



PLANNING AND ZONING Cerro Gordo County Courthouse

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SPECIAL USE PERMIT STAFF REPORT

SUMMARY OF REQUEST

Case No.: 23-17

Hearing Date: July 25, 2023

Staff Contact: John Robbins, Planning and Zoning Administrator

Applicant:

Robin Hughes
1733 Springview Drive
Mason City, IA 50401

Owner

Jason & Robin Hughes
SAME

Property Address: 17698 Vine Avenue

Brief Legal Description: Parcel A in the SE¼ of the NE¼, Section 9, Portland Township

Zoning: A-2 Agricultural Residence District

Special Use Requested: 20.2(Q) Travel Trailer Park

Special Use Area: 5.45 acres

Parcel Area: 5.45 acres

Special Use Description

Carren Schaer (Schaer) originally obtained a Special Use Permit (SUP) in 2013 to operate a private travel trailer park on this 5.45 acre parcel on Vine Avenue (County Road S-62), just north of County Road B-30 (formerly U.S. Highway 18). The permit was amended in 2015 to add an additional six spaces to bring it the current 16 travel trailer lots. The applicant (Hughes) recently inherited the property from Schaer. The SUP granted the permit solely to Schaer and did not make it transferable to any other party. Hughes wishes to continue the operation of the private travel-trailer park for use by family and friends, so a new SUP is required to be granted to Hughes to operate the special use. Hughes plans to continue the operation of the 16 lot travel trailer park on the property.

FINDINGS OF FACT

1. James and Robin Hughes are the owners of the subject property.
2. The property is zoned A-2 Agricultural Residence.
3. The Hughes are requesting a Special Use Permit for a private travel trailer park.
4. Travel trailer parks are a special permitted use in the A-2 District, subject to the requirements and conditions as granted by the Board of Adjustment.
5. The application was filed on June 26, 2023 with the Planning and Zoning Office.

BACKGROUND INFORMATION

Purpose of Special Use Request

Carren Schaer (Schaer) originally obtained a Special Use Permit (SUP) in 2013 to operate a private travel trailer park on this 5.45 acre parcel on Vine Avenue (County Road S-62), just north of County Road B-30 (formerly U.S. Highway 18). The permit was amended in 2015 to add an additional six spaces to bring it the current 16 travel trailer lots. The applicant (Hughes) recently inherited the property from Schaer. The SUP granted the permit solely to Schaer and did not make it transferable to any other party. Hughes wishes to continue the operation of the private travel-trailer park for use by family and friends, so a new SUP is required to be granted to Hughes to operate the special use. Hughes plans to continue the operation of the 16 lot travel trailer park on the property (See Figures 1-6). The primary purpose of the proposed special use is for camping during the summer season, generally from April 15th- November 15th.

Existing Land Use and Zoning Classification of Property

The property was rezoned from A-1 to A-2 Agricultural in June 2012. The property was a traditional looking farm site with a large house and attached garage. Since 2013, the house has been removed and a storm shelter with bathrooms and showers facilities has been installed in its place using the previous detached garage (See Figure 7). The corn crib and outbuilding near the southwest corner of the property has been is used for storage purposes (See Figure 8).

Land Use and Zoning Classification of Surrounding Property

The majority of the surrounding land is in agricultural production. The nearest dwellings are to the southeast (at 22028 – 265th Street) and to the northwest (at 21686 – 265th Street). 265th Street is old US Highway 18 (now County Road B-30/Iowa Highway 122). The city limits of Mason City are 1½ miles to the west; Nora Springs is 3 miles to the east.

All of the land surrounding the site is zoned A-1 Agricultural, although the property at 22028 – 265th Street is an illegal lot in the A-1 district.

GENERAL FINDINGS

Harmony and Accord with General Principles and Proposals of the Zoning Ordinance

The intent of the Zoning Ordinance is to provide for the public health, safety, morals, comfort, and general welfare; conserve property values and encourage the most appropriate use of land; provide for the orderly planned use of land resources; and facilitate adequate and economical provisions for public improvements.

