City of Carlisle, Iowa
Planning and Zoning Commission
Regular Meeting
June 21, 2021
7:00 P.M.
City Council Chambers – 100 N. 1st Street

Join Zoom Meeting - https://us02web.zoom.us/j/9951930479 Meeting ID: 995 193 0479

One tap mobile – Call 1-929-205-6099, 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 Final Plat for Carlisle Commons
- 2. Discussion and Possible Action on Recommendation for Final Plat for Danamere Farms Plat 9
- 3. Discussion and Possible Action on Recommendation for Final Plat for Danamere Farms Plat 10

Administrator/Engineer/Commission Reports

Comprehensive Plan Presentation – August Meeting

Adjournment

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

Aspen Business Park 414 South 17th Street, Suite 107 Ames, Iowa 50010

June 17, 2021

Larry Hyler, P.L.S.

Bishop Engineering 3501 104th Street Des Moines, IA 50322-3825

Carlisle Commons - Final Plat

Carlisle, Iowa FOX Ref No: 8666-21A.230

Thank you for submitting your project for review. The City is committed to assisting you with the completion of this project. FOX Engineering and the City Staff has completed the second review for the Carlisle Commons Final Plat, as submitted to FOX Engineering via email on June 16, 2021 and offers the following comments:

- 1. This final plat requires that a portion of Outlot "A" of Danamere Townhomes Plat 1 be deeded to the City of Carlisle to provide the right of way for a direct access connection from the Carlisle Commons Subdivision to Bluestem Drive. While condemnation proceedings have begun, to date there has not been a deed executed to rightfully convey said property to the City of Carlisle. It is our understanding that the City Attorney is reviewing this information to further the proceedings of this condemnation. Based on the City Attorney's findings/review, the information on the final plat shall be updated accordingly.
- 2. Please provide an MPE table or Engineering Exhibit to document the location of Minimum Opening Elevations (MOE) and/or Minimum Protection Elevations (MPE) for lots within this development. document shall be recorded with the Final Plat. Recording of this document is a new City policy to mitigate the potential for houses being constructed below flood elevations. Examples were attached to previous review comments. The table and/or figure shall be certified by an Engineer.
- 3. Plat comments: (See accompanying mark-up)
 - a. Please provide addresses per the email from Deven Markley on 6/17/21.
 - b. Add parcel/lot lines for abutting tracts already have labels, but no lines shown.
 - c. Please consider revising the scale of point symbols on the plat to be consistent with what is shown in the legend (Annotative scale).
 - d. Add symbols on corners with found monuments have labels but no symbols shown.
 - e. Add Basis of Bearing to notes as required by city subdivision ordinance (180.09(0)(1)).
 - Remove MPE's from the final plat and submit as a separate recordable document to be certified by a P.E. (See Note #2 above).
 - Iowa Code requires that a survey be tied to at least two government corners or two corners of a recorded subdivision. As this subdivision abuts multiple platted subdivisions, revise labels on at least two corners to reference the appropriate platted lot/subdivision to which it is tied. References to parcel corners do not satisfy this code requirement.
 - h. Clean up numerous areas of overlapping and partial text as shown on the mark-up.
 - Resolve inconsistent bearings on street centerline in from of Lot 19.
 - Label bearings on all side lot lines, even if parallel with neighboring lots.
- 4. 180.09.03.B, please submit any covenants or restrictions to be imposed upon the plat. These should be the Final Development Plan Documents that have already been approved that defines the by-laws of the common areas that are NOT dedicated to the City. These documents need to be recorded in the office of the County Recorder.

- 5. 180.09.03.D, please provide a performance bond for remaining work that has yet to be accepted by the City. The bond amount shall be approved by the City Engineer prior to submittal.
- 6. 180.09.04.C, please provide a certificate/statement by the Owner that the subdivision is free of consent and is in accordance with the desires of the owner.
- 7. Please provide an Easement Dedication document which states the restrictions on the easements (ex. sanitary sewer easements, storm sewer easements, PUE's) as shown on the Final Plat. Bishop has prepared and sent these in the past for previous plats. This document should be recorded with the Final Plat.
- 8. As-built record drawings shall be submitted within 30 days after the completion of construction. The Engineer shall field verify all structures (manholes, valves, hydrants) and flowlines.
- 9. Please provide maintenance bonds for all utilities to be dedicated to the city of Carlisle. The bond period shall begin once all infrastructure is installed and accepted. City Engineer shall review the bond amounts prior to submission of for bond documents.

FINAL PLAT SCHEDULE:

Mitch Holtz, P.E.

PLANNING & ZONING: June 21, 2021, at 7:00 at the Carlisle City Hall

COUNCIL MEETING: June 28, 2021, at 6:30 at the Carlisle City Hall

If you have any questions or concerns, please contact Mitch Holtz at 515-231-6005. The City reserves the right to modify or add to these comments.

