

**AGENDA**  
**Dallas Center City Council**  
**December 11, 2007 - 7:00 PM**

1. Pledge of Allegiance
2. Roll Call
3. Action to Approve Agenda
4. Action to Approve Consent Agenda
  - a. Minutes of November 13<sup>th</sup> regular meeting
  - b. November Treasurer's Report
  - c. November Police, Fire/Rescue, and Water Reports
  - d. Approve invoices for payment (Review Committee – Stevens and Cross)
  - e. Post No Parking signage along south side of Walnut between Kellogg and Hatton pursuant to Code of Ordinances
  - f. Post Children Playing signage along 12<sup>th</sup> Street between Sugar Grove and Walnut
5. Approve Sweatshirts by LJS invoice for payment
6. Public Communications
7. Clint Mahon – request funds for an eagle scout project
8. The Neighborhood – Update
9. Dallas County Alliance annual report and update
10. Library power point presentation on moving the Children's Section
11. Discussion and possible action on 230<sup>th</sup> Street
12. Water Storage Improvements Project (Water Tower)
  - a. City Engineer's Report
13. City Engineer's Reports-other matters
  - a. Sewer discharge odors
14. Action on Ordinance No. 379 – repealing all provisions of the Zoning Code with respect to Site Plans, and enacting a new Chapter of the Code of Ordinances providing for Site Plans and Architectural Standards, first reading
15. Discussion on City's contribution towards the development of the bike trail
16. Public Safety Committee
  - a. Action on Ordinance No. 382 - to establish no parking on the west side of Hatton between Walnut and Maple
  - b. Report of meeting
17. Economic Development Committee Report
18. Facilities Committee Report
19. Council Reports
20. Mayor's Report
21. Adjournment

Cindy Riesselman, City Clerk

FAXED

Date: 11/15/07  
Time: 9:30  
By: CL

E-MAILED

Time: 9:30  
Date: 11/15/07  
Initial: CL

Mayor Hambleton opened a Public Hearing at 7:00 PM on the proposed amendments to the Zoning Code by repealing all provisions relating to Site Plans, and enacting a new Chapter in the Code of Ordinances providing for Site Plans and Architectural Standards. He asked for oral comments, there were none. He asked for written comments. There being none, he declared the hearing closed at 7:01 PM.

The Dallas Center City Council met in regular session November 13, 2007 at 7:02 PM. Mayor Hambleton called the meeting to order and led the pledge of allegiance. Council members present included Cross, Ellerman, Willrich, Stevens and Gibson.

Motion by Cross, 2<sup>nd</sup> Stevens by to approve agenda. All ayes.

The consent agenda was revised so item E reads approve sidewalk reimbursement for Jim Woodsmall. Motion by Stevens, 2<sup>nd</sup> by Willrich to approve revised consent agenda - minutes of October 9<sup>th</sup> regular meeting , October Treasurer's Report, Investment Report, October Police, Fire/Rescue, and Water Reports, approve invoices for payment (Review Committee – Willrich and Gibson), approve sidewalk reimbursement for Jim Woodsmall, approve hiring M. Baer at \$8.25/hr for snow removal on an as-needed basis, approve hiring part-time police officer Scott Cunningham at \$15/hr, approve mayor's appointments of Jeff Weddle and Merle Baer to the pool board, approve mayor's appointment of Gary Petersen to the Board of Adjustment. All ayes.

Midwest Breathing	Tests	126.00
Dallas County Clerk	Fees	50.00
EFTPS	Oct fed w/holding	2,580.97
IPERs	Oct IPERs w/holding	2,428.88
EMC National Life	Nov insurance premium	173.39
Truenorth Companies	Nov insurance premium	4,687.92
Verizon Wireless	Oct service	105.87
Adel TV& Appliance	Maintenance	213.90
Baker & Taylor Co	Books	1,228.75
Follett Software Co	Slip printer	605.97
IA Communications Network	Oct service	5.54
Koch Brothers	Copies	49.21
Luellen Brothers	Ballast replacement	55.75
Media Com	Oct/Nov service	101.90
Scholastic Books	Books	145.20
Teknowvation Inc	Service	973.75
Werch, Mary	Supplies	74.12
Baldon Hardware	Supplies	7.49
Dallas County Home Bldrs	Repairs	320.00
Galen Haldeman	City Hall remodel	600.00
State Historical Society	Subscription	24.95
Creative Data Products	Supplies	665.00
DC-G Middle School	Supplies	22.00
EFTPS	Nov fed w/holding	2,585.27
Acco Unlimited	Chemicals	372.40
Animal Rescue League	Sept service	200.00
Adel TV & Appliance	Maintenance	195.63
Avenet, LLC	Web page contract	360.00
Boland Recreation	Playground equipment	2,288.00
Casey's General Store	Oct service	194.36
City of Dallas Center	Ricker meter refund	100.00
Culligan Water System	Oct service	27.83
Dallas Center Post Office	Postage	767.00

D C Muffler Shop	Repairs	54.90
Dallas County News	Advertising/publishing	672.67
Digital Stew	Computer equipment	1,154.96
Dust-Tex Service	Oct service	49.74
Emergency Medical	Supplies	308.46
Flory, Marvin	Oct fire/rescue salaries	1,390.00
Four H Hardware	Supplies	13.95
Frank Dunn	Supplies	399.00
GCMOA	Dues, training luncheon	77.40
Hallett Construciton	Playground equipment	284.55
Mitch Hambleton	Public relations	41.00
Heartland Co-op	Oct service	962.87
Iowa Firemans Assoc	Dues	260.00
Iowa One Call	Sept/Oct service	44.20
Iowa Prison Industries	Sign	149.60
Jim's Johns	Sept/Oct service	50.00
J P Cooke Co	Supplies	63.88
Michelle Leonard	Training	9.94
LGI	Tests	227.90
Luellen Brothers	Repairs, playground equip	459.91
McDonald Brown & Fagen	Oct/Nov retainer	2,400.00
MHM Business Service	Annual Fee	250.00
Medicap Pharmacy	Film processing	73.70
Mike Merritt	Salvage title fees	1,730.00
Merritt Company	Oct service	409.00
MidAmerican Energy	Oct service	3,709.48
Miller Plumbing	Repairs	155.18
Moss Brothers	Maintenance	551.73
EMC National Life	Dec insurance prem	173.38
Northway Well & Pump	Repairs	4,022.87
Old Dominion Brush	Repairs	295.62
Otis Elevator	Elevator contract	970.91
Nationwide Retirement	Deferred comp	226.00
Office of Vehicle Services	Salvage title fees	1,730.00
Payment Remittance Center	Postage/supplies	1,349.48
Petty Cash	Postage/supplies	13.33
Praxair Distribution	Supplies	46.86
Qwest	Oct service	1,082.86
Rhinehart Excavating	Memorial Park playground	59.90
Riesselman, Cindy	Mileage	86.81
South Dallas County Landfill	Settlement claim	2,195.00
Spring Valley Radio Supplies	Supplies	31.50
Treasurer, State of Iowa	Oct state w/holding	751.76
Treasurer, State of Iowa	Oct sales tax	1,323.18
Truenorth Companies	Dec insurance premium	5,131.74
Veenstra & Kimm	Oct bldg permits/engineering fees	4,454.36
Verizon Wireless	Oct service	12.62
Waste Management	Oct service	11,049.00
Werch, Mary	Supplies	106.77
Jamie Sorenson	Repairs	66.00
O'Halloran International	Maintenance/repairs	542.08
DMC Manufacturing	Night deposit box	450.00

Mid American Specialties	Supplies	222.55
Fireguard Inc	Supplies	222.60
Metro Orthopaedic	Worker's comp	96.00
Knoll Inc	Office furniture	3,889.68
Adel Auto Parts	Supplies	254.85
Oriental Trading	Supplies	127.04
Saxton Inc	Office furniture	410.00
R.A. Doran & Assoc	Training	395.00
Kelly Shatava	Meter refund	100.00
Rubyana Grimmus	Meter refund	100.00
Kenny Bensley	Meter refund	100.00
Jim Woodsmall	Sidewalk permit	688.00
Iowa Newspaper Foundation	Training	60.00
Career Track	Training	297.00

Jerry Leach was present to discuss concerns regarding weeds on the railroad right-of-way. Mayor Hambleton assured him that once the City has title to the land, the weeds will be taken care of. Mr. Leach also discussed concerns with why the city is looking at expanding Walnut Street when other city streets are flooding. The mayor and council explained that the Walnut Street expansion is being discussed for future planning and that the City is in the planning stages of creating a storm water utility district to begin collecting revenue for a future storm water drainage system.

