

AGENDA
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE
NOVEMBER 28, 2017

NOTICE TO THE PUBLIC: The Mayor and City Council welcome comments from the public during discussion. **If you wish to speak, please complete an orange card and hand it to the City Clerk. When your name is called, please step to the microphone, state your name for the record, and limit the time used to present your remarks in order that others may be given the opportunity to speak.** The normal process on any particular agenda item is that the motion is placed on the floor, input is received from the audience, the Council is given an opportunity to comment on the issue or respond to the audience concerns, and the vote is taken. On ordinances, there is time provided for public input at the time of the first reading. In consideration of all, if you have a cell phone, please turn it off or put it on silent ring.

CALL TO ORDER: 6:00 p.m.

CONSENT AGENDA: All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Council members vote on the motion.

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of November 14, 2017
3. Motion approving certification of civil service applicants
4. Motion approving Report of Contract Change Orders for November 1-15, 2017
5. Motion setting January 23, 2018, at 5:30 p.m. and February 27, 2018, at 6:00 p.m. as Conference Board meeting dates
6. Motion approving 5-day (December 9-13) Class C Liquor License for Olde Main at Reiman Gardens, 1407 University Boulevard
7. Motion approving 5-day (December 7-11) Class C Liquor License for Greater Caterers of Iowa at CPMI Event Center, 2321 N. Loop Drive
8. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor & Outdoor Service – Outlaws, 2522 Chamberlain Street
 - b. Class B Native Wine – Chocolaterie Stam, 230 Main Street
 - c. Class C Beer & B Native Wine – Swift Stop #8, 705 24th Street
 - d. Class C Liquor, Catering, & Outdoor Service – The Café, 2616 Northridge Parkway
 - e. Class B Liquor, Catering, & Outdoor Service – Country Inn & Suites, 2605 SE 16th Street
9. Resolution approving annual 2017 Urban Renewal Report and certification of TIF Debt for Campustown and annual appropriation of Kingland TIF Rebate
10. Resolution approving Encroachment Permit for wooden structure at 4625 Reliable Street
11. Resolution approving Amendment to Right-of-Way Permit and Easement regarding property at 1313 Jefferson Street
12. Resolution approving Amendment to Engineering Services for 2007/08 Shared Use Path System Expansion (Bloomington Road to Ada Hayden)
13. Resolution approving Engineering Services Agreement with Sargent & Lundy of Chicago, Illinois, for Repair of RDF Storage Bin in the amount of \$52,096 plus expenses for construction management
14. Resolution awarding contract to Harold K. Scholz Company of Ralston, Nebraska, for Furnishing 15kV Outdoor Metalclad Switchgear and 69kV Control Panels for Top-O-Hollow Substation Expansion and Breaker Addition in the amount of \$615,923.40, inclusive of Iowa

- sales tax
15. Resolution awarding contract to Keck Energy of Des Moines, Iowa, for CyRide fuel purchase for 2018
 16. Resolution accepting completion of 2015/16 Downtown Street Pavement Improvements (Clark Avenue)

PUBLIC FORUM: This is a time set aside for comments from the public on topics of City business other than those listed on this agenda. Please understand that the Council will not take any action on your comments at this meeting due to requirements of the Open Meetings Law, but may do so at a future meeting. The Mayor and City Council welcome comments from the public; however, at no time is it appropriate to use profane, obscene, or slanderous language. The Mayor may limit each speaker to five minutes.

HEARINGS:

17. 415 Stanton Avenue (Old Crawford School):
 - a. Staff Report regarding Urban Revitalization Area
 - b. Resolution approving Minor Land Use Policy Plan Minor Map Amendment for 415 Stanton Avenue from Low-Density Residential to High-Density Residential
 - c. Hearing on rezoning property at 415 Stanton Avenue from Government/Airport Zoning District (S-GA) to Residential High Density Zoning District (RH):
 - i. First passage of ordinance
18. Hearing on Zoning Text Amendment to allow dog grooming as a permitted use in Village Zoning District (continued from November 14, 2017):
 - a. First passage of ordinance
19. Hearing on Land Use Policy Plan Major Map Amendment for North Allowable Growth Area:
 - a. Resolution approving Map Amendment from Priority Transitional Residential and Rural Transitional Residential to Urban Residential and North Allowable Growth Area for the area on east side of George Washington Carver Avenue south of 190th Street and on west side of George Washington Carver Avenue south of Cameron School Road
20. Hearing on vacating and sale of City right-of-way located adjacent to 1101 Blackwood Circle:
 - a. Resolution approving vacating right-of-way
 - b. Resolution approving conveyance of right-of-way by Quit Claim Deed to Jonathan M. Sargent
21. Hearing on Major Site Development Plan (MSDP) for 3331 and 3405 Aurora Avenue:
 - a. Resolution approving MSDP for two eight-unit apartment buildings, one at 3331 Aurora Avenue (Lot 8 Village Park Subdivision) and at one at 3405 Aurora Avenue (Lot 9 Village Park Subdivision)

PLANNING & HOUSING:

22. 23543-580th Avenue:
 - a. Resolution approving waiver of subdivision standards and approving Plat of Survey
23. Staff Report on tax abatement for new Greek house construction

ADMINISTRATION:

24. Update on *#Always Ames* campaign targeting young adults transitioning to families along I-35 Corridor
25. Staff Report on parking system improvements
26. Update on City Operations Carbon Footprint and Mayors' Climate Protection Agreement

ORDINANCES:

27. Second passage of ordinance revising site landscape standards relating to administrative standards and other general landscape standards
28. Third passage and adoption of ORDINANCE NO. 4327 revising portions of Chapter 28 related to Division II Water Service and Division III Sewers, as amended
29. Third passage and adoption of ORDINANCE NO. 4328 approving changes to Appendix N relating to utility rates

COUNCIL COMMENTS:

ADJOURNMENT:

Please note that this Agenda may be changed up to 24 hours before the meeting time as provided by Section 21.4(2), *Code of Iowa*.

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

NOVEMBER 14, 2017

The Regular Meeting of the Ames City Council was called to order by Mayor Ann Campbell at 6:00 p.m. on November 14, 2017, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Present were Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. *Ex officio* Member Rob Bingham was also present.

PROCLAMATION FOR “NATIONAL HUNGER AND HOMELESSNESS AWARENESS WEEK,” NOVEMBER 11-19, 2017: Mayor Campbell proclaimed the week of November 11-19, 2017, as “National Hunger and Homelessness Awareness Week.” Accepting the Proclamation was ACCESS representative Virginia Griesheimer, Emergency Residence Project representative Carrie Moser, Story County Hunger Collaboration representative Shannon Bardole-Foley, Youth and Shelter Services representative Hope Metheny and Veterans Affairs representative Brett D. McLain. City Housing Coordinator Vanessa Baker-Latimer commented that this year’s “Scoop of Soup” event would be held at the Lincoln Center Hy-Vee at 640 Lincoln Way in Ames on Wednesday, November 15.

PROCLAMATION FOR “SMALL BUSINESS SATURDAY,” NOVEMBER 25, 2017: Mayor Campbell proclaimed November 25, 2017, as “Small Business Saturday.” Accepting the Proclamation was Eric Abrams, President Elect of Main Street Cultural District.

PRESENTATION OF CITIZEN REPORTING TOOL: Director of Public Works John Joiner introduced the team that has been working on the new Citizen Reporting Tool. Public Works Management Analyst McKinlee Ritter presented the background for this reporting tool that provides citizens the ability to report infrastructure-related issues within the community through a cell phone. This is a non-emergency reporting tool. Things that can be reported are items that can be resolved within 48 hours. First phase options are street, sidewalk, snow, and ice. The tool does have a geomap to pinpoint where you are within the City, and if you are outside the City limits, it will direct you to whom will take care of that area.

GIS Coordinator Ben McConville informed the Council of the ways people can login to this tool. Logins are built in for Facebook, Google, and Twitter so a person can track their own request. An email will be sent to the user letting them know the City has received the information, and there will be feedback when the issue is resolved. Also, a user can upload photos to give better description and provide feedback through comments about an existing issue. Ms. Ritter stated the testing phase will be December to February. Ms. Ritter continued by stating that a video tutorial link will be available to give instructions on how to make a mobile shortcut and how to use the application.

Mr. McConville stated that a person would access this through the City’s Website. This tool came as a template through GIS contract with the software company.

Council Member Betcher inquired about any security issues. Mr. McConville responded that no user

information is captured.

Council Member Betcher asked if issues will get addressed during the testing phase. Public Works Operations Manager Justin Clausen stated that the intent during the testing phase is to take the phone calls and emails that come in and input them into the system. Those issues will be tracked from start to finish to find where there might be any hang-ups.

Mayor Campbell announced that the City Council will be working off an amended Agenda. The Agenda was amended at Item No. 12 to reflect that Contract A is for construction and the additional item is for Contract B reflecting the restoration of 2016/17 Storm Water Erosion Control Program.

CONSENT AGENDA: Moved by Betcher, seconded by Corrieri, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of October 24, 2017, and Special Meetings of October 17, 2017; October 27, 2017; November 1, 2017; and November 3, 2017
3. Motion approving certification of civil service applicants
4. Motion approving Report of Contract Change Orders for October 16-31, 2017
5. Motion to set the following City Council meeting dates/times:
 - a. December 19, 2017, as Regular Meeting Date and canceling December 26, 2017, Regular Meeting Date
 - b. January 16, 2018, at 5:15 p.m. for CIP Workshop
 - c. February 2, 2018, at 2:00 p.m. for Budget Overview
 - d. February 6, 7, and 8, 2018, at 5:15 p.m. for Budget Hearings
 - e. February 13, 2018, at 5:15 p.m. for Budget Wrap-Up
 - f. March 6, 2018, at 6:00 p.m. for Regular Meeting and Final Budget Hearing
6. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - g. Class B Native Wine – Kitchen, Bath & Home, 201 Main Street
 - h. Class E Liquor – AJ’s Liquor III, 2401 “A” Chamberlain Street, Liquor Room
7. RESOLUTION NO. 17-652 accepting Abstract of Votes for November 7, 2017, Regular City Election
8. RESOLUTION NO. 17-653 approving Encroachment Permit for sign at 301 Main Street
9. RESOLUTION NO. 17-654 approving preliminary plans and specifications for 2016/17 Storm Water Erosion Control Program (S. Skunk River, Carr Park to Homewood Golf Course); ** - Contract A (Construction); setting December 6, 2017, as bid due date and December 12, 2017, as date of public hearing
10. RESOLUTION NO. 17-667 approving preliminary plans and specifications for 2016/17 Storm Water Erosion control Program (S. Skunk River, Carr Park to Homewood Golf Course) - Contract B (Restoration); setting December 6, 2017, as bid due date and December 12, 2017, as date of public hearing.
11. RESOLUTION NO. 17-655 setting date of public hearing for November 28, 2017, vacating and sale of property adjacent to 1101 Blackwood Circle
12. RESOLUTION NO. 17-656 approving Task Order #2 with HDR, Inc., to an existing Master Agreement for Professional Services for design services related to WPC Structural Rehabilitation Project for Phase 2

13. RESOLUTION NO. 17-657 approving Major Final Plat for Bricktowne Ames Subdivision
14. RESOLUTION NO. 17-658 approving partial completion of public improvements and reducing security for The Irons Subdivision
15. RESOLUTION NO. 17-659 approving partial completion of public improvements and reducing security for South Fork Subdivision, 9th Addition
16. RESOLUTION NO. 17-660 accepting completion of 2015/16 Right-of-Way Restoration
17. RESOLUTION NO. 17-661 accepting completion of 2014/15 Low-Point Drainage Improvements
18. RESOLUTION NO. 17-662 accepting completion of 2015/16 Arterial Street Pavement Improvements (13th Street)
19. RESOLUTION NO. 17-663 accepting completion of WPC Structural Rehabilitation Project - Phase 1

Roll Call Vote: 6-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

PUBLIC FORUM: Mayor Campbell opened Public Forum.

Merlin Pfannkuch, 1424 Kellogg Avenue, Ames, requested a public review of the East Industrial Area before bids are let for installing sanitary sewer and water lines almost as far as the failed DowDuPont cellulosic ethanol plant.

Jerry Cable, 623 South Dayton Avenue, Ames, stated that he has been a plumber and a part of affordable housing in Ames for years. Mr. Cable is concerned about the new codes costing more while old practices are still working, which makes it difficult to keep houses at an affordable cost. He believes there should be a task force set up with people who are in the business to see if the codes can be tweaked to have affordable housing. Mr. Cable wants to promote real affordable housing and not subsidized housing, when money is taken from someone to be given to someone else.

There being no one else wishing to speak, the Mayor closed Public Forum.

CLARIFICATION ON CITY COUNCIL'S DIRECTION TO LIMITING OCCUPANCY IN RENTAL UNITS: City Manager Steve Schainker stated that he wanted to confirm that the motions that were recorded were the same motions that the Council felt were voted on. Council Member Betcher asked for some clarification on the difference of definition of bedroom between the assessor count and the inspection count. Sara VanMeeteren, Building Official, stated that the Assessor definition of a bedroom is a room with a closet, but the housing inspectors take any room that a person would sleep. Council Member Betcher is asked if there is a possibility of getting definitions to match. Council Member Gartin stated that the Assessor is looking at the structure of the house while Inspections is looking at the use of the house. Director of Planning and Housing Kelly Diekmann reminded Council that a few years ago, the City defined a bedroom in the Zoning Ordinance and worked closely with The Building Code to come up with the definition. The purpose was to capture more rooms as bedrooms to get the right parking count for apartments. The bedroom definition was added to get as many rooms to qualify as a bedroom to ensure parking was on-site for apartment purposes. If the City goes the other way to say a room is only a bedroom if it has certain things, that might not be the same as what the City is currently capturing for bedrooms with the

current zoning definition. Ms. VanMeetren added that Inspections knows that many students will use other rooms for sleeping, so Inspections wants it to be as safe as possible for them. The possible difference between Inspection count and Assessor count would be that the Assessor may be under what Inspections has for a bedroom count.

Ms. Leslie Kawaler, 2121 Hughes Street, Ames, representing the SCAN, shared its new proposal to regulate occupancy: to be the number of legal bedrooms or three adults, whichever is greater, and eliminate the “plus one”. SCAN also requested that each adult tenant have an appropriate off-street parking space, and to use the Assessor’s records to determine the number of bedrooms and freeze that number as of January 1, 2018. The Assessor’s number of bedrooms is the only reliable source, because the rental inspection forms don’t have the bedroom information completed. The effects of the SCAN proposal is an increase of 6% possible tenants. The SCAN proposal minimizes the increase in number of renters, while landlords will still keep the number of three renters. It preserves affordable housing stock and degradation of housing stock by freezing the number of bedrooms helps maintain a reasonable balance between short and long-term renting to foster a sense of community.

Barbara Pleasants, 516 Lynn, Ames, added that SCAN used the Assessor’s definition of bedroom to complete the figures. Basement bedrooms are counted as long as the Assessor counted it as a bedroom, meaning there is a closet either in the room or adjacent to the room.

Jacob Schrader, 131 Bayer Court Room 2353, a student at Iowa State University and representative of the Inter Residence Hall Association (IRHA) stated that information was provided about the past proposal from the last Council meeting to the 8,000 students that are a part of the IRHA. He stated that the consensus from the students is that it is an attempt to restrict student access to affordable housing. The result came from an informal survey that was summarized by the leadership of the IRHA.

Jay Avellino, 1403 Clark Street, Ames, stated that the number of bedrooms and parking are the main concerns to the landlords. Mr. Avellino feels that one parking space per bedroom is reasonable, but wondered why one car couldn’t be parked on the street. He is concerned that restriction will lead to gravel pads being made in backyards as a parking place. Mr. Avellino added that landlords should be able to make other rooms into bedrooms. This will help tenants split the cost of living and cause less financial burden. There are larger homes in these areas that are now rentals that are never going to be single-family dwellings again because no one wants to live in those neighborhoods; they are buying everywhere else in town. Mr. Avellino believes that the City needs to take a rational position of one person per bedroom plus one. He is also against RL rentals to be inspected yearly and feels that does nothing, but cause more expense for the City and landlords. Many items that are being tossed around are causing a lot of frustration to many people.

Ian Steenhoek, 2122 Greeley Street, Ames, said he was speaking as a Campustown Senator and President of the United Residents of Off-Campus. He stated that the Resolution from the United Residents of Off-Campus was to show support in limiting occupancy by other means other than availability of parking. That restriction could eliminate a person from living in a house and making that house affordable to other students (meaning that there would be fewer students to split the rent

with, so the cost would be higher to each individual). Mr. Steenhoek added that it will affect students academically to push them farther away from Campus. There is the possibility of missing a bus to get to class, where attendance affects the grade. Difficulty to afford to live in Ames will drive students away from attending Iowa State University. Students need and want to feel welcome and valued in the community. There are steps that can make students feel more a part of the community while they are here, so the only fair way to limit occupancy for students is by the number of bedrooms plus one.

Dexter Hooyer, 104 Colorado Avenue, Ames, stated his concern was the limitation of occupancy by parking spaces. The transit system in Ames helps students to get to class or many will walk. He added that it doesn't make sense to him to have empty bedrooms because of wanting to keep cars off the street for parking. There are many other places for students to park their cars.

Cody Smith, 3732 Tripp Steet, Ames, Vice-President of Student Body, spoke on behalf of the Iowa State students. Mr. Smith stated how students make up about 55% of the population in Ames and how people come from all over the world to go to school here. Students have a vast amount of influence in Ames. He encouraged the Council to reconsider the parking as a way of limiting occupancy. Rates will go up because fewer people will be able to live in a unit if there are not enough parking spaces. The students that do live there will have to make up for the person that can not live there because of inadequate parking spaces.

Council Member Beatty-Hansen pointed out that a three-bedroom house that has three parking spaces would still allow four adults. Council Member Corrieri added that the plus one does not affect the parking spaces. Mr. Smith encouraged the Council to stick with that, because so many people walk, bike, or ride the bus. According to Mr. Smith, these houses are the most affordable houses to the students, far less expensive than on-campus housing.

Joshua Kettlekamp, 3812 Tripp Street, Ames, voiced his concern with limiting occupancy by the number of off-street parking spaces. He feels this is unfair to those who ride their bike, walk, or use the bus. This restriction may force students to make changes on who they live with or they may need to look at another place. Mr. Kettlekamp added that the plus one for occupancy is not going to change a house into becoming a party house. Plus one does not make a house detrimental to the neighborhood.

Lad Grove, 30196 Highway 69, Huxley, stated that the City is going to be developing a reputation among the students and the people of Iowa on the friendliness and value of students. He added that it is necessary to treat them fairly and to realize that they are not all financially blessed. Many students need to live close to Campus. Council Member Gartin stated that he appreciates the students, but does not mean that the City can ignore the other residents; there must be a balance.

Kody Olson, 2132 Sunset Drive, Ames, stated that he wanted to discuss balance. The students want to be a part of the community, but don't feel like part of the community because students are not brought into these conversations. Mr. Olson asked the Council to consider the student impact of this decision. It will make housing more inaccessible and more expensive. He added that he also is against limiting occupancy by off-street parking.

Lauren Jones, 2125 Greeley Street, Ames, stated that if the bedrooms are decreased in a house that, would put less financially stable students at risk. Students would have to live farther away from campus; which would cause students to be less involved and more difficult for academic success. The occupancy issue is a big piece when it comes to affordability for college.

Zoey Shipley, 3732 Tripp Street, Ames, stated that parents are having concerns already about the affordability of attending Iowa State. This occupancy situation will add stress to the possibility of off-campus housing being affordable. The decision that is made will affect students for years to come.

Jon Wolseth, 241 Village Drive, Ames, spoke on behalf of the College Creek Old Ames Middle School Neighborhood Association. He stated the Neighborhood Association is in full support of SCAN's proposal. Mr. Wolseth stated that it understood the need for balance for affordable housing for students, but that also can't be at the expense of affordable housing for people who find it hard to purchase homes in Ames. Many of the neighborhoods surrounding campus represent the best possible option for home ownership. Every house that is converted to a rental unit is removed from being purchased by a person or family who needs affordable housing. but should not be at the expense of families making less money.

Barbara Pleasants, 516 Lynn, Ames, reminded everyone that the SCAN proposal allows for three adults or more if there are more bedrooms. This is more generous than the current occupancy regulation. Ms. Pleasants noted that there are very few places in the SCAN neighborhood that don't have enough parking for four vehicles. The reason for the off-street parking regulations is so it does not become a student parking lot. She added that the neighborhood has many young families that have moved in and it is a stable and good place to live.

Meghana Akella, 119 North Hyland Avenue, Ames, stated that most international students don't have cars. Limiting occupancy by parking spaces would limit many international students because most of them live close to Campus and use CyRide.

Al Warren, 3121 Maplewood Road, Ames, stated that by restricting occupancy, it increases the encroachment of rentals to more neighborhoods. Mr. Warren thought an easy solution would be to have the landlord fill out a form stating the number of bedrooms and parking spaces. It would then be inspected by the City with the parameters set for what makes up a bedroom. He also stated that there are food inspections only once a year so he did not understand the necessity of having such a strict inspection guideline for rental houses.

Julian Birch, 2925 Arbor Street, Ames, stated that his residence is adjacent to many rental properties and affected by the activities at those rentals. Mr. Birch strongly support the SCAN proposal.

Joanne Pfeiffer, 3318 Morningside Street, Ames, reminded the Council that an intensive survey was done in her neighborhood that resulted with a majority wanting to limit rentals and limit occupancy. Ms. Pfeiffer stated that the City must decide if families will be a part of the mix in these neighborhoods or if the neighborhoods will be student-dominated. She added that she also endorsed the SCAN proposal.

Katie Neilson, 2227 Knapp Street, Ames, pointed out that there are houses where the number of bedrooms is more than what is accommodated for parking spaces. That means that there would have to be an empty bedroom without a renter, which would make the house more expensive for the others living there. Ms. Neilson added that the number of people who live in a house is not what determines how students congregate or whether it will be loud or not. Parking is not a reasonable way to limit occupancy because that doesn't directly impact how residents live like bedrooms do.

Council Member Orazem reminded the attendees that it is not just about the tenant, but how it affects the neighbors. This is about the neighborhood, not just an individual property.

Council Member Betcher voiced her concern about the enforcement with two different definitions of bedrooms. Different information is being used if one time the Assessor count is used and then another time the City Inspection's count is used. The Council needs to clarify the data set. Council Member Orazem stated he liked to start with the Assessor count because it deals with structure and will allow for an appeal process to the Inspection's office. Council Member Beatty-Hansen stated that going with the Assessor's count first would mean no change in definition of a bedroom. Using the Assessor's count gives the City a baseline starting point. Fire Chief Shawn Bayouth stated that inspections was planning to start with the Assessor's site. Building Official Sara VanMeeteren stated that tenants would be able to finish out their lease, after that they would need to make an appeal about the difference in the number of bedrooms.

Council Member Corrieri stated that the Council must be aware of the possible workload and time that could be put on staff when giving the possibility of an appeal. City Manager Steve Schainker stated that there could be inspections done so there would not be a flood of appeals, but the starting number will have to come from the Assessor because Inspections does not have all the data about bedrooms for every property. Going forward, that will be information that Inspections can keep and record that information in a data base. Ms. VanMeeteren stated that if bedroom information is needed by January 1, 2018, the Assessor site needs to be used; otherwise, the bedroom count issue could come up at the inspection time for each unit.

Moved by Beatty-Hansen, seconded by Orazem, to direct staff to use the Assessor's bedroom count as the baseline number as of January 1, 2018.

Council Member Corrieri said she was concerned about flooding Inspections with appeals by using the Assessor count. She feels it will create confusion and chaos for landlords, tenants, and staff. Council Member Corrieri reminded the Council that Ms. VanMeeteren suggested starting with the current data that Inspection has and adjust as the units come up for lease renewal to help maintain certainty for people. Ms. VanMeeteren added that Inspections does not have specific numbers in software format, but has found some numbers from previous inspections, but not all, and some may have changed. Council Member Betcher stated that not having the whole set of numbers is a concern that there may not be the same consistency and timing. She believes the Assessor site is the only place the City has a complete data set that can provide a baseline to work from. City Manager Schainker clarified that Council understood that the Assessor's count would determine occupancy even if City Inspections had stated there were more bedrooms than the Assessor's count.

Ms. VanMeeteren added that most properties have been inspected more recent than they have been assessed, but there is no searchable way to get the information on bedrooms. Council Member Gartin reminded the Council of the suggestion of a bedroom freeze from SCAN; however if that is done it shuts out the possibility of having a mechanism for making adjustments. The idea of a freeze may not be viable when there is no certainty with the numbers.

Barbara Pleasants stated that SCAN thought about the possible remodels since being assessed. The owner would need to provide a Building Permit for the added bedroom before January 1, 2018. This would prevent anyone from turning more things into bedrooms. The landlords would be given a chance to state what they have now, before January. She suggested instead of having the plus one, give the smaller units three people.

Moved by Beatty-Hansen, seconded by Orazem, to amend the original motion to use the Assessor's bedroom count as the baseline number as of January 1, 2018, or the number of bedrooms established through an official rental inspection, whichever is higher.

Vote on Amendment: 5-1. Voting Aye: Betcher, Beatty-Hansen, Gartin, Orazem, Nelson. Voting Nay: Corrieri. Motion carried.

City Manager Schainker stated that the City will need to send out a notice to its customers before they enter into the new agreements. The notice needs to let the landlords know what the Assessor has for a bedroom count for their rental. Council Member Gartin expressed his hesitation about the possible impact this could have on current leases that are in place now. Mayor Campbell confirmed that any leases that are currently in place should be legal for three unrelated people through the inspection process. Director Diekmann reminded the Council that it is not just RL neighborhoods, this includes all one-two single-family homes that have not been previously known as dwelling houses under the moratorium.

Vote on Motion as Amended: 5-1. Voting Aye: Betcher, Beatty-Hansen, Gartin, Orazem, Nelson. Voting Nay: Corrieri. Motion carried.

Council Member Gartin inquired about the proposal to freeze the number of bedrooms. Council Member Betcher agreed with this and stated there is a potential if there isn't a freeze to add a bedroom without changing the structure of a house (den) because of the definition of a bedroom. Council Member Gartin added that he wanted to create certainty in the neighborhoods and limit the density.

Moved by Gartin to freeze the number of bedrooms based upon the definition of bedroom Council just passed.

Ms. VanMeetern stated that rentals are already frozen through the moratorium.

Council Member Gartin withdrew his motion.

Director Diekmann stated there is a difference between the neighborhoods within the moratorium versus the whole City.

Moved by Betcher, seconded by Orazem, to freeze the number of bedrooms for the whole City at what is determined to be the official number of bedrooms either by Assessor's website or Inspections as per last motion for rental properties until April 30, 2018.

Ms. VanMeeteren stated that this would be something that the City would only see if there was a complaint or during a regular inspection. If the unit would be over-occupied it would be noted and the landlord would have to have a person removed.

Vote on Motion: 2-4. Voting Aye: Betcher, Orazem. Voting Nay: Beatty-Hansen, Gartin, Nelson, Corrieri. Motion failed.

Moved by Betcher, seconded by Beatty-Hansen, adopt a limit of three people for one-two bedroom homes; three-, four-, five-, and six-bedroom houses would have the number of adults equal to the number of bedrooms.

Vote on Motion: 6-0. Motion declared carried unanimously.

Mr. Diekmann reminded Council of the regulations for parking. Single-family dwellings are required to have two parking spaces, dwelling houses and apartments are to have one space per bedroom, and there is a 25% increase of the parking standard for impact areas. Council Member Betcher stated that would mean four bedroom rentals fall into a gap where they could get caught short with only two parking spaces. Director Diekmann added that if the Council would like to mimic current Code, Council would not kick in the extra parking space per bedroom requirement until the number of bedrooms exceeds three. Presumably now it would have more unrelated people than the current Code would allow.

Mr. Diekmann asked to clarify that one-, two-, and three-bedroom houses are still being tied to a parking space to each bedroom. Council Member Orazem confirmed that the number of parking spaces is tied to the number of bedrooms. Ms. VanMeetern added that means that all properties that are allowed three unrelated people will need to reduce to two. Director Diekmann noted that in that scenario, the one-car garage and one space in front of the garage is consistent for a number of rentals in several neighborhoods. Currently those spaces are adequate to have three people renting.

Moved by Betcher, seconded by Beatty-Hansen, that one-, two-, and three-bedroom homes require two parking spaces, and homes above three bedrooms are required one space per bedroom.

Council Member Corrieri expressed concern of affecting affordability when there is change to the landscape of what is currently allowed as it relates to families. Director Diekmann explained that this would be taking the status quo of one-, two-, three-bedroom homes. Only larger homes would have to provide parking. The smaller homes would follow the same expectations as today.

Vote on Motion: 5-1. Voting Aye: Betcher, Beatty-Hansen, Gartin, Orazem, Corrieri. Voting Nay: Nelson.

Mayor Campbell recessed at 9:00 p.m. and reconvened at 9:14 p.m.

DOWNTOWN DEVELOPMENT ISSUES: Planning and Housing Director Kelly Diekmann provided background on some issues that are related to the Downtown Development such as parking, storm water regulations and community space are issues for the downtown area.

Director Diekmann stated that Downtown parking standards are a balance of moderate parking requirements for new development within an urban environment. Staff believes that the current one space per unit requirement is reasonable and most market rate, non-student developments are likely to provide at least .5 to one parking space per unit. If any modifications were to be proposed it would be for a ratio for the Lincoln Corridor area based upon a one space per two bedroom unit standard and a lower requirement for one bedroom units. The City does have buildings that can't add additional apartments upstairs because there is not on site parking. The City does allow for remote parking, but the space needs to be within 300 feet or one block and permanently available for that apartment. The Rental Code states to register a unit as a rental there must be permanent parking. In the past the City has not provided the flexibility with having a monthly permit, because that can be taken away at anytime. Staff would advocate reducing the requirement only for smaller projects and apartment sizes to ensure student housing is not over incentivized for the area with relaxed development regulations. Larger projects should still require putting in parking.

Council Member Betcher inquired about the possibility of increasing the distance from an apartment for remote parking. Mr. Diekmann stated the distance could be increased, but anything more than 500 feet would not serve a purpose, it would be as if there were not a parking requirement.

Director Diekmann stated that a decision needs to be made concerning a community space in the Downtown area. Staff focused on the public space as a plaza. City Council direction will be needed to finalize a concept for a plaza, regarding the size; location of space; purpose and features of space; and budget for improvements. Think of the space as an amenity to the community. A place that could have multi-purpose all through the year. Mr. Diekmann added that he likes to use kinetic or moving sculptures, something to get visitors attention. The use of water can be attractive and engaging but also more costly. Destination for street activity could be the use of public art or a labyrinth idea that would get people to interact. Director Diekmann feels it should be family oriented and at street level.

Staff would recommend a smaller daily activity based plaza since there is already the Bandshell Park. Further evaluation will be needed to describe specifics for the features, size, costs, and public input.

Public Works Engineer Tracy Warner presented the stated the current post construction storm water management treatment standards is to treat the first inch and a quarter rain, the treatment of water from parked cars, oils dripping, and hydro carbons to get out of the streams. Water quality is flood control and reducing flows. The following are options for dealing with the handling of storm water for redevelopment projects in the Downtown.

Option 1: Meet the current standards. If this option is selected, no further action is needed by City Council and the current Ordinance requirements would be applied. It is possible to provide water quality and quantity through underground or upstream storage.

Option 2: Exempt redevelopment projects in Downtown from meeting current standards. If this option were to be selected the Post Construction Stormwater Management Ordinance should be amended to exempt the Downtown area from the requirements of the Ordinance. This is hard to support because of the significant community flooding and the negative capacity impact there would be on storm sewer infrastructure downstream of the development.

Option 3: Develop specific criteria for Downtown District and/or re-development projects. Staff would need to collaborate with the development community to come up with specific design criteria for the Downtown District that would both provide public health, safety, and welfare and establish an agreeable arrangement with the Developers. If this option is selected, staff would come back to City Council with recommendations for Ordinance amendments based on the collaboration of Staff with the Development Community.

Option 4: Offer the developer an option to provide a fee in-lieu of meeting the stormwater requirements on site. This approach would require the construction of a regional stormwater management area with the developers contributing a fee towards this facility when a Downtown redevelopment project is undertaken. This option would most likely result in a City-owned Stormwater Management facility requiring ongoing maintenance rather than typical privately owned facilities.

Option 4A: Require that water quality controls be on-site and allow for off-site water quantity/flood control. This option would allow for the larger water storage areas to be off-site and would encourage some reduction of on-site volume.

Option 4B: Allow for both water quantity and quality controls to be off-site. This option would remove all stormwater management from the development site and not encourage the use low impact development practices and runoff minimization.

STORY COUNTY'S REQUEST FOR JOINT HOUSING STUDY: Housing Coordinator Vanessa Baker-Latimer stated that the Story County Board of Supervisors had requested the City to consider partnering in a new housing study for Ames/Story utilizing the same approach followed in a joint study in the 1990's. This study was done to identify housing needs throughout the county which enabled Ames/Story jurisdictions to apply and receive grant funds from the Iowa Department of Economic Development based upon the needs identified. At that time a 25 member task force was created to complete the study. The study included a survey of housing preferences, a visual assessment of housing conditions, and demographic data. The cost of the study was shared between the City and County. Supervisor Lauris Olson suggested doing that again.

Ms. Baker-Latimer added that the City has two housing and demographic informational reports planned for 2018. Those reports will include a demographic assessment and growth projections for the upcoming new Comprehensive Plan and a federally mandated Affirmatively Furthering Fair Housing study for the fall of 2018. The study that is required by HUD is for continuation of the City's CDBG funds will include the county, because housing does not stop at the borders. The City

does not feel there are enough resources to do this, but would be able to share its findings with the County and they could be incorporated into an overall study, if desired by the County. This would also include public feedback County wide.

Lauris Olson, Story County Supervisor, provided some background on the request for the participation of the City in this study. Some surrounding areas within the county are experiencing housing challenges. Ms. Olson stated the county is very determined to have the assessment done. She is comfortable talking with others within the county and asking them to take the lead on the RFP and getting a smaller task force. Story County would like the City to take part, but willing to take the lead. The City could appoint a person to the task force and a citizen, the County would select the other eight. The County staff would be doing the work. A designated liaison from the Planning department would communicate with the County staff. The County will need the City of Ames data and would ask for a small amount of help with the cost.

Council Member Gartin asked the purpose of the study. Ms. Olson stated that the purpose is to identify the housing stock that is available now. This will help the smaller communities plan, additional finances will be utilized in the smaller towns. This document will be a backup or part of an application for some of the programs.

Mayor Campbell stated that Ms. Baker-Latimer would be able to share any and all data that is useful to the County.

Council Member Orazem inquired if the study includes transit. Ms. Olson stated that the task force would be able to determine the types of data that would be researched. Mayor Campbell did not feel that it was possible to appoint a liaison at this time. Council Member Gartin suggested Ms. Olson talk with the other supervisors to see if there was a smaller amount the City could assist with since the City will share the data collected in the City studies.

DEPOT DEVELOPMENT AGREEMENT: City Attorney Mark Lambert stated the difference in packet is a minor wording change, the words “or exit” were taken out.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 17-664 to approve the Depot Development Agreement with Merry Bee Properties, LLC, regarding parking.

Roll Call Vote: 6-0. Motion/Resolutions declared approved/adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

INITIATE AN AMES URBAN FRINGE PLAN MAP AMENDMENT FOR TIMBER CREEK ACRES: Planning Director Kelly Diekmann clarified the motion to be to authorize the applicant, rather than staff, to initiate an Ames Urban Fringe Plan Map Amendment for Timber Creek Acres.

Moved by Beatty-Hansen, seconded by Gartin, to authorize the applicant to initiate an Ames Urban Fringe Plan Map Amendment for Timber Creek Acres.

Vote on Motion: 6-0. Motion carried unanimously.

AGREEMENT WITH UNITED WAY OF STORY COUNTY, INC., TO MANAGE HUMAN

SERVICES CAPITAL IMPROVEMENTS PROGRAM: Assistant City Manager Brian Phillips reminded the City Council of the previous meeting when Council had directed staff to prepare an agreement that outlines terms of the program for an initial \$250,000.

The key points to the agreement are as follows:

1. UWSC will receive \$250,000 from the City of Ames to be used for the program.
2. Funds may only be used for new construction or renovation work on primary or secondary buildings.
3. Fund recipients must provide matching funds of at least 50% of the total project cost. Matching funds must be in cash; in-kind contributions will not be acceptable as a match.
4. Grant awards will be a minimum of \$7,500 and a maximum of \$100,000 for each individual project.
5. Only agencies that have been accepted into the ASSET process as of the time of the award will be eligible to receive funding.
6. Requests will be prioritized on the basis of the current City of Ames ASSET priorities.
7. UWSC may determine the application process, required submittals, and grant agreements, and will make awards to agencies it determines best meet the requirements of the program.
8. UWSC will incorporate a paragraph into the grant agreement with recipients requiring repayment of grant funds if, within five years of the completion of the improvements, the recipient sells, transfers, leases, or sub-leases the improved property, or ceases occupancy of the property for reason other than the property becoming uninhabitable due to disaster, or if the recipient defaults on any of the grant terms or conditions. The repayment will be based on a graduated scale, with 100% of the grant being repaid if in the first year, 80% being repaid if in the second year, and so forth until 20% is required to be repaid in the fifth year. The grantee is not obligated to repay any funds after the fifth year. Any repaid funds will be returned to the City, not to UWSC.
9. UWSC agrees to disburse the funds received no later than June 30, 2018. Funds not disbursed by this date are to be returned to the City.
10. The agreement requires UWSC to document to whom the funds were disbursed. UWSC must keep any documents related to the grant program for a period of five years, which are to be made available for review at the City's request.

Council Member Gartin commented that he was concerned about the recapture period and making it consistent. Assistant City Manager Brian Phillips responded that the challenge is that the agreement is with United Way, if the City has a recapture period of 20 years, that would create a partnership for 20 years. The agencies have an obligation to repay the funds based on a schedule to United Way, which in turn repays the City. The City also has an ongoing operational agreement with most ASSET agencies. If they fail to satisfy how the City would like this to go, the City could curtail how much funding would be available to them. Council Member Corrieri stated 20 years is a long time for the amount doled out. She also noted the CDBG funds under \$100,000 the recapture would be five to ten years.

Moved by Gartin to amend the contract to provide a ten year recapture period with scheduled percentages to be based on and spread out over ten years. No second

Moved by Orazem, seconded by Betcher, to adopt RESOLUTION NO. 17-665 to approve the Agreement with United Way of Story County, Inc., to manage Human Services Capital Improvements Program.

Roll Call Vote: 6-0. Motion/Resolutions declared approved/adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

#ALWAYS AMES CAMPAIGN: Moved to the agenda for the November 28, 2017 City Council Meeting.

MUNICIPAL POOL AIR QUALITY: Mayor Campbell stated that Parks and Recreation Director Keith Abraham did an excellent job in the staff report concerning the municipal pool. She also clarified that the school and leadership at the school are in charge of making the maintenance decisions on the municipal pool. Parks and Recreation Director Keith Abraham reiterated that according to the agreement with the school they are in charge of maintenance.

SOUTH GRAND AVENUE EXTENSION ICAAP GRANT APPLICATION: Municipal Engineer Tracy Warner provided background on the grants through the Iowa Clean Air Attainment Program. This grant is to help fund transportation projects and programs that result in attaining or maintaining the national ambient air quality standards. The AAMPO Transportation Policy Committee voted to certify that this project conforms to the ICAAP programs. IDOT requested a resolution from the City Council to commit to provide local funds and maintain it.

Moved by Nelson, seconded by Gartin, to adopt RESOLUTION NO. 17-660 approving the City commitments for South Grand Avenue Extension ICAAP Grant Application.

Roll Call Vote: 6-0. Motion/Resolutions declared approved/adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

HEARING ON ZONING TEXT AMENDMENT TO ALLOW DOG GROOMING AS PERMITTED USE IN VILLAGE ZONING DISTRICT: Mayor Campbell opened the public hearing. She closed the hearing after there was no one wishing to speak.

Moved by Corrieri, seconded by Nelson, to continue hearing on zoning text amendment to allow dog grooming as permitted use in Village Zoning District to November 28, 2017.

Roll Call Vote: 6-0. Motion carried unanimously.

HEARING ON ZONING TEXT AMENDMENT TO REVISE SITE LANDSCAPE STANDARDS RELATING TO ADMINISTRATIVE STANDARDS AND OTHER GENERAL LANDSCAPE STANDARDS: Mayor Campbell opened the public hearing.

Director Diekmann clarified that Council would like it captured with a site that already exists and doing incremental changes and have mandatory obligations to come into compliance. If a person adds something to a site that is the scope of the area that you are to work with, you don't have to relandscape other parts of your site that are not affected by the project. Language in article three addresses this about nonconformities, administering landscape codes and inspections process.

Council Member Gartin stated that Council had received an email from a developer concerning the

timeliness on getting this material. Mr. Gartin asked if there had been feedback from the Development Community. Director Diekmann stated that were extensive number of workshops in the Spring and declared the intent on where this topic was going, but tabled the topic when the whole ordinance was adopted with the new regulations. In September when the staff report was ready the same email was sent out to the workgroup stating moving ahead with the admin regulations on the Council agenda for September. This action was done again this past Thursday for this meeting. No input was given from either one of these notices.

Josh Shields, 4112 Toronto Street, Ames, stated that once he was able to read through the material it was inline with what had been discussed earlier.

Mayor Campbell closed the hearing due to no one else wishing to speak on the matter.

Moved by Betcher, seconded by Beatty-Hansen, to pass on first reading of ordinance on the Zoning Text Amendment to revise site landscape standards relating to administrative standards and other general landscape standards.

Roll Call Vote: 6-0. Motion carried unanimously.

HEARING ON 2017/18 CDBG PUBLIC INFRASTRUCTURE IMPROVEMENTS PROGRAM (321 STATE AVENUE): Mayor Campbell opened the public hearing.

Housing Coordinator Vanessa Baker-Latimer reminded the Council that in the RFP the max budget was to be \$550,000. November 2, 2017, the project went out for bids. All bids came back at over \$1,000,000. Staff has to evaluate the bids to try to find out where the gap in cost might come from.

Director Diekmann added that the project is a basic layout, expanding Tripp Street all the way through, adding houses on State, Tripp, and Wilmoth and a few homes off a new cul-de-sac. Design savings are unlikely to be found. A decrease in cost may come from finding a way to build less infrastructure. Staff is asking for two to four weeks to come back with options on where to find more funds.

Council Member Corrieri asked if there would come a point when this affordable housing project is not affordable. Director Diekmann responded that is a question the Council would have to decide the amount of subsidy that is to be given. There is not a set amount of subsidy that is put out as a standard. This is a community based decision on what the value is to the City. Council Member Gartin does not believe this is good stewardship of tax payers money.

Council Member Betcher inquired about possible compliance issues. Ms. Baker-Latimer responded that a certain amount has to be spent by April of 2018, to not jeopardize future money.

Mayor Campbell closed the hearing due to no one else wishing to speak on the matter.

Moved by Betcher, seconded by Gartin, to accept the report of Bids on the 2017/18 CDBG Public Infrastructure Improvements Program (321 State Avenue).

Roll Call Vote: 6-0. Motion carried unanimously.

ORDINANCE REVISION TO CHAPTER 28, UTILITIES, DIVISIONS I AND II: Moved by Orazem, seconded by Betcher, to amend Section 28.307 of Ordinance to reference version of the *Code of Federal Regulations*, Chapter 1, Park 403, dated October 22, 2015.

Roll Call Vote: 6-0. Motion declared carried unanimously.

ORDINANCE REVISING PORTIONS OF CHAPTER 28 RELATED TO DIVISION II WATER SERVICE AND DIVISION III SEWERS, AS AMENDED: Moved by Betcher, seconded by Nelson, to pass on second reading of Ordinance revising portions of Chapter 28 related to Division II Water Service and Division III Sewers, as amended.

Roll Call Vote: 6-0. Motion declared carried unanimously.

ORDINANCE APPROVING CHANGES TO APPENDIX N RELATING TO UTILITY RATES: Moved by Orazem, seconded by Correiri, to pass on second reading of ordinance approving changes to Appendix N relating to utility rates.

Roll Call Vote: 6-0. Motion declared carried unanimously.

COUNCIL COMMENTS:

Moved by Gartin, seconded by Corrieri, to refer to staff a letter from Hunziker Youth Complex.

Roll Call Vote: 6-0. Motion declared carried unanimously.

Moved by Orazem, seconded by Corrieri, to authorize Hunziker to start the process to pursue a rural subdivision.

Roll Call Vote: 6-0. Motion declared carried unanimously.

Moved by Orazem, seconded by Nelson, to put on agenda to approve the east annexation.

Roll Call Vote: 6-0. Motion declared carried unanimously.

Moved by Corrieri, seconded by Beatty-Hansen, to direct staff to come back to Council to supply the number of bedrooms by unit based on assessor's data for all rentals.

Roll Call Vote: 6-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Corrieri to adjourn the meeting at 10:53 p.m.

MINUTES OF THE AMES CIVIL SERVICE COMMISSION

AMES, IOWA

NOVEMBER 16, 2017

The Ames Civil Service Commission convened in regular session at 8:15 a.m. on November 16, 2017, in the Council Chambers of City Hall, 515 Clark Avenue. Because it was impractical for the Commission members to be present in person, Commission Members Mike Crum and Charlie Ricketts were brought into the meeting telephonically. Commission Member Harold Pike was not available. Assistant City Manager Bob Kindred and Human Resources Director Kaila Boothroy attended the meeting.

APPROVAL OF MINUTES: Moved by Ricketts, seconded by Crum, to approve the minutes of the October 26, 2017, Civil Service Commission meeting as written.
Vote on Motion: 2-0. Motion declared carried unanimously.

CERTIFICATION OF ENTRY-LEVEL APPLICANTS: Moved by Crum, seconded by Ricketts, to certify the following individuals to the Ames City Council as entry-level applicants:

Printing & Graphics Services Specialist:	Rocky Dunkin	80
	Courtney Hinders	78
	Daniel Ramey	78

Vote on Motion: 2-0. Motion declared carried unanimously.

REQUEST TO ABOLISH RECREATION MANAGER ENTRY-LEVEL CERTIFIED LIST: Moved by Ricketts, seconded by Crum, to grant the request to abolish the Recreation Manager entry-level certified list.

Vote on Motion: 2-0. Motion declared carried unanimously.

SET DATE OF HEARING FOR TERMINATION APPEAL: Moved by Crum, seconded by Ricketts, to set December 6, 2017, at 8:00 a.m. as the date/time of hearing for the termination appeal.

Vote on Motion: 2-0. Motion declared carried unanimously.

COMMENTS: The next regularly scheduled Civil Service Commission meeting was set for December 21, 2017, at 8:15 a.m.

ADJOURNMENT: The meeting adjourned at 8:26 a.m.

Michael R. Crum, Chair

Jill Ripperger, Recording Secretary



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/> 1 st – 15 th
	<input type="checkbox"/> 16 th – End of Month
Month & Year:	November 2017
For City Council Date:	November 28, 2017

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Public Works	2014-15 Low Point Drainage Improvements (Northwood Ravine Stabilization)	2	\$332,881.00	J & K Contracting LLC	\$2,450.00	\$-(30,789.63)	B. Kindred	MA
Water & Pollution Control	WPCF Structural Rehabilitation Project, Phase 1	3	\$419,000.00	Western Specialty Contractors	\$38,380.00	\$2,200.00	S. Schainker	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

Insurance Company Information

Insurance Company:	<u>Founders Insurance Company</u>
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

*Caring People
Quality Programs
Exceptional Service*

8a-e

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Lieutenant Dan Walter – Ames Police Department

DATE: November 21st, 2017

SUBJECT: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for November 28th, 2017, includes beer permits and liquor license renewals for:

- Class C Liquor & Outdoor Service - LC0033577 - Outlaws, 2522 Chamberlain Street
- Class B Native Wine - WBN000581 - Chocolaterie Stam, 230 Main Street
- Class C Beer & B Native Wine - BC0029659 - Swift Stop #8, 705 24th Street
- Class C Liquor, Catering, & Outdoor Service - LC0032319 - The Café, 2616 Northridge Parkway
- Class B Liquor, Catering, & Outdoor Service - LB0002099 - Country Inn & Suites, 2605 SE 16th Street

A routine check of police records for the past twelve months found no liquor law violations for Chocolaterie Stam, Swift Stop, The Café and County Inn and Suites.

The check did identify 5 disorderly calls for service and 1 underage possession in and around Outlaws Bar in Campustown. Evaluations of the disorderly calls were completed in detail. In each of these cases the bar staff initiated the call to police after their efforts to solve the issue were unsuccessful. The one person cited for possession underage had a fake ID in her possession. Outlaws continues to attend APD sponsored ID training and takes identification seriously. We do not believe these violations represent problems with the overall operations of the bar.

The police department therefore recommends renewal for all of the above licenses.

COUNCIL ACTION FORM

SUBJECT: TAX INCREMENT FINANCING (TIF) AND REPORTING RESOLUTIONS FOR ANNUAL URBAN RENEWAL REPORT AND CERTIFICATON AND ANNUAL APPROPRIATION OF KINGLAND TIF REBATE

BACKGROUND:

The 2012 Iowa Urban Renewal and Tax Increment Financing (TIF) Reform bill included provisions for reporting, including the Annual Urban Renewal Report, which must be approved by the governing board and provided to the Iowa Department of Management to be made available to the public on an internet site.

This report includes uploading documents related to the urban renewal districts, such as the plan document and City Council action establishing the district, as well as financial information on TIF funds related to urban renewal districts. The due date for the report filing is December 1 of each year. The penalty for non-compliance is withholding certification of tax levies. The attached report includes financial information for the South Bell, ISU Research Park, and Campustown (Kingland) TIF districts. The attached Annual Urban Renewal Report is for the fiscal year ending June 30, 2017.

In addition to the state reporting, the City is required to certify TIF debt with the County Auditor for the upcoming fiscal year. The ISU Research Park and South Bell debt are both general obligation bonds approved by Council when issued, so no additional action is required. The Kingland TIF involves a rebate of incremental property taxes subject to annual appropriation by the City Council. A resolution is required for the annual appropriation for the collection and rebate of incremental taxes per the agreement with Kingland. Incremental taxes for the Kingland TIF are estimated at \$302,218 for the upcoming fiscal year.

ALTERNATIVES:

1. Approve the City's annual 2017 Urban Renewal Report and resolution appropriating the payment of a rebate of incremental taxes for the Campustown TIF district.
2. Do not approve the report and resolution and refer back to staff.

MANAGER'S RECOMMENDED ACTION:

In order for the City to comply with mandated reporting requirements and fulfill requirements under the development agreement with Kingland, it is necessary to submit

this report to the Iowa Department of Management by December 1 of this year and approve the appropriation of the tax increment rebate.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the City's annual 2017 Urban Renewal Report and resolution appropriating the payment of a rebate of incremental taxes for the Campustown TIF district.

Annual Urban Renewal Report, Fiscal Year 2016 - 2017

Levy Authority Summary

Local Government Name: AMES
 Local Government Number: 85G811

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
AMES COMMUNITY DEVELOPMENT PARK URBAN RENEWAL	85012	1
AMES SOUTH BELL AVENUE URBAN RENEWAL	85021	2
AMES ISU RESEARCH PARK URBAN RENEWAL	85023	2
AMES CAMPUSTOWN URBAN RENEWAL	85024	1

TIF Debt Outstanding: 4,203,472

TIF Sp. Rev. Fund Cash Balance as of 07-01-2016:	-407,378	0	Amount of 07-01-2016 Cash Balance Restricted for LMI
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TIF Revenue:	241,161
TIF Sp. Revenue Fund Interest:	-3,541
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	237,620

Rebate Expenditures:	195,468
Non-Rebate Expenditures:	423,276
Returned to County Treasurer:	0
Total Expenditures:	618,744

TIF Sp. Rev. Fund Cash Balance as of 06-30-2017:	-788,502	0	Amount of 06-30-2017 Cash Balance Restricted for LMI
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Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 4,373,230

Urban Renewal Area Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES COMMUNITY DEVELOPMENT PARK URBAN RENEWAL
 UR Area Number: 85012

UR Area Creation Date: 11/1997

UR Area Purpose: Enhance the availability of sites to accommodate the construction of new industrial and commercial buildings and encourage and support development that will expand the tax base.

Tax Districts within this Urban Renewal Area	Base No.	Increment No.	Increment Value Used
AMES CITY/AMES SCH/AMES COMMUNITY DEVELOPMENT PARK URBAN RENEWAL TIF INCREM	85526	85126	0

Urban Renewal Area Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2016:	0	0	Amount of 07-01-2016 Cash Balance Restricted for LMI						
TIF Revenue:	0								
TIF Sp. Revenue Fund Interest:	0								
Property Tax Replacement Claims	0								
Asset Sales & Loan Repayments:	0								
Total Revenue:	0								
Rebate Expenditures:	0								
Non-Rebate Expenditures:	0								
Returned to County Treasurer:	0								
Total Expenditures:	0								
TIF Sp. Rev. Fund Cash Balance as of 06-30-2017:	0	0	Amount of 06-30-2017 Cash Balance Restricted for LMI						

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Sum of Private Investment Made Within This Urban Renewal Area
during FY 2017

TIF Taxing District Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES COMMUNITY DEVELOPMENT PARK URBAN RENEWAL (85012)
 TIF Taxing District Name: AMES CITY/AMES SCH/AMES COMMUNITY DEVELOPMENT PARK URBAN RENEWAL TIF INCREM
 TIF Taxing District Inc. Number: 85126
 TIF Taxing District Base Year: 1997
 FY TIF Revenue First Received: 2000
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2020

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2017	43,167	0	0	0	0

FY 2017 TIF Revenue Received: 0

Urban Renewal Area Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES SOUTH BELL AVENUE URBAN RENEWAL
 UR Area Number: 85021

UR Area Creation Date: 01/2009

UR Area Purpose: To expand the available inventory of fully serviced industrial land within Ames.

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
AMES CITY/AMES SCH/SOUTH BELL AVENUE URBAN RENEWL TIF INCREM	85586	85186	2,030,484
AMES CITY AG/AMES SCH/SOUTH BELL AVENUE URBAN RENEWAL TIF INCREM	85587	85187	0

Urban Renewal Area Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	2,833,200	0	0	0	2,833,200	0	2,833,200
Taxable	0	0	2,549,880	0	0	0	2,549,880	0	2,549,880
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2016: -317,763 **0** **Amount of 07-01-2016 Cash Balance Restricted for LMI**

TIF Revenue: 44,992
 TIF Sp. Revenue Fund Interest: -3,320
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 41,672

Rebate Expenditures: 0
 Non-Rebate Expenditures: 118,076
 Returned to County Treasurer: 0
Total Expenditures: 118,076

TIF Sp. Rev. Fund Cash Balance as of 06-30-2017: -394,167 **0** **Amount of 06-30-2017 Cash Balance Restricted for LMI**

Projects For AMES SOUTH BELL AVENUE URBAN RENEWAL

South Bell Infrastructure

Description:	Public Infrastructure for South Bell Area
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

Debts/Obligations For AMES SOUTH BELL AVENUE URBAN RENEWAL

2009B GO Bonds

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	543,120
Interest:	54,722
Total:	597,842
Annual Appropriation?:	No
Date Incurred:	10/29/2009
FY of Last Payment:	2021

Non-Rebates For AMES SOUTH BELL AVENUE URBAN RENEWAL

TIF Expenditure Amount:	118,076
Tied To Debt:	2009B GO Bonds
Tied To Project:	South Bell Infrastructure

TIF Taxing District Data Collection

Local Government Name:	AMES (85G811)	
Urban Renewal Area:	AMES SOUTH BELL AVENUE URBAN RENEWAL (85021)	
TIF Taxing District Name:	AMES CITY/AMES SCH/SOUTH BELL AVENUE URBAN RENEWL TIF INCREM	
TIF Taxing District Inc. Number:	85186	
TIF Taxing District Base Year:	2008	
FY TIF Revenue First Received:	2010	
Subject to a Statutory end date?	Yes	
Fiscal year this TIF Taxing District statutorily ends:	2030	

UR Designation	
Slum	No
Blighted	No
Economic Development	01/2009

TIF Taxing District Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	2,833,200	0	0	0	2,833,200	0	2,833,200
Taxable	0	0	2,549,880	0	0	0	2,549,880	0	2,549,880
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2017	14,531	2,549,880	2,030,484	519,396	11,509

FY 2017 TIF Revenue Received: 44,992

TIF Taxing District Data Collection

Local Government Name:	AMES (85G811)	
Urban Renewal Area:	AMES SOUTH BELL AVENUE URBAN RENEWAL (85021)	
TIF Taxing District Name:	AMES CITY AG/AMES SCH/SOUTH BELL AVENUE URBAN RENEWAL TIF INCREM	
TIF Taxing District Inc. Number:	85187	
TIF Taxing District Base Year:	2008	
FY TIF Revenue First Received:	2011	
Subject to a Statutory end date?	Yes	
Fiscal year this TIF Taxing District statutorily ends:	2031	

UR Designation	
Slum	No
Blighted	No
Economic Development	01/2009

TIF Taxing District Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2017	0	0	0	0	0

FY 2017 TIF Revenue Received: 0

Urban Renewal Area Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES ISU RESEARCH PARK URBAN RENEWAL
 UR Area Number: 85023

UR Area Creation Date: 11/2014

UR Area Purpose: To promote economic development for Iowa State University Research Park by extending public infrastructure.

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
AMES CITY/AMES SCH/ISU RESEARCH PARK URBAN RENEWAL TIF INCREM	85628	85228	0
AMES CITY AG/AMES SCH/ISU RESEARCH PARK URBAN RENEWAL TIF INCREM	85629	85229	0

Urban Renewal Area Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	1,238,500	25,888,400	0	0	-3,704	27,123,196	0	27,123,196
Taxable	0	688,928	23,299,560	0	0	-3,704	23,984,784	0	23,984,784
Homestead Credits									4

TIF Sp. Rev. Fund Cash Balance as of 07-01-2016: -80,484 0 **Amount of 07-01-2016 Cash Balance Restricted for LMI**

TIF Revenue:	0
TIF Sp. Revenue Fund Interest:	-957
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	-957

Rebate Expenditures:	0
Non-Rebate Expenditures:	305,200
Returned to County Treasurer:	0
Total Expenditures:	305,200

TIF Sp. Rev. Fund Cash Balance as of 06-30-2017: -386,641 0 **Amount of 06-30-2017 Cash Balance Restricted for LMI**

Projects For AMES ISU RESEARCH PARK URBAN RENEWAL

ISURP Infrastructure Extension

Description:	Extension of public infrastructure to serve ISURP
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	Yes

Debts/Obligations For AMES ISU RESEARCH PARK URBAN RENEWAL

General Obligation Series 2015A

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	2,725,000
Interest:	680,613
Total:	3,405,613
Annual Appropriation?:	No
Date Incurred:	11/13/2015
FY of Last Payment:	2027

Non-Rebates For AMES ISU RESEARCH PARK URBAN RENEWAL

TIF Expenditure Amount:	305,200
Tied To Debt:	General Obligation Series 2015A
Tied To Project:	ISURP Infrastructure Extension

TIF Taxing District Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES ISU RESEARCH PARK URBAN RENEWAL (85023)
 TIF Taxing District Name: AMES CITY/AMES SCH/ISU RESEARCH PARK URBAN RENEWAL TIF INCREM
 TIF Taxing District Inc. Number: 85228
 TIF Taxing District Base Year: 2014
 FY TIF Revenue First Received: 2017
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2037

UR Designation	
Slum	No
Blighted	No
Economic Development	11/2013

TIF Taxing District Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	1,238,500	25,888,400	0	0	-3,704	27,123,196	0	27,123,196
Taxable	0	688,928	23,299,560	0	0	-3,704	23,984,784	0	23,984,784
Homestead Credits									4

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2017	26,612,700	514,200	0	514,200	11,394

FY 2017 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES ISU RESEARCH PARK URBAN RENEWAL (85023)
 TIF Taxing District Name: AMES CITY AG/AMES SCH/ISU RESEARCH PARK URBAN RENEWAL TIF INCREM
 TIF Taxing District Inc. Number: 85229
 TIF Taxing District Base Year: 2014
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2017	474,600	0	0	0	0

FY 2017 TIF Revenue Received: 0

Urban Renewal Area Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES CAMPUSTOWN URBAN RENEWAL
 UR Area Number: 85024

UR Area Creation Date: 11/2013

UR Area Purpose: The development of property improvements for retail and office uses within the Urban Renewal Area.