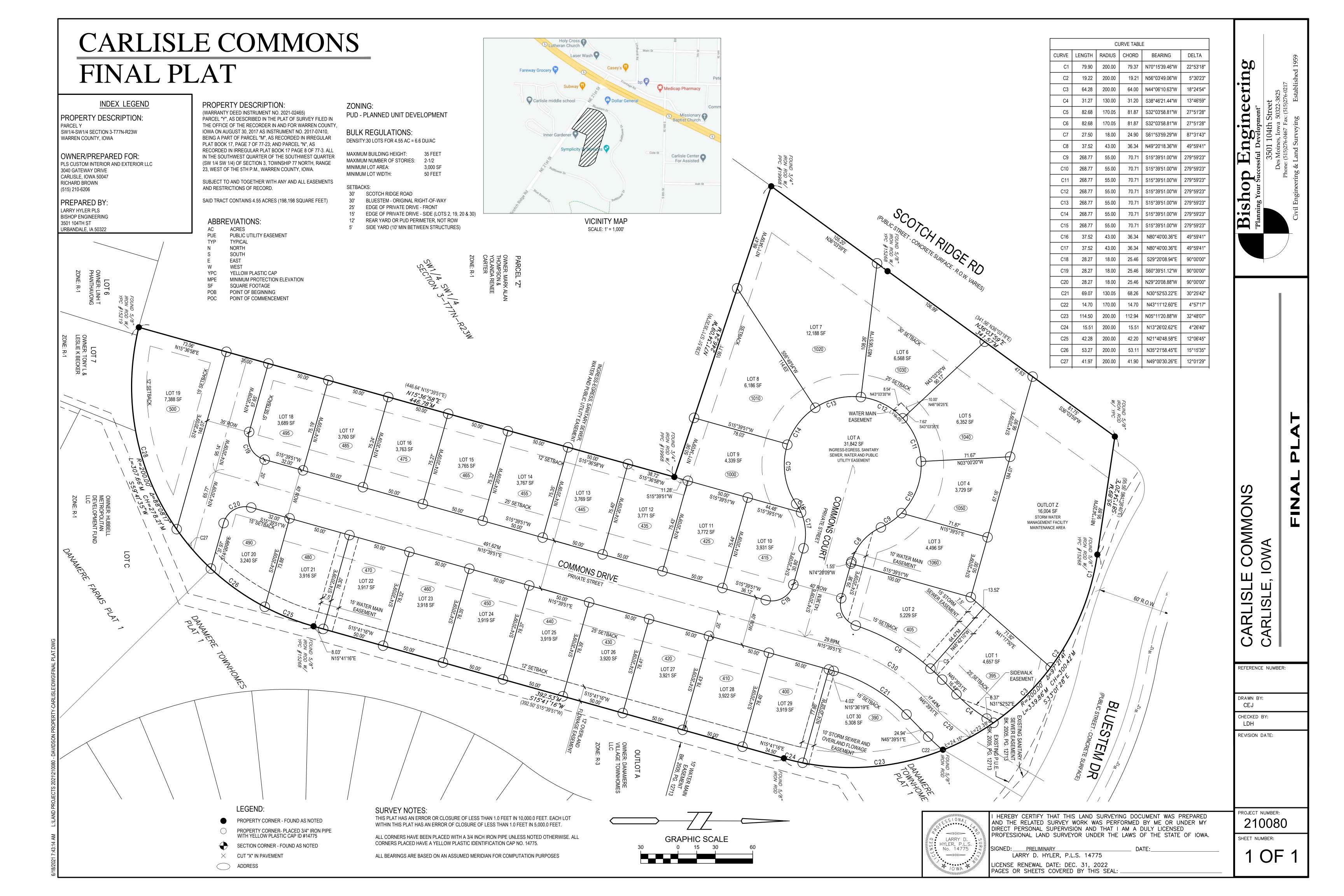
R. Belly Stherman Stumbo, P.L.S.

FOX ENGINEERING ASSOCIATES, INC.

Attachments: Final Plat markup from FOX Engineering

Copy to: Deven Markley, City Administrator, Carlisle





Aspen Business Park 414 South 17th Street, Suite 107 Ames, Iowa 50010

June 17, 2021

Caleb Smith, P.E.

McClure 1360 NW 121st Street Clive, Iowa 50325

Danamere Farms Plat 9 - Final Plat

Carlisle, Iowa FOX Ref No: 8666-03C.270

Thank you for submitting your project for review. The City is committed to assisting you with the completion of this project. FOX Engineering and the City Staff has completed the second review for Danamere Farms Plat 9 Final Plat, dated April 13, 2021, and as submitted to FOX Engineering via email on June 15, 2021 and offers the following comments:

- General notes for P&Z and Council:
 - a. The plat is an easterly extension of Danamere Farms Plat 6.

2. Plat comments:

- a. Please provide addresses per the email from Deven Markley on 6/17/21.
- b. The following plat notes should be added:
 - i. Per 180.09(O)(1) Final Plat Requirements, add a note stating the basis of bearing.
- c. On Page 2, the outer boundary dimension along the northerly line of Lots 19-22 is still missing. The plat is now also missing outer dimensions outside Lots 16-19 and 3-6.
- d. Lots 1-21 have double lot number labels.
- e. Setback lines are missing on Page 2 to go with existing setback labels.
- f. Move setback labels so they do not overlap other text.
- 3. 180.09.03.A, please provide a warranty deed to the City properly executed for all street intended as public streets and any other property intended for public use.
- 4. 180.09.03.B, please submit any covenants or restrictions to be imposed upon the plat. These should be the Final Development Plan Documents that have already been approved that defines the by-laws of the common areas that are NOT dedicated to the City. These documents need to be recorded in the office of the County Recorder.
- 5. Please provide an Easement Dedication document which states the restrictions on the easements (ex. sanitary sewer easements, storm sewer easements, PUE's) as shown on the Final Plat. McClure has prepared and sent these in the past for previous plats. This document should be recorded with the Final Plat.
- 6. As-built record drawings have been submitted and will be reviewed.
- 7. Please provide maintenance bond for all pavement to be dedicated to the city of Carlisle. The bond period shall begin once all infrastructure is installed and accepted. City Engineer shall review the bond amount prior to submission of for bond documents.

