate-income family housing as provided in Section 403.22, except that taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2 of the Code of Iowa, taxes for the instructional support program levy of a school district imposed pursuant to Section 257.19 of the Code of Iowa and taxes for the payment of bonds and interest of each taxing district shall be collected against all taxable property within the taxing district without limitation by the provisions of this ordinance. Unless and until the total assessed valuation of the taxable property in the 2017 Urban Renewal Area Addition exceeds the total assessed value of the taxable property in such area as shown by the assessment roll referred to in subsection (a) of this section, all of the taxes levied and collected upon the taxable property in the 2017 Urban Renewal Area Addition shall be paid into the funds for the respective taxing districts as taxes by or for said taxing districts in the same manner as all other property taxes. When such loans, advances, indebtedness, and bonds, if any, and interest thereon, have been paid, all money thereafter received from taxes upon the taxable property in the Urban Renewal Area Addition shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

(c) the portion of taxes mentioned in subsection (b) of this section and the special fund into which that portion shall be paid may be irrevocably pledged by the City for the payment of the principal and interest on loans, advances, bonds issued under the authority of Section 403.9(1) of the Code of Iowa, or indebtedness incurred by the City to finance or refinance in whole or in part projects in the Urban Renewal Area.

(d) as used in this section, the word “taxes” includes, but is not limited to, all levies on an ad valorem basis upon land or real property.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. Saving Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 6. Effective Date. This ordinance shall be effective after its final passage, approval and publication as provided by law.

Passed by the Council of the City of Norwalk, Iowa, the 17th day of August, 2017.

Mayor

Attest:

City Clerk

• • • • •

There being no further business to come before the meeting, it was upon motion adjourned.

Mayor

Attest:

City Clerk

STATE OF IOWA

SS:

COUNTY OF WARREN

I, the undersigned, County Auditor of Warren County, in the State of Iowa, do hereby certify that on the ____ day of _____, 2017, the City Clerk of the City of Norwalk, Iowa, filed in my office a copy of an ordinance of such City shown to have been adopted by the Council and approved by the Mayor thereof on August 17, 2017, entitled: "Ordinance No. _____. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the August 2017 Addition to the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa", and that I have duly placed a copy of the ordinance on file in my records.

WITNESS MY HAND this ____ day of _____, 2017.

County Auditor

STATE OF IOWA
COUNTY OF WARREN SS:
CITY OF NORWALK

I, the undersigned, City Clerk of the City of Norwalk, State of Iowa, do hereby certify that I caused to be published “Ordinance No._____. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the August 2017 Addition to the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa,” of which the printed slip attached to the publisher’s original affidavit hereto attached is a true and complete copy, on the date and in the newspaper specified in such affidavit, and that such newspaper has a general circulation in said City.

WITNESS MY HAND this ____ day of _____, 2017.

City Clerk

(Attach hereto publisher’s affidavit of publication with clipping of ordinance as published.)

STATE OF IOWA
COUNTY OF WARREN SS:
CITY OF NORWALK

I, the undersigned, City Clerk of the City of Norwalk, State of Iowa, do hereby certify that the attached is a true, correct and complete copy of all the records of the Council of such City relating to the adoption of an ordinance entitled "Ordinance No. _____. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the August 2017 Addition to the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa."

WITNESS MY HAND this ____ day of _____, 2017.

City Clerk

MINUTES PROVIDING FOR PASSAGE
OF AN ORDINANCE ESTABLISHING A
TAX INCREMENT FINANCING
DISTRICT FOR THE AUGUST 2017
ADDITION TO THE NORWALK URBAN
RENEWAL AREA

443891-57

Norwalk, Iowa

August 17, 2017

The City Council of the City of Norwalk, Iowa, met on August 17, 2017, at 6:00 o'clock p.m., at the Norwalk City Hall in the City.

The Mayor presided and the roll was called showing members present and absent, as follows:

Present: _____

Absent: _____.

Council Member _____ introduced an ordinance entitled "Ordinance No. _____. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the August 2017 Addition to the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa."

It was moved by Council Member _____ and seconded by Council Member _____ that the ordinance be adopted. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the motion duly carried and declared that the ordinance had been given its initial consideration.