Compliance with Health Department requirements is ensured under recommended Conditions 12, 15, and 16. The use does not run contrary to the orderly planned use of land resources, but may not be the most appropriate use of the land. No additional public improvements should be required to serve this property.

Travel trailer parks like the one proposed are allowed in A-2 districts, subject to a SUP being approved by the Board of Adjustment.

Compatibility of Use with the Appearance and Essential Character of Area

The area within ½-mile of the campground consists of primarily agricultural and rural residential uses. The use does not involve tall structures or other features that create a visual blight for nearby property owners. The camp sites are significantly buffered along all property lines (See Figures 9-12). The campground use is not be as intense as the campgrounds along the south shore of Clear Lake, Camp at the Woods, the one operated by Tim Navratil in Falls Township, or the three the county campgrounds. Visual impacts can be controlled by requiring maintaining existing perimeter plantings of the property.

Impact on Existing and Futures Uses, Vicinity, and Community as a Whole

The property's use as a travel trailer park would not preclude its use for a single family dwelling site or other non-residential use in the future. Impacts on the vicinity include continued traffic from the use, noise from people camping on the property, and smoke from cooking and recreational fires. These are discussed in more detail below.

Adequacy of Public Services

(i.e., highways, streets, police, fire protection, drainage structure, refuse disposal, water and sewage facilities, or schools)

Access to the site is from Vine Avenue by two existing driveways (County Road S62), a paved road (See Figures 13 & 14). The road intersects with 265th Street (County Road B30/Iowa Highway 122), roughly 0.2 miles south of Hughes' driveway. Because the site is accessed by a paved road, no dust control on public roads is necessary.

Law enforcement protection is provided by the Cerro Gordo County Sheriff's Department. Fire protection is provided by the Nora Springs Fire Department while emergency medical response and transport are provided by the Mason City Fire Department. The continued use as a travel trailer park will not have any significant impact on these services.

A utility pole with light is located near the driveway to the original garage location. Most lots have electrical service for travel trailers (See Figure 15). CG Public Health notes that Hughes is responsible for solid waste disposal and must supply trash receptacles that are weatherproof and closed from access by vermin. A dumpster with a lid is located on the south side of the driveway (See Figure 16, full from the July 4th holiday). There are trash cans with closing lids located around the premises (See Figure 17).

The site is not in a drainage district nor are there any floodplains on the property. The property gently slopes from northwest to southeast.

The well is located just off the southwest corner of the garage (See Figure 18). There is no dump station on the property. The shelter house has two bathrooms and showers that were installed after the original SUP was granted. A leech field to the east of the shelter house was also subsequently install (See Figure 19). As a result, portable toilets are probably not necessary as part of continuing the special use. Permits from the Department of Public Health will be required for any new dump station that may be installed or any modification to wastewater treatment systems. This should be a condition of the SUP, if approved.

If more than 25 people are served by the well, it will be considered a public water supply system. Such a system would be inspected and permitted by the Iowa Department of Natural Resources, which may already be in place since this is an existing travel trailer park. However, this should remain a condition of the SUP, if approved.

The use will not have an impact on schools.

Public Cost for Additional Public Facilities and Services

The request is unlikely to have any cost to the public for additional public facilities or services.

Potential Detriments to Persons, Property, or General Welfare

(i.e., excessive traffic, noise, smoke, glare, or odors)

Recommended Condition 10 limits use of the travel trailer park from April 15th through November 15th. Vine Avenue carries 1,750 vehicles per day on average. The proposed continued use of the property will not alter current traffic patterns, as there is no increase to the number of travel trailer lots. Most of the trips caused by the campground are made on weekends and summer holidays.

Noise from persons camping is also a possibility. The nearest travel trailer lot is about 900' from the house to the southeast and more than 1,500' to the house to the northwest. Rules similar to those in use at county campgrounds are employed, including rules addressing late-night noise. Smoke carrying to the property to the southeast (based on prevailing winds) from cooking and recreational fires may be more of a nuisance than noise will be. The county has no record of complaint during the existence of the campgrounds, so maintaining similar conditions would be sensible in the SUP.