FINAL PLAT SCHEDULE:

PLANNING & ZONING: June 21, 2021, at 7:00 at the Carlisle City Hall

COUNCIL MEETING: June 28, 2021, at 6:30 at the Carlisle City Hall

If you have any questions or concerns, please contact Mitch Holtz at 515-231-6005. The City reserves the right to modify or add to these comments.

R. Rely Sth Brad Stumbo, P.L.S.

FOX ENGINEERING ASSOCIATES, INC.

Mitch Holtz, P.E.

Copy to: Deven Markley, City Administrator, Carlisle



INDEX LEGEND CITY: CARLISLE COUNTY: WARREN TRS: NENW SECTION 10, T77N, R23W PARCEL: AE OF NW1/4, 10-77-23 PROPRIETOR: HUBBELL METROPOLITAN DEVELOPMENT REQUESTED BY: HUBBELL METROPOLITAN DEVELOPMENT SURVEYOR: JOHN DEWEY COMPANY: MCCLURE RETURN TO: JOHN DEWEY 1360 NW 121ST STREET, STE A CLIVE. IOWA 50325 / 515-964-1229 LEGAL DESCRIPTION. BEING A PART OF THE CORRECTED PLAT OF SURVEY OF PARCEL AE, AS RECORDED IN WARREN COUNTY RECORDS IN IRREGULAR PLAT BOOK 18, PAGE 10 OF 77-23, BEING LOCATED IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 10, TOWNSHIP 77 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF CARLISLE, COUNTY OF WARREN, STATE OF IOWA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF LOT 14 OF DANAMERE FARMS PLAT 6, AN OFFICIAL PLAT, RECORDED IN WARREN COUNTY RECORDS INSTRUMENT 2017-09809. THENCE ALONG THE EAST LINE OF SAID LOT 14, N10°04'35"W, 113.15 FEET; THENCE ALONG THE SOUTH LINE OF SAID PLAT DANAMERE FARMS PLAT 6,

N79°55'25"E, 28.54 FEET; THENCE ALONG THE EAST LINE OF SAID PLAT N10°04'35"W, 179.73 FEET; THENCE

ALONG THE SOUTH LINE OF DANAMERE FARMS PLAT 7, AN OFFICIAL PLAT, RECORDED IN WARREN COUNTY

RECORDS INSTRUMENT 2018-06188; N72°24'33"E, 6.11 FEET; THENCE CONTINUING ALONG SAID SOUTH LINE.

S42°50'08"E, 24.26 FEET; THENCE CONTINUING ALONG SAID SOUTH LINE, N79°59'44"E, 104.15 FEET; THENCE

CONTINUING ALONG SAID SOUTH LINE. 153.06 FEET ON AN 885.00 FOOT RADIUS CURVE CONCAVE SOUTH

SAID SOUTH LINE, 181.41 FEET ON A 625.00 FOOT RADIUS CURVE CONCAVE SOUTHEAST, HAVING A LONG

NORTHWEST, HAVING A LONG CHORD BEARING S74°18'00"W, 22.02 FEET TO THE POINT OF BEGINNING. DESCRIBED AREA CONTAINS 2.94 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

SETBACK SUMMARY:

FRONT=20'

SIDE=5'

REAR=10'

CHORD BEARING S81°31'05"W, 180.77 FEET; THENCE CONTINUING ALONG SAID SOUTH LINE, S73°12'11"W, 57.22

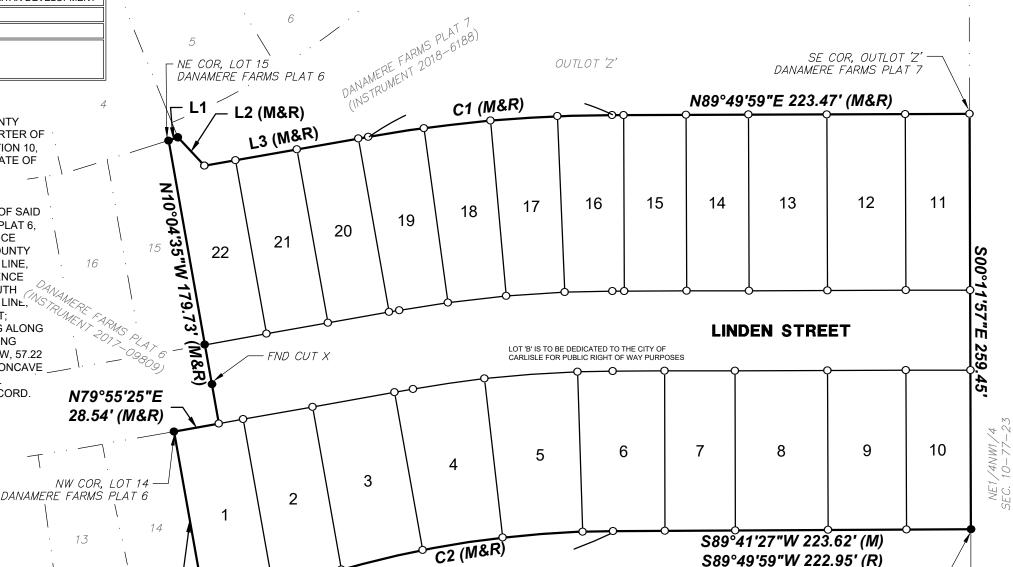
FEET: THENCE CONTINUING ALONG SAID SOUTH LINE, 22.02 FEET ON A 575.00 FOOT RADIUS CURVE CONCAVE