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
AMES CITY/AMES SCH/CAMPUSTOWN URBAN RENEWALTIF INCREM	85630	85230	8,853,001

Urban Renewal Area Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	13,675,300	0	0	0	13,675,300	0	13,675,300
Taxable	0	0	12,307,770	0	0	0	12,307,770	0	12,307,770
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2016: -9,131 0 **Amount of 07-01-2016 Cash Balance Restricted for LMI**

TIF Revenue: 196,169
 TIF Sp. Revenue Fund Interest: 736
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 196,905

Rebate Expenditures: 195,468
 Non-Rebate Expenditures: 0
 Returned to County Treasurer: 0
Total Expenditures: 195,468

TIF Sp. Rev. Fund Cash Balance as of 06-30-2017: -7,694 0 **Amount of 06-30-2017 Cash Balance Restricted for LMI**

Projects For AMES CAMPUSTOWN URBAN RENEWAL

Campustown Kingland Building

Description:	Office and Retail Development
Classification:	Commercial - office properties
Physically Complete:	Yes
Payments Complete:	Yes

Debts/Obligations For AMES CAMPUSTOWN URBAN RENEWAL

Campustown Urban Renewal

Debt/Obligation Type:	Rebates
Principal:	200,017
Interest:	0
Total:	200,017
Annual Appropriation?:	Yes
Date Incurred:	11/10/2015
FY of Last Payment:	2017

Rebates For AMES CAMPUSTOWN URBAN RENEWAL

Kingland Building

TIF Expenditure Amount:	195,468
Rebate Paid To:	Kingland Systems
Tied To Debt:	Campustown Urban Renewal
Tied To Project:	Campustown Kingland Building
Projected Final FY of Rebate:	2017

256 Characters Left

Sum of Private Investment Made Within This Urban Renewal Area
during FY 2017

TIF Taxing District Data Collection

Local Government Name: AMES (85G811)
 Urban Renewal Area: AMES CAMPUSTOWN URBAN RENEWAL (85024)
 TIF Taxing District Name: AMES CITY/AMES SCH/CAMPUSTOWN URBAN RENEWALTIF INCREM
 TIF Taxing District Inc. Number: 85230
 TIF Taxing District Base Year: 2014
 FY TIF Revenue First Received: 2017
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2037

	UR Designation
Slum	No
Blighted	No
Economic Development	11/2013

TIF Taxing District Value by Class - 1/1/2015 for FY 2017

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	13,675,300	0	0	0	13,675,300	0	13,675,300
Taxable	0	0	12,307,770	0	0	0	12,307,770	0	12,307,770
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2017	3,467,200	10,208,100	8,853,001	1,355,099	30,027

FY 2017 TIF Revenue Received: 196,169

COUNCIL ACTION FORM

SUBJECT: ENCROACHMENT PERMIT FOR A SIGN AT 4625 RELIABLE STREET

BACKGROUND:

The property owner of 4625 Reliable Street is seeking approval for an Encroachment Permit that would allow a wooden structure to remain at the west end of paved City right-of-way. The right-of-way on Reliable Street is wider than what is typically seen on a local street. A large scale had previously been located on the area in question, and more recently, it was used as parking. The wooden structure, measuring 46' x 10', was designed by Architecture Studio 202 at Iowa State University for use as a parklet; however, it was never used as such. The structure has been occupying the paved City right-of-way at 4625 Reliable Street for several months, and the owner wishes it to remain. The space is intended to be a transition from rest to play; it is a horizontal structure comprised of nooks and crannies. The public has been using it to sit on as a place to relax or to gather and as a play structure for children to climb on.

Chapter 22.3(3) of the Ames Municipal Code requires approval of the Encroachment Permit Application by the Ames City Council before the Permit can be issued. An Encroachment Agreement has been signed by the property owner which indemnifies the City of Ames against any loss or liability as a result of the encroachment, has submitted a Certificate of Liability Insurance, and has paid the fee (\$460). The owner also understands that this approval may be revoked at any time by the City Council.

ALTERNATIVES:

1. Approve the request.
2. Deny the request.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting an Encroachment Permit for the wooden structure to be placed on paved City right-of-way at the west end of 4625 Reliable Street.



515 Clark Avenue
Ames, IA 50010
515.239.5153 Phone
515.239.5261 Fax

ENCROACHMENT PERMIT APPLICATION/AGREEMENT

Address of Encroachment: 4625 Reliable St Ames, IA 50014

Type of Encroachment: Wooden Structure

Total Square Feet of the Area to Encroach: 480' (See attached submittal guidelines)

Applicant is: Property Owner Tenant Contractor

Applicant Name: Elliot Thompson Phone: (515) 460-6581

Mailing Address: 3211 Lettie St Ames, IA 50014 Email: elliott@reliablestreet.com

Property Owner Name: Same

Phone: - Mailing Address: -

By signing this application, the Building Owner agrees to the following conditions, upon approval:

1. The Owners do hereby indemnify and hold harmless the City of Ames, its officers and employees, against any loss or liability whatsoever made by any and all persons whomsoever, resulting from or arising out of the location and maintenance of the encroachment.
2. The Owners shall submit and maintain, through the period of the encroachment, comprehensive general liability insurance coverage in the amount of not less than \$500,000 combined single limit and a current copy of Endorsement CG 2013, naming the City of Ames and its employees and assigns, as an additional insured on the policy. The Owner will supply the City Clerk's Office annually with a current copy of the insurance and the endorsement.
3. The City Council may revoke the permit at any time.
4. This agreement shall run with the land and be binding upon the successors and assignees of the parties hereto.
5. The Owners shall notify the City Clerk at the time that the encroachment ceases to exist, or before making any modification to the encroachment.
6. The encroachment will be built and erected in the same manner as shown on the attached sketch.
7. To pay a one-time encroachment fee of \$25 or \$1 for every square foot that encroaches, whichever is larger.

Property Owner Signature Date 8/28/17

FOR OFFICE USE

Fee Received

Sketch of Encroachment Received

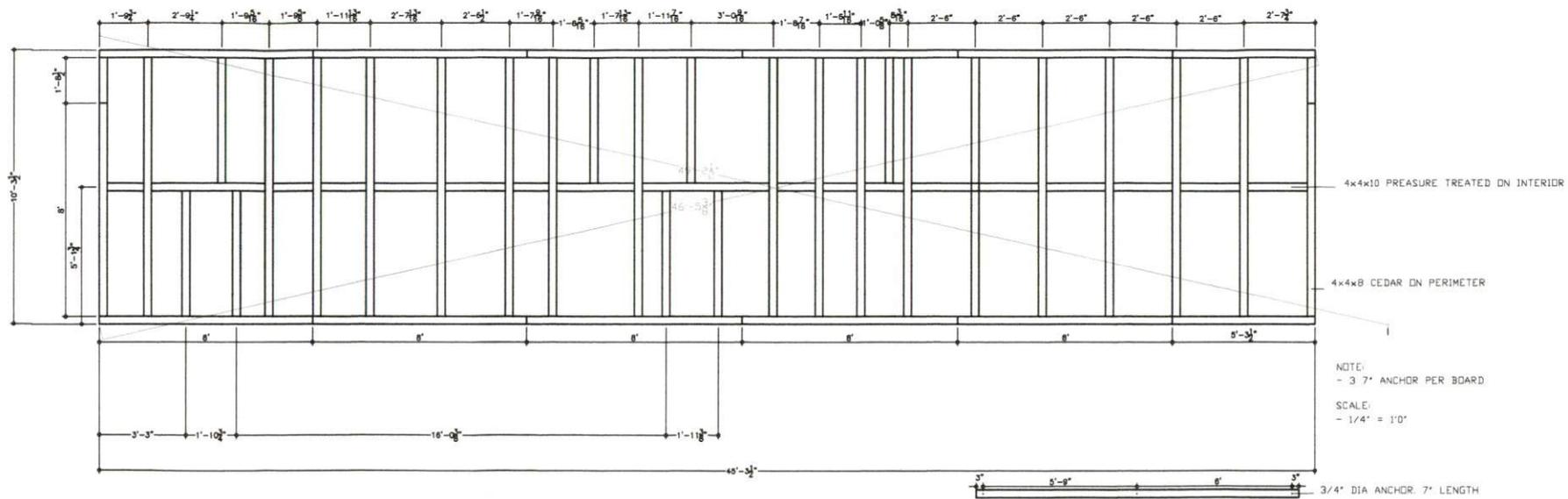
Insurance Received

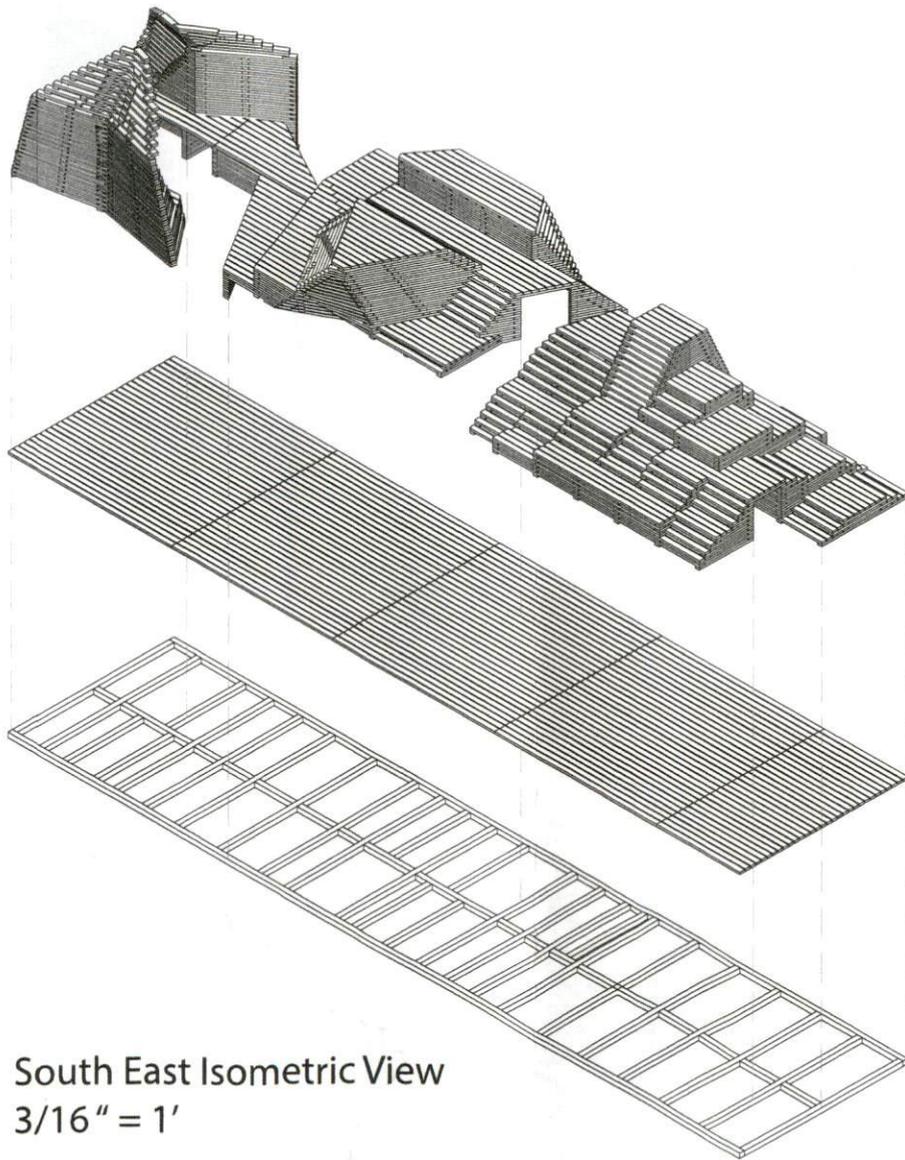
Approved by City Council on

Insurance Approved by HR

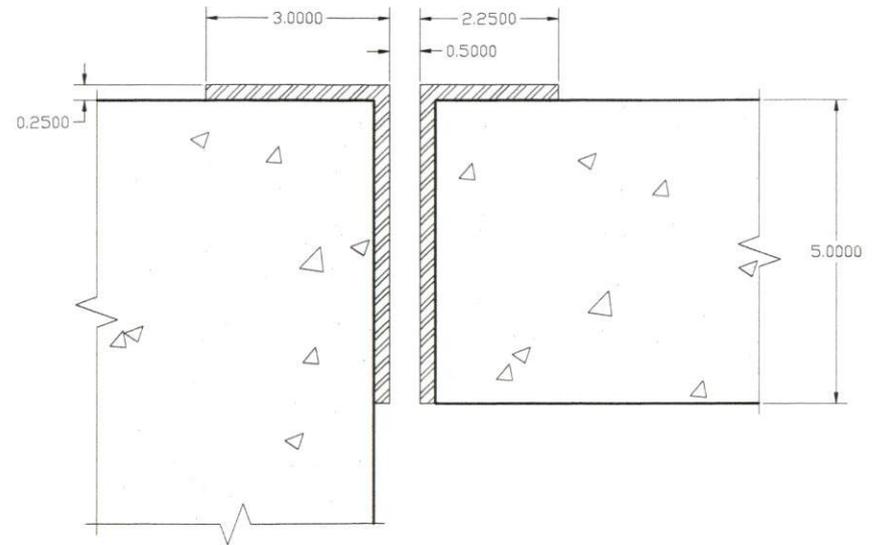
Date: _____

Approved by: _____ Date: _____ Permit No: _____

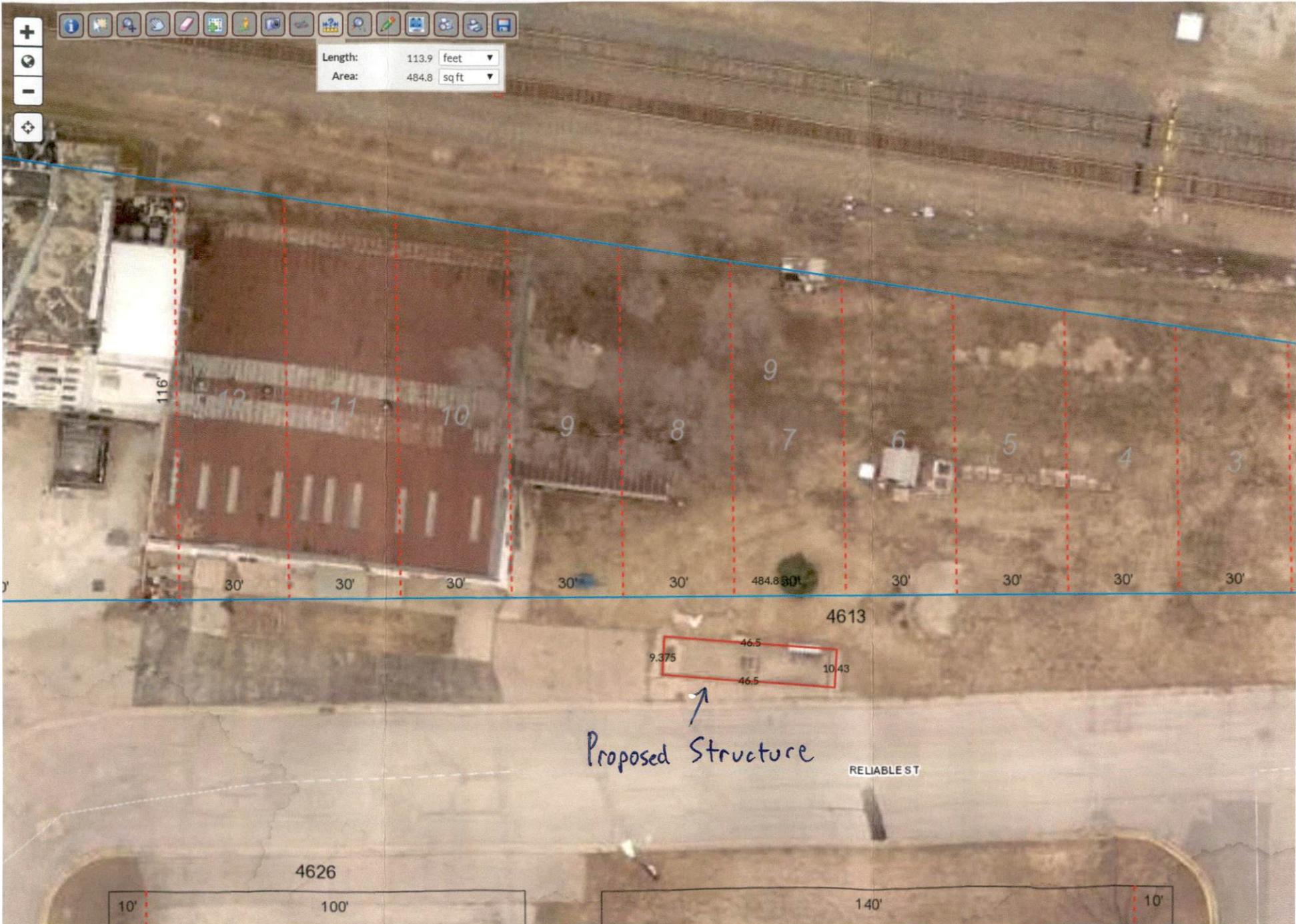




South East Isometric View
3/16" = 1'



Existing Condition
6" = 1'



Length: 113.9 feet
Area: 484.8 sqft

116'

30'

30'

30'

30'

30'

484.8 sqft

30'

30'

30'

30'

4613

9.375

46.5

10.43

46.5

Proposed Structure

RELIABLE ST

4626

10'

100'

140'

10'



MEMO

Legal Department

To: Mayor Campbell and Members of the City Council

From: Victoria A. Feilmeyer, Assistant City Attorney

Victoria A. Feilmeyer

Date: November 15, 2017

Subject: Revision to 1995 Utility Easement for the Property at 1313 Jefferson Street

Recently, Paul and Megan Sodahl purchased the property locally known as 1313 Jefferson Street, and legally described as “Lot 8, First Addition, Glenview Heights Subdivision to Ames, Story County, Iowa.” The attorney examining title for the Sodahls identified an easement granted to the City of Ames in 1995 over the East 5 feet of the property which did not state the purpose of the easement.

The Public Works Department has confirmed that the purpose of the easement was for “constructing and maintaining a permanent storm sewer easement.” The property owner has requested that the City consent to an Amendment, prepared by the property owners’ attorney, which modifies the 1995 Easement to expressly state the intended purpose of the easement. The requesting party has provided the City with the necessary recording fees for the Amendment. Copies of the 1995 Easement and proposed Amendment are attached.

We recommend approval of the Amendment, as requested by the property owner, to confirm the intended purpose and scope of the Easement.

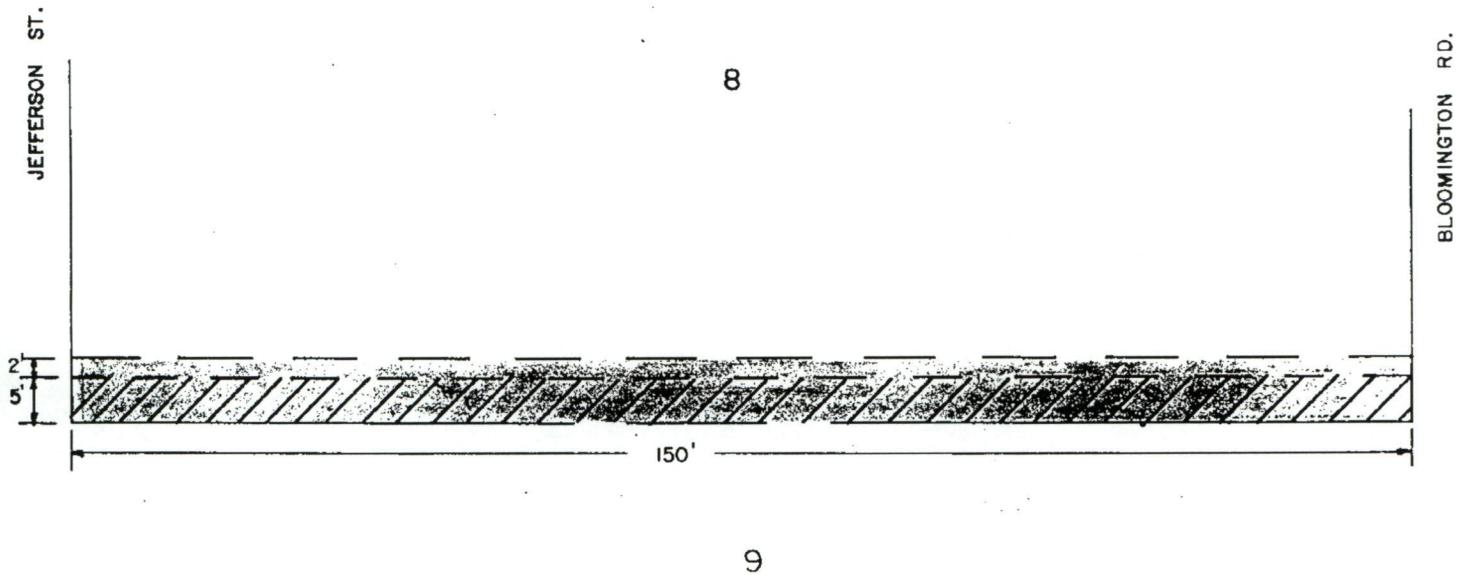
EASEMENT
PLAT

CITY OF AMES, IOWA ENGINEERING DEPARTMENT

DATE _____

OWNER: A.L. & C.J. SODAHL
1313 JEFFERSON ST.
AMES, IOWA

SCALE
1" = 20'



A permanent easement located in the E. 5' of Lot 8, Glenview Heights 1st Addn. all located in the City of Ames, Story County, Iowa and containing 0.02 acres more or less.

A temporary construction easement located in the E. 7' of Lot 8, Glenview Heights 1st Addn. all located in the City of Ames, Story County, Iowa and containing 0.02 acres more or less.

RECORDED:

INSTRUMENT NO. _____

DATE _____

95-09018 (2)

Space above for recording data

Prepared By: Timothy L. Gartin, Att'y at Law, 409 Duff, Ames, IA 50010 515-232-2501

Return Document To: Timothy L. Gartin, Att'y at Law, 409 Duff, Ames, IA 50010

**Amendment to Right of Way Permit and Easement
involving the following described real estate in Story County, Iowa:**

Lot 8, First Addition, Glenview Heights Subdivision to Ames, Story
County, Iowa.

MARRIED COUPLE

AND MEGAN J. SODAHL

KNOW ALL PERSONS BY THIS INSTRUMENT that **Paul Sodahl**, currently of
1313 Jefferson St., Ames, IA 50010, a ~~single person~~, does hereby amend the Right of Way
Permit and Easement (hereafter Easement), filed October 11, 1995 as Inst. No. 95-09018
of the county records, as follows:

1. **Amendment.** The Easement is hereby amended to provide for a specific
purpose because the original Easement was silent as to the type of easement conveyed.
The first sentence in the Description section of said Easement shall be modified by adding
the following provision:

The easement shall be for the purpose of constructing and maintaining a
permanent storm sewer easement.

2. **Affirmation of Easement.** In all other respects, the Easement is hereby
affirmed and remains in full force and effect.

3. **Approval of amendment.** The City of Ames, Iowa, hereby approves this
amendment to the Easement.

Paul Sodahl

Paul Sodahl

10-23-17

Date

Megan Sodahl

MEGAN J. SODAHL

10/23/17

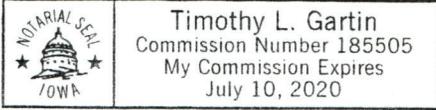
DATE

State of Iowa, Story County) SS.

This record was acknowledged before me on October 23, 2017 by Paul Sodahl and Megan J. Sondahl.

Sign name here
Print name here

Timothy L. Gartin
TIMOTHY L. GARTIN
Notary Public in and for said State and County
My commission expires: _____



City of Ames, Iowa

By _____
Ann Campbell, Mayor

_____ Date

State of Iowa, Story County) SS.

This record was acknowledged before me on _____, 2017
by Ann Campbell as Mayor of the City of Ames, Iowa.

Sign name here
Print name here

Notary Public in and for said State and County
My commission expires: _____

COUNCIL ACTION FORM

SUBJECT: 2007/08 SHARED USE PATH SYSTEM EXPANSION (BLOOMINGTON TO ADA HAYDEN)

BACKGROUND:

The annual Shared Use Path System Expansion provides for construction of shared use paths on street right-of-way, adjacent to streets, and through greenbelts. This project includes the extension of a shared use path from Bloomington to Ada Hayden, as part of the Skunk River Trail Extension.

Staff negotiated an Agreement for Consulting Services with McClure Engineering Company for the design of the 2007/08 Shared Use Path System Expansion in an amount not to exceed \$42,744. Two contract amendments have been administratively approved by staff in the amounts of \$2,500 and \$2,220 to provide additional geotechnical services and threatened and endangered species services, bringing the current contract amount to \$47,464. City Council directed staff to proceed with a shared use path adjacent to Dawes Drive and the shared use path along US Hwy 69 at its July 25, 2017 meeting. The option extends the shared use path along the east side of Dawes Drive north from Bloomington Road through the extent of the existing guardrail.

This extension of the shared use path requires Dawes Drive to be shifted to the west to provide room for the path. Given the upcoming 2016/17 Concrete Street Pavement Improvements along Dawes Drive, the path adjacent to Dawes Drive will be included with the street reconstruction project. This requires plan changes to the 2007/08 Shared Use Path System Expansion that were not anticipated in the original scope with McClure Engineering Company. Staff has negotiated a Contract Amendment in an amount not to exceed \$13,903. This amendment brings the total amount of the contract over \$50,000, which requires City Council approval per the Purchasing Policies & Procedures.

Added services will include all necessary modifications to the design plans and specifications to accommodate the shared use path along Dawes Drive as part of the 2016/17 Concrete Street Pavement Improvements.

ALTERNATIVES:

1. Approve the amendment to the engineering services agreement for the 2007/08 Shared Use Path System Expansion (Bloomington to Ada Hayden) with McClure Engineering Company of Clive, Iowa, in an amount not to exceed \$13,903.
2. Direct staff to renegotiate an engineering agreement amendment.

MANAGER'S RECOMMENDED ACTION:

By approving this amendment, it will be possible to proceed with both shared use path facilities in the area along Dawes Drive to increase safety for all who are using the transportation system.

Therefore, it is the recommendation of the City Manager that the City Council adopt Option No. 1 as described above.

COUNCIL ACTION FORM

SUBJECT: ENGINEERING SERVICES FOR THE REPAIR OF THE RDF STORAGE BIN

BACKGROUND:

Electric Services needs to engage an engineering firm to provide engineering services to evaluate the condition and structural integrity of the refuse derived fuel (RDF) Storage Bin, and to prepare certified plans and specifications (stamped by an engineer licensed in Iowa) that will be issued by the City to prospective bidders for the repair of the RDF containment and structural components of the RDF Storage Bin to restore it to like-new condition.

RDF is produced at the City's Resource Recovery Plant (RRP) from municipal solid waste (MSW) collected from Ames and other communities in Story County, Iowa. After being processed at the RRP, the RDF is pneumatically transported to the RDF Storage Bin where it is stored until it is pneumatically transported to one of the two power plant's boilers, where it is co-fired with natural gas.

On September 14, 2017, a Request for Proposal (RFP) was issued soliciting proposals from engineering firms for the following scope of work:

- 1) Inspect the RDF Storage Bin and determine the extent of the repair necessary to return to structure and containment areas to like-new condition.
- 2) Develop written plans and specifications for the repair or replacement of the necessary elements identified by the inspection in Item 1) above.
- 3) Provide an engineer's estimate for the cost of the project
- 4) Provide a list of qualified bidders for the project
- 5) **Option** to utilize the engineering firm to independently evaluate bids for the project.
- 6) **Option** to utilize the engineering firm to provide construction management services during the period that the contractor is onsite performing work.

The RFP was advertised on the Current Bid Opportunities section of the Purchasing webpage, and was also sent to two plan rooms. The RFP was ultimately issued to a total of twenty firms. On October 26, 2017, staff received proposals from three firms. Staff independently evaluated and scored all three proposals using the following two step process:

STEP 1:

The proposals were evaluated based on the offerors submitting the minimum required documents. This criterion was rated on a Pass/Fail basis.

STEP 2:

The proposals were then evaluated according to the following five (5) criteria:

- 1) knowledge, capabilities, skills, and experience of the proposed project team to accomplish the project scope of work, based on resumes submitted;
- 2) firm's experience and references regarding similar projects;
- 3) the proposed schedule (to perform the scope of this RFP), as detailed in the offeror's proposal;
- 4) experience and familiarity with the COA's Power Plant and its operation experience; and
- 5) price and rates.

The average scores of Step 2 are shown below:

Offerors	Average Scores	Not-to-Exceed Amount
Sargent & Lundy, LLC Chicago, IL	802	\$52,096.00
Brown Engineering Des Moines, IA	745	\$90,286.00
Valdes Engineering Company Lombard, IL	553	\$155,800.00

The prices in the table above are inclusive of the Items 1) through 4) of the scope of work described above, plus Item 5), the option for the evaluation of bids.

The Item 6) option, for on-site construction management services, was not included in the prices above (in the table), nor in the evaluations. However, it is likely that the City will exercise that option later, but since the repair of the RDF Storage Bin cannot be bid until this engineering scope of work is complete, the actual project schedule is unknown, and so it is not possible to accurately determine the cost to provide construction management services. At a future date, when the bids for the repair are in and the project schedule is known, staff anticipates that City Council will then be asked to approve the additional cost of providing construction management services to support the repair project.

Each of the five (5) categories was weighted and was scored on a scale of 1 to 10. Overall, 1,000 possible points were available cumulatively for each firm that responded.

Based on the scores and a unanimous decision by the evaluation committee, staff is recommending that a contract be awarded to Sargent & Lundy, LLC, Chicago, IL, for an amount not-to-exceed \$52,096.00. Invoices for this work will be based upon unit prices in Sargent & Lundy's proposal and their standard rate sheet applied to the actual hours of work performed.

The approved FY2017/18 Capital Improvements Plan includes \$2,800,000 for RDF Bin renovation. Of that amount, \$300,000 was earmarked for engineering.

ALTERNATIVES:

1. Award a contract to Sargent & Lundy, LLC, Chicago, IL, for the Engineering Services for the Repair of the RDF Storage Bin in an amount not-to-exceed \$52,096.00.
2. Award the contract to one of the other bidders.
3. Reject all proposals and delay the engineering services for the repair of the RDF bin.

MANAGER'S RECOMMENDED ACTION:

This scope of work, the inspection of the RDF Storage Bin and the development of plans and specifications for the project, is a critical first step required to perform the urgently needed "public improvement" repair of the RDF Storage Bin. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

COUNCIL ACTION FORM

**SUBJECT: SWITCHGEAR AND CONTROL PANELS - TOP-O-HOLLOW
SUBSTATION EXPANSION AND BREAKER ADDITION**

BACKGROUND:

On August 22, 2017, City Council approved preliminary plans and specifications for furnishing 15kV Outdoor Metalclad Switchgear and 69kV Controls Panels for Top-O-Hollow Substation Expansion and Breaker Addition project.

Bid documents for this project were issued to thirteen companies. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published in the Ames Tribune. The bid was also sent to four plan rooms.

On September 27, 2017, three bids were received as shown on the attached report.

Electric Services staff and an engineer from Dewild Grant Reckert & Associates (DGR) Company reviewed the bids and concluded that the apparent low bid submitted by Harold K. Scholz Co, Ralston, NE, in the amount of \$615,923.40 (inclusive of Iowa sales tax), is acceptable.

The engineer's estimate of the cost of this equipment was \$675,000.

The approved FY 2017/18 CIP for Electric Services includes \$1,950,000 for construction under the Top-O-Hollow Substation Expansion and Breaker Addition project. Iowa State University's (ISU) will also provide funding for this project. ISU's share of the project is based on a load-ratio-share at the time of implementation. For budgetary purposes, staff is assuming the ISU load ratio share to be 7% of the total project cost.

ALTERNATIVES:

1. Award a contract to Harold K. Scholz Co, Ralston, NE, for the furnishing 15kV Outdoor Metalclad Switchgear and 69kV Controls Panels for Top-O-Hollow Substation Expansion and Breaker Addition project in the amount of \$615,923.40 (inclusive of Iowa sales tax).
2. Award the contract to one of the other bidders.
3. Reject all bids and delay the purchase of this equipment for this project.

MANAGER'S RECOMMENDED ACTION:

This project will improve reliability of the 69kV transmission system, improve service to the customers served by this substation, improve worker safety, and provide improved protection to electrical assets from fault damage.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.



INVITATION TO BID NO. 2018-004 FURNISHING 15KV OUTDOOR METALCLAD SWITCHGEAR AND 69KV CONTROL PANELS FOR TOP-O-HOLLOW SUBSTATION

BIDDER:		Harold K. Scholz Co Ralston, NE	Myers Controlled Power LLC North Canton, OH	WESCO Distribution Des Moines, IA
DESCRIPTION	QTY	PRICE	PRICE	PRICE
15 kV outdoor metalclad switchgear, with one (1) 2,000 A, and three (3) 1,200 A breakers, PT's, CT's, controls, relaying, testing, drawings, and enclosure accessories	1	\$457,450.00	\$463,122.00	\$574,080.00
69 kV control panels P1 through P4, controls, relaying, testing, drawings (as req'd)	1	\$111,170.00	\$131,213.00	\$139,800.00
SUBTOTAL:		\$568,620.00	\$594,335.00	\$713,880.00
SALES TAX (7%):		\$39,803.40		\$49,971.60
NOT LICENSED SALES TAX (7%):			\$41,603.45	
FREIGHT (NON-TAXABLE):		\$7,500.00	\$10,800.00	\$0.00
EVALUATED TOTAL:		\$615,923.40	\$646,738.45	\$763,851.60

COUNCIL ACTION FORM

SUBJECT: CYRIDE FUEL PURCHASE FOR CALENDAR YEAR 2018

BACKGROUND:

CyRide purchases approximately 420,000 gallons of fuel each year, divided into smaller purchases every seven to ten days. In order to procure fuel, CyRide, in cooperation with the City of Ames Purchasing Department, annually releases a fuel bid for both diesel and biodiesel fuel.

For the 2018 calendar year, bids were received on November 16, 2017. Under the bid specifications, fuel would be purchased at the market rate with the competitive portion of the bid being the vendor's charge above or below that market rate for delivery of the fuel. Bids were received from the following four firms.

- Keck Energy
- Petroleum Traders
- New Century FS
- REG Energy Services, LLC

Keck Energy's bid is the lowest overall cost bid. Their proposal included the lowest cost for both diesel categories, which represent a majority of CyRide's expenses. The bids received are as follows:

Bidder	#1 Diesel	#2 Diesel	Biodiesel	Cold Flow Improver
Keck Energy	-\$0.033	-\$0.018	-\$1.16	\$0.012
Petroleum Traders	-\$0.0126	\$0.0149	-\$1.0500	\$0.0250
New Century FS	\$0.005	\$0.020	-\$0.200	\$0.018
REG Energy Services, LLC	\$0.0545	\$0.020	-\$0.800	\$0.0085

In addition to awarding the fuel delivery bid, CyRide will need to establish a maximum or total contract amount for fuel costs so that the transit agency may order fuel when needed every seven to ten days under the successful bidder's contract. In estimating CyRide's maximum fuel cost for calendar year 2018, staff estimated its fuel usage for the year (420,000 gallons) and multiplied this times the budgeted price per gallon for the current and next year. (This award spans the latter part of the current year and the first six months of next fiscal year.)

This calculation is as follows:

January – June 2018

210,000 gallons x \$2.50 (2017-2018 budgeted price) = \$525,000

July – December 2018

210,000 gallons x \$2.75 (2018-2019 budgeted price) = \$577,500

TOTAL ESTIMATED COST **\$1,102,500**

CyRide received approval for the vendor bid and fuel cost from the Transit Board of Trustees at their November 22, 2017 meeting.

ALTERNATIVES:

1. Award the purchase of fuel during calendar year 2018 to Keck Energy with the lowest cost bid and establish the maximum total contract amount for fuel and delivery not to exceed \$1,102,500.
2. Do not accept bids and request staff to rebid its fuel purchases for calendar year 2018.
3. Do not accept bids and request staff to contract for fuel purchases for calendar year 2018, locking into a contract for pre-determined prices next year.
4. Do not accept bids and purchase fuel at the market rate approximately every 7 days.

MANAGER'S RECOMMENDED ACTION:

This bid reflects the lowest price to purchase CyRide's fuel from a single vendor and will reduce the administrative burden by eliminating the need to complete fuel purchases every seven to ten days during the year.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby purchasing fuel from Keck Energy during calendar year 2018.

COUNCIL ACTION FORM

SUBJECT: 2015/16 DOWNTOWN STREET PAVEMENT IMPROVEMENTS (CLARK AVENUE)

BACKGROUND:

The annual Downtown Street Pavement Improvements program rehabilitates or reconstructs streets within the City’s downtown area. **The FY 2015/16 program location is Clark Avenue from Main Street to Lincoln Way.** This project included removal and replacement of the existing pavement, installing storm and sanitary sewer improvements, constructing sidewalk improvements, and designating on-street bicycle facilities. The project also included a ribbon of colored sidewalk concrete to match the previously reconstructed areas of downtown.

On May 10, 2017, City Council awarded this project to Con-Struct, Inc. of Ames, Iowa in the amount of \$669,611.80. Three change orders were administratively approved by staff. Change Order No. 1 was approved in the amount of (\$4,066.98) to reduce the project quantities for storm water drainage items and add a Pedestrian Safety Fence item to increase safety for pedestrians throughout construction. Change Order No. 2 was approved to change the completion date of the project to allow the second phase of work to occur in 2017. Change Order No. 3 (Balancing) was approved in the amount of \$3,537.45 to reflect field measurements of the bid items and to change the completion date to prevent the construction from impacting special events in the downtown area. **Construction was completed in the amount of \$669,082.27.**

Revenue and expenses for the project are summarized below:

	<u>Revenue</u>	<u>Expenses</u>
2015/16 Downtown Street Pavement Improv.		
G.O. Bonds	\$ 800,000	
Electric Utility Fund	\$ 50,000	
Construction		\$ 669,082.27
Engineering and Administration		\$ 100,400.00
	<hr/> \$ 850,000	<hr/> \$ 769,482.27

ALTERNATIVES:

1. Accept the 2015/16 Downtown Street Pavement Improvements (Clark Avenue) project as completed by Con-Struct, Inc. of Ames, Iowa, in the amount of \$669,082.27.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

Staff Report

**URBAN REVITALIZATION CRITERIA FOR
CRAWFORD SCHOOL SITE
415 STANTON AVENUE**

11/28/17

On October 10, 2017, the City Council referred to staff the attached letter from RES Development and R. Friedrich & Sons requesting that the Council direct City staff to prepare a new Urban Revitalization Area designation for reuse of the former Crawford School building at 415 Stanton Avenue. The developer had provided written information and a brief presentation describing their vision for this project at the City Council meeting in October.

Code of Iowa Chapter 404.1 provides authority for municipalities to establish Urban Revitalization Areas and associated plans as the mechanism for providing tax abatement in a variety of areas. One authority is for ***“An area in which there is a predominance of buildings or improvements which by reason of age, history, architecture or significance should be preserved or restored to productive use.”***

To address the developer’s request, the City Council must first determine whether the Crawford School site meets the criteria described above. If Council determines that Crawford School site meets the State criteria, the next step in designating the site as an Urban Revitalization Area is for Council to decide upon a policy establishing qualifying criteria.

Presented below are two options for the City Council to consider as “qualifying criteria” for designating the Crawford School site as an Urban Revitalization Area.

OPTION NO. 1: *These criteria were suggested by the owner of the Crawford School property in his letter to City Council requesting the URA designation.*

An area will be considered for establishing an Urban Revitalization Area and Plan if the property meets all of the following criteria:

- A. The building is no longer occupied as a public school, and has not been converted to another use prior to designation as an Urban Revitalization Area; and,

- B. Structured parking (garage) is provided on site with at least one covered stall per unit; and,
- C. The character of the existing building on the south and east elevations is maintained and preserved. The proposed addition matches the architectural style of the existing building.
- D. 100% of the exterior walls of the south and east façade of the existing building remains brick. The structure will remain, and historic materials will be preserved or adaptively reused when possible.

OPTION NO. 2:

An area will be considered for establishing an Urban Revitalization Area and Plan if one of the properties meets all of the following criteria:

- A. The building is no longer occupied as a public school, and has not been converted to another use prior to designation as an Urban Revitalization Area; and,
- B. Structured parking (garage) is provided on site with at least one covered stall per unit; and,
- C. The character of the existing building on the south and east elevations is maintained and preserved. The proposed addition matches the architectural style of the existing building.
- D. 100% of the exterior walls of the south and east façade of the existing building remains brick. The structure will remain, and historic materials will be preserved or adaptively reused when possible.
- E. The site and building substantially conforms to the site and architectural plans approved by the City Council as part of the URA Plan.

(Note: This additional criterion is being recommended by the Staff to assure the project that is being incentivized is built according to what was portrayed by the Developer.)

PROCESS TO ESTABLISH AN URBAN REVITALIZATION AREA:

If the City Council chooses to incentivize the redevelopment of Crawford School with tax abatement, following its determination that the site meets the criteria in the Code of Iowa and its selection from the options above, the process would be similar to other Urban Revitalization Areas. The developer would prepare a Plan that meets these criteria established by Council and apply to Council to establish an Urban Revitalization Area. City Council, upon finding that the development proposal meets its criteria, would direct staff to prepare an Urban Revitalization Plan and set the date for a public hearing. After the hearing, the Urban Revitalization Plan can be approved by resolution and the Urban Revitalization Area can be created by three approvals of an ordinance. This process may take from 60 to 90 days.

CITY COUNCIL DIRECTION NEEDED:

In order to proceed further with the requested Urban Revitalization Area (URA) for Crawford School, staff seeks City Council direction on two key issues:

- City Council direction is needed to determine whether the Crawford School site meets the criteria, in the *Code of Iowa Chapter 404.1*, to establish a revitalization area.

The City Staff believes the proposed project complies with the criteria for establishing a Urban Revitalization Area as required by Section 404.1.3 of the Iowa Code.

- If so, the City Council must establish qualifying criteria for the proposed URA.

In addressing the second issue, the Council has, at least, the following two choices.

- If the criteria proposed by the developer seem appropriate, then Option 1 should be chosen.
- If the criteria proposed **by the City staff** to require Council approval of a site plan and architectural plans as part of the URA Plan, then Option 2 should be chosen.

Ultimately the Council must decide what criteria it desires to set in order to provide tax abatement within this area.

COUNCIL ACTION FORM

SUBJECT: LAND USE POLICY PLAN AMENDMENT OF FUTURE LAND USE MAP AND REZONING FROM S-GA (GOVERNMENT/AIRPORT DISTRICT) TO RH (RESIDENTIAL HIGH DENSITY) FOR 415 STANTON AVENUE.

BACKGROUND:

On September 26, 2017, the City Council referred to staff the letter from Luke Jensen, representing the developers, RES Development and R. Friedrich & Sons, asking to initiate a Minor Amendment to the Land Use Policy Plan for 415 Stanton Avenue (*See Attachment A – Location Map*) and associated rezoning needed for the redevelopment of the property to an Independent Senior Living Facility.

A Senior Living Facility is a residential use that allows for only individual that are 55 years of age or older to reside in the facility. City Council determined on October 10, 2017 that the developer could proceed with a Minor LUPP Map Amendment and associated changes needed to pursue their development concept. The initiated amendments are specifically to allow for a Senior Living development and for no other use.

The site is made up of six platted lots and other parts of properties for a total of approximately 1.6 acres. The property is the site of a former elementary school, most recently used as the Ames Community School District Offices. The designation of the property is currently Low Density Residential/Government Lands. (*see Attachment B – Existing Land Use Designation*). Current land use designations adjacent to the site are Low Density Residential to the south and east, and High Density Residential to the north and west. **The owner, The Crawford Ames, LLC, is requesting a change in the land use designation of the properties from Low Density Residential to High-Density Residential (*see Attachment C – Proposed Land Use Designation*) in order to ultimately rezone the site to Residential High Density (RH) for construction of an Independent Senior Living Facility. The rezoning is to be accompanied by a contract rezoning agreement to restrict the use to Senior Living.**

The requested LUPP Amendment and rezoning are the first step in a series of actions for realizing the developer's goals that include a request for designation of an Urban Revitalization Area (URA), and a Site Development Plan, and a plat of survey to combine parcels.

LAND USE ANALYSIS AND CAPACITY:

Staff's analysis for the LUPP change contemplates the suitability of the site for the proposed senior living use and conformance to the Goals and Policies of the LUPP

(Attachment E). The suitability of the particular site has been evaluated through use of the RH Evaluation Tool Checklist as directed by the City Council on January 27, 2015 when apartment uses are part of a project. The request is for a residential zoning district and the use is intended to be strictly limited to Independent Senior Living. **The primary justification for the change is the retention of the existing building and the exclusive use of the site as Senior Living.** Although conceptual plans have been made available in public meetings, a specific project design is not part of the review of the LUPP Amendment or rezoning.

The RH Evaluation Tool is an evaluation of a specific site's attributes based upon the principles of the Goals and Objectives of the LUPP. With this request there are minimal details available to complete the checklist regarding design of the project. However, location/surroundings, transportation, housing types and opportunity for mixed use would rank high for this project based on location of the project near university facilities and commercial development areas and the site being located within blocks of major transit routes. If the City Council believes that potentially adding a new and unique housing type is desirable and support redeveloping a site with a long important history to the surrounding established neighborhood, the preliminary results of the RH matrix indicates this could be a good site.

In any proposed change to the Land Use Policy Plan Future Land Use Map, the City examines the suitability of infrastructure, such as sewer and water capacity, storm drainage, and general circulation needs. The review is based on overall system capacities. **Staff generally finds that infrastructure for water, sanitary sewer, storm drainage, and traffic access is acceptable to plan for the redevelopment of this site.**

With this site, the most relevant concerns for the future development are integration of the project into an infill area with an existing neighborhood rather than overall land use goals for growth which are applied to the whole of the City. Staff highlights Goal 4, Goal 5, and Goal 6 with their objectives as an issue of balancing future growth needs and neighborhood compatibility (Attachment E). The proposed site is designated as Low Density Residential as the area surrounding the site to the south and east is developed and as single family residential even though the site has been historically used as an elementary school and administrative offices. Due to the proposed use of the site and design of the project, appropriate transitions appear to be able to be incorporated into the design of the project to make it compatible with the surrounding residential properties.

REZONING:

The applicant has submitted a rezoning request to rezone the site from Government/Airport Lands (S-GA) to Residential High Density (RH). The developer is proposing an Independent Senior Living Facility with 30 to 50 units. The most recent concept included a design with approximately 32 units. The number of units has decreased since the City Council approved the request to move forward. Even with the decrease in unit numbers, the density still falls within the RH described densities. RH is

anything with more than 11.2 dwelling units per acre. This proposal, with 32 units, has a density of 20 dwelling units per acre.

A master plan has not been submitted. However, the developer is amenable to a contract rezoning restricting the use of the site to Independent Senior Living only. The City's Zoning Ordinance defines "Independent Senior Living Facility" as a residential use limited to residents of the age of 55 or greater. The developer proposes to keep the existing building and construct an additional building attached to it with an atrium. **Prior to the approval of the third reading of an ordinance to rezone the property, a signed rezoning agreement must be submitted to the City.**

The attached addendum includes a full description analysis of the rezoning proposal. The analysis assumes the approval of the LUPP amendment. The analysis also includes the RH checklist as Attachment F and includes evaluation of a number of issues related to consistency with the LUPP. **In general, the site was rated mainly as average to high based upon the proposed details of the project.**

The applicant has been in contact with SCAN representatives during the development of the concept over the past 9 months. Staff held a joint public meeting with the applicant on October 30th for neighborhood input. The meeting was sparsely attended and no concerns for the project were brought up at the meeting. **There was strong support for retaining the building and supporting its adaptive reuse with senior housing.**

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission considered this request at its November 15, 2017 meeting. There was a question regarding how it would be legally age restricted. Staff explained that the Fair Housing Act has an "older person" exemption and a project can be legally restricted by age as long as at least one person is 55 years or older in no less than 80 percent of the units. The Ames Zoning Ordinance is more restrictive in the definition of "Senior Living" by requiring all residents of the building to be 55 or older. **This proposal will apply the age restricting to 100 percent of the units. This will be regulated through the condition of rezoning and through the HOA documents.** The Planning and Zoning Commission voted 6-0 to recommend approval of an amendment to the Land Use Policy Plan for 415 Stanton Avenue and associated rezoning needed for the redevelopment of the property to an Independent Senior Living Facility.

ALTERNATIVES:

1. That City Council can approve:
 - A) an amendment to the LUPP Future Land Use Map to change the land use designation of approximately 1.6 acres of land as depicted in Attachment C from Low Density Residential/Government Lands to High Density Residential; and

B) the rezoning of 415 Stanton Avenue from Government/Airport District (S-GA) to Residential High Density (RH) subject to a contract rezoning agreement with the following conditions:

- i. Use of the site is restricted to Senior Living for individuals 55 years or older.
 - ii. The existing Crawford School building will be retained and adapted to residential use.
 - iii. New development is restricted to a maximum of three stories and 50 feet.
 - iv. Prior to the approval of the third reading of an ordinance to rezone the property, a signed rezoning agreement must be submitted to the City.
2. That City Council deny an amendment to the LUPP Future Land Use Map to change the land use designation of approximately 1.6 acres of land as depicted in Attachment C and located at 415 Stanton Avenue from Low Density Residential/Government Lands to High Density Residential and deny the rezoning from Government/Airport District (S-GA) to Residential High Density (RH).
3. That City Council refer this request back to staff or the applicant for more information.

CITY MANAGER’S RECOMMENDED ACTION:

Staff believes the proposed change to accommodate adaptive reuse of the site for senior living can be found to be consistent with the goals of the Land Use Policy Plan. The contract rezoning is a supportive element of the request and provides assurance of a specific use that is of interest to the neighborhood. There are no outstanding issues of utilities, traffic, or access that would preclude the use of this site for uses allowed in the district. Any specific impacts of the proposed development would be examined during site plan review. **Therefore, it is the recommendation of the City Manager that the City Council accepts Alternative #1, thereby approving an amendment to the LUPP Future Land Use Map and support a contract rezoning to RH for the site with the conditions shown above.**

ADDENDUM

The LUPP designation of the property is currently Low Density Residential/Government Lands. There is no current use of the property. The property was developed as Crawford Elementary School and was used as the Ames Community School District until relocation of its administrative offices in 2016. The Low Density Residential designation allows for the site to be developed with only single-family residential uses to a maximum density of 7.26 dwellings units per net acre. Government Lands designation are uses limited to public owned facilities for administration and services.

The LUPP designation request for the subject site is to High Density Residential. The High Density Residential designation allows for the site to be developed with any multi-family use that has a density of more than 11.2 dwellings units per net acre. The LUPP amendment of the site to the High Density Residential designation would allow for the rezoning of the site to the Residential High Density (RH) zoning district. This zoning designation applies to properties located to the north and west of the site. A proposed LUPP Map and an Existing Zoning Map of the proposed amendment area can be found in Attachment B and Attachment C.

The proposed use at up to 35 units could be consistent with the density of a Medium Density designation, but design of the structure would exceed building size limitations and therefore necessitates High Density standards to accommodate the request.

Existing Uses of Land. Land uses that occupy the subject property and other surrounding properties are described in the following table:

Direction from Subject Property	Existing Land Uses
Subject Property	Unused elementary school
North	Residential
East	Single Family
South	Single Family
West	Multiple Family Residential

Existing Zoning. The current zoning of this property is S-GA. See Attachment D for a zoning map. S-GA only permits use related to government activities.

Infrastructure:

Access to existing sewer and water infrastructure is available to the site along Stanton Avenue. Public Works has received general information from the developer regarding sewer loading information for the development. The assessment of capacity in west Ames found there to be no projected deficiencies in the main trunk line along Lincoln Way when accounting for this proposed development. Sidewalks already exist in the area and would need to be repaired/replaced if damaged during construction. Access will be taken from Stanton Avenue. Driveway locations may adjust, but likely reduced to one access drive.

A storm water management plan will be required to meet minimum city standards for storm water quantity and quality. At this time detailed storm water plans have not been development. Public Works will review and approve such requirements prior to approval of the site plan for the project.

As part of the City Council initiation of the Land Use policy Plan Amendment process, council agreed to a minor amendment with the understanding that the developer would meet with the surrounding neighborhood to discuss the project even though such meetings are not required as part of the Minor Amendment process. The developer has held prior meetings with some neighbors associated with SCAN. On October 30, 2017 Staff held an open house with the developers. The surrounding neighborhood was invited. No specific concerns about the project concept were expressed at the open house.

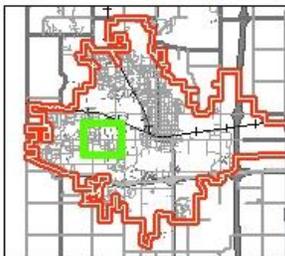
The Developer has provided an analysis of how the proposed change in the LUPP Future Land Use Map is consistent with LUPP Goals (see Attachment G). Based on that analysis, the proposed amendment could reasonably be considered consistent with the applicable goals of the LUPP.

RH Site Evaluation Matrix. City Council directed that proposals for apartment development be evaluated with the RH matrix. The matrix language was designed to articulate the goals and objectives of the LUPP into specific statements relevant to individual sites and to help establish a common context for evaluation of proposals on a case by case basis. **The purpose of the matrix is to evaluate if a specific site is suitable for multi-family development, the matrix does not set a minimum scoring requirement nor does it evaluate if alternative uses are also suitable for the site proposed as residential.** Staff has “rated” the proposed development, which can be found in Attachment F. Overall, the site received mainly high and average ratings. While there will be more detail with a Site Development Plan than there was at the time of the LUPP amendment and rezoning application were submitted, certain details are not included which would impact the scoring, specifically the Housing Type and Design category. Staff did rank it high for the proposed use as Senior Living because of the commitment to contract rezoning.

Overall the proposed project is likely to integrate well into the area with its modest density within RH zoning. It is surrounded by existing residential development from single-family to multiple-family units. This is a redevelopment of a site in a long standing healthy neighborhood. It is within walking distance to a commercial area, Campustown, and to the University. Reusing the existing building and construction of an addition will be positive element as a transition from high to low density development in the area.

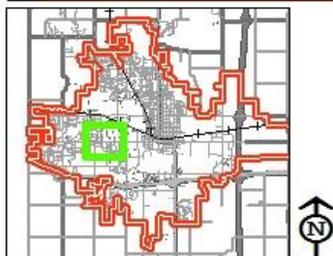
Public Notice. Notice was mailed to property owners within 300 feet of the subject site and a sign was posted on the subject property. As of this writing, no comments have been received.

