

City of Carlisle, Iowa
Planning and Zoning Commission
Regular Meeting
February 21, 2022
7:00 P.M.
City Council Chambers – 100 N. 1st Street

Join Zoom Meeting - <https://zoom.us/j/9951930479>

Meeting ID: 995 193 0479

One tap mobile – Call 1-312-626-6799, enter 995 193 0479# when prompted

We encourage all videoconferencing or calling in to let staff know who you are for the record and then mute your microphone or phone until you would like to speak to provide a better overall experience.

Call to order

Determine quorum

New Business and Action Items

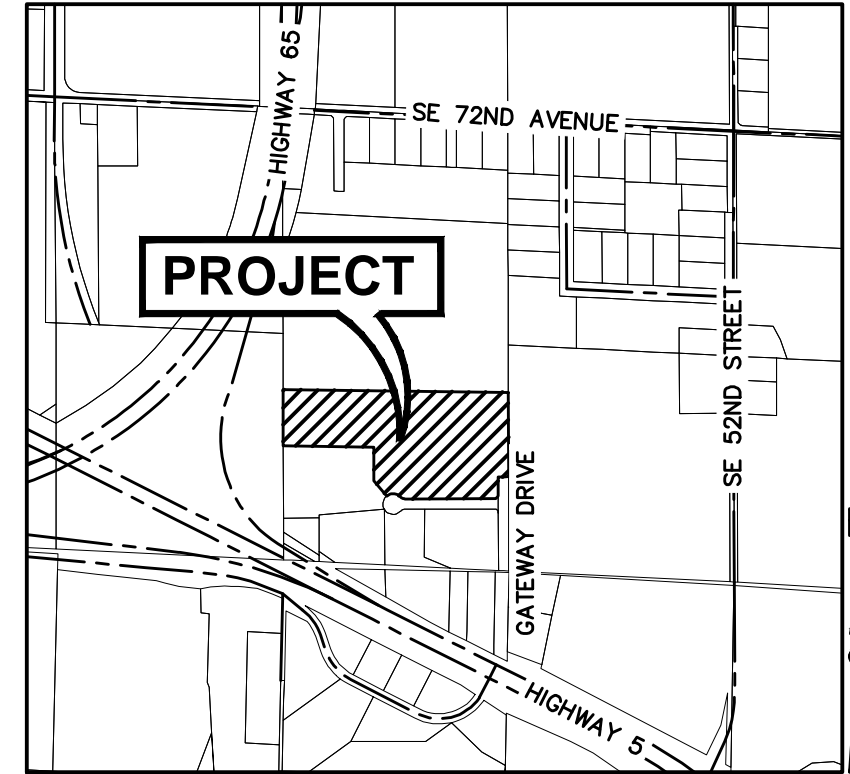
1. Discussion and Possible Action on Recommendation for Scotch Ridge Business Park Plat 3 Preliminary Plat
2. Discussion and Possible Action on Rezoning Application for Scotch Ridge Business Park Plat 3
3. Discussion and Possible Action on Recommendation for Trash Enclosure Waiver for Carlisle Veterinary Clinic by Downing Construction (Ken Edwards)

Administrator/Engineer/Commission Reports

Adjournment

**** PLEASE NOTE THAT THIS AGENDA MAY CHANGE UP TO 24 HOURS PRIOR TO
THE MEETING ****

VICINITY MAP
NOT TO SCALE



CARLISLE, IOWA

PRELIMINARY PLAT FOR: SCOTCH RIDGE BUSINESS PARK PLAT 3

CARLISLE, IOWA

OWNER / APPLICANT

SCOTCH RIDGE LLC
544 4TH STREET
WEST DES MOINES, IA 50265-4620

ENGINEER / SURVEYOR

CIVIL DESIGN ADVANTAGE
4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
CONTACT: ERIN OLLENDIKE
EMAIL: ERINO@CDA-ENG.COM
PH. (515) 369-4400
FX. (515) 369-4410