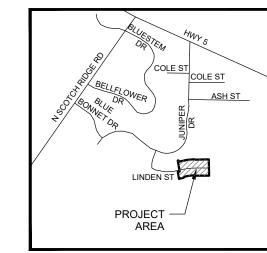
"HAVING A LONG CHORD BEARING N84°52'42"E, 152.87 FEET; THENCE CONTINUING ALONG SAID SOUTH LINL N89°49'59"E, 223.47 FEET; THENCE ALONG THE EAST LINE OF SAID PARCEL AE, S00°11'57"E, 259.45 FEET; THENCE ALONG THE SOUTH LINE OF SAID PARCEL AE. S89°41'27"W. 223.62 FEET: THENCE CONTINUING ALONG

	Curve Table					
Curve #	Length	Radius	Delta	CHD B	CHD L	
C1	153.06'	885.00'	9°54'34"	N84°52'42"E	152.87'	
C2	181.41'	625.00'	16°37'48"	S81°31'05"W	180.77'	
C3	22.02'	575.00'	2°11'38"	S74°18'00"W	22.02'	

Line Table				
Line #	Direction	Length		
L1	N72°24'33"E	6.11'		
L2	S42°50'08"E	24.26'		
L3	N79°59'44"E	104.15'		

DANAMERE FARMS PLAT 9 CARLISLE, IOWA **FINAL PLAT**





VICINITY MAP- NTS

P.O.B.

SE COR. LOT 14

DANAMERE FARMS PLAT 6

IOHN DEWEY MY LICENSE RENEWAL DATE IS DECEMBER 31, 2021

DATE SURVEYED:

16

13

N10°04'35"W

113.15' (M&R)

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR DER THE LAWS OF THE STATE OF IOWA.

PAGES OR SHEETS COVERED BY THIS SEAL:

NORTH 15 30 FP-09 (IN FEET)

1 inch = 60 ft

S73°12'11"W

57.22' (M&R)

C SMITH J.DEWEY

C CARLETON CREW CHIEF

01/03

DANAMERE PLAT 9 FINAL PLAT CARLISLE, IOWA WARREN COUNTY 2215013 04/13/2021

SE COR, CORRECTED PLAT

OF SURVEY OF PARCEL AE

SE COR, PARCEL AD

FND BENT 1/2" REBAR



making lives better.

1360 NW 121st Street, STE A Clive, Iowa 50325 515-964-1229 fax 515-964-2370

MONUMENTS FOUND:

ENGINEER:

CLIVE, IA 50325 (515) 964-1229

1360 NW 121ST STREET

ATTN: CALEB SMITH

CSMITH@MCCLUREVISION.COM

MCCI URF

ZONING:

MONUMENTS SET:

