

Planning & Zoning Commission

Tuesday, December 23, 2025 at 6:00 pm

Meeting Location

60 Greene St, Riverside, Iowa 52327

- 1. Call meeting to order
- 2. Roll Call
- 3. Approval of Agenda
- 4. Subdivision Request Auditor's Parcel "R" Schnoebelen
- 5. P&Z Commission Re-appointments
- 6. Closing Comments
- 7. Motion to Adjourn

| Agenda published on 12/19/2025 at 9:36 AM

SURVEY REQUESTED BY: LOCATION: A PORTION OF LOT 8 OF THE SUBDIVISION OF THE SE 1\4 OF SCHNOEBELEN INC. THE SW 1\4 OF SECTION 8-T77N-R6W. AND A PORTION OF LOT PO BOX 256 A OF THE SUBDIVISION EAST 1\2 OF THE NW 1\4 OF SECTION RIVERSIDE, IOWA 5237 17-T77N-R6W OF THE FIFTH P.M., RIVERSIDE, WASHINGTON COUNTY, IOWA. PROPRIETOR OR OWNER: LAND SURVEYOR: **RALPH & JANICE SCHNOEBELEN** RICHARD R. NOWOTNY P.L.S. PO BOX 149 MMS CONSULTANTS INC. RIVERSIDE, IOWA 52327 1917 SOUTH GILBERT STREET IOWA CITY, IOWA, 52240 DATE OF SURVEY: PHONE: 319-351-8282 **SEPTEMBER 11, 2025** DOCUMENT RETURN INFORMATION: LAND SURVEYOR

PLAT OF SURVEY **AUDITOR'S PARCEL "R"** RIVERSIDE, WASHINGTON COUNTY, IOWA

LEGEND AND NOTES - CONGRESSIONAL CORNER, FOUND - PROPERTY CORNER(S), FOUND (as noted) - PROPERTY CORNERS SET (5/8" Iron Pin w/ yellow, plastic LS Cap embossed with "MMS") PROPERTY &/or BOUNDARY LINES CONGRESSIONAL SECTION LINES RIGHT-OF-WAY LINES CENTER LINES LOT LINES, INTERNAL - LOT LINES, PLATTED OR BY DEED EASEMENT LINES. WIDTH & PURPOSE NOTED - EXISTING EASEMENT LINES, PURPOSE NOTED - RECORDED DIMENSIONS - MEASURED DIMENSIONS - CURVE SEGMENT NUMBER

	PROPERTY MONUMENTATION TABLE
LABEL	DESCRIPTION
1	FOUND 5\8" REBAR W\O LS CAP
2	FOUND 5\8" REBAR W\ ILLEGIBLE LS CAP
3	FOUND REBAR W\ ORANGE PLASTIC LS CAP 10875 (0.8' SOUTH OF ROW)
4	FOUND REBAR W\ ORANGE PLASTIC LS CAP 10875
5	FOUND 1" PIPE

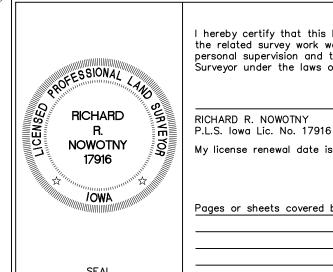
UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE IN FEET AND HUNDREDTHS

DESCRIPTION - AUDITOR'S PARCEL "R"

GRAPHIC SCALE IN FEET

1"=60'

RECORDS OF THE BEGINNING at the Southeast Corner of Lot 9 of the Subdivision of the SE 1\4 of the SW 1\4 of Section 8, Township 77 North, Range 6 West, in accordance with the Plat thereof Recorded in Book 4 at Page 10 of the Records of the Washington County Recorder's Office; Thence S01°08'39"W, 142.79 feet; Thence N88°51'21"W, 199.40 feet; Thence N00°25'16"E. 241.76 feet, to a Point on the Southerly Right-of-Way Line of Hickory Street: Thence N66°17'30"E, along said Southerly Right-of-Way Line, 40.40 feet, to a Point on the East Line of said Lot 8 of said Subdivision of the SE 1\4 of the SW 1\4 of Section 8, Township 77 North, Range 6 West; Thence S01°21'02"W, along said East Line, 118.64 feet, to the Southeast Corner of said Lot 8; Thence S89°54'24"E, along the South Line of vacated alley Right-of-Way lying between said Lot 8 and Lot 9, and the South Line of said Lot 9, a distance of 86.09 feet; Thence S89°39'35"E, along said South Line, 80.15 feet, to the POINT OF BEGINNING. Said Auditor's Parcel "R" contains 0.74 Acre (32,244 square feet), and is subject to easements and restrictions of record.



