



PLANNING AND ZONING Cerro Gordo County Courthouse

220 N Washington Ave Mason City, IA 50401-3254
Tom Meyer, Zoning Administrator
Michelle Rush, Assistant Zoning Administrator

(641) 421-3075
FAX (641) 421-3088
plz@cerrogordo.gov

SPECIAL EXCEPTION STAFF REPORT

SUMMARY OF REQUEST

Case No.: 25-04

Hearing Date: July 29, 2025

Staff Contact: Michelle Rush, Assistant Zoning Administrator

Applicant:

Lance Lohse, ROW Agent
Liberty Core Consultants LLC on behalf of
Northern Natural Gas Co
8101 Birchwood Ct, Ste F
Johnston, IA 50131

Owner:

Hollis Bokelman Farm Trust
C/O Henry H. Bokelman
17683 Cardinal Ave
Ventura, IA 50482

Property Address: To be assigned – located at the intersection of Balsam Avenue & 270th Street, Clear Lake, IA 50428 (west side of Balsam Ave & north side of 270th St)

Brief Legal Description: Parcel located in the SE¼ of the SE¼ of Section 6, Clear Lake Township

Zoning: A-1 Agricultural District

Background

Northern Natural Gas is abandoning line 72001 that was installed in 1931. Line 72002 is still in use and runs thru the property. A new line 72003 will be installed next to line 72002 which starts from the Northern Natural Gas Ventura Compressor Station and will stop at Cardinal Avenue. A regulator facility will be built at this location to tie into the new line which will regulate the flow of natural gas to the town of Ventura. Northern Natural Gas is proposing to construct a 19'x12' accessory building on this parcel to house a heater and a regulator valve to regulate the flow of gas. Northern Natural Gas has secured a permanent easement with the Hollis Bokelman Farm Trust. Driveway permits have been approved by the Board of Supervisors and County Engineer for this location.

SPECIAL EXCEPTION REQUEST		
Structure	Request(s)	Requirement(s)
19'x12' accessory building	33'-10" front yard setback	50' front yard setback

FINDINGS OF FACT

1. Hollis Bokelman Farm Trust is the owner of the parcel.
2. Northern Natural Gas Co is the applicant and holds a permanent easement with the property owner to construct the regulator facility on the property.
3. The proposed accessory building will be 33'-10" from the front lot line.

4. A 50' front yard setback is required in the A-1 District.
5. All other setbacks in the A-1 district will be met.
6. The parcel is 40 acres in size. The farm ground around the regulator facility will still be in agriculture production.
7. The application was filed on June 24, 2025.

ANALYSIS

The Board of Adjustment is provided the power to grant special exceptions under Section 24.4(A)(2) of the Zoning Ordinance. The Board may grant special exceptions to bulk standards of the ordinance if, in its judgement, the standards established in Section 24.4(A)(2)(a) are met. In its review, the Board may attach certain conditions to any special exception granted in order to observe the spirit of the Zoning Ordinance and Comprehensive Plan and mitigate any potential impacts that may directly result from the requested special exception.

Discussion of Standards of Review

1. ***Strict compliance with the standards governing setback, frontage, height, or other bulk provisions of this ordinance would result in a practical difficulty upon the owner of such property and only where such exception does not exceed 50 percent of the particular limitation or number in question.***

The proposed building will be 33'-10" from the front lot line which does not exceed 50 percent of the respective 50' required front yard setback in the A-1 District. The standard appears to be met.

2. ***The exception relates entirely to a permitted use (principal, special, or accessory) classified by applicable district regulations, or to a permitted sign or off-street parking or loading areas accessory to such a permitted use.***

An accessory structure is a permitted use in the A-1 District. The standard appears to be met.

3. ***The practical difficulty is due to circumstances specific to the property and prohibits the use of the subject property in a manner reasonably similar to that of other property in the same district.***

A natural gas line already exists in this area. The proposed 19'x12' building is necessary to house the regulator and heater and to keep the equipment out of the elements. The standard appears to be met.