The interior road is gravel-surfaced. Recommended Condition 11 requires that dust control be applied on April 1st and August 1st of each year.

No fumes or glare will be created by the proposed use.

Compatibility and Consistency with the Intent and Purpose of the Zoning Ordinance

The A-2 district Declaration of Intent states that, "The A-2 Agricultural District is intended to serve the agricultural community and guide urban land use development in the rural area. It does allow for a limited number of agricultural service related businesses. Such areas shall not be less than two (2) acres in size." A campground, while allowed by SUP in the A-2 district, does not "serve the agricultural community" nor does it bear a resemblance to an "agricultural service related business."

However, no productive agricultural land has been lost as a result of the special use nor have there been negative impacts on agricultural operations on surrounding land.

Compatibility with County Comprehensive Plan

The objectives and policies of the county's Comprehensive Plan that pertain to this type of use can be summarized as follows:

- Non-farm uses should be limited to areas of poor or marginal soil in order to preserve productive soil.
- Non-farm development should be placed where it will be least disruptive to and will not hinder agricultural operations.
- Non-farm uses should be designed to blend in with the natural character of the land.
- Agricultural areas with a CSR of 70 or above should be preserved.
- Environmentally sensitive areas should be set aside and protected from development to prevent degradation.
- Performance standards should be applied when appropriate.

The proposed special use appears to meet the above objectives and policy statements. While the soil on the property is highly productive, having a CSR ranging from 78 to 88, none of the land of this parcel has been in production since at least the 1930s. The proposed use should not have an impact on the efficiency of agricultural operations elsewhere.

The topography of the property will remain unchanged. Trees and natural vegetation already existing on the property will be retained as a buffers. Maintaining the existing vegetation onsite is probably necessary to provide buffering along Vine Avenue and in the around the property. The recommended conditions, which are mostly maintained from the previous SUP as applicable, should be sufficient performance standards, as the campground has existing for over a decade without complaint.

COMPLIANCE WITH ADDITIONAL ARTICLE 20 REQUIREMENTS

Staff comments are in bold below. Additional requirements for the special use requested are as follows:

20.2 SPECIAL USES

Q. Travel Trailer Parks. Any District except M-1 and M-2. **The property is zoned A-2**

Agricultural.

1. Minimum Requirements for Park:

- a. Front Yard. Same as district or fifty (50) feet, whichever is greater. **The site plan shows the eastern-most camping lot is about 100 feet from the right-of-way line of Vine Avenue (See Figure 20). The access road ends about 125 feet from the east (front) lot line.**
- b. Side Yard. Thirty-five (35) feet. **The side yard requirement is met on the north and south for the 16 lots. A distance of 91 feet is shown from the access road to the north lot line.**
- c. Rear Yard. Thirty-five (35) feet. **The 16 lots all meet this requirement. The access road is about 135 feet from the west (rear) lot line.**
- d. Minimum Area. One and one-half (1½) acres. **The site is 5.45 acres in size.**
- e. Maximum Density. Twenty (20) unit spaces per gross acre of park site. **At 16 lots, the ratio is 2.9 spaces per gross acre.**