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 lowa.

	09-23-2025
Designed by:	Field Book No:
L	LSS 1427
Drawn by:	Scale:
R	RLW 1"=60'
Checked by:	Sheet No:
R	RRN 1
Project No:	<u>'</u>

LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS **ENVIRONMENTAL SPECIALISTS** 1917 S. GILBERT ST.

CIVIL ENGINEERS

IOWA CITY, IOWA 52240 (319) 351-8282

www.mmsconsultants.net

Date	Revision
10/14/2025	PER RRN REVIEW - LSS

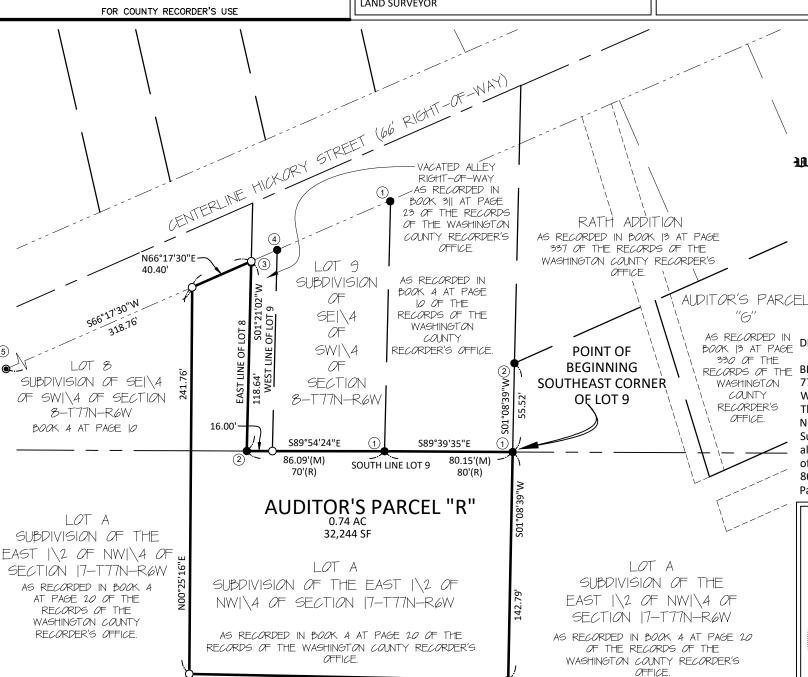
PLAT OF SURVEY

AUDITOR'S PARCEL "R"

RIVERSIDE **WASHINGTON COUNTY IOWA**

MMS CONSULTANTS, INC.

oate:	9-23-2025
esigned by: LSS	Field Book No: 1427
rawn by: RLW	Scale: 1"=60'
Checked by: RRN	Sheet No:
Project No: 12298-001	of: 1



N88°51'21"W

NOTE:

ALL BEARINGS ARE BASED ON IOWA STATE PLANE COORDINATES (SOUTH ZONE), LIBRARY CALIBRATION USING THE IOWA REAL TIME NETWORK (RTN), THE DISTANCES SHOWN ON THE PLAT ARE GROUND DISTANCES AND NOT GRID DISTANCES.

199.40'

APPROVED BY: MAYOR DATE

My license renewal date is December 31, 20 ____

Pages or sheets covered by this seal:

166.29 REQUIREMENTS OF PRELIMINARY PLAT. The subdivider shall prepare and file with the City Clerk twenty (20) copies of the preliminary plat, drawn at a scale of one-inch equals one hundred feet (1" = 100') or larger. Sheet size shall not exceed twenty-four inches by thirty-six inches (24" X 36"). Where more than one sheet is required, the sheets shall show the number of the sheet and the total number of sheets in the plat, and match lines indicating where other sheets adjoin.