4. ***A grant of the special exception applied for, or a lesser relaxation of the restriction than applied for, is reasonably necessary due to practical difficulties related to the land in question and would do substantial justice to an applicant as well as to other property owners in the locality.***

Granting of the special exception request for the accessory building is reasonably necessary due to the existing location of the pipeline and to house the regulator and heater. Relocating the

regulator to comply with the required 50' front yard setback would be a significant expense to Northern Natural Gas.

5. Such practical difficulties cannot be overcome by any feasible alternative means other than an exception.

The request is limited to the location requested. The standard appears to be met.

6. Relief can be granted in a manner that will not alter the essential character of the locality.

The natural gas line already exists. Construction of the 19'x12' building to house the regulator and heater will not alter the essential character of the neighborhood. The standard appears to be met.

Discussion of Potential Impacts to Immediate Area

There are no foreseeable negative impacts related to construction of the proposed 19'x12' building.

Staff Conclusions and Recommendation

Staff recommends approval of the request. All standards of review appear to have been met, and there are no foreseeable negative impacts as a direct result of the proposed new accessory building.

BOARD DECISION

The Board of Adjustment may consider the following alternatives:

Alternatives

1. Grant the requested special exceptions subject to any conditions as deemed necessary by the Board.
2. Grant relief less or different from the requested special exception by modifying the requested special exception.
3. Deny the requested special exception.

The following motions are provided for the Board's consideration:

Provided motion of approval:

- I move to adopt the staff report as the Board's findings and to approve the special exception as requested by Northern Natural Gas Co, subject to the following conditions:
 1. All construction shall comply with the site plan submitted on June 24, 2025.
 2. No construction shall begin until a Zoning Permit has been issued by the Planning and Zoning Office.

Provided Alternate Action:

- I move to adopt the staff report as the Board’s findings and to approve a special exception with the following changes (list changes).
 1. No construction shall begin until a Zoning Permit has been issued by the Planning and Zoning Office.

Provided motion of denial:

- I move to adopt the staff report as the Board’s findings and to deny the special exception as requested by Northern Natural Gas Co for the following reasons:
[STATE REASONS FOR DENIAL]

EXHIBITS

- | |
|---|
| <ul style="list-style-type: none">• Exhibit 1: Figures 1-4 photos• Exhibit 2: Special Exception Application dated June 24, 2025• Exhibit 3: Accessory Building Site Plan 33’-10” from front lot line along Balsam• Exhibit 4: Accessory Building Fabrication Details• Exhibit 5: Parcel Highlight |
|---|

Figure 1
Proposed building site from Balsam Ave marked by flags



Figure 2
Looking at project site northwesterly from Balsam Ave



Figure 3
Looking at proposed project southwesterly from Balsam Ave



Figure 4
Looking west from Balsam Ave at project site



SPECIAL EXCEPTION APPEAL

APPLICATION

Date Filed 6-24-25

Date Set for Hearing 7-10-25

Case Number: 25-04

Applicant Name: Northern Natural Gas Co.

Phone: 402.770.9150

E-Mail: Lance.Lohse@libertycore.com

Mailing Address: 8101 Birchwood Ct. STE F Johnston, IA 50131

Property Owner Name: Hollis Bokelman Trust / NNG Holds a Permanent Easement.

Phone: John Bokelman 641.829.4459

E-Mail: N/A

Property Owner Address: 17683 Cardinal Ave Ventura, IA 50482

Property Description (Not to be used on legal documents): Parcel # 050640000400

Township CL

Property Address: Please see attached Aerial

Zoning: A-1

Brief Legal Description: SE SE Sec:6, T92N, R22W, Cerro Gordo, County, Iowa

Project Description

Decision Date:

Special Exception(s) Requested (As cited on results from denied Zoning Permit Application)

Criteria Justifying Special Exception under Standards for Review (You may add more details in the Additional Information)

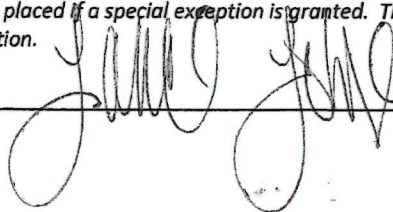
I am the ☐ Owner ☐ Contract Purchaser ☒ Other (Explain)

Northern Natural Gas Co holds a permanent

Easement. of the property affected.