ZONING

EXISTING: C-2: COMMERCIAL DISTRICT
PROPOSED: M-1: LIGHT INDUSTRIAL DISTRICT

BULK REGULATIONS

LIGHT INDUSTRIAL DISTRICT (M-1):
MIN. LOT WIDTH: 75'
FRONT SETBACK: 45'
SIDE SETBACK: 10', UNLESS ADJACENT TO ANY R DISTRICT, THEN NO LESS THAN 50'
REAR SETBACK: 45', UNLESS ADJACENT TO ANY R DISTRICT, THEN NO LESS THAN 50'
MIN. LOT SIZE: 10,000 SF

NOTES

- ALL ACCESS DRIVES SHALL BE APPROVED BY THE CITY ENGINEER.
- LOTS 1, 2 AND 3 SHALL HAVE ON-SITE DETENTION.
- STORM SEWER EXTENSIONS ALONG GATEWAY DRIVE SHALL BE FINAL DESIGNED WITH THE PREPARATION OF CONSTRUCTION DRAWINGS. SIZES SHOWN ARE APPROXIMATE.

PRELIMINARY PLAT DESCRIPTION

OUTLOT 'Z', SCOTCH RIDGE BUSINESS PARK PLAT 1, AN OFFICIAL PLAT IN THE CITY OF CARLISLE, POLK COUNTY, IOWA. CONTAINING 655,750 SF (15.05 AC).
THE PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