The council also discussed complaints received regarding sewer discharge odor in parts of town. Ellerman to visit with the city engineer regarding a solution.

Motion by Stevens, 2<sup>nd</sup> by Ellerman to approve request from Priestley Construction to connect a new residence at 23803 N Avenue to the West Area Sanitary Sewer. The council informed him that they have had poor experience in the past with his proposed plumber. They also reminded him that Iowa One Call must be called before any work begins and that the city engineer will need to be called for inspection of the work.

Luke Little gave an update of The Neighborhood – geothermal furnaces have been installed in two of the houses. Construction continues on the houses.

Request to amend Ordinance No. 380 as follows: strike the first sentence of paragraph 66.03, “Every commercial vehicle which has a gross weight of up to but not exceeding 12,000 pounds, loaded or unloaded, shall have free and unrestricted use of all City streets”; and to add the words “on such street” behind the word merchandise in the third sentence after item number 3. Motion by Gibson, 2<sup>nd</sup> by Ellerman to approve amended Ordinance 380 – repealing the 5-ton weight limit on Vine Street, Northview Drive, Circle Drive, and Fair View Drive, and enacting no-through-truck traffic restrictions on certain streets, first reading. Roll call 5-0. Motion by Stevens, 2<sup>nd</sup> by Gibson to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings making the ordinance effective upon publication. Roll call 5-0.

7:58 PM Ellerman stepped out.

Motion by Cross, 2<sup>nd</sup> by Stevens to approve the concept of a 60’ right-of-way for the future expansion of Walnut Street which would result in a dedication of the north 15’ of Al and Louise Sandstrom’s subdivision platt that will be submitted to the City at a future date. All ayes.

8:00 PM Ellerman returned.

The city engineer reported that bids will be taken in January 2008 on the Water Storage Improvements Project. Bids will be received for two styles of towers. Financing will be required by May or June.

Ellerman is to continue to search for a solution to the water drainage issue on 230<sup>th</sup> Street.

Motion by Ellerman, 2<sup>nd</sup> by Gibson to approve bid from Brian Slaughter in the amount of \$4,300.00, plus additional charge to tie the structure into 12<sup>th</sup> Street, for the Co-op Stormwater Intake Replacement project. All ayes.

Motion by Ellerman, 2<sup>nd</sup> by Willrich to approve Xenia's proposed placement of the water meter vault on the south side of Highway 44. All ayes.

Motion by Cross, 2<sup>nd</sup> by Gibson to refer back to Planning and Zoning for additional review Ordinance No. 379 – repealing all provisions of the Zoning Code with respect to Site Plans, and enacting a new Chapter of the Code of Ordinances providing for Site Plans and Architectural Standards. Roll call 5-0.

Motion by Cross, 2<sup>nd</sup> by Willrich to approve Ordinance No. 372 - establishing 35 mph speed limit on 230<sup>th</sup> Street, second reading. Aye – Cross, Willrich, Stevens and Gibson. Nay- Ellerman. Motion passed. Motion by Gibson, 2<sup>nd</sup> by Willrich to waive the 3<sup>rd</sup> reading, making the ordinance effective upon publication. Roll call 5-0.

8:45 PM Gibson stepped out.

Motion by Willrich, 2<sup>nd</sup> by Ellerman to establish TIF revenue request in the amount of \$65,000 for FY 2008/09. 8:46 PM Gibson returned. All ayes.

Motion by Gibson, 2<sup>nd</sup> by Willrich to approve Resolution 2007-62 – supporting an application by the Dallas County Conservation Board for a Community Attraction and Tourism Grant for the Raccoon River Valley Trail extension. Roll call 5-0.

Motion by Stevens, 2<sup>nd</sup> by Ellerman to approve Resolution 2007-63 – establishing policies and procedures for the examination and copying of public records. Roll call 5-0.

8:58 PM Ellerman stepped out.

Motion by Stevens, 2<sup>nd</sup> by Willrich to approve Resolution 2007-64 – approving the form of the amended Section 125 Cafeteria Plan. 8:59 PM Ellerman returned. Roll call 5-0.

Motion by Ellerman, 2<sup>nd</sup> by Cross to approve Resolution 2007-65 – amending the Standard Specifications by increasing the deposit required for a street cut from \$500 to \$1000. Roll call 5-0.

Raccoon River Valley Trail Update - The Dallas County Conservation Board is looking into a Vision Iowa CAT Grant. The City will need to determine a pledge amount in December.

CIRPTA and MPO Expansion – Willrich attended an information meeting regarding the expansion of boundaries. Each city chooses whether to join.

ISEP approved private sector investors, they are moving forward on land acquisition.

The City received a preliminary report from the Ambudsmen regarding their inquiry into public documents. Their initial review was that we followed the required policies.

The mayor and councilman Stevens attended a Hy-Line tour this month. They both found the tour very informative and encourage other council members attend a tour also.

Meeting adjourned at 9:22 PM.

Treasurer's Report

November 2007

Fund	Treasurer's Balance	Received	Transfer In	Disbursed	Transfer Out	Treasurer's Balance	Outstanding Checks	Clerk's Balance	Invest End of Month	Total Cash & Investment
General	6,722.15	63,751.95	80,000.00	64,339.93	81,974.25	4,159.92	1,159.92	3,000.00	828,747.92	831,747.92
Road Use Tax	0.00	10,817.02	3,750.09	4,058.09	10,509.02	0.00		0.00	45,483.09	45,483.09
RUT Sink Fd	0.00		8,462.50		8,462.50	0.00		0.00	1,419.99	1,419.99
Debt Service	0.00	6,255.84	14,569.16			20,825.00	20,825.00	0.00	47,037.89	47,037.89
DS/TIF	0.00	4,728.86	81,338.78		80,000.00	6,067.64	6,067.64	0.00	37,708.93	37,708.93
T&A Books	0.00					0.00		0.00	14,689.36	14,689.36
Burn Char	0.00	973.75		973.75		0.00		0.00	22,459.94	22,459.94
Emp Ben	0.00	5,308.19			5,308.19	0.00		0.00	61,840.65	61,840.65
Fire Truck	0.00	1,620.95			1,620.95	0.00		0.00	113,100.75	113,100.75
Meter	0.00	250.00	300.00	400.00	150.00	0.00		0.00	7,842.79	7,842.79
Fines/Forfeitures	0.00		941.97	941.97		0.00		0.00	17,303.71	17,303.71
St. Cut	0.00					0.00		0.00	1,947.46	1,947.46
Spec Lib	89.28	1,929.95		120.66	1,898.57	0.00		0.00	16,535.33	16,535.33
Youth	0.00					0.00		0.00	14,077.84	14,077.84
CIR:Pol	0.00					0.00		0.00	18,779.51	18,779.51
Swim Pool	0.00					0.00		0.00	43,432.73	43,432.73
Snow Plow	0.00					0.00		0.00	25,180.88	25,180.88
St. Sweeper	0.00					0.00		0.00	26,142.20	26,142.20
Trk/Tractor	0.00					0.00		0.00	24,071.38	24,071.38
Utilities	4,919.76	18,914.13	10,946.80	21,520.41	10,260.28	3,000.00		3,000.00	237,689.42	240,689.42
W Sink Fd	0.00		7,488.75			7,488.75	7,488.75	0.00	2,771.91	2,771.91
W Reserve	0.00					0.00		0.00	57,168.94	57,168.94
W Improve	0.00					0.00		0.00	10,155.10	10,155.10
Sewer	3,030.99	17,036.67	3,285.88	1,240.93	18,824.35	3,288.26	288.26	3,000.00	168,745.96	171,745.96
S Sink Fd	0.00		18,135.75			18,135.75	18,135.75	0.00	417.81	417.81
S Reserve	0.00					0.00		0.00	59,821.83	59,821.83
S Improve	0.00					0.00		0.00	12,920.65	12,920.65
Burn Project	0.00					0.00		0.00	10,617.38	10,617.38
Sidewalk Proj	0.00		688.00	688.00		0.00		0.00	9,492.93	9,492.93
Rec Trail	0.00					0.00		0.00	0.00	0.00
Playground Equip	0.00		2,888.82	2,817.57		71.25	71.25	0.00	299.94	299.94
TIF	0.00					0.00		0.00	26,025.26	26,025.26
Total	\$14,762.18	\$131,587.31	\$232,796.50	\$97,101.31	\$219,008.11	\$63,036.57	\$54,036.57	\$9,000.00	\$1,963,929.48	\$1,972,929.48

316,109.42

364,383.81

Fund	Checking	Savings	CD amt	Interest Rate	Callable date	Mat Date	Bank	Total
General	\$3,000.00	\$324,608.15	\$103,464.00	5.25%	01/20/08	07/20/09	Western Bnk PR	\$831,747.92
			\$65,000.00	6.25%	10/26/08	10/26/27	WF-Bank Hapoalim NY	
			\$335,605.77	6.00%	01/1/08	10/1/22	WF-HSBC Bank USA	
Road Use Tax	\$0.00	\$45,483.09						\$45,483.09
RUT Sink Fd	\$0.00	\$1,419.99						\$1,419.99
Debt Service	\$0.00	\$47,037.89						\$47,037.89
DS/TIF	\$0.00	\$37,708.93						\$37,708.93
T&A Books	\$0.00	\$4,549.50	\$10,139.86	6.50%	01/17/08	07/17/27	Bk Hapoalim	\$14,689.36
Burn Char	\$0.00	\$2,459.94	\$20,000.00	5.30%	01/18/08	07/20/09	First Merchants	\$22,459.94
Emp Ben	\$0.00	\$61,840.35						\$61,840.65
Fire Truck	\$0.00	\$113,100.75						\$113,100.75
Meter	\$0.00	\$7,842.79						\$7,842.79
Fines/Forfeitures	\$0.00	\$17,303.71			10/18/07	10/18/07	Washington Mut	\$17,303.71
St. Cut	\$0.00	\$1,947.46						\$1,947.46
Spec Lib	\$0.00	\$16,535.33			10/18/07	10/18/07	Washington Mut	\$16,535.33
Youth	\$0.00	\$3,937.99	\$10,139.85	6.50%	01/17/08	07/17/27	Bk Hapoalim	\$14,077.84
CIR:Pol	\$0.00	\$3,779.51	\$2,536.00	5.25%	01/20/08	07/20/09	Western Bnk PR	\$18,779.51
			\$9,464.00	5.25%	01/18/08	07/20/09	GMAC	
			\$3,000.00	5.30%	01/18/08	07/20/09	First Merchants	
Swim Pool	\$0.00	\$8,432.73	\$35,000.00	5.30%	01/18/08	07/20/09	First Merchants	\$43,432.73
Snow Plow	\$0.00	\$10,180.88	\$15,000.00	5.25%	01/18/08	07/20/09	GMAC Bank	\$25,180.88
St. Sweeper	\$0.00	\$6,142.20	\$20,000.00	5.30%	01/18/08	07/20/09	First Merchants	\$26,142.20
Trk/Tractor	\$0.00	\$4,071.38	\$20,000.00	5.30%	01/18/08	07/20/09	First Merchants	\$24,071.38
Utilities	\$3,000.00	\$137,689.42	\$98,000.00	5.25%	01/18/08	07/20/09	United Bank	\$240,689.42
			\$2,000.00	5.25%	01/18/08	07/20/09	GMAC Bank	
W Sink Fd	\$0.00	\$2,771.91						\$2,771.91
W Reserve	\$0.00	\$93.67	\$57,075.27	6.50%	01/17/08	07/17/27	Bk Hapoalim	\$57,168.94
W Improve	\$0.00	\$5.71	\$7,504.37	6.50%	01/27/08	07/27/22	Lehman Bros	\$10,155.10
			\$2,645.02	6.50%	01/17/08	07/17/27	Bk Hapoalim	
Sewer	\$3,000.00	\$97,209.96	\$71,536.00	5.25%	01/18/08	07/20/09	GMAC Bank	\$171,745.96
S Sink Fd	\$0.00	\$417.81						\$417.81
S Reserve	\$0.00	\$205.40	\$59,616.43	6.50%	01/27/08	07/27/22	Lehman Bros	\$59,821.83
S Improve	\$0.00	\$41.45	\$12,879.20	6.50%	01/27/08	07/27/22	Lehman Bros	\$12,920.65
Burn Project	\$0.00	\$10,617.38						\$10,617.38
Sidewalk Proj	\$0.00	\$9,492.93						\$9,492.93
Rec Trail	\$0.00	\$0.00						\$0.00
Playground Equip	\$0.00	\$299.94						\$299.94
TIF	\$0.00	\$26,025.26						\$26,025.26
Total	\$9,000.00	\$1,003,253.41	\$960,605.77					\$1,972,929.48

## DALLAS CENTER MONTHLY POLICE REPORT

MONTH November

YEAR 2007

Calls for Service	39
Warnings and Citations	9
Arrests	0
Transports	0
Agency Assists	8
Accidents	2

Ending Mileage:

2007 Crown Victoria	8092
2004 Chevy Trailblazer	30893

Notes:



Case No	Date	Time	Primary Offense / Event	Incident Location	Action
DCP07-0473	Nov-01-2007	18:57	Family Dispute	1507 Cherry	Public Assist
DCP07-0474	Nov-02-2007	4:41	Suspicious Person	1300 Linden	Public Assist
DCP07-0475	Nov-02-2007	15:59	Unlock Vehicle	1400 Vine	Public Assist
DCP07-0476	Nov-03-2007	8:37	Hangup 911	1204 Linden	Public Assist
DCP07-0477	Nov-03-2007	14:48	Reckless Driver	1200 blk Sugar Grove	Unable to Locate
DCP07-0478	Nov-05-2007	10:28	Accident w/injury	235000 240th	Public Assist
DCP07-0479	Nov-06-2007	13:37	Dog/Cat Trip	300 14th	Public Assist
DCP07-0480	Nov-06-2007	16:35	Hangup 911	605 10th	Public Assist
DCP07-0481	Nov-07-2007	8:47	Ambulance Trip	1104 Sugar Grove	Agency Assist
DCP07-0482	Nov-07-2007	10:28	4 Wheelers	1000 blk Vine	Unable to Locate
DCP07-0483	Nov-08-2007	15:41	Alarm	810 Sugar Grove	
DCP07-0484	Nov-08-2007	16:01	Hangup 911	1603 Maple	Public Assist
DCP07-0485	Nov-09-2007	11:24	Hangup 911	1204 Linden	Public Assist
DCP07-0486	Nov-09-2007	11:18	Illegal burn	1500 Cherry	Written Warning
DCP07-0487	Nov-09-2007	11:59	Suspicious Acts	1705 Maple	Unable to Locate
DCP07-0488	Nov-09-2007	12:55	Forgery	Urbandale	Agency Assist
DCP07-0489	Nov-10-2007	14:03	Dog/Cat Trip	607 15th Street	Public Assist
DCP07-0490	Nov-10-2007	18:01	Domestic	602 Vine	Public Assist
DCP07-0491	Nov-11-2007	21:53	Illegal Burn	1906 Laurel	Agency Assist
DCP07-0492	Nov-12-2007	8:20	Suspicious Vehicle	1400 Vine	Unable to Locate
DCP07-0493	Nov-14-2007	10:46	Ambulance Trip	904 Sugar Grove	Agency Assist
DCP07-0494	Nov-14-2007	13:17	Check Welfare	1107 Sugar Grove #2	Unable to Locate
DCP07-0495	Nov-15-2007	17:42	Juvenile Problem	Mound Park	Unable to Locate
DCP07-0496	Nov-17-2007	12:09	Accident Property Damage	2476 240th	Public Assist
DCP07-0497	Nov-18-2007	10:21	Fire Call	1204 Linden	Agency Assist
DCP07-0498	Nov-18-2007	11:45	Fire Call	1204 Linden	Agency Assist
DCP07-0499	Nov-19-2007	15:39	Ambulance Trip	810 Sugar Grove	Agency Assist
DCP07-0500	Nov-19-2007	16:05	Mutual Aid Sheriff's Office	24000 blk 240th	Agency Assist
DCP07-0501	Nov-19-2007	19:00	Hangup 911	1406 1/2 Walnut	Unable to Locate
DCP07-0502	Nov-20-2007	9:08	Public Assist	1504 Sugar Grove	Public Assist
DCP07-0503	Nov-20-2007	17:46	Civil Case	1800 Linden #4	Public Assist
DCP07-0504	Nov-21-2007	13:54	Motorist Assist	23500 T Ave	Public Assist
DCP07-0505	Nov-25-2007	10:46	Hangup 911	1204 Linde	Public Assist
DCP07-0506	Nov-26-2007	17:47	Dog/Cat Trip	600 10th	Verbal warning
DCP07-0507	Nov-27-2007	16:05	SA	1204 Linden	Public Assist
DCP07-0508	Nov-30-2007	14:06	Reckless Driver	800 blk Linden	Public Assist
DCP07-0509	Nov-30-2007	15:33	Accident Property Damage	590 Sugar Grove	Public Assist
DCP07-0510	Nov-30-2007	17:47	Alarm	504 14th Street	Public Assist
DCP07-0511	Nov-30-2007	20:12	Vio. No Contact Order	1302 Cherry	Warrant Issued

FIRE & EMS REPORT  
Nov. 2007

**FIRE**

- 6 – Natural vegetation fires
- 3 – Heat detector activation, no fire
- 2 – False alarms
- 2 – Dispatched and cancelled enroute
- 1 – Structure fire
- 1 – Motor vehicle accident
- 1 – Overpressure / rupture, no fire

Total is 16      (8 in town, 4 rural, 2 Adel, 2 Van Meter)

**EMS**

12 calls for service

(8 in town, 4 rural)

# Monthly Water Report

Date	Nov , 2007									
<b>Water Plant</b>										
Total Gal.>	4,077,500	Max	182,300	Min	88,500	Avg	135,900	Gpm	288	
Total Hrs.>	236.0	Max	10.7	Min	5.1	Avg	7.9			
Last Month.>	4,357,800	Max	198,900	Min	91,900	Avg	140,600	Gpm	288	
Last Year.>	4,296,700	Max	243,600	Min	97,600	Avg	152,600	Gpm	253	
Lbs.of Chlorine used		420	Lbs.of Fluoride used		85	Gal.of salt brine used		11,225		
Chl.Mg/l>		0.5	Flu.Mg/l>		0.74	Hardness Mg/l>		90	Iron Mg/l> 0.02 Nitrate Mg/l> 0.9	
<b>Wells&gt;</b>										
# 7 Gpm.	140	# 8 Gpm.	60	# 9 Gpm.	150	# 10 Gpm	140			
# 7 Hrs.	140	# 8 Hrs.	242	# 9 Hrs.	243	# 10 Hrs.	119			
Static	Well # 7	36	Well # 8	35	Well # 9	32	Well # 10	26	Test Well	22' 0"
Residual		12		27		27		9		
Draw Down		24		8		5		17		
<b>Meters.&gt;</b>										
New Install	2	Repair		Reread & Talk to customers about large bills& Check for leaks!						
Replace		Fix OSR.								
Read In	7									
Read Out	7									
<b>Locates.&gt;</b>										
	35									
<b>shut off for nonpayment.</b>										
	2									
<b>Fire Hyd.&gt;</b>										
New Install		Flush Hyd		Hyd Repair						
<b>Dist. System&gt;</b>										
<b>Tower &gt;</b>										
<b>Reservoir &gt;</b>										
<b>Well's &gt;</b>										
	Well # 8 Will need cleaned soon.									
<b>Water Plant &gt;</b>										
<b>Other.&gt;</b>										

APPROVAL OF BILLS  
 PERIOD ENDING: \_\_\_\_\_

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	NATIONWIDE RETIREMENT SOL	DEFERRED COMP	WATER	126.00
20071115	TREAS, STATE OF IOWA	NOV STATE W/HOLDING	WATER	122.28
	*** TOTAL FOR DEPT 01			248.28
20071201	EFTPS	DEC FED W/HOLDING	POLICE	169.95
20071201	EFTPS	DEC FICA W/HOLDING	POLICE	180.59
20071201	EFTPS	DEC FICA W/HOLDING	POLICE	180.59
20071115	TREAS, STATE OF IOWA	NOV STATE W/HOLDING	POLICE	137.78
	*** TOTAL FOR DEPT 11			668.91
20071201	EFTPS	DEC FICA W/HOLDING	FIRE DEP	8.27
20071201	EFTPS	DEC FICA W/HOLDING	FIRE DEP	8.25
20071115	TREAS, STATE OF IOWA	NOV STATE W/HOLDING	FIRE DEP	0.02
	*** TOTAL FOR DEPT 14			16.54
	BAKER & TAYLOR CO.	BOOKS & PROCESSING	LIBRARY	1,095.38
	DC-G HIGH SCHOOL	2007 YEARBOOK	LIBRARY	40.00
	DUST-TEX SERVICE, INC	NOV SERVICE	LIBRARY	11.92
20071201	EFTPS	DEC FED W/HOLDING	LIBRARY	81.45
20071201	EFTPS	DEC FICA W/HOLDING	LIBRARY	132.88
20071201	EFTPS	DEC FICA W/HOLDING	LIBRARY	132.85
	HIGHSMITH INC.	PROCESSING SUPPLIES	LIBRARY	213.26
	HOME OFFICE	LABELS & FAX CARTRIDGES	LIBRARY	86.13
	IA.COMMUNICATIONS NETWORK	LONG DISTANCE	LIBRARY	9.86
	PRECISION PEST SOLUTIONS	TREATMENT	LIBRARY	20.00
	GALE	BOOKS	LIBRARY	381.68
20071115	TREAS, STATE OF IOWA	NOV STATE W/HOLDING	LIBRARY	99.67
	WERCH MARY	REIM FOR ILA CONVENTION	LIBRARY	386.20
	WORLD BOOK, INC	ENCYCLOPEDIA	LIBRARY	839.00
	*** TOTAL FOR DEPT 31			3,530.28
20071201	EFTPS	DEC FICA W/HOLDING	PARKS	10.85
20071201	EFTPS	DEC FICA W/HOLDING	PARKS	10.84
20071115	TREAS, STATE OF IOWA	NOV STATE W/HOLDING	PARKS	2.49
	*** TOTAL FOR DEPT 41			24.18
20071201	EFTPS	DEC FED W/HOLDING	WATER	140.98
20071201	EFTPS	DEC FICA W/HOLDING	WATER	113.65
20071201	EFTPS	DEC FICA W/HOLDING	WATER	113.65
	*** TOTAL FOR DEPT 56			368.28
20071201	EFTPS	DEC FED W/HOLDING	STREETS	193.81
20071201	EFTPS	DEC FICA W/HOLDING	STREETS	210.04
20071201	EFTPS	DEC FICA W/HOLDING	STREETS	210.04
	NATIONWIDE RETIREMENT SOL	DEFERRED COMP	STREETS	100.00
20071115	TREAS, STATE OF IOWA	NOV STATE W/HOLDING	STREETS	202.78
	*** TOTAL FOR DEPT 71			916.67
	DALLAS COUNTY NEWS	PUBLICATIONS	ADMIN.	145.00
20071201	EFTPS	DEC FICA W/HOLDING	ADMIN.	99.45
20071201	EFTPS	DEC FICA W/HOLDING	ADMIN.	99.45
20071115	TREAS, STATE OF IOWA	NOV STATE W/HOLDING	ADMIN.	185.50
20071120	TREAS, STATE OF IOWA	NOV 5% UTIL SALES TAX	ADMIN.	1,744.58

APPROVAL OF BILLS  
PERIOD ENDING: \_\_\_\_\_

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
20071120	TREAS, STATE OF IOWA	NOV 5% UTIL SALES TAX	ADMIN.	349.26
	*** TOTAL FOR DEPT 81			2,623.24
20071201	EFTPS	DEC FED W/HOLDING	OFFICE	206.65
20071201	EFTPS	DEC FICA W/HOLDING	OFFICE	179.38
20071201	EFTPS	DEC FICA W/HOLDING	OFFICE	179.37
	*** TOTAL FOR DEPT 84			565.40
	DALLAS COUNTY NEWS	PUBLICATIONS	P & Z	34.16
	*** TOTAL FOR DEPT 87			34.16
	DUST-TEX SERVICE, INC	NOV SERVICE	MEMORIAL	37.82
	*** TOTAL FOR DEPT 88			37.82
				.
	*** TOTAL FOR BANK 01			9,033.76
	*** GRAND TOTAL ***			9,033.76

APPROVAL OF BILLS  
 PERIOD ENDING: \_\_\_\_\_

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
35	CEDE & CO. - WIRE	03 WASS REVE BD INTEREST	-----	4,825.00
35	CEDE & CO. - WIRE	1999 SEWER REV BD INT	-----	3,356.25
34	IOWA FINANCE AUTHORITY	01 SEWER REV BOND INT	-----	9,954.50
	*** TOTAL FOR DEPT 00			18,135.75
35	CEDE & CO. - WIRE	1996 WTR REV BOND INT	WAT.BOND	1,740.00
36	WELLS FARGO BANK	1999 WATER REV BD INT	WAT.BOND	5,748.75
	*** TOTAL FOR DEPT 32			7,488.75
33	BANKERS TRUST - ACH	01 GO BOND INTEREST	DEBT SER	8,185.00
33	BANKERS TRUST - ACH	05 STREET GO BND INTERST	DEBT SER	8,262.50
33	BANKERS TRUST - ACH	07 GO BOND INTEREST	DEBT SER	5,867.64
33	BANKERS TRUST - ACH	01 GO BOND FEE	DEBT SER	200.00
33	BANKERS TRUST - ACH	05 STREET GO BND FEE	DEBT SER	200.00
33	BANKERS TRUST - ACH	07 GO BOND FEE	DEBT SER	199.99
37	BANKERS TRUST - ACH	07 GO BOND FEE	DEBT SER	0.01
34	IOWA FINANCE AUTHORITY	01 GO BOND SRF INTEREST	DEBT SER	3,977.50
	*** TOTAL FOR DEPT 75			26,892.64
	*** TOTAL FOR BANK 01			52,517.14
	*** GRAND TOTAL ***			52,517.14

APPROVAL OF BILLS  
 PERIOD ENDING: \_\_\_\_\_

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
20071102	EFTPS	NOV FED W/HOLDING	WATER	166.01
20071102	EFTPS	NOV FICA W/HOLDING	WATER	118.79
20071102	EFTPS	NOV FICA W/HOLDING	WATER	118.79
20071110	IPERS	NOV IPERS W/HOLDING	WATER	121.12
20071110	IPERS	NOV IPERS W/HOLDING	WATER	187.88
*** TOTAL FOR DEPT 01				712.59
20071102	EFTPS	NOV FED W/HOLDING	POLICE	106.76
20071102	EFTPS	NOV FICA W/HOLDING	POLICE	140.51
20071102	EFTPS	NOV FICA W/HOLDING	POLICE	140.51
20071110	IPERS	NOV IPERS W/HOLDING	POLICE	240.83
20071110	IPERS	NOV IPERS W/HOLDING	POLICE	361.64
	VERIZON WIRELESS, BELLEVUE	NOV SERVICE	POLICE	102.28
*** TOTAL FOR DEPT 11				1,092.53
20071102	EFTPS	NOV FICA W/HOLDING	FIRE DEP	2.75
20071102	EFTPS	NOV FICA W/HOLDING	FIRE DEP	2.76
20071110	IPERS	NOV IPERS W/HOLDING	FIRE DEP	4.21
20071110	IPERS	NOV IPERS W/HOLDING	FIRE DEP	6.54
*** TOTAL FOR DEPT 14				16.26
20071102	EFTPS	NOV FED W/HOLDING	LIBRARY	87.52
20071102	EFTPS	NOV FICA W/HOLDING	LIBRARY	140.31
20071102	EFTPS	NOV FICA W/HOLDING	LIBRARY	140.30
20071110	IPERS	NOV IPERS W/HOLDING	LIBRARY	155.72
20071110	IPERS	NOV IPERS W/HOLDING	LIBRARY	241.56
*** TOTAL FOR DEPT 31				765.41
20071102	EFTPS	NOV FICA W/HOLDING	PARKS	15.50
20071102	EFTPS	NOV FICA W/HOLDING	PARKS	15.48
20071110	IPERS	NOV IPERS W/HOLDING	PARKS	15.01
20071110	IPERS	NOV IPERS W/HOLDING	PARKS	23.28
*** TOTAL FOR DEPT 41				69.27
20071102	EFTPS	NOV FED W/HOLDING	STREETS	168.78
20071102	EFTPS	NOV FICA W/HOLDING	STREETS	204.90
20071102	EFTPS	NOV FICA W/HOLDING	STREETS	204.90
20071110	IPERS	NOV IPERS W/HOLDING	STREETS	208.92
20071110	IPERS	NOV IPERS W/HOLDING	STREETS	324.08
*** TOTAL FOR DEPT 71				1,111.58
20071102	EFTPS	NOV FED W/HOLDING	ADMIN.	206.65
20071102	EFTPS	NOV FICA W/HOLDING	ADMIN.	179.38
20071102	EFTPS	NOV FICA W/HOLDING	ADMIN.	179.37
20071110	IPERS	NOV IPERS W/HOLDING	ADMIN.	3.90
20071110	IPERS	NOV IPERS W/HOLDING	ADMIN.	6.05
20071110	IPERS	NOV IPERS W/HOLDING	ADMIN.	182.90
20071110	IPERS	NOV IPERS W/HOLDING	ADMIN.	283.72
*** TOTAL FOR DEPT 81				1,041.97
OFFICE OF VEHICLE SERVICE SALVAGE TITLE FEES			MISC & R	1,720.00
*** TOTAL FOR DEPT 89				1,720.00

APPROVAL OF BILLS  
PERIOD ENDING: \_\_\_\_\_

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
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		*** TOTAL FOR BANK 01		6,529.61
		*** GRAND TOTAL ***		6,529.61



ACCOUNT NUMBER	ACCOUNT TITLE	ORIGINAL APPROPRIATED	NET APPROPRIATED	M-T-D EXPENDED	Y-T-D EXPENDED	Y-T-D %	UNEXPENDED BALANCE
	POLICE DEPARTMENT	119,241.00	119,241.00	7,170.26	41,726.69	35%	77,514.31
	FIRE DEPARTMENT	61,433.00	61,433.00	3,348.92	14,988.78	24%	46,444.22
	ANIMAL CONTROL	800.00	800.00	200.00	900.00	113%	100.00-
	LIBRARY	103,363.00	103,363.00	9,900.95	44,507.49	43%	58,855.51
	PARKS	55,156.00	55,156.00	1,268.06	21,200.02	38%	33,955.98
	POOL	64,016.00	64,016.00	26.19	38,299.19	60%	25,716.81
	BUILDING INSPECTIONS	16,000.00	16,000.00	1,624.00	5,207.40	33%	10,792.60
	WASTE COLLECTION	158,902.00	158,902.00	13,357.33	63,029.86	40%	95,872.14
	STREET TREES	2,000.00	2,000.00	0.00	0.00	0%	2,000.00
	STREET MAINTENANCE	53,792.00	53,792.00	7,795.24	18,462.28	34%	35,329.72
	GARAGE & EQUIPMENT	33,988.00	33,988.00	343.62	10,243.74	30%	23,744.26
	MAYOR/COUNCIL	19,748.00	19,748.00	1,129.37	8,819.39	45%	10,928.61
	CLERK/TREASURER	66,758.00	66,758.00	2,315.43	19,562.08	29%	47,195.92
	ATTORNEY RETAINER/FEES	16,900.00	16,900.00	2,400.00	6,038.35	36%	10,861.65
	PLANNING & ZONING	5,500.00	5,500.00	10.00	79.47	1%	5,420.53
	ECONOMIC DEVELOPMENT	13,190.00	13,190.00	185.50	7,402.00	56%	5,788.00
	MEMORIAL HALL	54,850.00	54,850.00	7,293.35	22,123.83	40%	32,726.17
	MISCELLANEOUS UNALLOCATED	49,000.00	49,000.00	3,450.00	39,921.94	82%	9,078.06
	GENERAL LIABILITY	50,000.00	50,000.00	0.00	42,753.00	86%	7,247.00
	TOTAL GENERAL FUND	944,637.00	944,637.00	61,818.22	405,265.51	43%	539,371.49
	ROAD USE TAX	486,225.00	486,225.00	12,320.59	330,621.61	68%	155,603.39
	RUT SINKING FUND	56,525.00	56,525.00	8,262.50	8,262.50	15%	48,262.50
	DEBT SERVICE	127,343.00	127,343.00	20,825.00	20,825.00	16%	106,518.00
	DS-TIF	42,230.00	42,230.00	6,067.64	6,167.64	15%	36,062.36
	T&A FIRE TRUCK	0.00	0.00	0.00	0.00	0%	0.00
	T&A BURNETT CHARITABLE	10,000.00	10,000.00	973.75	2,348.44	24%	7,651.56
	T&A BOOKS	1,900.00	1,900.00	0.00	0.00	0%	1,900.00
	T&A SPECIAL LIBRARY	5,000.00	5,000.00	31.38	120.66	2%	4,879.34
	T&A YOUTH	0.00	0.00	0.00	0.00	0%	0.00
	T&A STREET CUT	0.00	0.00	0.00	0.00	0%	0.00
	T&A METER DEPOSITS	2,300.00	2,300.00	400.00	1,500.00	65%	800.00
	T&A EMPLOYEE BENEFITS	76,348.00	76,348.00	0.00	18,310.61	24%	58,037.39
	TOTAL TRUST & AGENCY FUNDS	95,548.00	95,548.00	1,405.13	22,279.71	23%	73,268.29
	UTILITY FUND	895,708.00	895,708.00	27,089.40	89,099.79	10%	806,608.21
	WATER SINKING FUND	74,978.00	74,978.00	7,488.75	7,488.75	10%	67,489.25
	WATER RESERVE FUND	0.00	0.00	0.00	0.00	0%	0.00
	WATER IMPROVEMENT FUND	0.00	0.00	0.00	0.00	0%	0.00
	SEWER FUND	238,708.00	238,708.00	19,633.95	52,915.30	22%	185,792.70
	SEWER SINKING FUND	133,504.00	133,504.00	18,135.75	18,135.75	14%	115,368.25
	SEWER RESERVE FUND	0.00	0.00	0.00	0.00	0%	0.00
	SEWER IMPROVEMENT FUND	0.00	0.00	0.00	0.00	0%	0.00
	BURNETT PROJECT	3,105,106.00	3,105,106.00	183,046.93	964,051.80	31%	2,141,054.20
	SIDEWALK PROJECT	6,000.00	6,000.00	688.00	1,196.00	20%	4,804.00

ACCOUNT NUMBER	ACCOUNT TITLE	ORIGINAL APPROPRIATED	NET APPROPRIATED	M-T-D EXPENDED	Y-T-D EXPENDED	Y-T-D %	UNEXPENDED BALANCE
	DEPRECIATION POLICE	0.00	0.00	0.00	0.00	0%	0.00
	DEPRECIATION SNOW PLOW	0.00	0.00	0.00	0.00	0%	0.00
	DEPRECIATION SWIMMING POOL	3,000.00	3,000.00	0.00	0.00	0%	3,000.00
	DEPRECIATION STREET SWEEPER	0.00	0.00	0.00	0.00	0%	0.00
	DEPRECIATION TRUCKS	80,000.00	80,000.00	0.00	87,831.00	110%	7,831.00-
	TIF	0.00	0.00	0.00	0.00	0%	0.00
	TOTAL	3,194,106.00	3,194,106.00	183,734.93	1,053,078.80	33%	2,141,027.20

This draft is  
~~not~~ redlined to  
show changes  
approved by  
P & Z after  
meeting with  
Dan Willrich

PREPARED BY  
& RETURN TO: Ralph R. Brown, P.O. Box 250, Dallas Center, IA 50063 (515) 992-3728

## ORDINANCE NO. 379

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF DALLAS CENTER, IOWA, AS AMENDED, BY STRIKING CHAPTER 158 ON ARCHITECTURAL STANDARDS AND REPLACING IT WITH A REVISED CHAPTER ON SITE PLAN REQUIREMENTS (INCLUDING ARCHITECTURAL STANDARDS) AND REPEALING INCONSISTENT PROVISIONS OF THE ZONING CODE CONTAINED WITHIN CHAPTER 165 OF THE CODE OF ORDINANCES

BE IT ENACTED by the City Council of the City of Dallas Center, Iowa, that:

SECTION 1. Chapter 158 of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, is amended by striking the Chapter and inserting in lieu thereof the following:

### CHAPTER 158 SITE PLANS AND ARCHITECTURAL STANDARDS

158.01 SITE PLANS. Site Plans are required whenever the owner of any property in the City undertakes new construction, re-construction, expands an existing building by twenty or more percent of the area of the existing building, or remodels an existing building with a building permit value of \$25,000 or more (collectively "improvements" or "development"), except for the construction of single-family and two-family homes on existing platted lots. Site Plans are required for multiple-family dwellings and townhomes. As a part of the submittal of a

Site Plan, architectural plans also shall be submitted for the development or redevelopment of any property within the City. The owners of proposed agricultural outbuildings shall submit architectural plans, however, the Council, upon recommendation from the Plan and Zoning Commission, may, on a case-by-case basis exempt the proposed agricultural outbuildings from the architectural standards established in this Chapter. Single-family residences, and two-family residences, ~~and all agricultural outbuildings~~ are, however, exempt from the architectural standards established in this Chapter and from the requirement to submit architectural plans.

**158.02 STATEMENT OF INTENT.** It is the intent and purpose of this Chapter to establish a procedure which will enable the City to review certain proposed improvements to and development of property. The Site Plan shall be designed to reflect consideration for (a) impacts to existing and proposed developments surrounding the site; (b) impact on public rights-of-way, utilities, facilities, and services; and (c) impact to existing on-site conditions.

Further, in the interest of promoting the general welfare of the community and to protect the value of buildings and property, the image and character of a community is considered important. It is recognized that the community should be visually attractive, and the manner in which a use is accomplished is as important as the use. The quality of architecture, building construction, and building materials is important to the preservation and enhancement of building and property values, prevention of the physical deterioration of buildings, the promotion of the image of the community, and the general welfare of its citizens.

**158.03 DESIGN STANDARDS.** Site Plans shall reflect the following standards of design which are necessary to insure the orderly and harmonious development of property in such manner as will safeguard property values and the public's health, safety and general welfare:

1. The design of the proposed improvements shall make adequate provisions for surface and subsurface drainage, for connections to water and sanitary sewer lines, each so designed as to neither overload existing public utility lines nor increase the danger of erosion, flooding, landslide, or other endangerment of adjoining or surrounding property.

2. The proposed development shall be designed with a proper regard to topography, surface drainage, natural drains and streams, wooded area, and other natural features which will lend themselves to proper, harmonious and attractive development of the site.

3. The proposed improvements shall be designed and located within the property in such manner as not to unduly diminish or impair the use and enjoyment of adjoining property, and to this end shall minimize the adverse effects on such adjoining property from automobile headlights, illumination of required perimeter yards, refuse containers, and impairment of light and air. Lighting, and its impact on adjacent property, shall be shown on the Site Plan. For the purpose of this section, the term "use and enjoyment of adjoining property" shall mean the use and enjoyment presently being made of such adjoining property, unless such property is vacant. If vacant, the term "use and enjoyment of adjoining property" shall mean those uses permitted under the zoning districts in which such adjoining property is located.

4. The proposed development shall have such entrances and exits upon adjacent streets and such internal traffic circulation pattern as will not unduly increase congestion on adjacent or surrounding public streets. Any proposed development which will include a loading dock or truck entrance facing an exterior street must, as a part of the Site Plan approval process, conform to any and all requirements which may be established by the City with respect to the location of such loading dock or truck entrance.

5. The proposed development shall have such buffers, screen fences and landscaping and shall be designed, and the buildings and improvements located, in such a manner as to not unduly diminish or impair the use and enjoyment of adjoining or surrounding property. Buffers are required to minimize the impact of automobile headlights on adjacent non-commercial property.

6. The proposed development shall not duly increase the public danger of fire or diminish the public safety, and shall be designed to adequately safeguard the health, safety, and general welfare of the public and of persons residing and working in the development and in the adjoining or surrounding property.

7. The proposed development shall utilize storm water management to limit the release from any site to no more than a five-year undeveloped release rate.

8. The proposed development shall conform to all applicable provisions of the Code of Iowa, as amended, and all applicable provisions of the Code of Ordinances, as amended.

**158.04 SUBMITTAL AND REVIEW PROCEDURE.** Site Plans shall be submitted to the City for review and approval.

1. One (1) copy of the Site Plan (including an architectural plan, if required) shall be submitted to the Clerk, and two (2) copies shall be submitted to the City Engineer, who shall refer the Site Plan to the Plan and Zoning Commission for comment and recommendation prior to action by the Council. A Site Plan must be submitted no later than 3 o'clock p.m. of the Monday of the week prior to a meeting of the Plan and Zoning Commission. Prior to an official submittal of a Site Plan for review by the Plan and Zoning Commission, an applicant may submit a concept and site plan for initial review by the City Engineer for comment.

2. The Clerk may refer the Site Plan to appropriate City departments and officials for their review and comment regarding the Site Plan's compliance with the Code of Ordinances, and its effects upon the City's municipal utilities and public street system. Any comments by any department or official will be forwarded to the Plan and Zoning Commission.

3. The Plan and Zoning Commission shall, after receiving a report from the City Engineer, review the Site Plan for conformity with the regulations and design and architectural standards of this Chapter, and may confer with the applicant on changes deemed advisable in the Site Plan.

4. The Plan and Zoning Commission shall forward its recommendation to the City Council for approval, modification, or disapproval of the Site Plan within forty-five (45) days of the date of the submission of the Site Plan.

5. The Plan and Zoning Commission may, in its discretion, hold a public hearing on the Site Plan and prescribe the notice thereof and to whom such notice shall be given.

6. Upon receipt of the recommendations of the Plan and Zoning Commission or, if no recommendations are received with forty-five (45) days of the referral to the Commission, the Council shall proceed with its action on the Site Plan. The Council may approve the Site Plan, approve the Site Plan with modifications, or disapprove the Site Plan.

7. No building permit for any structure for which a Site Plan is required shall be issued until the Site Plan has been approved by the Council.

**158.05 SITE PLAN INFORMATION.** The purpose of the Site Plan is to show all information needed to enable the City Engineer, City staff, the Plan and Zoning Commission, and the Council to determine if the proposed development meets the requirements of this Chapter and other provisions of the Code of Ordinances.

1. Information Required. The Site Plan shall include the following information concerning the proposed development:

A. Names of all persons having an interest in the property, legal description of property, point of compass, scale, and date.

B. Applicant's name, address, project location, proposed land use and present zoning, location and names of adjoining subdivisions, the numbers of the adjoining lots therein and the names and addresses of adjoining landowners.

C. If the applicant is other than the legal owner, the applicant's interest shall be stated.

D. Name and address of persons who prepared the Site Plan.

2. Required Illustrations. The Site Plan shall clearly set forth the following information concerning the proposed development.

A. Property boundary lines, dimensions, and total area of the proposed development.

B. Existing and proposed contour lines of the proposed development and fifty (50) feet beyond the boundaries of the proposed development at intervals of not more than two (2) feet. If substantial topographic change is proposed, the existing topography of the development and of the surrounding area shall be illustrated on a separate map, and the proposed finished topography shown on the Site Plan.

C. The availability, location, size, and capacity of existing utilities, and of proposed utilities.

D. The proposed use of building materials, location, size, height, shape, use, elevation, building sign type, and illustration of all buildings or structures in the proposed development.

E. The total square footage of building floor area, both individually and collectively in the proposed development.

F. Existing buildings, rights-of-way, public sidewalks, street improvements, utility easements, drainage courses, streams and wooded areas.

G. The number of dwelling units, offices, etc., planned for the site.

H. A vicinity sketch showing adjacent existing land uses within five hundred (500) feet of the property.

I. Location, number, dimensions and design of off-street parking in the proposed development, including:

(1) Driveways, islands, and planters.

(2) Striping and curbs.

(3) Loading facilities.

(4) Type and location of lighting.

(5) Surface treatment.

J. Open spaces, yards, recreational areas, public sidewalks, walkways, driveways, outside lighting,



walls, fences, monuments, statues, and other man-made features to be used in the landscape of the proposed development.

K. Facilities for the collection and disposal of garbage and trash, and screening structures.

L. Walls, fences or other artificial screens to be used as buffers shall be shown in elevation and prospective with proposed height and structural material indicated.

M. A Site Lighting plan shall be provided, indicating the location, type, fixture height, power rating and shielding method of all existing and proposed lighting. A photometric plan shall be provided that details the horizontal illumination of the site and the vertical light trespass along the perimeter of the site.

N. Storm Water Management Plan shall be provided which shall include calculations of detention sizing and release rate control facilities.

O. Traffic considerations or utility capacities and all other considerations pertinent to the proposed use may be requested for illustration or statistical purposes.

P. Free standing identification sign(s); location, setback, dimensions, height and illustration.

Q. Location and type of all plants, trees, ground cover to be used in the landscape. Landscaping to be used for screening purposes shall be illustrated with the size and exact names of plants, shrubs or trees to be planted clearly indicated. The planting location shall not adversely affect utility easements or service lines. On all Site Plans the following requirements shall be met:

(1) Implementation. The landscaping plan shall be submitted for approval as part of Site Plan submittal. The landscaping plan is to show the following information:

(a) Location of trees and shrubs.

(b) Size and species of trees and shrubs.

(c) Number of each size and species of trees and shrubs.

(d) Type of ground cover and form of erosion control.

(2) Approval of Landscaping. Landscaping is to be in-place at the time an occupancy permit is approved. Should completion of landscaping be delayed because of the season of the year, a temporary occupancy permit may be issued if the developer posts a bond or other acceptable guarantee in the amount of the landscaping as completed. When filing a Site Plan, a developer may submit a list of alternate or substitute species from the permitted or established list to be used should the preferred material not be available when needed and required.

(3) Maintenance. All landscaping, buffering and screening shall be maintained at all times to conform to the regulations established in this Chapter. Landscaping which is not maintained in a manner consistent with this Chapter shall be replaced, as follows:

(a) Replacement includes, but is not limited to replacing plants damaged by insects, soil conditions, disease, vehicular traffic, vandalism, and Acts of God.

(b) Required landscaping shall be replaced with equivalent vegetation if it is not living within one (1) year of a Certificate of Occupancy.

(c) Existing landscaping which was preserved shall be replaced with new landscaping if it is not living within two (2) years of a Certificate of Occupancy being issued.

(d) Landscaping as part of a buffer shall be maintained as long as the buffer is

required by this Chapter or the Code of Ordinances.

(e) Replacement landscaping shall be installed within thirty (30) days following notification by the Building Official that a violation of this Chapter has occurred, or proper guarantees provided.

R. Such additional information, drawings, or other materials necessary to describe a proposed project as may be requested by the City Engineer or Plan and Zoning Commission.

**158.06 MULTIPLE-FAMILY DWELLING AND TOWNHOME STANDARDS.**

Multiple-family and townhome projects shall be designed in compliance with certain standards which shall be set forth in the presentation of the Site Plan.

1. The Site Plan shall provide one and one-half (1.5) parking stalls for each dwelling unit located in driveways and dedicated parking lot areas, exclusive of parking provided in garages. The parking stall requirement must be satisfied with no on-street parking.
2. The Site Plan must provide a distance of at least 23 feet from the property side of any sidewalk to any garage face.
3. Sidewalks shall be required along both sides of all streets unless an alternate pedestrian access plan is approved that provides access to all residential dwelling units.

**158.07 ARCHITECTURAL PLANS.** Architectural plans for buildings (other than a single-family residence, two-family residence, three-family residence, or any agricultural outbuilding) shall be submitted simultaneously with the Site Plan. Architectural plan documentation that must be submitted includes: (a) building elevations indicating the building design and a description of the structural elements; (b) a colored visual depiction; and (c) a description and percentage calculation of the primary or predominant exterior construction materials and trim to be used. A material board shall also be

submitted to the City Engineer prior to consideration by the Plan and Zoning Commission.

**158.08 ARCHITECTURAL STANDARDS.** The standards outlined in this Section shall be utilized in all reviews of architectural plans.

**1. Primary Exterior Material of Structures Subject to Architectural Standards.** Building architectural design shall recognize the importance of material strength and permanency through the selection of building materials. The primary exterior building material, less glass, shall constitute at least seventy-five percent (75%) of each façade area to which these standards apply. The primary exterior material shall consist of a combination of brick, architectural concrete panels, textured concrete block, architectural ~~metal~~steel, or stone panels. The primary exterior material must be utilized on the front and the two sides of any building, except as may be required by Section 158.08(4) of this Chapter. However, no wood, masonite, asphaltic exterior wall material, aluminum or steel siding, non-architectural sheet metal, non-textured concrete block, stucco, vinyl, E.I.F.S. (Exterior Insulation and Finish Systems) or other similar materials shall constitute a portion of the front and two sides of any of the exterior walls of any building as a primary exterior material. The remaining exterior materials utilized on the front and two sides of the exterior walls shall be considered as building trim or accent. The term "architectural steel" refers to an exterior steel product other than siding.

**2. Building Trim and Accent Defined.** For the purpose of this Chapter, "trim" or "accent" is defined as an ornamental design feature that, when removed, significantly alters the appearance of the building. It would commonly consist of building elements like moldings, cornices, parapet, frieze, sills, lintels, string course, quoining and ledgment. The maximum amount of trim or accent on each façade area to which these standards apply shall not exceed twenty-five percent (25%). Materials used for trim or accent may, in addition to permitted primary exterior materials, include wood, plastic, asphaltic exterior wall material, aluminum or steel siding, stucco, vinyl, or cementitious material based siding. In addition, E.I.F.S. (Exterior Insulation and Finish Systems) may be used for trim and accent seven feet and higher from the ground level of the building. Materials that are part of a recognized

corporate identity mark are permitted. Concrete block is not permitted.

3. **Wall Area Defined.** In the application of these requirements, some standards are based upon a percentage of the wall area. The "wall area" is defined as the total square feet of the exterior elevation of the building in a single plane that is perpendicular to the point-of-view and vertical to the ground. It may contain a gable and/or dormer in the same plane of view. It does not contain the elevation of a pitched roof, but would include the area of a parapet wall. Each elevation must comply with the standards unless otherwise approved by the Plan and Zoning Commission.

4. **Buildings that Face Streets, Other Public Places, and Residential Districts.** A wall or side of a building that faces a public street, highway or roadway, recreational area, park, or a residential district that is within 250 feet of that particular wall or side shall be built consistent in design and use of primary exterior materials.

5. **Other Materials.** The Council, in its sole discretion and after receiving a recommendation from the Plan and Zoning Commission, may approve additional primary materials and trim on a case-by-case basis, provided that such materials and trim exhibit the structural strength and permanency desired, contain sufficient architectural relief, and do not detract from the desired aesthetic character of the building and the surrounding area.

6. **Architectural Standards for Multiple-Family Dwelling and Townhome Projects.** Multiple-family and townhome projects shall be designed in compliance with certain standards which shall be set forth in the presentation of the architectural plan.

A. New buildings design should respect the context of any adjacent residential neighborhood including the height, scale, mass, form and character of the surrounding residential development.

B. Multiple-family and townhome developments shall provide a quality and architectural character that avoids monotonous and featureless building design.

C. Each building in a multiple-family and townhome development should have distinctive, yet consistent style. Fronts of buildings should be articulated through the use of bays, balconies, porches or stoops relating to entrances, windows and garages within the consistent architectural style. Unique style presentations should be provided through the use of varying articulations from building to building.

D. All sides of a multiple-family or townhome building shall be constructed of similar features and architectural presentation. The buildings' primary architectural features shall not be restricted to a single façade.

E. Garage doors shall constitute not more than the following percentage of the lineal frontage distance of any multiple-family or townhome building:

1 car attached	40%
2 car attached	50%
3 car attached	60%

F. All apartments, condominiums, and three-story above grade townhomes shall incorporate a minimum of 40% brick or masonry in the overall building design. Window and door openings shall count for this requirement if completely surrounded by the brick or stone masonry material.

G. All single story and two-story townhome developments shall have a minimum of 25% brick or masonry surfacing on the front side of the building.

H. ~~All multiple-family and townhome buildings shall be constructed of a pitched roof with a minimum slope of 5:12.~~ A variety of roof forms is encouraged to denote building elements and functions.

7. **Screening.** The outdoor placement of electrical or mechanical equipment with a maximum height above the ground surface of more than 8 feet and total surface area of more than 50 square feet as measured by the exterior of all of the electrical and mechanical equipment associated with a particular site shall require the placement and maintaining of a physical screen.

A. The requirement for screening shall be accomplished by landscaping (including trees, shrubs, and plants), earthen berms, solid walls, or a combination thereof.

B. A written screening plan shall be submitted for review and approval as a part of the architectural plan, or as a separate plan, and shall be submitted simultaneously with the Site Plan and shall be considered with the Site Plan.

**158.09 AMENDMENTS TO APPROVED SITE PLANS.** An approved Site Plan may be amended when there is any change in location, size, design, conformity or character of buildings and other improvements, provided that the amended Site Plan conforms to the provisions of this Chapter and other provisions of the Code of Ordinances. An amended Site Plan shall be submitted to the City and reviewed by the Plan and Zoning Commission and approved by the City Council in the same manner as an original Site Plan.

**158.10 ADDITIONAL REQUIREMENTS.** As a part of the Site Plan approval process, the property owner may be required by the Council to install public utilities, including but not limited to, water lines, storm sewer, sanitary sewer, fire hydrants, and such other utilities as applicable to properly serve the proposed plan. The property owner may also be required by the Council to construct street paving and sidewalks as applicable to properly serve the proposed plan. Where required as part of a Site Plan approval, utilities, streets, and sidewalks shall be constructed in accord with the City's construction standards for those portions within the public right-of-way and to be dedicated to the City. Utilities, streets, and sidewalks may also be required to be constructed to the same specifications for those undedicated portions where such utilities and improvements may have a direct affect on the future safety, proper functioning and maintenance of those portions to be dedicated.

**158.11 EXPIRATION OF APPROVAL.** All Site Plan approvals shall expire and terminate three hundred and sixty-five (365) days after the date of Council approval unless a building permit has been issued for the construction provided for in the Site Plan. The Council may, upon written request by the property owner, extend the time for the issuance of a building permit for sixty (60) additional days. In the event the building permit for construction provided for in a Site Plan expires or is cancelled, then such Site Plan approval shall thereupon terminate.

**158.12 FEE FOR SITE PLAN REVIEW.** All costs in excess of \$200 incurred by the City, including engineers' costs, shall be reimbursed to the City by the person submitting the Site Plan and any amended Site Plan.

**SECTION 2.** The first paragraph of Section 165.40(4) of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, is amended to read as follows:

4. Required Site Plan and Statistical Information. The request for authorization of a special use shall be accompanied by a site plan in compliance with Chapter 158 of this Code of Ordinances. The following information also may be required:

**SECTION 3.** Sections 165.14 (3)(C); 165.35(9); 165.37 (7); 165.38(9); 165.39(10); and 165.43 of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, are hereby repealed.

**SECTION 4. Repealer.** All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 5. 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.

**SECTION 6. Effective.** This Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

Passed by the City Council on the 13<sup>th</sup> day of November, 2007, and approved the 13<sup>th</sup> day of November, 2007.

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Mitch Hambleton, Mayor

ATTEST:



Cindy Riesselman, City Clerk

**CERTIFICATE OF AUTHENTICITY**

I, Cindy Riesselman, Clerk of the City of Dallas Center, Dallas County, Iowa, hereby certify that the attached and foregoing Ordinance No. 379 entitled "AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF DALLAS CENTER, IOWA, AS AMENDED, BY STRIKING CHAPTER 158 ON ARCHITECTURAL STANDARDS AND REPLACING IT WITH A REVISED CHAPTER ON SITE PLAN REQUIREMENTS (INCLUDING ARCHITECTURAL STANDARDS) AND REPEALING INCONSISTENT PROVISIONS OF THE ZONING CODE CONTAINED WITHIN CHAPTER 165 OF THE CODE OF ORDINANCES" was duly passed and adopted by the City Council of the said City of Dallas Center on the 11~~13~~<sup>th</sup> day of December~~November~~, 2007, signed by the Mayor on the 11~~13~~<sup>th</sup> day of December~~November~~, 2007, authenticated by the undersigned City Clerk on the 11~~13~~<sup>th</sup> day of December~~November~~, 2007, and published for one issue on the 20~~22~~<sup>nd</sup> day of December~~November~~, 2007, in the Northeast Dallas County Record, a newspaper having general circulation in the City of Dallas Center, Iowa.

Cindy Riesselman, City Clerk  
City of Dallas Center, Iowa

STATE OF IOWA :  
:  
COUNTY OF DALLAS :

Subscribed and sworn to before me by the above-named Cindy Riesselman, to me personally known to be the duly appointed, qualified and acting Clerk of the City of Dallas Center, Iowa, on this 21<sup>st</sup> 23<sup>rd</sup>-day of December~~November~~, 2007.

Ralph R. Brown, Notary Public  
in and for the State of Iowa

## ORDINANCE NO. 382

AN ORDINANCE AMENDING CODE OF ORDINANCES TO THE CITY OF DALLAS CENTER, IOWA, AS AMENDED, BY ESTABLISHING A NO PARKING ZONE ON HATTON STREET ON THE WEST SIDE BETWEEN WALNUT STREET AND MAPLE STREET.

BE IT ENACTED by the City Council of the City of Dallas Center, Iowa, that:

SECTION 1. Section 69.08 of the Code of Ordinances of the City of Dallas Center, Iowa, as amended, is amended by adding the following new subsection:

69.08 NO PARKING ZONES. No one shall stop, stand or park a vehicle in any of the following specifically designated no parking zone except where necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal.

29. Hatton Street from Maple Street to Walnut Street on the West side.

SECTION 2. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. 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.

SECTION 4. Effective. This Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

Passed by the City Council on the 11<sup>th</sup> day of December, 2007, and approved the 11<sup>th</sup> day of December, 2007.

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Mitch Hambleton, Mayor

ATTEST:

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Cindy Riesselman, City Clerk