O 1/2" REBAR W/OPC #23252

PLASTIC CAP **BOOK AND PAGE** (M), (R) MEASURED, RECORDED RIGHT-OF-WAY PUBLIC UTILITY EASEMENT P.O.B. POINT OF BEGINNING

R-3 HIGH DENSITY MULTI-FAMILY

GENERAL LEGEND

SURVEY BOUNDARY PROPOSED LOT - EXIST PROPERTY LINE — SECTION LINE — SETBACK LINE

- · - · - PROPOSED EASEMENT — EXIST EASEMENT

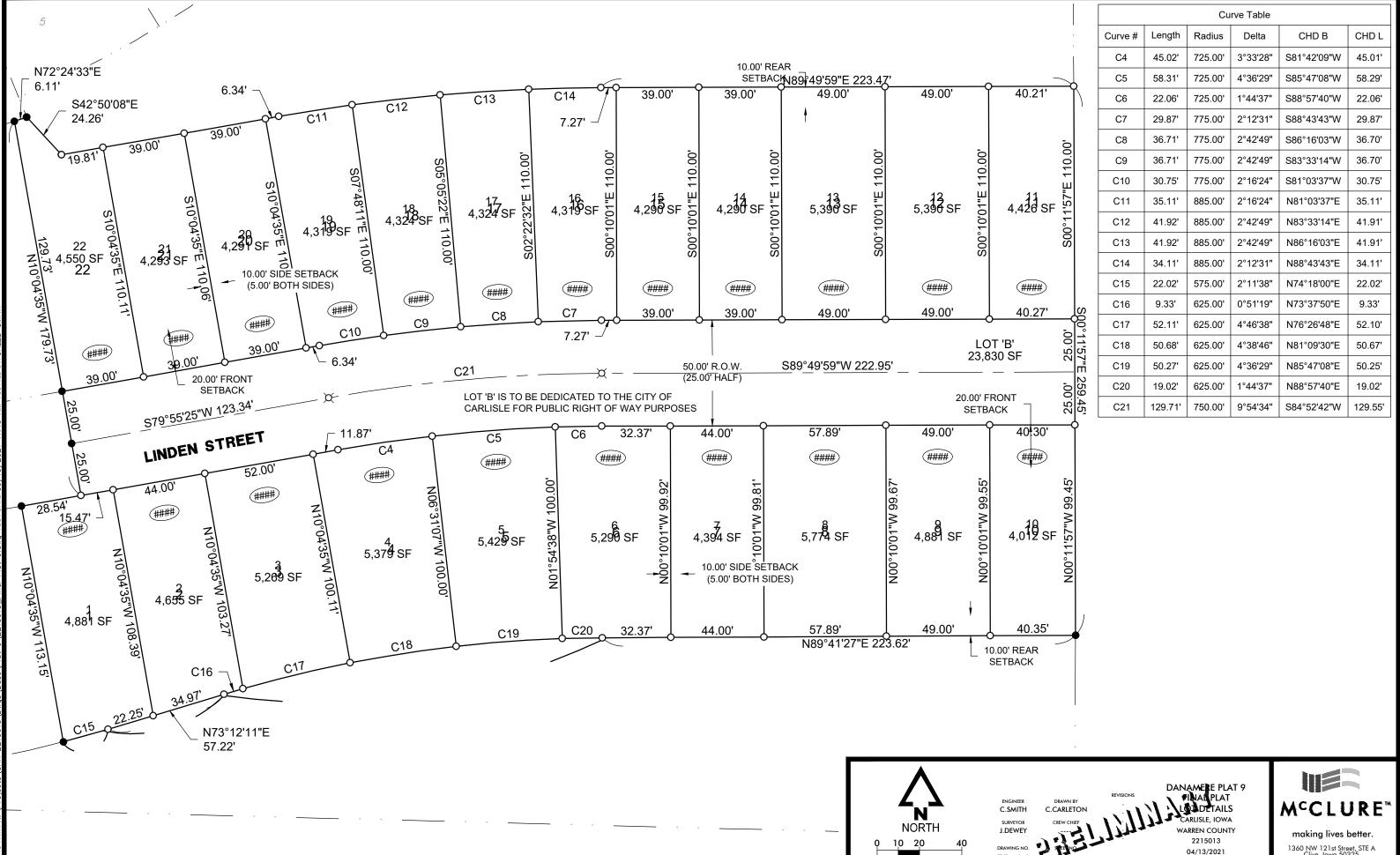
• 1/2" REBAR W/OPC #23252 (UNLESS NOTED OTHERWISE)