It was moved by Council Member _____ and seconded by Council Member _____ that the statutory rule requiring an ordinance to be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the motion duly carried.

It was moved by Council Member _____ and seconded by Council Member _____ that the ordinance entitled "Ordinance No. _____. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the August 2017 Addition to the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa," now be put upon its final consideration and adoption. The Mayor put the question on the final consideration and adoption of the ordinance and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the motion duly carried and the ordinance duly adopted, as follows:



August 10, 2017

VIA EMAIL

Jodi Eddleman
City Clerk/City Hall
Norwalk, IA

Re: Norwalk Urban Renewal Area
Our File No. 443891-57

Dear Jodi:

Attached please find two sets of proceedings for use by the City Council at their August 17, 2017 meeting.

The first set of proceedings covers the City Council's action in holding a public hearing on the designation of the expanded urban renewal area and adopting a resolution to approve the amended urban renewal plan for that area. The resolution states that the Planning and Zoning Commission has approved the amended urban renewal plan, and that the required consultation session has been held with Warren County and the Norwalk Community School District. If either of these actions has not been taken, please call me immediately.

The second set of proceedings covers the adoption of the tax increment ordinance for the expanded urban renewal area. We have prepared the proceedings on the presumption that the City Council will waive the statutory requirement that an ordinance be considered at two meetings prior to the meeting at which it is finally adopted. This waiver requires the affirmative vote of not less than four of the five City Council members. If the Council does not choose to follow this procedure, we will provide substitute proceedings covering the separate considerations of the ordinance. This ordinance may be adopted immediately after the amended urban renewal plan has been approved by resolution.

Once the ordinance has been finally adopted, it must be published and a copy must be filed with the County Auditor of Warren County. Please print extra copies of the ordinance for publishing and filing. Certificates are included in the proceedings to attest to each of those acts.

We will appreciate receiving executed copies of these proceedings as soon as they are available. Please contact Amy Bjork or me if you have any questions.

Best Regards,

John P. Danos

Attachments

cc: Luke Nelson
Hollie Askey
Jean Furler



**PLANNING & ZONING COMMISSION
AGENDA STATEMENT**

Item No. 6B
For Meeting of 08.28.2017

ITEM TITLE: Request from Hubbell Construction Services to approve a grading plan for the Unity Point Clinic Expansion on Colonial Circle.

CONTACT PERSON: Luke Parris, AICP – Community Development Director

APPLICANT(S): Hubbell Construction Services McClure Engineering Company
6900 Westown Parkway 1360 NW 121st Street
West Des Moines, IA 50266 Clive, IA 50325

GENERAL DESCRIPTION: McClure Engineering Company has submitted a site plan to the City for an expansion of the Unity Point Clinic at 800 Colonial Circle.

The developer and the City are currently in the middle of the site plan review process. The developer has requested the ability to begin site grading as soon as possible. The City only allows site grading in conjunction with an approved development plan or in conjunction with an approved grading plan. The developer has asked that the City approve the grading plan ahead of finalization of the site plan so that preliminary grading work can be completed started soon.

Approval of the grading plan would allow the developer to start site grading on August 29th.

STAFF ANALYSIS: The grading plan shows proposed grading for the building expansion, added parking area, and additional storm water detention. The grading work is limited to the southwest of the existing building.