- f. Drives. Twenty-five feet in width with asphaltic concrete surface. The revised site plan shows the width of the drives to be 25 feet. **The access drive is 25'-wide and gravel-surfaced. The asphalt surface requirement was waived in the original SUP. With the existing vegetation and appropriate dust control treatment of the driveway onsite, asphalt surfacing seems unnecessary, so staff recommends it be waived again.**
 - g. A Common Service Building providing laundry facilities, short order food service, accessory supplies, etc., may be included in the "park" permitted in the A-1 and A-2 Districts, provided such building shall not be visible to passing traffic; and shall be restricted to the use of the park occupants. Such service buildings shall be permitted in the C-2 District providing such use shall conform to the requirements provided in the C-2 District Regulations. **The property is zoned A-2. The existing attached shelter building is used as a shelter, bathroom, and shower facility. Existing vegetation properly screens the use from all property lines (See Figures 9-12).**
 - h. The Rear and/or Side Yards shall be screened from adjacent property's visual access by planting screen not less than ten (10) feet in width, or by an un-climbable fence wall in accordance with Article 19. **Continuous lines of trees and vegetation exist along the rear and side lot lines and meet this requirement (See Figures 9-12).**
2. Requirements of "Travel Trailer" Spaces:
 - a. Minimum Space Size. Twenty (20) feet by fifty-five (55) feet. **All proposed lots appear to meet this requirement.**
 - b. Minimum Space Area. One thousand one hundred (1,100) square feet. **All 10 lots meet this requirement, with the smallest being 1,650 square feet in size.**
 - c. Off-Drive Parking. **One (1) parking space for and within the area of each "Travel Trailer" space. Each lot appears to meet this requirement with additional parking located north of the barn (See Figure 7), in front of the existing garage (see Figure 8), and west of the first lot (See Figure 1).**
 - d. Minimum Front Yard. Ten (10) feet. **All lots appear to meet this requirement.**
 - e. Minimum Rear Yard. Five (5) feet. **All lots appear to meet this requirement.**
 - f. Minimum Side Yard. Five (5) feet. **All lots appear to meet this requirement with the smallest having side yard setbacks of 10 feet.**
 - g. Travel Trailer Separation. The minimum distance between any two (2) travel trailers shall be not less than then (10) feet. **All lots appear to meet this requirement, with most having a separation distance of 20 or more feet between trailers.**
 3. Site Plan Requirements:
 - a. A site plan of the park site shall be required for review and consideration of a "Special Use" permit. The site plan shall be prepared at a scale of not less than 1"=100'. **The site plan lacks a scale, but is dimensioned.**
 - b. All provisions to meet the requirements of this Ordinance shall be clearly illustrated. **The site plan depicts dimensions necessary to determine compliance with Ordinance requirements.**
 - c. All existing drainage and public utility facilities shall be shown; and proposed methods of storm water removal, waste removal and water distribution shall be stated on the plan. Detailed requirements shall be approved by the appropriate county department prior to the issuance of a special permit. **The site plan shows the approximate location of the well (see Figure 18), electrical service (See Figure 15), the proposed location of the dumpster (see Figure 16 & 17), and leech field (See Figure 19). It also shows that drainage generally flows downhill from the west**

toward the ditch along the east lot line. The site photos provide a general feel for the slope of the land.

- d. Final Travel Trailer Park development shall be in accordance with the approved site plan. **This should be made a condition of the SUP, if approved.**
4. Storage of Travel Trailers:
 - a. Unoccupied mobile homes, travel trailers, campers, converted buses, motor homes, tent trailers or similar devices may be located in travel trailer parks for storage purposes as per the following:
 - b. A specific area must be designated as a storage area and all vehicles shall be located in this area during such time as the use is for storage.
 - c. The site plan shall identify the sites for occupied use and sites for storage.
 - d. Nothing in this article shall be construed to permit the repair, maintenance, sales or servicing of vehicles located in a travel trailer park. **The operational statement expressly states that the travel trailer park will be used as before where trailers will not be stored on site year-round.**

ZONING DISTRICT REQUIREMENTS

Requirements of the zoning district for which the proposed special use is to be located are as follows:

- Minimum parcel size is 2 acres. **The site area is 5.45 acres in size.**
- 8.5 Height Regulations. No building hereafter erected or structurally altered shall exceed two and one-half (2 ½) stories or thirty-five (35) feet. **No structures on this property exceed this height.**
- 7.6 Yard Requirements. Each lot shall have front, side and rear yards not less than the depths or widths following:
 - A. Front yard depth, fifty (50) feet.
 - B. Each side yard width, twenty-five (25) feet.
 - C. Rear yard depth, fifty (50) feet.**All A-2 district setbacks were complied with.**

STATUTORY REQUIREMENTS

Additional requirements under Iowa Code pertain to the Special Use applied for:

Any water system serving 25 or more spaces must be approved and regularly tested by the Iowa Department of Natural Resources. It is the responsibility of Hughes to ensure they meet public well requirements, if applicable.

DEPARTMENT COMMENTS

County Engineer: Any modifications to existing driveways require a driveway permit.