X CUT X

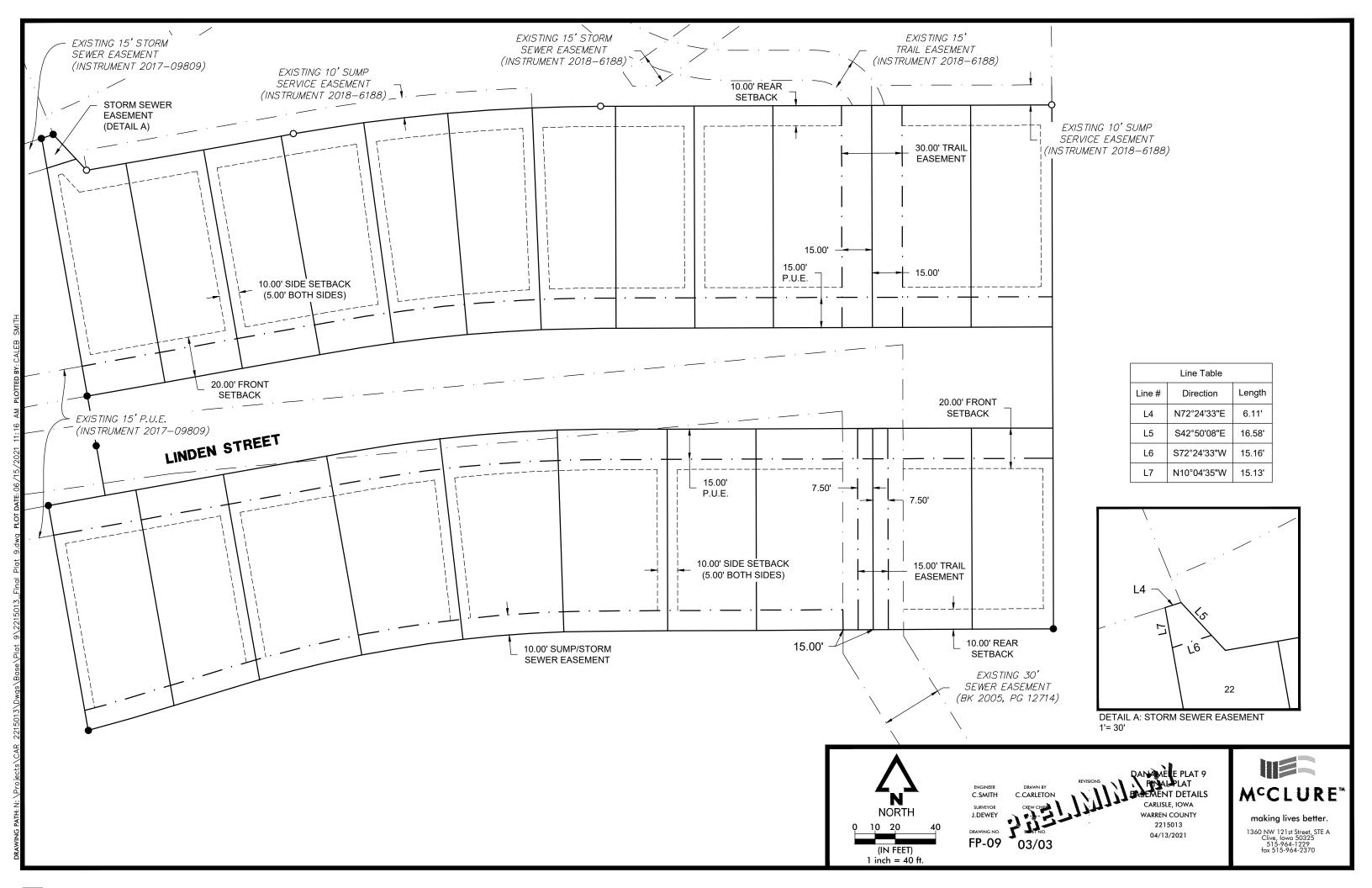
FND **FOUND**

POINT OF COMMENCEMENT

STREET ADDRESS



(IN FEET) 1 inch = 40 ft. 1360 NW 121st Street, STE A Clive, Iowa 50325 515-964-1229 fax 515-964-2370



Aspen Business Park 414 South 17th Street, Suite 107 Ames, Iowa 50010

June 17, 2021

Caleb Smith, P.E.

McClure 1360 NW 121st Street Clive, Iowa 50325

Danamere Farms Plat 10 - Final Plat

Carlisle, Iowa FOX Ref No: 8666-03C.271

Thank you for submitting your project for review. The City is committed to assisting you with the completion of this project. FOX Engineering and the City Staff has completed the second review for Danamere Farms Plat 10 Final Plat, dated April 16, 2021, and as submitted to FOX Engineering via email on June 15, 2021 and offers the following comments:

- General notes for P&Z and Council:
 - a. The plat is a southwesterly extension of Danamere Farms Plat 4.
- 2. Please provide easement documents to be recorded for each off-site easement required for this development (Storm Sewer Easement in NW corner of Plat 10 = SW corner of Plat 4).
- 3. Plat comments:
 - a. Please provide addresses per the email from Deven Markley on 6/17/21.
 - b. On Page 3, near the eastern-most corner of Outlot Z, delete the leftover leader lines on the segment abutting Lots 17 & 18 of Danamere Farms Plat 5.
- 4. 180.09.03.A, please provide a warranty deed to the City properly executed for all street intended as public streets and any other property intended for public use.
- 5. 180.09.03.B, please submit any covenants or restrictions to be imposed upon the plat. These should be the Final Development Plan Documents that have already been approved that defines the by-laws of the common areas that are NOT dedicated to the City. These documents need to be recorded in the office of the County Recorder.
- 6. 180.09.03.D, please provide a performance bond for remaining work that has yet to be accepted by the City. The bond amount shall be approved by the City Engineer prior to submittal. If the final plat will be recorded after acceptance of improvements by the City, no bond is required.
- 7. 180.09.04.C, please provide a certificate/statement by the Owner that the subdivision is free of consent and is in accordance with the desires of the owner.
- 8. Please provide an Easement Dedication document which states the restrictions on the easements (ex. sanitary sewer easements, storm sewer easements, PUE's) as shown on the Final Plat. McClure has prepared and sent these in the past for previous plats. This document should be recorded with the Final Plat.
- 9. As-built record drawings shall be submitted within 30 days after the completion of construction. The Engineer shall field verify all structures (manholes, valves, hydrants) and flowlines.

10. Please provide maintenance bonds for all pavement and utilities to be dedicated to the city of Carlisle. The bond period shall begin once all infrastructure is installed and accepted. City Engineer shall review the bond amounts prior to submission of for bond documents.

FINAL PLAT SCHEDULE:

PLANNING & ZONING: June 21, 2021, at 7:00 at the Carlisle City Hall

COUNCIL MEETING: June 28, 2021, at 6:30 at the Carlisle City Hall

If you have any questions or concerns, please contact Mitch Holtz at 515-231-6005. The City reserves the right to modify or add to these comments.