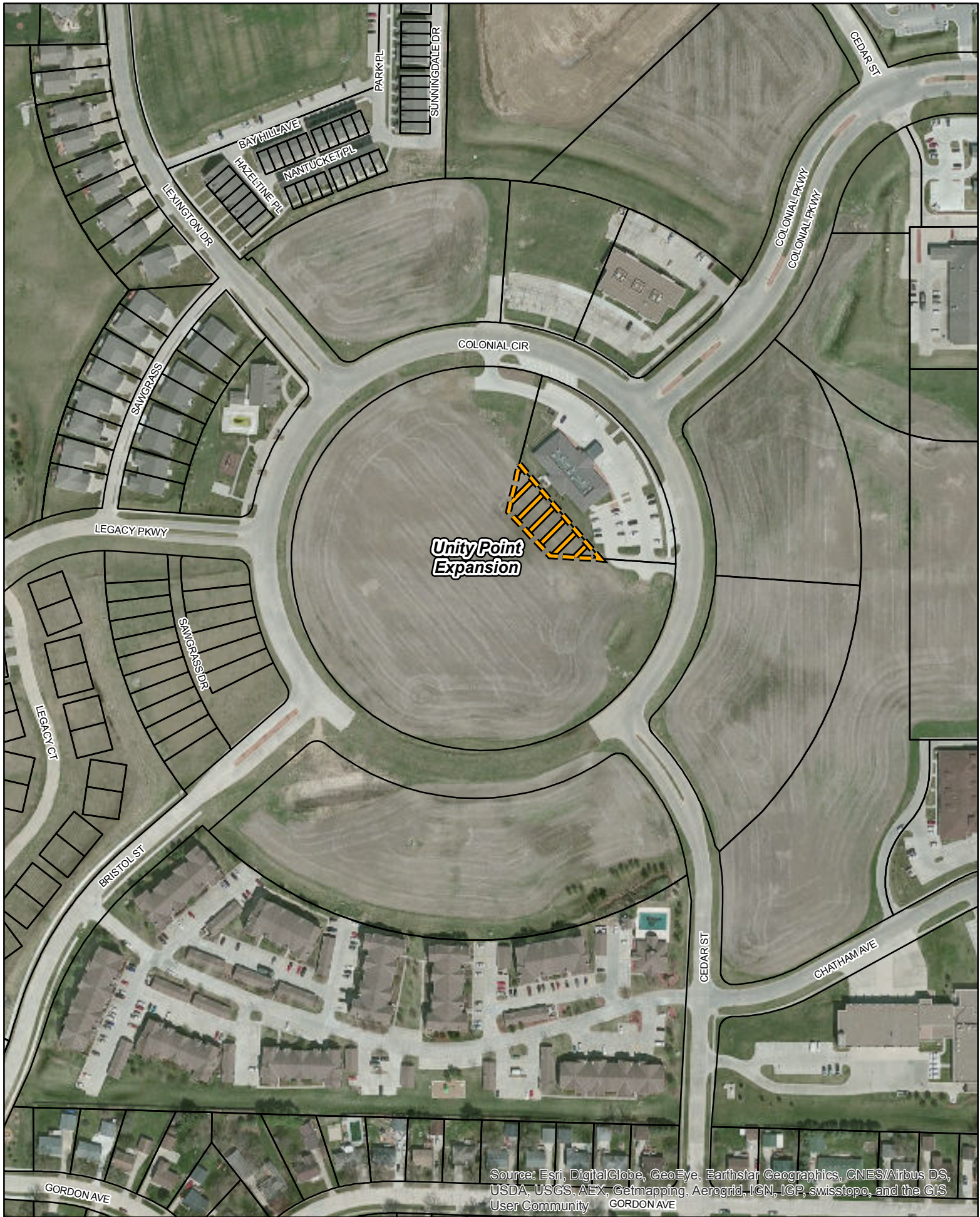
The property is zoned TC Town Center in the Legacy PUD. The current use and proposed expansion are compatible with the zoning. The grading plan appears to be adequate for the proposed building, parking, and storm water detention. The developer has submitted drainage calculations for the storm water detention area that were reviewed with no concerns.

STAFF

RECOMMENDATION:

The staff recommends approval of the grading plan to allow the developer to start preliminary grading with the following conditions:

- That the site grading follows all City code regulations.
- That all proper storm water controls are installed and in place during all grading operations.
- That the site plan include the final grading plan for the project and that any changes to the final grading plan/site plan be incorporated into the site development.



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

PRELIMINARY

GRADING PLAN



NORTH



GRAPHIC SCALE

UNITYPOINT
CLINIC EXPANSION
SITE PLAN
NORWALK, IA
NOR 20217021
AUGUST 2, 2017
REVISIONS
AUGUST 15, 2017
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ENGINEER
C. SMITH
CHECKED BY
C. SMITH

DRAWN BY
A. MAURER
FIELD BOOK NO.
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DRAWING NO.
GR-01

SHEET NO.
05 / 06