The preliminary plat shall be clearly marked "Preliminary Plat" and shall show, or have attached thereto, the following:

- 1. Title, scale, north point, and date.
- 2. Proposed name of the subdivision which shall not duplicate or resemble existing subdivision names in the County.
- 3. The name and address of the owner and the name, address and profession of the person preparing the plan.
- 4. A key map showing the general location of the proposed subdivision in relation to surrounding development.
- 5. The names and locations of adjacent subdivisions and the names of record owners and location of adjoining parcels of unplatted land. A list of all owners of record of property located within two hundred (200) feet of the subdivision boundary shall be attached
- 6. The location of property lines, streets and alleys, easements, buildings, utilities, watercourses, tree masses, and other existing features affecting the plat.
- 7. Existing and proposed zoning of the proposed subdivision and adjoining property and identification of the Plan or Agreement designations where relevant.
- 8. Contours at vertical intervals of not more than two (2) feet if the general slope of the site is less than ten percent (10%) and at vertical intervals of not more than five (5) feet if the general slope is ten percent (10%) or greater.
- 9. Identification of any flood plain areas and 100 feet year flood elevation, and the flood plain alphanumeric designation within the subdivision.
- 10. The legal description of the area being platted.
- 11. The boundary of the area being platted, shown as a dark line with the approximate length of boundary lines and the approximate location of the property in reference to known section lines.
- 12. The layout, numbers and approximate dimensions of proposed lots.
- 13. The location, width, and dimensions of all streets and alleys proposed to be dedicated for public use.
- 14. The proposed names for all streets in the area being platted.

- 15. Present and proposed utility systems, including sanitary and storm sewers, other drainage facilities, water lines, gas mains, electric utilities, cable utilities, telephone utilities, street lighting and other facilities, and their connections to existing utilities.
- 16. Proposed easements, showing locations, widths, purposes and limitations.
- 17. Parcels of land proposed to be dedicated or reserved for schools, parks, playgrounds, or other public, semi-public or community purposes, or shown for such purpose in the Plan or other adopted plans.
- 18. A general summary description of any protective covenants or private restrictions to be incorporated in the final plat.
- 19. Any other pertinent information, as necessary.
- 20. The fee, as required by this ordinance.
- 21. All initial developments (phase one) and all future planned developments within the area (phase two, phase three, etc.). Failure to completely identify all proposed developments in the subdivision area will be grounds for rejecting the plat.

166.30 PROCEDURES FOR REVIEW OF PRELIMINARY PLATS.

- 1. The City Clerk, upon receipt of twenty (20) copies of the preliminary plat, shall file one copy in the records of the City, shall retain one copy for public inspection, and shall forward the remaining copies of the plat as provided herein.
- 2. The City Clerk shall provide copies of the plat to the City Engineer, to the City Attorney, and such other persons as necessary to review the plat; and shall schedule the plat for consideration by the Planning Commission.
- 3. The Planning Commission shall examine the plat and the reports of the City Engineer and City Attorney, and such other information as it deems necessary or desirable, to ascertain whether the plat conforms to the ordinances of the City, and conforms to the Plan and other duly adopted plans of the City. The Planning Commission shall, within forty-five (45) days of the filing of the plat with the City Clerk, forward a report and recommendation regarding the plat to the City Council. If such recommendation is to disapprove or modify the plat, the reasons therefore shall be set forth in writing in the report, and a copy of the report and recommendation shall be provided to the subdivider.
- 4. The City Council shall examine the plat, the reports of the City Engineer and City Attorney, the report of the Planning Commission, and such other information as it deems necessary or desirable. Upon such examination, the City Council shall ascertain whether the plat conforms to the ordinances and standards of the City, conforms to the Plan and other duly adopted plans of the City, and will be conducive to the orderly growth and development of the City; in order to protect the public health, safety, and welfare. Following such examination, the City Council may approve, approve subject to conditions, or disapprove the plat. If the decision of the City Council is to disapprove the plat, or to approve the plat subject to conditions, the reasons therefor shall be set forth in writing in the official records of the City Council, and such

decisions shall be provided to the subdivider. Action on the preliminary plat by the City Council shall be taken within sixty (60) days of the filing of the plat with the City Clerk.

