City Council Communication

Department: Community Development CASE #SUB-22-015 Applicant: Clarrissa Newman Legacy Family Campus 1515 Avenue J Council Bluffs, IA 51501 Engineer/Surveyor: Olsson c/o Maegan Woolf 2111 S 67th Street, Suite 200 Omaha, NE 68106	Resolution No. _____	City Council: 12/19/2022

Subject/Title

Request: Final plat approval of a four-lot minor subdivision to be known as the Legacy Family Campus Subdivision Phase 3, legally described as being a replat of Lot 1, Legacy Family Campus Subdivision Phase 2, City of Council Bluffs, Pottawattamie County, Iowa.

Location: Undeveloped land and lying between Avenue J, Ruth Nelson Road, North 14th Street, and the north-south walkway in the Charles E. Lakin Human Services Campus.

Background/Discussion

The Community Development Department has received an application from Clarrissa Newman, for final plat approval of a four-lot minor subdivision to be known as the Legacy Family Campus Subdivision Phase 3, legally described as being a replat of Lot 1, Legacy Family Campus Subdivision Phase 2, City of Council Bluffs, Pottawattamie County, Iowa. The proposed subdivision is comprised of 5.405 acres, more or less, of land, and will consist of four lots zoned A-P/Administrative-Professional District. Attachment 'A' contains a zoning/location map. Attachment 'B' contains the proposed final plat.

The proposed subdivision will accommodate development of the remaining undeveloped land within the Charles E. Lakin Human Services Campus (Lakin Campus), which is located generally northeast of the intersection of North 16th Street and Avenue G and hosts a variety of human service providers including Heartland Family Services, Boys and Girls Club of the Midlands, The Salvation Army, the Charles E. Lakin Foundation, and the MICAH House. The remaining vacant land will be developed with three buildings. Proposed Lots 1-4 of the subdivision will be developed as follows (see site plan in Attachment 'C'):

- Lot 1: A MICAH House-affiliated early education center, to be formally known as the Florence M. Lakin Child Development Center;
- Lot 2: Shared parking lots, drainage, and campus green space;
- Lot 3: A building containing office space for at least two new nonprofit agencies that will complement the existing agencies on the campus, as well as a new food pantry; and
- Lot 4: A new Heartland Family Services facility, which will enable the organization to consolidate many of its services into a central location.

On June 27, 2022, the City Council adopted and approved a development plan for the Lakin Campus, which includes standards for site development, parking, architecture, landscaping, and signage (case #MIS-22-003, Resolution no. 22-176). All development on the proposed lots will be in accordance with this adopted development plan. To accommodate the adoption of this development plan, the City Council adopted and approved, on June 13, 2022, an ordinance which rezoned the entire Lakin Campus to the A-P/Administrative-Professional District (case #ZC-22-005, Ordinance no. 6497). Previously, the campus had been zoned partially P-C/Planned Commercial District and partially R-3/Low Density Multifamily Residential District.

Comments

A. The proposed subdivision is currently zoned A-P/Administrative-Professional District. The future land use plan of the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan) designates the subject property as Public-Semi-Public. The Comprehensive Plan defines "Public/Semi-Public" as uses which "support activities for the benefit of the general public. These include schools, places of worship, libraries, government offices, social service providers, etc." Lakin Campus representatives propose to construct structures housing various human services uses on proposed Lots 1, 3, and 4. The proposed subdivision is consistent with the Bluffs Tomorrow: 2030 Plan (Comprehensive Plan), as well as the purpose and intent of Title 14: Subdivisions and Title 15: Zoning of the Council Bluffs Municipal Code.
B. Proposed Lots 1 through 4 each contain more than 5,000 square feet in area and thus exceed minimum A-P district lot size requirements.
C. All development activity within this subdivision shall comply with the standards set forth in the Lakin Campus development plan adopted and approved by the City Council on June 27, 2022 (Resolution no. 22-176) and Chapter 15.13, *A-P/Administrative-Professional District*, of the Council Bluffs Municipal Code (Zoning Ordinance).
D. Proposed Lots 1, 3, and 4 (to be reassigned as Lots 1-3; see technical corrections below) are intended to have boundaries more or less specific to proposed buildings and are not subject to specific setbacks, per the adopted development plan. The development plan requires only that all structures be setback a minimum of 10 feet from the outer boundary of the Lakin Campus.
E. All lots will be serviced with utilities (e.g., sanitary/storm sewers, water, electricity, etc.). All new utilities shall be installed underground. All costs to construct, remove and/or relocate any utilities in this subdivision shall be the responsibility of the developer, and not the City.
F. Sidewalks, internal campus walkways, and pedestrian connections to the public right-of-way shall be installed according to the development plan. Each building shall meet the development plan's standards for pedestrian accessibility prior to issuance of a Certificate of Occupancy.
G. The Council Bluffs Permits and Inspections Division stated they approve of the request.
H. The Council Bluffs Fire Department stated they have no comments on the request.
I. The Parks and Recreation Department stated they have no comments on the request.
J. Council Bluffs Water Works stated the developer(s) should contact Water Works when they are ready to discuss water connections.
K. The Public Works Department provided the following comments:
    1. Areas outside the buildable lots need to be assigned as an outlot or defined owner with a lot number;
    2. Areas to be used for stormwater drainage and detention should be put in an easement and assigned a single lot or group of lots for ownership and maintenance responsibilities; and
    3. Cross access and ingress/egress easements need to be established and shown.
L. Black Hills Energy stated they have no concerns about the request.
M. The following technical corrections shall be made to the plat prior to being executed:
    1. Reassign Lot 2 as Outlot 'A';
    2. Place a note under the dedications indicating that Outlot 'A' is to be used for drainage and green space, and assign ownership and maintenance of Outlot 'A'.

3. Reassign Lot 4 as Lot 2.
4. Establish and show cross access and ingress/egress easements.
5. Change all references to Lots 1-4 to reflect changes to Lot designations.
6. Lots 1-3 will be more or less specific to the individual proposed buildings and therefore do not have any required minimum setbacks. As such, the standard utility easement language may conflict with the proposed building footprints. Utility easement language shall be clarified as needed to ensure that the standard utility easements described on the plat will not conflict with proposed building footprints.
7. Ensure that the 30-foot sanitary sewer easement dedicated on the Legacy Family Campus Subdivision Phase 2 plat is included under the dedications on the Legacy Family Campus Subdivision Phase 3 final plat.

Recommendation

The Community Development Department recommends approval of the proposed four-lot subdivision to be known as Legacy Family Campus Subdivision Phase 3, subject to the comments above and the conditions below:

A. The final plat shall be recorded within 90 days of City Council approval or the plat will become null and void unless an extension has been requested and granted by the Community Development Department Director; and
B. All development shall conform to the Lakin Campus development plan, all applicable City standards and specifications, the zoning and subdivision ordinances and the Department of Public Works Standards for Public Improvements; and
C. All comments and technical corrections stated in case staff report shall be addressed on the final plat prior to execution of the document; and
D. All utilities shall be installed underground. Any costs to construct, remove and/or relocate any utilities shall be the responsibility of the applicant and/or developer, and not the City.

Attachments

Attachment A: Location/Zoning Map
Attachment B: Legacy Family Campus Subdivision Phase 3 Final Plat
Attachment C: Site Plan

Prepared by: Brandon Siracuse, Planner, Community Development Department