LEGEND

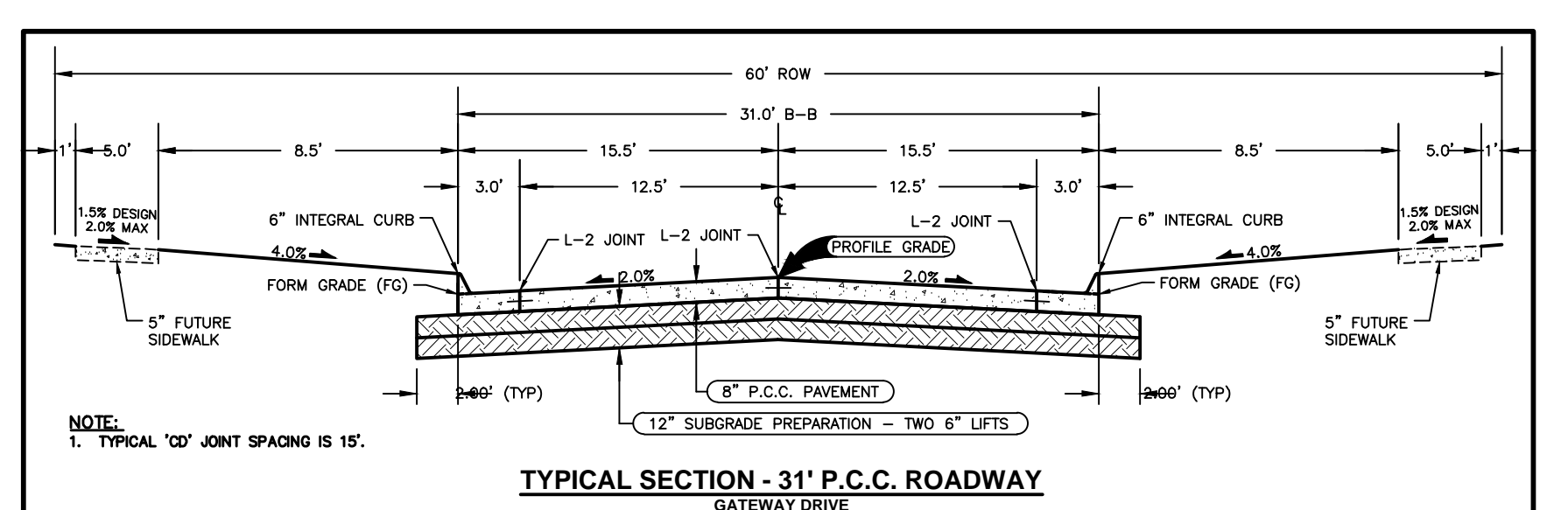
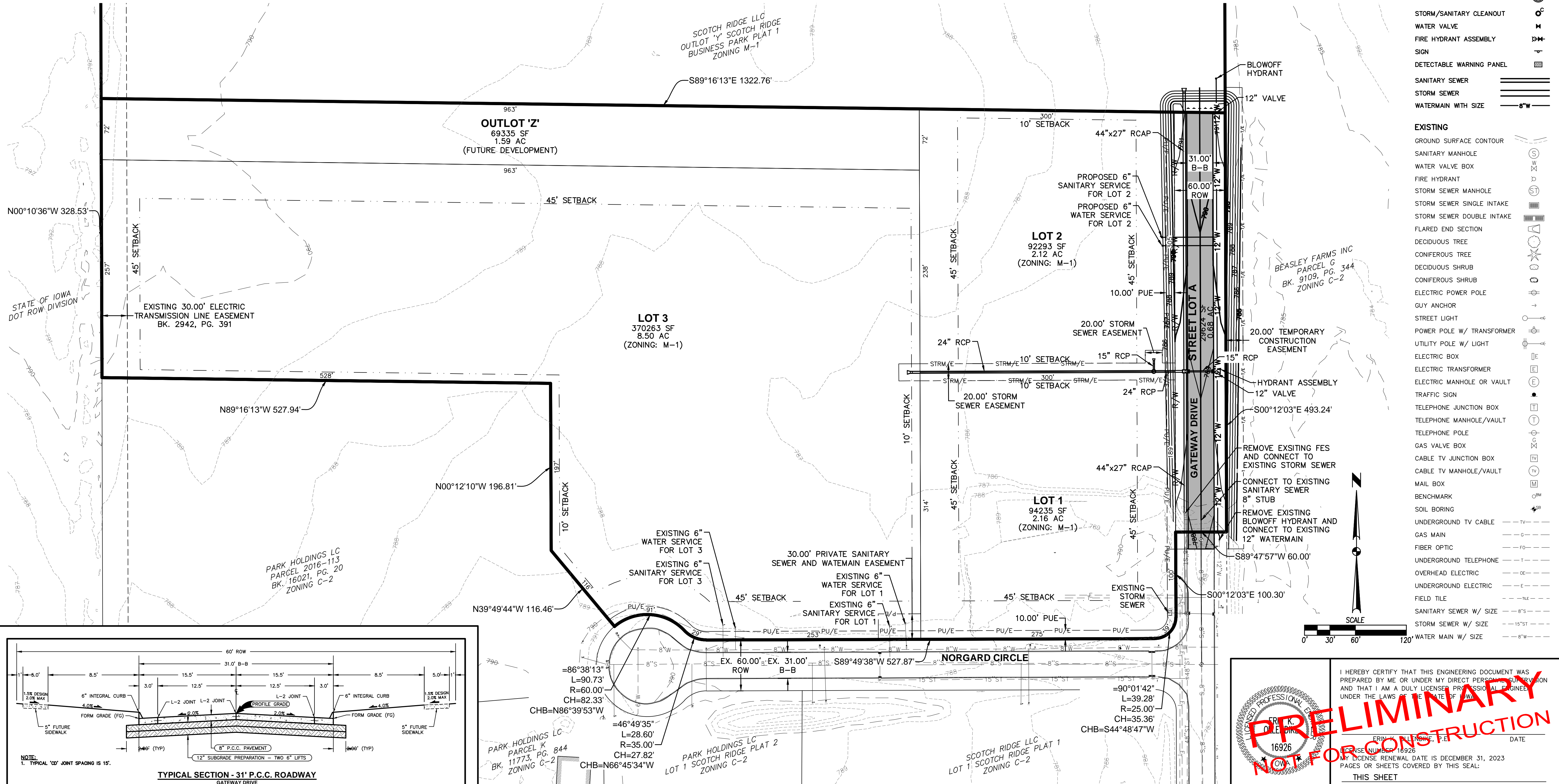
FEATURES