- **166.31 DURATION OF APPROVAL OF PRELIMINARY PLAT.** The approval of a preliminary plat by the City Council shall be valid for a period of one (1) year from the date of such approval; after which such approval shall be void, and the subdivider shall take no action requiring the precedent approval of a preliminary plat except upon application for and approval of an extension of such period of validity, by the City Council.
- **166.32 AUTHORIZATION TO INSTALL IMPROVEMENTS.** The approval of the preliminary plat shall constitute authorization by the City Council for the installation of improvements as required by this ordinance, and as shown on the preliminary plat; provided no such improvement shall be constructed or installed until and unless the plans, profiles, cross sections, and specifications for the construction of such improvements as defined in the design standards have been submitted to, and approved in writing by, the City Engineer and all necessary permits have been issued from all the appropriate State and Federal agencies (e.g., IDNR, IDOT, etc.).
- 166.33 TRANSFER OF LOTS WITHOUT CONSTRUCTING IMPROVEMENTS. In the event the subdivider, its assigns or successors in interest, should transfer lots in a subdivision without having constructed or installed the pavement, water mains, sanitary sewer, storm sewers, sidewalks, private utilities or other public improvements, the city shall have the right to install and construct such improvements and the costs of such improvements shall be lien and charge against all the lots adjacent to or in front of which the improvements are made and lots which may be assessed for improvements under the provisions of Chapter 384 of the Code of Iowa. The cost of such improvements need not meet the requirements of notice, benefit or value as provided by state law for assessing such improvements. In addition, the requirement to construct such improvements is, and shall remain, a lien on all property located within the subdivision until properly released by the city.
- **166.34 COMPLETION AND ACCEPTANCE OF IMPROVEMENTS.** Before the City Council will approve the final plat, all of the foregoing improvements shall be constructed and accepted by formal resolution of the City Council. Before passage of said resolution of acceptance, the City Engineer shall report that said improvements meet all City standards, specifications and ordinances or other city requirements, and any agreements between the subdivider and the City.
- 166.35 PERFORMANCE BOND PERMITTED. In lieu of the requirement that improvements be completed prior to the approval of a final plat, the subdivider may post a performance bond satisfactory to the City, guaranteeing that improvements not completed shall be completed within a period of two (2) years from the date of approval of such final plat; but such approval of the plat shall not constitute final acceptance of any improvement to be constructed. Improvements will be accepted only after their construction has been completed.
- 166.36 REQUIREMENT OF THE FINAL PLAT. The subdivider shall, within one (1) year from the date of approval of the preliminary plat, unless such time period has been extended, prepare and file with the City Clerk, twenty (20) copies of the final plat and required attachments, as set forth in this ordinance. Except for a final plat for a minor subdivision as set forth herein, no final plat shall be considered by the City Council until and unless a preliminary plat for the area included in the proposed final plat has been approved and has not expired and become void as set forth above. Copies of the Final Plat shall be distributed to the City Engineer and City Attorney shall report the findings of their review to the City Council for its consideration regarding acceptance of the Final Plat by resolution. All resolutions approving final plats shall be recorded by the subdivider, with copies of the recorded documents to be provided to the City Attorney.