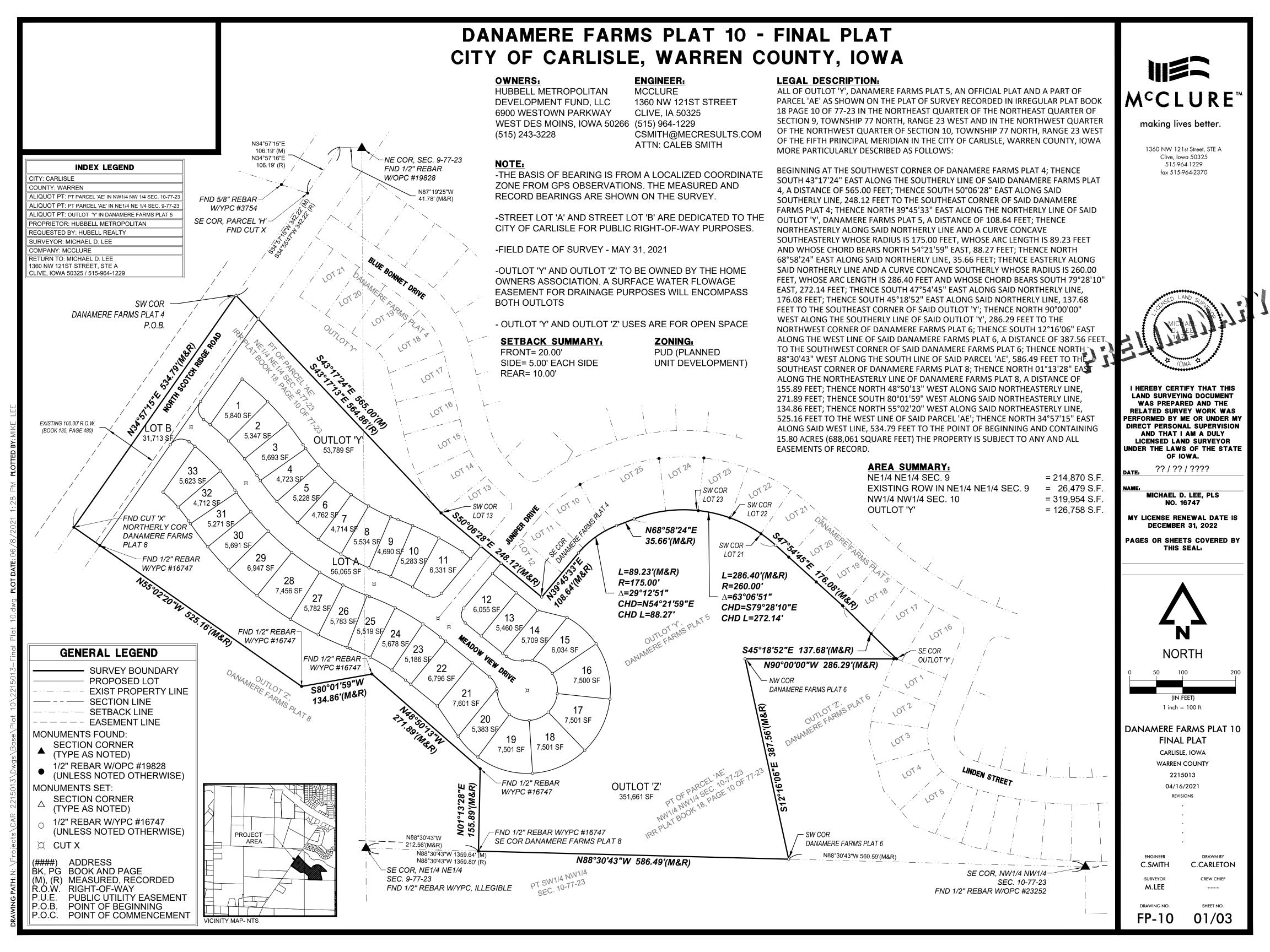
R. Rely Sth Brad Stumbo, P.L.S.

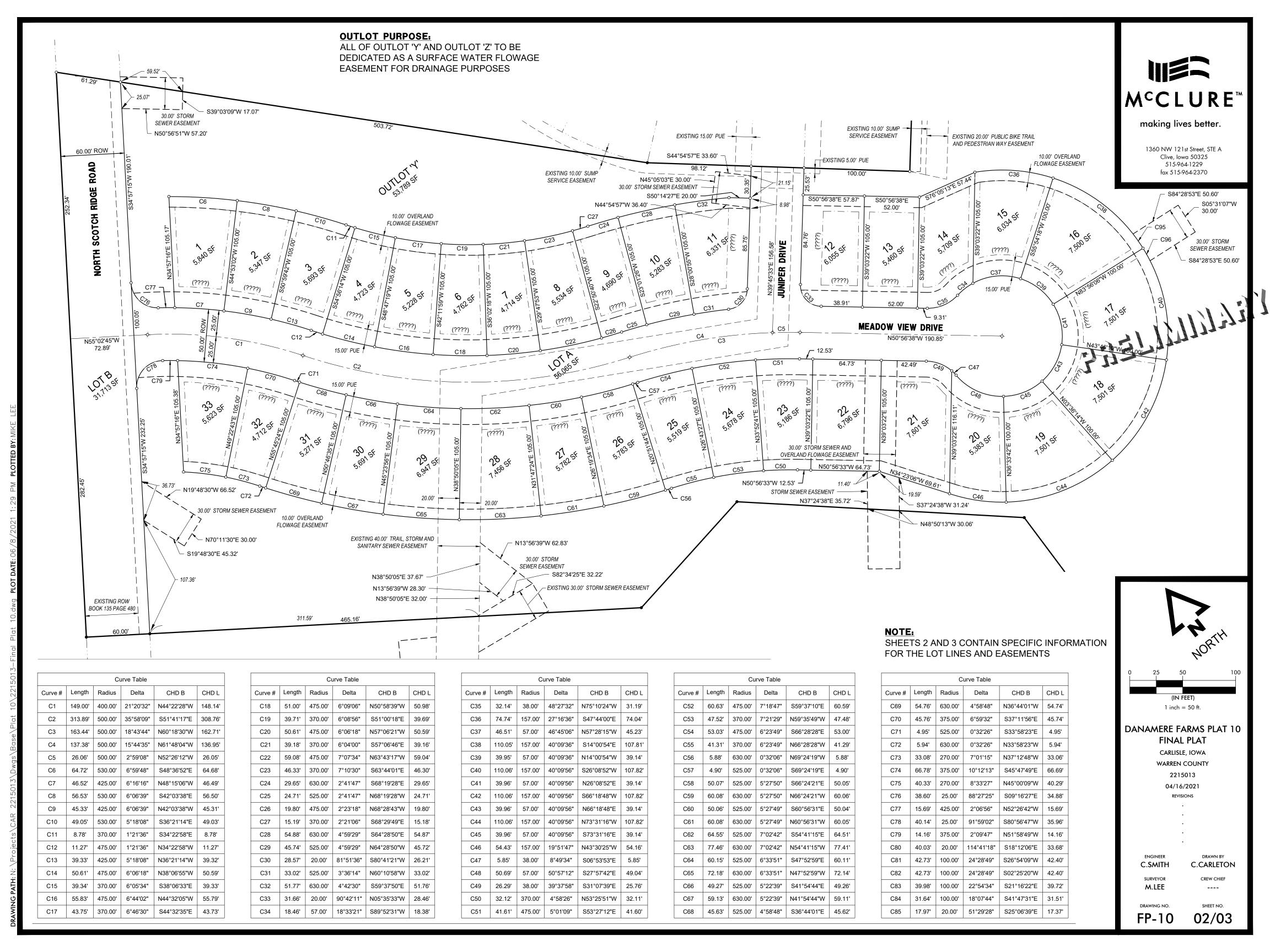
FOX ENGINEERING ASSOCIATES, INC.

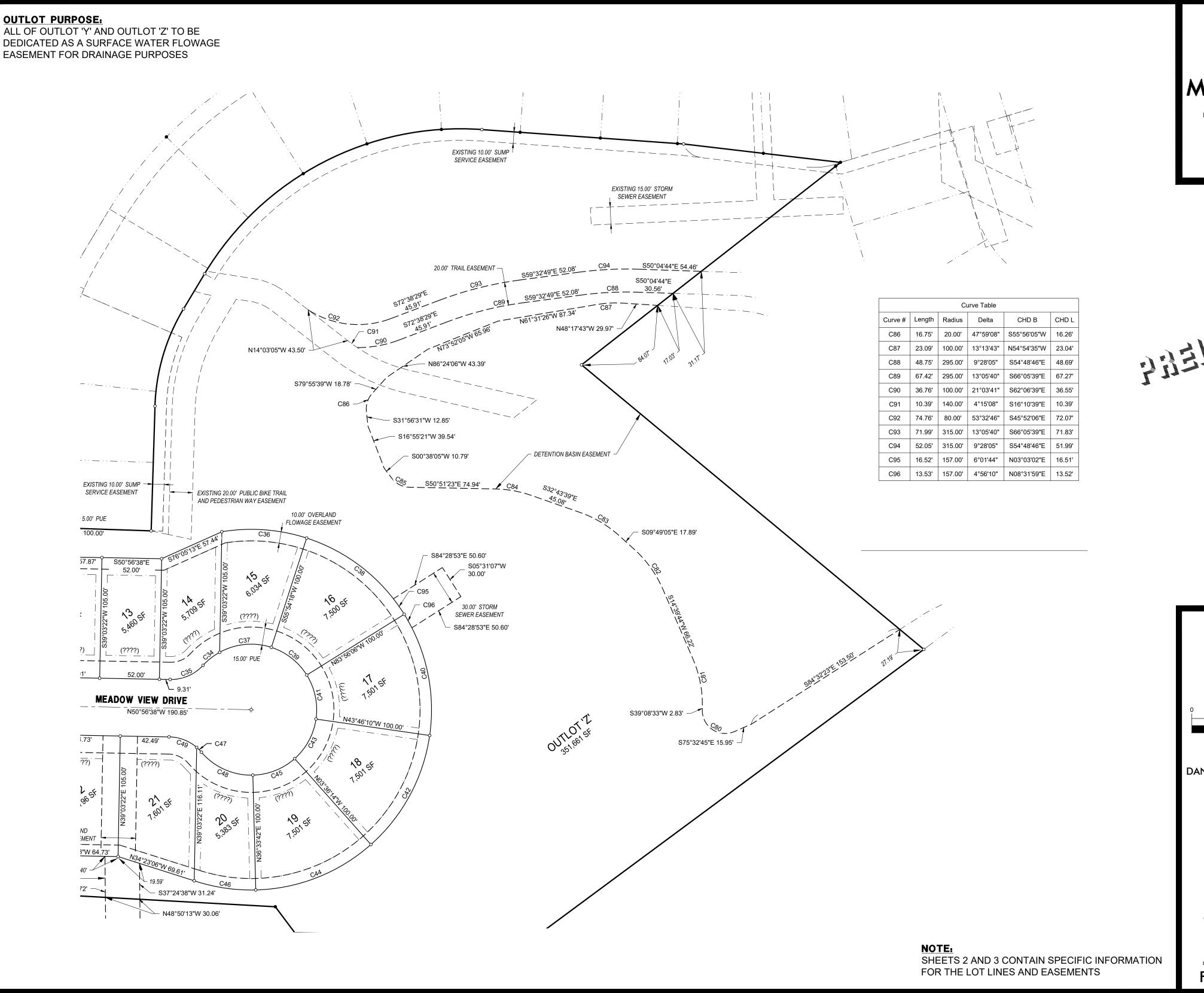
Mitch Holtz, P.E.

Copy to: Deven Markley, City Administrator, Carlisle











making lives better.

1360 NW 121st Street, STE A Clive, Iowa 50325 515-964-1229 fax 515-964-2370