PROPOSED

- GROUND SURFACE CONTOUR
- TYPE SW-501 STORM INTAKE
- TYPE SW-502 STORM INTAKE
- TYPE SW-503 STORM INTAKE
- TYPE SW-505 STORM INTAKE
- TYPE SW-506 STORM INTAKE
- TYPE SW-512 STORM INTAKE
- TYPE SW-513 STORM INTAKE
- TYPE SW-401 STORM MANHOLE
- TYPE SW-402 STORM MANHOLE
- FLARED END SECTION
- TYPE SW-301 SANITARY MANHOLE
- STORM/SANITARY CLEANOUT
- WATER VALVE
- FIRE HYDRANT ASSEMBLY
- SIGN
- DETECTABLE WARNING PANEL
- SANITARY SEWER
- STORM SEWER
- WATERMAIN WITH SIZE

EXISTING

- GROUND SURFACE CONTOUR
- SANITARY MANHOLE
- WATER VALVE BOX
- FIRE HYDRANT
- STORM SEWER MANHOLE
- STORM SEWER SINGLE INTAKE
- STORM SEWER DOUBLE INTAKE
- FLARED END SECTION
- DECIDUOUS TREE
- CONIFEROUS TREE
- DECIDUOUS SHRUB
- CONIFEROUS SHRUB
- ELECTRIC POWER POLE
- GUY ANCHOR
- STREET LIGHT
- POWER POLE W/ TRANSFORMER
- UTILITY POLE W/ LIGHT
- ELECTRIC BOX
- ELECTRIC TRANSFORMER
- ELECTRIC MANHOLE OR VAULT
- TRAFFIC SIGN
- TELEPHONE JUNCTION BOX
- TELEPHONE MANHOLE/VAULT
- TELEPHONE POLE
- GAS VALVE BOX
- CABLE TV JUNCTION BOX
- CABLE TV MANHOLE/VAULT
- MAIL BOX
- BENCHMARK
- SOIL BORING
- UNDERGROUND TV CABLE
- GAS MAIN
- FIBER OPTIC
- UNDERGROUND TELEPHONE
- OVERHEAD ELECTRIC
- UNDERGROUND ELECTRIC
- FIELD TILE
- SANITARY SEWER W/ SIZE
- STORM SEWER W/ SIZE
- WATER MAIN W/ SIZE



I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

PRELIMINARY
NOT FOR CONSTRUCTION

DATE: 02/04/2022
ENGINEER: GH
ENGINEER: EKO

COMMENT: 02/04/2022 12:00:03 PM V:\2022\0203-PR-PLAT-DWG
 FILE: H:\2022\0203\0203-PR-PLAT-DWG
 PLOTTED BY: GAZA
 PLOT DATE: 2/4/2022 8:30 AM
 PLOT SCALE: 1"=60'

DATE: 02/04/2022

REVISIONS:

4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 369-4400

ENGINEER: GH

ENGINEER: EKO

CARLISLE, IOWA

SCOTCH RIDGE BUSINESS PARK PLAT 3
PRELIMINARY PLAT

1 / 1

1905.223

Printed Name

Address


Signature

13. Attach a statement of reasons why the present zoning classification is no longer valid.

14. Attach a drawing or plat showing

- Location
- Dimensions
- Use(s) of the applicant's property and **all properties within 300'** of the property to be rezoned.
- Please include all streets, alleys, railroads, utility easements and other physical features.

