



## PLANNING AND ZONING

### Cerro Gordo County Courthouse

220 N Washington Ave      Mason City, IA 50401-3254

John Robbins, Planning and Zoning Administrator

Michelle Rush, Executive Assistant

(641) 421-3075

[plz@cgcounty.org](mailto:plz@cgcounty.org)

[cgcounty.org/planning](http://cgcounty.org/planning)

December 19, 2019

TO: Cerro Gordo County Planning and Zoning Commission

FROM: John Robbins

SUBJECT: Next Meeting – *Thursday, January 2, 2020; 4:00 p.m.; Boardroom*

Ladies and Gentlemen:

The next meeting of the Cerro Gordo County Planning and Zoning Commission is scheduled for **Thursday, January 2, 2020 at 4:00 p.m., in the Boardroom at the Courthouse.** You will be considering a subdivision request.

1. Union Addition      Includes 7442 Balsam Avenue

The proposed three-lot subdivision is located on an 80.28-acre area in the N½ of the SE¼, Section 31, Union Township. A rezoning from A-1 Agricultural to A-2 Agricultural is being requested for proposed Lot 2 because it will be less than 10 acres. A formal request to waive the preliminary plat requirement was received with the application.

The 10-acre proposed Lot 1 has an existing house, a couple animal confinement buildings and associated facilities, and a machine building (See Figures 1-3). The southeast machine building is 36.9' from the front lot line. A 50' front yard setback is required in the A-1 District (See Figure 4). There is an existing driveway access from Grouse Avenue, which is part of a 30'-wide access easement for all three lots (See Figure 5).

Proposed Lot 2 is 2 acres in size and contains a feed mill, three large grain bins, and associated structures (See Figure 6). There are no non-conforming structures. Again, the existing driveway will also be used for access with an access easement to benefit all three lots (See Figure 5).

Proposed Lot 3 is 68.28 acres in size and has several farm buildings located on it (See Figures 7 & 8). The westernmost farm structure is 22.2' from the front lot line. A 50' front yard setback is required in the A-1 District. However, there is a small shed closer that appear to be closer to the front line, and the setback should be measured the closest distance to this structure on the Final Plat if correct (See Figure 9). The northwest farm building is 20.4' from the north side lot line. A 25' side yard setback is required in the A-1 District (See Figure 10). Legal access is via the existing driveway and access easement (See Figure 5).

The Auditor's Office has approved the subdivision name, "Union Subdivision, Cerro Gordo County, Iowa." This does not match the Final Plat or Dedication of Plat. The County Engineer stated that he would be hesitant to issue any additional driveway permits if all lots remain under one ownership. The access easement via the existing driveway should alleviate legal access concerns. Comments from other departments have yet to be received. All comments received will be shared with the Commission at the hearing. The applicant will want to ensure all platting requirements under Iowa Code Chapter 354, such as the completed Treasurer's Certificate and Title Opinion, are completed prior to being recorded with the County Recorder.

There are two wells south of the house on proposed Lot 1 (See Figure 11). If use of these wells is desired on either of the other proposed lots, the applicant should consider a well-share agreement as necessary, especially if water services are currently used on any of the other proposed lots. It is not required for the approval of this subdivision but is something to keep in mind. Any new wells or septic systems will require permits from CG Public Health.

The following revisions to the Final Plat will need to be made prior to being heard by the Board of Supervisors:

- A full metes and bounds legal description for each lot should be included on the Final Plat
- The building detail should be expanded to include a full plot plan of all existing permanent buildings and ideally all permanent structures.
- The required building setback lines should be illustrated on the building detail. It should include the full area for proposed Lots 1 and 2. The full area for proposed Lot 3 does not need to be fully illustrated—just the portion with permanent buildings.
- I would like to see the closest building/structure setback measurement labelled for proposed Lot 2 on the building detail.
- As mentioned above, the small shed appears to be the closest structure to the front lot line on proposed Lot 3, so that should be the setback labelled and illustrated, as a minimum, on the plat if correct.
- Signature blocks for the Chair of the Board of Supervisors, the Chair of the Planning and Zoning Commission, the Secretary of the Planning and Zoning Commission, the County Auditor, and the County Engineer need to be added.
- The County Auditor approved the subdivision name, "Union Subdivision, Cerro Gordo County, Iowa." The plat and dedication have the subdivision name, "Union Addition, Cerro Gordo County, Iowa." The subdivision on the plat and dedication should match exactly the subdivision name approved by the County Auditor.

The plat generally conforms to the goals of the Comprehensive Plan. It is an existing building site, there are no access issues, and no land will be taken out of agricultural production. I recommend the request for waiver of the preliminary plat be approved. I also recommend the subdivision and change of zone request be forwarded to the Board of Supervisors for approval, noting the non-conforming structures. The approval should be subject to the above revisions being made and a revised Final Plat being received by the Planning and Zoning Office before the hearing occurs.