**Attachment A
Location Map**



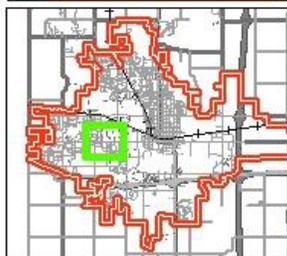
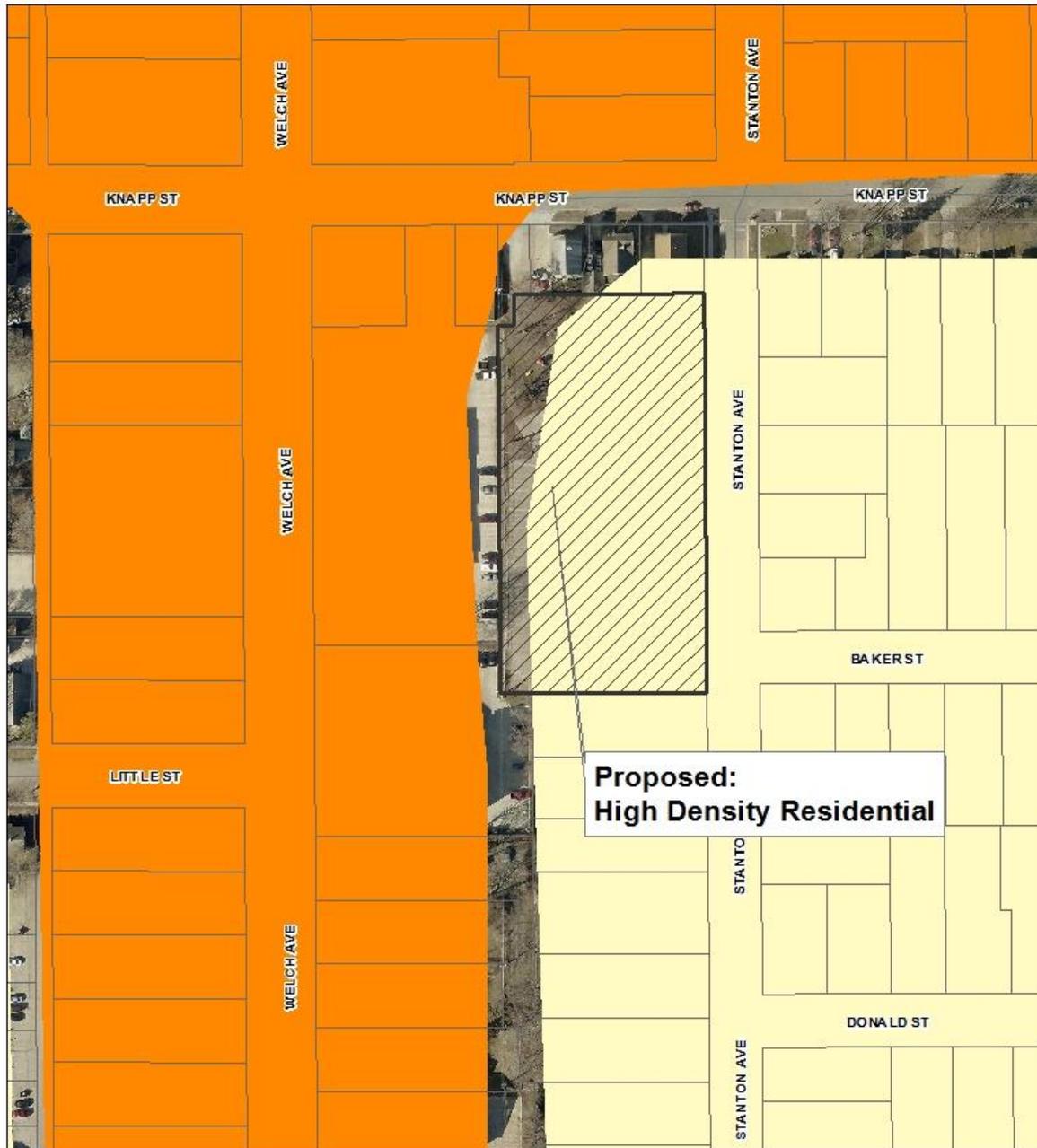
**Location Map
415 Stanton Avenue**

**Attachment B
Existing Land Use Designation**



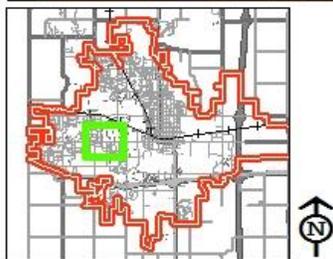
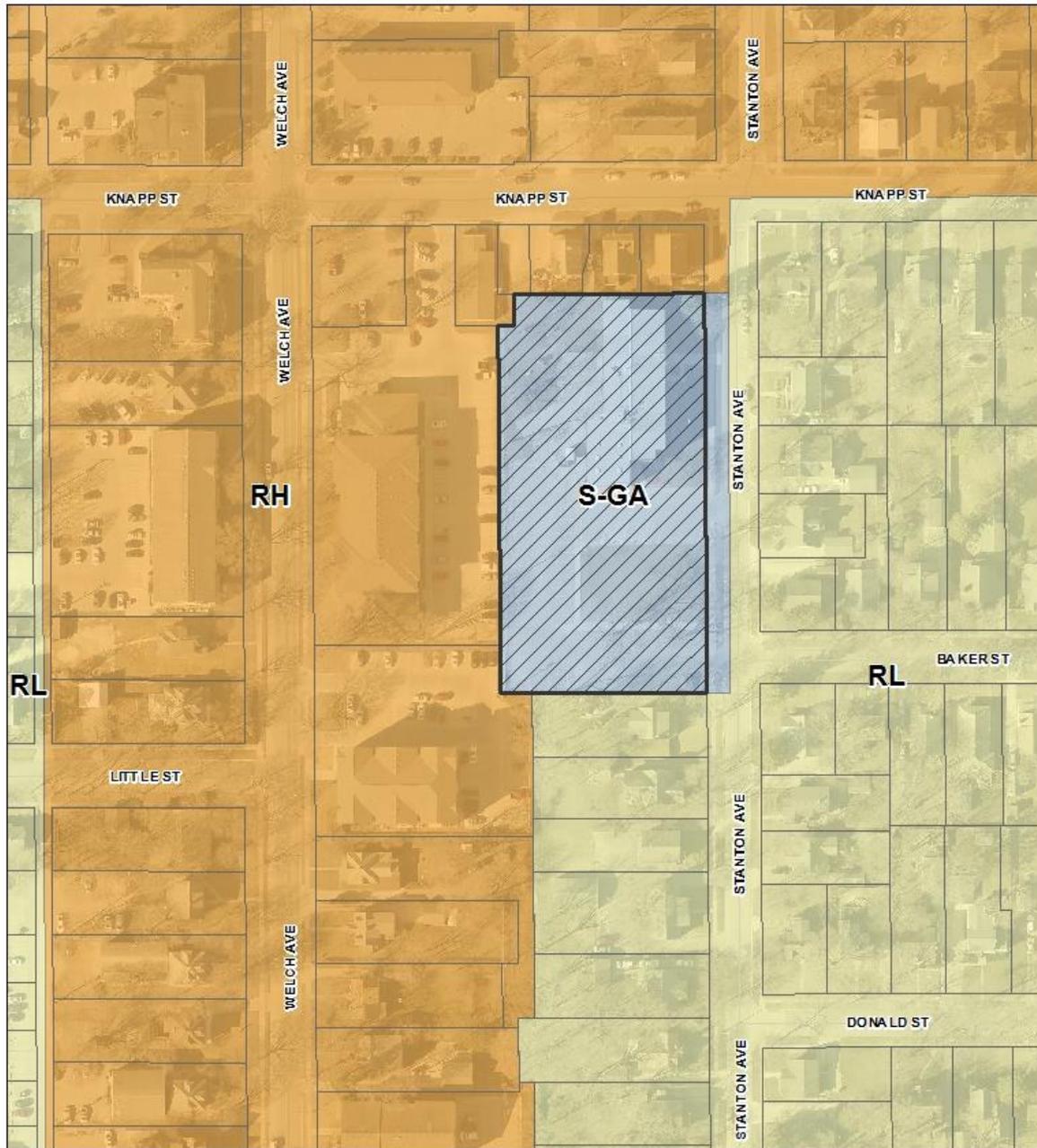
**Existing LUPP Map
415 Stanton Avenue**

**Attachment C
Proposed LUPP Map**



**Proposed LUPP Map
415 Stanton Avenue**

**Attachment D
Existing Zoning Designation**



**Existing Zoning Map
415 Stanton Avenue**

ATTACHMENT E
Pertinent LUPP Goals & Objectives

Goal No. 4. It is the goal of Ames to create a greater sense of place and connectivity, physically and psychologically, in building a neighborhood and overall community identity and spirit. It is the further goal of the community to assure a more healthy, safe, and attractive environment.

Objectives. In achieving an integrated community and more desirable environment, Ames seeks the following objectives.

- 4.A. Ames seeks to establish more integrated and compact living/activity areas (i.e. neighborhoods, villages) wherein daily living requirements and amenities are provided in a readily identifiable and accessible area. Greater emphasis is placed on the pedestrian and related activities.
- 4.B. Ames seeks to physically connect existing and new residential and commercial areas through the association of related land uses and provision of an intermodal transportation system.
- 4.C. Ames seeks to psychologically connect the various living/activity areas through closer proximity of residential areas and supporting commercial uses, common design elements, and inclusion of community amenities such as parks and schools. The connections should promote community identity.

Goal No. 5. It is the goal of Ames to establish a cost-effective and efficient growth pattern for development in new areas and in a limited number of existing areas for intensification. It is a further goal of the community to link the timing of development with the installation of public infrastructure including utilities, multi-modal transportation system, parks and open space.

Goal No. 6. It is the goal of Ames to increase the supply of housing and to provide a wider range of housing choices.

6.C. Ames seeks to establish higher densities in existing areas where residential intensification is designated with the further objective that there shall be use and appearance compatibility among existing and new development.

**Attachment F
RH Site Evaluation Tool**

RH Site Evaluation Matrix	Project Consistency		
	High	Average	Low
Location/Surroundings			
Integrates into an existing neighborhood with appropriate interfaces and transitions High=part of a neighborhood, no significant physical barriers, includes transitions; Average=adjacent to neighborhood, some physical barriers, minor transitions; Low=separated from an residential existing area, physical barriers, no transitions available	X		
Located near daily services and amenities (school, park ,variety of commercial) High=Walk 10 minutes to range of service; Average=10 to 20 minutes to range of service; Low= Walk in excess of 20 minutes to range of service. *Parks and Recreation has specific service objectives for park proximity to residential		X	
Creates new neighborhood, not an isolated project (If not part of neighborhood, Does it create a critical mass or identifiable place, support to provide more services?)		X	
Located near employment centers or ISU Campus (High=10 minute bike/walk or 5 minute drive; Average is 20 minute walk or 15 minute drive; Low= exceeds 15 minute drive or no walkability)	X		
Site			
Contains no substantial natural features on the site (woodlands, wetlands, waterways)	X		
Located outside of the Floodway Fringe	X		
Separated adequately from adjacent noise, business operations, air quality (trains, highways, industrial uses, airport approach)	X		
Ability to preserve or sustain natural features		X	
Housing Types and Design			
Needed housing or building type or variety of housing types	X		
Architectural interest and character	X		X
Site design for landscape buffering			X
Includes affordable housing (Low and Moderate Income))			X

**Note, contract rezoning include retention of Crawford School building, no other plans are available for review.

Transportation			
Adjacent to CyRide line to employment/campus High=majority of site is 1/8 miles walk from bus stop; Average= majority of site 1/4 mile walk from bus stop; Low= majority of site exceeds 1/4 miles walk from bus stop.	X		
CyRide service has adequate schedule and capacity High=seating capacity at peak times with schedule for full service Average=seating capacity at peak times with limited schedule Low=either no capacity for peak trips or schedule does not provide reliable service		X	
Pedestrian and Bike path or lanes with connectivity to neighborhood or commute		X	
Roadway capacity and intersection operations (existing and planned at LOS C)		X	
Site access and safety	X		
Public Utilities/Services			
Adequate storm, water, sewer capacity for intensification High=infrastructure in place with high capacity Average=infrastructure located nearby, developer obligation to extend and serve Low=system capacity is low, major extension needed or requires unplanned city participation in cost.		X	
Consistent with emergency response goals High=Fire average response time less than 3 minutes Average=Fire average response time within 3-5 minutes Low=Fire average response time exceeds 5 minutes, or projected substantial increase in service calls	X		
Investment/Catalyst			
Support prior City sponsored neighborhood/district investments or sub-area planning		X	
Creates character/identity/sense of place		X	
Encourages economic development or diversification of retail commercial (Mixed Use Development)			X

Attachment G

Developer's LUPP Amendment Narrative

Land Use Policy Plan Map Change Narrative
The Crawford School Redevelopment
S-GA to contract RH
City of Ames
October 24, 2017

Explanation of Map Area to be changed:

The area requested for change consists of approximately 1.66 acres of land designated as S-GA. The requested change is for the LUPP to be amended to reflect High Density Residential with a contract rezone for an independent senior facility, rather than the existing S-GA land use. Attached is a map showing the portion of the Land Use Map that needs to be changed.

NARRATIVE EXPLAINING THE PROPOSED CHANGE

Explain the consistency of this proposal with the goals and policies set forth in the Land Use Policy Plan

Goal No. 1 – Recognizing that additional population and economic growth is likely, it is the goal of Ames to plan for and manage growth within the context of the community's capacity and preferences. It is the further goal of the community to manage its growth so that it is more sustainable, predictable and assures the quality of life.

This area has been previously used as a school and administrative building. The proposed LUPP Map change will introduce RH land use with a 55+ independent living facility use condition. There is an underserved housing need for our aging population. This would be an excellent location for specialized RH housing that provides a smart solution to stated Goal No. 1.

Goal No. 2 – In preparing for the target population and employment growth, it is the goal of Ames to assure the adequate provision and availability of developable land. It is the further goal of the community to guide the character, location and compatibility of growth with the area's natural resources and rural areas.

Nothing in this request is contrary to the goal.

Goal No. 3 – It is the goal of Ames to assure that it is an "environmentally-friendly" community and that all goals and objectives are integrated with this common goal. In continuing to serve as a concentrated area for human habitat and economic activity, Ames seeks to be compatible with its ecological systems in creating an environmentally sustainable community.

The proposed land use change presents no adverse ecological impacts to this site. Nor would any agricultural or environmentally sensitive lands be affected by this change. All City regulations pertaining to storm water pollution prevention policy, construction site erosion, and sediment control will be followed. Reusing the existing structure is a smart and sustainable building practice.

Goal No. 4 - It is the goal of Ames to create a greater sense of place and connectivity, physically and psychologically, in building a neighborhood and overall community identity and

spirit. It is the further goal of community to assure a more healthy, safe and attractive environment.

The area proposed will create a complimentary identity and is quite compatible with the surrounding neighborhood.

Goal No. 5 - It is the goal of Ames to establish a cost-effective and efficient growth pattern for development in new areas and in a limited number of existing areas for intensification. It is a further goal of community to link the timing of development with the installation of public infrastructure including utilities, multi-modal transportation system, parks and open space.

This project is within the City limits and has access to the existing transportation system. The site is adjacent to the paved street system and municipal utilities. No infrastructure modifications will be required.

Goal No. 6. - It is the goal of Ames to increase the supply of housing and to provide a wider range of housing choices.

This map change increases the supply of housing.

Goal No. 7 – It is the goal of Ames to provide greater mobility through more efficient use of personal automobiles and enhanced availability of an integrated system including alternative modes of transportation.

The project is located near campustown and the university. This infill location adapts well to multimodal transportation such as bikes, walking, Cy-Ride.

Goal No. 8 - It is the goal of Ames to enhance the role of downtown as a community focal point.

This change is not contrary to that goal.

Goal No. 9 – It is the goal of Ames to promote expansion and diversification of the economy in creating a base that is more self-sufficient and that is more sustainable with regard to the environment.

This change is not contrary to that goal. It compliments the goal.

Goal No. 10 - It is the goal of Ames to maintain and enhance its cultural heritage.

Nothing in the change is contrary to that goal. By preserving the existing structure, memories of the school and its cultural heritage will continue on.

Demonstrate why the LUPP Map designation for this property should be changed. Explain why the site cannot be reasonably developed under the current designation.

This site is only suitable for a governmental type use. Private ownership cannot develop the site and the LUPP must be changed.

Determine if there is a lack of developable property in the City, which has the same designation as that proposed. If not, explain the need for the expanding the amount of land included in the designation proposed for this property.

There is no high-density residential property available in town. The supply has been exhausted and areas that are currently zoned RH are being renovated, expanded and revitalized.

As a result of this action, will there be an adverse impact upon other undeveloped property in the designation proposed for this site.

There will be no adverse impact. There is no undeveloped property available in residential high density.

As a result of this action, will there be an adverse impact upon other developed property in the designation proposed for this site, which may be subject to redevelopment/rehabilitation.

There is no adverse impact.

Demonstrate that the new designation of the site would be in the public interest. What is the public need or community benefit?

Development of this area for residential high density does not present any conflicts with neighbors or surrounding properties. An additional area is created for a different market segment active adults and retirees. Preservation and reuse of the existing building benefits the community by providing a certain outcome for its use and appearance.

What impact will the proposed change have upon the following?

Transportation

The change from S-GA to RH is neutral for this site. No expected increase in total traffic volume.

Sanitary Sewer

Sanitary sewer is adjacent to the site and available for use.

Water

The site is served by the City of Ames.

Storm Sewer

The site is served by storm sewer installed previously. City of Ames ordinance 5B will apply to the development of this area and all storm sewer issues will be contained within the development.

Housing and Employment

The number of units proposed is approximately 32 units. Employment will include services to the buildings and residents.

Attachment H Developer's Rezoning Narrative

**Rezone Narrative
The Crawford School Redevelopment
S-GA to RH (with contract)
City of Ames
October 24, 2017**

Reason for Rezoning

The Crawford Ames, LLC has purchased the former Crawford School Building, located at 415 Stanton Ave, Ames, Iowa. The building is currently zoned S-GA as it was used as a school building and administrative building since its inception. Our Crawford Re-Imagined project proposes +/-32 apartment dwellings that cannot be developed without a residential zoning designation.

Land Use Policy Plan Consistency

Once the LUPP is amended, the requested zoning designation is consistent.

Current Zoning

The Crawford School Building is zoned S-GA.

Proposed Zoning

We are proposing a contract rezone (independent living facility, 55+) to allow conversion of a former school building for use as apartment dwellings in RH zone.

Proposed Use

Through the contract rezone to RH, we intend to convert the building into +/-32 apartment dwellings.

Legal Description

- **Current Legal Description:**

Lot Seven (7), except the South Five (5) Feet and the West Fifteen (15) Feet thereof;
also the South Five (5) Feet of Lot Six (6); except the West Fifteen (15) Feet thereof, all in W.T.
Smith's Addition to Ames, Iowa (to be confirmed by abstract).

- **Proposed Legal Description**

Same as current

Land area

+/- 1.67 acres

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER
Prepared by: City Clerk's Office, 515 Clark Avenue, Ames, IA 50010 Phone: 515-239-5105
Return to: Ames City Clerk, P.O. Box 811, Ames, IA 50010

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF AMES, IOWA, AS PROVIDED FOR IN SECTION 29.301 OF THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY CHANGING THE BOUNDARIES OF THE DISTRICTS ESTABLISHED AND SHOWN ON SAID MAP AS PROVIDED IN SECTION 29.1507 OF THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH AND ESTABLISHING AN EFFECTIVE DATE

BE IT HEREBY ORDAINED by the City Council of the City of Ames, Iowa;

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the boundaries of the districts established and shown on said Map in the manner authorized by Section 29.1507 of the *Municipal Code* of the City of Ames, Iowa, as follows: That the real estate, generally located at 415 Stanton Avenue, is rezoned from Government/Airport Zoning District (S-GA) to Residential High-Density Zoning District (RH).

Real Estate Description: Lots 2 - 7 (ex. S. 5' Lot 7) W. T. Smith's Addition & the E. 15' Lots 3 - 8 (ex. S. 15', E. 15' Lot 8) Lee & Little's Addition, City of Ames, Story County, Iowa, All Together Containing 1.67 Acres

Section 2: All other ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3: This ordinance is in full force and effect from and after its adoption and publication as provided by law.

ADOPTED THIS _____ day of _____, _____.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

ITEM # 31
DATE: 11-14-17

COUNCIL ACTION FORM

SUBJECT: ZONING TEXT AMENDMENTS TO ALLOW THE USE OF DOG GROOMING WITHIN VILLAGE ZONING

BACKGROUND:

The City Council referred a request to allow for Dog Grooming within the Somerset commercial area. Somerset is subject to the Village Zoning District standards and allowed uses. Somerset is intended to provide for office, retail, and service uses, but in a more selective manner than larger scale commercial areas. Animal Grooming Salons is a listed use in Article V of the Zoning Ordinance as a Retail Personal, Business, and Repair Services and is not included by reference as a permitted use within Village zoning.

The proposed Amendment will add Animal Grooming Salon to the allowable uses within the Village Zoning district for a Commercial Shop Front building. Similar uses for pets and services are already permitted within the zoning district for small animal veterinarian services and indoor kennels. Adding the proposed use to Commercial Shop Front building types is consistent with these uses.

The Planning and Zoning Commission reviewed the amendment at its October 18th meeting and voted 6-0 in support of the change.

ALTERNATIVES:

1. The City Council can adopt on first reading proposed amendments to permit Animal Groom Salon as a permitted use in Village Zoning District.
2. The Planning & Zoning Commission can recommend the City Council decline to adopt the proposed amendments.
3. The Planning & Zoning Commission can recommend alternative language for the proposed amendments.

CITY MANAGER'S RECOMMENDED ACTION:

The proposed change is minor in scope and will allow for a use that is consistent with the intent of Village Zoning to provide for neighborhood scale and convenience commercial uses.

Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1.

List of Existing Uses for Village Zoning

(5) **Permitted Uses.** The uses permitted in the F-VR Zone are set forth in Table 29.1201(5) below:

**Table 29.1201(5)
Village Residential (F-VR) Floating Zone Uses**

USE CATEGORY	NEIGHBORHOOD CENTER	NEIGHBORHOOD GENERAL	NEIGHBORHOOD EDGE
RESIDENTIAL			
Country House	N	N	Y
Village House	N	Y	Y
Village Cottage	Y	Y	N
Single Family Attached (Side-yard House)	Y	Y	N
Single Family Attached (Row-house)	Y	Y	N
Village Apartment	Y	N	N
Garden Apartments, if previously approved	N	Y	N
Assisted Living	N	Y	Y
COMMERCIAL			
Apothecary Shop	Y	N	N
Artist Studio and accessory gallery	Y	N	N
Banks	Y	N	N
Barber Shops	Y	N	N
Beauty Shops	Y	N	N
Car Wash	Y	N	N
Convenience store with gas	Y	N	N
Dance Studio	Y	N	N
Dry Cleaner	Y	N	N
Dwellings above the first floor	Y	N	N
Hardware store	Y	N	N
Kennels (indoor only)	Y	N	N
Grocery, bakery, delicatessen or similar retail stores	Y	N	N
Office Uses	Y	N	N
Pottery Shops	Y	N	N
Retail sales as defined in Section 29.502 of this ordinance	Y	N	N
Restaurants, excluding drive through service	Y	N	N
Veterinary Offices-small animal exclusive	Y	N	N
OTHER USES			
Child Day Care Facilities	Y	Y	N
Community Facilities, except vocational training for handicapped	Y	N	N
Essential Public Services	Y	N	N
Religious Institutions	Y	Y	N
Schools, limited to public and private day schools	N	Y	Y

Y = permitted
 N = prohibited
 (Ord. No. 3595, 10-24-00; Ord. No. 4066, 5-24-11)

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING SECTION 29.1201(5) AND 29.1201(7)-8 AND ENACTING A NEW SECTION 29.1201(5) AND 29.1201(7)-8 THEREOF, FOR THE PURPOSE OF ALLOWING THE USE OF DOG GROOMING WITHIN VILLAGE ZONING; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Section 29.1201(5) and Section 29.1201(7)-8 and enacting a new Section 29.1201(5) and Section 29.1201(7)-8 as follows:

“Sec. 29.1201. “F-VR” VILLAGE RESIDENTIAL DISTRICT.

...
(5) Permitted Uses. The uses permitted in the F-VR Zone are set forth in Table 29.1201(5) below:

**Table 29.1201(5)
 Village Residential (F-VR) Floating Zone Uses**

USE CATEGORY	NEIGHBORHOOD CENTER	NEIGHBORHOOD GENERAL	NEIGHBORHOOD EDGE
RESIDENTIAL			
Country House	N	N	Y
Village House	N	Y	Y
Village Cottage	Y	Y	N
Single Family Attached (Side-yard House)	Y	Y	N
Single Family Attached (Row-house)	Y	Y	N
Village Apartment	Y	N	N
Garden Apartments, if previously approved	N	Y	N
Assisted Living	N	Y	Y
COMMERCIAL			
Apothecary Shop	Y	N	N
Artist Studio and accessory gallery	Y	N	N
Banks	Y	N	N
Barber Shops	Y	N	N
Beauty Shops	Y	N	N
Car Wash	Y	N	N
Convenience store with gas	Y	N	N
Dance Studio	Y	N	N
Dog Grooming Salons	Y	N	N
Dry Cleaner	Y	N	N
Dwellings above the first floor	Y	N	N
Hardware store	Y	N	N
Kennels (indoor only)	Y	N	N
Grocery, bakery, delicatessen or similar retail stores	Y	N	N
Office Uses	Y	N	N
Pottery Shops	Y	N	N
Retail sales as defined in Section 29.501(4)-3 of this ordinance	Y	N	N

USE CATEGORY	NEIGHBORHOOD CENTER	NEIGHBORHOOD GENERAL	NEIGHBORHOOD EDGE
Restaurants, excluding drive through service	Y	N	N
Veterinary Offices-small animal exclusive	Y	N	N
OTHER USES			
Child Day Care Facilities	Y	Y	N
Community Facilities, except vocational training for handicapped	Y	N	N
Essential Public Services	Y	N	N
Religious Institutions	Y	Y	N
Schools, limited to public and private day schools	N	Y	Y

Y = permitted

N = prohibited

(Ord. No. 3595, 10-24-00; Ord. No. 4066, 5-24-11)

...

**Table 29.1201(7)-8
Village Residential (F-VR) Floating Zone Urban Regulations
Commercial/Shop Front**

URBAN REGULATIONS	F-VR ZONE	
General Requirements	All design shall be submitted to and approved by the Village. Architect Commercial/Shop Front structures shall be permitted in the Neighborhood Center only. Commercial/Shop Front structures shall be permitted on lots that are between 24 and 48 feet wide.	
Building Placement	There shall be a mandatory build-to-line of 6 feet. Vehicle access to all Commercial/Shop Front lots shall be from an alley only. Commercial/Shop Front structures shall be constructed with no side yard setback on interior side yard lines. There shall be a 6-foot side yard setback on the side yard in a corner condition. The front facade of Commercial/Shop Front structures shall extend along 100% of the frontage and 50% along the side lot line in a corner condition. Commercial/Shop Front structures shall be arranged where the building placement along a street creates a traditional "Main Street" effect. Commercial/Shop Front structures shall be arranged where a mid-block pedestrian pathway or paseo of 8 feet in width is constructed to enable pedestrian mobility through the Neighborhood Center. Where no building wall exists, a garden wall shall be constructed on the property line, except in the instance of a Convenience Store with gas.	
Design Elements	The area between the build-to-line and the front property line and the area between the structure and side lot line in a corner condition shall be paved similar to the adjacent sidewalk. Balconies, awnings and roof overhangs may encroach into the area between the build-to-line and the front property line and the area between the side yard setback line and the side yard line. An awning or second story balcony is required for a minimum of 50% of the street frontage or the distance adjacent to a path. Balconies shall be 3 feet deep and awning shall be 6 feet deep adjacent to street frontage. Awning adjacent to a path shall be 3 feet deep. All exterior building walls facing adjacent streets shall be glazed along a minimum of 40% of the wall length with clear glass at eye level. Setback areas for entrance doors to Commercial/Shop Front structures shall not exceed 75 square feet. Commercial/Shop Front structures shall not exceed 10,000 square feet of floor area in any single structure, except for Health Clubs/Fitness Centers which shall not exceed 23,000 sq. ft. on any single story.	
Use Requirements	Apothecary Shop Bait and Tackle Shop Barber Shops Cabinet Shops Convenience Store With Gas Dry Cleaner	Artists Studios and Accessory Gallery Banks Beauty Shops Car Wash Dance Studio Dwelling Units Located Above the First Floor

URBAN REGULATIONS	F-VR ZONE	
	Hardware Store	Office Buildings
	Grocery, Bakery, Delicatessen or Similar Retail Sales	Pottery Shops
	Photography Labs	Retail Sales as Defined in Section 29.501(4)-3 of this Ordinance
	Printing Shops	Second Hand Stores
	Restaurants, Excluding Drive Through Service	Health Club/Fitness Center
	Dog Grooming Salons	Kennels (indoor only)
	Veterinary Offices-small animal exclusive	
Height Restrictions	<p>Commercial/Shop Front structures shall be a maximum of three stories in height</p> <p>Single Story Commercial/Shop Front structures facing adjacent street shall be a minimum of 16 feet in height.</p> <p>Garden walls shall not exceed 6 feet in height when located along the side lot line and shall not exceed 3 feet in height when located between the build-to-line and the front property line.</p> <p>Awnings shall be constructed at a height of between 9 and 12 feet above the walk.</p>	
Parking Requirements	<p>Parking is allowed on Commercial/Shop Front lots behind the structure only.</p> <p>One parking space shall be provided for each 250 square feet of gross floor area.</p> <p>Required parking includes all parking on the Commercial/Shop Front lots plus all parking on and off the street within 300' of the Commercial/Shop Front lot.</p> <p>Trash container and loading areas shall be located behind the Commercial/Shop Front structure.</p>	

(Ord. No. 3591, 10-10-00; Ord. No. 3775, 6-22-04; Ord. No. 4066, 5-24-11)."

Section Two. Violation of the provisions of this ordinance shall constitute a municipal infraction punishable as set out by law.

Section Three. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Four. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this _____ day of _____, _____.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

COUNCIL ACTION FORM

SUBJECT: Public Hearing on Proposed Amendments to the Ames Urban Fringe Future Land Map and Land Use Policy Plan for the North Growth Gap Area

BACKGROUND:

Kurt Friedrich, representing Friedrich Land Development LLC and R. Friedrich & Sons Inc., is seeking an amendment to the Ames Urban Fringe Plan for properties they own south of Cameron School Road and west of George Washington Carver Avenue. The City of Ames is also seeking changes to the Fringe Plan for properties on the east side of George Washington Carver Avenue that are identified as North Growth Area within the Land Use Policy Plan. **The proposed changes are intended to facilitate future annexation of the area.** Major landowners in the area, other than Friedrich, include the Borgmeyer Trusts, The Irons LLC, and Ames Golf and Country Club. There are other smaller parcels included in the area. Ownership is shown in Attachment A.

The current Ames Urban Fringe Plan designations of these properties are Priority Transitional Residential, Rural Transitional Residential, and Parks and Recreation Areas (Attachment B). Priority Transitional allows for urban-type residential development within the County subject to both Story County and City review of a subdivision. With the current Fringe Plan map designations, none of the properties are eligible for annexation to the City per the terms of the Fringe Plan and 28E agreement with Story County.

The proposed changes are to designate these areas as Urban Residential. This designation allows for future annexation and development. In addition, Friedrich is requesting a Convenience Commercial Node at the intersection of Cameron School Road and George Washington Carver Avenue. This would allow the owner to seek a rezoning of approximately 5-8 acres after annexation for commercial uses. It is anticipated that the Friedrich properties would seek annexation in the short term. The annexation plans of the Borgmeyer are unknown.

The proposed change was designated a Major Amendment that required public outreach and scoping meetings with the Planning & Zoning Commission and Council. A public outreach meeting was held in August to describe the proposal to neighbors and other interested parties. The Commission reviewed and accepted the scope of the amendment at their meeting on September 6. The City Council confirmed that scope on September 26. The scope was to include these proposed properties in the review, along with a review of the proposed commercial node. **Accepting the scope did not imply ultimate approval of the request—only that the request was officially defined.**

Planning and Zoning Commission Recommendation The Planning and Zoning Commission considered the request at a Public Hearing on November 15, 2016. The Commission voted 6-0 to recommend approval of the proposed map change **with** the convenience commercial node (Alternative 1, below).

The Story County Board of Supervisors considered this request at their meeting on November 14. The Board voted 3-0 to approve the proposed amendment with the commercial node. The motion also included a condition that a traffic study be completed before development.

The Gilbert City Council considered this request at their meeting on November 20. The Council voted 5-0 to approve the proposed amendment of **only that area west of George Washington Carver Avenue** and with the commercial node.

ALTERNATIVES:

1. The City Council can approve the amendments to designate the subject area as Urban Residential (in the AUF) and North Growth Area (in the LUPP) and with the Convenience Commercial Node.
2. The City Council can approve the amendments to designate the subject area as Urban Residential and North Growth Area and without the Convenience Commercial Node.
4. The City Council can deny the request if it is found not to conform to the Policies of the LUPP.

CITY MANAGER'S RECOMMENDATION:

As this area transitions into city limits, the Land Use Policy Plan establishes the criteria for designating future areas for commercial development. The developer indicates that the existing residential development within the city limits and the proposed development that would follow the future annexation of the Friedrich (and possibly the Borgmeyer) create a need for a stronger commercial presence. The proposed Convenience Commercial Node at the intersection of Cameron School Road and George Washington Carver Avenue would provide that presence the developer desires.

However, the proposed commercial node is not fully consistent with all the criteria for locating Convenience Commercial Nodes within the LUPP. Staff's principal concerns are related to locating commercial services on the edge of the City where there is no anticipated expansion of the city limits to accommodate future residential development. This is why staff recommended **not** including the node to the Planning and Zoning Commission. Staff also recognizes, though, that there are approximately 700 residents in the immediate area outside the city limits and that the Urban Fringe Plan anticipates more rural development in this area.

In general, creating additional commercial areas at this time does not appear necessary to serve existing residential development in North Ames. If a node is not approved with this application, the City could revisit such a request in the future as development continues in the area or could evaluate locating such a use on the Borgmeyer site as part of the Stange Road extension through the site.

But, it should be noted that a commercial node at this location would also provide services to a growing population outside the city limits—even if the city limits do not

grow further to the north and northwest. Also, there is currently a dearth of vacancies in the Bloomington and Stange node and in Somerset that could be seen as restricting new services within this growth area.

Recognizing the need for additional commercial development to serve the growing neighborhoods within and outside the city limits of Ames, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1, which is to change the land use designation of the subject properties located along George Washington Carver Avenue to Urban Residential in the Ames Urban Fringe Plan and to North Growth Area in the Land Use Policy Plan and with a Convenience Commercial Node.

Since the official approval of the City request by the Gilbert City Council only dealt with the area west of George Washington Carver Avenue, the City Staff will ask the Gilbert Council to place this item back on their agenda for consideration of the remaining area east of George Washington Carver Avenue.

It should be remembered that the Fringe Area Plan requires unanimous support from the City of Ames, City of Gilbert, and Story County. Should the Gilbert City Council decide not to approve the east side area, only the Friedrich property can be approved for future annexation.

ADDENDUM:

The City Council was first approached about considering Fringe Plan amendments for the Friedrich properties in the spring of 2016 to allow for the development of single-family homes within the City or the potential to do a lower density rural subdivision development than currently authorized by the Fringe Plan. The City Council requested staff first evaluate sanitary sewer service capacity prior to considering the Fringe Plan amendment request. The City Council reviewed the findings on options and costs for sewer service for this area and further north of the City at its May 9th meeting. The City Council supported a sanitary sewer fix that would serve only the Friedrich property area and allowed Friedrich to propose a Major Amendment to the Land Use Policy Plan and Fringe Plan for the area to be part of the North Allowable Growth area. All costs associated with development and service of the site by City infrastructure is to be at the developer's expense as defined within the LUPP for the North Allowable Growth Area.

Staff was also directed to concurrently amend the Fringe Plan on the east side of George Washington Carver Avenue to match the current Land Use Policy Plan designation as North Allowable Growth Area (see Attachment C). As a Fringe Plan Amendment, it also requires Story County and/or Gilbert to authorize an amendment application. Story County consented to the initial application. All three jurisdictions must approve the proposed amendment in order for it to be effective.

The proposed designation for both areas is Urban Residential, a subclass of the Urban Service Area. This designation will allow for the eventual annexation and development of the properties for residential uses within the City. In addition, Friedrich seeks a Convenience Commercial Node at the intersection of Cameron School Road and George Washington Carver Avenue. Friedrich has an interest in potentially single-family homes, attached and multi-family housing, and commercial uses. These uses may be accommodated with the Village or Floating Suburban zoning districts of the City.

FRINGE PLAN DESIGNATION:

The Ames Urban Fringe Plan identifies the primary land use designation for the area as Priority Transitional Residential. Priority Transitional Residential development can be developed in the county, but would need to be built to city density standards (3.75 dwelling units per net acre for single-family homes) with all infrastructure built to city specifications while within the County. The intent is that the developed area would be fully integrated into the city when annexation would later occur. This development pattern is what is currently expected on the Friedrich and Borgmeyer properties.

In this instance, Friedrich is seeking a change to the Urban Fringe Plan and eventual annexation in order to have access to city sanitary sewer service and city water, rather than rely on Xenia Water and a private common sewer system. Staff estimates development within the current allowed densities for the Friedrich properties would be approximately 200 homes—with some medium density zoning the site may accommodate 400 units. A decision on zoning and mix of uses would occur after annexation of the site.

The property on the east side of George Washington Carver Avenue (Borgmeyer Trusts) has not initiated the proposed change or stated any interest in the change for

future development. The Borgmeyer use as farmland would be unaffected by changes to the Fringe Plan. The property is included in the changes to clean up its consistency with the Fringe Plan and its current North Growth designation in the LUPP. Development yields for this area could vary substantially from 350-600 dwellings depending on zoning and layout.

The Ames Golf and Country Club area is currently designated as Rural Transitional Residential which anticipates development at lesser densities and with infrastructure needs evaluated at the time of development. The Ames Golf and Country Club received subdivision approval for 35 homes with an agreement that they would seek annexation when the city asks them to. Xenia currently provides water to this development through water lines designed to city specifications. When city water is brought to the site, the water mains will be disconnected from Xenia and connected to the city lines. When city sewer is brought to the site, the septic systems will be abandoned and homes connected to the city sewer. The proposed changes have no effect on the previously approved Irons Subdivision.

ISSUES

Staff has identified several infrastructure and policy issues as part of the review of the request. The LUPP Goals and recommend considerations for review of the proposed amendments are included in Attachment F. The identified issues are similar to others that have been addressed as part of previous North Growth developments.

A. LAND USE

Upon annexation, areas designated as Urban Services Area in the Ames Urban Fringe Plan will take the LUPP designation of Village/Suburban Residential. Any commercial node will remain. The inclusion of this growth area as part of the North Growth Area means that incentives for development are not available as they are only applicable to the Northwest and Southwest Growth Areas.

Newly annexed areas to the City are classified as “New Lands.” The New Lands designation in the LUPP defines densities, land use types, and locations for commercial nodes to serve the broader growth areas of the City. New Lands were intended to be managed differently, either as a Village or Suburban Residential development pattern. Additionally, New Lands were distinguished from existing areas of the City for development policies about mix of uses and density. The intent of this designation is to maintain and support the core areas of the City, both neighborhoods and commercial areas, while allowing for new development options that may differ from prior patterns, but were able to sustain the vision for the City as it grows.

The request for residential development in the area can be found to be consistent with the LUPP for how to manage growth and meet the needs of the Community. Development in the area would then be presumed to conform to the New Land development principles for minimum housing density, providing for adequate infrastructure, and conserving natural areas.

In addition to the proposed residential development areas, the developer requests the inclusion of a Convenience Commercial Node at the intersection of Cameron

School Road and George Washington Carver Avenue. The developer has indicated he wishes to develop a small node at this location to serve the immediately adjacent residences that will emerge as development occurs. The developer argues that current residents of north Ames seek additional commercial opportunities. The developer has noted that he plans a smaller node than that found at Bloomington and Stange Roads and that businesses would likely be those that serve local needs rather than as a community draw.

Convenience Commercial Nodes are described in the New Lands section of the LUPP, which includes location criteria. (Attachment G-Convenience Commercial Node Text) At the time the LUPP was adopted there were three such nodes prescribed by the LUPP (North Dakota Avenue and UPRR, Lincoln Way and Boone County line, and State Avenue and Oakwood Road) for growth areas. Two additional nodes were added as the Near Terms lands along Bloomington were developed (Stange/Bloomington) and recently with the Rose Prairie rezoning (Hyde and 190th). A larger scale community commercial node is also planned for North Dakota Avenue at the time Northwest Growth Area development occurs. A map of existing nodes is found in Attachment D.

The criteria for locating new Convenience Commercial Nodes are found on page 61 of the LUPP and are quoted here. The intent of the criteria is to ensure the population density and market exist to support concentrated and clustered commercial uses while ensuring existing commercial areas remain viable throughout the City. Managing the amount of commercial space helps to facilitate development patterns that match the goals of the LUPP for integrated commercial areas and to maintain market demand for commercial areas that already exist.

1. To assure clustering, minimize vehicular trips and traffic impact on adjacent neighborhoods, and assure residential compatibility, Convenience Commercial Nodes should not be located within two (2) miles of an existing neighborhood commercial area, convenience commercial node, and/or village commercial center development.
2. Convenience Commercial Nodes should not be located where there are more intense commercial activities (Community Commercial Node, Highway-Oriented Commercial, Regional Commercial, Downtown Service Center) that serve a higher commercial function and as a convenience commercial land use within the location criteria as stated above.

Staff applied the location criteria to intersection of George Washington Carver Avenue and Cameron School Road. The site is 1.25 miles to Bloomington/Stange, 1.1 miles to Rose Prairie (190th/Hyde), and 1.66 miles to the center of the Somerset commercial area. Somerset includes approximately 12 acres of commercial area and Bloomington/Stange is approximately 10 acres of commercial area. The proposed Commercial Node does not meet the location criteria of the LUPP as it overlaps three adjacent nodes.

Commercial needs are also a function of total population in a service area. Extrapolating the City's LUPP planning principles for commercial density, there is an expectation of 2-5 acres of commercial area within the one mile radius of a Node. The population

supporting such a service area would be approximately 2,000 people. Nodes are also intended to be placed in centralized areas surrounding by higher concentrations of population. Within the one mile radius of the proposed Node there are an estimated 2,000 people within Northridge Heights and the edge of Northridge and an estimated additional 1,200 to 1,800 people upon buildout of the subject area of the amendment. Buildout would likely exceed ten years for the Friedrich and Borgmeyer sites based upon recent development trends. All of the current population and almost all of projected population growth would be in the service area of the existing commercial nodes of Bloomington/Stange and supplemented by other commercial areas in North Ames. Based upon its location, it does not appear additional development necessitates an additional commercial area based upon its proximity to other areas and the concentration of population around the proposed Node.

B. TRAFFIC

Prior to any development of the site(s), a traffic study will be needed. The scope of the study is not yet identified but likely would need to include an evaluation of the functionality of the Cameron School Road/George Washington Carver Avenue intersection and how access would be managed into the new development for the Friedrich site. The City's Long Range Transportation Plan identifies the extension of Stange Road through the Borgmeyer property and connection to the intersection of Cameron School Road and GW Carver Avenue. A shared use path is also planned along the east side of George Washington Carver Avenue. Other trails and paths may be required within in the Friedrich development.

George Washington Carver Avenue carries approximately 4,600 average daily trips south of Cameron School Road in existing conditions (year 2015). The City's traffic model, based upon overall growth in Ames and this area, forecasts traffic levels of approximately 7,600 average daily trips along George Washington Carver Avenue. The City's previous traffic modeling for the Mobility 2040 transportation plan included an alternative analysis with 600 homes in this area of the proposed amendments. The effect of this level of development was projected to account for approximately an 8% increase in traffic volumes on the adjacent streets serving the area and feeding to 24th Street and Stange Road. The prior analysis did not consider commercial uses in this area.

Recent changes to the transportation network, including the paving of Grant Avenue from 190th Street to the City of Gilbert and the proposed closing of the Squaw Creek bridge on 190th Street will likely need to be taken into account in any traffic study for this area.

C. WATER

City water can serve this area by the extensions of existing lines from the Scenic Valley, Northridge Heights, and Rose Prairie developments. The Friedrich development area would connect to the south. The Borgmeyer area would necessitate a connection to the east and south, as has been previously anticipated.

D. SANITARY SEWER

Sanitary sewer service was recently installed along Hyde Avenue. The design capacity allows it to serve everything lying east of George Washington Carver Avenue. Sewer capacity west of George Washington Carver Avenue is not available

at this time. A recent sanitary sewer study identified a possible solution that would allow the Friedrich properties to be served by intercepting an existing line near Somerset and Moore Memorial Park. The estimated cost is between \$500,000 and \$700,000 to be borne by the developer. This identified sewer fix would improve capacity to serve only the properties south of Cameron School Road and could not be extended north to serve the rural subdivisions along Squaw Creek.

E. STORM WATER

Any development will need to meet the storm water standards of Chapter 5B, retaining water from up to a 100-year storm event and releasing it at a rate no greater than runoff expected from a vegetative meadow. In addition, the standards also address water quality from the first flush of rainfall.

Portions of the Friedrich property lie within flood plain and would be subject to flood plain regulations. These restrict any development within the Floodway and impose design standards for Floodway Fringe development.

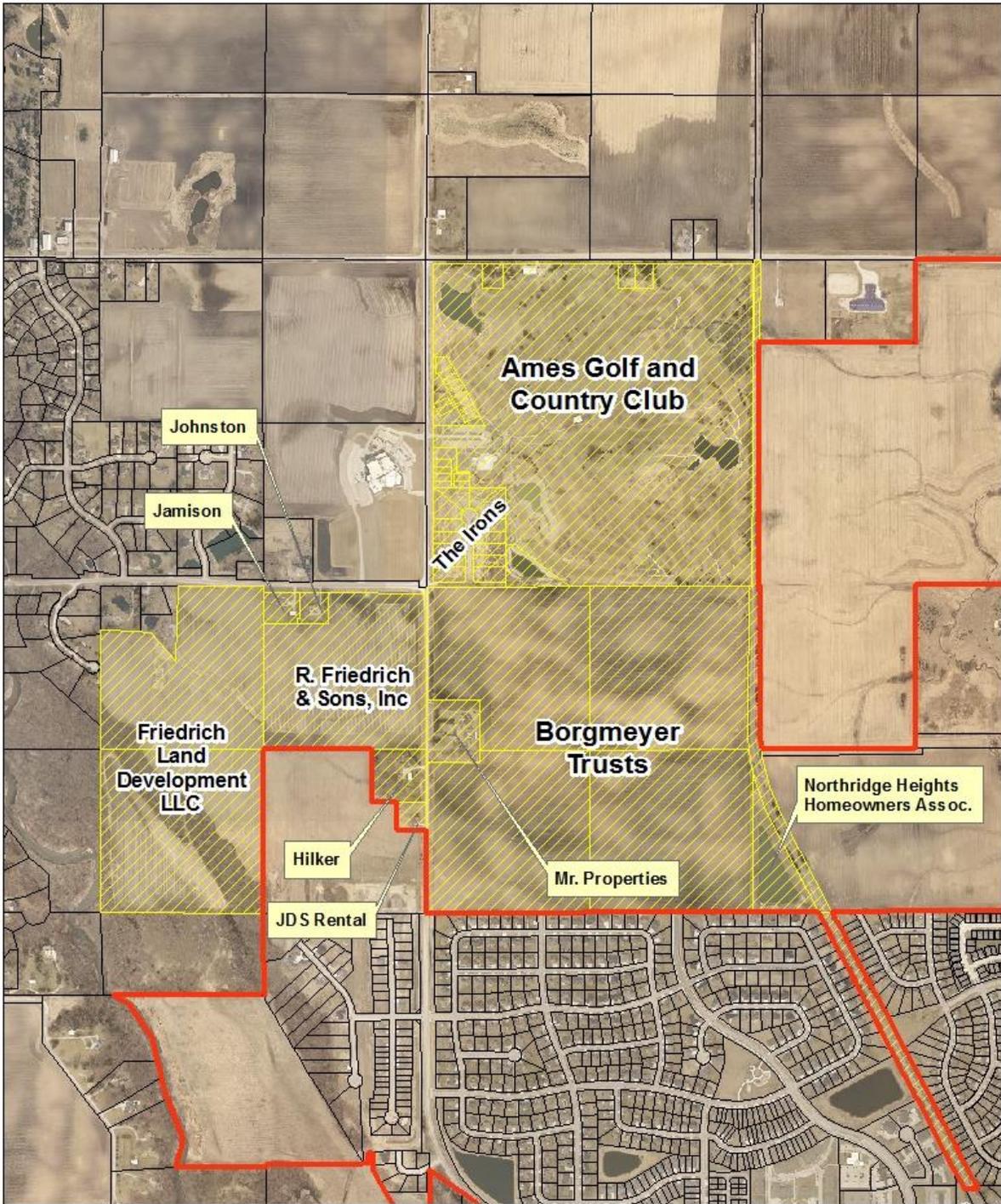
F. NATURAL RESOURCES

The Friedrich and Borgmeyer parcels have been row-cropped for years. No evidence of natural resources or native vegetation is readily apparent. A cultural and natural resources inventory was prepared for the Ames Golf and Country Club prior to subdivision and development. No significant natural resources were identified and no designated historic sites were found. Development at the south end of the Friedrich properties would infringe upon land designated as Natural Area and within the flood plain and are not planned for development by the developer. Park land needs will need to be evaluated when more details on zoning and density are known.

OUTREACH:

City staff held an outreach meeting in early August to introduce the request, explain the policies of the Ames Urban Fringe Plan, and answer questions. Several issues were raised which will need further exploration prior to development occurring. These issues include traffic on George Washington Carver Avenue and its intersection with Cameron School Road, possible sanitary sewer extensions north of Cameron School Road to serve existing rural development, ability to extend police and fire coverage to this area, and impacts on the Gilbert school district and Franklin township.

Attachment A: Ownership

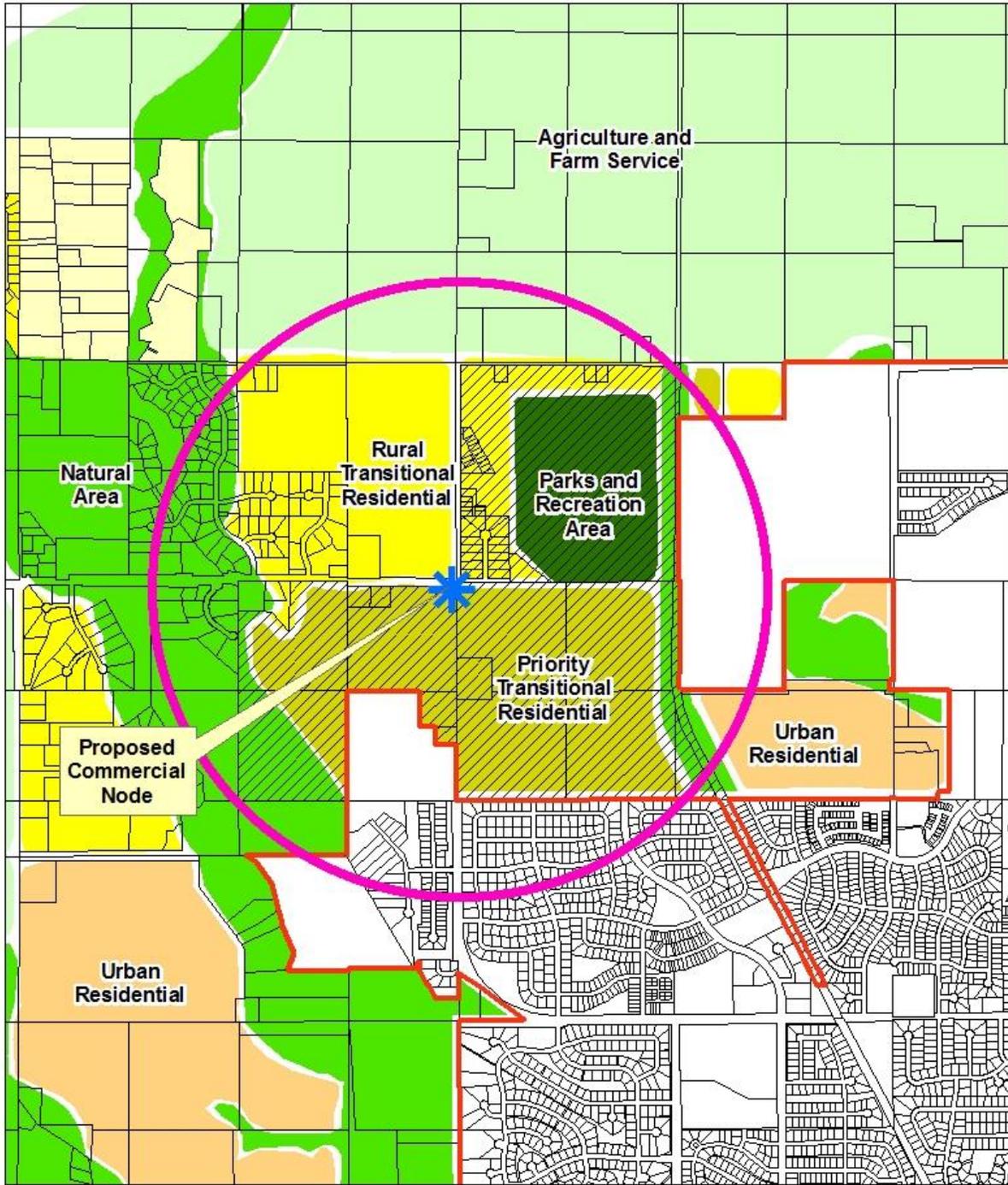


Legend

 Ames City Limits



Attachment B: Fringe Plan Designations

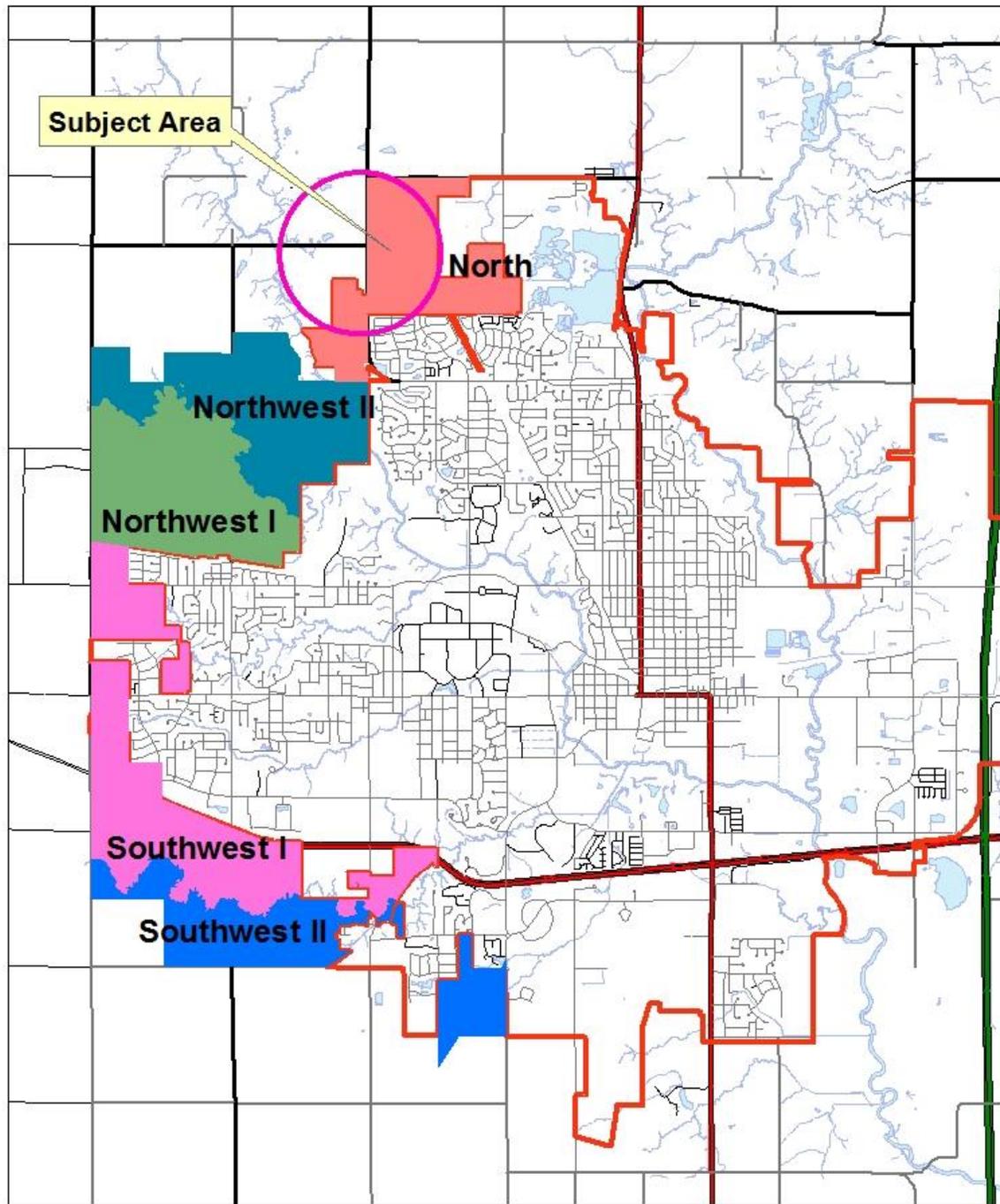


Legend

-  Ames City Limits
-  Proposed Urban Residential



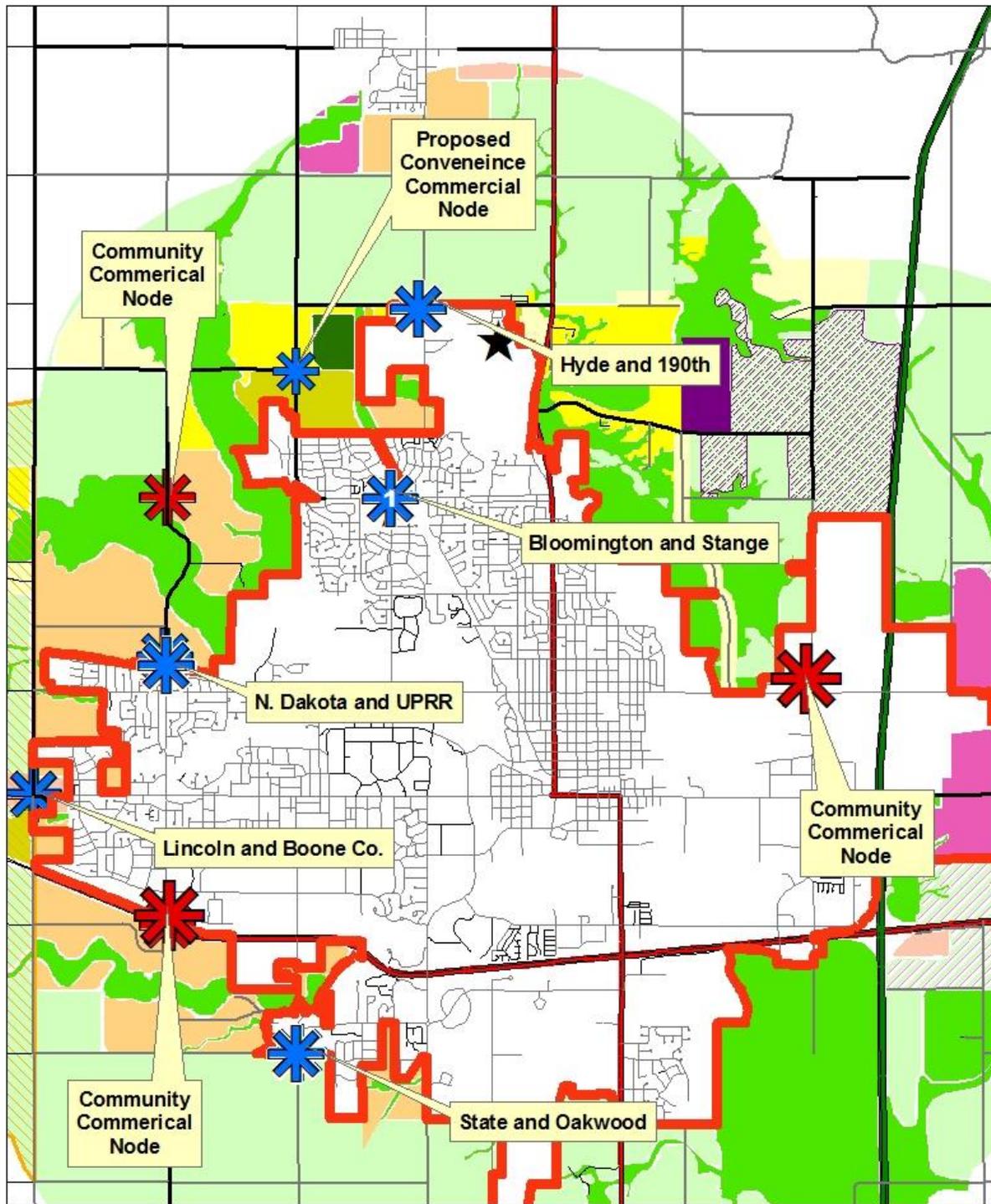
Attachment C: Allowable Growth Designations



Text



Attachment D: Existing Convenience and Community Commercial Nodes



Community and Convenience Commercial Nodes



Attachment E: Applicant's Narrative for LUPP Change

RECEIVED

JUN 19 2017

CITY OF AMES, IOWA
DEPT. OF PLANNING & HOUSING

Land Use Policy Plan (LUPP) Map Change
Dankbar/Muench Properties
City of Ames
June 15, 2017

Explanation of Map Area to be Changed:

The map change involves incorporating the Dankbar/Muench properties into the City of Ames. The parcels are currently designated "Priority Transitional Residential" in the Land Use Framework Map; Ames Urban Fringe Plan.

The Dankbar/Muench properties comprise approximately 103.43 acres. Approximately 25 acres of the Dankbar parcel is undevelopable floodplain and steep, treed slopes.

A south, irregular portion of the Dankbar parcel is designed as Floodplain in the Greenway and Environmentally Sensitive Lands Map of the Ames Urban Fringe Plan. The same area and a portion of the treed slope is designated as "Natural Areas" in the Land Use Framework Map; Ames Urban Fringe Plan. These designations will not change when incorporated into the City of Ames.

As shown on the attached map, a large portion of the Dankbar/Muench properties are requested to change from Priority Transitional Residential to Urban Service Area: Urban Residential. The northeast corner of the Muench parcel is requested to be converted to "Convenience Commercial Node". The Node is at the intersection of Cameron School Road and George Washington Carver Avenue; significant collector and arterial streets.

NARRATIVE EXPLAINING THE PROPOSED CHANGE

Explain the consistency of this proposal with the goals and policies set forth in the Land Use Policy Plan

Goal No. 1 – Recognizing that additional population and economic growth is likely, it is the goal of Ames to plan for and manage growth within the context of the community's capacity and preferences. It is the further goal of the community to manage its growth so that it is more sustainable, predictable and assures the quality of life.

These parcels are adjacent to the City of Ames Boundary. This is a logical progression of growth in north Ames. The parcels are bounded by Cameron School Road to the north and George Washington Carver to the east. To the south is the Scenic Valley subdivision currently within the City of Ames. To the west are existing rural subdivisions and the Squaw Creek river valley.

This parcel could be developed in the County. However, utility services are available from Ames from the adjacent Scenic Valley subdivision. Higher density development is possible with the extension of services from the City of Ames. Without integration of these parcels into the City of Ames future northward development of Ames west of George Washington Carver would be restricted and limited.

Goal No. 2 – In preparing for the target population and employment growth, it is the goal of Ames to assure the adequate provision and availability of developable land. It is the further goal of the community to guide the character, location and compatibility of growth with the area's natural resources and rural areas.

Nothing in this request is contrary to the goal. The change in the plan will allow the City of Ames to guide the character of the development. These parcels follow the natural progression of growth in north Ames.

Dankbar/Muench LUPP Map Change Narrative
Page 1 of 6

Goal No. 3 – It is the goal of Ames to assure that it is an “environmentally-friendly” community and that all goals and objectives are integrated with this common goal. In continuing to serve as a concentrated area for human habitat and economic activity, Ames seeks to be compatible with its ecological systems in creating an environmentally sustainable community.

The inclusion of these properties allows them to be serviced by City of Ames services. Sanitary sewer can be provided by the City instead of by localized septic systems. Stormwater is governed under the City's 5B Ordinance. These requirements are all part of the current Urban Fringe Plan.

Goal No. 4 - It is the goal of Ames to create a greater sense of place and connectivity, physically and psychologically, in building a neighborhood and overall community identity and spirit. It is the further goal of community to assure a more healthy, safe and attractive environment.

The inclusion of the Dankbar/Muench properties are extension of the current City to the north along George Washington Carver, an arterial street, and limited to the north by Cameron School Road, a collector street.

The parcels are adjacent to existing and planned residential development within the City of Ames.

The inclusion of a Commercial Service Node at the southwest corner of Cameron School Road and George Washington Carver is an appropriate location for commercial, mixed use development. The Node is at the corner of an arterial and collector street. The next nearest commercial area is a 1.5 miles away in the Stange/Bloomington Road Convenience General Service zone. The Stange/Bloomington area is completed and does not have any undeveloped commercial land available.

Goal No. 5 - It is the goal of Ames to establish a cost-effective and efficient growth pattern for development in new areas and in a limited number of existing areas for intensification. It is a further goal of community to link the timing of development with the installation of public infrastructure including utilities, multi-modal transportation system, parks and open space.

The parcels are adjacent to the current City boundaries and City roads and services. The Muench property at the corner of the collector/arterial street is a prime area for more intense residential and commercial development. Parks, open space and greenways are increased by 25 acres with the south portion of the Dankbar parcel. This open space comprises approximately 25% of the Dankbar/Muench area. Future development of the multi-modal system is expected to follow the existing collector/arterial street system and will be developed after the rooftops have been built with the northward expansion of the City.

Goal No. 6. - It is the goal of Ames to increase the supply of housing and to provide a wider range of housing choices.

The Dankbar parcel is expected to yield 100-120 units under FS-RL zoning. The Muench parcel will yield 200-230 units under FS-RM zoning. (These projected unit counts were provided to the City for determination of sanitary sewer capacity.)

Goal No. 7 – It is the goal of Ames to provide greater mobility through more efficient use of personal automobiles and enhanced availability of an integrated system including alternative modes of transportation.

The parcels are adjacent to the City and County's collector/arterial roads. Future development of the multi-modal system is expected to follow the existing collector/arterial street system and will be developed concurrently with the northward expansion of the City.

Goal No. 8 - It is the goal of Ames to enhance the role of downtown as a community focal point.

The Dankbar/Muench properties do not detract from the downtown. The small area of commercial service added to the Muench corner is for the local *needs* as defined under the Convenience General Services type zoning.

Goal No. 9 – It is the goal of Ames to promote expansion and diversification of the economy in creating a base that is more self-sufficient and that is more sustainable with regard to the environment.

The inclusion of the Dankbar/Muench properties into the City complements this goal. The Commercial Convenience Node reduces some travel requirements by placing some commercial offerings near more residential development. This commercial offering is to a larger area than the Dankbar/Muench properties. The offering also is to the surrounding residential areas that are developed or will be developed in the future.

Goal No. 10 - It is the goal of Ames to maintain and enhance its cultural heritage.

No cultural heritage areas are impacted by this LUPP change in the area designated.

Demonstrate why the LUPP Map designation for this property should be changed. Explain why the site cannot be reasonably developed under the current designation.

In order of this area to be developed within the City of Ames the LUPP map designation must be changed. If it not changed, then it can be developed within the County as per the Urban Fringe Plan requirements.

Determine if there is a lack of developable property in the City, which has the same designation as that proposed. If not, explain the need for the expanding the amount of land included in the designation proposed for this property.

There currently is not a lack of developable residential property in north Ames. However, there is a *considerable* period of time from the LUPP change through all the City processes to the point a house is constructed. There is even a longer period where the last house is constructed and the development is finished. This is part of long process of maintaining housing inventory and choice over the next decade.

There is a small area of commercial planned in north Ames within the Rose Prairie development. However, the Rose Prairie commercial area is approximately 1.25 miles from the proposed Muench commercial area. The amount of commercial needed is based both on location and proximity. Location based on the arterial/ collector street configuration. Proximity based on the distance between commercial offerings.

As a result of this action, will there be an adverse impact upon other undeveloped property in the designation proposed for this site.

There will not be an adverse impact on other undeveloped property. This is progressive development next to existing City boundaries. This is NOT a leap frog development that leaves undeveloped land between the City's boundaries and the development. There large lot rural residential that will be integrated into City.

As a result of this action, will there be an adverse impact upon other developed property in the designation proposed for this site, which may be subject to redevelopment/rehabilitation.

Single family and multi-family (medium density) development is usually not subjected to area redevelopment. Rehabilitation takes places naturally as houses age. Traditionally the Ames market has been consistently strong for housing and encourages reinvestment of dilapidated and/or substandard housing.

Commercial redevelopment is not being restrained by the inclusion of a small area of commercial designed to meet local convenience needs of the residents that live within 0.5 to 1.0 mile of the area.

Demonstrate that the new designation of the site would be in the public interest. What is the public need or community benefit?

If Ames continues to grow and create jobs, then there will be a need for additional housing of all types. Commercial service growth follows the creation of the roof tops. Ames becomes a larger and more robust community that benefits the entire community. Ames is in competition with other communities for talent for business, industry, institutional and medical sectors. If Ames was only a source for jobs, *and not houses*, then this talent will live outside of Ames and likely be less likely concerned about the Ames community. Transportation by and reliance on cars will result if housing development is pushed out of the Ames metropolitan area. Traffic issues will increase as commuters make their way from surrounding communities into Ames.

What impact will the proposed change have upon the following:

Transportation

Dankbar/Muench is at the corner of a collector street, Cameron School Road and an arterial street, George Washington Carver. It is anticipated the City will initiate a transportation study prior to rezoning. The development areas are currently included in the City's long-term transportation plan.

There is a Northern Natural Gas (NNG) high pressure gas line running north-south through the Muench property that limits transportation access. NNG wants to limit the number conflicts with the gas line which results in fewer east-west crossing of the gas line by streets and utilities.

The Dankbar parcel will share road connections with Scenic Valley and Muench. It will have a single point of access on to Cameron School Road directly across Bella Woods Drive.

The Muench properties will share road connections with Scenic Valley and Dankbar. Two connections to Cameron School Road; one for the west residential area and another for the east/corner commercial area. A single connection to George Washington Carver (GWC) will be required. The GWC connection will be at the mid-point or farther to the south. This connection may also be shared with Scenic Valley to the south.

Sanitary Sewer

This issue was before the City Council on May 9, 2017. Resolution of this item allowed for the Dankbar/Muench LUPP change to move forward. There are downstream improvements that need to be completed to allow for the complete development. The sanitary model used a Dankbar housing number of 100-120 units under FS-RL zoning and the Muench parcel housing of 200-230 units under FS-RM zoning.

The Dankbar parcel will be serviced by 8" mains. Due to grade issues in the north part of the development area it is anticipated the sanitary sewer may only be deep enough to provide service to first floors and not to basements. It may not be possible to extend the sewer to allow for service of the homes within the Bella Woods development.

The Muench parcel will be serviced by 8 inch mains. The City will need to determine if extension of the sewer to the north of Cameron School Road is required. Service is possible to two large residential lots and the Christ Community Church.

There are two large lot residential properties at the northwest corner of the Muench property. These can be served by sewer from either the Muench or Dankbar properties.

Water

The area is currently within the Xenia service territory. It is anticipated that the developer will buy out the Xenia development rights and transfer them to the City of Ames.

The site will be connected to water mains from the Scenic Valley subdivision in the early parts of the development. As development proceeds it is expected there will be additional connections to the east across GWC to the Borgmeyer property. There is not expected to be an issue with capacity or pressure with the extension of the City's mains.

Storm Sewer

All drainage work will be determined at the time of the development in accordance with the City's ordinances.

The Muench property drains to the north and to the west. The proposed commercial area drains to the north under Cameron Road to the Christ Community Church property via a small 6" tile. The remainder of the property drains to the west to Dankbar and will be incorporated into the Dankbar drainage system. The NNG gas main does present issues that limit the subsurface drainage options for Muench parcel.

The Dankbar parcel drains to the south and to the northwest. The south area includes the flood plain and the steep wooded slopes. The drainage pattern of the south Dankbar area will not change.

The Dankbar drainage north of the tree line drains to the northwest between 3 large, rural, residential lots. It is anticipated that most of the northwest drainage will be redirected to the south part of the Dankbar properties. Fringe and greenspace areas will continue to drain to the northwest. However, the total area of drainage to the northwest will be *substantially* reduced from the present condition as part of development.

The Dankbar drainage and drainage from the Scenic Valley and Muench parcels will be collected and treated in the floodplain area of the south Dankbar property. Both quantity and quality will be addressed in this area. The floodplain area is currently

farmed. This area will be converted to ponds/wetlands/natural areas as part of the stormwater management system and plan.

Housing and Employment

The Dankbar parcel is expected to yield 100-120 units under FS-RL zoning. The Muench parcel will yield 200-230 units under FS-RM zoning. This is a project increase in population of 800-1,000 people.

Employment during construction is expected to include a portion of the 3,000+ people that are part of the construction and building trades, suppliers and services in Ames and surrounding area in Story County. Long term employment for the 8-10 acres of commercial is expected to be 250-400 depending on the services and businesses within the commercial area.

K:\proj\5000\5406-15A Dankbar\LUPP Map Change\LUPP Narrative 2017 06 15.doc

Attachment F:

Amendment Considerations: The Land Use Policy Plan provides guidance on what considerations should be given for an amendment to the Land Use Policy Plan.

When reviewing major and minor proposed amendments to the Land Use Policy Plan, consideration should be given to whether or not the proposed amendment is consistent with the Goals for a New Vision described in the Land Use Policy Plan. [Found in Attachment F.] These goals, and the related objectives below each goal, should apply to review of both minor and major amendment. In addition to these, it is also helpful to consider for major amendments:

- 1. City resources, including staff, budget, utilities, transportation, parks and/or schools, necessary to implement the proposed amendment.*
- 2. The City's ability to provide the full range of public facilities and services at the planned level of service, or if the proposal will consume public resources otherwise needed to support comprehensive plan implementation strategies.*
- 3. How the proposal relates to current land use allocations and growth projections that are the basis of the comprehensive plan.*
- 4. Compatibility of development allowed under the proposal amendment with neighboring land uses and surrounding neighborhoods, if applicable.*
- 5. Affects of the proposed amendment on historic resources or neighborhoods, or the City's general sense of place.*
- 6. The cumulative impacts of the proposed amendment, in combination with other proposed or recently approved amendments.*

Goals For a New Vision

(Excerpt from Land Use Policy Plan, Chapter 1) The full Chapter can be found on the Planning Division [website at this link.](#)

Goal No. 1. Recognizing that additional population and economic growth is likely, it is the goal of Ames to plan for and manage growth within the context of the community's capacity and preferences. It is the further goal of the community to manage its growth so that it is more sustainable, predictable and assures quality of life.

Goal No. 2. In preparing for the target population and employment growth, it is the goal of Ames to assure the adequate provision and availability of developable land. It is the further goal of the community to guide the character, location, and compatibility of growth with the area's natural resources and rural areas.

Goal No. 3. It is the goal of Ames to assure that it is an "environmentally-friendly" community and that all goals and objectives are integrated with this common goal. In continuing to serve as a concentrated area for human habitat and economic activity, Ames seeks to be compatible with its ecological systems in creating an environmentally sustainable community.

Goal No. 4. It is the goal of Ames to create a greater sense of place and connectivity, physically and psychologically, in building a neighborhood and overall community identity and spirit. It is the further goal of the community to assure a more healthy, safe, and attractive environment.

Goal No. 5. It is the goal of Ames to establish a cost-effective and efficient growth pattern for development in new areas and in a limited number of existing areas for intensification. It is a further goal of the community to link the timing of development with the installation of public infrastructure including utilities, multi-modal transportation system, parks and open space.

Goal No. 6. It is the goal of Ames to increase the supply of housing and to provide a wider range of housing choices.

Goal No. 7. It is the goal of Ames to provide greater mobility through more efficient use of personal automobiles and enhanced availability of an integrated system including alternative modes of transportation.

Goal No. 8. It is the goal of Ames to enhance the role of Downtown as a community focal point.

Goal No. 9. It is the goal of Ames to promote expansion and diversification of the economy in creating a base that is more self-sufficient and that is more sustainable with regard to the environment.

Goal No. 10. It is the goal of Ames to maintain and enhance its cultural heritage.

Attachment G –LUPP Excerpts (pg. 60 and 61)

Convenience Commercial Nodes. Convenience scale commercial land uses in areas designated as Village/Suburban Residential in the New Lands Area shall be located in strategic locations. The following criteria shall be used to locate convenience scale commercial land uses:

1. Convenience Commercial Nodes should be located with distribution frequency of approximately one (1) mile in radius unless a more frequent distribution is determined appropriate under the locational criteria described for convenience commercial nodes.
2. The size of any one node should be between two (2) and five (5) acres, but not greater than ten (10) acres.
3. The building intensity within the node should be limited to 35,000 square feet in any given building and no more than 100,000 square feet total.
4. The node should be located adjacent to or within the center of the highest possible concentrations of population.
5. The node should be located on a major or minor thoroughfare.

The Convenience Commercial Node consists of a cluster of “neighborhood scale” commercial land uses appropriate for and accommodating to surrounding residential land uses. Higher standards apply to ensure that the land use relationship between the commercial activity and the adjacent residential land uses will be compatible. These standards include such items as building placement, signage, lighting, landscaping, screening, and building materials.

Uses. Uses within a Convenience Commercial Node should be commercial activities that are most compatible with residential land uses, serving convenience and localized neighborhood needs.

Pedestrian connections to adjacent neighborhoods should be used to reduce vehicular traffic. Floor area ratios should be maximized and shared parking is encouraged. The intent of the Convenience Commercial Node is to create a clustered, localized convenience shopping/entertainment environment involving one trip to two or more destinations within the node.

Locations. Three locations within the New Lands Area are identified for Convenience Commercial Nodes. Within the New Lands Area, each location represents a generalized area that meets minimum locational criteria within the Suburban/Village Residential land use designation. The locations are as follows:

1. Northwest Growth Corridor at the intersection of North Dakota Avenue and Union Pacific Railroad.
2. Southwest Growth Priority Area near the intersection of Lincoln Way and Boone County/Story County line.
3. Southwest Growth Priority area in the vicinity of the intersection of State Avenue and Oakwood Road.

Additionally, there are locational criteria to assure the compatibility, and overall

sustainability of each Convenience Commercial Node location. The timing of development will determine what type of commercial land uses shall be located within the Village/Suburban Residential land use designation. The following are the standards that should be used to locate Convenience Commercial Node land uses in Village/Suburban Residential areas within the New Lands Area:

- 1. To assure clustering, minimize vehicular trips and traffic impact on adjacent neighborhoods, and assure residential compatibility, Convenience Commercial Nodes should **not** be located within two (2) miles of an existing neighborhood commercial area, convenience commercial node, and/or village commercial center development.*
- 2. Convenience Commercial Nodes should not be located where there are more intense commercial activities (Community Commercial Node, Highway-Oriented Commercial, Regional Commercial, Downtown Service Center) that serve a higher commercial function and as a convenience commercial land use within the location criteria as stated above.*

~~ITEM # 13
DATE 11-14-17~~

COUNCIL ACTION FORM

SUBJECT: VACATION AND CONVEYANCE OF BLACKWOOD CIRCLE RIGHT-OF-WAY TO 1101 BLACKWOOD CIRCLE

BACKGROUND:

City of Ames staff has been approached by the owner of 1101 Blackwood Circle about vacating and conveying existing City-owned land that lies between two parcels owned by the same owner.

This area was platted in 1938 and an area was dedicated to the City with the intention of providing a pedestrian connection to a future bridge over Squaw Creek. After doing research, this area has not been used as intended and existing bridges over Squaw Creek were placed each north and south of the original intended location as shown on Attachment A. Attachment B provides a map of existing conditions, including the locations for two existing bridges over Squaw Creek which currently connect to pedestrian networks and Brookside Park.

Staff, in coordination with staff from various city departments about this area, identified a need to expand the existing storm sewer easement located on Parcel D as owned by 1101 Blackwood Circle. The existing storm sewer easement is 10 feet wide and some of the existing pipe and structures are located on the easement boundary. Additionally, the existing easement is too narrow to get maintenance equipment onto as the City needs to maintain its infrastructure. **In exchange for the potentially vacated right-of-way, the property owner has agreed to convey to the City an additional 10 feet of storm sewer easement near the existing storm sewer easement.**

Staff also contacted private utility companies and this area is clear and no intention of future use was communicated from any private utility companies.

Attachment C shows the proposed right-of-way to be vacated. Attachment D shows the proposed storm sewer easement.

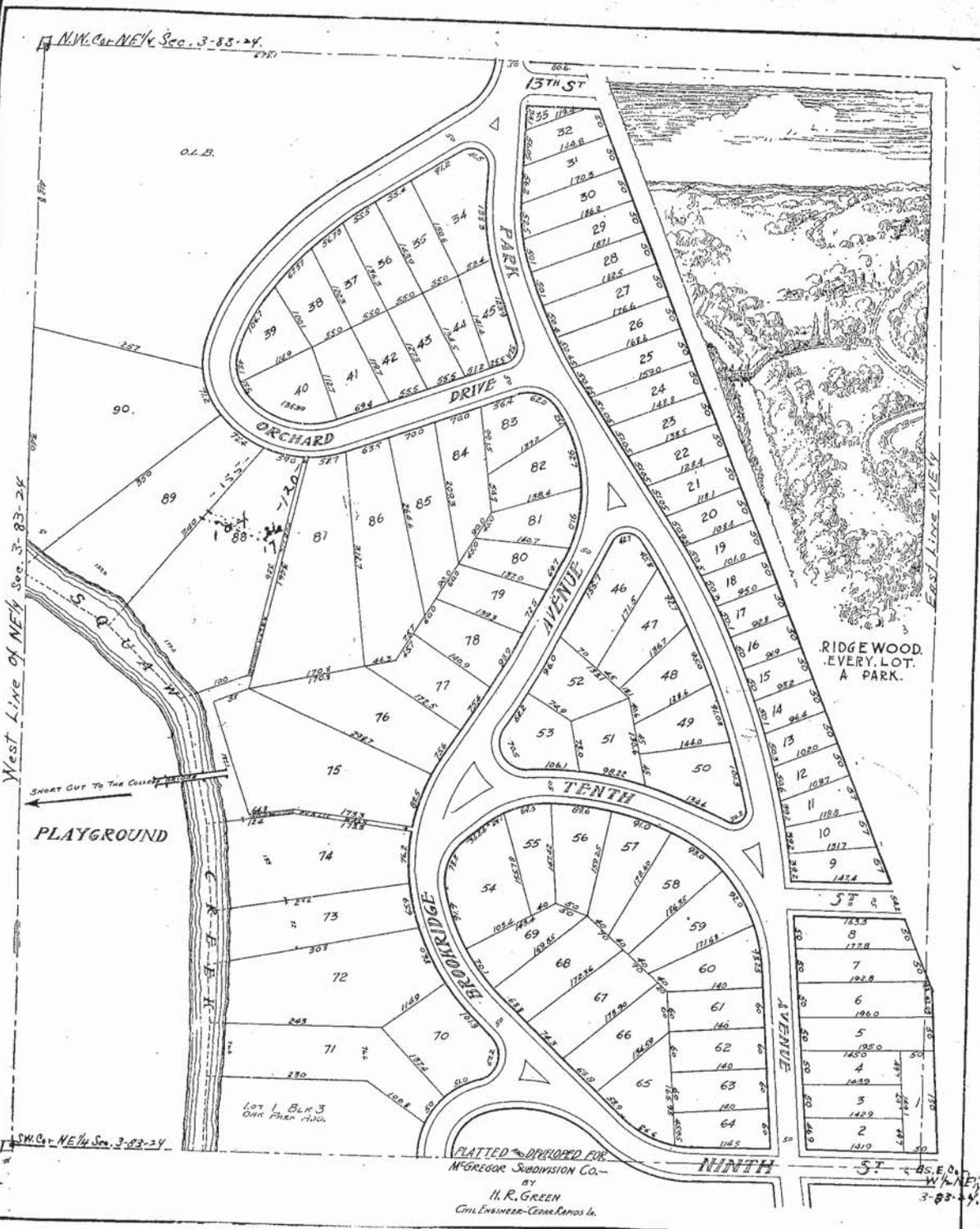
ALTERNATIVES:

1. Set the date of public hearing as November 28, 2017, to approve the vacation and conveyance of the Blackwood Circle right-of-way adjacent to 1101 Blackwood Circle.
2. Reconsider conveyance of the existing right-of-way.

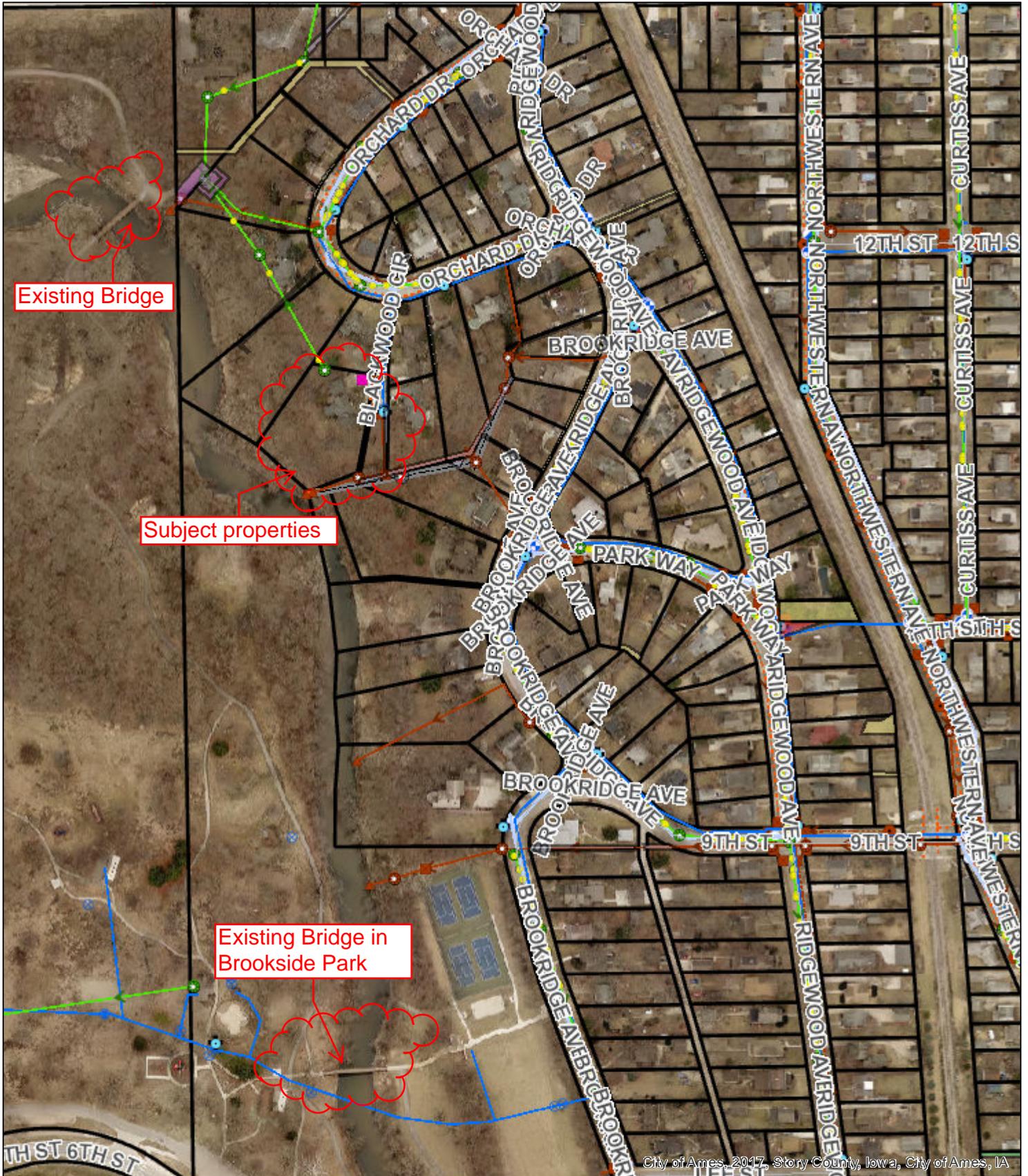
MANAGER'S RECOMMENDED ACTION:

Conveyance of the existing right-of-way will allow property owner to make improvements to the existing structure. Conveyance of additional storm sewer easement to the City by the property owner will enable staff to better maintain the existing infrastructure. If this is approved, a permanent storm sewer easement will be prepared by staff and recorded once the property owner signs the document.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby setting the date of public hearing as November 28, 2017, to approve the vacation and conveyance of the Blackwood Circle right-of-way adjacent to 1101 Blackwood Circle.



Abstracters Note:- The dimensions and figures placed in ink on the above Plat locating corners, was taken from the Plat as recorded in Iowa Plat deed Record 45 on Page 2 being Plat of Ridgewood. Dated at Nevada Iowa this 4th day of October 1929.
 C. A. Bateman Abstract Company
 By H. J. Sayers Abstractor.



ArcGIS Web Map



© City of Ames, Iowa makes no warranties, expressed or implied, including without limitation, any warranties of merchantability or fitness for a particular purpose. In no event shall the City of Ames be liable for lost profits or any consequential or incidental damages caused by the use of this map.

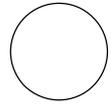
Date: 11/9/2017

1 inch = 333 feet

VACATION PLAT
CITY OF AMES, IOWA ENGINEERING DIVISION

DATE: _____

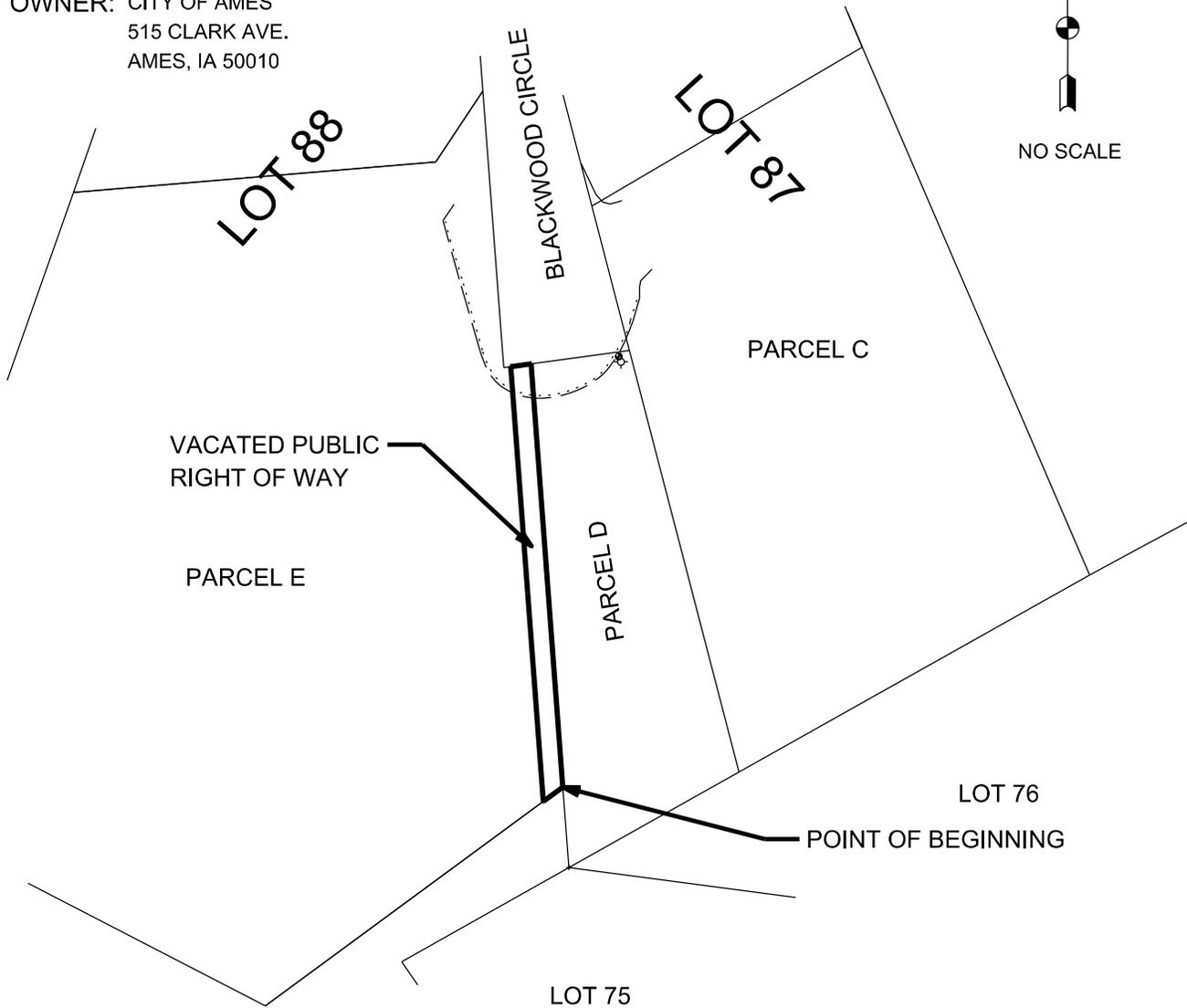
OWNER: CITY OF AMES
515 CLARK AVE.
AMES, IA 50010



N



NO SCALE



LEGAL DESCRIPTION:

PART OF THE PUBLIC WALK BETWEEN THE ORIGINAL LOT 88 AND LOT 87
OF RIDGEWOOD ADDITION TO THE CITY OF AMES, IOWA

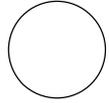
COMMENCING AT THE SOUTHWEST CORNER OF PARCEL D PART OF LOT 87 IN RIDGEWOOD ADDITION TO AMES,
STORY COUNTY, IOWA; THENCE N 28°01'04" E ON THE WEST LINE OF SAID PARCEL D, A DISTANCE OF 23.17 FEET
TO THE POINT OF BEGINNING; THENCE N 28°01'04" E ON SAID WEST LINE, A DISTANCE OF 121.82 FEET; THENCE
N 65°27'21" W TO A POINT ON THE EAST LINE OF PARCEL E A PART OF LOT 88 OF SAID ADDITION, A DISTANCE OF
5.87 FEET; THENCE S 28°01'05" W ON SAID EAST LINE TO A POINT ON THE SOUTH LINE OF SAID PARCEL E, A
DISTANCE OF 125.14 FEET; THENCE N 85°58'08" E ON SAID SOUTH LINE, A DISTANCE OF 6.91 FEET TO THE POINT
OF BEGINNING.

THE DESCRIBED AREA CONTAINS 723.5 S.F. (0.01 ACRES), MORE OR LESS.

PERMANENT STORM SEWER EASEMENT PLAT
CITY OF AMES, IOWA ENGINEERING DIVISION

DATE: _____

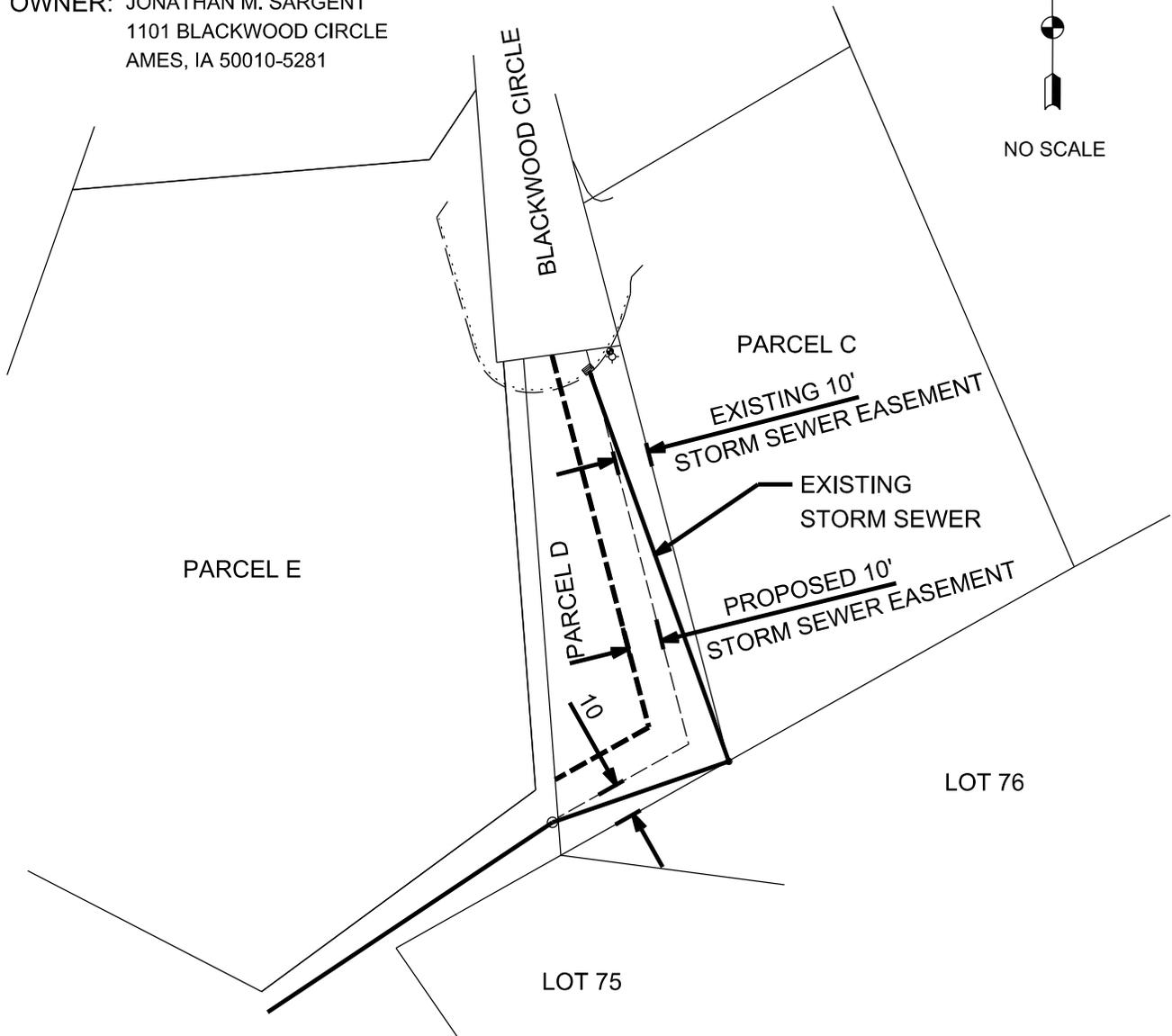
OWNER: JONATHAN M. SARGENT
1101 BLACKWOOD CIRCLE
AMES, IA 50010-5281



N



NO SCALE



PERMANENT STORM SEWER EASEMENT
FROM: JONATHAN M. SARGENT

THE WEST 10' OF THE EAST 20' AND THE
NORTH 10' OF THE SOUTH 20' EXCEPT THE EAST 20' OF
PARCEL D A PART OF LOT 87, RIDGEWOOD ADDITION TO THE CITY OF AMES,
STORY COUNTY, IOWA, IN THE 5TH P.M.

COUNCIL ACTION FORM

REQUEST: MAJOR SITE DEVELOPMENT PLAN FOR 3331 & 3405 AURORA AVENUE

BACKGROUND:

Hunziker Development Company, LLC is requesting approval of a Major Site Development Plan for two 8-unit apartment buildings, with one building at 3331 Aurora Avenue, Lot 8, and the other at 3405 Aurora Avenue, Lot 9, Village Park Subdivision (See Attachment A: Location & Zoning Map & Attachment B: Major Site Development Plan). Apartment buildings within the FS-RM zoning district require approval of a Major Site Development Plan by the City Council prior to the issuance of building permits.

The proposed site plan includes two separate lots that each will have an eight unit two-story apartment building. The proposed apartment buildings have an orientation to Aurora Avenue. The ground level units are accessed from the east and the west facades. The upper floor units are accessed from the south façade for Lot 8, and the north façade for Lot 9. This orientation is consistent with other apartment buildings in this subdivision that have been approved along Aurora Avenue.

The proposed apartment buildings have the same architectural features and metal materials as were approved for the 8-unit apartment buildings at 3505, and 3515 Aurora Avenue (See Attachment D: Building Elevations). The proposed buildings are two stories with a flat roof. Exterior building materials include a combination of vertical flush seam metal panels, and galvalume finish corrugated metal siding with a vertical or a horizontal orientation on various sections of each wall. The metal panels and galvalume finish corrugated metal siding extend above the roof line at various heights to form a parapet along the east elevation that faces Aurora Avenue for both lots. Sections of reddish brown face brick are used as accent materials for the facades.

The proposed two-story buildings, with flat roofs, are to function as a transitional building type between the more massive 3-story, 36 unit buildings with gable roofs on the other side of Aurora Avenue and the future single-family homes to the west. The building design has a very modern look that is similar to some commercial building features, with the flat roof, parapets, and metal materials.

The flat roof design is a departure from the architectural design of the other apartment buildings constructed along both sides of Cottonwood Road (with the exception of the 12-unit apartment building at 2151 Cottonwood Road). The other buildings have gabled or hipped roofs, vinyl lap siding with cultured stone veneers. The 12-unit, and 36-unit buildings along Cottonwood Road have cultured stone pillars that support decks and roofs above the decks, and above primary entries to buildings.

The site plan shows an 8-stall garage along the west property line, behind each apartment building, and surface parking spaces across the drive aisle from the garage.

A shared access easement, 25 feet wide, is centered on the property line between Lots 8 and 9, which provides access to the on-site parking on both lots (*See Attachment B: Major Site Development Plan, Site Layout & Dimension Plan*).

The garages are designed with galvalume finish corrugated metal siding applied in a horizontal orientation on all four walls, which is the same material shown on the building elevations for the apartment buildings. The garage roof slopes slightly toward the back for drainage, and is concealed from view with a parapet along the front and side walls.

Landscaping on Lots 8 and 9 is provided to meet the new residential landscaping standards for residential development. This includes new front yard landscaping requirements and parking lot landscaping standards. The site also triggers FS development standards for side and rear yard landscaping, notably for the west property line that will be a future interface with single family development. A high screen or fence is required along the west property line to meet landscape buffer requirements in the FS-RM zone where the lot is adjacent to any lot zoned as FS-RL or RL zone. Lot 8 abuts the common area Outlot C. Outlot C is primarily for stormwater treatment, but will also include a mid-block sidewalk connection to the west.

On November 1, 2017, the Planning and Zoning Commission reviewed the proposed Major Site Development Plan, and discussed the site layout, open space, access, landscaping and the building design. By a vote of 6-0, the Commission recommended approval of the Major Site Development Plan, with the condition that a 5-foot wide sidewalk be installed in the easement on Outlot C, prior to issuance of a Certificate of Occupancy for the apartment building on Lot 8 (3331 Aurora Avenue).

ALTERNATIVES:

1. The City Council can approve the Major Site Development Plan for the proposed 8-unit apartment buildings, located at 3331 and 3405 Aurora Avenue, with the following condition:
 - A. That the 5-foot wide sidewalk be installed in the easement on Outlot C, prior to issuance of a Certificate of Occupancy for the apartment building on Lot 8 (3331 Aurora Avenue).
2. The City Council can approve the Major Site Development Plan for the proposed 8-unit apartment buildings, located at 3331 and 3405 Aurora Avenue, with modifications.
3. The City Council deny the Major Site Development Plan for the proposed 8-unit apartment buildings, located at 3331 and 3405 Aurora Avenue, if it finds the project does not meet the Major site Development Plan criteria.
4. Action on this request can be postponed and referred back to City staff and/or the applicant for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

The Major Site Development Plan review is to determine conformance with development standards, and appropriate arrangement and design of the use of the site. FS-RM zoning is intended to implement the Land Use Policy Plan (LUPP) vision of landscaped suburban style development that provides for desirable apartment housing choices. The proposed development project is consistent with the Master Plan for use limitations and meets a community interest of providing for apartment types of various floor plans from one to two bedrooms that will have wide appeal. The specific criteria for the site development plan approval are discussed in greater detail in the addendum.

The building design has a modern design approach in terms of its massing and use of exterior materials and architectural features. The proposed materials are very contemporary with the metal siding, parapet, and flat roof that are not common residential appearing finishes. The two-story height of the building does assist in its compatibility with future homes to the west. The building orientation, landscaping, and parking configuration are all found to meet zoning standards and provide for an efficient and desirable site design.

Therefore, it is the City Manager's recommendation that the City Council act in accordance with Alternative #1, approving the Major Site Development Plan, as proposed.

ADDENDUM

Project Description. Hunziker Development Company, LLC is requesting approval of a Major Site Development Plan for two 8-unit apartment buildings on the properties in the Village Park Subdivision, located at 3331 Aurora Avenue (Lot 8), and 3405 Aurora Avenue (Lot 9). Lot 8 includes 20,233.29 square feet (0.46 acres). Lot 9 includes 20,154.68 square feet (0.46 acres). Both lots are zoned as “FS-RM” (Suburban Residential Medium Density), and will have a public sidewalk (5 feet wide) for the entire frontage of the lot along Aurora Avenue (*See Attachment A: Location & Zoning Map & Attachment F: Village Park Subdivision Final Plat*).

Development of the property is required to be consistent with the rezoning Master Plan agreement for the property. The Master Plan for this property, originally identified as 3535 S. 530th Avenue (Village Park Subdivision), includes FS-RM and RH (Residential High Density zoning). The Final Plat for Village Park Subdivision (*See Attachment F: Village Park Subdivision Final Plat*) includes eleven lots for development in the FS-RM zone on the west and north fringes of the subdivision, and one lot for development in the “RH” (Residential High Density) zone. The proposed development includes the third and fourth lots with site plans submitted for approval along the west side of Aurora Avenue (*See Attachment F: Village Park Subdivision & Landscape Plan*).

Density. Density limitations in the FS-RM zone require 7,000 square feet for the first two units, and 1,800 square feet for each additional unit. Lot 8 could accommodate 9 dwelling units, and Lot 9 could accommodate 9 dwelling units, provided all other site plan requirements are met. Eight (8) units are proposed for each building. The FS-RM zone allows a maximum of 12 units in each building. The proposed density of 8 units on 0.46 acres for both Lots 8 and 9 is the equivalent of 17.39 dwelling units per acre on each lot. This is within the density range (13-17 units/acre) on the approved Master Plan for Village Park Subdivision. The proposed 8-unit buildings consist of four (1-bedroom units), and four (2-bedroom units), for a total of twelve bedrooms in the each 8-unit building.

Parking/Access. The Zoning regulations require a minimum of one parking space per bedroom for units of two bedrooms, or more, and one and one half parking spaces for one-bedroom units. The minimum number of parking spaces required for each of the 8-unit buildings is 14 spaces. The developer is proposing a total of 15 parking spaces per building, including one van-accessible handicap space, 8 garage stalls, and 7 surface parking spaces. The parking spaces, and garage stalls, are served by a single access from Aurora Avenue, centered on the property line that separates Lots 8 and 9 in a 25-foot wide shared access easement (*See Attachment B: Major Site Development Plan, Site Plan Layout & Dimension Plan*).

The shared access between Lots 2 and 3, Village Park Subdivision, serves as a temporary emergency vehicle access that extends through the Wessex Apartment development adjacent to the north, and out to Oakwood Road, until such time that Cottonwood Road is extended to the west to connect with the existing Cottonwood Road in the Suncrest Subdivision.

Site Layout. The proposed site layout includes an 8-unit apartment building on Lot 8 (20,233.29 sq. ft), and Lot 9 (20,154.68 sq. ft.). Each apartment building footprint occupies 4,000 square feet of lot area. Each garage occupies another 2,160 square feet. Parking spaces, driveways, drive aisles, and sidewalks cover an additional 7,196 square feet. The three numbers added together (13,356 sq. ft.) equals the total amount of impervious surface, which covers 66% of each lot. The remaining lot area (34%) is landscaping.

In addition, the minimum requirement of 10% of the gross area of the subdivision to be devoted to common open space, for development in the FS-RL, or FS-RM zones, is accounted for in Outlots A and D, of Village Park Subdivision. Outlots A and D are located in close proximity to the proposed apartment buildings, and the other future apartment buildings to be constructed in Village Park. The Village Park Subdivision includes 19.83 acres (863,794.80 square feet). The land area included in Outlots A and D, combined, is equal to 151,038.74 square feet of land area, which is equal to 17.48% of the total land area in Village Park Subdivision (*See Attachment G: Village Park Subdivision & Landscape Plan*). Outlots A and D are located in close proximity to the proposed apartment buildings, and the other future apartment buildings to be constructed in Village Park. The outlots have been designed as stormwater detention and treatment areas and include one 10-foot wide trail extension. Review of the outlot landscape plan was separate from this project. There is no other common usable space included within the project.

Outlot C abuts the north boundary of Lot 8, and is an additional stormwater treatment area that will also include a midblock sidewalk connection to the west. Dry detention is planned for Outlot C with a storm water detention area that has a depth of approximately six feet. Installation of the sidewalk in Outlot C is recommended to be deferred until a lot south of Outlot C is developed.

Landscaping. Landscaping requirements are driven by parking lot design and front yard plantings for apartment buildings (*See the Landscaping Plan for Lots 8 and 9 on pages 20 and 21 of this report*). The proposed project's landscaping is most affected by the front yard foundation plantings which are required by the recently adopted residential landscaping standards. On Lots 8 and 9, landscaping is concentrated along the front building façade rather than distributed throughout the site. Screening for the parking area relies upon distance from the street and intervening trees to act as the buffer to the parking area behind the building. The area behind the garages, which varies in width from 11.0 feet to 12.4 feet, is planned as the location of a high screen, consisting of a tree every 50 linear feet and shrubs with a mature height of at least 6 feet, spaced 6 feet on-center. This landscaping is required to meet the landscape buffer requirements for the FS-RM zoning district.

Front yard planting requirements include a combination of shrubs, ornamental grasses, as well as overstory trees. The developer has included additional landscaping with arborvitae shrubs to meet the minimum screening requirements for the ground-mounted mechanical units. The wall mounted mechanical units are located on the rear of the building, and will not require screening to meet zoning standards.

Perimeter parking lot landscaping that includes overstory trees is required along the

portions of the driveways, parking spaces, and drive aisles to meet perimeter parking lot landscaping (See *Attachment B: Major Site Development Plan, Site Landscaping Plan – pages 20 and 21*). Staff believes the project meets the intended parking lot dispersal requirements as proposed.

A trash receptacle will be located in the rear yard, for Lots 8 and 9, next to the parking lot. Screening will consist of 1” by 6” vertical composite board to a height of six feet, including gates of the same design and materials

Circulation. Site access is from one driveway off Aurora Avenue. Aurora Avenue is a new north/south street that connects to Cottonwood Road on the north end, and extends to the south boundary of the Village Park Subdivision. Sidewalks (5-foot wide) in the right-of-way for Aurora Avenue, on both sides of the street, provide a connection to the sidewalk along Cottonwood Road, and to the shared use path (10-foot wide) that will cross through the site between University Boulevard and the southern boundary of Village Park Subdivision. The shared use path will connect to the Ames community bike trail/shared use path system, and is planned in the future to connect to the regional multi-county bike trail system south of Ames (See *Attachment F: Village Park Subdivision Final Plat & Attachment G: Village Park Subdivision & Landscape Plan*). In addition a 5-foot wide sidewalk in Outlot B, adjacent to the west boundary of Lot 5, will provide access to the Christofferson Park north of Village Park Subdivision. Outlot C, adjacent to the north property line of Lot 8 will include a sidewalk at a width of 5 feet.

Building Design. The overall footprint of each proposed apartment building is approximately 67 feet by 64 feet. Minimum building front, side and rear yard setbacks are all met by the proposed placement of the apartment buildings on each lot. The site plan shows the garage structures between 11.0 and 12.4 feet from the west property line, approximately 10 feet from the north property line of Lot 8, and the south property line of Lot 9, and five feet from the property line that separates the two lots, which meets the minimum required setback of three feet for accessory structures (See *Attachment B: Major Site Development Plan – Site Layout & Dimension Plan*). The proposed 8-unit buildings have an orientation toward Aurora Avenue. The ground level units’ access is from the east façade for both lots. The upper floor units are access from the south for the building on Lot 8, and from the north on Lot 9. This building orientation is consistent with the orientation of the 8-unit buildings on Lots 6 and 7, as well as other apartment building approvals in Village Park that include windows and doors on facades along the streets.

The 8-unit buildings are consistent with the maximum building size of 12 units, allowed in the FS-RM zoning district. Each building is two stories in height. Four stories, or 50 feet, whichever is lower, is the maximum building height permitted for multiple-family dwellings in the FS-RM zone. The apartment building design incorporates a flat roof design with a parapet. The proposed contemporary look is a departure from other designs approaches seen in this area; however, staff supports diversity in architectural design overall.

Three primary exterior materials are proposed for the building. The majority of the first and second levels are to be surfaced with a vertical flush seam metal panel and galvalume finished corrugated siding in both a vertical and horizontal orientation. The

metal panels and the galvalume corrugated siding will extend above the roof line to form the parapet on the east building elevation. Each building façade includes brick accents as the third exterior building material.

The two 8-stall garage buildings are designed with galvalume finish corrugated metal siding applied in a horizontal orientation, which is the same material shown on the building elevations for the apartment buildings. The garage roof slopes slightly toward the back for drainage, and will be concealed by a parapet. Metal trim will be used along the edges of the garage walls, and around each garage door (See Attachment D: Building Elevations & Attachment E: Garage Elevations and Plan).

Major Site Development Plan Criteria. Additional criteria and standards for review of all Major Site Development Plans are found in Ames *Municipal Code* Section 29.1502(4)(d) and include the following requirements.

When acting upon an application for a Major Site Development Plan approval, the Planning and Zoning Commission and the City Council shall rely upon generally accepted site planning criteria and design standards. These criteria and standards are necessary to fulfill the intent of the Zoning Ordinance, the Land Use Policy Plan, and are the minimum necessary to safeguard the public health, safety, aesthetics, and general welfare.

1. The design of the proposed development shall make adequate provisions for surface and subsurface drainage to limit the rate of increased runoff of surface water to adjacent and downstream property.

The Public Works Department has reviewed the storm water management plan and finds that the proposed development has met the required storm water quantity and quality measures by use of the proposed regional detention facilities on the southeast and northeast areas of the site.

2. The design of the proposed development shall make adequate provision for connection to water, sanitary sewer, electrical, and other utility lines within the capacity limits of those utility lines.

The existing utilities were reviewed and found adequate to support the anticipated load of 8 dwelling units on Lots 8 and 9, comprising 12 bedrooms in each apartment building, consistent with the prior determination at the time of rezoning and subdivision approval.

3. The design of the proposed development shall make adequate provision for fire protection through building placement, acceptable location of flammable materials, and other measures to ensure fire safety.

The fire inspector has reviewed access and fire truck circulation, sprinkler, and hydrant requirements and found that the requirements of the Fire Department are met.

4. The design of the proposed development shall not increase the danger of erosion, flooding, landslide, or other endangerment to adjoining and surrounding property.

It is not anticipated that this proposed development will be a danger due to its site location and proximity to other uses.

5. *Natural topographic and landscape features of the site shall be incorporated into the development design.*

The site is currently devoid of any significant vegetation. Minimal grading will occur for the construction of the buildings. The site is relatively flat and grading will occur mostly to direct storm water where required.

6. *The design of the interior vehicle and pedestrian circulation shall provide for convenient flow of vehicles and movement of pedestrians and shall prevent hazards to adjacent streets or property.*

Access to Lots 8 and 9 from Aurora Avenue is through one planned access easement which follows the property line that separates the two lots. Vehicular and pedestrian access is accommodated between the subject property, and other properties (buildings) within the Village Park subdivision. The on-site sidewalks, sidewalks in the public street right-of-ways, and shared use paths provide pathways throughout the site, and to external connections to allow for circulation throughout the community, and eventually within the Central Iowa region.

7. *The design of outdoor parking areas, storage yards, trash and dumpster areas, and other exterior features shall be adequately landscaped or screened to minimize potential nuisance and impairment to the use of adjoining property.*

The general development standards of the zoning ordinance have been met for the screening of parking areas. Gates are needed on the trash enclosure to comply with the zoning ordinance standards for screening garbage collection areas. The apartment building on each lot provides a high degree of separation and screening of the parking and garages in the rear yard from adjoining views, and as viewed from Aurora Avenue and Cottonwood Road.

8. *The proposed development shall limit entrances and exits upon adjacent streets in order to prevent congestion on adjacent and surrounding streets and in order to provide for safe and orderly vehicle movement.*

A shared access is follows the property line separating the two lots, to minimize the number of curb cuts onto Aurora Avenue.

9. *Exterior lighting shall relate to the scale and location of the development in order to maintain adequate security, while preventing a nuisance or hardship to adjacent property or streets.*

The proposed exterior lighting is consistent with the Outdoor Lighting standards, found in Sec 29.411 of the *Municipal Code*.

10. The proposed development shall ensure that dust and other forms of air pollution, noise disturbances, odor, glare, and other nuisances will be limited to acceptable levels as prescribed in other applicable State and City regulations.

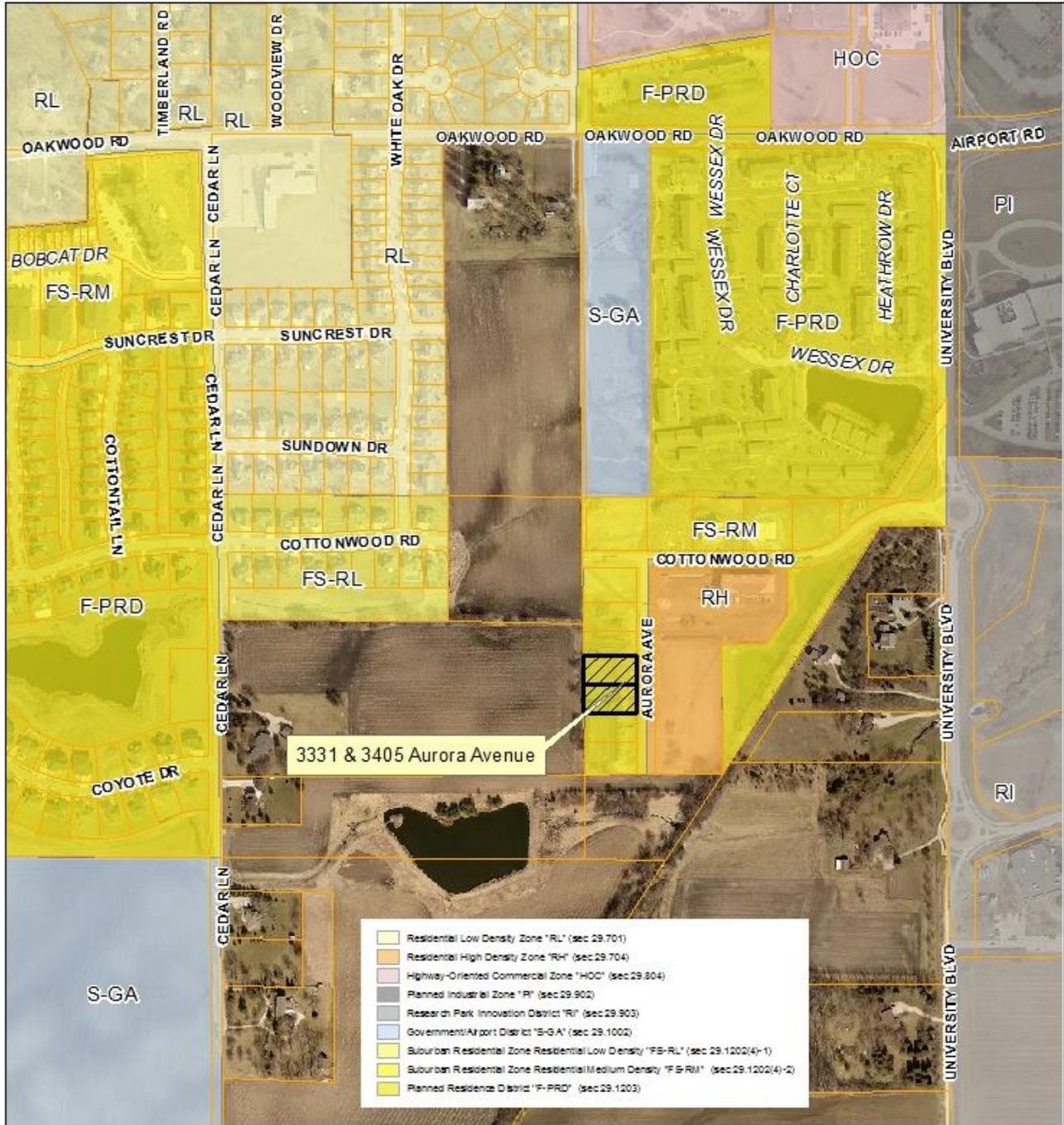
The proposed residential uses are not expected to exceed the level of nuisances, typical of this type of development, beyond acceptable levels, as prescribed in other applicable State and City regulations.

11. Site coverage, building scale, setbacks, and open spaces shall be in proportion with the development property and with existing and planned development and structures, in adjacent and surrounding property.

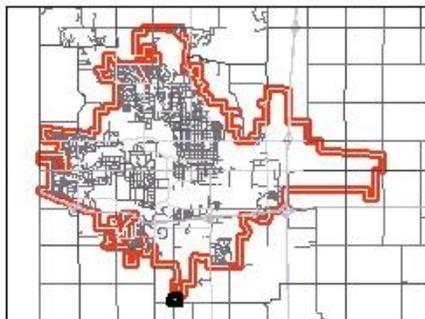
The scale of the proposed apartment buildings, in relation to the lot sizes, is appropriate, given minimum building setback requirements, landscaping requirements, and areas of the site planned for parking. The architectural design incorporates various planes to the building and use of exterior materials to create visual interest and address the scale and aesthetics of the building. The developer has proposed 8 units for each apartment building, which is less than the maximum number of units (12) allowed in a multiple family structure within the FS-RM zoning district. The density of development is well within the approximate densities found on the approved Master Plan for this subdivision. Open areas and landscaped areas meet the quantitative standards of the zoning ordinance and allow for informal activities by the future residents of this subdivision. The Commission must decide whether the scale of the 8-unit buildings is in proportion to the future construction of single-family detached dwellings on the adjacent property to the west.

The Development Review Committee has reviewed the Major Site Development Plan and found that it complies with all other requirements of the Ames Municipal Code.

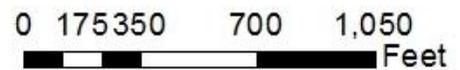
Attachment A: Location & Zoning Map



- Residential Low Density Zone "RL" (sec 29.701)
- Residential High Density Zone "RH" (sec 29.704)
- Highway-Oriented Commercial Zone "HOC" (sec 29.804)
- Planned Industrial Zone "PI" (sec 29.902)
- Research Park Innovation District "RI" (sec 29.903)
- Government/Airport District "S-GA" (sec 29.1002)
- Suburban Residential Zone Residential Low Density "FS-RL" (sec 29.1202(4)-1)
- Suburban Residential Zone Residential Medium Density "FS-RM" (sec 29.1202(4)-2)
- Planned Residence District "F-PRD" (sec 29.1203)

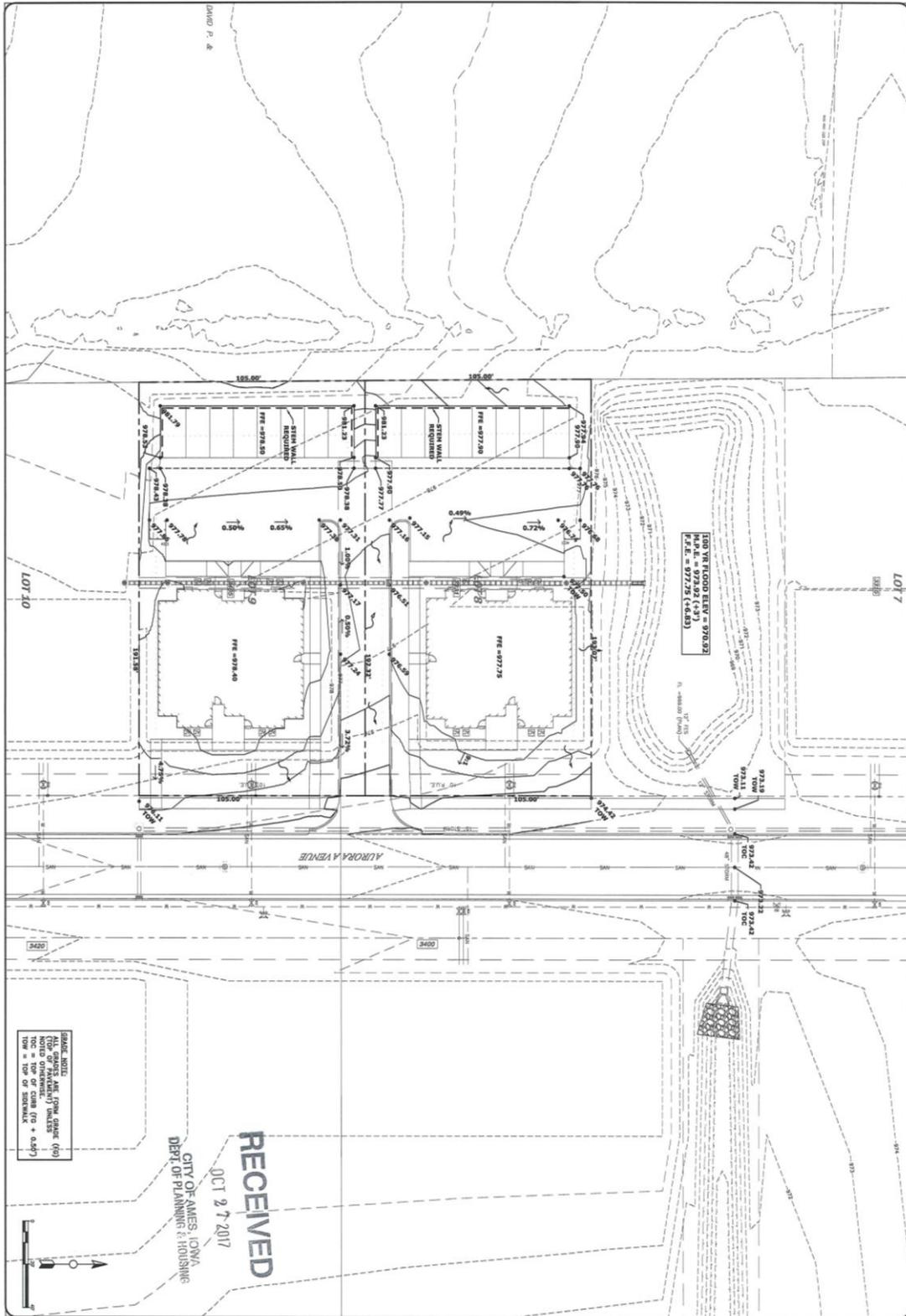


Location & Zoning Map 3331 & 3405 Aurora Avenue



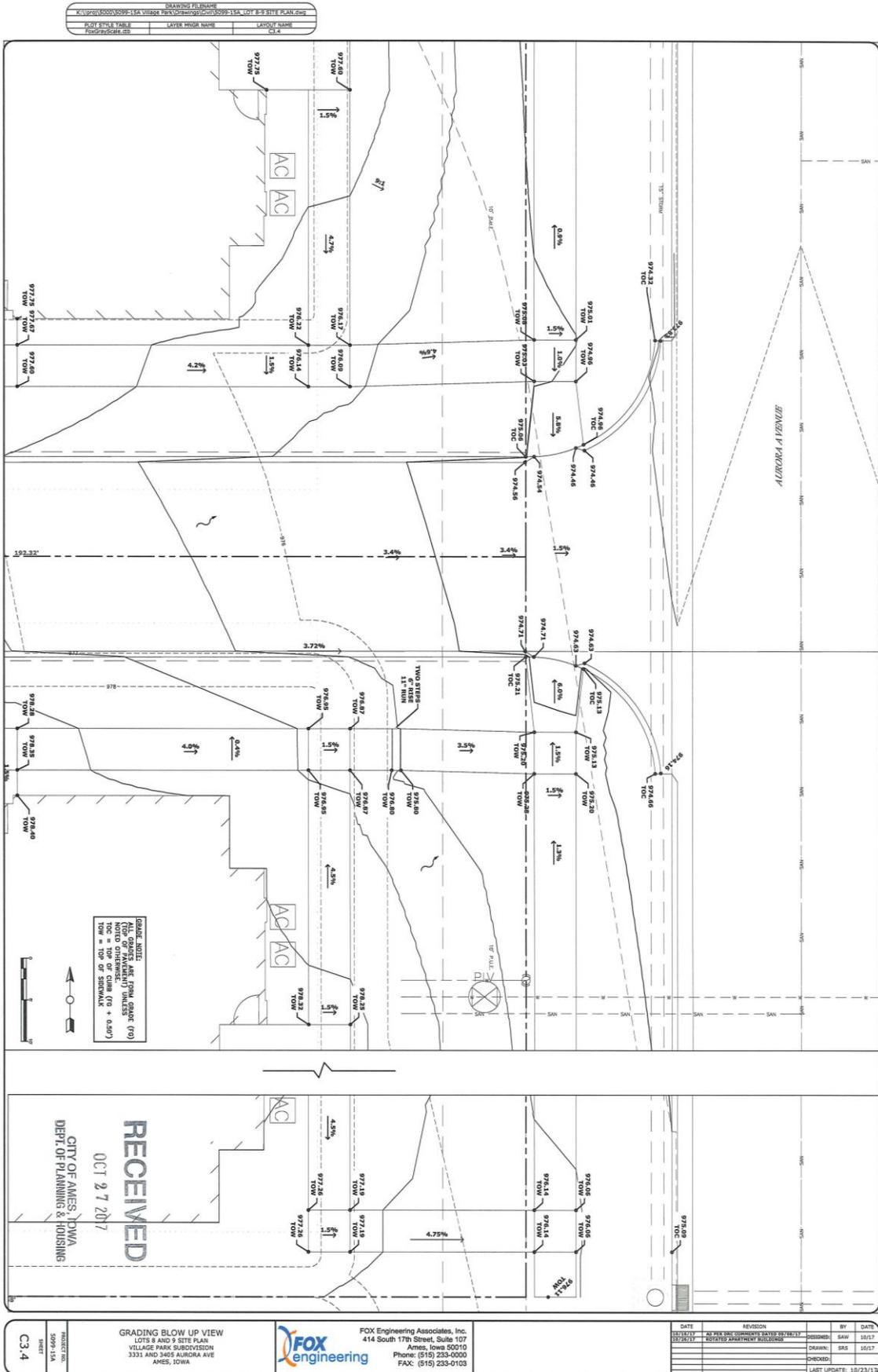
Attachment B: Major Site Development Plan (Site Grading Plan)

DRAWING FILENAME		
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DATE	BY	REVISION
10/27/17	SKS	100%



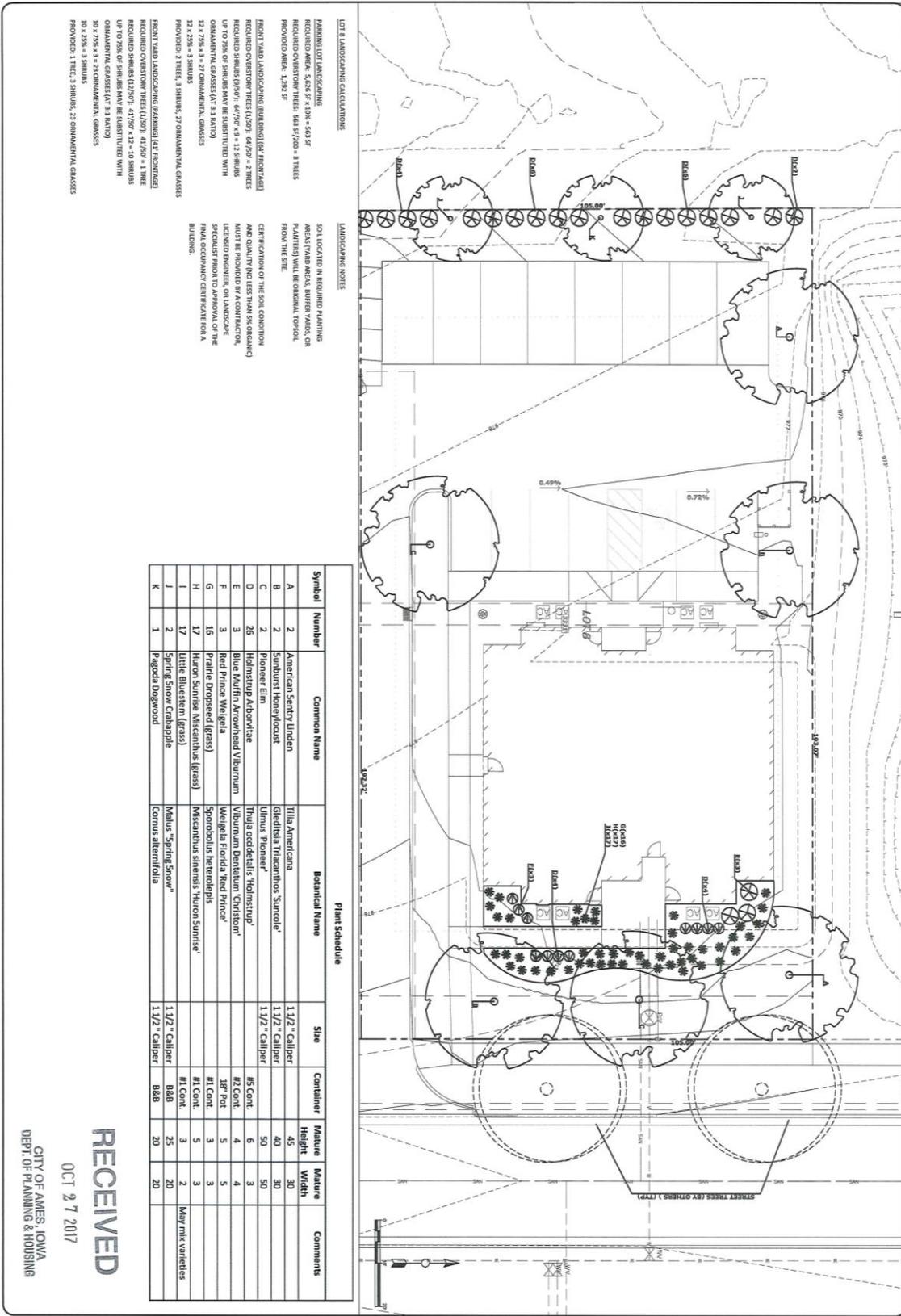
PROJECT NO. 15099 LSA	SITE GRADING PLAN LOTS 8 AND 9 SITE PLAN VILLAGE PARK SUBDIVISION 3331 AND 3425 AURORA AVE AMES, IOWA		FOX Engineering Associates, Inc. 414 South 17th Street, Suite 107 Ames, Iowa 50010 Phone: (515) 233-0000 FAX: (515) 233-0103		DATE 10/27/17	REVISION BY PER MHC CONSTRUCTION DATE 10/27/17 REGISTERED ARCHITECT BOULEVARD	BY SKS	DATE 10/27			
			<table border="1"> <tr> <td>DESIGNED</td> <td>SKS</td> <td>10/27</td> </tr> <tr> <td>CHECKED</td> <td>SKS</td> <td>10/27</td> </tr> <tr> <td>LAST UPDATE</td> <td>10/23/17</td> <td></td> </tr> </table>	DESIGNED	SKS	10/27	CHECKED	SKS	10/27	LAST UPDATE	10/23/17
DESIGNED	SKS	10/27									
CHECKED	SKS	10/27									
LAST UPDATE	10/23/17										

Attachment B: Major Site Development Plan (Grading Blow Up View - #3)



Attachment B: Major Site Development Plan (Site Landscaping Plan – Lot 8)

DRAWING FILE NAME	
C:\PROJECTS\2009\5999-154 VILLAGE PARK SUBDIVISION\5999-154 LOT 8 SITE PLAN.dwg	
DATE PLOTTED	LAYER USED NAME
10/15/17	PL



LOT 8 LANDSCAPING CALCULATIONS

PARKING LOT LANDSCAPING
 REQUIRED AREA: 5,628 SF ± 50% = 8,442 SF
 REQUIRED OVERSTORY TREES: 168 SF/200 = 3 TREES
 PROVIDED AREA: 1,298 SF

FRONT YARD LANDSCAPING (BUILDINGS) (SEE NOTES PAGE)
 REQUIRED OVERSTORY TREES (1/200) = 2 TREES
 PROVIDED: 2 TREES
 REQUIRED OVERSTORY SHRUBS (1/200) = 2 SHRUBS
 PROVIDED: 2 SHRUBS
 UP TO 75% OF SHRUBS MAY BE SUBSTITUTED WITH
 ORNAMENTAL GRASSES (AT 1:1 RATIO)
 12' x 25% = 3 = 27 ORNAMENTAL GRASSES
 PROVIDED: 2 TREES, 3 SHRUBS, 27 ORNAMENTAL GRASSES

FRONT YARD LANDSCAPING (DRIVING) (SEE NOTES PAGE)
 REQUIRED OVERSTORY TREES (1/200) = 1 TREE
 PROVIDED: 1 TREE
 UP TO 75% OF SHRUBS MAY BE SUBSTITUTED WITH
 ORNAMENTAL GRASSES (AT 1:1 RATIO)
 10' x 25% = 2.5 = 2 ORNAMENTAL GRASSES
 PROVIDED: 1 TREE, 3 SHRUBS, 23 ORNAMENTAL GRASSES

LANDSCAPING NOTES

SOIL LOCATED IN REQUIRED PLANTING AREAS (YARD AREA, BUFFER YARDS, OR PLANTERS) WILL BE ORIGINAL TOPSOIL FROM THE SITE.

CERTIFICATION OF THE SOIL CONDITION AND THE METHOD OF SOIL CORRECTION MUST BE PROVIDED BY A LICENSED PROFESSIONAL ENGINEER OR LANDSCAPE ARCHITECT PRIOR TO APPROVAL OF THE FINAL OCCUPANCY PERMIT FOR A BUILDING.

Symbol	Number	Common Name	Botanical Name	Size	Container	Mature Height	Mature Width	Comments
A	2	American Sycamore Linden	Tilia Americana	11/2" Caliper	45	30		
B	2	Sunburst Honeysuckle	Lonicera Tricardata 'Sunrod'	11/2" Caliper	40	30		
C	2	Prunella Elm	Ulmus 'Prunella'	11/2" Caliper	50	50		
D	26	Holmstrup Arborvitae	Thuja occidentalis 'Holmstrup'	11/2" Caliper	6	3		
E	3	Blue Spindle Arborvitae	Thuja occidentalis 'Spiral Blue'	11/2" Caliper	4	4		
F	3	Red Prince Weigela	Weigela Florida 'Red Prince'	11/2" Caliper	5	3		
G	16	Prairie Dropseed (Grass)	Sporobolus heterostachys	11/2" Caliper	3	3		
H	17	Huron Sunrise Miscanthus (Grass)	Miscanthus sinensis 'Huron Sunrise'	11/2" Caliper	3	2		
I	2	Little Bluestem (Grass)	Miscanthus sinensis	11/2" Caliper	3	2		
J	2	Spring Snow Crabapple	Malus 'Spring Snow'	11/2" Caliper	25	20		May mix varieties
K	1	Ragdoll Dogwood	Cornus alternifolia	11/2" Caliper	20	20		

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PROJECT NO. 5999-154 SHEET C5.1	LOT 8 LANDSCAPING PLAN LOTS 8 AND 9 SITE PLAN VILLAGE PARK SUBDIVISION 331 AND 345 AURORA AVE AMES, IOWA	FOX Engineering Associates, Inc. 414 South 17th Street, Suite 107 Ames, Iowa 50010 Phone: (515) 233-0100 FAX: (515) 233-0103	DATE	REVISION	BY	DATE
			10/15/17	AS PER THE COMMENTS BY 10/15/17	DESIGNED	SAW
				DRAWN	SRS	10/17
				CHECKED		
				LAST UPDATE:		10/23/17

Attachment B: Major Site Development Plan (Site Landscaping Plan – Lot 9)

DRAWING FILE NAME K:\1170515000\5099-15A Village Park\Subdivision\1170515000-15A LOT 9-S SITE PLAN.dwg		
LOT SITE TABLE	LAYER NAME	LAYER VALUE
Plan	Scale	C5.2

LOT 9 LANDSCAPING CALCULATIONS:

PARKING LOT LANDSCAPING:
 REQUIRED AREA: 5,588 SF @ 10% = 559 SF
 REQUIRED OVERSTORY TREES: 559 SF / 200 = 3 TREES
 PROVIDED AREA: 1,558 SF

FRONT YARD LANDSCAPING (BUILDINGS) (SCHEDULED):
 REQUIRED OVERSTORY TREES: 4,479 SF @ 10% = 448 TREES
 REQUIRED 2ND STORY TREES: 4,479 SF @ 12.5% = 358 TREES
 UP TO 75% OF SHRUBS MAY BE SUBSTITUTED WITH
 ORNAMENTAL GRASSES (AT 1:1 RATIO)
 12' x 25% = 3 x 27 ORNAMENTAL GRASSES
 12' x 25% = 3 SHRUBS

PROVIDED: 2 TREES, 3 SHRUBS, 27 ORNAMENTAL GRASSES

FRONT YARD LANDSCAPING (PARKING) (SCHEDULED):
 REQUIRED OVERSTORY TREES (0.50%): 41,797 SF @ 10% = 4,179 TREES
 REQUIRED SHRUBS (12.50%): 41,797 SF @ 12.5% = 334,380 SHRUBS
 UP TO 75% OF SHRUBS MAY BE SUBSTITUTED WITH
 ORNAMENTAL GRASSES (AT 1:1 RATIO)
 10' x 25% = 4 x 23 ORNAMENTAL GRASSES
 10' x 25% = 4 SHRUBS

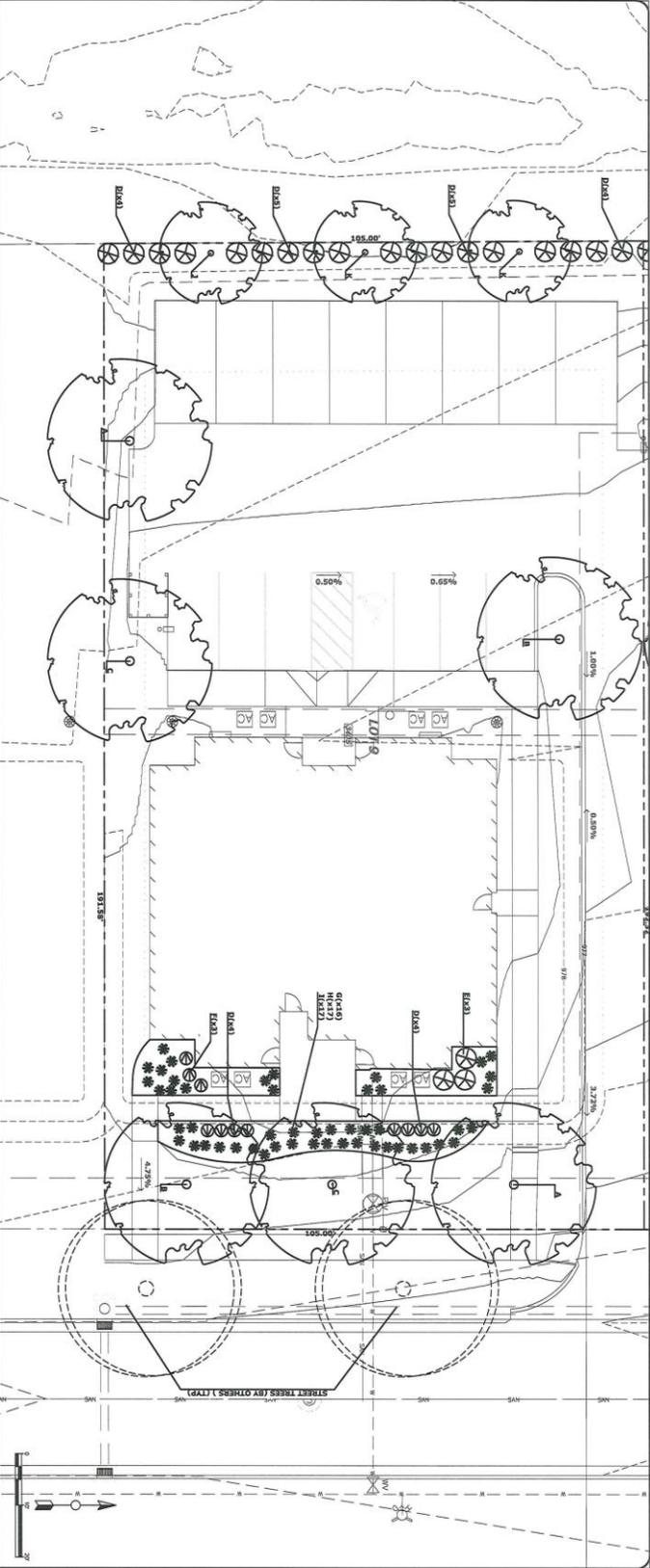
PROVIDED: 1 TREE, 3 SHRUBS, 23 ORNAMENTAL GRASSES

LANDSCAPING NOTES:

SOIL LOCATED IN REQUIRED PLANTING AREAS (YARD AREAS, BUFFER ZONES, ON PLANTERS) WILL BE ORIGINAL TOPSOIL FROM THE SITE.

CERTIFICATION OF THE SOIL CONDITION AND QUALITY (NO LESS THAN 5% ORGANIC MATTER) MUST BE PROVIDED BY A CONTRACTOR LICENSED IN IOWA, OR LANDSCAPE SPECIALIST PRIOR TO APPROVAL OF THE FINAL OCCUPANCY CERTIFICATE FOR A BUILDING.

Symbol	Number	Common Name	Botanical Name	Size	Container	Mature Height	Mature Width	Comments
A	2	American Shanty Linden	Tilia Americana	11/2" Caliper		45	30	
B	2	Sunburst Honeylocust	Gleditsia Trianthus 'Suncoi'	11/2" Caliper		40	30	
C	2	Pioneer Elm	Ulmus 'Pioneer'	11/2" Caliper		50	50	
D	26	Heisterkamp Arborvitae	Thuja occidentalis 'Heisterkamp'		18" Cont.	6	4	
E	3	Blue Muffin Aristonhead Viburnum	Viburnum Dentatum 'Chistom'		18" Pot.	5	5	
F	3	Red Prince Weigela	Weigela Florida Red Prince		18" Cont.	3	3	
G	16	Prairie Dropseed (grass)	Sporobolus heterotriopsis		18" Cont.	3	3	
H	17	Huron Sunrise Miscanthus (grass)	Miscanthus sinensis 'Huron Sunrise'		18" Cont.	3	3	
I	1	Little Bluestem (grass)	Miscanthus sinensis 'Huron Sunrise'		18" Cont.	3	3	Mix varieties
J	1	Spring Snow Crabapple	Malus 'Spring Snow'	11/2" Caliper	888	25	20	
K	2	Pagoda Dogwood	Cornus alternifolia	11/2" Caliper	888	20	20	



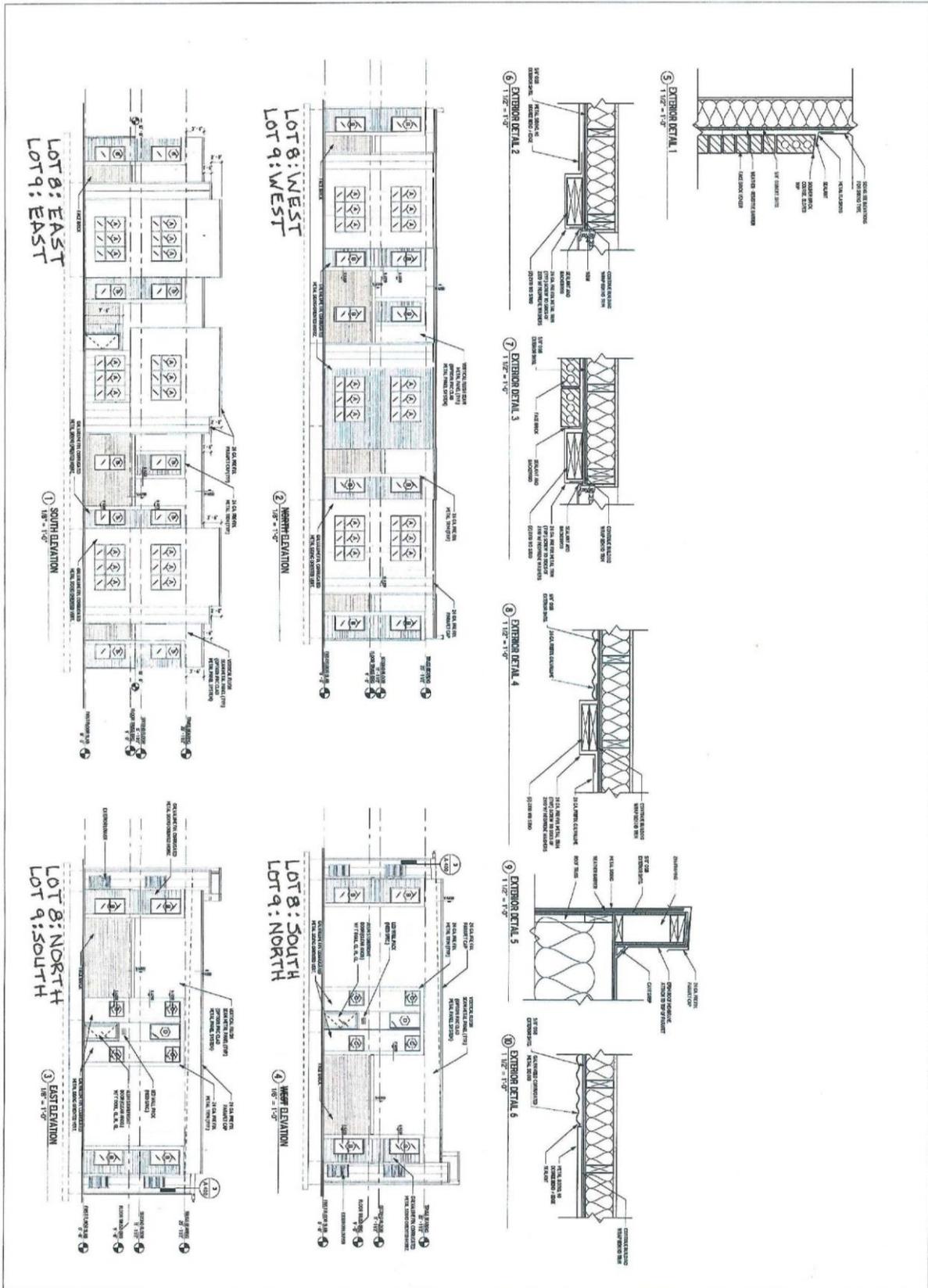
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 OCT 27 2017
 1170515000

LOT 9 LANDSCAPING PLAN
 LOTS 8 AND 9 SITE PLAN
 VILLAGE PARK SUBDIVISION
 3331 AND 3405 AURORA AVE
 AMES, IOWA

FOX engineering
 FOX Engineering Associates, Inc.
 414 South 17th Street, Suite 107
 Ames, Iowa 50010
 Phone: (515) 233-0000
 FAX: (515) 233-0103

DATE	REVISION	BY	DATE
11/17/17	AS PER FOX ENGINEERING COVER SHEET 10/25/17	DESIGNED: SAW	10/17
11/22/17	REVISED DRAWING PER BUILDING	DRAWN: SRS	10/17
		CHECKED:	
		LAST UPDATE:	10/22/17

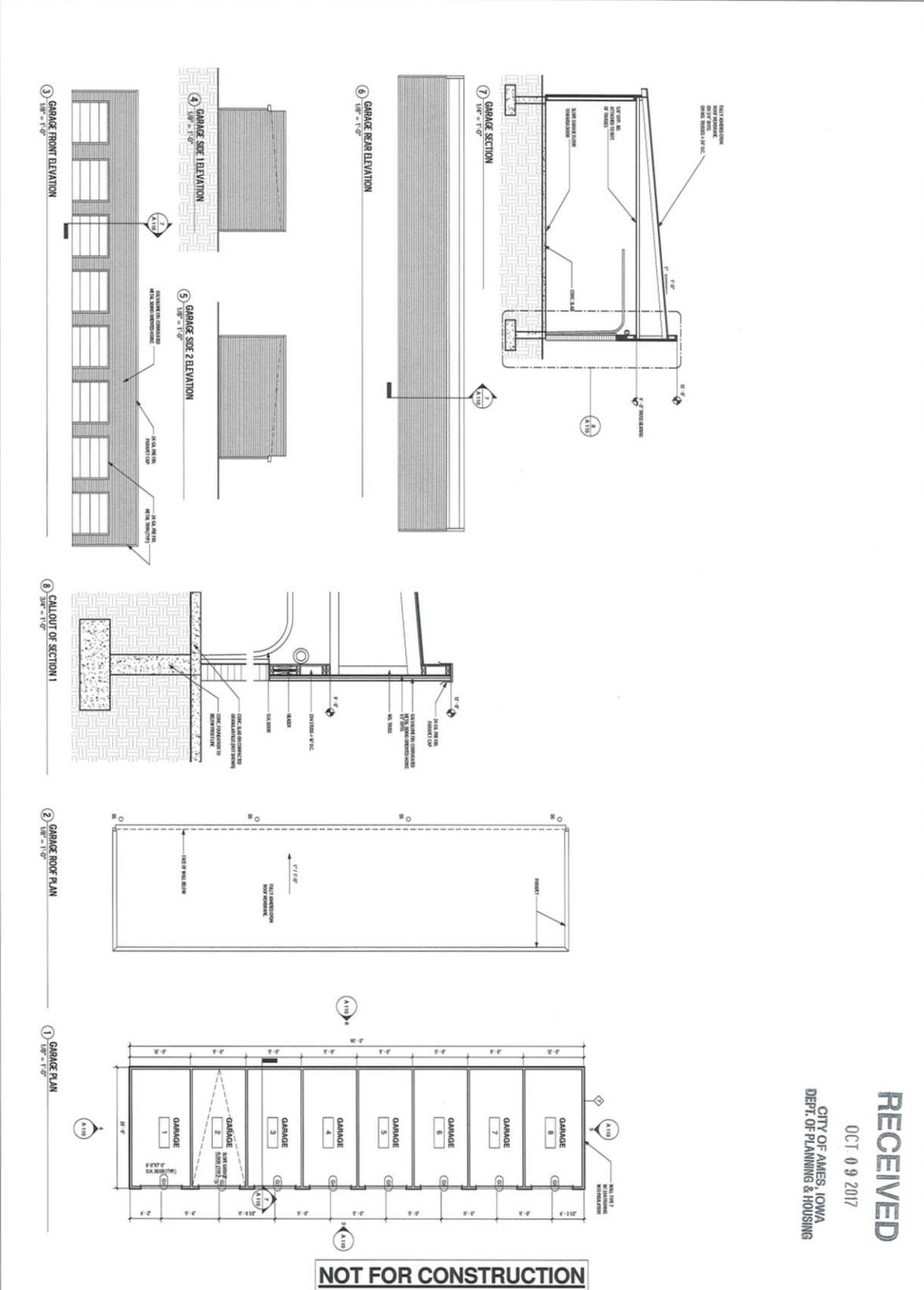
Attachment D: Building Elevations



PROJECT NO. 200-1 DATE 04-18-2017 COMPILED BY	No. Description Date	Project: HUNZIKER APARTMENTS - 12 PLEX	<small>THE DESIGN PROFESSIONAL, OWNER AND ALL RESPONSIBILITY AND LIABILITY FOR THE DESIGN AND CONSTRUCTION OF THE PROJECT SHALL BE THE SOLE RESPONSIBILITY OF THE DESIGN PROFESSIONAL. THE DESIGN PROFESSIONAL SHALL NOT BE RESPONSIBLE FOR THE DESIGN OR CONSTRUCTION OF ANY STRUCTURE OR SYSTEM NOT SHOWN ON THESE DRAWINGS. THE DESIGN PROFESSIONAL SHALL NOT BE RESPONSIBLE FOR THE DESIGN OR CONSTRUCTION OF ANY STRUCTURE OR SYSTEM NOT SHOWN ON THESE DRAWINGS.</small>	S&B&A <small>1401 E. 1st Ave., Suite 201 Denver, CO 80202 Phone: 303.733.8827 Fax: 303.733.8828 Email: info@sandb.com</small>

Attachment E: Garage Elevations & Plan View

S:\Design 16\16018 HUNZIKER APARTMENTS\03_drawings\REVIT & PLEX\HUNZIKER APTS & PLEX.rvt



NOT FOR CONSTRUCTION

Project: HUNZIKER APARTMENTS - 8 PLEX

THE DESIGN PROFESSIONAL MAKES NO WARRANTY OR ASSUMES RESPONSIBILITY AND LIABILITY FOR ANY AND ALL ERRORS, OMISSIONS, INADEQUACIES, INCONSISTENCIES, CONFLICTS, OR OTHER DEFICIENCIES IN THESE PLANS, SPECIFICATIONS, AND THE DESIGN INTENT THEREOF. THE DESIGN PROFESSIONAL SHALL NOT BE RESPONSIBLE FOR ANY AND ALL ERRORS, OMISSIONS, INADEQUACIES, INCONSISTENCIES, CONFLICTS, OR OTHER DEFICIENCIES IN THESE PLANS, SPECIFICATIONS, AND THE DESIGN INTENT THEREOF. THE DESIGN PROFESSIONAL SHALL NOT BE RESPONSIBLE FOR ANY AND ALL ERRORS, OMISSIONS, INADEQUACIES, INCONSISTENCIES, CONFLICTS, OR OTHER DEFICIENCIES IN THESE PLANS, SPECIFICATIONS, AND THE DESIGN INTENT THEREOF.

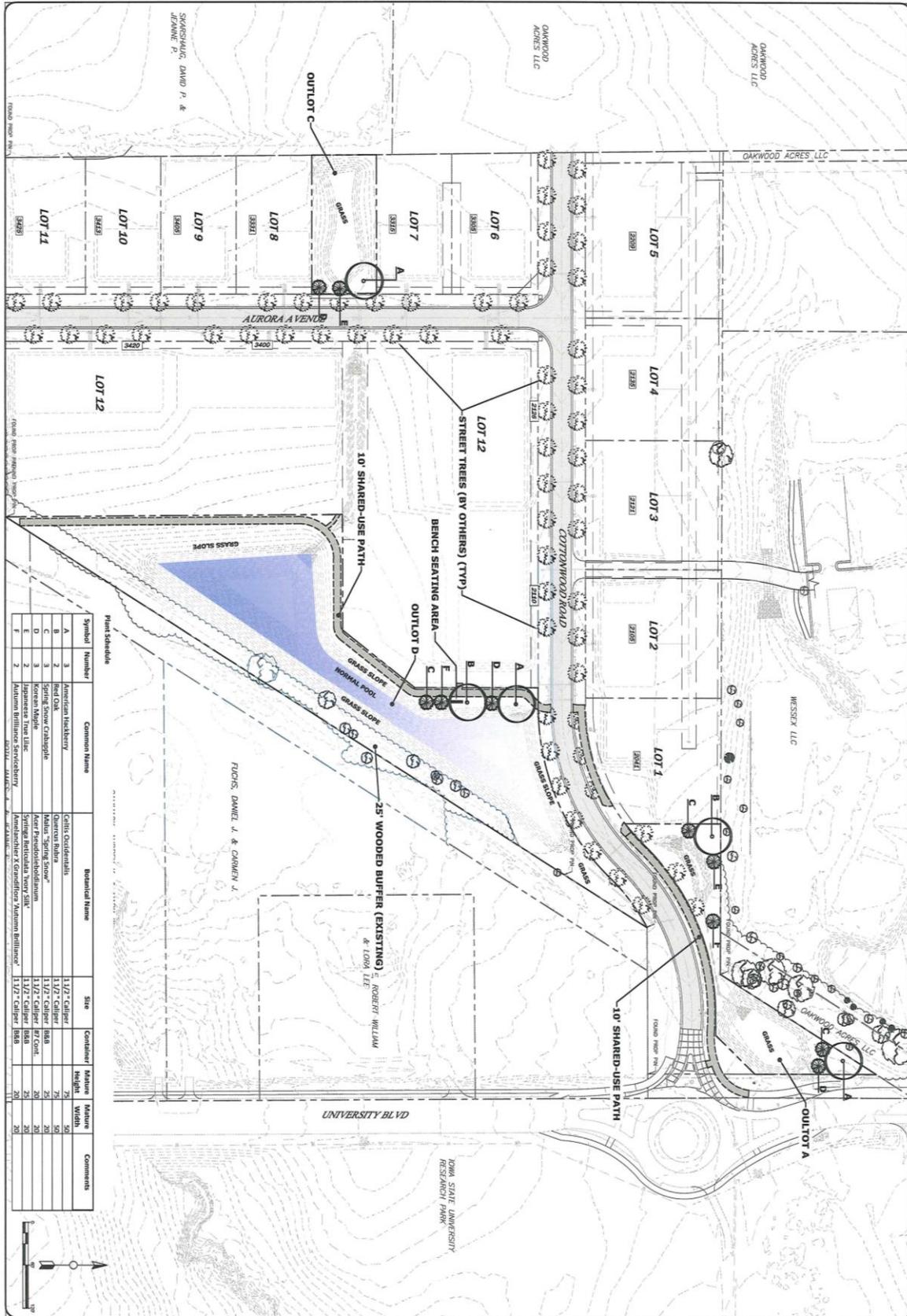
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 OCT 09 2017
 CITY OF AMES, IOWA
 DEPT. OF PLANNING & HOUSING



Rev.	Description	Date

Project: HUNZIKER APARTMENTS - 8 PLEX
 Date: 08-18-2017
 Drawing: GARAGE PLANS
 Sheet: A 110

Attachment G: Village Park Subdivision and Landscape Plan



PROJECT NO. 5099-154	LANDSCAPING PLAN VILLAGE PARK OUTLOTS A, C & D VILLAGE PARK SUBDIVISION 3201 UNIVERSITY, 3223 AURORA, & 2036 COTTONWOOD AMES, IOWA		FOX Engineering Associates, Inc. 414 South 17th Street, Suite 107 Ames, Iowa 50010 Phone: (515) 233-0000 FAX: (515) 233-0103	DATE	REVISION	BY	DATE
				10/27/15	AS PER THE COMMENTS DATED 10/27/15	SKM	10/14
SHEET 1 OF 1				CHECKED:	SRS	10/14	
				DRAWN:	SRS	10/14	
				LAST UPDATE:	10/25/15		

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY FOR 23543 580TH AVENUE

BACKGROUND:

The City's subdivision regulations are found in Chapter 23 of the Ames Municipal Code. These regulations include the process for creating or modifying property boundaries and for determining if any improvements are required in conjunction with the platting of property. The regulations also describe the process for combining existing platted lots or adjusting the boundary lines of existing tracts. These regulations also apply to divisions of land in unincorporated Story County, except where the Urban Fringe Plan's 28E agreement cedes approval to the County.

A plat of survey was prepared and submitted to the Story County Recorder by the owner, LDY, LLC (Chuck Winkleblack). It was recorded by the Story County, although it should have gone through the City approval process. The land is outside the city limits of Ames, but within the Agriculture/Long Term Industrial Reserve area of the Ames Urban Fringe Plan. This designation requires plat approval by both the Ames City Council and the County.

This plat of survey created three parcels from two existing parcels (a 40-acre quarter-quarter section and a remnant from another quarter-quarter section). These parcels are immediately south of and abutting the recently annexed East Industrial Area. A location map is found in Attachment A.

The plat of survey created Parcels A, B, and C. Parcel A is the entire NW ¼ of the SE ¼ of Section 8-83-23. Parcels B and C were split from a parcel that comprised most of the NE ¼ of the SE ¼ of that section.

This creation of three new parcels from two tracts would have triggered the subdivision requirements of the Ames Subdivision Regulations. However, since it is outside the city limits and not "ripe" for annexation, standard procedure would have led the owner to seek a waiver of the subdivision requirements for installation of city infrastructure in exchange for covenants to seek annexation at the time the city requests, to agree to a water territory buyout from Central Iowa Water Association, and to agree to waive opposition to future assessments for the extension of city services.

In this instance, staff is requesting only that the owner sign the covenant to seek annexation at some future date. Since this area is intended only for the **long-term** industrial needs of the City, the City can seek the buyout of water rights and can extend city infrastructure through development agreements at a future date.

Approval of the resolution authorizing the plat of survey will clear any potential title issues regarding the legality of the plat of survey. Accepting the covenant for annexation will allow the City to seek the annexation of these three parcels when it best serves the interests of the City.

It should also be noted that if this plat of survey is approved, the owner will likely seek a minor boundary line adjustment with a smaller parcel to the east. This will appear on a future agenda.

ALTERNATIVES:

1. The City Council can waive the requirement for a subdivision and approve the resolution recognizing the plat of survey.

This option recognizes the already recorded plat of survey and accepts the covenant for annexation at some future time.

2. The City Council can deny the waiver for a subdivision and require the owner to seek approval of a subdivision plat. The owner would still need a waiver of the infrastructure standards as this lies outside the Ames city limits.

This option would require the owner to apply for a subdivision plat. He would likely seek a waiver of the infrastructure standards in return for the covenant to seek annexation when the city requests it. The outcome would be the same as Alternative 1 but would require more time, expense, and paperwork from the owner.

3. The City Council can refer this back to staff and/or the owner for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

This is a unique situation where the County recorded a plat of survey that was not accompanied by the Ames resolution of approval. If normal procedure were followed, staff would have likely required a subdivision plat for, at least, Parcels B and C. Staff would also have required the covenant for annexation. However, staff sees no value in requiring a subdivision plat to be prepared in lieu of the already-recorded plat of survey.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby waiving the subdivision requirements and adopting the resolution approving the recorded plat of survey.

**ADDENDUM
PLAT OF SURVEY FOR 23543 580TH AVENUE**

Application for a 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)
- Other.

The site is located at: 23543 580th Avenue and two adjacent, unaddressed parcels

Owner: LDY, LLC

Parcel ID: 10-08-400-100, 10-08-400-210, and 10-08-400-230

New Legal Descriptions: Parcels A, B, and C the North ½ SE ¼ of Section 8, Township 83, Range 23 West of the 5th P.M., Story County, Iowa.

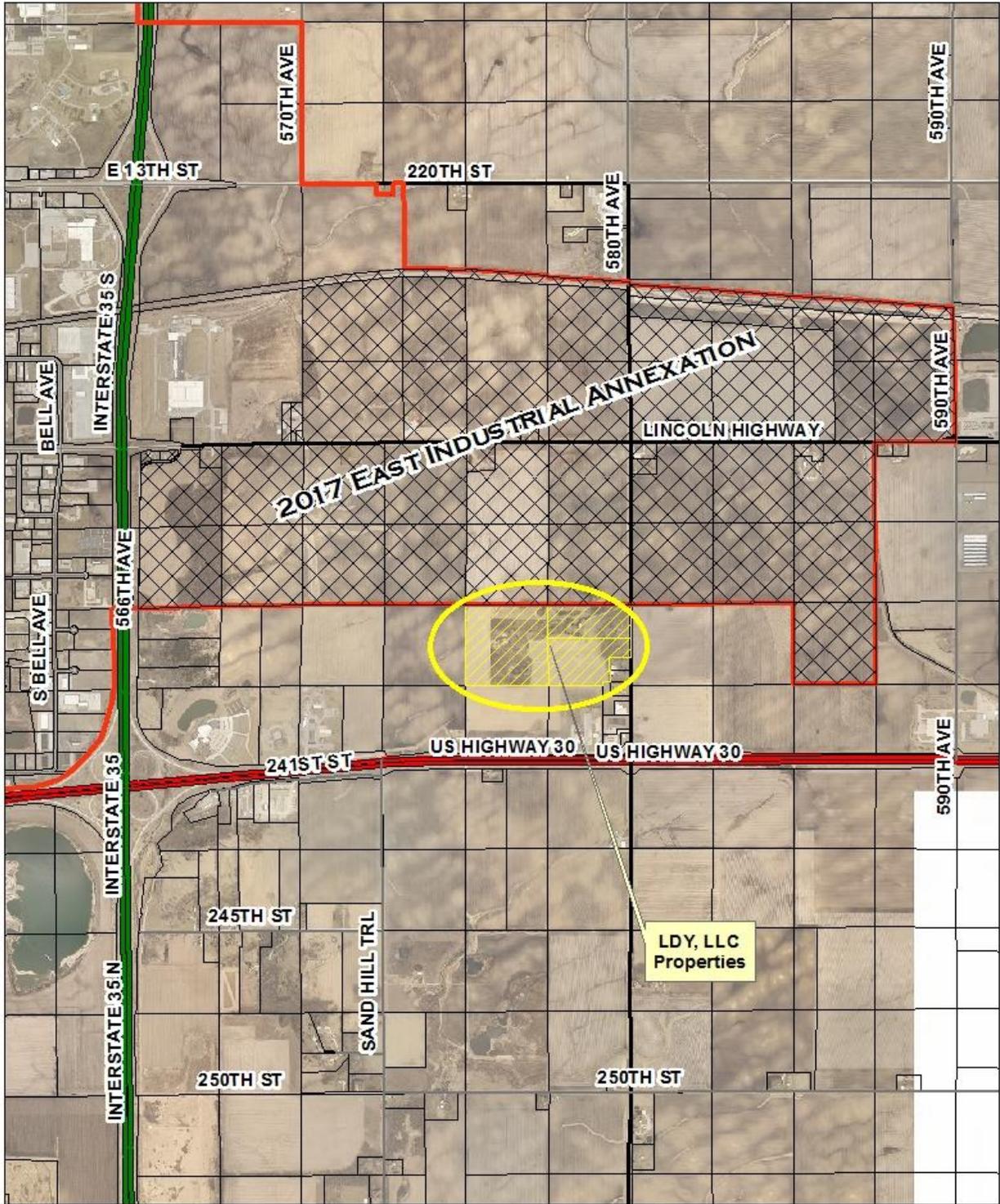
Public Improvements:

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, if subdivision requirements are waived by the City Council.

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.

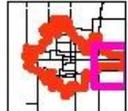
ATTACHMENT A: LOCATION MAP



0 2,000 4,000
Feet

Legend

 Ames City Limits



ATTACHMENT B: PLAT OF SURVEY [NORTH TO THE RIGHT]

SURVEY DESCRIPTION: PART OF THE N 1/2, SE 1/4, OF SECTION 8, TOWNSHIP 83, RANGE 23 WEST OF THE 5TH P.M., STORY COUNTY, IOWA.

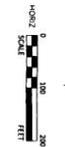
PROPRIETOR: LDY LLC, 105 S 16TH STREET, AMES, IOWA
REQUESTED BY: CHUCK WINKLEBLACK
SURVEYOR: EUGENE DREYER, PLS #17535 BOLTON & MENK, INC. 2730 FORD STREET AMES, IOWA 50010 515-233-6100

Instrument #: 2017-07631
07/28/2017 01:37:05 PM Total Pages: 1
SURVEY AND PLATS
Recording Fee: \$ 7.00
 Stacie Herridge, Recorder, Story County Iowa

SLIDE 578 PAGE 6

- LEGEND**
- FOUND 1/2" REBAR WITH YELLOW PLASTIC CAP #17535 (UNLESS OTHERWISE NOTED)
 - ▲ FOUND SECTION CORNER
 - SET 1/2" REBAR WITH YELLOW PLASTIC CAP #17535
 - SET SECTION CORNER AS NOTED
 - △ RECORDED DIMENSION
 - FILE PUBLIC UTILITY EASEMENT

- NOTES**
1. THIS SURVEY MEETS OR EXCEEDS IOWA CODE 335.81(5)
 2. COORDINATE SYSTEM ZONE 8, U.S. SURVEY FOOT.

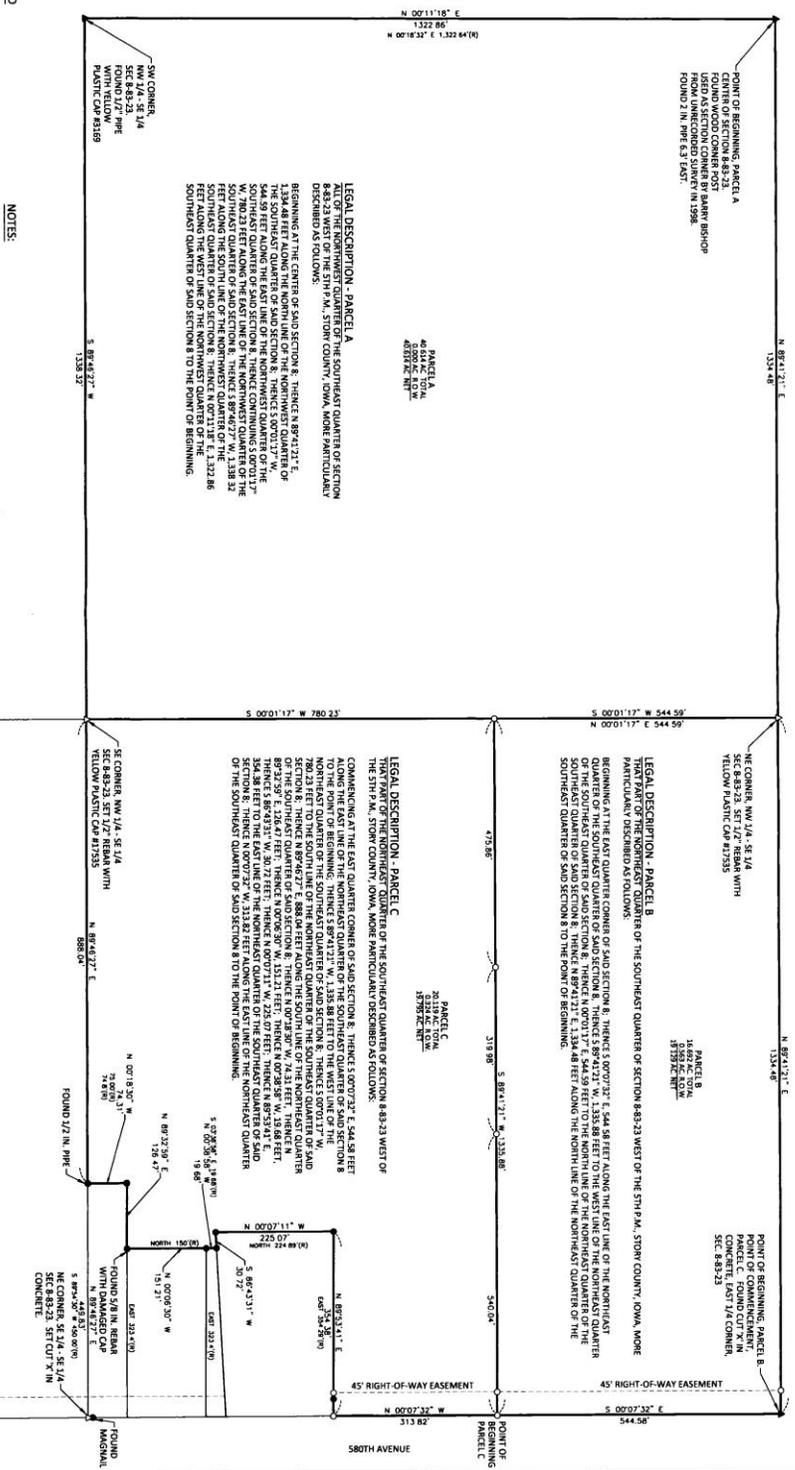


EUGENE R. DREYER
 LICENSED PROFESSIONAL ENGINEER
 STATE OF IOWA
 LICENSE NO. 21555

BOLTON & MENK
 PLAT OF SURVEY
 PARCELS A, B, AND C IN THE N 1/2 - SE 1/4 SECTION 8-83-23
 STORY COUNTY, IOWA

2730 FORD ST., P.O. BOX 668
 AMES, IOWA 50010
 Phone: (515) 233-6100
 Fax: (515) 233-6100
 www.boltonandmenk.com

SHEET **1**



PLAT OF SURVEY
 PARCELS A, B, AND C IN THE N 1/2 - SE 1/4 SECTION 8-83-23
 STORY COUNTY, IOWA

Staff Report

URBAN REVITALIZATION TAX ABATEMENT FOR GREEK HOUSING

November 28, 2017

BACKGROUND:

Justin Dodge, representing the Greek Alumni Association, is asking to initiate a tax abatement program for new construction of Greek houses in the East University Urban Revitalization Area. The City Council appears to have directed staff to initiate such a change following the request of Sigma Chi in 2011, but no such changes were ever brought back to the City Council to approve. Another Greek House, Delta Tau Delta asked again in 2014 and the City Council declined to move forward at that time. This report is intended to provide background information on the East University Urban Revitalization program and seek direction from the City Council.

In 2006, the City Council created the Urban Revitalization Area for the East University Impacted Area. This area lies east of Campustown and south of Lincoln Way and is the home of many Greek houses. As an incentive to encourage and support adaptive reuse of Greek houses, property tax abatement was offered to Greek houses that made improvements that raised the assessed valuations of their buildings by 5 percent. The final criteria, as adopted in 2006, to receive tax abatement were:

- The building is an existing or former residence recognized by Iowa State University as part of the Greek residence system; and
- 70% of the area of existing walls of the structure will remain.

The City Council adopted the urban revitalization plan following the unanimous recommendation of the Planning and Zoning Commission and the Historic Preservation Commission.

On May 10, 2011, the Sigma Chi fraternity sought an allowance from the Zoning Code to demolish their building at 2136 Lincoln Way in order to construct a new chapter residence. At that same meeting, Sigma Chi asked for an amendment to the urban revitalization criteria that would allow them tax abatement for the construction of their new chapter house since the current standards allow abatement only if 70 percent of the existing exterior walls remain.

Minutes show that the demolition was approved by the City Council on a 6-0 vote. The City Council also approved a motion (5-1) to direct staff to amend the urban revitalization criteria “to support new construction in accordance with the following criteria: that the building is an existing or former residence recognized by Iowa State University as part of the Greek residence system; and that 70% of the area of existing exterior walls of the structure will remain.” **No follow-up to this outstanding council referral was made and no changes to the criteria were adopted.**

A review of the Council video of that meeting makes clear that the City Council wanted the Staff to bring back a proposal for the City Council to consider a new criterion of allowing for tax abatement for new construction of Greek houses in addition to retaining the existing criteria for renovations. The minutes, as read, do not appear to reflect that distinction.

In February 2014, Delta Tau Delta, at 2121 Sunset Drive, also sought demolition of their Greek house in order to construct a new house. The City Council granted that request (4-2) upon reviewing the required findings of hardship. **In September 2014, the Delta Tau Delta asked the City Council to amend the urban revitalization criteria to allow them to seek tax abatement for new construction. At the October 14 meeting, the City Council declined to direct staff to pursue this request (5-0-1).**

STAFF COMMENTS:

The East University Impacted Zoning Overlay and the Urban Revitalization Area were established to preserve the historic residences of the Greek neighborhoods. This is exemplified by the Zoning Ordinance (Section 29.1110) that prohibits demolition of structures that are or were Greek houses unless it can be established that no reasonable use can be made and that no alternative uses are feasible. To date, four requests for demolition of Greek houses have been submitted and approved by the City Council. All made findings that the City Council accepted of having economic hardships for the reuse of the existing Greek houses. Two of these, Sigma Chi and Delta Tau Delta, have completed the demolition and constructed new Greek houses on the same site. One, Acacia at 138 Gray Avenue, received approval of a site plan, but have not yet demolished and started construction. The fourth was a house owned by St. Thomas Aquinas that was last used as a Greek House in 1936. The church sought the demolition in order to construct a parking deck.

In order to receive tax abatement under the current urban revitalization criteria, a structure has to have been or is currently a Greek house and that any remodeling, reconstruction, or addition has to retain 70 percent of the area of the exterior walls. These criteria, in conjunction with the design standards of the East University Impacted Overlay District, have allowed several Greek houses to expand. Most of these expansions have not added significant numbers of beds, but have added mostly amenity spaces—meeting rooms, study areas, larger dining areas, or theater spaces.

At the time of the adoption of the urban revitalization criteria in 2006, the Council Action Form described the reaction of the Greek community to these criteria:

“Greek organizations support both the demolition provision and the Urban Revitalization Area as a single program to manage these resources in the East University Impacted Area. Together, these would help them preserve and update the Greek buildings and thus keep the Greek neighborhood intact. This incentive would also be available for interior renovation, such as is required to install fire sprinklers as long as the value of the improvement is more than 5% of the existing building value. Greek residents and alumni believe that without the support of tax abatement, the zoning provision that discourages demolition would harm the

Greek neighborhood, because it might prevent certain Greek chapters from continuing if they cannot afford to renovate their house.”

From this, it appears that the tax abatement was clearly tied to the desires of the City Council and the Greek community to retain the existing Greek houses and to encourage their renovation.

At this time, Sigma Chi and Delta Tau Delta, through Mr. Dodge representing the Greek Alumni Association, have resurrected their requests to seek tax abatement for their newly constructed Greek houses. Both these projects saw a significant increase in valuations in 2016. After speaking with the City Assessor, these two projects could still be eligible for some level of abatement if the City Council amends the criteria and they submit their application by February 1, 2018. The Iowa Administrative Code allows a project to seek tax abatement up to two years following completion of the project but they would forfeit the first two years of whatever abatement they were seeking (3 years at 100 percent or five and ten years at a sliding percent). After two years, the IAC precludes a property owner from seeking any abatement.

This request is being brought forward without an initial referral from the City Council for two reasons. The first is that it seeks to clarify and initiate direction already given by the City Council in 2011. The second is the time-sensitive nature of the tax abatement process. If the criteria are not amended and an application from the property owner is not received by February 1, 2018, the property will not be eligible for any abatement as more than two years will have passed since the new assessment of the completed project.

The video of the 2011 meeting makes clear that the City Council wished to consider a proposal to add “new construction of Greek houses” as an eligible criterion for tax abatement (and not the other two options presented by staff of offering abatement if the design of the new house exceeds the mandatory zoning standards or if the project adds a structured parking component). Staff cannot account for why this referral was not brought back or why Delta Tau Delta did not refer to it in 2014 when they, too, sought tax abatement. **In any case, staff supported the initial request to include new construction of Greek houses as eligible for tax abatement as an additional criterion in the East University Urban Revitalization Area.**

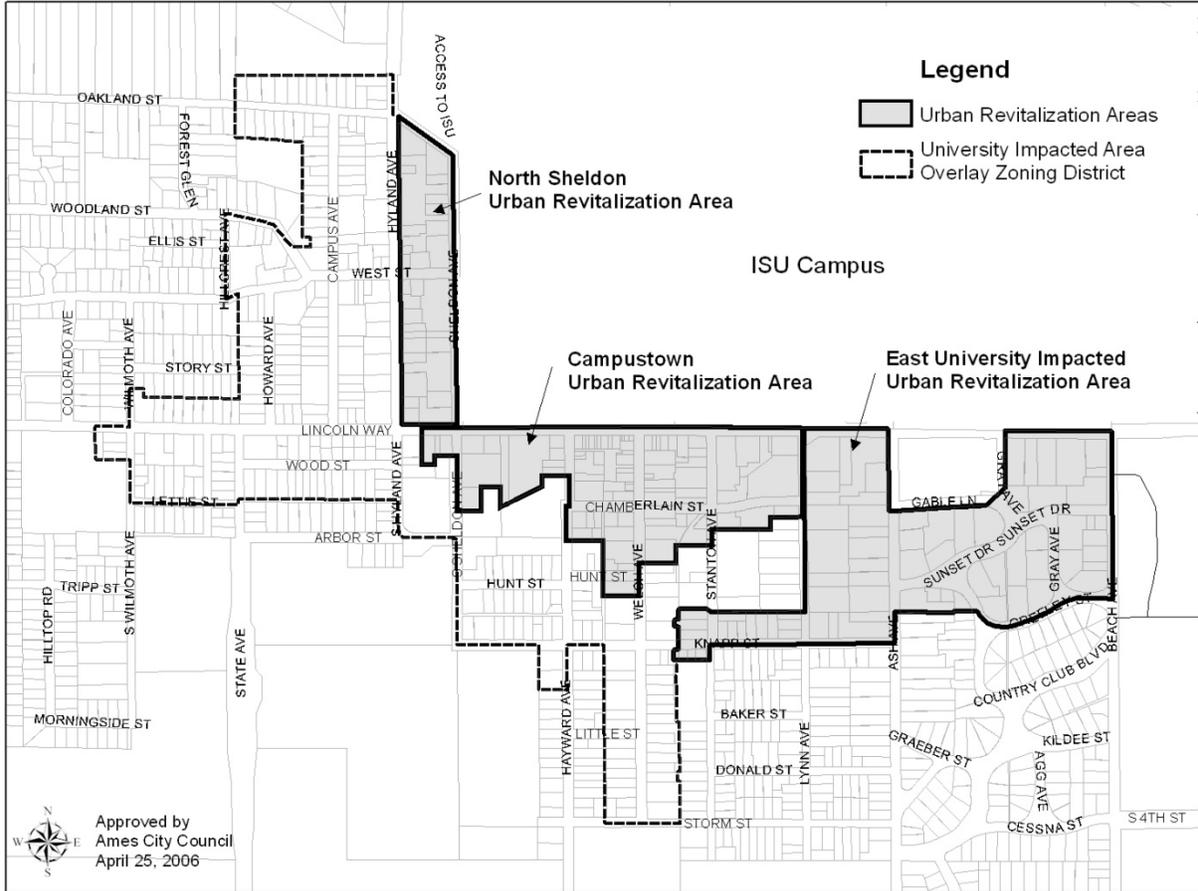
If the City Council concurs, staff will return to the City Council with a resolution amending the criteria in time for these two Greek houses to submit an application for tax abatement prior to the February 1, 2018, deadline.

Attachments:

1. East University Urban Revitalization Area
2. East University Urban Revitalization Criteria
3. East University Urban Revitalization Abatement Schedules
4. May 10, 2011 Staff Report of Tax Abatement for New Greek House
5. Minutes of May 10, 2011
6. Delta Tau Delta request of September 18, 2014
7. Minutes of October 14, 2014

EAST UNIVERSITY URBAN REVITALIZATION AREA

University Area Urban Revitalization Areas



EXISTING EAST UNIVERSITY URBAN REVITALIZATION CRITERIA

EAST UNIVERSITY IMPACTED

REQUIRED

Existing or former residence recognized by Iowa State University as part of the Greek Residence system.

AND

Seventy percent (70%) of the area of the existing exterior walls of the structure will remain.

NOTE: Sprinkler retrofit projects within this area qualify if all improvements add 5% or more to the actual value of the property.

EAST UNIVERSITY URBAN REVITALIZATION ABATEMENT SCHEDULES

All qualified real estate located in the designated Urban Revitalization Area is eligible to receive a partial exemption from taxation on the Actual Value added by the improvements as specified by the schedules below. Any qualified real estate may elect one of the three schedules.

The exemption period for ten (10) years. The amount of the partial exemption is equal to a percent of the Actual Value added by the improvements, determined as follows:

For the first year	80%
second	70%
third	60%
fourth	50%
fifth	40%
sixth	40%
seventh	30%
eighth	30%
ninth	20%
tenth	20%

The exemption period for five (5) years.

For the first year	100%
second	80%
third	60%
fourth	40%
fifth	20%

The exemption period for three (3) years. All qualified real estate is eligible to receive a 100% exemption on the Actual Value added by the improvements for each of the three years.

STAFF REPORT

TAX ABATEMENT FOR NEW GREEK HOUSE AT 2136 LINCOLN WAY

May 10, 2011

The Beta Omicron Chapter of Sigma Chi proposes to demolish their residence at 2136 Lincoln Way and build a new chapter residence at that location. The chapter seeks tax abatement for this project. (See attached letter.)

This property is located in the Greek house neighborhood south across Lincoln Way from the Iowa State University campus, within the East University Impacted Urban Revitalization Area (See Attachments A & B). Demolition of a Greek house in this location requires that the City Council determine that specific criteria are met, including economic hardship. A separate Council Action Form addresses an application to the Council for permission to demolish the existing Greek house in order to construct the proposed new residence. Generally, the applicant is making the case that the current building does not meet the needs of current students, that it is economically more feasible to build a new Greek house than to renovate the current house to meet these needs, and that donors will support new construction but will not support renovation adequately.

Setting a high standard for allowing demolition of Greek houses recognizes that the concentration of Greek houses makes this neighborhood distinctive from the other parts of the University Impacted Area and Ames. The East University Impacted Urban Revitalization Area provides partial property tax abatement as an incentive to encourage and support adaptive reuse of Greek houses. The abatement is available under the following criteria:

- The building is an existing or former residence recognized by Iowa State University as part of the Greek residence system; and,
- 70% of the area of existing exterior walls of the structure will remain.

This incentive is available for any improvement to a qualifying property that adds more than 5% of the existing building value. **Because City policy emphasizes preservation in the East University Impacted Area, tax abatement is not currently available for new construction.**

All of the City's Urban Revitalization Programs provide tax abatement under the common objective of helping development happen with qualities and characteristics that benefit the community and that may not be built without the tax abatement. With this overall objective in mind, the City Council could consider the following qualities and characteristics in order to offer tax abatement:

A. New Construction By Greek Organizations

The proposed new Greek house will be an attractive asset for one of the most important and attractive corridors in Ames that leads to Iowa State University. Even more important, approval of this project will allow this Greek chapter to help this neighborhood endure. City policies recognize that the Greek organizations are a major reason for some of the outstanding qualities of in this neighborhood. **The City Council can structure a tax abatement policy that would apply to new construction of residences by Greek organizations.**

B. Design That Exceed Mandatory Standards

The architecture of many buildings in the area are noteworthy because of building scale, stylized architecture, enduring materials, variety in form, richness of detail, and attractive front landscapes. The architectural design standards in the zoning ordinance for this area reflect these characteristics. The proposed plan for the building and site for the Sigma Chi chapter meets these design standards and in fact exceeds the standards in the following respects (See Attachment C):

- Building Materials: accents of stone and contrasting brick patterns,
- Building trim and detail materials: lintels, sills, finials and balustrades of cut stone or cast concrete
- Building Form: more variation in plane of facades
- Roof types: cascading roof forms, steeper pitch, greater variety in shapes, facing all directions
- Pedestrian entrance: cast accents around door, heavy wood door
- Windows: window proportions, segmented windows, true divided or leaded glass panes and stone or cast lintels

If the City Council concludes that the extent to which the proposed design exceeds the required design standards benefits the community, Council can structure a tax abatement policy to encourage design that exceeds the mandatory standards.

C. Providing Structured Parking

The need for parking in and around this neighborhood is an issue the City Council hears about frequently. It is especially challenging for new construction that must meet modern parking requirements on properties where this parking was never anticipated. In the case of the Sigma Chi chapter, a variance allowed front yard parking to accommodate the required parking. This approach will not always be adequate or appropriate on other properties. In other parts of the community, structured parking has been the best response and the City Council has offered tax abatement when parking structures are built, such as in Campustown. **The City Council can offer tax abatement for structured parking in the East University Impacted Urban Revitalization Area.**

STAFF COMMENTS:

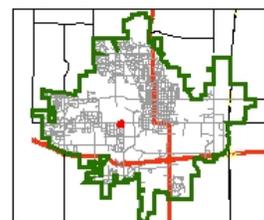
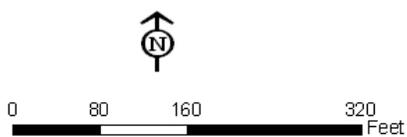
The current tax abatement policy promotes preservation of Greek houses. Staff believes that broadening this policy to include new construction of Greek houses could be warranted only if either combination of A and B or of A and C are offered. It appears that the Sigma Chi proposal meets criteria A and B. If the City Council would like to consider these criteria for tax abatement in the East University Impacted Urban Revitalization Area, it can direct staff to prepare a proposal to amend the tax abatement criteria to support new construction in accordance with the combination of criteria being proposed above.

S:\PLAN_SHR\Council Boards Commissions\CC\Urban Revite\University Impacted - East\2136-Lincoln-tax abatement - 05-10-11.doc

Attachment A



Location Map
2136 Lincoln Way



Attachment C



Front Elevation
scale: 3/16" = 1'-0"

Attachment C



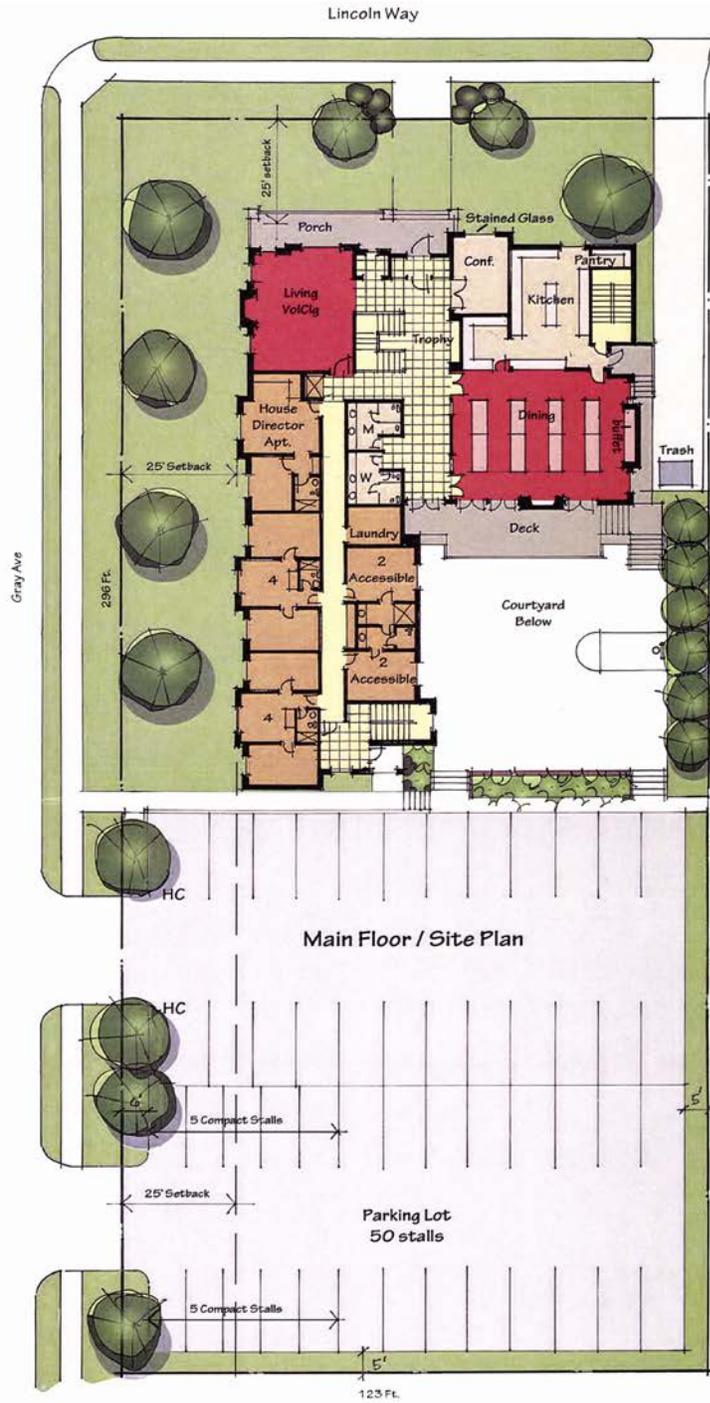
Side Elevation
scale: 3/16" = 1'-0"



Sigma Chi Fraternity
Beta Omicron Chapter - Iowa State University - Ames, Iowa

04-11-11
© 2011 BSB Design, Inc.

Attachment C



RECEIVED
 APR 12 2011
 CITY OF AMES, IOWA
 DEPT. OF PLANNING & HOUSING

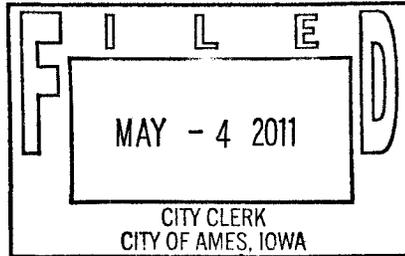


Schematic Design Sigma Chi Fraternity

Beta Omicron Chapter - Iowa State University - Ames, Iowa



April 11, 2011
 © 2011 BSB Design



*Pride in Our Past,
Securing Our Future*



Ames City Hall
P.O. Box 811
Ames, Iowa 50010

Honorable Mayor and Members of the City Council:

Subject: Request for consideration of tax abatement for new construction

The Sigma Chi Fraternity at 2136 Lincoln Way, Ames, Iowa is planning to construct a new Chapter House at the Lincoln Way location.

We are aware of a tax abatement program for renovation projects in the East University Impacted Area (O-UIE), East RH District of Ames. We understand that we do not qualify for this program under current rules because our project is new construction.

We would ask for consideration to participate in this program and would like to know what can be done to qualify. The start date for our project is approximately June 1, 2012 with completion in July 2013.

Sigma Chi has chosen to construct an entirely new Chapter House rather than renovate the existing structure for the following reasons:

- Cost - due to the age, condition and design of the current house a renovation would cost considerably more than new construction.
- The ability to provide exceptional quality, appearance and livability in a newly constructed house.
- The lack of financial support by Alumni for a renovation.
- Superior long term maintenance and operational aspects of a totally new design.

We believe that our new Chapter House accomplishes the following which are in line with the best interests of the City of Ames and Iowa State University.

- A Greek residence will remain on this prominent site thus helping to maintain the character of the area.
- The building will be of the highest quality construction and design which will improve the appearance of this very visible gateway area.
- The building will have a much higher valuation than a typical Greek house.
- The Sigma Chi fraternity will set a new high standard of quality for the Greek system.

We respectfully ask for your consideration in this matter. Our goal in this project is to develop a top flight product that has long term financial stability. We sincerely believe that this new Chapter House for the Sigma Chi fraternity is of considerable benefit to the Ames community and to Iowa State University.

Respectfully,

Rick Burnett Corporation Board Member-at-Large on behalf of Jon Hall

Jon Hall
Corporation Board President
Beta Omicron Chapter
Sigma Chi

Beta Omicron Chapter of Sigma Chi Fraternity
P.O. Box 396 • Ankeny, IA 50021

**MINUTES OF THE JOINT MEETING OF THE AMES CITY COUNCIL AND THE
HUMAN RELATIONS COMMISSION, AND
REGULAR MEETING OF THE AMES CITY COUNCIL**

AMES, IOWA

MAY 10, 2011

Excerpt

DEMOLITION OF SIGMA CHI HOUSE AT 2136 LINCOLN WAY: Planner Benson explained that the property is located in the Greek house neighborhood south across Lincoln Way from the Iowa State University (ISU) campus on the southeast corner of Lincoln Way and Gray Avenue. This property is owned by the Beta Omicron Chapter of Sigma Chi. The Sigma Chi Fraternity house was built in 1964. This area has a special zoning classification because of the concentration of Greek houses and because of the architecture of those houses in the neighborhood. Therefore, the *Municipal Code* requires the Council to approve any demolition of an existing or former Greek house in the East University-Impacted Area. The purpose of the strict demolition standards in this district is to assure “...architectural compatibility with the valued characteristics of existing structures and landscapes, such as location, height, materials, and the appearance of variety of forms and of architectural styles...” Therefore, demolition of existing (Greek) structures is prohibited unless “the structure cannot be used for the original intended purpose and/or no alternative reasonable use can be identified and the property owner can show evidence that an economic hardship will be created if the structure cannot be removed.”

Mr. Benson reported that the applicant proposed to demolish the existing Greek house and construct a new one. The applicant provided a “case for economic hardship” that explains the background and reasons for the proposed project. Generally, the applicant is making the case that the current building does not meet the needs of current students, that it is economically more feasible to build a new Greek house than to renovate the current house to meet these needs, and that donors will support new construction but will not adequately support renovation. Planner Benson explained that the key element in the application for “economic hardship” is the number of people that have to live there to sustain a chapter house. There are expenses, and the house has to have enough residents (at a charged rate) to sustain the house. The Sigma Chi Chapter is at a point that it can no longer be sustained with the number of people living in the house. The house no longer meets the needs of the students living there. Mr. Benson indicated that according to the architect’s proposal, it would cost \$2.6 million to renovate the house. To construct a new building would cost about \$2.5 million. A brand new facility with all of the new amenities would attract more students, and throughout the Chapter, there is much more support for the new construction proposal.

Mr. Benson pointed out that the Sigma Chi Chapter would have to meet all of the standards of the East University-Impacted Overlay District and City staff’s evaluation of the design. Since the Chapter hasn’t gotten permission to demolish the house, site and architectural plans haven’t been fully developed. This will be a condition, subject to the City Council’s approval. He further noted that a variance from the Zoning Board of Adjustment was received to the existing parking. The parking capacity for the house will be 50. Mr. Benson said that approval of the demolition should be conditional upon receiving the Minor Site Development Plan along with submittal of complete plans for a building permit application.

Doug Sharpe, managing partner with BSB Design, reported that the existing building was built

in the 1960s, and that it is in a significant location along Lincoln Way, which is the entry into the “Greek community.” He explained more details of the new Greek house. Mr. Sharpe stated that the Chapter is asking for the opportunity to “raise the bar” for the Greek community and improve its property. He advised that this will also solidify the standing of the Sigma Chi Fraternity.

Moved by Larson, seconded by Davis, to adopt RESOLUTION NO. 11-232 approving the demolition of the Greek residence at 2136 Lincoln Way provided the following conditions are met before the demolition permit is issued: a) a Minor Site Development Plan is approved by the Planning and Housing Department; b) submittal of complete plans for a building permit application consistent with the building elevations reflected on the schematic design of the Sigma Chi Fraternity and with any applicable design standards; and, c) proof of financing for the building as reflected on the schematic design of the Sigma Chi Fraternity is approved by the City Attorney.

Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

TAX ABATEMENT FOR NEW SIGMA CHI HOUSE AT 2136 LINCOLN WAY: City Planner Jeff Benson reported that the Beta Omicron Chapter of Sigma Chi proposes to build a new chapter residence at the 2136 Lincoln Way location, and the chapter seeks tax abatement for this project. Generally, the applicant is making the case that the current building does not meet the needs of current students, that it is economically more feasible to build a new Greek house than to renovate the current house to meet these needs, and that donors will support new construction, but will not support renovation adequately.

Setting a high standard for allowing demolition of Greek houses recognizes that the concentration of Greek houses makes the neighborhood distinctive from other parts of the University-Impacted Area. The East University-Impacted Urban Revitalization Area provides partial property tax abatement as an incentive to encourage and support adaptive reuse of Greek houses. This incentive is available for any improvement to a qualifying property that adds more than 5% of the existing building value, but because City policy emphasizes preservation in the East University-Impacted Area, tax abatement is not currently available for new construction. Mr. Benson stated that the reasoning behind this is to be consistent with the City’s goals and policies for this area, in that it is a Greek neighborhood. It is a benefit to the community to have a Greek house remain in the neighborhood rather than having the property turn over to some other use. He said that by approving the tax abatement, it would be done as an incentive to keep the Greek Chapter at its current location. Through the City’s various tax abatement programs around the community, staff tries to focus incentivizing qualities that projects would not have otherwise. If the City finds that individuals are building “quality” into a project above and beyond what is required by *Code*, that would be a basis for tax abatement incentives. If the design proposed exceeds the minimum standards to a certain level, that would be incentivized through tax abatement. Mr. Benson further indicated that if parking is provided through a parking structure, as is done throughout Campustown, and if a party performs a development that adheres to the *Code* and provides the required parking in a “structure,” tax abatement can also be provided in these situations.

Council Member Larson asked if the current facility has installed a sprinkler system yet. It was reported that the system was installed back in 1994. He said that this project would be worthy of a tax abatement. He said that the assessed value for property taxes will bring a much more attractive facility to the area.

Moved by Larson, seconded by Mahayni, directing staff to prepare a proposal to amend the tax abatement criteria to support new construction in accordance with the following criteria: that the building is an existing or former residence recognized by Iowa State University as part of the Greek residence system; and, that 70% of the area of existing exterior walls of the structure will remain.

Council Member Wacha advised that tax abatement is in place for the renovation of existing buildings. He said that this is the new construction of the fraternity and that it goes above and beyond the minimum standards. Council Member Wacha stated that he didn't like setting a precedent that would allow tax payers money to pay for that "above and beyond" use.

Council Member Goodman said that he was not a strong supporter of tax abatement in most situations. However, it comes down to whether or not there is an appreciable community benefit to the subsidy. In this case, he feels that there is.

Vote on Motion: 5-1. Voting Aye: Davis, Goodman, Larson, Mahayni, Orazem. Voting Nay: Wacha. Motion declared carried.

* * *

COUNCIL COMMENTS: Council Member Larson requested that staff update the Council on the proposed Flood Buy-Out through the Hazard Mitigation Grant Program. City Manager Schainker indicated that it could be placed on the Council's next agenda.

Moved by Larson, seconded by Wacha, to refer to staff the letter from the Ames Chamber of Commerce and the Ames Economic Development Commission regarding infrastructure costs associated with annexation of approximately 630 acres of property along East Lincoln Way. Vote on Motion: 6-0. Motion declared carried unanimously.

Moved by Wacha, seconded by Goodman, to refer to staff the letter from Manatt's, Inc., regarding the portable concrete plant located at the Cyclone Truck Stop (1811 South Dayton Avenue). Vote on Motion: 6-0. Motion declared carried unanimously.

Mayor Campbell reported that County Auditor Lucy Martin is willing to speak to the Council about the City's redistricting since the Census. The Council is interested in hearing her report.

ADJOURNMENT: Moved by Davis to adjourn the meeting at 10:21 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Jill L. Ripperger, Recording Secretary



Gamma Pi of Delta Tau Delta Inc.

September 18, 2014

Honorable Mayor and Honorable Members
of the Ames City Council
City of Ames
Room 238, City Hall
515 Clark Ave.
Ames, IA 50014

CITY MANAGER'S OFFICE

SEP 22 2014

CITY OF AMES, IOWA

Re: Request for Tax Abatement at 2121 Sunset Drive

Dear Mayor and Council Members:

The Delta Tau Delta fraternity building is located at 2121 Sunset Drive and located in the East University Impacted Area and the Historic Greek Neighborhood. Over the last 9-months we have been working with the Ames Planning and Zoning department to finalize the site plan for a new structure as well as parking variances to comply with current zoning requirements. The site plan was approved and the zoning variances have been granted. We received approval from the City Council in February 2014 to demolish the existing building structure and construct a new building for the fraternity on the same site. The demolition was completed in July/August of this year and construction of the new building has begun. In consideration of the substantial investment in the new building, we are requesting a property tax abatement be granted for the new building.

Guided by the Land Use Policy Plan (LUPP) and subarea plan for the University Impacted Area (UIA), we are submitting this request to establish new criteria to help support our project, and possibly support other Greek housing corporations that might invest in remodeling of existing structures or construct entirely new structures. The UIA calls out for the City to support investments that preserve or enhance the neighborhood through property tax abatement (Page 8, UIA, 2005). See attached letter and supporting pages from the LUPP and UIA. The current version of the plan for the Historic Greek neighborhood grants consideration of tax abatement only for remodeling of existing structures.

In 2012, the Gamma Pi of Delta Tau Delta house corporation conducted a feasibility study with RDG Planning and Design in Ames on options for either an extensive remodeling of our existing 1952 building or starting over with a completely new building on the same site. That analysis led us to a decision for demolition of the existing structure and constructing a new building as the most economic viable alternative. The Gamma Pi Chapter of Delta Tau Delta was the first fraternity on the Iowa State campus in 1875 and we've had a continuous presence on campus since 1911. Our current building housed 56 students and the new building will house 64. We had made substantial investments in the

existing structure since 1952, including a major addition in 1971, additional internal remodeling in 1990-1994, and the addition of full facility fire sprinkling in 2007-2008. However, when considering current building codes, a remodel of the existing structure was going to be cost prohibitive when compared with a new structure. The new building will be 100% compliant with the current building code (IBC 2012) and will also be 100% ADA compliant.

We do understand the current policy in effect (Page 6 – East UIA Revialilization Plan) limits tax abatement for situations in which:

- a. Existing or former residences recognized by Iowa State University as part of the Greek Residence system.
AND
- b. Seventy percent (70%) of the area of the existing exterior walls of the structure will remain.

In our case, we are replacing an older fraternity structure with a new fraternity structure on the same site. The old structure no longer met the architectural standards for the East University Impacted Area and the cost to bring it into compliance as well as configuring the old building with an extensive remodel to meet current building codes was not economically feasible. An extensive remodel would also been very difficult from a structural perspective and leaving 70% of the 1951 original structure and 1971 addition in place would limit future programmatic use in the building. A copy of the current application packet for the “University Area Urban Revitalization Program” is enclosed as a point of reference for this letter. Under the current criteria, as noted above, our current project would not meet the criteria for consideration of a tax abatement.

A building permit for the new structure has been granted and, as noted above, construction of the new building has begun. The building will be complete and ready for occupancy by August 1, 2015. The new building has been designed in accordance with the architectural and site development standards established for the East University Impacted Area. We realize the timeline for consideration of a tax abatement might take 4-5 months and we are asking for your consideration in the last part of this year.

We are requesting your consideration of an abatement schedule similar to what is currently in place for the East University Impacted Area. A tax abatement in the early years of our project will provide a financial buffer for the annual operations of the facility during the time the remainder of the capital campaign contributions from alumni are received. The total construction cost for the project is \$6.3 million, not including soft costs for engineering and architectural.

The new building will be a great addition to the Greek neighborhood and a great facility for the young men who will reside there over the next 80-years. A set of before and after illustrations are enclosed with this letter.

My contact information, as well as our corporate address, are included below.

Stephen E. Jones, P.E.
President, Gamma Pi Delta Tau Delta Inc.
30530 Doe Circle
Huxley, IA 50124
515-450-0311; sejones@iastate.edu

Charles Safris
Gamma Pi Delta Tau Delta, Inc. (corporate address)
4107 Greenview
Urbandale, IA 50322
515-276-2996; safris@mac.com

Thank you for your consideration of this request.

Sincerely,



Stephen E. Jones, P.E.

President

Gamma Pi of Delta Tau Delta, Inc.

Enclosure: Sub-area Plan for the University Impacted Area.

cc: Steve Schainker, City Manager, City of Ames



New Delta Tau Delta building (view to north from Sunset Drive)



Current Delta Tau Delta building (view to north from Sunset Drive)



New Delta Tau Building (view to south from Gable Lane)



Current Delta Tau Building (view to south from Gable Lane)

**MINUTES OF THE JOINT MEETING OF THE AMES CITY COUNCIL
AND ELECTRIC UTILITY OPERATIONS REVIEW & ADVISORY BOARD
AND REGULAR MEETING OF THE AMES CITY COUNCIL**

AMES, IOWA

OCTOBER 14, 2014

Excerpt

COUNCIL COMMENTS: ...

Moved by Goodman, seconded by Corrieri, to direct staff to respond to Gamma Pi of Delta Tau Delta, Inc., to convey that the City Council is not interested in pursuing a tax abatement program for new construction.

Vote on Motion: 5-0-1. Voting aye: Betcher, Corrieri, Gartin, Goodman, Orazem. Voting nay: None. Abstaining due to a conflict of interest: Nelson. Motion declared carried.

Moved by Gartin, seconded by Nelson, to refer to staff the letter from Heartland Baptist Church to start the process for a text amendment for steeple height.

Vote on Motion: 4-2. Voting aye: Betcher, Gartin, Nelson, Orazem. Voting nay: Corrieri, Goodman. Motion declared carried.

Moved by Gartin, seconded by Corrieri, to refer to staff to defer the request to change the LUPP for Eastgate (Dayton/E. 13th Street) for discussion at a later date.

Vote on Motion: 6-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Orazem to adjourn the meeting at 11:20 p.m.

Diane Voss, City Clerk

Ann H. Campbell, Mayor



CITY OF
Ames™

Always Ames – Campaign Results
November 14, 2017

AMES BRAND COMMUNICATIONS

Support the Ames City Council goal of getting young adults transitioning to families to relocate to Ames.

CAMPAIGN TIMELINE

2015 - 2016

- *IGNITION* Day
- Market Research
- Research Report / City Council Presentation
- Communications Audit
- Brand Manifesto
- Heart / Mind / Soul
- Campaign Development

Jan. – August 2017

- Digital outdoor
- Digital banner & retargeting ads
- Landing page
- ISU Research Park videos + web articles, supporting social
- Always Ames question in City of Ames resident survey

September – December 2017 (in process)

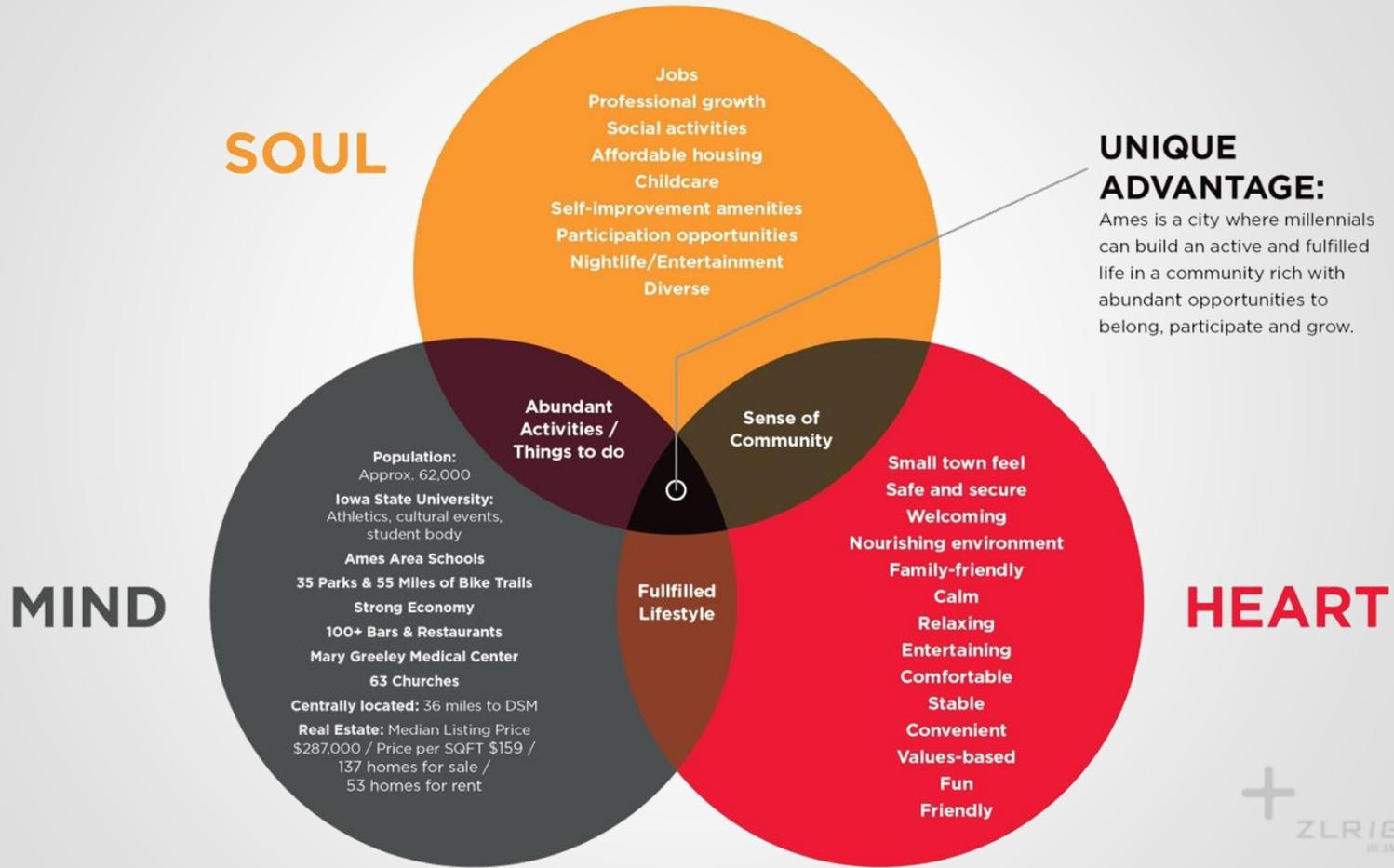
- Campaign reporting Ames lifestyle content package (video, social)
- Social sharing activated

2018

- Campaign results
- Include a recall question in City of Ames resident survey (March 2018)

CAMPAIGN CONSTRUCT

HEART / MIND / SOUL – Ames for Millennials



Campaign Construct – Ames Unique Advantage (Millennials)

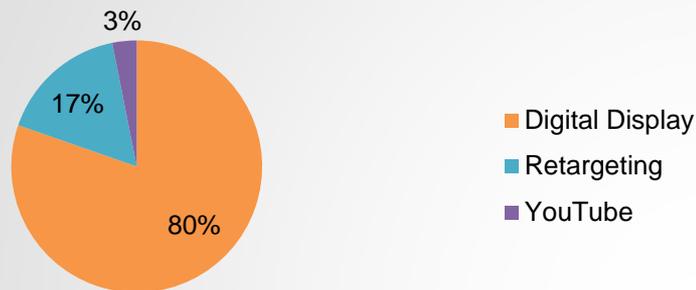
Ames is a city where millennials can build an active and fulfilled life in a community rich with abundant opportunities to belong, participate and grow.

CAMPAIGN RESULTS

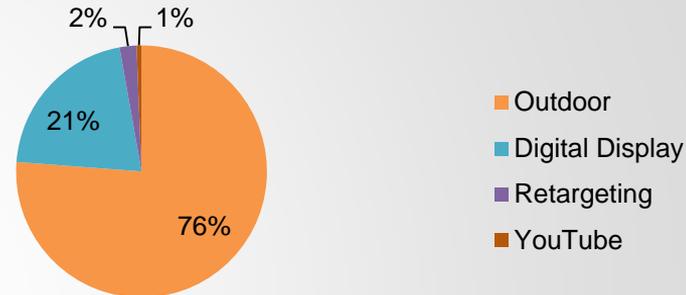
(Jan. 2017 – Oct. 18, 2017)

OVERALL CAMPAIGN PERFORMANCE

Campaign Clicks



Campaign Impressions



- To date the campaign has sent **9,632 users** to the website and generated a **0.08% CTR**
 - This CTR is right at the industry average
 - Banner ads on KCCI.com are the most engaged with the Always Ames message
- The campaign has generated **6.5 million impressions from digital and outdoor placements**
 - Outdoor billboards have generated 5.2 million or 76% of the impressions

DIGITAL OUTDOOR



ALWAYS SPIRITED.
Always Ames.
AlwaysAmes.com



ALWAYS CREATING.
Always Ames.
AlwaysAmes.com



ALWAYS ENTERTAINING.
Always Ames.
AlwaysAmes.com



ALWAYS SURPRISING.
Always Ames.
AlwaysAmes.com



+ ZLRIGNITION
BE SMART. BE BOLD. BE PROUD.

DIGITAL DISPLAY

“Sports”



“Bike”



“Exhibits”



DIGITAL DISPLAY METRICS



- To date, the creative campaign has sent **9,632 users to the landing page**
 - Overall, the Always Ames campaign is generating a 0.08% (click-thru rate, CTR), which is in-line with industry average display ads
 - CTR spiked over a .09% in June which can be attributed to the summer months
 - Due to slowly saturating the market receiving the banner ads CTR has seen a slow decrease from a .09% in June to a .06% in October.

CREATIVE PERFORMANCE

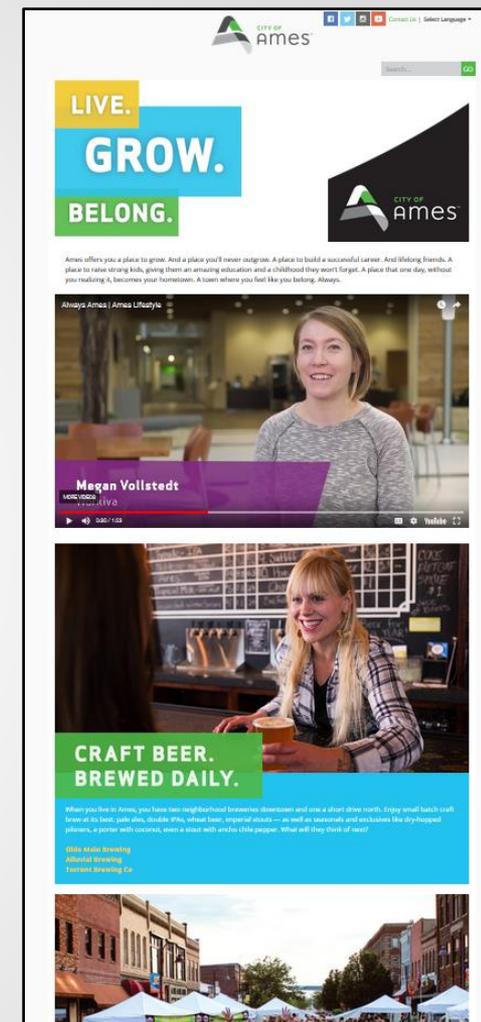
Ad Content ? ✕	Acquisition			Behavior		
	Sessions ? ↓	% New Sessions ?	New Users ?	Bounce Rate ?	Pages / Session ?	Avg. Session Duration ?
Sports	4,061 (0.66%)	84.26%	3,422 (1.14%)	91.50%	1.16	00:03:26
Bike	3,594 (0.58%)	81.89%	2,943 (0.98%)	92.79%	1.14	00:03:31
Exhibit	1,579 (0.26%)	17.86%	282 (0.09%)	82.58%	1.37	00:05:17

- “Sports” creative ad has driven more traffic to AlwaysAmes.com
- “Exhibit” retargeting banner ad has healthy time-on-site.
- The average session times are really encouraging, users are either watching the video and/or engaging with the rest of the landing page content.

ALWAYSAMES.COM METRICS

Page [?]	Pageviews [?] ↓	Unique Pageviews [?]
	12,102 % of Total: 0.73% (1,660,913)	11,146 % of Total: 0.83% (1,349,610)
1. /about-ames/always-ames	11,434 (94.48%)	10,534 (94.51%)
2. /about-ames/always-ames/isu-research-park-copy	599 (4.95%)	557 (5.00%)
3. /about-ames/always-ames/technology-round-up	31 (0.26%)	28 (0.25%)

- Since social media sharing picked up in September & October, the Always Ames articles / pages are seeing great referral traffic.
 - The Facebook post sharing the link to the ISU Research Park article drove 257 users to the article with two minutes on the page
 - Twitter sent 100 people to the ISU Research Park article within three minutes on page
- These website metrics suggest interest in these topics



SOCIAL MEDIA ENGAGEMENT

City of Ames - City Government
October 7 at 10:10am

New amenities coming to @ISUResearchPark including retail stores and restaurants. Learn more <http://bit.ly/2ycLKgS> #AlwaysAmes

Live, Work and Play at ISU Research Park | City of Ames, IA

ISU research park expansion

CITYOFAMES.ORG

Like Comment Share

20 Chronological

Lee Andrew Mason Live? What sort of housing is available? Single home or apartments?
Like · Reply · 1 · October 7 at 10:14am

Christine Laumer The new park, the Tedesco Environmental Learning Corridor, is going to be great! Check out this article <http://www.amestrib.com/.../story-county-conservation-to-...>, and stay updated through Story County Conservation <http://www.storycountyiowa.gov/conservation>
Like · Reply · October 7 at 11:52am

Write a comment...



cityofames Follow

cityofames Sunday sunrise over the Somerset business district. Smells like something delicious is baking! #AlwaysAmes

25 likes
OCTOBER 1

cityofames Follow



cityofames Happy Monday, Ames! It feels like another warm day, but we'll miss this weather when it's a sheet of ice outside and barely hitting single digits. Get out and enjoy the sunshine! #SmartChoice #AlwaysAmes

17 likes
MAY 16

City of Ames @cityofames · Sep 26
#DYK #Ames is the U.S. city with the lowest unemployment rate? #AlwaysAmes #Jobs #Iowa
4 10

City of Ames @cityofames · Sep 25
You know your Monday in Ames is going to be just fine when it starts out this beautiful. #AlwaysAmes



4 21

City of Ames @cityofames · Oct 16
#DYK #Ames was named one of the 25 Best Cities for Entrepreneurs via @Entrepreneur #AlwaysAmes #Iowa #startup
1 5

City of Ames @cityofames · Oct 14
Did you know Ames has one of the lowest unemployment rates among U.S. cities? #Jobs #AlwaysAmes #Iowa
1 2 15

MEDIA RECOMMENDATION

MEDIA RECOMMENDATION

- The original paid media budget for Always Ames campaign was \$89,350.
 - \$24,000 – digital outdoor
 - \$65,350 – digital banner ads, retargeting, YouTube video pre-roll
- Due to the hyper-targeted audience receiving the digital banner ads the Always Ames message has saturated the market, causing the CTR to decrease starting in September.
- **MARKETING SHIFT** with the weeks remaining in the year:
 - Continue digital outdoor
 - Pull back on digital banner, retargeting, YouTube
 - Consider other areas of focus

MEDIA – NEXT STEPS

- Use the remaining funds for additional marketing tactics to support the campaign:
 - Photos of neighborhoods, schools, workforce, Main Street
 - Develop content to counter some of the issues identified in the focus groups: housing, daycare, lack of nightlife, etc.
 - Refresh the Always Ames landing page directing users to WorkInAmes.com or to find neighborhoods/housing options
 - Other options.

ACTION ITEMS

- ZLR to wrap-up Main Street / livability video, suggested social content end of October
- January 2018 - agency to roll-up complete campaign results, deliver key assets to City of Ames

FEEDBACK

- One-year campaign initially
- Is there the desire to continue into 2018?

Independently

Through partnerships

Staff Report

PARKING SYSTEM IMPROVEMENTS

November 28, 2017

BACKGROUND:

As a follow-up to the May 16, 2017 workshop, the City Council requested that City staff provide additional information about several aspects of the parking system. **Contained in this report is a review of these referrals with the intent of seeking direction on these matters in anticipation of Fiscal Year 2018/19 budget development with the goal of covering operational and capital improvement costs (which is not being covered by our current revenues).**

The parking system has traditionally offered on-street, off-street parking, as well as in parking lots to support neighborhoods and local businesses. Within neighborhoods, parking regulations have evolved with a goal to allow residents and visitors to park while simultaneously discouraging storage parking. In neighborhoods with high demand for parking, additional regulations have been layered to restrict on-street parking further. Another purpose of these regulations has been for the clearing of streets at a specific time to allow street cleaning and snow plowing.

In parking lots, regulations have developed to allow both permit and metered parking around business and entertainment districts. Pricing has been established on an ad hoc basis, basically to cover minimal operational cost on these lots.

Similarly, parking enforcement has been used to support compliance with regulations. The City Council has set parking fines with a goal of generating compliance while also covering operational costs. Also, a hodgepodge of parking regulations has been enacted in the Campus area in response to individual neighborhoods having their own priorities.

A national review of reports prepared by parking consultants advising municipal governments suggests that parking systems can better serve the community by intentionally promoting these principles:

Principle 1: Manage parking to **meet the needs of business districts(s) and neighborhoods.**

Principle 2: Maximize the use of existing parking supply and resources **through technology** and shared use opportunities throughout the District. (Columbus Short North Parking Study, 2015)

- Principle 3: Use **Demand-Based Pricing**: In the Columbus (Ohio) Short North Parking Study, consultants reviewed a community with challenges much like those in Ames. The Study recommends that parking should be managed using tiered pricing; the highest priced parking should be on the blocks with the highest demand, lower pricing on blocks with modest demand, and free in the areas of little to no demand to incentivize the most efficient utilization of the existing parking resources. This helps to achieve parking availability goals in the most convenient “front door” curbside parking spaces. (Columbus Short North Parking Study, 2015)
- Principle 4: Eliminate the **inconsistency of the parking regulations** to provide a consistent and clear message to the users. (Stevens Point, WI Parking Study, 2015)
- Principle 5: Assure **location, convenience, and ease of finding a space** (as opposed to price) as these are the most critical factors in parking satisfaction. (Columbus Short North Parking Study, 2015).

Thus, parking management in Ames has many of the challenges faced by similar communities (with business districts generating growing demand for parking bordered by neighborhoods seeking to retain its character and tradition.) By responding to these challenges, most consultants recommend several actions beginning with **demand-based pricing**. A tiered pricing structure typically lowers prices in less desirable or more distant locations. In this model, the most desirable spots have the highest pricing, typically seeking an 85-90% utilization during peak periods. The pricing encourages turnover. With an appropriate pricing structure in place, less parking enforcement may be necessary to achieve the desired turnover.

Consultants also note that demand-based pricing often supports alternative modes of travel as the true cost of parking begins to factor into the customer’s decision. Promotion or accommodation of alternative modes of transportation can further mitigate the demand.

As noted in Principle 4, **consistent and predictable parking regulations** also help the customer park legally. This customer cooperation is important to an effective parking system.

Many of the lessons from these consultant studies can be directly applied to the parking issues faced by the City of Ames.

PARKING FINES:

Parking fines are summarized in the following two tables:

Table 1. Parking Fines in Iowa Communities

City/Jurisdiction	Overtime Fine (meters)	Illegal Fine (all other)
Ames	\$5, \$10 if not paid in 7 days	\$15, \$20 if not paid in 7 days
Dubuque	\$10, \$15 if not paid in 30 days	\$15, \$20 if not paid in 30 days
Waterloo	\$10, \$15 if not paid in 30 days	\$10, \$15 if not paid in 30 days
Sioux City	\$9, \$14 if not paid in 30 days	\$30, \$35 if not paid in 30 days
Iowa City	Tiered system: First offense: Warning (\$0) Second offense: \$7 Third offense: \$12 Fourth offense: \$15 Fifth offense: \$20 Sixth offense: \$25 Sixth offense or more: \$25	Commercial loading zone: \$25 Prohibited zone: \$15 If not paid in 30 days
Cedar Rapids	\$15, \$20 if not paid in 30 days	\$25, \$30 if not paid in 30 days
Des Moines	\$5, \$10 if not paid in 30 days	\$15, \$25 if not paid in 30 days
West Des Moines	\$15, \$20 if not paid in 30 days	\$15, \$20 if not paid in 30 days
Davenport	No Meters	\$20, \$25 if not paid in 30 days
Ankeny	No Meters	\$15, \$20 if not paid in 30 days
Cedar Falls	\$10, \$15 if not paid in 30 days	\$10, \$15 if not paid in 30 days
Clive	No Meters	\$15, \$20 if not paid in 30 days
Mason City	\$15, \$20 if not paid in 30 days	\$15, \$20 if not paid in 30 days
Iowa State University	\$10 (\$15 in Spring 2018)	\$40

Table 2. Parking Fines in College Communities

City	Overtime Fine	Illegal Fine
Corvallis, OR Oregon State University	\$10, \$10 for subsequent violation(s)	Range from \$10-\$160
West Lafayette, IN Purdue University	\$35, \$65 if not paid in 14 days	\$40, \$80 if not paid in 14 days*
Boulder, CO University of Colorado	\$15, \$30 if not paid in 14 days	\$25, \$50 if not paid in 14 days*
Charlottesville, VA University of Virginia	\$15, \$30 if not paid in 96 Hours	\$25, \$50 if not paid in 96 Hours*
Chapel Hill, NC University of North Carolina	\$15, \$25 if not paid in 21 days	\$50, \$60 if not paid in 21 days
Ann Arbor, MI University of Michigan	\$10, \$20 if not paid in 14 days \$40 if paid after 14 days \$60 if paid after 30 days	\$25, \$35 if not paid in 14 days \$55 if paid after 14 days \$75 if paid after 30 days

*For most parking violations

SUMMARY OF PARKING REGULATIONS AND FINES:

As noted in the previous tables, illegal parking violations of \$20 are typical in Iowa communities. Of those surveyed, only Cedar Rapids and Sioux City had fines over \$20. For overtime violations, penalties ranged from \$5 to \$15. It does not appear that communities are increasing fines as the primary solution to parking problems. It is also interesting to note that Iowa City, with a college environment somewhat similar to Ames,

has been using a scaled penalty. This allows first-time violations to receive a warning while repeat offenders see an escalation in their costs up to \$25. It should be noted this approach, for Ames, would require the purchase of more sophisticated software.

In addition, Ames faces two special problems due to the confluence of campus, business district, and neighborhood demand for parking in and around the Campustown area.

First, portions of this area are zoned for High-Density Residential development. With this designation, less parking is required with the anticipation that fewer vehicles will be stored or access the area. Thus, it is not surprising that remaining parking faces high demand. This, coupled with **high rental occupancy and commuter parking further increases demand for parking**. Free street parking in particular faces very high demand in this area. A demand-based parking analysis and pricing structure could better allocate this demand across available parking.

The second problem involves **parking violations during special events**, most notably during ISU home football games. The public parking fee for ISU grass lots is \$20 on games days. This is already more expensive than an illegal parking ticket in Ames. Thus, many times a decision is made to absorb an illegal parking fine from Ames rather than paying to park legally in the ISU lots.

A solution to this second problem could be exploring the establishment of special event zones and special enforcement rates. The rationale for this type of regulation is that special events require additional efforts to ensure that streets stay open and accessible when demand for parking is unusually high. This ordinance could be developed with a higher fine amount to increase deterrence.

The City Special Events Committee could identify events that might warrant special event parking designation and make this recommendation to Council. At this point, staff is not aware of any Iowa city that has employed this approach to special events. Consequently, the development of this approach would require some analysis of the state limitations on parking ordinances and fines.

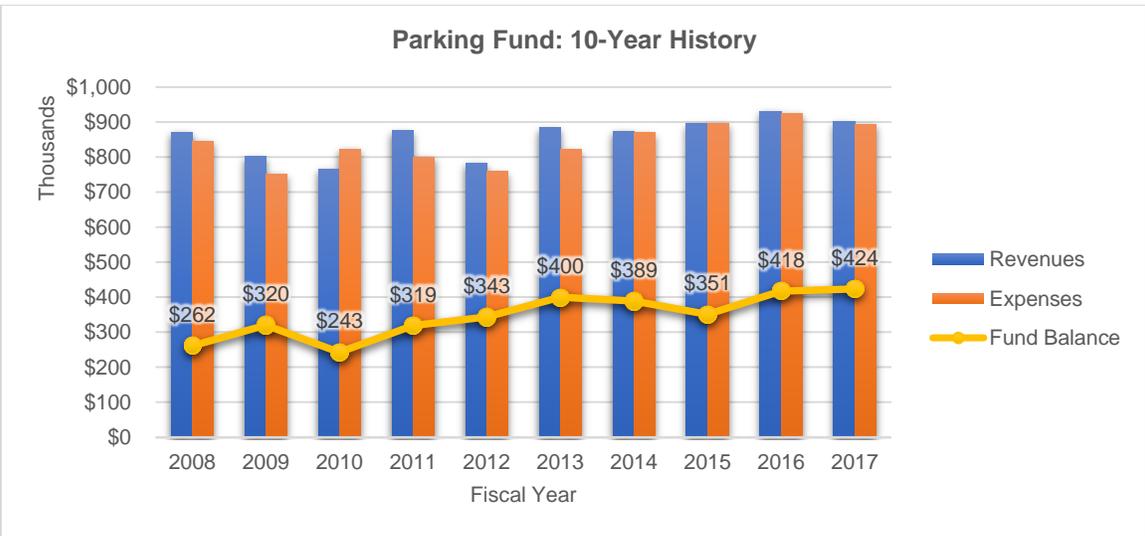
PARKING METER RATE EVALUATION:

This section will evaluate parking meter rates to accomplish the following goals; 1) Adjust rates to cover capital costs (in addition to operating costs), and 2) Propose a tiered meter rate structure that incentivizes the use of the Intermodal Facility and parking lots compared to more desirable on-street stalls. To begin this process staff surveyed other jurisdictions in the State of Iowa that have parking meters and provided a summary below of their rates and collection methods:

Jurisdiction	Parking Rates	Comments
City of Ames	\$0.20/hr. (Downtown); \$0.25/hr. or \$0.50/hr. (Campustown)	No credit cards; Smartcards; Rental stalls at a monthly rate of \$30 or \$35

Jurisdiction	Parking Rates	Comments
City of Cedar Falls	\$0.25/hr. or \$0.10/hr.; up to 10 hrs.	No information on app or credit cards
City of Cedar Rapids	\$1.00/hr. (on-street); \$0.75/hr. (off-street)	"LUKE" pay by phone app
City of Davenport	Ramp parking: \$1/hr. (2 hr.), \$2/hr. (4 hr.), \$3/hr. (6 hr.), \$4/hr. (8 hr.), \$5/hr. (12 hr.), \$10 max; Permit Parking: \$40 to \$103/month	Parkmobile App; Pay station for Credit Cards
City of Des Moines	Progressive Rate Structure \$1 to \$13 depending on duration	Smartcards and Credit Cards accepted
City of Dubuque	\$0.75/hr. (1,2,4 hrs.); \$0.50/hr. (10 hrs.)	PassportParking Mobile (Stopped using Smartcards Nov. 1, 2016 for mobile pay)
City of Iowa City	\$1.50/hr. (Core); \$1.00/hr. (Near core); \$0.75/hr. (fringes)	No information on app or credit cards
City of Sioux City	\$0.75/hr. (1,2,4 hrs.); \$0.60/hr. (30 min.); \$0.50 (10 hrs.)	Parkmobile App
City of Waterloo	\$0.50/hr. or \$0.25/hr. (2,4,10 hrs.)	Parking is cheaper and available for longer based upon location
Iowa State University	\$0.75/hr. (all meters; all ramp spaces)	Parkmobile App; Credit Card as kiosks or through app; still uses Smartcards and cash/coins

The Parking Fund is comprised of two primary sources of revenue; 1) Enforcement Fees and 2) Parking Rental/Meter Fees, which are collected by the Police Department and Public Works Department respectively. Expenses of the Parking Fund are comprised of wages, equipment, materials, and facilities that mainly come from Police and Public Works Departments, as well as, support services from various other City Departments. A historical summary of revenues and expenses have been provided below (does not include capital improvement costs to maintain and replace the City parking lots):



See Attachment 1 for a detailed budget summary

The City operates 16 municipal parking lots. **Considering that present meter rates do not cover the long-term replacement of these lots, staff has conducted a life-cycle cost analysis to determine what annual amount would need to be escrowed each year to cover these capital improvement costs.** It is noteworthy that two of the lots are under private ownership where the City operates the lot under a lease agreement. Those agreements put minor maintenance under the responsibility of the City but does not cover full replacement of the lots. Therefore, those capital improvement costs have not been reflected in the annual escrow total.

Area	Lot	Name	SQ.YD.	Current Value ¹	Capital Escrow ²	Maintenance Escrow ³
Downtown	M/MM	City Hall	8,958	\$1,074,951	\$103,647	\$12,186
Downtown	N	City Hall	3,965	\$475,773	\$45,874	\$5,393
Downtown	Q	Library	3,560	\$427,160	\$41,187	\$4,842
Downtown	S	Kellogg	943	\$113,126	\$10,908	\$1,282
Downtown	X	CBD	11,808	\$1,417,014	\$136,629	\$16,064
Downtown	Y/Z	CBD	7,557	\$906,876	\$87,441	\$10,281
Downtown	W	Gilchrist	11,865	\$1,423,784	\$137,282	\$16,140
Downtown	P	Gilchrist	4,445	\$533,368	\$51,427	\$6,046
Downtown	U	Depot	643	\$77,150	\$7,439	\$875
Downtown	N/A	YSS Rental	2,944	\$353,298	\$34,065	\$4,005
Downtown	V ⁴	Depot	5,120		\$0	\$6,965
Downtown	TT	Depot	2,261	\$271,307	\$26,159	\$3,076
Campustown	X	Welch	4,635	\$556,225	\$53,631	\$6,306
Campustown	Y	Chamberlain	728	\$87,386	\$8,426	\$991
Campustown	Z	Stanton	2,377	\$285,221	\$27,501	\$3,233
Campustown	T ⁴	Welch	4,785		\$0	\$6,510
Total Value:				\$8,002,640	\$771,616/yr.	\$104,195/yr.

1. Costs to replace the lot are in 2017 Dollars; \$120.00/yd²; Includes cost for new Stormwater requirements.
2. Annualized capital escrow assumes 3% inflation, plus 20% for Design, Inspection, and Administrative costs.
3. Annualized maintenance escrow assumes 15% of the lot, every five years after Year-10 of life, 3% inflation; \$40/yd².
4. Privately owned lot currently operated by the City of Ames.

The table above estimates that the City would need to escrow each year a total of \$877,000 (\$772,000 for Capital; \$105,000 for Major Maintenance). However, it is impractical to assume that every City-owned lot would be replaced at the same time. Therefore, staff estimates that a more appropriate initial target value for the initial escrow amount should be approximately 40% of the total value for the lots. To create a true asset management model for the escrow, staff would need detailed pavement condition ratings for the lots like those collected for City streets. **Therefore, the proposed escrow of \$414,000 would cover infrastructure replacement as well as operations and maintenance.**

Revenues for parking are collected from **Parking Meters** and **Rental Stalls** (by month-to-month contract). The City's parking system has 1,944 stalls; 921 meter, 198 reserved, 591 free (time limited), etc. The following table summarizes stalls and rates:

	FREE	Meters (\$/hr.)			Rentals (\$/month)		Total
		\$0.20	\$0.25	\$0.50	\$30	\$35	
Free Parking	591						591
Handicap Parking	49						49

Metered Space		609					609
Official Vehicles	48						48
Permit Parking	127						127
Reservable	1				16	150	167
Total	816	609	0	0	16	150	1,591

Campustown	FREE	Meters (\$/hr.)			Rentals (\$/month)		Total
		\$0.20	\$0.25	\$0.50	\$30	\$35	
Handicap Parking	10						10
Metered Space			183	129			312
Reservable					26	5	31
Total	10	0	183	129	26	5	353

Grand Total 1,944

Current parking meter inventory shows that Downtown has 609 parking meters and Campustown has 312. The total number of parking meters equals 921, which can vary slightly depending on how many reserved parking stalls are under contract (reserved stalls are operated using a parking meter until a customer rents them). Staff calculated a utilization rate using historical collection data, which is found by taking the annual revenue divided by the maximum potential revenue for each year. A five-year average utilization rate for each CBD area was found to have 44.2% for Downtown and 46.0% for Campustown. **It should be noted that these rates do not account for the lost revenues from special event waivers of meter fees.**

As shown above, monthly rental fees in Ames vary from \$30 to \$35 per month. Revenue from these rentals should be a component of providing the operations, maintenance, and infrastructure replacement. Considering this, staff is proposing a rental rate of \$50 per month. Staff then calculated a break-even hourly meter with the goal of establishing a tiered meter rate structure that is market appropriate, that puts a higher cost on the most popular parking stalls, and can cover the costs for both operational and capital expenses. **Therefore, the following calculation estimates the rates in each tier to what is minimally needed to accomplish this goal:**

Breakeven Rate - Fiscal Year 2018/19

Meter Tier 3	\$0.40 /hr.	(10 hr. max)	
Meter Tier 2 (x1.5)	\$0.61 /hr.	(4 hr. max)	
Meter Tier 1 (x2.0)	\$0.81 /hr.	(2 hr. max)	
Rental Rate	\$50.00 /month	(24/7 ea. month)	
Estimated Revenue		Estimated Expense	
Illegal Parking	\$367,300	Capital Escrow	\$414,000
Overtime Parking	\$150,000	Operating Expense	\$928,600
Misc.	\$27,900		
Rentals	\$118,800		
Downtown	\$434,204		
Campustown	\$244,396		
Total	\$1,342,600	Total	\$1,342,600

1. Estimate uses a forecasted inflation of 2.76%/yr. for 2 years of growth.

The approach behind the tiers is as follows; **Tier 1** is the highest desirable spaces, which in Downtown these are the Main Street meters and in Campustown there are the 100 block of Welch, and Lincoln Way (Hayward to Lynn), **Tier 2** is all other on-street metered stalls in the districts, and **Tier 3** is any metered stall in a lot or parking lots; existing free parking spaces will remain free under this proposal.