I, the applicant, being duly sworn, depose and say that I am the owner, or that I am authorized and empowered to make affidavit for the owner, who makes the accompanying application; that the application and plan are true and contain a correct description of the proposed building, lot, work, and use to which the structure is to be placed if a special exception is granted. The Planning & Zoning staff is also given permission to enter the above property in reviewing this Application.

Applicant Signature



Date

6/24/25

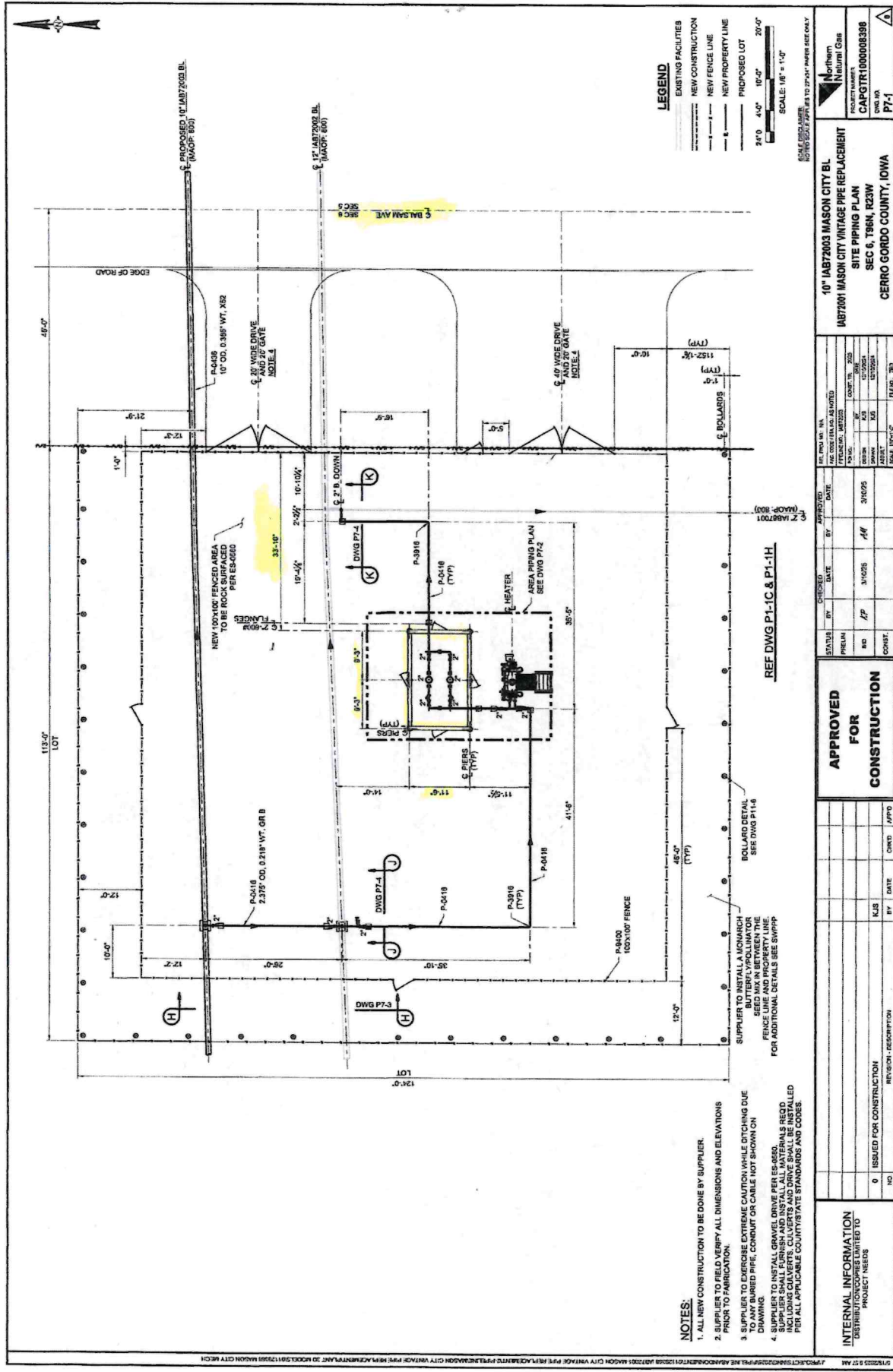
SPECIAL EXCEPTION APPEAL

ADDITIONAL INFORMATION

Please provide any additional details below needed to fully address the standards for review and any potential impacts to the immediate vicinity that may directly result from the special exception requested.

Due to Northern Natural Gas co abandoning their 72001 line there will be a Regulator Facility built at this location to tie into their 72002 line so they can regulate the flow of Natural Gas to the town of Ventura, IA. The building in question will house a regulator valve to regulate the flow of gas.

BALSAM



NOTES:
1. ALL NEW CONSTRUCTION TO BE DONE BY SUPPLIER.
2. SUPPLIER TO FIELD VERIFY ALL DIMENSIONS AND ELEVATIONS PRIOR TO FABRICATION.
3. SUPPLIER TO EXERCISE EXTREME CAUTION WHILE DITCHING DUE TO ANY BURIED PIPE, CONDUIT OR CABLE NOT SHOWN ON DRAWING.