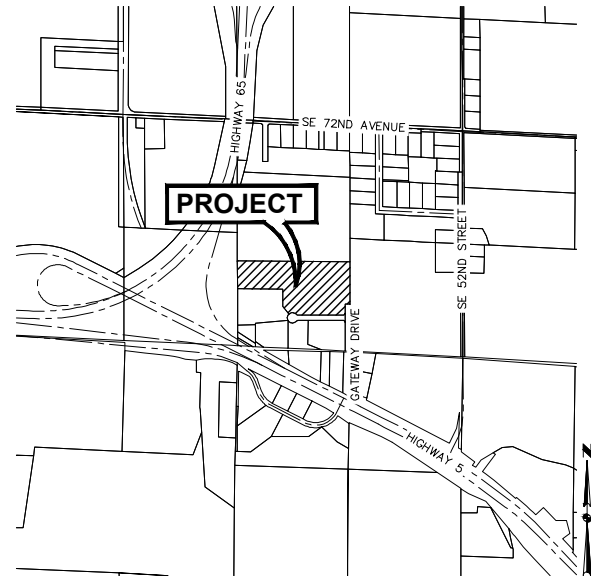
2/4/2022
DATE


APPLICANT'S SIGNATURE *managing member*
for Scott Ridge LLC

*Can use Assessor's website for property information and map requirements.

VICINITY MAP

NOT TO SCALE



CARLISLE, IOWA

OWNER / APPLICANT

SCOTCH RIDGE LLC
544 4TH STREET
WEST DES MOINES, IA 50265-4620

ENGINEER

CIVIL DESIGN ADVANTAGE
CONTACT: ERIN OLLENDIKE
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PH: (515) 369-4400

ZONING

EXISTING: C-2: COMMERCIAL DISTRICT
PROPOSED: L-1: LIGHT INDUSTRIAL DISTRICT

ADJACENT OWNERSHIP

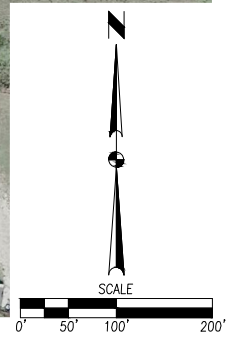
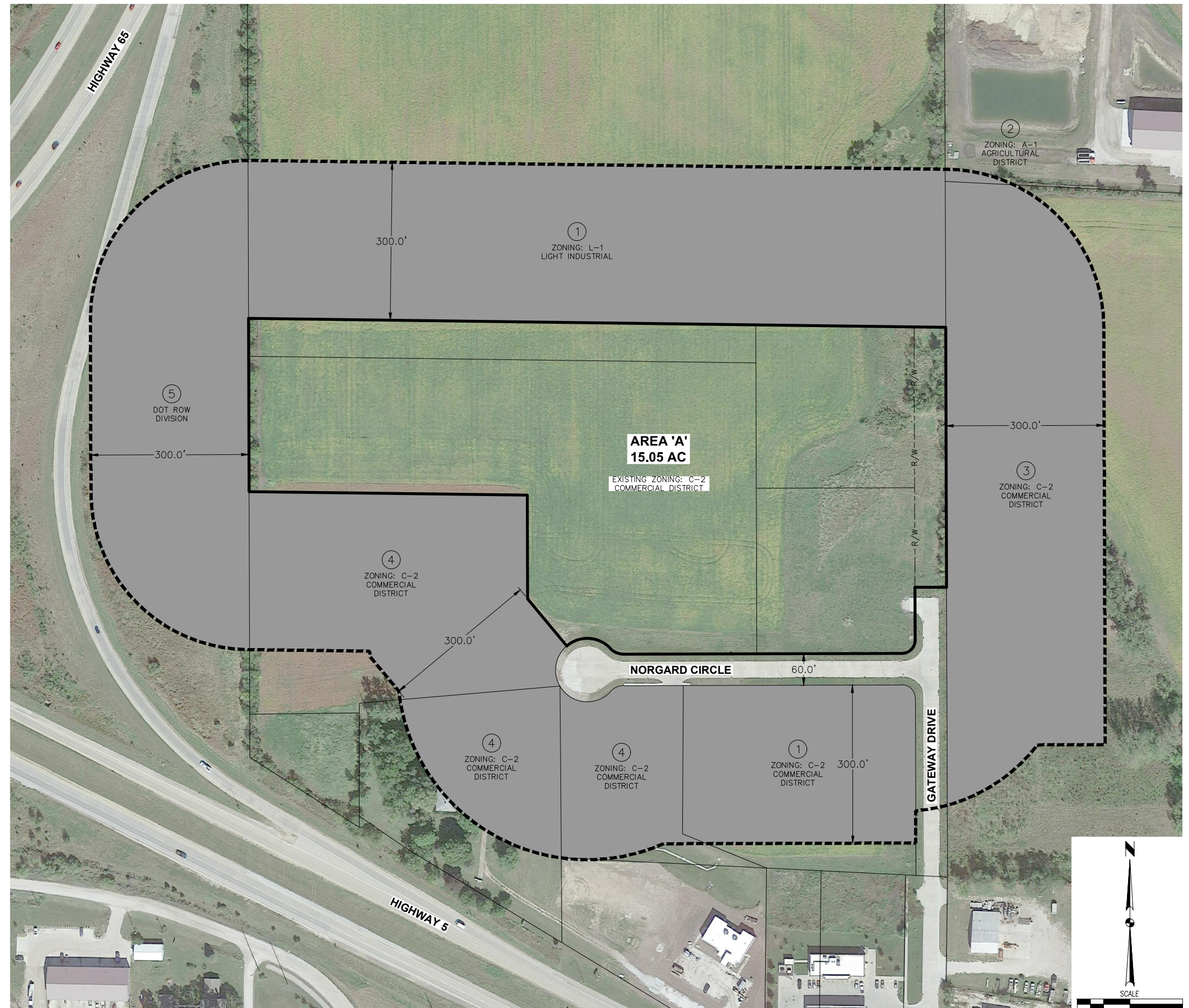
Owner	Acres	Percent	Consent
1 Scotch Ridge LLC	12.14	44.81%	X
2 Summertime Farms LLC	0.05	0.18%	
3 Beasley Farms Inc	7.31	27.00%	X
4 Park Holdings LC	7.99	28.01%	
5 State of Iowa	5.51		
Total	27.09	100.00%	71.81%