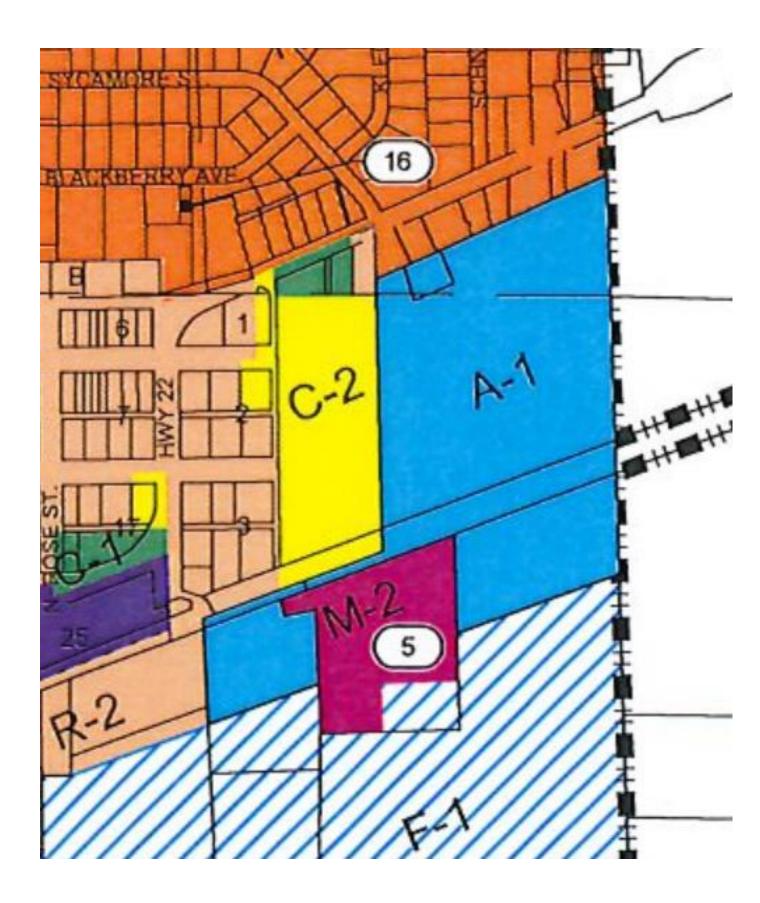
The final plat shall be drawn at a scale of one inch equals one hundred feet (1" = 100') or larger. Sheet size shall be no greater than eighteen inches by twenty-four inches (18" X 24") nor smaller than eight and on-half inches by eleven inches (8-1/2" X 11") and shall be of size acceptable to the County Auditor. If more than one sheet is used, each sheet shall clearly show the number of the sheet, the total number of sheets included in the plat, and match lines indicating where other sheets adjoin.

The final plat shall be clearly marked "Final Plat" and shall show the following:

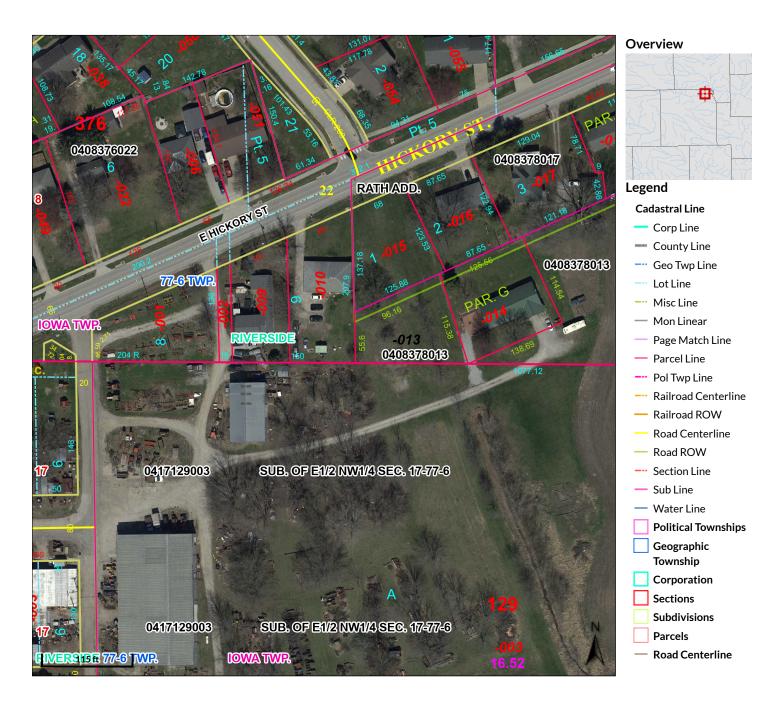
- 1. The name of the subdivision.
- 2. Name and address of the owner and subdivider.
- 3. Scales, and a graphic bar scale, north arrow and date on each sheet.
- 4. All monuments to be of record, as required by Chapter 355, Code of Iowa.
- 5. Sufficient survey data to positively describe the bounds of every lot, block, street, easement, or other area shown on the plat, as well as the outer boundaries of the subdivided land.
- 6. All distance, bearing, curve, and other survey data, as required by Chapter 355, Code of Iowa.
- 7. All adjoining properties shall be identified, and where such adjoining properties are a part of a recorded subdivision, the name of the subdivision shall be shown. If the subdivision platted is part of a previously recorded subdivision, sufficient ties shall be shown to controlling lines appearing on the earlier plat to permit an overlay to be made.
- 8. Street names and clear designation of public alleys.
- 9. Block and lot numbers.
- 10. Accurate dimensions for any property to be dedicated or reserved for public use, and the purpose for which such property is dedicated or reserved for public use.
- 11. The purpose of any easement shown on the plat shall be confined to only those easements pertaining to public utilities including gas, power, telephone, cable, television, water, sewer; easements for trails, bikeways, ingress and egress; and such drainage easements as are deemed necessary for the orderly development of the land encompassed within the plat.
- 12. All interior excepted parcels, clearly indicated and labeled, "not a part of this plat."
- 13. A strip of land shall not be reserved by the subdivider unless the land is of sufficient size and shape to be of some practical use or service as determined by the City Council.
- 14. The minimum unadjusted acceptable error of closure for all subdivision boundaries shall be 1:10,000 and shall be 1:15,000 for any individual lot.
- 15. A statement by a registered land surveyor that the plat was prepared by the surveyor or under the surveyor's direct personal supervision, signed and dated by the surveyor and bearing the surveyor's Iowa registration number or seal, and a sealed certification of the accuracy of the plat by the registered land surveyor who drew the plat.