4. SUPPLIER TO INSTALL GRAVEL DRIVE PER ES-0550.
5. SUPPLIER TO INSTALL ALL VALVES, ELBOWS, TEES, AND FITTINGS INCLUDING VALVES, GATES AND DRIVE SHALL BE INSTALLED PER ALL APPLICABLE COUNTY/STATE STANDARDS AND CODES.

LEGEND

- EXISTING FACILITIES
- NEW CONSTRUCTION
- NEW FENCE LINE
- NEW PROPERTY LINE
- PROPOSED LOT

SCALE: 1/8" = 1'-0"

24'-0" 48'-0" 96'-0" 192'-0" 384'-0" 768'-0" 1536'-0"

INTERNAL INFORMATION DISTRIBUTION COMPANIES LIMITED TO PROJECT NEEDS										APPROVED FOR CONSTRUCTION										10" IAB72003 MASON CITY BL IAB72001 MASON CITY VINTAGE PIPE REPLACEMENT										Northern Natural 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BUILDING DESIGN) LOADS (DEAD, LIVE, WIND AND AUXILIARY LOADS) SHOULD BE SPECIFIED IN ACCORDANCE WITH THE PROJECT REQUIREMENTS OR THE REQUIREMENTS OF THE LOCAL BUILDING AUTHORITY, WHICHEVER IS MORE STRINGENT. MINIMUM DESIGN LOADS SHOULD BE NO LESS THAN THE FOLLOWING: ROOF LIVE LOAD - 120 MPH (3 SEC GUST), SNOW LOAD - 60 PSF, FLOOR LIVE LOAD - 100 PSF.

DOORS

DOORS TO INCLUDE PANIC HARDWARE AND A MEANS TO HOLD THE DOOR OPEN
ALL DOORS TO INCLUDE WINDOWS.
ALL DOORS TO BE HEAVY GLASS

Summary

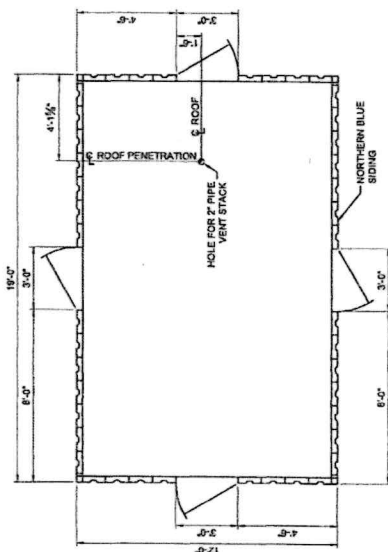
LANDINGS ARE TO BE BUILT UP FROM GRAVEL IN FRONT OF EACH DOORWAY ON ALL BUILDINGS. LANDINGS ARE TO BE LEVEL WITH THE FLOOR OF THE BUILDING.