CG Public Health: The site has a permitted septic system that was installed in 2016. Any modification of the system or installation of a dump station required a permit from the department.

The property may qualify as a public water supply if it serves at least 25 people for 60 days during the year. The Iowa DNR regulates public water supplies and has final authority in determining if a well qualifies. Annual well testing is recommended and can be provided for the property at no cost.

CG Public Health noted that adequate dumpsters or trash receptacles that are vermin-proof and weather proof to accommodate trash produced on the site must be provided. The special use will not be permitted to become a health nuisance.

STAFF ANALYSIS AND RECOMMENDED ACTION

The private travel trailer park has existing for over decade without violation or record of complain. This is backed up by the fact that the Sheriff's Department has not had any calls for service since the campground was approved in 2013.

All 16 travel trailer lots meet or exceed minimum requirements of the Zoning Ordinance and for the special use proposed.

Approval and continued use of the property as a private travel trailer park is recommended, subject to the conditions below.

RECOMMENDED CONDITIONS TO BE MET IF POSITIVE VOTE BY BOARD OF ADJUSTMENT

Note: In granting a Special Use Permit, the Board of Adjustment may attach conditions which it finds are necessary to carry out the purpose of the Zoning Ordinance, in conformance with what is provided in Article 20 of the Zoning Ordinance, and where reasonable and necessary may increase the required lot or yard, control the location and number of vehicular access points to the property, limit the number of signs, limit coverage or height of buildings because of obstruction to view and reduction of light and air to adjacent property, and require screening and landscaping to reduce noise and glare and maintain the property in character in keeping with the surrounding area. Special uses shall ordinarily comply with the standards of the district concerned for principal uses which are permitted therein, except as modified by the Board of Adjustment in granting a Special Use Permit.

1. This Special Use Permit may be reviewed at any time in the future upon the request of the applicants or a majority of the Board of Adjustment members.
2. The provisions and/or regulations as stated shall be minimum requirements and wherever the requirements of any other lawfully adopted rules, regulations, or ordinances are at a variance, the most restrictive shall govern.

3. It is contemplated that from time to time during the operation of the travel trailer park that conditions may arise which are not covered by the terms of this permit and which cannot be anticipated. In the event such conditions do arise, the Board of Adjustment of Cerro Gordo County, Iowa, may impose additional regulations to meet any new conditions. In addition, if said facility should, at any time, be operated in any manner which violates the rules and regulations of any federal or state regulatory agency, then the Board of Adjustment may impose such other conditions so as to ensure compliance with such rules and regulations.
4. This permit will be subject to revocation for operator's failure to comply with the provisions as herein set forth or such other provisions as may, from time to time, be imposed by the Board of Adjustment of Cerro Gordo County, Iowa, under the terms of this permit.
5. County representatives shall have the right to enter the premises at any time upon notification to the permit holder for the purposes of enforcing the provisions of this Special Use Permit.
6. Any other necessary permits or licenses required by federal, state, and local agencies shall be obtained by the applicant and current copies placed on file with the county Planning and Zoning Office.
7. This Special Use Permit is granted to Jason and Robin Hughes, and immediate family members as defined in the Cerro Gordo County Zoning Ordinance, and is not transferrable to any other party.
8. The site plan and operator's statement is hereby adopted as presented and the applicant shall adhere to said site plan. The Board of Adjustment shall have the right to review any proposed change in or expansion of the special use.
9. All new construction shall strictly comply with the site plan submitted with the application. A Zoning Permit Application shall be completed and a Zoning Permit issued prior to any new construction on the site related to the special use.
10. Use of the travel trailer park shall be limited to the period between April 15 and November 15 of each year. No travel trailer shall be located on the premises, except within an enclosed building, outside of the above dates. The storage of unoccupied mobile homes, travel trailers, campers, converted buses, motor homes, tent trailers or similar devices is prohibited, except within an enclosed building.
11. The requirement for asphaltic concrete surfaced interior drives as required by Section 20.2(Q)(1)(f) of the Zoning Ordinance is hereby waived. Dust control shall be applied to gravel-surfaced interior drives twice per year by a contractor licensed and in accordance with procedures required by the Cerro Gordo County Engineer's Office. Dust control shall be applied on the driveway by June 1 and August 1 each year. No fugitive dust shall cross any property lines.
12. One or more trash receptacles with a closing lid, impermeable to birds or rodents, shall be provided in a location(s) convenient to users as per the site plan. At no time shall trash be visible above or outside of the receptacle. Trash shall be removed on a regular basis.
13. Trees and other vegetation on the property shall be maintained in such a way to preserve a planting buffer, no less than 10 feet in width, that provides sufficient visual screening along all property lines as determined by the Zoning Administrator.
14. Security lights shall be maintained in conformance with the site plan.
15. Potable water shall be provided in a method approved by the Iowa Department of Natural Resources or CG Public Health, depending on the number of users.

16. Any modifications to the existing septic system, new wastewater treatment system, or dump station shall meet all requirements and obtain any required septic permit from CG Public Health.
17. All recreational vehicles shall be fully licensed and ready for highway use at all times as defined by the Zoning Ordinance. Permanently attached additions to any travel trailer or recreational vehicle shall be prohibited.

BOARD DECISION

The Board of Adjustment may consider the following alternatives:

Alternatives

1. Grant the requested Special Use Permit Application subject to any condition as deemed necessary by the Board (The Board reserves the right to remove, amend, or add additional conditions from those recommended as deemed necessary).
2. Deny the requested Special Use Permit Application.

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

Provided motion of **approval**:

To adopt the staff report as the Board's findings and to grant the application, subject to the conditions recommended by staff and as modified by the Board of Adjustment, for the placement of an agricultural-commercial neighborhood business, and further, that the grant of the application be made effective immediately and on the condition that **[NAME OF APPLICANT]** shall perform all operations under the application under the specific direction of the Cerro Gordo County Zoning Administrator, consistent with the proposed conditions and recommendations approved by the Board of Adjustment, until such time as a formal resolution is drafted and adopted by the Board of Adjustment, not to exceed 60 days.

Provided motion of **denial**:

To adopt the staff report as the Board's findings and to deny the application for the reasons stated in the staff report as well as for the following reasons: **[STATE ADDITIONAL REASONS FOR DENIAL, IF ANY]**. Said reasons for denial shall be stated in the official transcript and minutes of the Board of Adjustment, and shall be made in writing to the applicant in letter form by the Board's secretary.

EXHIBITS

- Exhibit 1: Figures
- Exhibit 2: Special Use Permit Application
- Exhibit 3: Operator's Statement
- Exhibit 4: Site plan
- Exhibit 5: Aerial photo of site

Figure 1

Looking at the travel-trailer lot west of the shelter building



July 5, 2023, J. Robbins

Figure 2

Looking at the two travel trailer lots north of the shelter building



July 5, 2023, J. Robbins

Figure 3

Looking at travel trailer lots closest to the northeast corner of the property



July 5, 2023, J. Robbins

Figure 4

Looking at travel trailer lots along the east side of the property



July 5, 2023, J. Robbins

Figure 5

Looking at the northerly travel trailer lots along the west side of the east road



July 5, 2023, J. Robbins

Figure 6

Looking at the southerly travel trailer lots along the west side of the east road



July 5, 2023, J. Robbins

Figure 7
Looking at the shelter building



July 5, 2023, J. Robbins

Figure 8
Looking at the corn crib and outbuilding near the southwest corner of the property