- 16. Certification by the local public utility companies that the location of utility easements are properly placed for the installation of utilities.
- 17. Certification of dedication of streets and other public property and perpetual easements for the installation, operation, and maintenance of utilities.
- 18. Contain a signature block for the signature of the Mayor certifying the City Council's approval of the plat.
- 19. Show any provisions provided by the Code of Iowa.
- 20. Show appropriate date of IDNR and City approval of flood plain permits when specific lots within the subdivision are proposed for development within the one-hundred-year (100) flood plain boundary. Indicate each proposed dwelling's lowest occupied elevation on each lot.
- 21. The final plat should also have the following accompanying instruments:
 - A. An opinion by an attorney at law who has examined the Abstract of Title for the land being platted, stating the names of the proprietors and holders of mortgages, liens, or other encumbrances, along with any bonds securing the encumbrances.
 - B. A statement from the mortgage holders or lienholders, if any, that the plat is prepared with their free consent and in accordance with their desire, signed, and acknowledged before an officer authorized to take the acknowledgment of deeds. An affidavit and bond in an amount double of the amount encumbrance and approved by the recorder and clerk of district court and which runs to the county for the benefit of purchasers of lots within the plat may be recorded in lieu of the consent of mortgagee or lienholder. When a mortgagee or lienholder consents to the subdivision, a release of mortgage or lien shall be recorded for any areas conveyed to the City Council ordedicated to the public.
 - C. A certificate of the treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by a bond double in the amount of the lien and approved by the recorder and clerk of district court and which runs to the County for the benefit of purchasers of lots within the plat and filed with the recorder.
 - D. A statement by the proprietors and their spouses, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgment of deeds. The statement by the proprietors shall also include a dedication to the public of all lands within the plat which are designated for streets, alleys, parks, open areas, school property, or other public use, if the dedication is approved by the City Council.
 - E. A petition signed by the owner and his or her spouse petitioning the City Council to pave any streets abutting such subdivision which petition waives notice of time and place of hearing and waives statutory protections and limitations as to the cost and assessment of improvements.
 - F. A certificate from the county auditor that the name or title of the subdivision plat is approved by the county auditor.
 - G. The subdivider shall provide CAD format reproductions of the plats to the City Engineer.
 - H. The subdivider shall have completed all payments to the City for City Engineer's inspection costs incurred to the date of submission of the final plat.