PIPE PENETRATIONS

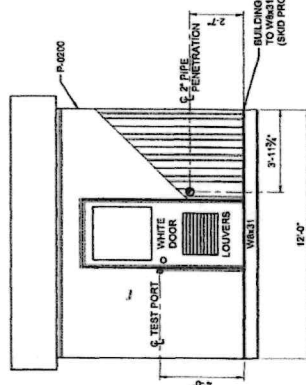
FABRICATOR TO PROVIDE RUBBER BOOT SEALS FOR PIPE PENETRATIONS AS SHOWN.
FABRICATOR TO PROVIDE A 15" Ø TEST PORT PENETRATION NEXT TO EACH DOOR.

INSULATION

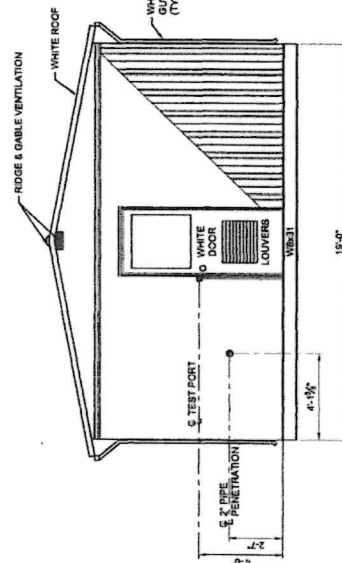
WALL AND ROOF INSULATION SHOULD HAVE A MINIMUM THERMAL RATING OF R13 AND A FLAME SPREAD RATING OF UL26 OR LESS AND INSULATION SHALL BE CLOSED CELL FOAM.



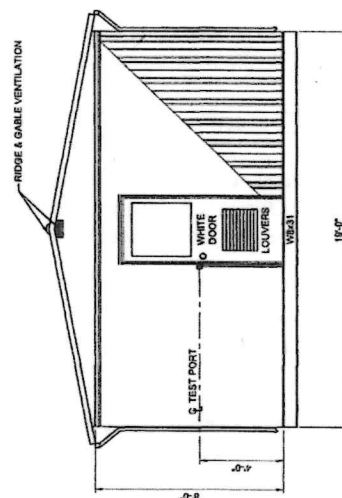
PLAN
REF DWG P7-1



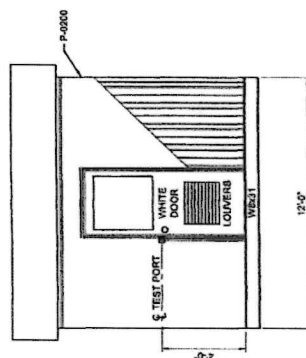
EAST ELEVATION



SOUTH ELEVATION



NORTH ELEVATION



WEST ELEVATION

DISCLAIMER
NOTED SCALE APPLIES TO 22"x34" PAPER SIZE ONLY

**Northern
Natural Gas**

10" IAB72003 MASON CITY BL

PROJECT NUMBER
APGTR1000008398

BUILDING FABRICATION DETAILS
SEC 1 T96N R23W / SEC 1-6 T96N R22W

Q. NO. **F-1**

HANCOCK/CERRO GORDO COUNTY, IOWA

BID
DRAWING
DO NOT USE FOR
CONSTRUCTION

INTERNAL INFORMATION
DISTRIBUTION COMPLETES LIMITED TO
PROJECT NEEDS

REVISION - DESCRIPTION

FE	CHRD	APRD
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CON
SECTION

Cell: C-214	
12/29/71	

GORDO COUNTY

0505300000600

0505300000300

050810000100

CH S14 BALSAM AVE

050640000200

050640000400

050720000200

270TH ST

405

050640000100

050640000700

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