

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY FOR 3521 JEWEL DRIVE – KATE MITCHELL
ELEMENTARY SCHOOL

BACKGROUND:

Subdivision regulations for the City of Ames are part of Chapter 23 of the Ames Municipal Code. The Subdivision Code includes the process for creating or modifying property boundaries and for determining if any improvements are required in conjunction with the platting of property. The City also uses the Subdivision Code as means of reviewing the status of conveyance parcels, which are non-conforming lots created through a private conveyance of land, to determine if the lot is indeed a buildable lot. A Plat of Survey is a single-step review within Section 23.308 for City Council approval of minor activities, such as boundary line adjustments and conformance determination of conveyance parcels.

The subject property (Kate Mitchell Elementary School) is owned by the Ames Community School District, and is located in southeast Ames near the southern end of Jewel Drive. (See Attachment A - Location Map) The site is zoned as “S-GA” (Government/Airport) District. Approval of the proposed Plat of Survey is required to establish the property as a legal lot of record, prior to the issuance of building permits for a proposed addition to the existing school building.

Approval of this plat of survey will allow the applicant to prepare the official plat of survey, and the Planning and Housing Director to review and sign the plat of survey confirming that it fully conforms to all conditions of approval. The prepared plat of survey may then be signed by the surveyor, making it the official plat of survey, which may then be recorded in the office of the County Recorder.

ALTERNATIVES:

1. The City Council can adopt the resolution approving the proposed plat of survey.
2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.308 have not been satisfied.
3. The City Council can refer this back to staff and/or the owner for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

Staff has determined that the proposed plat of survey satisfies all code requirements and has made a preliminary decision of approval. No easements or conditions are required. Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the resolution approving the proposed plat of survey.

ADDENDUM

PLAT OF SURVEY FOR 3521 JEWEL DRIVE

Application for a proposed plat of survey has been submitted for:

- ☒ Conveyance parcel (per Section 23.307)
- ☐ Boundary line adjustment (per Section 23.309)
- ☐ Re-plat to correct error (per Section 23.310)
- ☐ Auditor's plat (per Code of Iowa Section 354.15)

The site is located at:

Owner of Parcel A: Ames Community School District

Street Address: 3521 Jewel Drive

Assessor's Parcel #: 0923230110

Legal Description: See attached Proposed Plat of Survey

Public Improvements:

The preliminary decision of the Planning Director finds that approval requires all public improvements associated with and required for the proposed plat of survey be:

- ☐ Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- ☐ Delayed, subject to an improvement guarantee as described in Section 23.409.
- ☒ Not Applicable.

Note: The official plat of survey is not recognized as a binding plat of survey for permitting purposes until a copy of the signed and recorded plat of survey is filed with the Ames City Clerk's office and a digital image in Adobe PDF format has been submitted to the Planning & Housing Department.

ATTACHMENT A
LOCATION MAP



**Location Map
Plat of Survey
3521 Jewell Drive.**



ATTACHMENT B PROPOSED PLAT OF SURVEY