- **166.37 WAIVERS AND EXCEPTIONS.** The following shall apply to the granting of waivers or exceptions:
 - 1. Hardships. Where the City Council finds that extraordinary hardships or particular difficulties regarding the physical development of land may result from strict compliance with these regulations, it may make waivers or exceptions to the regulations so that substantial justice may be done and the public interest secured, provided that such waive or exceptions to these regulations meets the following criteria:
 - A. The granting of the waiver will not be detrimental to the public safety, health, or welfare or injurious to other property or improvements in the neighborhood in which the property is located.
 - B. The conditions upon which the request for a waiver is based are unique to the property for which the waiver is sought, and are not applicable, generally, to other property.
 - C. Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of regulations were carried out.
 - D. A variance may not be granted solely on the basis of the subdivider's desire to earn a greater profit on the property.
 - 2. Conditions. In granting waivers and exceptions, the City Council may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements of these regulations.
 - 3. Procedure for Waiver or Exception. A petition for any such variation or exception shall be submitted in writing by the developer at the time when the preliminary plat is filed. The petition shall state fully the grounds for the application and all the facts relied upon by the petitioner. The petition shall be referred to the Planning and Zoning Commission for its review and recommendation prior to submission of the issue to the City Council.
- **166.38 CHANGES AND AMENDMENTS.** Any provisions of these regulations may be changed and amended from time to time by the City Council, provided that such changes and amendments shall not become effective until after a public hearing has been held, public notice of which shall have been given as required by law. Such proposed amendments shall first be submitted to the Planning Commission for study and recommendation before the hearing date is scheduled. The Planning Commission shall forward its recommendation to the Council within thirty (30) days after the City Council requests the recommendation. The City Council shall then give notice of and hold a public hearing on the proposed amendment.
- **166.39 SEVERABILITY CLAUSE.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.
- **166.40 ORDINANCE NOT TO LIMIT OTHER ORDINANCES.** Nothing contained herein shall serve to abrogate, limit, repeal, or otherwise modify any other ordinance or regulation except as expressly set forth herein. If any provision of this ordinance conflicts with the provisions of any other ordinance, regulation, or statute, the most restrictive shall apply.
- **166.41 WHEN EFFECTIVE.** This ordinance shall be effective after its final passage, approval and publication as provided by law.







Date created: 12/15/2025 Last Data Uploaded: 12/15/2025 2:36:25 AM



Cole Smith

From: Brad Geater <bgeater@axiom-con.com>
Sent: Friday, October 10, 2025 9:02 AM

To: Danielle Cavanary; Brian Boelk; Cole Smith

Subject: RE: Schnoebelen - Plat of Survey

Cole,

I don't have an issue with the plat from a survey perspective, but I do have an issue with the lack of consideration for the existing driveway that crosses this parcel.

I do not know the Schnobelen family structure and am assuming the owner of Parcel G (deed from 1994) is also part of the family? I think now would be the appropriate time for the estate planning to include not only access across this proposed 0.74 acre parcel but the access for Parcel G to get to a public roadway.

I understand time is of the essence in estate planning, but I believe the access agreement across the Schnobelen ground should be addressed before the plat is approved.



BRA GEAT , PE, P
D ER LS
PROFESSIONAL LAND SUR
VEYOR

m 515.205.7268

e BGeater@axiom-con.com

Licensed in





A 100% Employee-Owned Ruekert & Mielke Company

From: Danielle Cavanary < Dcavanary@axiom-con.com>

Sent: Thursday, October 9, 2025 12:44 PM

To: Brad Geater

Sgeater@axiom-con.com>; Brian Boelk <bboelk@axiom-con.com>

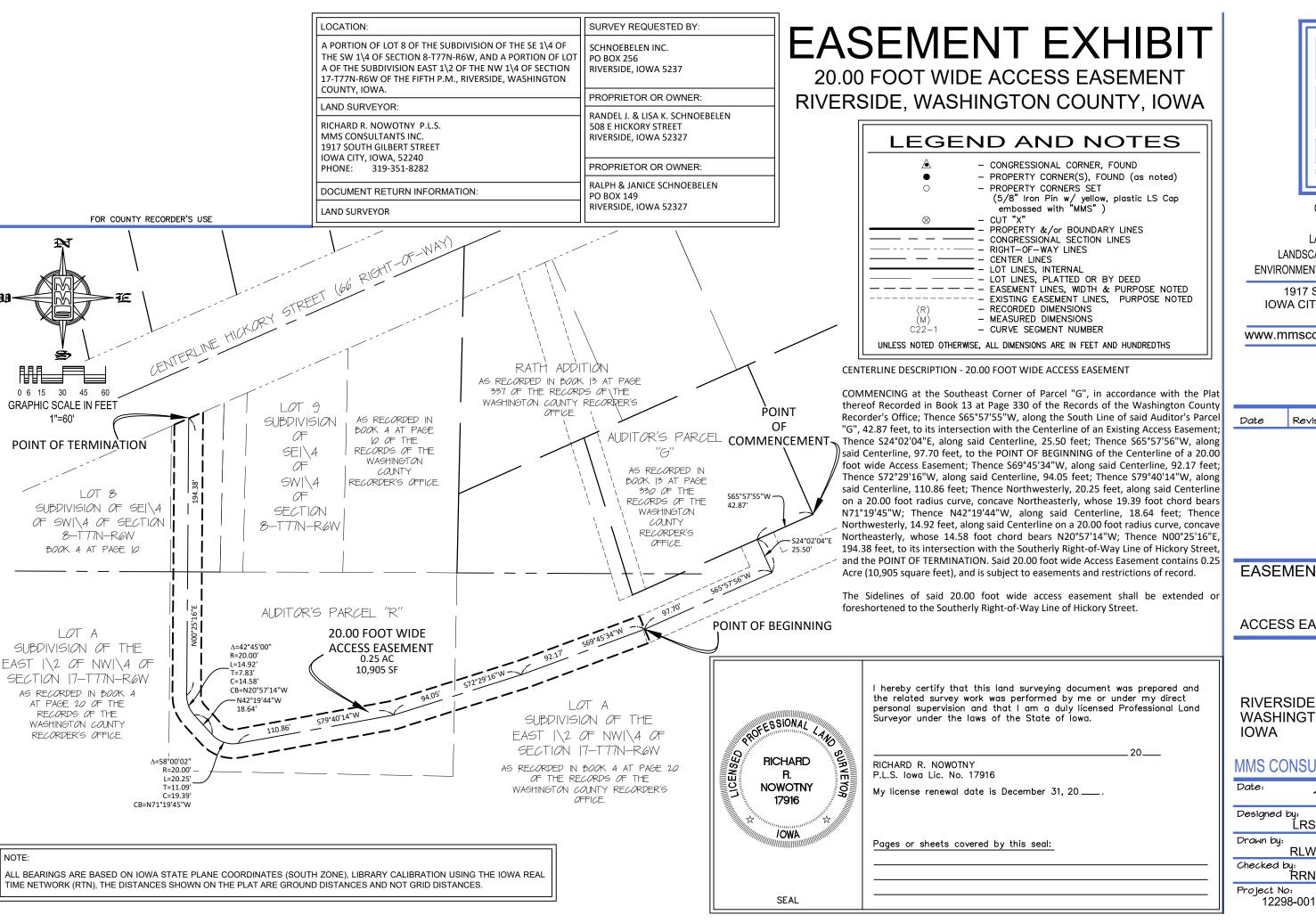
Subject: FW: Schnoebelen - Plat of Survey

Importance: High

@Brad: are you able to review this for the City of Riverside?

I have downloaded and attached the PoS for your review.

Let me/Brian know - thanks!



CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS **ENVIRONMENTAL SPECIALISTS**

> 1917 S. GILBERT ST. IOWA CITY. IOWA 52240 (319) 351-8282

www.mmsconsultants.net

Revision

EASEMENT EXHIBIT

ACCESS EASEMENT

RIVERSIDE WASHINGTON COUNTY **IOWA**

MMS CONSULTANTS. INC.

1	1-11-2025
Designed by:	Field Book No:
LRS	1427
Drawn by:	Scale:
RLW	1"=60'
Checked by: RRN	Sheet No: