

**COUNCIL ACTION FORM**

**SUBJECT: PLAT OF SURVEY FOR 1503 TOP-O-HOLLOW ROAD**

**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 conveyance parcels in order to create a parcel for development purposes. A plat of survey is allowed by Section 23.309 for the consolidation of conveyance parcels and for boundary line adjustments.

**This proposed plat of survey is for a conveyance parcel located at 1503 Top-O-Hollow Road. The conveyance parcel has been in its present configuration since the 1950's. The City requires that for properties to be recognized as a lot of record, they must have a recorded survey establishing property lines prior to the issuance of building permit for development of a property, including additions to single-family homes.**

The parcel is existing 0.89 acres and is zoned Residential Low Density (RL). The site contains a single-family home. Although the property owner owns land to the north and to the east of the subject parcel, they have not chosen to combine them with the subject parcel at this time.

Conveyance parcels can be required conform to all Subdivision Code design and improvement standards to be recognized as a lot of record through the plat of survey process. The subject parcel has access to all City utilities and all utilities exist inside the right-of-way along Top-O-Hollow Road. Sidewalk does not exist at this location or anywhere along Top-O-Hollow Road on this side of the street. Public right-of-way is being dedicated with this survey as the existing boundary lines are located in the middle of Top-O-Hollow Road. A total of 33' of right-of-way is required. (Attachment C). A deed has been prepared and received by the City for dedication of the right-of-way along with the Plat of Survey.

Approval of this plat of survey (Attachment B) will allow the applicant to prepare the official plat of survey and submit it to the Planning and Housing Director for review. The Director will sign the plat of survey confirming that it fully conforms to all conditions of approval. The prepared plat of survey may then be signed by the surveyor, who will submit it for recording in the office of the County Recorder.

### **ALTERNATIVES:**

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

### **CITY MANAGER'S RECOMMENDED ACTION**

Staff has determined that the property is a conforming conveyance parcel. Plats of survey for conveyance parcels are subject to Subdivision Code improvement requirements. In this instance, only dedication of right-of-way is requested with the Plat of Survey due to lack of sidewalks along the north side of Top O Hollow Road.

**Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the resolution approving the proposed plat of survey.**

**ADDENDUM  
PLAT OF SURVEY FOR 1503 TOP-O-HOLLOW ROAD**

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

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

The site is located at:

Owners:

Existing Street Address: 1503 Top-O-Hollow Road

Assessor's Parcel #: 0527175040

Legal Description: The South 390.50 feet of the East 100 feet of the East 12 Rods of the South 40 Rods of the East Half of the Northwest Quarter of Section 27, Township 84 North, Range 24 West of the 5<sup>th</sup> P.M, City of Ames, Story County, Iowa, except the South 33.00 feet thereof, being more particularly described as follows: Commencing at the Center of said Section 27; thence N00°00'01"W, 33.01 feet along the east line of said Northwest Quarter to the north line of Top-O-Hollow Road and the point of beginning; thence continuing N00°00'01"W, 357.49 feet; thence S88°39'25"W, 99.89 feet to the west line of said East 100 feet; thence S00°00'54"E, 357.49 feet along said line to the north right of way line of Top-O-Hollow Road; thence N88°39'19"E, 99.80 feet to the point of beginning, containing 0.82 acres.

**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. (Dedication of ROW provided, no sidewalks along north side)

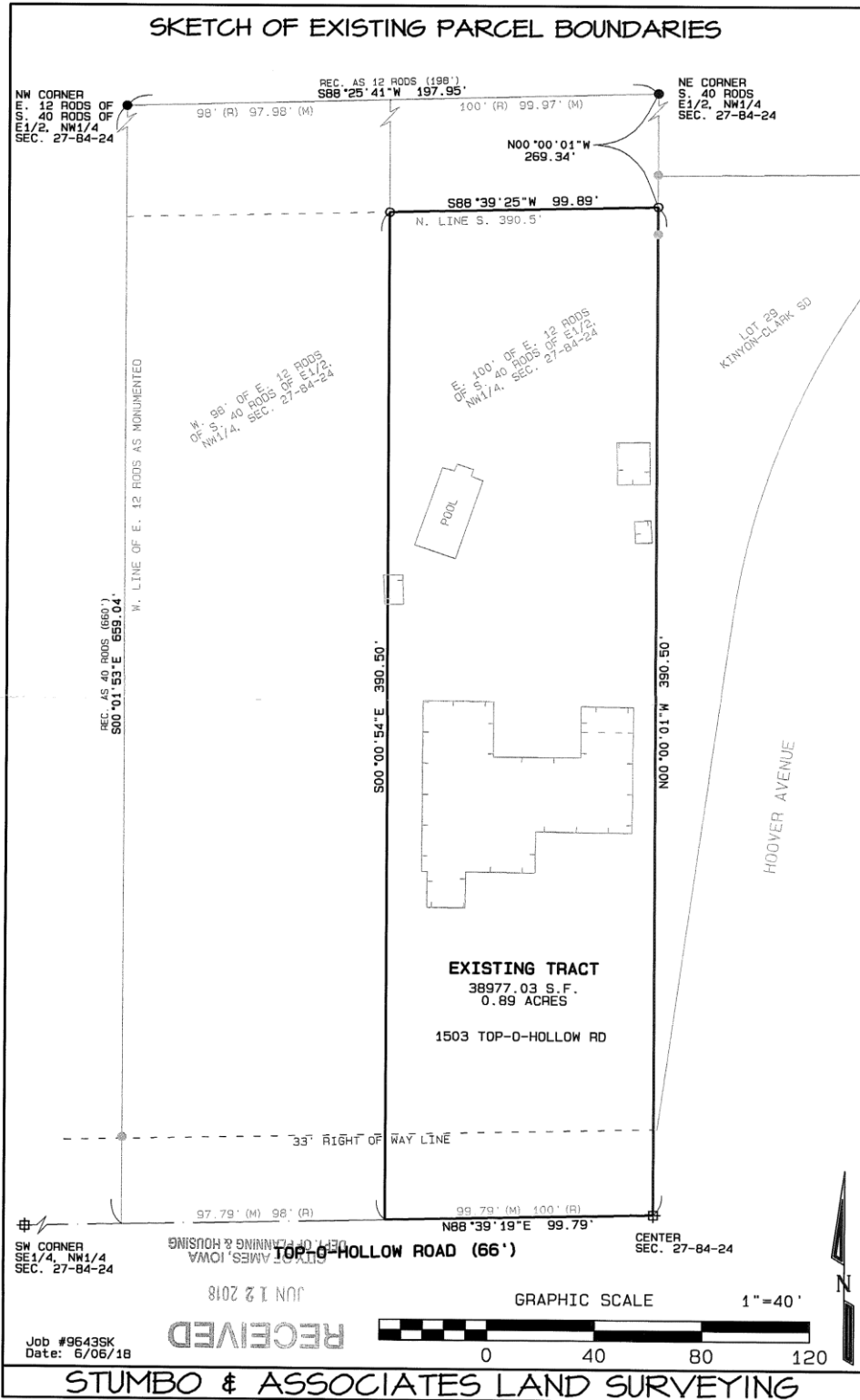
Note: The official plat of survey is not recognized as a binding plat of survey for permitting purposes until a copy of the signed and recorded plat of survey is filed with the Ames City Clerk's office and a digital image in Adobe PDF format has been submitted to the Planning & Housing Department.



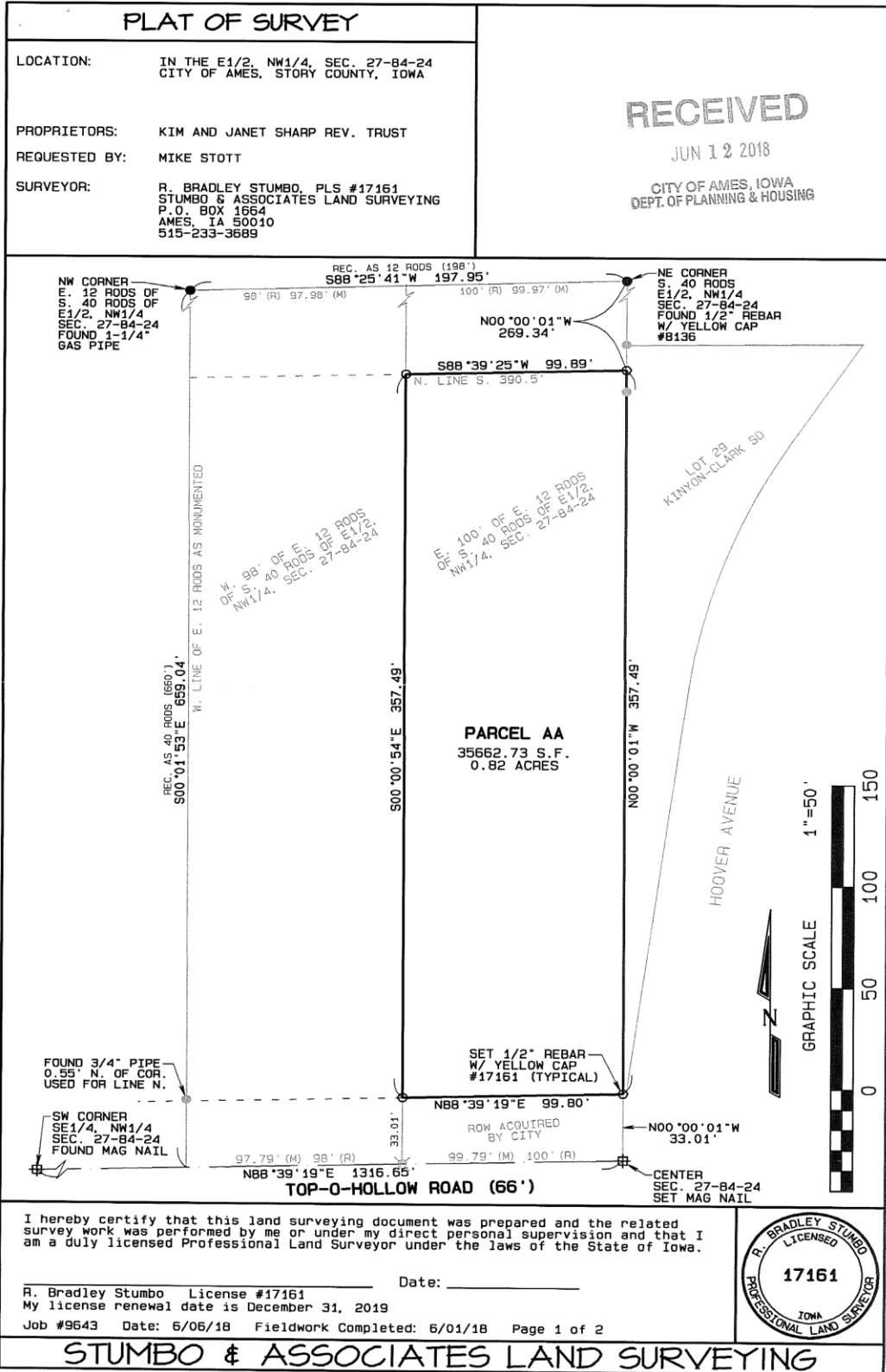
**Location Map- 1503 Top O Hollow Road**



# Attachment A- Existing Conditions

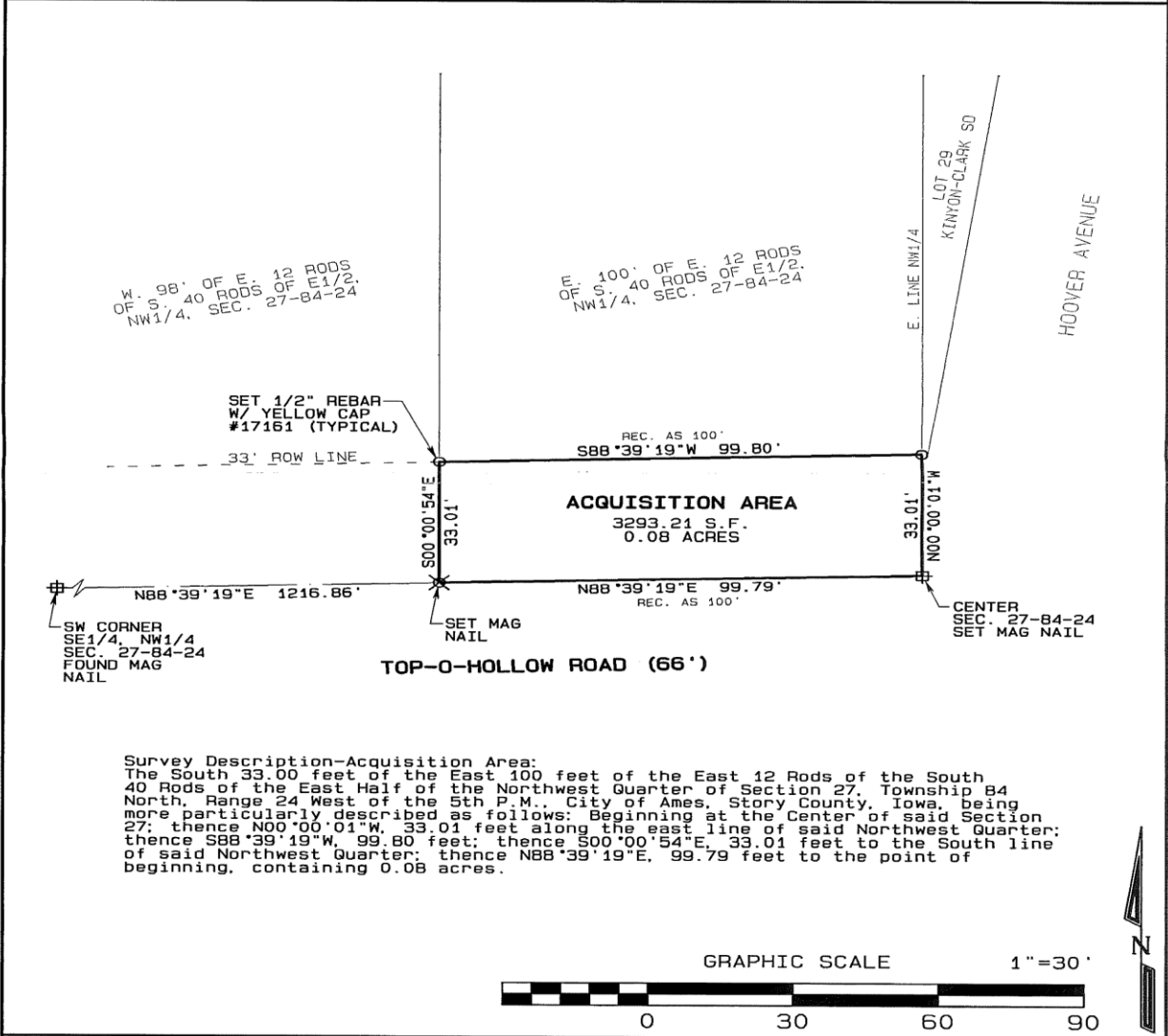


# Attachment B- Proposed Final Plat of Survey



# Attachment C-Acquisition Plat- Right of Way Dedication

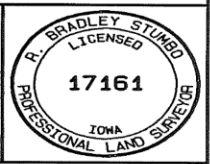
<b>ACQUISITION PLAT</b>		<div style="font-size: 24pt; font-weight: bold; margin-bottom: 10px;">RECEIVED</div> <div style="font-size: 18pt; margin-bottom: 5px;">JUN 12 2018</div> <div style="font-size: 12pt;">CITY OF AMES, IOWA DEPT. OF PLANNING &amp; HOUSING</div>
LOCATION:	IN THE SE1/4, NW1/4, SEC. 27-84-24 CITY OF AMES, STORY COUNTY, IOWA	
PROPRIETORS:	KIM AND JANET SHARP REV. TRUST	
REQUESTED BY:	MIKE STOTT	
PURPOSE:	ACQUISITION OF PUBLIC RIGHT OF WAY BY THE CITY OF AMES	
SURVEYOR:	R. BRADLEY STUMBO, PLS #17161 STUMBO & ASSOCIATES LAND SURVEYING P.O. BOX 1664 AMES, IA 50010 515-233-3689	



**Survey Description-Acquisition Area:**  
 The South 33.00 feet of the East 100 feet of the East 12 Rods of the South 40 Rods of the East Half of the Northwest Quarter of Section 27, Township 84 North, Range 24 West of the 5th P.M., City of Ames, Story County, Iowa, being more particularly described as follows: Beginning at the Center of said Section 27; thence N00°00'01"W, 33.01 feet along the east line of said Northwest Quarter; thence S88°39'19"W, 99.80 feet; thence S00°00'54"E, 33.01 feet to the South line of said Northwest Quarter; thence N88°39'19"E, 99.79 feet to the point of beginning, containing 0.08 acres.

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

*R. Bradley Stumbo*      Date: 6/06/18  
 R. Bradley Stumbo License #17161  
 My license renewal date is December 31, 2019  
 Job #9643ACQ Date: 6/06/18 Page 1 of 1



STUMBO & ASSOCIATES LAND SURVEYING