July 5, 2023, J. Robbins

Figure 9

Looking toward the south side of the property from Vine Avenue



July 5, 2023, J. Robbins

Figure 10

Looking at the front side of the property from Vine Avenue



July 5, 2023, J. Robbins

Figure 11

Looking toward the north side of the property



July 5, 2023, J. Robbins

Figure 12

Looking toward the rear side of the property



July 5, 2023, J. Robbins

Figure 13

Looking at the south driveway into the property from Vine Avenue



July 5, 2023, J. Robbins

Figure 14

Looking at the north driveway into the property from Vine Avenue



July 5, 2023, J. Robbins

Figure 15

Looking at an example travel trailer electrical service



July 5, 2023, J. Robbins

Figure 16

Looking at the dumpsters located on the west side of the property



July 5, 2023, J. Robbins

Figure 17



July 5, 2023, J. Robbins

Figure 18
Looking at the onsite well



July 5, 2023, J. Robbins

Figure 19

Looking at the general location of the leech field east of the shelter building



July 5, 2023, J. Robbins

Figure 20

Looking toward Vine Avenue from the closest travel trailer lot



July 5, 2023, J. Robbins

SPECIAL USE PERMIT

APPLICATION

Date Filed 6-16-23

Date Set for Hearing 7-25-23

Case Number: 23-17

Applicant Name: Robin Hughes Phone: 641-512-5911 E-Mail: rockinrob224@gmail.com

Mailing Address: 1733 Springview Dr Mason City, IA 50401

Property Owner Name: Robin Hughes Phone: 641-512-5911 E-Mail: rockinrob224@gmail.com

Property Owner Address: 1733 Springview Dr Mason City IA 50401

Property Description (Not to be used on legal documents): Parcel # 080920000800 Township Portland

Property Address: 17698 Vine Ave Mason City, IA 50401 Zoning: Commercial

Brief Legal Description:

PCL "A" LOC IN SENE 09-96-19 DESC IN SURV BK 2012 PG 3091

Special Use Description: Please provide a general description of the proposed special use.

This Special use permit request is to continue the operation of an established private ~~camp~~ travel-trailer park that was inherited in June of this year and has been in existence since 2013.

*Attach all required items listed in the application checklist, including written operator's statements, site plan, filing fee, and all other materials required to be submitted with this application

I am the [X] Owner [] Contract Purchaser [] Other (Explain) _____ 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 the accompanying application; and that the information provided is true and correct, and actual construction, as applicable, and operation of the proposed special use will proceed in accordance with the purposes herein stated on the application and all submitted materials. I further agree to any conditions and/or requirements the Board of Adjustment may stipulate. The Planning & Zoning staff and Board of Adjustment members are also given permission to enter the above property in reviewing this application.

Applicant Signature Robin Hughes

Date _____

Owner's statement: Robin Hughes

This special use permit request is to continue the operation of the established travel trailer park that was inherited in June of this year to myself from my deceased mother (Carren Schaer), but has been in existence since July 31, 2013. It is located on 4.67 acres that is off of Vine Ave (county road S62) and 265th Street (business 18), 7 miles East of Mason City.

The primary use of this facility is for camping from April 15th – November 15th. It is currently a private campground which will continue to be ran like that.

The house was torn down and a shelter house was built using the existing garage. This was completed under my mother. When the shelter house was built two bathrooms with showers in each were added. This reduced the need for Portable Toilets. During the same time the shelter house was built a new septic system and leech field was placed east of the shelter house and proceeds in to the lawn front lawn area. The septic system is large enough to withstand the 16 sites.

The trash is being picked up by Absolute Waste Removal out of Clear Lake Iowa once a week. The dumpster is in a hidden area where passerby's on the blacktop road and highway are unable to see. A-1 portables provides the removal of sewage from the trailers when needed. Which has been in place for several years. There is a well on the property to use for portable water.

The property has over 50 trees and shrubs planted around the property that can be seen from the road, creating a screen for privacy, dust and wind. Trees are planted to continue the natural barrier. The property is serene, giving peace to the campers.

There is no hazardous or disturbing activities at the park. The goal is to continue to offer a gathering place for the family and friends to enjoy and maintain the existing travel trailer park as was intended with my mother.

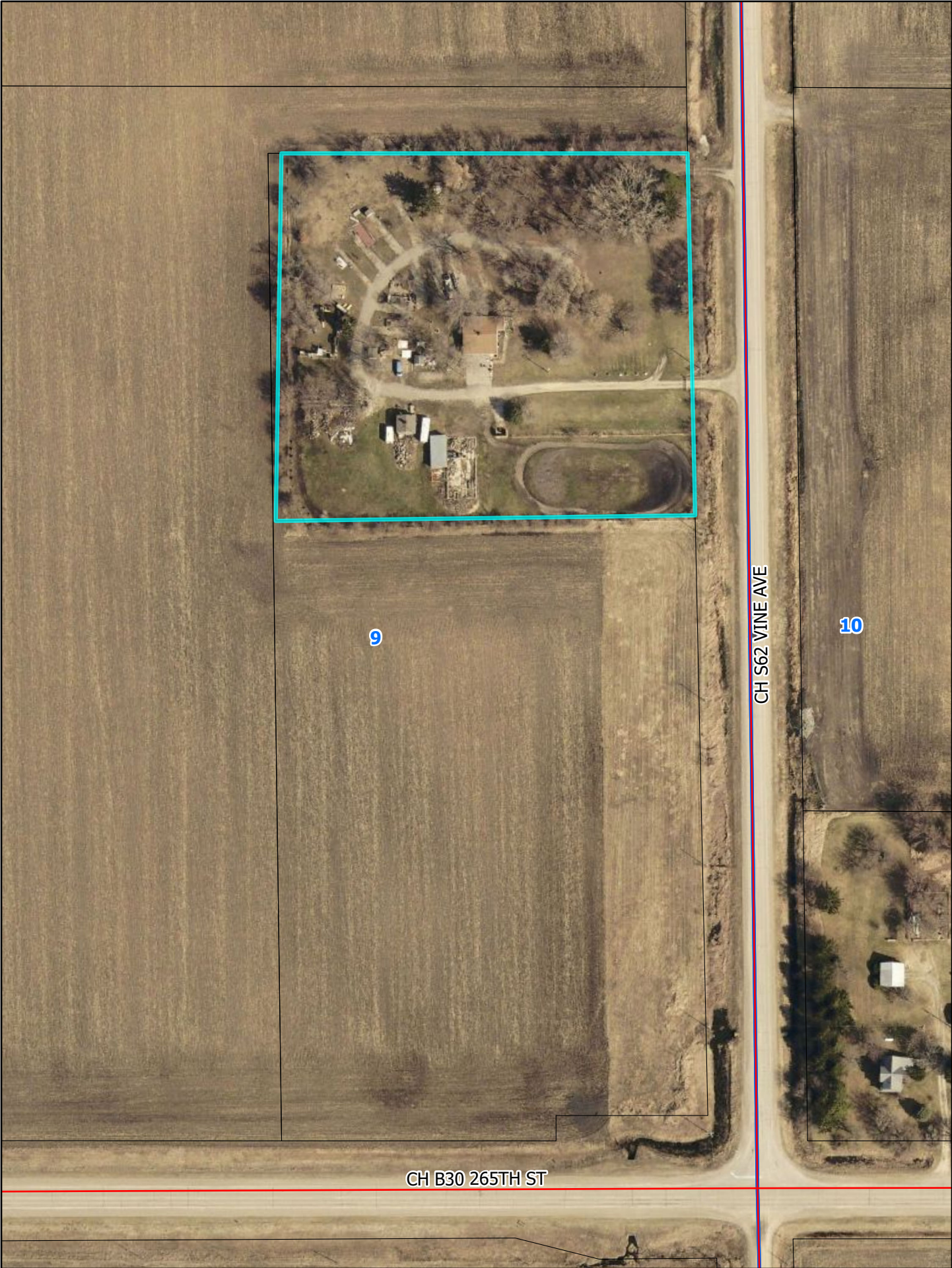
There is no known additional expense to the public. The extra traffic on the driveways will be addressed by having the road treated to reduce dust. This will be paid by the property owner.

The proposed use is to remain a Travel Trailer Park in the current zoning district which is Commercial.

The use will not be hazardous or disturbing to the property owners as the majority are fields. With the exception of a property to the southeast and the northwest. Both have not currently had any complaints to the existing travel trailer park.

I plan to continue running it as it was before, with the existing plans with the exception of house being removed and the shelter house in place. No new sites have been added, since the last diagram. New gravel has been placed on a few sites and the roads going in to the property.

I have enclosed the two resolutions for my mother from 2013 and 2015.



9

10

CH B30 265TH ST

CH S62 VINE AVE