ISU PARKING PROGRAM AND RATES:

During the preparation of this report, City staff met with Iowa State University parking staff to compare meter rates and discuss current collection methods they use. Similarly, to the coordination that was done between the City and ISU to add Smartcard functionality to the City's parking meter systems. Currently, ISU has a \$0.75/hour rate for all meters and all hourly structured parking stalls.

The University has also implemented various policies that they have found to minimize customer confusion and thereby reduce the number of voided tickets. ISU sets priority by limiting time, rather than by adjusting rates, which can still promote higher turn-over at those most popular parking stalls while eliminating the confusion users have with a multiple rate structure. **It should be noted that this approach works for the homogeneous nature of a University Campus and is unlikely to translate well to the rest of Ames.**

Beginning in FY16, ISU implemented a pay-by-phone app from a company called "Parkmobile." ISU staff sent out an RFP in FY15 requesting information on app-based payment method and found that Parkmobile provides the best value to comparable vendors. **It should be noted that Parkmobile has no start-up costs.** Their services include all mapping, numbering (meter stickers), and advertising materials needed to get a jurisdiction setup for collection through the Parkmobile app.

Parkmobile pays for their services via a \$0.30 transaction fee (\$0.15 if you use the wallet app) that is paid by the customer, which applies only to the initial payment. A transaction fee is not charged for extending time on a meter or parking stall. The Parkmobile platform has almost unlimited customization options for a jurisdiction to set policies. The app provides all the modern conveniences of paying with credit cards and other options such as extending time on a meter from anywhere with a smartphone. An added benefit from using Parkmobile is that it works "on-top" of your existing parking infrastructure, so for your customers that still want to pay using a Smartcard or coins can still do so (without the fee collected by the app).

ISU has spent the last two years promoting the use of the Parkmobile app with a goal to have at least 50% of transactions collected through the app, which they are at approximately 45% after Q1 of FY18. The City of Ames would be able to take advantage of some efficiencies in educating the public if Parkmobile is seen as a desirable customer service tool. Data from ISU beginning in FY16 has shown a consistent 15% growth per year in parking revenues after implementing the app, while

they have seen over-time parking tickets drop from around 16,157 (FY15 before the app) to 6,089 (FY17).

Finally, **ISU indicated that their parking committee had approved a recommendation to increase their parking rate to \$1.00/hr. It is expected that this proposal will be presented to the Board of Regents in the spring of 2018.** For consistency purposes, it may be advisable to adopt a rate structure that aligns, at least in-part, with the new rate seen on campus.

With a coordinated rate structure, along with encouraging the use of the Intermodal Facility (which is \$0.75/hr.) the updated revenue/expense calculation becomes:

Proposed Rate - Fiscal Year 2018/19			
Meter Tier 3	\$0.50	/hr.	(10 hr. max)
Meter Tier 2 (x1.5)	\$0.75	/hr.	(4 hr. max)
Meter Tier 1 (x2.0)	\$1.00	/hr.	(2 hr. max)
Rental Rate	\$50.00	/month	(24/7 ea. month)
Estimated Revenue		Estimated Expense	
Illegal Parking	\$367,300	Capital Escrow	\$573,574
Overtime Parking	\$150,000	Operating Expense	\$928,600
Misc.	\$27,900		
Rentals	\$118,800		
Downtown	\$536,307		
Campustown	\$301,867		
Total	\$1,502,174	Total	\$1,502,174

City Council also requested the cost to upgrade all the remaining standard meters to those that can take Smartcards. Of the 921, the City has 704 that accept Smartcards and have 45 additional mechanisms on order, which leaves 172 meters to upgrade. The current purchase price for a Smartcard meter is \$171.52, which equates to a total cost of \$29,501.44 to complete the system conversion. **The City Council may find this upgrade is not necessary with the implementation of the Parkmobile App. Staff would recommend monitoring the success of the app before putting this upgrade in the budget.**

OVERNIGHT RESTRICTIONS - SURVEY RESULTS:

To solicit feedback on overnight parking restrictions, stakeholders in the Downtown and Campustown were invited to take part in an online survey. Campustown Action Association and Main Street Cultural District was asked to distribute the survey to their respective businesses. Twenty-seven individuals responded to the survey. A summary of the response is shown in the tables that follow:

Responses:

Q1: When should the overnight restriction apply?

Answer Options	Response Percent	Response Count
All Days (Monday - Sunday)	44%	11
Weekdays (Monday - Thursday)	56%	14

Answered: 25 Skipped: 2

Q2: What is your preferred start time of the parking restriction?

Answer Options	Response Percent	Response Count
2 AM	15%	4
3 AM	37%	10
4 AM	37%	10
Other*	11%	3

*None. Chalk tires and prohibit overnight parking *Prefer no restriction

*Storms are likely to occur at 2 AM

Answered: 27 Skipped: 0

Q3: What is your preferred end time of the parking restriction? (When parking will be allowed)

Answer Options	Response Percent	Response Count
6 AM	58%	15
7 AM	15%	4
8 AM	8%	2
*Other	19%	5

*5AM

*This does not affect me

*As the streets are cleared of snow

*Prefer no restriction

Answered: 26 Skipped: 1

Q4: What is your preferred enforcement method?

Answer Options	Response Percent	Response Count
Ticket (only)	52%	14
Towing (only)	4%	1
Ticket & Towing	30%	8
Other	15%	4

*Towing (only) if car has been there for 24 hours without moving

*Ticket (only). If snow, Towing (only)

*Only ticket for second night

*Ticket (only), but prefer no restriction

Answered: 27 Skipped: 0

Q6: Would you support the snow ordinance covering the Downtown Business District and Campus Business District during major snow events to expedite the clearing of streets and lots?

Answer Options	Response Percent	Response Count
Yes	92%	24
No	8%	2

Answered: 26 Skipped: 1

STAFF RECOMMENDATIONS:

The management and enforcement of a City's parking system can be a multifarious task, which requires a wide-range of potential solutions to provide the quality of services expected by its customers while implementing fees that are reflective of the market. This report has outlined a diverse summary of qualitative and quantitative metrics that were used to generate the following recommendations.

Parking Fines

For the issue of illegal and overtime parking fines, staff found through the comparison of other communities' fine structures with Ames' fine structure that the City's fines are appropriate. **Staff is not seeking an increase in fines at this time.** Before significantly increasing fines, staff would propose to improve responsiveness to our customers' needs. By minimizing some of the issues that frustrate our customers, the City would be able to reduce the potential number of violations.

Special Event Fines

As stated earlier in this report, **staff recommends working with the City's Legal Department to explore establishing a Special Event fines ordinance.** This ordinance would create a fine structure during special events that recognizes parking demand balloons from normal day-to-day levels due to the potentially thousands of out-of-town visitors. Those additional vehicles significantly impact neighborhood parking, especially those neighborhoods adjacent to ISU Campus and Campustown.

Meter and Rental Rates

Currently, the Parking Fund is not operated as an actual enterprise fund. If it was, fees would be set to cover all operating expenses including the upkeep or replacement of parking system assets (infrastructure, equipment, vehicles, staff, etc.). A step towards that goal would be to set Parking Meter and Rental rates to the proposed tiered rates shown in this report. This would **establish meter rates of \$1.00/hr. (2 hr.), \$0.75/hr. (4 hr.), and \$0.50/hr. (10 hr.), and a rental rate of \$50.00/month for reservable stalls.** As a reminder, this is expected to generate \$573,574 annually for a capital improvements escrow. **Parking Rates in use today were established over 24 years ago in August of 1993. Using City Council's goals for the Parking System, staff also recommends that rates be adjusted on a 3-year to 5-year cycle to keep them up-to-date and appropriate.**

Parkmobile App (Credit Cards)

One of these services would be to implement the use of the Parkmobile App. This would allow our customers to pay for parking with a credit card, which, based on anecdotal evidence, appears to be highly desired by citizens and visitors alike. It would also provide significant customer service features, such as being able to add time to a meter without physically returning to the meter. **Staff recommends that the City begin using Parkmobile beginning in the next fiscal year regardless of what City Council decides to do with meter rates.**

Overnight Parking

The results from the survey sent to both Downtown and Campustown districts regarding overnight parking restrictions to allow for maintenance activities seemed to indicate that most businesses want overnight restrictions to be set from 4 AM to 6 AM for Monday thru Thursday, and to also restrict parking when the City's Snow Ordinance is in effect. The preferred method of enforcement from the perspective of the businesses was to ticket only, and not to tow those vehicles left overnight (unless illegally parked in a reserve space). It should be noted that during a snow event, vehicles would be towed if needed.

Staff recommends implementing the changes supported by the CBD area businesses with one minor revision that the overnight hours be for all days. Because of seasonal maintenance needs (leaves, snow, etc.), there are times of the year when crews will need to work more frequently in CBD areas to clear and clean the parking stalls. **Therefore, staff recommends going to a 4 AM to 6 AM restriction All Days of the week (Monday – Sunday), incorporating the CBD areas into the Snow Ordinance, and adopting the policy to only ticket violators of the 4 AM to 6 AM period.**

TWO ADDITIONAL ISSUES:

Simplification of Neighborhood Parking Regulations

An outstanding issue that was not addressed in this report was a solution to simplify and make consistent neighborhood parking regulations in and around the CBD areas. Staff recognizes that this has been a long-standing goal of the City Council. However, it is also one of the more complicated issues. **It is hoped that the Campus Community Commission will be able to provide a recommendation to address this long-standing problem.**

Vendor/Work Permit in CBD areas

Finally, a subset of these broader issues is a method to address service industry parking in CBD areas. Workers who are performing improvements to businesses such as plumbers, electricians, painters, etc. have higher difficulty in Downtown and Campustown parking their vehicles or to deliver materials needed to complete a project. Staff would like to explore the potential of creating a CBD work permit that allows these service industries to park legally, whereas currently, staff finds that there is a high level of frustration where workers are willing to risk getting daily tickets rather than parking legally. **Staff plans to return at a later date with a proposal to establish a CBD work permit program.**

Attachment 1: Detailed Parking Fund Summary

PARKING FUND (540)

	Actuals					Adjusted	Requested
	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20
Revenues							
Illegal Parking	\$371,639	\$357,513	\$347,732	\$363,089	\$349,353	\$350,000	\$367,300
Overtime Parking	\$150,557	\$147,014	\$165,495	\$151,761	\$141,925	\$100,000	\$150,000
East District - Downtown	\$191,504	\$190,316	\$197,838	\$205,401	\$205,739	\$212,360	\$636,507
Rentals	\$52,423	\$45,368	\$49,547	\$56,112	\$55,445	\$59,760	\$100,200
Meters	\$139,081	\$144,948	\$148,292	\$149,288	\$150,293	\$152,600	\$536,307
West District - Campustown	\$147,024	\$144,583	\$156,932	\$180,876	\$179,829	\$192,100	\$320,467
Rentals	\$17,847	\$17,309	\$28,207	\$31,828	\$25,011	\$30,500	\$18,600
Meters	\$129,177	\$127,274	\$128,725	\$149,048	\$154,819	\$161,600	\$301,867
Collection Agency Revenue	\$17,255	\$21,077	\$19,398	\$19,910	\$22,312	\$20,000	\$21,400
Interest Revenue	(\$87)	\$4,196	\$3,165	\$5,322	\$996	\$3,000	\$3,300
Misc. Revenue	\$5,921	\$9,743	\$4,587	\$4,140	\$547	\$350	\$3,200
Total Revenues	\$883,813	\$874,442	\$895,148	\$930,499	\$900,701	\$877,810	\$1,502,174
Expenses							
Parking Enforcement	\$313,381	\$324,357	\$344,158	\$351,718	\$342,140	\$447,881	\$356,100
Parking Operations	\$259,121	\$292,716	\$309,628	\$322,817	\$303,531	\$333,937	\$321,000
Customer Service	\$172,411	\$173,490	\$169,964	\$175,595	\$177,968	\$177,109	\$179,600
Right-of-Way Maintenance (Removed as of FY 17/18)	\$3,036	\$3,345	\$3,262	\$5,274	\$0	\$0	\$0
Financial Services	\$22,625	\$22,432	\$23,417	\$24,014	\$25,251	\$26,562	\$24,900
Purchasing Services	\$0	\$462	\$503	\$495	\$475	\$529	\$500
Legal Services	\$35,063	\$36,553	\$38,049	\$38,167	\$37,957	\$37,420	\$39,200
Human Resources	\$5,197	\$5,150	\$5,267	\$4,364	\$4,855	\$6,080	\$5,000
Facilities	\$10,738	\$11,136	\$2,438	\$2,180	\$2,104	\$2,778	\$2,300
Capital Escrow							\$414,000
Merit/Payroll Adjustment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$821,572	\$869,642	\$896,686	\$924,623	\$894,281	\$1,032,296	\$1,342,600
Fund Balance							
Net Change in Fund	\$62,240	\$4,801	(\$1,539)	\$5,876	\$6,420	(\$154,486)	\$159,574
Beginning Balance	\$337,870	\$384,098	\$352,775	\$411,757	\$417,712	\$269,649	\$123,570
Ending Balance	\$400,110	\$388,898	\$351,236	\$417,633	\$424,132	\$115,163	\$283,144

Minimum fund balance target:

10% of operating expenses

\$92,860

Unreserved fund balance

\$190,284

Staff Report

**U.S. MAYORS CLIMATE PROTECTION AGREEMENT
AND CITY OPERATIONS CARBON FOOTPRINT**

November 28, 2017

BACKGROUND:

At the June 13, 2017, City Council meeting, the City Council directed staff to schedule a workshop to discuss specific goals that could assist the City in meeting the 2014 U.S. Mayors Climate Protection Agreement standard. Additionally, the City Council directed that a proposal to sign on to that agreement should be placed on a future agenda.

GREENHOUSE GAS TREATIES AND AGREEMENTS:

City staff believes it may be helpful to review the history of the standards that have been proposed and implemented related to climate change and carbon footprint in the past several years. In 1997, the United Nations Framework Convention on Climate Change adopted the **Kyoto Protocol**. The Kyoto Protocol set greenhouse gas emission reduction targets for ratifying nations. It established a system to measure and report emissions, and required implementation of policies that would result in reduced greenhouse gas emissions. A “carbon market” was established among ratifying nations, to allow nations that were below their emissions targets to sell this capacity to nations that were over their targets.

Although the United States is a signatory to the Kyoto Protocol, the U.S. has not ratified the agreement. In 2005, the U.S. Conference of Mayors endorsed a **U.S. Mayors Climate Protection Agreement**, which sought to implement the goals of the Kyoto Protocol on a city-by-city level in the U.S. This agreement has over 1,000 signatories. The agreement commits cities to three actions:

- 1) Urging the federal and state governments to enact policies and programs to reduce global warming pollution levels by 7% below their 1990 levels by 2012.
- 2) Urging Congress to pass greenhouse gas reduction legislation, including emissions limits and a market-based greenhouse allowance trading system.
- 3) Striving to meet or exceed Kyoto Protocol targets for greenhouse gas reduction in city operations.

In 2007, the City Council approved a resolution endorsing this agreement. The Council later adopted a set of carbon reduction goals and procedures that it felt were in the spirit of the agreement. These are described in detail in the section that follows.

In 2011, efforts were initiated to develop a successor agreement to the Kyoto Protocol, since the Kyoto Protocol's scope ends in the year 2020. This led to the adoption of the **Paris Climate Accord**. The goal of the accord is to hold the global average temperature increase to no higher than 2°C above pre-industrial levels. The agreement requires countries to establish emissions reduction plans, but does not differentiate the responsibility between developed nations and the developing world, as the Kyoto Protocol did. The United States is a signatory to the Paris Climate Accord, but indicated its intent in summer 2017 to withdraw from the accord, which can occur no earlier than the year 2019.

In 2014, the U.S. Conference of Mayors developed a revised Climate Protection Agreement. This agreement proposed a national greenhouse gas emission reduction target of 17% by the year 2020, and for an ambitious subsequent goal to be developed after 2020. Locally, the agreement encouraged actions such as:

1. Developing an energy plan, including an inventory of emissions
2. Adopting land-use policies that reduce sprawl, preserve open space, and enhance walkability
3. Promoting transportation options (bike trails, carpooling, transit)
4. Increasing alternative energy use
5. Prioritizing energy efficiency through building code improvements, energy efficiency upgrades to City facilities, and conservation
6. Increasing the fuel efficiency of City vehicles
7. Increasing energy efficiency of water and wastewater operations
8. Increasing community recycling rates
9. Promoting tree planting and maintaining healthy urban forests
10. Educating the community about the importance of energy efficiency and renewable energy.

The agreement also encouraged cities to invest in climate preparedness strategies to plan for the effects of climate change. Finally, the agreement committed cities to support conservation initiatives such as Arbor Day, Earth Day, and community events, as a way to reaffirm a public commitment to conservation.

CITY OPERATIONS CARBON FOOTPRINT:

In 2007, the City Council approved a resolution endorsing the U.S. Mayors Climate Protection Agreement. At that time, the City Council also committed to identifying baseline carbon emission levels for City operations, establishing carbon reduction goals, and developing a plan to achieve these carbon reduction goals.

Upon endorsing the agreement, City staff reviewed the available records and learned that complete data regarding City operations energy consumption (which is used to calculate carbon emissions) was only available back to the year 2001. **Therefore, the**

City Council adopted a goal to reduce the carbon footprint of City operations by 15% from its 2001-2006 average levels by the year 2014.

Efforts to achieve the City Council's goal in years leading up to 2014 were assisted in two significant ways. One was through the City Council allocating \$400,000 in the Capital Improvements Plan to implement energy efficiency projects in City facilities. City staff obtained a comprehensive energy audit of City facilities, prioritized potential projects based on their carbon footprint reduction and payback period, and exhausted the available funding by implementing dozens of the proposed projects. The second way in which the City's efforts were assisted was through the widespread availability of energy efficiency grant funding as part of the American Recovery and Reinvestment Act of 2009. The City received \$624,920 in grants for seven projects to replace interior lighting, heating and cooling equipment, traffic signal, streetlights, and pumps and motors. Since then, grants for energy efficiency projects have become scarce.

As City staff reviewed the carbon footprint of City operations, the City was organized into three major sectors: 1) the Building sector, 2) the Fleet sector (including the CyRide and non-CyRide fleet), and 3) the Miscellaneous sector. The City utilities (Electric Plant, Resource Recovery, Water Plant, Water Pollution Control Facility, and their related pumping stations) were measured, but not counted against the City's baseline or goals. This is because the demand placed on those facilities (and how much energy must be used to respond to that demand) is significantly affected by factors outside the control of City staff.

In the **Building sector**, electric and natural gas consumption were measured. By 2014, the energy efficiency improvements implemented at City facilities caused the following reductions compared to the measurement period baseline:

- Natural Gas usage decreased 18.2%
- Electrical usage decreased 17.9%
- CO2 emissions decreased 17.9%

In the **Fleet sector**, total emissions increased during the measurement period, because the quantity of fuel consumed has increased. However, the number of miles driven has also increased. Comparing the fuel consumption and the miles driven, by 2014, the efficiency of the non-CyRide fleet increased significantly, and the number of passengers traveling on the CyRide system also increased significantly:

Non-CyRide Fleet

5.2% emissions increase
26.6% increase in miles driven
20.3% more efficient (CO2/mile)

CyRide Fleet

33.6% emissions increase
31.3% increase in miles driven
1.7% less efficient (CO2/mile)
63% ridership increase over baseline
18.3% decrease in CO2 per rider

In the **Miscellaneous sector**, the key drivers of CO2 emissions are light fixtures such as streetlights and traffic signals. This sector saw a measureable decrease in CO2 emissions during the period when traffic signals were converted to LED fixtures. However, the continued growth of the City has caused an increase in the electrical consumption related to streetlights. **In 2014, the CO2 emissions related to the Miscellaneous sector were up 10.6% compared to the baseline.** City staff is now in the second year of a six-year, \$1.9 million project to convert the City's streetlights to LEDs. Since streetlights are the largest driver of the carbon footprint in this sector, this project should cause a sizeable decrease in the CO2 emissions of the Miscellaneous sector. **However, as the City continues to grow and add additional lights, the carbon footprint may again increase in the future.**

COMMUNITY SUSTAINABILITY EFFORTS:

In 2010, the City entered into an agreement with Iowa State University to share a portion of ISU Sustainability Coordinator Merry Rankin's time for City activities. The City has contracted with ISU for \$25,000 per year since then for these services. Ms. Rankin has been focused on sustainability initiatives that affect the Ames community, while City staff has evaluated the sustainability of City operations.

Through this initiative, the Sustainability Coordinator has led a Sustainability Task Force and developed a community sustainability plan. The City Council provided direction in 2012 to focus efforts on reducing electrical energy consumption in the community. These efforts included a review of the City's Smart Energy Program, developing communication materials for local businesses related to energy conservation, and creating an award and recognition for those businesses that led efforts in reducing electrical consumption.

The Sustainability Coordinator has also worked on efforts to develop a residential energy comparison tool and waste reduction efforts with Water & Pollution Control and Resource Recovery, including exploring composting and the coordination of the Rummage RAMPage.

ACTIVITIES AND GOALS IN OTHER COMMUNITIES:

Staff has investigated the efforts of other communities and the goals they have adopted related to energy efficiency and carbon footprint. A summary of several cities with readily available goals and actions is below:

City	Goal	Actions (actual and proposed)
Cedar Rapids	By 2020, reduce energy use in City facilities to 26% below 2008 levels	LEED standards for all new City buildings, energy efficiency projects at City facilities (lighting upgrades, vehicle idling reduction, pump and motor upgrades, geothermal heating/cooling, solar-powered buildings/fixtures)
Iowa City	By 2025, reduce <u>community-wide</u> greenhouse gases 26-28% below 2005 levels, and reduce 80% below 2005 levels by year 2050. (No specific goal for municipal operations)	Community greenhouse gas inventory (including analysis of local utility generation portfolio), consolidation of City facilities, lighting/equipment upgrades at City facilities, coordination of traffic signal timing, installation of electric vehicle charging stations, LRTP and bike master plan focus on energy efficiency.
Dubuque	By 2030, reduce <u>community-wide</u> greenhouse gases 50% below 2003 levels.	Community greenhouse gas inventory, efforts to reduce greenhouse gases in energy generation, the built environment, waste reduction and resource management, and transportation
Columbia, MO	By 2020, reduce <u>community-wide</u> greenhouse gases 20% below 2012 levels.	Community greenhouse gas inventory, implement anti-sprawl land-use policies, provide transportation alternatives, invest in renewable energy, retrofit City facilities and equipment, purchase only Energy Star equipment for City use, construct LEED facilities, improve vehicle fuel efficiency, increase community recycling, promote tree planting.
Duluth, MN	By 2050, reduce greenhouse gases from city operations 80% below 2008 levels.	Installation of solar panels, electric vehicles and charging stations, equipment upgrades at water treatment facility.
St. Cloud, MN	By 2019, 25% reduction in energy purchased compared to 2014; by 2024, 50% reduction in energy purchased; by 2034, 75% reduction in energy purchased	Substantial investment in solar energy, energy generation from wastewater facility, replacement of street lights and traffic lights with LEDs.

It should be noted that several of these communities consider how electricity generation sources (e.g., coal, gas, wind, solar) have changed over time when calculating their community carbon footprints. **During Ames' efforts to evaluate its carbon footprint, City staff has only evaluated the demand side of the electrical energy equation, even though the fuels used to power the City have changed. If staff was to adjust the carbon footprint calculation based on the actual source of electricity, the City's carbon footprint now would likely be significantly smaller than a decade ago because of the replacement of coal with natural gas at the Power Plant, the addition of wind energy into the City's energy portfolio, and the planned addition of solar energy into the City's energy portfolio.**

OPTIONS:

The City Council has requested to have approval of the 2014 Mayors Climate Protection Agreement on a future agenda. That option, along with others the City Council may wish to consider, appear below. The City Council could choose to implement one or a combination of the following:

1. Sign on to the 2014 U.S. Mayors Climate Protection Agreement

The text of the revised agreement is attached to this staff report. It should be noted that the agreement itself is primarily a statement advocating general action related to climate change; although example actions are provided in the agreement, it does not commit the City to taking any specific actions. City staff has reviewed the list of encouraged actions and believes many, if not all of the listed actions are being addressed through the City's existing efforts, such as: Sustainability Coordinator activities, the EcoSmart umbrella of programs, the SunSmart Ames community solar initiative, the emphasis on multi-modal transportation in the Long-Range Transportation Plan, the Complete Streets initiative, the development of a new Land Use Policy Plan, efforts at CyRide and Fleet Services to purchase fuel efficient, hybrid, and flex-fuel vehicles, the Rummage RAMPage repurposing event, and the hiring of a City Forester and implementation of an urban forest management plan.

In 2007, the City Council adopted the original U.S. Mayors Climate Protection Agreement and then adopted policies and goals the Council felt were in the spirit of that agreement. If the City Council wishes to commit the City to additional actions to reduce the City's carbon footprint, specific direction to City staff would be required.

2. Establish a new carbon footprint reduction goal in the spirit of the 2014 U.S. Mayors Climate Protection Agreement

The City Council's original goal timeframe has now passed. Two of the three areas of measurement have reduced their overall carbon footprint or increased their overall efficiency by greater than 15%, and one sector has become more than 10% more carbon intensive as of 2014.

- a. One option available to the City Council would be to could commit to meeting the original goal in all three sectors by a specified time.** City staff could evaluate the Miscellaneous sector and return to the City Council with what it believes is a realistic timeframe to achieve a 15% carbon footprint reduction in that sector.
- b. Alternatively, the Council could choose to establish a new goal. As a first step, City staff recommends that the City Council direct staff to evaluate the carbon footprint of City operations in consideration of the changes in fuels used to generate electricity in the past decade.** This appears to be how many other communities evaluate their carbon

footprint. The carbon footprint assessments the City Council has received from staff since 2007 have all focused on the consumption of energy, and have not allowed changes in the source of the energy to be considered. Although this has been helpful to focus efforts on energy reduction, it does not give the City credit for investments in lower carbon and renewable energy. Since the City's electrical generation portfolio has changed substantially in this period of time with the addition of wind and natural gas power (and the planned addition of solar energy), the carbon output from City operations has also changed. In not considering the source of the energy, it is difficult to compare the overall carbon footprint of City operations with other communities.

Once City staff completes this assessment, the City Council could be provided with a clearer comparison of the City of Ames' efforts compared to other communities. **The Council could then proceed with establishing a new carbon footprint goal. A new goal could be related to City operations or could be focused on the entire community's carbon footprint.** A carbon footprint inventory of the community would need to be developed if the goal was related to the entire community rather than City operations. Staff has more readily available information and greater control over City operations. However, many examples exist from other cities regarding how to approach a community-wide goal.

If the new goal was related only to City operations, the City Council would need to decide whether it should attempt to achieve an absolute decrease in the City operations carbon footprint compared to where it was at some point in time, or if it should be related to increasing the efficiency of City operations. Since Ames is a growing community, achieving an absolute reduction would be very challenging and expensive if the expectation was to maintain the same level of service to the community. For example, opening a new Healthy Life Center would require not only that such a facility be extremely energy efficient, but also that any increase in carbon footprint associated with it be offset by additional carbon decreases in other City facilities. This could be very difficult to achieve.

As an alternative, the City Council could choose to adopt a goal to increase the efficiency of City operations (e.g., City vehicles are measured not by total fuel consumed, but by miles driven per gallon. In facilities, rather than measuring total carbon output, the average carbon intensity per square foot could be measured and reduced over time).

A new goal would need an achievable target and timeframe. Staff has provided examples of carbon reduction goals and timeframes from other communities in this report. The timeframe of any goal would need to allow for staff to develop a strategy to achieve the goal and make progress

towards it. **The City Council should note that the round of equipment replacement that occurred in the past 5-10 years has addressed most of the cost-effective energy efficiency upgrades known to City staff. Reducing energy consumption in those facilities further may either be infeasible or extremely costly to do. The City Council may have to commit significant funds to energy efficiency projects if further reductions are desired.**



The U.S. Mayors Climate Protection Agreement

(As presented to the 82nd Annual U.S. Conference of Mayors Meeting, Dallas, 2014)

- I. **National Action:** As leaders of the nation's cities, we continue to urge the federal and state governments to enact bipartisan legislation, policies and programs to assist mayors in their efforts to lead the nation toward energy independence, create American jobs that can't be shipped overseas, and protect our environment, eliminate waste, and fight climate change. Such efforts will help achieve the national target of reducing greenhouse gas emissions in the range of 17 percent by 2020 and urge the United States to adopt an ambitious post 2020 target. We urge congress to enact policies and programs that:
- a. Promote greater energy independence and reduce the United States' dependence on fossil fuels;
 - b. Accelerate energy efficiency and the development of clean, economical and renewable energy technologies such as cogeneration, LED/other energy-efficient lighting, methane recovery for energy generation, waste to energy, wind and solar energy, fuel cells, efficient motor vehicles, and biofuels; and
 - c. Adapt city buildings, homes, facilities and infrastructures to address changing climatic conditions.

We urge the federal government to reduce carbon pollution through existing authorities such as the Clean Air Act, Appliance Efficiency Standards, Federal Transportation Investments, and Renewable Energy and Energy Efficiency loan and grant programs, including refunding of energy block grant program, and by proposing new legislative initiatives.

II. **Local Action:**

- a. **Mitigation:** We will strive to establish and meet or exceed locally-established targets for reducing energy use, especially fossil fuels, by taking actions in our own operations and throughout our communities, placing particular emphasis on engaging the community – citizens, businesses, schools and organizations – in a concerted campaign to set and achieve such targets through actions such as:
 - i. Develop an energy plan that addresses and includes water, wastewater and stormwater runoff, heat island effects, preservation of open space and an inventory of emissions from fossil fuels for city operations and for the community using established metrics, set reduction targets and adopt elements that address how to harden and adapt city systems and infrastructures to climatic events;
 - ii. Adopt and enforce land-use policies that reduce sprawl, preserve open space, and create compact, walkable urban communities;
 - iii. Promote transportation options such as bicycle trails, commute trip reduction programs, incentives for car pooling and public transit;

- iv. Increase the use of clean, alternative energy by supporting the development of renewable energy resources, building the renewable energy technology manufacturing capacity of cities, recovering landfill methane for energy production, and supporting the use of waste to energy technology;
- v. Make energy efficiency and resilience a priority through building code improvements, retrofitting city facilities with energy efficient lighting, urging employees to conserve energy and save money and other actions to maximize the performance of the city buildings;
- vi. Increase the average fuel efficiency of municipal fleet vehicles, reduce the number of vehicles, launch an employee education program including anti-idling messages, and convert diesel vehicles to bio-diesel;
- vii. Evaluate opportunities to increase energy efficiency in water and wastewater systems, recover wastewater treatment methane for energy production, and harden these systems to respond to sea level rise and other climatic events threatening the delivery of these services;
- viii. Increase recycling rates in city operations and in the community;
- ix. Maintain healthy urban forests; promote tree planting to increase shading and to absorb CO₂; and
- x. Help educate the public, schools, other jurisdictions, professional associations, business and industry about the importance of energy efficiency and renewable energy development in reducing carbon and actions necessary to adapt buildings, systems, and infrastructures to respond to changing climate conditions.

b. Resilience: We support investment in climate preparedness strategies that implement the use of green infrastructure to increase resilience of city water systems, encourage preparedness policies that take into account a city's most vulnerable populations and disproportionately affected citizens, and work with state and federal officials to have disaster response systems in place to deal with acute stresses to a city or region. We pledge further to increase community preparedness by assessing and addressing projected impacts such as sea level rise, increased storm surge, extreme heat, drought, floods, and wildfires.

III. Advocacy: We pledge to support a grassroots movement, engaging young people especially, in support of conservation initiatives, such as Arbor Day, Earth Day, community events, locally-established conservation corps and other activities, and to recognize "conservationists" in our city as part of a systematic campaign over time to renew and reaffirm public commitments to long-established conservation values in our city, state and nation. We further pledge to work as global ambassadors to share best practices with mayors everywhere.

COUNCIL ACTION FORM

SUBJECT: ZONING TEXT AMENDMENT FOR LANDSCAPE ADMINISTRATIVE STANDARDS AND UPDATES TO GENERAL LANDSCAPE STANDARDS SECOND READING WITH ADDITIONAL MINOR CHANGES

BACKGROUND:

At the November 14th City Council meeting a public hearing was held along with the first reading of new administrative rules to the existing landscaping standards as well as an update to general landscape standards. Staff has made some additional grammar corrections as well as moved existing language to new areas where it has been deemed to be a better fit and to eliminate redundancy. The additional corrections and changes are outlined below.

The changes that have been made involve the following areas:

1. Relocating existing language in 29.406(9)(f) to a new location under 29.406(2)(d) which staff believes better achieves the intent of the language by being relocated to this section. This language gives the Planning Director the discretion on a site plan to reduce required parking to accommodate vehicular cross-access.
2. Deleting existing language under 29.406(9)(a)(i) as it is redundant to language under 29.406(9)(e) which staff also believes more clearly expresses the standard being addressed. This language allows for vehicular overhang of up to 18 inches in a parking stall that is 17 feet 6 inches in length when abutting a planter area that is at least 7 feet in depth.
3. Deleting existing language under 29.406(11)(d) as it is redundant to language being relocated with this update from 29.406(9)(f) to 29.406(2)(d) as referenced above in item #1 dealing with Planning Director discretion on parking to accommodate vehicular cross-access.
4. Correcting references under 29.406(13) that reference 29.403 in specific locations to a general reference to 29.403. The specific locations referenced are not the only applicable areas of existing language to this standard. Staff believes it is more accurate to reference 29.403 in general.
5. Additional changes to grammar have been made in Section 29.307(5)(b); Section 29.403(3)(N) and in Section 29.403(5)(D)(iii).

ALTERNATIVES:

1. The City Council can approve incorporating into the second reading the proposed changes for landscape related standards of Article III and Article IV of the Zoning Ordinance.
2. The City Council can provide direction for alternative language and direct staff to return prior to the third reading of an ordinance.

CITY MANAGER'S RECOMMENDED ACTION:

The additional corrections and language relocations being incorporated into this ordinance with the second reading are minor in nature and represent eliminating redundancies and correcting grammar issues within existing language. These adjustments and corrections do not change the nature of the existing or proposed standards within the ordinance.

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1 as described above.

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY ENACTING A NEW SECTIONS CHAPTER 29, ARTICLE 3 SECTION 29.307(5)(B), SECTION CHAPTER 29 ARTICLE 4, SECTION 29.403(2)(V)(I)(A)(B)(C)(D)(E)(I), SECTION 29.403(3)(K)(L)(M)(N), SECTION 29.403(5), SECTION 29.405(1)(C), SEC. 29.406(2)(C)(D)(7)(A)(B), SECTION 29.408(4)(B)(IV)(C)(I) THEREOF, FOR THE PURPOSE OF UPDATING ADMINISTRATIVE STANDARDS ; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by enacting a new Chapter 29 Article 3, Section 29.307(5)(b) as follows:

**“CHAPTER 29 ARTICLE 3
ZONING PROCESS**

Sec. 29.307. NONCONFORMITIES.

...

(5) Other Nonconformities.

...

Development that is consistent with a Site Development Plan approved before the date that this Ordinance became effective shall be deemed to be in conformance with this Ordinance to the extent that it is consistent with the approved plan and to the extent that such plan or conditions imposed thereon directly addresses the specific issue involved in the determination of conformity. However, redevelopment of a site with a prior Site Development Plan approval must conform to the current zoning standards for issuance of a new certificate of compliance.

(b) Policy. Because nonconformities such as those listed above involve less investment and are more easily corrected than those involving lots, buildings and uses, it is generally the policy of the City to eliminate such other nonconformities as quickly as practicable. Practicable improvements take in to account current conditions, planter dimensions, building spacing and scope of improvements proposed for a property. Front yard landscaping, parking lot landscaping and screening shall be reviewed in each instance where new or redevelopment is proposed with a Site Development Plan. Although full compliance may not be achievable, all sites must advance towards compliance with current requirements in terms of location of plantings and quantity of plantings.

...

Section Two. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by enacting a new Section Chapter 29 Article 4, Section 29.403(2)(v)(i)(a)(b)(c)(d)(e),(E)(i), Section 29.403(3)(k)(l)(m)(n), Section 29.403(5), Section 29.405(1)(c), Sec. 29.406(2)(c)(d),(7)(a)(b), Section 29.408(4)(b)(iv)(c)(i) and repealing Section 29.406(9)(a)(i),(11)(d) as follows:

**CHAPTER 29 ARTICLE 4
DEVELOPMENT STANDARDS**

Sec. 29.403. LANDSCAPING AND SCREENING.

...

2. Landscaping Requirements for Residential Uses.

...

(v) Front yards in all areas not between parking lots and streets require the planting of shrubs with a mix of deciduous and coniferous at a rate of 9 shrubs for every 50 linear feet of street frontage not associated with parking lots. Ornamental grasses may be substituted for shrubs at a rate of 3 grasses for 1 shrub. No more than 75% of total required front yard landscaping may be substituted with ornamental grasses.

...

(i) **Surface Parking Lot Landscaped Area**

(a) Parking lots must contain landscaped area equal to 10% of the total gross parking lot. The total gross area of a parking lot is defined as the area of the paved surface measured from the back of the curb or edge of paving excepting landscaped islands, landscaped medians, and driveways within the front yard landscape area.

(b) Perimeter side and rear yard planters abutting a parking lot that are 5 feet in depth or greater may count towards the 10% area requirement.

(c) If parking lot landscaping is placed in perimeter planting areas the landscaping must be located within 10 feet of the edge of paving to count towards the required 10% area.

(d) No area of the front yard landscaping shall count toward parking lot landscaping.

(e) Overstory shade trees must be planted at a rate of 1 tree for every 200 square feet of the required 10% landscape area. Note that to meet the dispersal requirement for the parking lot, a site may need to exceed 10% landscaped area.

...

(E) **Perimeter Parking Lot Landscaping and Bufferyards**

Side and rear yards abutting a parking lot, excepting front yard driveways, require a High Screen adjacent to residential zoning.

(i) Buffer yards adjacent to one and two-family homes must be 10 feet in width and may be reduced to 5 feet in width with installation of a 6 foot solid fence.

...

3. General Requirements All Sites.

...

(K) **Detention Ponds and Landscaped Areas**

Detention ponds must be unfenced and contain decorative landscaping elements such as tiered retaining walls, decorative rock features and plantings to be eligible to be counted toward base zone landscape percentage. The area

of normal water height shall not count toward the base zone requirements. For 'wet' detention ponds or retention ponds the area of normal water height shall not count towards the base zone landscape percentage.

(L) The Department shall not approve any landscape plan submitted to it pursuant to this section unless the plan conforms to the requirements of this section or conforms to an approved Master Plan or a Major Site Development Plan which the City Council has determined meets the purposes described in Section 29.403.

(M) No surface parking lot shall be constructed, enlarged or reconstructed (excluding paving overlay) until a Parking Lot Landscape Plan for that surface parking lot has been approved by the Department of Planning and Housing. Reconstruction of a parking lot shall be subject to conformance with this ordinance pursuant to 29.307(5)(B).

(N) Surface Parking Lot Landscape Plans shall be prepared and submitted in accordance with these provisions and the provisions contained in section 29.1502(3), "Minor Site Development Plan". A parking space striping or site landscape plan that includes no new construction may be submitted pursuant to 29.403 (5)(C)(2).

Sec. 29.403(5) ADMINISTRATION.

(A) Maintenance of Landscaping

The property owner shall maintain required landscaping in a healthy and vital condition. The property owner shall permit and support the full maturity of required landscaping, including allowing for trees to reach their mature height and canopy size by not prematurely pruning, removing, "topping," or by other means discourage the growth and health of vegetation.

Dead or unhealthy vegetation shall be removed and replaced consistent with the standards of this ordinance. In kind replacement is required within 60 sixty days of removal of dead or unhealthy landscaping.

(B) Failure to maintain landscaping and planters consistent with the standards of this ordinance is a violation of the Zoning Ordinance. The Zoning Enforcement Officer may require replacement landscaping at larger installation sizes as corrective action to improper landscaping maintenance or removal, in addition to the provisions of Article XVI.

(C) Removal of Landscaping

(i) Property owners shall not remove existing vegetation that is consistent with an approved Site Development Plan that may no longer be required under the current standards without providing for a whole site review that includes replacement landscaping consistent with all new standards. For example, although side yard buffering is not required in many commercial areas there are additional parking lot landscaping requirements that would need to be addressed with a new landscaped plan before trees could be removed and have a compliant overall site. Existing trees and shrubs cannot be removed without addressing how replacement landscaping that is consistent with current requirements in terms of quantities, areas, quality, and types, will be added to a site to address current landscaping requirements. Approved Special Use Permits must be amended by the Zoning Board of Adjustment if existing vegetation is proposed to be removed and replaced.

(ii) Modifications to landscape plans may be submitted for Planning Director approval as a site landscape plan rather than as a Site Development Plan. However, if there are changes to the planting areas that affect stormwater management or are in conjunction with other changes to the site, a Minor Site Development Plan is required. The Planning Director shall prescribe the landscape plan application requirements for modifications to existing landscaping. The Planning Director may approve a modified landscape plan for existing sites when the overall landscaping planting plan is consistent with the intent of the ordinance for overall site landscaping of parking lots, yards, and screening and the modified plan is determined to not diminish the landscape qualities of the site.

(D) Installation and Inspections

(i) Landscaping shall be installed commensurate with the overall construction and phasing of a site. Site Development Plan approvals may include conditions to facilitate planting of vegetation during the first

phase of construction for larger projects.

(ii) Prior to requesting occupancy of a building or actual use of a site, whichever occurs first, the property owner or applicant must submit a report verifying that required planter requirements for soil quality and conditions comply with the ordinance.

(iii) All required landscaping materials, both living and non-living, shall be in place prior to the time of issuance of a final Certificate of Occupancy. The Zoning Enforcement Officer may grant a temporary Certificate of Occupancy for use of a site or building when the property owner has agreed to complete the required plantings within 60 days of the request for occupancy or by October 1st, whichever would occur first. The Planning Director may authorize deferral of landscaping plantings for a specified period of time due to adverse weather conditions and subject to the posting of a cash escrow or irrevocable letter of credit in an amount equal to one and one-half times the estimated cost of the landscaping. Posting of financial security for completing landscaping does not relieve the property owner from installing and maintaining landscaping in accordance with the standards of this ordinance.

(iv) The property owner may be found to be in violation of the Zoning Ordinance at any time once the initial delay for installation has been expired, whether a financial security has been provided or a Certificate of Occupancy has been finalized by the Building Official.

...

Sec. 29.405. OUTDOOR DISPLAY AND STORAGE.

...

(1) Outdoor Display of Goods.

...

(c) Auto and Marine Craft Trade outdoor display areas shall only be established on sites that comply with front yard landscaping requirements of 29.403 (1) or (5).

...

Sec. 29.406. OFF-STREET PARKING.

...

(2) Required Parking Spaces.

...

(c) The Planning Director may reduce required parking for non-residential uses by 10% in order to increase landscape area within parking lots that exceed 30 or more spaces.

(d) The Planning Director may approve a reduction of up to three required parking stalls to accommodate a vehicular cross-access route to an adjoining property.

...

(7) Locating Parking Spaces in Front Yard.

(a) Surface Parking Lot Landscaping Plan

Unless a parking lot plan is submitted as part of the development process pursuant to Section 29.1502, a Surface Parking Lot Landscaping Plan to meet the standards of Section 29.403 and 29.406 shall be submitted to and approved by the Director of Planning and Housing (to be evidenced by a document signed by both the property owner or owner's agent and the said Director), prior to any construction, reconstruction, installation, erection, conversion, alteration, addition, enlargement or development of any structure, improvement, feature or aspect of the premises. A Building/Zoning Permit required by Section 29.1501 shall not be issued until the plan is submitted and approved.

(b) Front yard parking is permitted on commercial or industrial sites unless prohibited by the base zone standards.

...

(13) **Surface Parking Landscaping and Screening.** Surface parking facilities must conform to the minimum landscaping and screening requirements set forth in Section 29.403 unless it is a part of an approved Master Plan or a Major Site Development Plan which City Council deems acceptable under the purposes of Section 29.403.

Sec. 29.408. OTHER GENERAL DEVELOPMENT STANDARDS.

...

(4) **Mechanical Units.**

...

(b) **Screening Exemptions.** Screening of mechanical units is not required in the following instances:

...

(iv) Sites with front yard landscaping as required within Section 29.403 and where mechanical units are located behind the centerline of a building. Where front yard landscaping is not in place, screening is required.

(c) **Location of Mechanical Units**

(i) Mechanical units must meet all screening requirements of Section 29.408(4) and must be located outside of required landscape areas in parking lots or bufferyards. However, in situations where upgrades or relocations of mechanical units for utility services are necessary to provide continued service, the Director of Planning & Housing may approve placement of mechanical units in required landscape areas, and may also waive screening requirements of mechanical units, if the Director determines that such upgrades or relocations could not have been anticipated either at the time of platting or at the time of site development when the utilities were first planned and/or installed, and that there is insufficient room for the relocated or upgraded utility mechanical units to be screened or placed outside of required landscape areas.

Section Three. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Four. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this _____ day of _____, _____.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

ITEM # 34a&b
DATE: 11-14-17

COUNCIL ACTION FORM

SUBJECT: REVISIONS TO CHAPTER 28

BACKGROUND:

On October 24, Council approved on first reading an ordinance that makes a number of updates to Chapter 28. **Staff has learned that a minor wording revision is necessary, based on feedback from the Iowa Department of Natural Resources.** The change is a slight alteration to the way Section 28.307(2) references the Code of Federal Regulations.

Sec. 28.307. INDUSTRIAL PRETREATMENT REQUIREMENTS

- (2) This section adopts by reference the following sections of the General Pretreatment Regulations for Existing and New Sources of Pollution promulgated by the United States Environmental Protection Agency, 40 Code of Federal Regulations, Chapter I, Part 403 as published through July 1, 1989 as amended ~~on October 17, 1989 and July 24, 1990~~ through October 22, 2015 as the City's pretreatment regulations. These sections included 403.2, 403.3, 403.4, 403.5, 403.6, 403.7, 403.8, 403.12, 403.15, 403.16 and 403.17.

Because this wording change does not alter the intent or application of the ordinance, the City Attorney recommends that Council first approve the modified wording, then proceed with approving the ordinance, as amended, on second reading.

ALTERNATIVES:

1. a) Approve an amendment to Chapter 28, Section 28.307 to reference the version of the Code of Federal Regulations, Chapter 1, Part 403 dated October 22, 2015.
b) Approve on second reading the ordinance revising portions of Chapter 28 related to Division II Water Service and Division III Sewers, as amended.
2. Do not approve additional Chapter 28 changes at this time.

CITY MANAGER'S RECOMMENDED ACTION:

Staff presented the proposed changes to Council at a workshop on October 17, 2017 and a first reading of the ordinance occurred on October 24, 2017. Following the first reading, one small revision is needed to comply with requirements of the Iowa Department of Natural Resources. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY ENACTING A NEW SECTION 28.201 THROUGH 28.504 THEREOF, FOR THE PURPOSE OF WATER SERVICE REVISIONS ; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by enacting a new Section 28.201 through 28.504 as follows:

“

DIVISION II
WATER SERVICE

Sec. 28.201. WATER RATES AND CHARGES

The rates and charges for water supplied to consumers by the water utility of the city, to be billed on or after July 1, 2015 are as follows:

(1) Residential Rates.

(a) **Availability.** The residential rate shall apply to all customer accounts within the Ames corporate limits serving properties that are intended for occupancy by a single family as defined by the Ames Zoning Ordinance, provided that such accounts consist of no more than two dwelling units served by a single water meter or to multiple unit residential structures (such as apartment buildings) where every dwelling unit is separately metered. The rate does not apply to domestic uses that consist of more than two dwelling units served by a single meter or to water accounts that provide service for common areas such as shared laundry facilities or for general property maintenance.

(b) **Rate per billing period.** For each monthly billing period a residential rate customer:

(i) shall be charged a minimum charge based on meter size, and in addition

(ii) shall be charged for water usage during the billing periods as follows:

(a) for bills mailed on or between July 1 and October 31 (summer period):

\$0.0215 per cubic foot for the first 1000 cubic feet of usage

\$0.0379 per cubic foot for the next 1500 cubic feet of usage

\$0.0570 per cubic foot for all usage over 2500 cubic feet

(b) for bills mailed on or between November 1 and June 30 (winter period):

\$0.0215 per cubic foot

(2) Non-residential (Commercial) Rates

(a) **Availability.** The non-residential rate shall apply to all accounts that do not meet the criteria for residential, irrigation and yard water, rural water, or non-peaking

industrial rates.

(b) **Rate per billing period:** For each monthly billing period a non-residential customer:

(i) shall be charged a minimum charge based on meter size, and in addition

(ii) shall be charged for water usage during the billing periods as follows:

(a) for bills mailed on or between July 1 and October 31 (summer period):

\$0.0281 per cubic foot

(b) for bills mailed on or between November 1 and June 30 (winter period):

\$0.0215 per cubic foot

(3) **Non-Peaking Industrial Rate.**

(a) **Availability.** The non-peaking industrial rate shall be available to all non-residential rate customers who meet the following criteria:

(i) Average winter usage greater than 100,000 cubic feet per billing period. Average winter usage per billing period will be calculated by taking the sum of the usage during the most previous December, January, and February billing periods and dividing by three.

(ii) **A summer peaking factor equal to or less than 120%.** The summer peaking factor shall be computed by taking the largest consumption billed during the most recent summer billing periods (bills mailed July, August, September, and October) and dividing it by the average winter usage, with the result expressed as a percentage.

(b) **Rate per Billing Period.** For each monthly billing period a non-peaking industrial rate customer:

(i) shall be charged a minimum charge based on meter size, and in addition

(ii) shall be charged for water usage during the billing periods as follows:

(a) for bills mailed on or between July 1 and October 31 (summer period):
\$0.0215 per cubic foot

(b) for bills mailed on or between November 1 and June 30 (winter period):

\$0.0215 per cubic foot

(4) **Irrigation and Yard Water Service Rate.**

(a) **Availability.** The irrigation and yard water rate shall apply to all separately metered water uses that meet one of the following criteria:

(i) Serves primarily outdoor water uses, such as irrigation systems and outside hose bibs.

(ii) Serves cooling towers, spray ponds, evaporative condensers, chillers, or such similar uses where water is used as a medium for cooling.

(iii) Serves as a temporary water service, whether for irrigation purposes or for other outdoor uses.

(b) **Rate per Billing Period.** For each monthly billing period an irrigation and yard water rate customer:

(i) shall be charged a minimum charge as described below, and in addition

(ii) shall be charged for water usage during billing periods as follows:

(a) for bills mailed on or between July 1 and October 31 (summer period):

\$0.0310 per cubic foot for the first 2000 cubic feet of usage

\$0.0570 per cubic foot for the next 3000 cubic feet of usage

\$0.0949 per cubic foot for all usage greater than 5000 cubic feet.

(b) for bills mailed on or between November 1 and June 30 (winter period):

\$0.0215 per cubic foot

(5) **Rural Water Rate.**

(a) **Availability.** The rural water rate shall apply to all customer accounts outside the Ames corporate limits, except those covered by a separate wholesale contract or agreement for service.

(b) **Rate per billing period.** For each monthly billing period, a rural water rate customer:

(i) shall be charged a Rural water minimum charge based on meter size.

(ii) shall be charged for water usage during billing periods as follows:

(a) for bills mailed on or between July 1 and October 31 (summer period):

\$0.0356 per cubic foot for the first 2000 cubic feet of usage

\$0.0655 per cubic foot for the next 3000 cubic feet of usage

\$0.1092 per cubic foot for all usage greater than 5000 cubic feet.

(b) for bills mailed on or between November 1 and June 30 (winter

period):
 \$0.0247 per cubic foot for all consumption.

(6) **Water Rate and Charge Adjustments.** It shall be the duty of the director of water and pollution control to review and recommend to the city council revisions of the rates and charges established and set out in this division at intervals appropriate to provide for the funding needs of the utility.

(7) **Minimum charges.** For each monthly billing, each customer shall be charged a minimum monthly charge based on the size of the water meter (s) and/or irrigation meter (s) at each location. The minimum monthly charge may be prorated, based on a 30-day billing period, for the customer's initial and/or final bills, provided that in no case shall the minimum monthly charge be less than five dollars and twenty-seven cents (\$5.27).

The minimum monthly charge for each water meter location shall be as follows:

Size of Meter	Residential, Non-residential, Non-peaking Industrial, and Irrigation Accounts	Yard Water Accounts	Rural Water Accounts
5/8" or 5/8"x3/4"	10.98	4.16	12.63
3/4 inch	21.96	6.46	25.26
1 inch	43.93	9.09	50.52
1-1/2 inch	87.86	12.41	101.04
2 inch	175.72	16.49	202.08
2 inch, battery of 2	340.35	--	391.40
2 inch, battery of 3	505.06	--	580.81
3 inch	351.35	21.46	404.06
4 inch	592.88	26.68	681.82
6 inch	988.14	31.95	1,136.36
8 inch	1,976.27	37.22	2,272.71
10 inch	2,964.41	42.10	3,409.07

(8) **Multiple dwellings – Mobile home parks.** Multiple dwellings, including mobile home parks, may be served from a single water meter. However, there shall be a surcharge added to the water rates set forth above, to be calculated as follows:

For a 5/8 inch meter serving 2 or more dwelling units.....	3.16/month/unit
For a 3/4 inch meter serving 4 or more dwelling units.....	3.16/month/unit
For a 1 inch meter serving 8 or more dwelling units.....	3.16/month/unit
For a 1-1/2 inch meter serving 16 or more dwelling units.....	3.16/month/unit
For a 2 inch meter serving 30 or more dwelling units.....	94.60/month
for the first 30 units plus \$4.91/month per unit for	
each additional unit in excess of 30 units	
For a 3 inch or larger meter serving any number of dwelling units	4.35/month/unit

For the purposes of this section, a dwelling unit is defined as a self-contained living facility (i.e., including kitchen and bath) such as an apartment or a licensed independent mobile home space.

(a) For rural customer accounts outside the Ames corporate limits, the multiple unit charges shown above shall be multiplied by a factor of 1.15.
 (Ord. No. 2338, Sec. 1, 4-28-70; Ord. No. 2412, Sec. 2, 9-5-72; Ord. No. 2461, Sec. 3, 12-18-73; Ord. No. 2653, Sec. 2, 5-2-78; Ord. No. 3167, Sec. 1, 4-28-92; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 3278, Sec. 1, 5-24-94; Ord.

No. 3326, Sec. 1, 5-9-95; Ord. No. 3568, 6-27-00; Ord. No. 3995 06-23-09; Ord. No. 4010, 9-22-09; Ord. No. 4037, 5-11-10; Ord. No. 4112, 05-22-12; Ord. 4144, 5-14-2013; Ord. No 4215, 5-12-15).

(9) **Unintentional Summer Water Use.** During the summer billing periods, the City Manager or the Manager’s designee shall have the authority to approve an adjustment to a customer’s water, yard water, or irrigation charges if there was unintentional water usage as the result of a malfunction of an appliance or a plumbing fixture (e.g. water heater, washing machine, toilet, or irrigation system) and the unintentional usage exceeds the customer’s average summer usage by at least one thousand cubic feet. To be eligible for an adjustment, the customer must provide documentation from the person who repaired the malfunction (e.g. plumber, maintenance worker) which describes the cause of the malfunction and the action taken to correct the malfunction. The amount of the adjustment shall not exceed the difference between the actual water, yard water, or irrigation charges billed and the charges that would have been billed using the winter rate.

Sec. 28.202. WATER SERVICE, CONNECTION CHARGE.

(1) **Generally.** There is established hereby, as a fee for connection to the water main, such charge as the City Council shall by resolution set for the property served by and adjacent to the main, provided that no water utility special assessment connection fee has been imposed previously with respect to said land and the main was financed with funds of the City.

(a) **Rural water connections.** If an existing water main is adjacent to a rural property, rural water customers shall pay a fee for connection to the water main as provided generally above. If no main is adjacent to the property, the City will construct a temporary water service line to property to be used until such time as a water main is constructed adjacent to the property. The rural customer shall pay the entire actual cost for design and installation of the temporary line in accord with the City’s engineering fee schedule then in effect. Additionally, at such time as a main becomes adjacent to the property, the rural customer shall be required to connect to that main and shall pay a fee for connection to that main in accordance with the connection fee schedule then in effect.

(Ord. No. 4010, 9-22-09)

Sec. 28.203. METERS FURNISHED AND OWNED.

(1) All water meters shall be furnished and owned by the City. The customer shall pay for the water meter(s) according to the current schedule of fees for meter installation as stated in Appendix Q of the Municipal Code.

(2) The type and size of meter(s) to be installed may be reviewed with the customer or customer’s representative, but the Water and Pollution Control Department shall have final authority to select the meter(s) considered most appropriate for the proposed installation. No water meter shall be set nor shall the water service be turned on unless the location and setting comply with the code and all fees and deposits have been paid. If any customer requests a meter for a new installation, and has any unpaid fees or charges for other locations, no new meters shall be set until all fees and charges are paid in full.

(3) Locations with irrigation systems may be required to install a separate meter, and have a separate utility account for the irrigation system. The requirement for a separate meter will be based on maintaining accuracy and accountability and will be determined by the Water and Pollution Control Department.

Water Meter Sizing Guide

Maximum Number of Fixture Units As Determined from UPC Table 6-4 to Size Service Lines and Meters	Normal Operating Flow Range In gallons per minute (gpm)	Meter Size Typical Residential and Commercial Applications with Flush Tanks
29	¼ - 20	5/8” x 3/4” Positive Displacement
52	¼ - 30	3/4” Positive Displacement
125	½ - 50	1” Positive Displacement
275	1 – 80	1½” Positive Displacement or Ultrasonic

(Ord. No. 854, Sec. 45; Code 1956, Sec. 31-45; Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.204. METER TO REMAIN WHERE INSTALLED

(1) The water meter(s) shall remain at the address in which installed and shall remain in the same location as first installed unless the relocation is approved by the Water Meter Division. In the event the owner or occupant moves from the building, the meter(s) remains with the building. If the building is demolished or moved from the lot, the meter(s) shall be removed and returned to the City. If the building is moved to another location, the owner shall pay applicable meter fees for the new location.