* PROPERTY OWNED BY THE STATE OF IOWA IS NOT INCLUDED IN THE AREA PERCENTAGES.

REZONING DESCRIPTION

OUTLOT 'Z', SCOTCH RIDGE BUSINESS PARK PLAT 1, AN OFFICIAL PLAT IN THE CITY OF CARLISLE, POLK COUNTY, IOWA CONTAINING 655,750 SF (15.05 AC).

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FILE: H:\2019\1905223\1905223-REZONING MAP.DWG
 PLOTTED BY: ERIN OLLENDIKE
 DATE: 2/7/2022 1:43 PM
 COMMENT:

DATE	REVISIONS	DATE
		02/02/2022

4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PHONE: (515) 369-4400

ENGINEER: GH



CARLISLE, IOWA

SCOTCH RIDGE BUSINESS PARK PLAT 3
REZONING MAP

Deven Markley

From: Ken Edwards <kene@downingconstruct.com>
Sent: Thursday, January 20, 2022 8:21 AM
To: Deven Markley; 'Gabby Breheny'; jbegg@safebuildingiowa.com; Justin Brown
Cc: Trevor McMains
Subject: Re: Carlisle Vet Clinic Certificate of Occupancy

Deven,

Thanks for getting back to me on this. Will this be discussed at the next P&Z meeting? If so, when will that take place, as I would like to be there for this. It's my understanding from Kylie that she does not intend to have a garbage collection area but plans to wheel her cans to the curb once a week. I will follow up with her to verify that is still the case.

Thanks

Ken

Get [Outlook for iOS](#)

From: Deven Markley <dmarkley@carlisleiowa.org>
Sent: Thursday, January 20, 2022 8:05:44 AM
To: Ken Edwards <kene@downingconstruct.com>; 'Gabby Breheny' <gbreheny@carlisleiowa.org>; jbegg@safebuildingiowa.com <jbegg@safebuildingiowa.com>
Cc: Trevor McMains <trevorm@downingconstruct.com>
Subject: RE: Carlisle Vet Clinic Certificate of Occupancy

165.06(5)(G). Garbage Collection Areas. All outdoor garbage collection areas shall be screened from all public rights-of-way and alleys. The screened garbage collection areas shall be of similar building material as the primary building. Trash receptacles for pedestrians' use are exempt.

The enclosure was shown on the original site plan so it would need to be included in the project. If the developer/owner wants to change that, they would need the change approved by the City. Section 165.06(8) provides the change process. As I noted in my previous email, given significant conversation in the past regarding trash enclosures, and particularly those along Highway 5, I am having it go to P&Z so they can decide.

The whole site plan ordinance is available here: https://link.getcybersolutions.com/u/e3778307/G00GP-x57BGViQeKlp85zA?u=https%3A%2F%2Fcarlisleiowa.org%2Fwp-content%2Fuploads%2F2017%2F07%2FCHAPTER-165_Zoning-General-Provisions.pdf



Deven Markley, MPA, CFM

Carlisle City Administrator

100 N. 1st Street, Carlisle, Iowa 50047

Ph: (515) 989-3224 Fax: (515) 989-4395

carlisleiowa.org



 Please consider the environment before printing this email

From: Ken Edwards <kene@downingconstruct.com>
Sent: Wednesday, January 19, 2022 7:38 PM
To: Deven Markley <dmarkley@carlisleiowa.org>; 'Gabby Breheny' <gbreheny@carlisleiowa.org>; jbegg@safebuildingiowa.com
Cc: Trevor McMains <trevorm@downingconstruct.com>
Subject: RE: Carlisle Vet Clinic Certificate of Occupancy

Deven:

Please provide Downing with the City Ordinance that requires a trash enclosure on a commercial property at time of the approval of this building permit and site plan.

Thank you,



KEN EDWARDS
PROJECT MANAGER

O: 515-961-5386 || F: 515-961-0468 || M: 515-208-6206
kene@downingconstruct.com || www.downingconstruct.com

From: Deven Markley <dmarkley@carlisleiowa.org>
Sent: Wednesday, January 19, 2022 9:19 AM
To: Ken Edwards <kene@downingconstruct.com>; 'Gabby Breheny' <gbreheny@carlisleiowa.org>; jbegg@safebuildingiowa.com
Cc: Trevor McMains <trevorm@downingconstruct.com>
Subject: RE: Carlisle Vet Clinic Certificate of Occupancy

I spoke with Jeff this morning. A temporary occupancy permit will be sent over today.

The street light is in process so we are good there. The only pending item to get a final occupancy permit on my end is the dumpster enclosure. I am sending that to P&Z as there has been significant discussion for the need for a dumpster enclosure required on several other plats. Once those items are resolved, we would get the final occupancy permit issued.



Deven Markley, MPA, CFM
Carlisle City Administrator
100 N. 1st Street, Carlisle, Iowa 50047
Ph: (515) 989-3224 Fax: (515) 989-4395
carlisleiowa.org



 Please consider the environment before printing this email

From: Ken Edwards <kene@downingconstruct.com>
Sent: Wednesday, January 19, 2022 7:11 AM
To: Deven Markley (dmarkley@carlisleiowa.org) <dmarkley@carlisleiowa.org>; Gabby Breheny <gbreheny@carlisleiowa.org>; jbegg@safebuildingiowa.com
Cc: Trevor McMains <trevorm@downingconstruct.com>
Subject: Carlisle Vet Clinic Certificate of Occupancy

Good morning all,

Can I please get an update on this CO? The owner is trying to close on her loan and the bank is requiring the CO to close. I have been asking about this for a little over a week and have gotten no response on it. I believe we passed our final inspection on Jan 6th. If something needs addressed to complete this, I can only do that if I know what the item or issue is.

Please let me know this morning so that we can get this completed and to Peoples today for Kylie.

Thanks

Ken



KEN EDWARDS
PROJECT MANAGER

O: 515-961-5386 || F: 515-961-0468 || M: 515-208-6206
kene@downingconstruct.com || www.downingconstruct.com

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