(2) Meter fees will also be charged for the new meter(s) set at the previous location. This meter fee may be prorated if the new meter(s) is set within six months of the notice to the Finance Department to discontinue service.

(3) Only employees of the Water Meter Division are authorized to remove meters except as provided in Section 28.210(2). A resetting fee at the current rate stated in Appendix Q of the Municipal Code, shall be assessed for removal of a meter without authorization.

(Ord. No. 854, Sec. 46; Code 1956, Sec. 31-46; Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.205. LOCATION AND ACCESSIBILITY

(1) **Basement mechanical room.** The water meter(s) shall be located in the basement or mechanical/utility room if one is provided. The water meter shall be placed where the water service line comes through the basement wall or basement floor. Where no basement is provided, the meter(s) shall be placed where the service line comes through the floor of the utility room. Meters shall be indoors and protected from freezing. A floor drain shall be located in the room containing the meter(s). Meters cannot be located above the first or ground floor level under any conditions. Only the individual water meter(s) serving a dwelling unit can be located within the private occupancy space of that dwelling unit.

(2) **Multi-family dwellings.**

(a) In a duplex, the preferred meter location is in a joint basement or mechanical room. If this is not possible, individual meter(s) must be in the private occupancy area (utility room, for example) of that dwelling unit.

(b) In multi-family dwellings on one level, the preferred meter location is in a joint mechanical, utility, or meter room. However, with prior approval, individual meters may be located in the utility room of each dwelling unit.

(c) In multi-family dwellings on more than one level, meters shall be located in mechanical/utility or meter room in the basement or first floor level of the building where the service line comes through the wall or floor. Individual meters are prohibited from being located in each apartment's utility room. A floor drain must also be provided in the mechanical or meter room.

(3) **Meter setting height.** Single water meters shall be set at a height not less than 30 inches and not more than 42 inches above the finished floor. A minimum of 18 inches of clear space is required above and below the meter, and a minimum of 36 inches of clearance is required in front of the meter for maintenance purposes.

(a) Multiple water meters may be stacked vertically, and offset, within general limits of not less than 20 inches and not more than 48 inches above the finished floor. A scaled drawing of the proposed manifold installation shall be submitted to the Water and Pollution Control Department for review and approval. A master shut-off valve shall be provided where the meter manifold is connected to the building's domestic water service. The meter manifold shall be located in a common mechanical room accessible for meter maintenance and reading purposes. The piping on the discharge side of each meter shall be permanently labeled for the corresponding unit served. For commercial installations, access to the meter room by means of an exterior door is recommended. Refer to the Reference Guide for Obtaining Permits and Utility Services for New Construction for an example of a typical manifold installation.

(b) When a backflow assembly for containment is installed where a meter manifold is present, the assembly shall be installed according to the requirements of Section 5.208. (8)(b)(viii) of the Municipal Code.

(c) For manifold installations where non-metallic pipe is used for supply piping, a minimum of 24 inches of rigid pipe shall be installed on the vertical rise on the discharge side of the water meter. The discharge piping shall be attached directly to the wall to maintain proper spacing and alignment for the meter setting.

(4) **Accessibility.** All water meters shall be in an accessible location. There shall be no obstruction or storage of other materials preventing access to the meter. The meter shall not be placed above or behind a furnace, water heater, washer or dryer, or other such arrangement limiting access to the meter. For meters one inch and

smaller, a minimum of 18 inches of clearance above and below the meter and a minimum of 36 inches in front of the meter is necessary for meter maintenance and routine change. For meters larger than one inch, a minimum of 24 inches of working clearance above and below and 36 inches in front of the meter is necessary for maintenance purposes.

(Ord. No. 3199, Sec. 1, 9-24-92)

(5) **Access Granted.** As a condition of service, all customers must consent to provide access to the property for the purposes of meter reading, and to perform routine and emergency service and maintenance of the water meter. Failure or refusal to grant access may result in termination of water service. *(Ord. No. 4010, 09-22-09)*

Sec. 28.206. METER VALVES

There shall be an inverted key, ringstyle, locking-type water meter valve of 'Ford KV-23-W' pattern, or its equivalent, attached to every water service pipe inside the building wall, the valve to be set not less than two and one-half feet above the finished floor. There shall also be a valve installed on the discharge side of each meter.

(Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.207. METER ACCESSORIES

(1) **Bypass.** A valved bypass line shall be provided for every commercial water meter installation 5/8" x 3/4" inch and larger so that the meter can be removed without interrupting service to the customer. All valved bypass lines shall be equipped with a ball valve with a locking mechanism which shall be closed and sealed by the Water Meter Division. If the seal is broken for any reason except as may be authorized by the Water Meter Division, the customer shall be billed for unauthorized use of water at the current rate stated in Appendix Q of the Municipal Code.

(2) **Jumper wire.** All water services constructed of metallic pipe material shall have a jumper wire installed around the water meter to ground the water piping when the water meter is removed for testing or maintenance. A jumper wire is not required where meter installations are equipped with a meter bypass constructed of metallic pipe material. The use of the water service as a primary ground for the electrical, telephone, cable TV, or other systems is prohibited. In the event the water service is constructed of non-metallic pipe material, neither primary nor secondary grounding is permitted. If a water service is constructed of non-metallic pipe material, a jumper wire is not required.

(3) **Water Meter Supports.** If a water service is constructed of non-metallic pipe material, the water meter shall be supported or mounted in an approved manner at the location specified in Sec. 28.205. Acceptable supports include a shelf attached/anchored to the building wall or a steel support anchored in the concrete floor. The support shall be of sufficient strength to hold the weight of the meter and accessories. A temporary support may be used for construction meters.

(Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.208. METER PITS

Meter pits will generally not be approved because of the difficulty and safety hazards in meter reading and maintenance. For meter installations one-inch and smaller, pre-fabricated meter pits which do not require entry may be approved by the Water and Pollution Control Department. Installations for meters larger than one-inch, especially those requiring a backflow prevention assembly, shall be installed above grade in an enclosed structure and insulated and/or heated to prevent freezing.

(Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.209. RADIO READ DEVICE

(1) **New meter installations.** All new water meter installations shall have a radio read device. Any residential dwelling units located within the City of Ames municipal electric service territory may have the radio read device located inside the dwelling. All commercial buildings, located within the City of Ames municipal electric service territory, and any residential or commercial buildings located outside of the City of Ames municipal electric utility territory, shall install, for each meter, a 22/3 gauge, stranded, shielded wire with plastic sheath from the water meter on the inside of the building to within three feet of the electric meter on the outside of the building. Meters located in meter pits or vaults shall have the radio read device located inside the pit or vault, or located in a pedestal near the meter pit or vault. If the electric meter is located on a transformer, or other remote location, the wiring for the radio read device shall terminate on the side of the building nearest the transformer or remote location. A minimum of three feet of excess wire shall be left at each end to allow connection to the water meter and installation of the radio read device. Any portion of the wire that will not be exposed (i.e. installed behind finished walls, above finished ceilings, etc.) shall be placed in conduit to protect the wire from damage and to facilitate replacement if necessary. The City will provide and install the radio read device and connect it the customer-

installed wire. (*Code 1956, Sec. 31-29.1; Ord. No. 2073, Sec. 1, 5-11-65; Ord. No. 2416, Sec. 2, 9-26-72; Ord. No. 3199, Sec. 1, 9-24-92*)

(2) **Rural Water customer remote readers.** Rural customers shall provide a mounting location for a radio read device that will facilitate easy access for meter reading. For locations that are served by the City of Ames municipal electric utility, the radio read device shall be placed within three feet of the electric meter wherever practical. Alternate locations and installation requirements shall be approved by the Water and Pollution Control Department prior to installation of the water meter.

It shall be the responsibility of the customer to maintain an adequate clearance around the remote reading device to prevent landscaping, snow drifts or piles, or other obstructions from interfering with access to the radio read device for meter reading, service, or maintenance.
(*Ord. No. 4010, 09-22-09*)

Sec. 28.209A. RURAL CUSTOMER BACKFLOW PREVENTION. For all water customers outside the Ames corporate limits, a reduced pressure principle backflow prevention assembly (RP) shall be required for containment.

(1) **Location.** The (RP) shall be installed directly after the meter.

(2) **Installation.** It is the responsibility of the customer to provide this device and it shall be installed by a plumber licensed by the City of Ames pursuant to a plumbing permit acquired from the City of Ames, and installed in compliance with all Plumbing codes applicable in the City of Ames.

(3) **Maintenance/Testing.** The (RP) shall be tested upon installation and at least annually thereafter by a registered backflow prevention assembly technician. Results of all backflow prevention assembly test reports shall be submitted to the Water Meter Division within 10 working days of when the device was tested.

It is the responsibility of the customer to maintain the (RP).

If backflow occurs at a rural water location, the customer shall comply with provisions of Ames Municipal Code Sec. 21.501(47) (b) (xii).

Failure to perform the required testing at least annually, or to maintain the device in good repair, may result in termination of service.

(*Code 1956, Sec. 31-29.1; Ord. No. 2073, Sec. 1, 5-11-65; Ord. No. 2416, Sec. 2, 9-26-72; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 4010, 09-22-09*)

Sec. 28.210. METER REPAIRS AND COST

(1) The Water Utility will service and maintain city-owned water meters without charge and will replace a defective or malfunctioning water meter without charge. However, if it is found that damage to the meter has resulted through carelessness and/or negligence on the part of the customer, or as a result of the customer's plumbing system or internal operations, then the customer shall be liable for the expense of the repair of the meter.

(2) In the event of an emergency where the meter is discovered out of order to such an extent as to cause property damage by leakage, the meter may be removed by the customer or the customer's representative and immediately returned to the Water Meter Division for repair.

(3) Where a water meter fails to register accurately, the customer shall be charged the average rate as shown by the previous readings of the meter when in order.

(*Ord. No. 854, Sec. 30; Code 1956, Sec. 31-30; Ord. No. 3199, Sec. 1, 9-24-92*)

Sec. 28.211. PROTECTION OF METERS.

(1) Protection of the meter from freezing or any other damage shall be the obligation of the owners and occupants of the premises for which installed. Cost of any repairs for damaged meters shall be assessed as described in Sec. 28.210.

(2) Unprotected construction meters will only be set between May 15 and October 15. If the construction is protected from the elements, a construction meter may be used at any time.

(*Ord. No. 854, Sec. 40; Code 1956, Sec. 31-48; Ord. No. 3199, Sec. 1, 9-24-92*)

Sec. 28.212. HYDRANT METER

As a general rule, hydrant meters will not be allowed except under unusual circumstances. Prior approval of the Water and Pollution Control Department is required. The customer shall complete a Hydrant Meter Application form to request a hydrant meter. All fees and charges, including any damage to the hydrant, hydrant meter, or backflow prevention assembly, will be billed to the customer when the hydrant meter is removed from service. A monthly fee, based on the meter size, will be charged for use of the hydrant meter. If the hydrant meter is

used fewer than 30 days, the monthly charge will be prorated on a daily basis. Please refer to Appendix Q of the Municipal Code for current fees. Only employees of the Water Meter Division are authorized to install and remove or move a hydrant meter.

(Ord. No. 854, Sec. 40; Code 1956, Sec. 31-48; Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.213. UNMETERED WATER USE

Unmetered water use at any location for any purpose, without prior authorization from the Water and Pollution Control Department, shall be billed at the rate, stated in Appendix Q of the Municipal Code, per occurrence or per month, whichever is greater. The exception would be to use water to perform a water test for the sanitary sewer, drain, or waste and vent piping within a structure. In addition, any damages shall be charged to the person using the water without authorization. Authorized use of water without a meter will be billed at the rate listed in Appendix Q of the Municipal Code. To initiate or terminate this service the customer shall make such request through the Water Meter Division.

(Ord. No. 854, Sec. 40; Code 1956, Sec. 31-48; Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.214. OWNERSHIP AND REPAIR, WATER SERVICE CONNECTIONS

All service connections with the city water supply from the main to the meter, including the corporation cock, service line, curb cock and curb box, and shut-off valves for the meter setting, shall be installed and maintained at the expense of the property to be served. Ownership of the entire service connection remains with the property. Whenever any part of the water service line between the main and the consumer's meter develops a leak or becomes out of repair, it shall be the duty of the property owner, to repair the defect. Leaking water services which are constructed of galvanized iron piping shall be replaced entirely between the water main and the meter with a water service line of proper size and approved material. The Administrative Authority may require replacement of leaking water services made of other non-approved materials if it is determined that the condition of the service line presents safety or sanitary concerns. To prevent or reduce damage to public or private property, the City Manager or his designee shall, if the owner does not act to correct the defect within fourteen (14) calendar days after notice, cause the discontinuance of water service to the premises. The City Manager is authorized to discontinue service or repair service leaks without prior notice to the property owner or tenant in emergency situations to prevent service interruption, damages, or injury to others. Any costs incurred by the city for excavation and replacement, and repair of damages to property caused by such, shall be charged to the owner and may be assessed as a lien against the property as provided in Sections 384.62 and 364.12 Code of Iowa.

(1) For the purpose of accountability, Apartment Dwellings, Condominiums, Commercial Buildings, Dwelling House, Family Home, Single-Family, Single Family Attached, Two-Family Attached, Efficiency Unit Dwellings, Manufactured Homes, and Mobile Homes (by means of individual meter pits), shall be individually metered. Assisted Living Facilities, Congregate Housing, Hospice Facilities, Hospitals, Hotels, Independent Senior Living Facilities, Nursing Homes, Residential Corrections Facilities, and Sorority or Fraternity Facilities would not be required to meter individual dwelling units. Requirements and exceptions are based on definitions stated in Section 29.201 of the Ames Municipal Code.

(a) **Code Requirements for Rural Water Service.** The service connection for a rural water account, from the tap at the main through the outlet of the backflow prevention device, shall comply in all respects with the requirements of the Ames Plumbing Code. Installation, alteration, repair, or other work performed on any part of the water service shall be done only pursuant to a permit from the City of Ames Inspections Division and all work shall be completed in compliance with the permit and any other requirements of the Inspections Division.

(Ord. No. 4010, 09-22-09)

(2) **Lead Service Line Replacement.** Any service line that contains any lead piping, fitting, fixture, solder, or other component; and, that develops a leak or otherwise becomes out of service shall be replaced.

(a) It shall not be lawful to leave any lead component in service when repairing or replacing a water service line.

(b) Where the service line is composed entirely of lead pipe, or consists of a mix of lead and galvanized piping materials, the service line shall be replaced in its entirety, from the point of connection to the City water main to the master water meter for the property.

(c) Where the service line consists of a lead "pigtail" or "gooseneck" between the water main and the curb stop box, and consists of copper or plastic from the curb stop box to the water meter, only the portion between the water main and the curb stop must be replaced.

(d) The cost of such replacement shall be the responsibility of the property owner.

(3) Any lead service line encountered during a City water main replacement project shall be replaced by the City. The cost shall be borne by the water utility as a part of the project, and shall not be passed on to the property owner.

(Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.215. DISCONNECTION AND RECONNECTION OF WATER SERVICE -- CHARGES.

When requested by the customer, the City will cause the water to be turned off at the curb stop, provided the curb stop is in working order and is accessible. A fee may be charged to the customer for this service. The cost of locating and servicing an inaccessible or damaged curb cock or curb box will be at the expense of the customer ordering discontinuance of service. Should it become necessary to cut off the water at the corporation cock in the main, the expense thereof shall be charged to the owner of the premises. All utility bills and service charges will be made until notice of discontinuance of service is given to the City at the office of the Finance Director. When water service is discontinued, all utility bills and service charges of the City for water service to the customer shall be immediately due and payable. When service is disconnected for non-payment of bills, a charge may be made for disconnecting and reconnecting the service. Customer requested water service reconnection and disconnection is subject to a fee for each service call/trip as stated in Appendix Q of the Municipal Code.

(Ord. No. 854, Sec. 22; Code 1956, Sec. 31-22; Ord. No. 2009, Sec. 1, 12-17-63, Ord. No. 2550, Sec. 2, 7-6-76; Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.216. AIR CONDITIONING WATER CONSERVATION.

(1) **Definitions.** For the purpose of this section the following terms, phrases, words, and their derivations have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

(a) Air-conditioning system is one or more units for the cooling or dehumidification, or both, of space for human occupancy.

(b) Building official is the building official of the city.

(c) Compressor horsepower (one) is the equivalent of one ton of refrigeration which is the heat

required to melt ice at the rate of one ton in twenty-four (24) hours.

(d) Water conservation device is a cooling tower, spray pond, evaporative condenser or other equipment by which water is cooled and recirculated, thereby limiting the use of water from city mains to that amount necessary for cleaning, and restoration of losses through evaporation.

(e) Water regulating device is an automatic control valve, the purpose of which is to limit the maximum use of water to a predetermined rate.

(Ord. No. 846, Sections 2, 2.1, 2.4, 2.5, 2.7, 2.8; Code 1956, Sections 43-2, 43-2.1, 43-2.4, 43-2.5, 43-2.7, 43.2.8)

(2) **Compliance required.** It is unlawful for any person to have installed hereafter any air-conditioning system using water as its medium without first conforming to the provisions of this section and the building and electrical codes of this city.

(Ord. No. 846, Sec. 3; Code 1956, Sec. 43-3)

(3) **Permit required.** All persons who desire to install any air cooled or water cooled system shall obtain approval of their equipment, obtain a permit therefore in advance from the building official and shall give notice of completion of the installation to the official.

(Ord. No. 846, Sec. 4; Code 1956, Sec. 43-4)

(4) **Permit required to change nonconforming installations.** All water cooled air-conditioning systems installed prior to the effective date of this section which are to be replaced, altered or increased in size as a whole system or part of a system shall conform to the provisions of this chapter after the change has been made. A permit shall be obtained from the building official for the changes as herein provided.

(Ord. No. 846, Sec. 5; Code 1956, Sec. 43-5)

(5) **Standards of operation prerequisite to permit.** Before issuing a permit as required herein the building official shall find that the system complies with the following standards of operation:

(a) Use of city water in system using two compressor horse power or over. Water cooled

systems having two (2) or more compressor horsepower, or equivalent cooling capacity, shall be equipped with an approved water conservation device so that water from city mains shall be used for make-up or flushing purposes only.

(b) **Efficiency of water conservation device.** The water conservation device required herein for systems of two (2) or more horsepower capacity shall be of such efficiency that it will operate with not over fifteen (15) gallons of city water per hour per ton of refrigeration. The water level control on the tank or reservoir shall be so adjusted as to prevent waste of water through the overflow.

(c) **Construction of make-up device.** The make-up water connection required herein shall be so arranged that the supply has a physical break between the city water lines and the device whereby it is impossible for water to siphon back into the water lines in case of low pressure.

(d) **Systems using under two (2) compressor horsepower.** All water cooled systems using under two (2) compressor horsepower or equivalent cooling capacity shall be equipped with an approved automatic water regulating device, so adjusted as to limit the use of city water to not more than sixty (60) gallons per hour per ton of refrigeration.

(e) **Effect upon co-users.** In no case shall any system adversely affect the flow of water to other users in the area.

(f) **Discharge of water; method.** The discharge of water from the air-conditioning system shall be as directed by the building official.

(Ord. No. 846, Sections 6--6.6; Code 1956, Sec. 43-6--6.6)

(6) **Inspection of systems.** The building official shall cause all systems regulated herein to be inspected from time to time for compliance with this section.

(Ord. No. 846, Sec. 7; Code 1956, Sec. 43-7)

(7) **Noncompliance; permit holder to correct condition.** In case of noncompliance with this section the building official shall notify the permit holder to correct the condition within ten (10) days.

(Ord. No. 846, Sec. 7.1; Code 1956, Sec. 43-7.1)

(8) **Revocation of permit; extension of time to correct condition.** In the event of failure, or upon the refusal of the permit holder to comply as ordered, the building official shall, after notice and reasonable opportunity for hearing, revoke the permit; provided, however, that upon a showing of hardship or other circumstances warranting the action, the building official shall have the authority to grant an extension of time to comply with the provisions of this section and shall render a written report thereon to the city manager.

(Ord. No. 846, Sec. 7.2; Code 1956, Sec. 43-7.2)

(9) **Appeals.** Whenever the building official shall reject any plan or specification submitted hereunder and issue an order requiring compliance or revoking a permit, the person aggrieved shall have the right to appeal to a board composed of the water superintendent, city engineer and other qualified persons, and, if still aggrieved by the decision of this board, shall then have the right to appeal to the city council. The decision of the city council with respect to the appeal shall be final.

(Ord. No. 846, Sec. 7.3; Code 1956, Sec. 43-7.3; Ord. No. 3199, Sec. 1, 9-24-92)

DIVISION III
SEWERS

Sec. 28.301. SEWER RATE POLICY.

It is determined and declared to be necessary and conducive to the protection of the public health, safety, welfare, and convenience of the City of Ames to collect charges from all users who contribute wastewater to the City's treatment works. The proceeds of such charges so derived will be used for the purpose of operating, maintaining, and retiring the debt for such public wastewater treatment works.

(Ord. No. 2924, Sec. 1, 5-28-85; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 3209, Sec. 1, 12-8-92)

Sec. 28.302. DEFINITIONS.

Unless the context specifically indicates otherwise, the meaning of terms used in this ordinance shall be as follows:

(1) **'CBOD₅'** (denoting 5-day Carbonaceous Biochemical Oxygen Demand) shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20°C, expressed in milligrams per liter (mg/L).

(2) **'NH₃' or 'NH₃-N'** (denoting Ammonia) shall mean that portion of nitrogen in the form of ammonia which is determined by standard laboratory procedure for analysis of ammonia nitrogen, expressed in milligrams per liter (mg/L).

(3) **'TKN'** (denoting Total Kjeldahl Nitrogen) shall mean that portion of nitrogen which is the sum of ammonia and organic nitrogen in the form of proteins or intermediate decomposition products as determined by standard laboratory procedures for Total Kjeldahl Nitrogen, expressed in milligrams per liter (mg/L).

(4) **'COD'** (denoting Chemical Oxygen Demand) shall mean the oxygen equivalent of the organic matter content of a sample that is susceptible to oxidation by a strong chemical oxidant as determined by standard laboratory procedures for COD, expressed in milligrams per liter (mg/L).

(5) **'Normal Domestic Wastewater'** shall mean, for the purposes of surcharge Program implementation, wastewater that has constituent concentrations at or below the values shown in the following table, expressed in milligrams per liter (mg/L).

<u>Constituent</u>	<u>Concentration, mg/L</u>
Oxygen Demand	
CBOD ₅	250
COD	550
Nitrogen	
NH ₃ -N	30
TKN	45
Solids	
TSS	300
Fats, Oils, and Grease	
Oil and Grease	300

(Ord. No. 4199; 11-25-14; Ord. No. 4263, 6-28-16)

(6) **'High Strength Surcharge'** shall mean a system to assess a sewer surcharge to any contributor discharging wastewater that is higher in concentrations of COD, TSS, TKN, and/or Oil & Grease than normal domestic wastewater. Concentrations of normal domestic wastewater are defined as follows; COD – 550 mg/L, TSS

– 300 mg/L, TKN – 45 mg/L, and Oil & Grease – 300 mg/L.

(7) **'Local Limits'** shall mean discharge limits determined by a treatment plant headworks calculation on local facilities.

(8) **'Operation and Maintenance'** shall mean those functions that result in expenditures during the useful life of the treatment works for materials, labor, utilities, and other items which are necessary for managing and for which such works were designed and constructed. The term 'operation and maintenance' includes replacement as defined in (10).

(9) **'POTW'** shall mean publicly-owned treatment works.

(10) **'Replacement'** shall mean expenditures for obtaining and installing equipment, accessories, or appurtenances which are necessary during the useful life of the treatment works to maintain the capacity and performance for which such works were designed and constructed.

(11) **'Residential User'** shall mean any contributor to the City's treatment works whose lot, parcel or real estate, or building is used for domestic dwelling purposes only.

(12) **'Shall'** is mandatory; **'May'** is permissive.

(13) **'TSS'** (denoting Total Suspended Solids) shall mean solids that either float on the surface of or are in suspension in water, sewage, or other liquids and which are removable by laboratory filtering, as expressed in milligrams per liter (mg/L).

(14) **'Composite Sample'** shall mean a time-based or flow-proportional sample (as determined by the Water and Pollution Control Department staff) that is representative of a user's typical work day discharge during a 24-hour period.

(15) **'Biosolids'** shall mean treated and stabilized solids, semi-solid, or liquid residue generated during the treatment of domestic wastewater at the POTW.

(16) **'Treatment Works'** shall mean any devices and systems for the collection, storage, treatment, recycling, and reclamation of municipal sewage, domestic sewage, or liquid industrial wastes. These include intercepting sewers, outfall sewers, sewage collection systems, pumping, power, and other equipment and their appurtenances; extensions, improvement, remodeling, additions and alterations thereof; elements essential to provide a reliable recycled supply such as standby treatment units and clear well facilities; and any works, including site acquisition of the land that will be an integral part of the treatment process or is used for ultimate disposal of residues resulting from such treatment (including land for composting biosolids, temporary storage of such compost, and land used for the storage of treated wastewater in land treatment systems before land application); or any other method or system for preventing, abating, reducing, storing, treating, separating, or disposing of municipal waste or industrial waste.

(17) **'Useful Life'** shall mean the estimated period during which a treatment works will be operated.

(18) **'User Charge'** shall mean that portion of the total wastewater service charge which is levied in a proportional and adequate manner for the cost of operation, maintenance, and replacement of a designated part of the wastewater treatment works.

(19) **'Water Meter'** shall mean a water volume measuring and recording device.

(Ord. No. 2924, Sec. 1, 5-28-85; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 3209, Sec. 1, 12-8-92; Ord. No. 3526, 6-22-99)

(20) **'FOG'** (denoting Fats, Oils, and Grease) shall mean organic polar compounds derived from animal and/or plant sources that contain multiple carbon chain triglyceride molecules. These substances are detectable and measurable using analytical test procedures in 40 CFR 136, as may be amended from time to time. All are sometimes referred to herein as "grease", "greases", and "oil and grease".

(Ord. No. 4199; 11-25-14; Ord. No. 4263, 6-28-16)

(21) **'FSE'** (denoting Food Service Establishment) shall mean a food establishment required to hold a Food Service Establishment License or Mobile Food Unit License from the Iowa Department of Inspections and Appeals. FSE shall not mean an establishment which is only required to hold a Food Processing Plant License or Retail Food Establishment License from the Iowa Department of Inspections and Appeals.

(Ord. No. 4199; 11-25-14; Ord. No. 4263, 6-28-16)

(22) **‘Grease Interceptor’** shall mean a tank that serves one or more fixtures and captures wastewater from garbage disposals, floor drains, pot and pan sinks and trenches as allowed by local plumbing codes. Dishwashers may in some instances also be connected to a grease interceptor as allowed by local plumbing codes. A grease interceptor reduces the amount of FOG in wastewater prior to its discharge into the POTW and may be a gravity-flow grease interceptor located underground or a hydromechanical grease interceptor located within a building.

(Ord. No. 4199; 11-25-14; Ord. No. 4263, 6-28-16)

Sec. 28.303. USE OF RATE REVENUE.

The user charge system shall generate adequate annual revenues to pay costs of annual operation and maintenance, including replacement, and costs associated with debt retirement of bonded capital associated with financing the treatment works which the City may by ordinance designate to be paid by the user charge system. That portion of the total user charge which is designated for operation and maintenance, including replacement of the treatment works, shall be established by this ordinance.

That portion of the total user charge collected which is designated for operation and maintenance, including replacement, shall be deposited in a separate non-lapsing fund known as the WPC Operation, Maintenance and Replacement Fund.

Fiscal year-end balances in the operation, maintenance, and replacement fund shall be used for no other purposes than those designated. Monies which have been transferred from other sources to meet temporary shortages in the operation, maintenance, and replacement fund shall be returned to their respective accounts upon appropriate adjustment of the user charge rates for operation, maintenance, and replacement. The user charge rate(s) shall be adjusted such that the transferred monies will be returned to their respective accounts within six months of the fiscal year in which the monies were borrowed.

(Ord. No. 2924, Sec. 1, 5-28-85; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 3209, Sec. 1, 12-8-92)

Sec. 28.304. SEWER RATES ESTABLISHED.

(1) Each user shall pay for the services provided by the City based on its use of the treatment works as determined by water meter readings or other appropriate methods acceptable to the City.

(Ord. 4199, 11-25-14)

(2) For all users, monthly user charges shall be based on actual water usage, except where a practical method of wastewater measurement is available. If a user has a consumptive use of water, or in some other manner uses water which is not discharged into the wastewater collection system, the user charge for that contributor may be based on readings of a wastewater meter(s) or separate water meter(s) installed and maintained at the user's expense and in a manner acceptable to the City.

(3) For each monthly billing on or after July 1, 2015, each customer shall be charged a minimum monthly charge. The minimum charge for each location shall be ten dollars and seventy-one cents (\$10.71). The minimum monthly charge may be prorated, based on a 30-day billing period, for the customer's initial and/or final bills, provided that in no case shall the prorated minimum monthly charge be less than four dollars and twelve cents (\$4.12). In addition, for all water metered beginning with the first cubic foot each month, each user shall pay two dollars and seventy-four cents (\$2.74) per 100 cubic feet.

(Ord. No. 3168, Sec. 1, 4-28-92; Ord. No. 3326, Sec. 2, 5-9-95; Ord. No. 3834, 5-24-05; Ord. No. 3956, 06-10-08; Ord. No. 4037, 5-11-10; Ord. No. 4144, 5-14-13; Ord. No. 4814, 5-27-14; Ord. No. 4215, 5-12-15)

(4) For those users whose wastewater has a greater strength than maximum normal domestic wastewater, a surcharge in addition to the normal user charge will be collected. The surcharge for operation and maintenance, including replacement is listed in Appendix Q.

(Ord. No. 3526, 6-22-99; Ord. No. 3919, 06-12-07)

(5) (a) The City shall determine which users have wastewater discharges with strengths greater than maximum normal domestic wastewater. All costs associated with surcharge sampling or evaluation will be

assessed to the user. Based upon this initial determination, the City shall notify the user of the surcharge rate to be charged each month during the next six months or until the next time the surcharge rate is calculated.

(b) Any user so identified by the City shall provide for the analysis of at least three successive composite samples for each discharge point. The samples shall be analyzed for pH, COD (or CBOD₅), TSS, and TKN (or NH₃). The user may request that the city laboratory staff provide this service at cost. Samples taken for facilities with less than two years of historical data containing surcharge parameter analyses must be collected in as close a time frame as possible. Samples collected for other purposes, containing the required information, may be used. When requested by the user, on a case-by-case basis, the City may allow the use of a single composite sample for the purpose of determining a monthly surcharge rate.

(c) Any user may have more samples analyzed than required. The additional data may be used to modify or revise the surcharge rate as appropriate; however, the surcharge rate will not be revised more frequently than once every six months unless significant process changes have occurred. All costs for the additional sampling shall be the responsibility of the user.

(d) All sample collection and analytical work shall be done by competent individuals or firms regularly involved in wastewater collection and analysis. All samples and analyses shall comply with the procedures specified in 40 Code of Federal Regulations (hereinafter referred to as CFR) 136. Any data sets which do not meet this requirement shall be rejected.

(Ord. No. 3526, 6-22-99)

(6) Any user who discharges any toxic pollutants which cause an increase in the cost of managing the effluent or the biosolids from the City's treatment works, or any user which discharges any substance which singly or by interaction with other substances causes identifiable increases in the cost of operation, maintenance, or replacement of the treatment work, shall pay for such increased costs. The charge to each such user shall be as determined by the Director of the Water and Pollution Control Department.

(Ord. No. 3526, 6-22-99)

(7) The City will review the user charge system at least every three years and revise user charge rates as necessary to ensure that the system generates adequate revenues to pay the costs of operation and maintenance including replacement and that the system continues to provide for the proportional distribution of operation and maintenance including replacement costs among users.

The City will notify each user at least annually, in conjunction with a regular bill, of the rate being charged for operation and maintenance including replacement of the treatment works.

(Ord. No. 3526, 6-22-99)

(8) (a) Where a customer wishes to use water for watering a lawn or garden, filling a swimming pool, or for existing single-pass air conditioning or other such use and that water does not reach the sanitary sewer system, the customer may at his option apply for and have installed a 'yard meter'.

(b) A 'yard meter' is defined as a second water meter or sub-meter on the premises installed downstream of the first or master water meter. It will be so placed as to meter outdoor water use described above which does not reach the sanitary sewer system. The 'yard meter' shall have a remote reading register outdoors as required for the master water meter.

(c) The full cost of the 'yard meter' and any associated plumbing changes shall be the responsibility of the customer. The 'yard meter' shall be furnished and owned by the City and so located as to be easily accessible at all times. Maintenance and replacement of the 'yard meter' shall be governed by the same requirements applying to all other water meters owned by the City.

(d) The sewer service charge will be billed only on the difference between the water meter reading and the yard meter reading.

(Ord. No. 3326, Sec. 2, 5-9-95; Ord. No. 4199, 11-25-14; Ord. No. 4263, 6-28-16)

(9) Where a "yard meter" is not installed, but it appears in any month that more than one thousand (1,000) cubic feet of water was used in a way that the water did not reach the sanitary sewer, that amount of water shall be exempt from the sewer rate on application to the City Manager or the City Manager's designee. The total exemption allowed under this provision shall be granted over no more than two consecutive billing periods.

(Ord. No. 3950, 05-13-08; Ord. No. 4003, 08-11-09)

(10) The user charge ordinance shall take precedence over any terms or conditions of agreements of contracts which are inconsistent with the requirements of Section 204(b)(1)(A) of the Federal Water/Pollution Control Act and 40 CFR Part 35 dated February 17, 1984.

(Ord. No. 2714, Sec. 2, 4-24-79; Ord. No. 2894, Sec. 1, 5-26-84; Ord. No. 2924, Sec. 1, 5-28-85; Ord. No. 3013, Sec. 1, 6-14-88; Ord. No. 3049, Sec. 1, 5-23-89; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 3209, Sec. 1, 12-8-92, Ord. No. 3648, 2-12-02)

(11) For those users which operate Food Service Establishments licensed by the State of Iowa, a Restaurant Surcharge, Restaurant Fee, or High-Strength Surcharge Rate, in addition to the normal user charge, shall be collected. The Restaurant Surcharge, Restaurant Fee, and High-Strength Surcharge Rate shall be listed in Appendix Q.

(a) Users which are billed for sewer usage shall be assessed the Restaurant Surcharge.

(b) Users which are not billed for sewer usage or whose sewer usage is not representative of the facility's food service activities shall be assessed the Restaurant Fee.

(c) Users whose sanitary sewer discharge flows through an outfall monitored by the City of Ames Industrial Waste Pretreatment Program shall be assessed a High-Strength Surcharge Rate that includes the surcharge for Oil and Grease as calculated based on their sampling results.

(Ord. 4199, 11-25-d14; Ord. No. 4263, 6-28-16)

(12) Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye or pigment wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent.

Sec. 28.305. SEWER SERVICE, CONNECTION CHARGE.

There is established hereby, as a fee for connection to the sanitary sewer main, such charge as the City Council shall by resolution set for the property served by and adjacent to the main, provided that no sanitary sewer utility special assessment has been made previously with respect to said adjacent property and the sanitary sewer was financed with funds of the city.

(Ord. No. 2928, Sec. 1, 7-2-85; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 3204, Sec. 1, 12-8-92; Ord. No. 3209, Sec. 1, 12-8-92; Ord. No. 3565, 5-23-00)

Sec. 28.305(A). OWNERSHIP AND REPAIR, SANITARY SEWER LATERAL

All service connections with the City sewage collection system beginning at the sewer main and extending to the building or structure, including the wye connection at the sewer main, shall be installed and maintained at the expense of the property to be served. Ownership of the entire service connection remains with the property.

(a) Whenever any part of the sewer lateral between the main and the building or structure develops a leak or otherwise becomes out of repair, it shall be the duty of the property owner to repair the defect.

(b) Any repairs or replacement shall be made with approved materials.

(c) The Administrative Authority may require the complete replacement in lieu of allowing a repair to damaged sewer laterals made of non-approved materials if it is determined that the condition of the service line presents safety or sanitary concerns.

(d) To prevent or reduce damage to public or private property, the City Manager or his designee shall, if the owner or consumer does not act to correct the defect within 14 calendar days after notice, cause the discontinuance of sewer service to the premises. The City Manager is authorized to discontinue service or repair service damage without prior notice to the property owner or tenant in emergency situations to prevent service interruption, damages, or injury to others. Any costs incurred by the City for excavation and replacement, and repair of damages to property caused by such, shall be charged to the owner and may be assessed as a lien against the property as provided in Sections 384.62 and 364.12 Code of Iowa.

Sec. 28.306. GENERAL PROHIBITIONS FOR WASTE DISPOSAL IN THE SEWER.

No utility customer shall place, throw, dump, empty or deposit into the municipal sewerage system any of the following:

(1) Any liquid, solid or gases which may cause fire or explosion either alone or in combination with other substances, or any wastestreams with a closed cup flashpoint of less than 140°F using the methods in 40 CFR 261.21.

(2) Solid or viscous substances which may cause obstruction to the flow in the sewer or other interference with the operation of the treatment facility;

(3) Any wastewater which has a pH less than 6.0 or higher than 10;

(4) Any wastewater containing anything in liquid, solid or vapor form, in sufficient quantity, either singly or in combination, to inhibit or interfere with any wastewater treatment or biosolids disposal process, constitute a hazard to humans or animals, create toxic gases, vapors or fumes that may cause acute worker health and/or safety problems, create a toxic effect in the receiving stream, or by "pass through" exceed any standard set by the Iowa Department of Natural Resources or the U.S. Environmental Protection Agency.

(Ord. No. 3526, 6-22-99)

(5) Any substance which either singly or in combination is sufficient to create a public nuisance or hazard to life or interferes with the possible reclamation or reuse of the wastewater or biosolids.

(Ord. No. 3526, 6-22-99)

(6) Any trucked or hauled pollutants, except at discharge points designated by the City when delivered by licensed haulers.

(7) Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin in amounts that will cause interference or pass through.

(8) Heat in amounts which will inhibit biological activity in the POTW resulting in interference, but in no case heat in such quantities that the temperature at the POTW exceeds 40°C (104°F).

(9) Any pollutant, including oxygen demanding pollutants (BOD, etc) released in a discharge at a flow rate and/or concentration which will cause interference with the POTW.

(10) Any wastewater which the Director of the Water and Pollution Control Department determines to be unacceptable based on a case-by-case analysis.

Any violation of this section is a municipal infraction.

(Ord. No. 3003, Sec. 38, 2-23-88; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 3209, Sec. 1, 12-8-92)

(11) Any additive or emulsifier designed for the purpose of reducing the accumulation of Fats, Oils, and Grease in plumbing, grease interceptor equipment, or the POTW, except those additives or emulsifiers that have been approved for such use by the Director of Water and Pollution Control.

(Ord. No. 4199, 11-25-14; Ord. No. 4263, 6-28-16)

Sec. 28.307. INDUSTRIAL PRETREATMENT REQUIREMENTS.

All discharges of wastewater, gases, or solids which are not similar to domestic sewage shall meet the following pretreatment requirements.

(1) City of Ames Industrial Pretreatment Program as adopted and amended from time to time by city council resolution.

(2) This section adopts by reference the following sections of the General Pretreatment Regulations for Existing and New Sources of Pollution promulgated by the United States Environmental Protection Agency, 40 Code of Federal Regulations, Chapter I, Part 403 as published through July 1, 1989 as amended through October 22, 2015 as the City's pretreatment regulations. These sections included 403.2, 403.3, 403.4, 403.5, 403.6, 403.7, 403.8, 403.12, 403.15, 403.16 and 403.17.

(Ord. No. 2857, Sec. 1, 8-30-83)

(a) This section adopts by reference the categorical pretreatment standards set out in 40 CFR 405-471.

(b) This section adopts by reference the testing procedures for wastewater analysis set out in 40 CFR 136.

(c) This section adopts by reference sections 307(b) and (c) and 402(b)(8) of the Federal Water/Pollution Control Act as amended through July 1, 1990.

(3) Any industrial, commercial or other utility customer which discharges any wastewater, industrial waste or other waste to the municipal sanitary sewer system shall comply with all regulations or requirements of the Iowa Department of Natural Resources and/or the U.S. Environmental Protection Agency. Where regulations have not been set by those agencies, the Director of Water and Pollution Control shall establish pretreatment requirements to obtain the following objectives:

(a) To prevent the introduction of pollutants which will interfere with the treatment plant operation or contaminate the resulting biosolids;

(b) To prevent the introduction of pollutants which will pass through the system, inadequately treated, into the receiving waters or the atmosphere or otherwise be incompatible with the system; and

(c) To improve the opportunity to recycle and reclaim wastewaters and biosolids from the system.

(Ord. No. 3526, 6-22-99)

(4) Any costs for pretreatment flow measuring, or monitoring facilities or analytical systems or tests to meet the pretreatment regulations shall be the responsibility of the customer.

(5) Any cost to the city including increased operation or maintenance expenditures or fines levied by the State or Federal agencies which result from the discharge from any utility customer shall be assessed to that customer. In the event more than one utility customer is responsible, the cost shall be prorated among those responsible.

(6) No utility customer may expand their process or operation if that expansion results in a discharge which exceeds any limitation established for their discharge or results in the discharge of some other substance which will violate any provision of the pretreatment regulations unless their plans for expansion are approved by the Director of Water and Pollution Control at least 6 months prior to the planned expansion.

(7) All users who are significant or minor industrial users as defined in the revised Ames Industrial Pretreatment Program shall have obtained a permit from the city pursuant to said program before discharging non-domestic wastewaters. Any contributor now discharging pursuant to a contract shall be issued a permit within six (6) months of approval of the revised Ames Industrial Pretreatment Program.

(8) Failure to meet the standards and requirements of this section or of section 28.306 shall be a municipal infraction punishable by a penalty of up to \$1,000 for the first and each subsequent violation. Each occurrence of prohibited discharge is a violation. The Director of the Water and Pollution Control Department shall be the City Manager's designee to administer and enforce the provisions of Sec. 28.306 and 28.307, which shall include the authority to conduct related inspections, surveillance and monitoring; and to terminate city sewer service for non-compliance with the City Code.

(Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 3209, Sec. 1, 12-8-92; Ord. No. 3526, 6-22-99)

Sec. 28.308 FATS, OILS, AND GREASE CONTROL PROGRAM.

The purpose of this section shall be to aid in the prevention of sanitary sewer blockages and obstructions from contribution and accumulation of Fats, Oils, and Grease (FOG) into the POTW. Such discharges from commercial kitchens, restaurants, and all other food service establishments, where FOG of vegetable or animal origin is discharged directly or indirectly into the POTW, can contribute to line blockages and/or spills in violation of Title 40, Code of Federal Regulations 40 CFR, Part 403, as it may be amended from time to time.

(1) Any customer which operates a Food Service Establishment or Mobile Food Unit licensed by the state of Iowa, and which is connected to the City's Treatment Works, shall be subject to the FOG Control Program.

(2) Any costs for compliance with the regulations set forth in the FOG Control Program shall be the responsibility of the customer.

(3) FSEs subject to the FOG Control Program may apply for exemption from the Restaurant Surcharge/Restaurant Fee. Exemptions shall utilize evidence gathered in the preceding six (6) month period to determine whether an FSE is exempt from the Restaurant Surcharge/Restaurant Fee for sewer bills mailed during the following six (6) month period. Exemption periods shall be from January to June and from July to December.

(4) The use of any additive into a grease interceptor, grease trap, or other on-premise plumbing for the purpose of "treating" FOG shall be prohibited unless prior approval is granted by the Director of Water and Pollution Control.

(a) FSE's who wish to use any additives must submit a request in writing. Each site wishing to use a product must obtain separate approval. Approval is not granted to use any product unless and until written approval is granted by the City.

(b) A Safety Data Sheet (SDS) must be submitted to the Director for approval of the product. The SDS, or other information submitted, must identify all active and inactive ingredients of the products. Materials that include "confidential" or "proprietary" components will not be approved.

(c) To be approved, products must be composed of non-emulsifying active biological additives designed to decompose the grease in the grease trap or grease interceptor.

(i) Products that serve to simply "disperse" FOG, or that act by allowing FOG to be more easily discharged from FOG control devices will not be approved.

(ii) Examples of products that are not approved are those that include, but are not limited to, the following types of components:

(a) Enzymes

(b) Solvents

(c) Surfactants

(d) Dispersants

(e) Other products that act on grease "chemically" as opposed to "biologically"

(f) Other components that are deemed to be otherwise incompatible with the purpose of the FOG Control Program or the municipal sewerage system as described in Section 28.306.

(d) Approval of a product may be revoked by the Director if pass-through of FOG or other problems in the collection system of treatment plant occurs.

(e) Aeration, agitation, or stirring of grease traps or grease interceptors shall not occur at any time.

(f) Approval of any additive shall not be construed as approval to modify any plumbing. Any changes or modifications necessary shall be conditioned upon receipt of a plumbing permit from the City.

(g) Approval of any additive shall not be construed as an endorsement by the City of the effectiveness of the product. The FSE assumes all responsibility for the performance and effectiveness of the product.

(h) Servicing frequencies for grease control equipment must still comply with the other requirements of this ordinance.

(i) Should the make-up or composition of any approved product change, a new approval must be granted by the Director.

(5) The Director of Water and Pollution Control, or designee, may exempt an FSE from the Restaurant Surcharge/Restaurant Fee for a six (6) month period if one of the following criteria is met during the preceding six (6) month period:

(a) Submission of records of grease interceptor cleanings occurring in the previous six (6) months. If a grease interceptor is not cleaned during the previous six (6) months, the reason(s) for this must be submitted to and approved by the Director of Water and Pollution Control or designee. Such records shall include the following information:

(i) The name and employer of the individual performing the grease interceptor cleaning(s).

(ii) The date(s) on which grease was removed from each grease interceptor controlled by the customer.

(iii) The quantity of grease removed during each cleaning.

(a) In the case of a gravity-flow grease interceptor, the quantity of grease shall be calculated by comparing the depth of the floating fats, oils, and grease, plus the depth of the accumulated solids, and dividing that depth by the total depth of the unit (the design liquid level), expressed as a percentage. The measurements shall be taken in the compartment nearest the inlet of a multi-compartment grease interceptor and in the interceptor immediately preceding connection to the sanitary sewer when more than one interceptor is installed in series, and in all interceptors when more than once interceptor is installed in parallel. In instances where an interceptor requires cleaning multiple times during the six (6) month review period, records shall be submitted for each cleanout. The owner or operator of the FSE shall require the grease interceptor to be cleaned when FOG and solids reach 25% or less of the design liquid level of the grease interceptor. When multiple cleanouts are required during a review period, the level of FOG and solids from each cleanout shall average 25% or less and no single instance shall equal or exceed 35%.

(b) In the case of a hydromechanical grease interceptor, the quantity of grease shall be calculated by comparing the depth of the floating fats, oils, and grease, plus the depth of the accumulated solids, and dividing that depth by the total depth of the unit (the design liquid level), expressed as a percentage. The measurements shall be taken in the compartment nearest the inlet of a multi-compartment grease interceptor, in the interceptor immediately preceding connection to the sanitary sewer when more than one interceptor is installed in series, and in all interceptors when more than once interceptor is installed in parallel. In instances where an interceptor requires cleaning multiple times during the six (6) month review period, records shall be submitted for each cleanout. The owner or operator of the FSE shall require the grease interceptor to be cleaned when FOG and solids reach 25% or less of the design liquid level of the grease interceptor. When multiple cleanouts are required during a review period, the level of FOG and solids from each cleanout shall average 25% or less and no single instance shall equal or exceed 35%. In situations where a hydromechanical grease interceptor is not able to be measured prior to cleanout, it shall be required that the interceptor be cleaned on a monthly basis.

(iv) Verification that the place of disposal of hauled grease is a facility designed for such a purpose and is licensed or certified in accordance with local, state, and federal regulations, as appropriate.

(v) Verification that the method of transporting hauled grease is appropriate for such a purpose and complies with local, state, and federal regulations, as appropriate.

(vi) Verification that any grease interceptor from which grease is removed is inspected and found to be in proper working order. This inspection shall include verification that the sanitary "tees" on the inlet and outlet sides of the grease interceptor are not obstructed, loose, or missing, verification that any baffles are secure and in place, verification that no cracks or defects in the tank are present, and verification that lids are securely and properly seated following completion of the cleaning. If any component of the grease interceptor is not in proper working order, records shall indicate what defect(s) exist and when, how, and by whom such defect(s) are remedied.

(b) Submission of a laboratory test to determine the oil and grease content of typical wastewater discharge. Such tests shall be conducted by a laboratory certified by the State of Iowa to test oil and grease under the procedures specified in Chapter 567.83 of the Iowa Administrative Code. Laboratory tests shall conform to the following conditions:

(i) The sample shall be obtained by use of a "grab sampling" method, in which the sample flask is held under a free-flowing outfall of water from a sampling port designed for such uses.

(ii) Staff of the Water Pollution Control Department shall select the date and time during which a sample may be obtained, the timing of which shall be selected to coincide with a peak customer demand.

(iii) The sample shall not exceed 300 mg/L oil and grease.

(iv) The FSE shall also be required to meet the same requirements as defined in Sec. 28.308(5)(a).

(c) Submission of kitchen Best Management Practices records that detail the grease control activities in the FSE. Such records shall be spot-checked for compliance by the Water and Pollution Control Department staff. The records shall at all times be kept and maintained on a day-to-day basis, and records shall be kept secure at the premises of the FSE for a continuous period of at least three years. The records shall document the following activities:

(i) Each cleaning of the FSE's grease interceptor(s). The FSE shall be required to meet the same requirements as are defined in Sec. 28.308(5)(a).

(ii) Training held for the FSE's staff regarding practices that will reduce the introduction of FOG into the sanitary sewer.

(iii) Self-inspection for presence and proper use of drain screens, clean and grease-free nature of exhaust hood equipment, and presence of spill clean-up kits, warning signage over sinks regarding FOG practices, and informational posters regarding FOG.

(iv) Records of the date, time, quantity, and location of introduction of any additive. A copy of the approval granted by the Water and Pollution Control Department shall be kept with the logbook.

(v) Any other activities undertaken by the FSE's staff to prevent or mitigate the introduction of FOG into the Treatment Works or into the environment.

(6) (a) Cleaning of a hydromechanical grease interceptor may be performed by food service establishment staff. Documentation of any cleaning must include all information required for compliance with the FOG Control Program.

(b) Cleaning of a gravity-flow grease interceptor must be performed by a contractor that specializes in the disposal of restaurant grease.

(7) The Director of Water and Pollution Control may, upon finding evidence of accumulated FOG in the Treatment Works, authorize an inspection of any FSE that may reasonably be believed to have introduced that accumulation of FOG. Such inspection may occur at any reasonable time and without prior notification. Inspections shall be limited to the equipment and practices related to the introduction of FOG and waste water into the Treatment Works. The FSE shall allow the individual performing this inspection, bearing proper credentials and identification, to enter upon or into the building, facility, or property housing the FSE for the purpose of inspection, observation, measurement, sampling, testing, or record review. Upon request of the individual performing the inspection, the FSE shall open any grease interceptor for the purpose of confirming that maintenance frequency is appropriate, that all necessary parts of the installation are in place, and that all grease interceptors and related equipment and piping are maintained in efficient operating condition. Inspections may be undertaken as many times as necessary to identify the source of FOG entering the Treatment Works.

(Ord. 4199, 11-25-14; Ord. No. 4263, 6-28-16)

(8) Submission of incomplete records or failure to submit records as described in Sec. 28.308(5)(a-c) shall constitute a violation of Sec 28.306(2). Violators are subject to a municipal infraction and recovery costs as described in Appendix N.

DIVISION IV
UTILITY RETIREMENT SYSTEM

Sec. 28.401. UTILITY RETIREMENT SYSTEM ESTABLISHED.

There shall be and is hereby established a retirement system which shall be known as the Ames Municipal Utility Retirement System.

(Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.402. PLAN AND RULES, UTILITY RETIREMENT SYSTEM.

(1) The Ames Municipal Utility Retirement System shall cease to be a defined benefit system as of 12:01 A.M. September 30, 1997 and shall become a defined contribution plan as of 12:01 A.M. September 30, 1997, the defined contribution plan to be as stated in such plan, rules, and trust agreement as the City Council shall approve, adopt, amend, or replace by resolution from time to time.

(2) The assets of the discontinued defined benefit system shall be allocated and distributed in accordance with such resolution as shall be enacted for that purpose by the Ames City Council.

(Ord. No. 2321, Sec. 2, 12-2-69; Ord. No. 2446, Sec. 1, 6-26-73; Ord. No. 2487, Sections 1, 2, 9-17-74; Ord. No. 2494, Sec. 2, 12-17-74; Ord. No. 2546, Sec. 2, 5-18-76; Ord. No. 2765, Sec. 1, 12-16-80; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 3327, Sec. 1, 6-13-95; Ord. No. 3458, Sec. 2, 8-26-97)

Sec. 28.403. PARTICIPANT REVIEW BOARD.

(1) There is hereby established an eleven member board to monitor, review, and evaluate on a continuing basis, the performance of the Ames Municipal Utility Retirement Plan, which Board shall make a written report of its findings and recommendations to the City Council not less often than once each fiscal year.

(2) The board shall be selected as follows:

- (a) one elected from among participants employed for the city water utility;
 - (b) one elected from among participants employed as water pollution control employees;
 - (c) one elected from among participants employed as electric distribution work center employees;
 - (d) one elected from among participants employed for the power plant;
 - (e) one elected from among participants employed for electric administration (which shall include the City Clerk, City Manager, inspection personnel and other non-finance administrative personnel that are participants in the plan);
 - (f) one elected from among participants employed for the City Finance department;
 - (g) one elected from among participants who are retirees
 - (h) the Director of Finance for the City; and
 - (i) City Treasurer;
- (Ord. No. 3661, 4-23-02; Ord. No. 3897, 12-12-06)*

(3) The term of office for the elected members of the board shall be three years. The term for the council members shall be four years. Members may be reappointed or re-elected. Terms of office begin and end on the first day of April. Special elections will be held as soon as practicable to fill vacancies in elected positions.

(4) The board shall establish its own rules with respect to voting and other meeting procedures consistent with the Iowa Open Meetings Law.

(Ord. No. 2321, Sec. 2, 12-2-69; Ord. No. 2446, Sec. 1, 6-26-73, Ord. No. 2494, Sec. 2, 12-17-74; Ord. No. 3102, Sec. 1, 10-23-90; Ord. No. 3199, Sec. 1, 9-24-92; Ord. No. 3458, Sec. 2, 8-26-97; Ord. No. 3563, 5-9-00)

DIVISION V
UTILITIES GENERALLY

Sec. 28.501. UNAUTHORIZED ALTERATION OF LINES AND METERS, BYPASSING.

(1) It is unlawful for any person to interfere with, tamper with, alter or bypass any electric, water or gas meter installed for any utility in the city; or interfere with, tamper with or alter any lines, pipes or conduits installed by any utility in the City, without the express or implied authorization of such utility.

(Ord. No. 812, Sec. 58; Code 1956, Sec. 76-58; Ord. No. 3003, Sec. 39, 2-23-88; Ord. No. 3199, Sec. 1, 9-24-92)

(2) For rural water accounts, no person shall interfere with, tamper with, alter, or bypass any water meters, lines, pipes, or conduits installed or owned by the City of Ames outside of the Ames corporate limits without express authorization of the City. No change, modification, replacement, or other alteration shall occur to the service line from the main through the outlet of the backflow prevention device without the express approval of the City.

(Ord. No. 4010, 09-22-09)

(3) Any expense to any municipal utility incurred as a result of unauthorized relocation, alteration, or tampering of any metering device or system, or otherwise requires the municipal utility to take action to restore the proper operation of the metering device or system, shall be billed to the utility customer of record for the property.

- (a) Expenses to be recouped may include: labor (including benefits), equipment, materials, and such other direct costs as may be identified by the municipal utility.
- (b) Should the expense be incurred in a location where there is no utility customer of record, the expense shall be billed to the person or party determined to be responsible for such relocation, alteration, or tampering.
- (c) These charges are separate and distinct from any other fees, charges, or fines that may be imposed.

Sec. 28.502. RESODDING.

(1) Any municipal or public utility excavating across a grassed, sodded or turfed street parking, or an established lawn, or through or across a grassed, sodded or turfed area of a public or private park shall resod rather than reseed the disturbed area.

(Ord. No. 2305, Sec. 1, 9-2-69; Ord. No. 2679, Sec. 1, 9-26-78; Ord. No. 3199, Sec. 1, 9-24-92)

(2) A property owner excavating or causing excavation in the lawn or the parking of a neighboring residence in a developed residential area, for the purpose of installing or repairing a utility line within a public easement, shall resod the disturbed area.

(Ord. No. 2396, Sec. 1, 4-18-72; Ord. No. 3199, Sec. 1, 9-24-92)

(3) Upon complaint of failure of the responsible party to resod a disturbed area as required herein, and after ten days notice and opportunity for hearing before the city manager, the city shall do the resodding and assess the costs to the responsible party.

(Ord. No. 2955, Sec. 1, 6-3-86; Ord. No. 3199, Sec. 1, 9-24-92)

Sec. 28.503. MUNICIPAL UTILITY SERVICE CONNECTIONS OUTSIDE CITY.

(1) No person shall make an initial service connection to any municipal utility for any building or property outside the corporate limits of the city without the express written authorization of the Ames City Manager.

(2) The city manager shall authorize such connections only in accordance with the laws of the State of Iowa and the regulations of the Iowa Commerce Commission. The city manager may require any reasonable special condition for such connection deemed necessary to insure compliance with the policies, procedures and development plans of the municipal utilities.

(3) No initial sewer service connections shall be allowed into the Skunk River Valley Interceptor, trunk sewers or Site 5 treatment plant from structures located in the flood plain of the Skunk River south of U.S. Highway 30.

(Ord. No. 2955, Sec. 1, 6-3-86; Ord. No. 3199, Sec. 1, 9-24-92)

(a) For properties outside the corporate limits where the City has previously denied a rural water association or district the right to serve the property, the City will provide service within four years of the rural water denial in accordance with Iowa Code § 357A.2 and § 364.4

(Ord. No. 4010, 09-22-09)

Sec. 28.504. METER MAINTENANCE, METER READING, AND ESTIMATED BILLING.

(1) Access to any water meter, yard meter, or wastewater flow measuring device for maintenance, repair, replacement, or testing is essential to ensure accuracy and reliability of the metering device so that bills and charges are properly determined. When requested by the Water and Pollution Control Department, each customer shall arrange for access to the metering device(s) at their location within four (4) months from the date of the city's first request.

(2) Reading of all water meters, yard meters, wastewater flow measuring devices, or remote registering devices used for determining charges to customers shall be scheduled by the City on a monthly basis. An effort shall be made by the City to obtain use data/readings on corresponding days each month. In the event access to the metering device(s) cannot be achieved, the City shall render a monthly bill based on the City's estimate of usage. However, each customer shall allow for or arrange access to the metering device(s) at their location at least once every six (6) months. The City may allow the customer to read and report use data from metering devices(s) at their location. Customers desiring to read their own meters should contact the Utility Customer Service office. A packet of five (5) cards may be obtained. These cards will be predated to correspond to monthly billing dates and shall be submitted monthly at the customer's own expense. Prior to providing each five (5) card packet to any customer, city personnel shall be allowed into the premises to obtain readings for all metering devices.

(3) Failure to arrange for and/or allow access, as described above, shall be cause for termination of service following notice and opportunity for a hearing of the city manager.

(Ord. No. 3326, Sec. 3, 5-9-95)."

Section Two. Violation of the provisions of this ordinance shall constitute a municipal infraction punishable as set out by law.

Section Three. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Four. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this _____ day of _____, _____.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor