



Mount
Vernon
IOWA

**City of Mt. Vernon
Planning and Zoning Commission
June 11, 2025 6:30 PM
City Hall, 213 1st Street NW**

MEETING PACKET

Remote / Zoom Access:

For those who are unable to attend please log onto Zoom 5-10 minutes prior to the meeting. Contact staff member Leigh Bradbury at (319) 929-6541 for a link to be emailed to you, or log on utilizing the meeting ID#: **687 626 2505**

**City of Mount Vernon
Planning and Zoning Commission
City Hall 213 First St NW
June 11, 2025 6:30 PM**



AGENDA

1. Call to Order / Roll Call
2. Approval of Agenda
3. Approval of Minutes: February 26, 2025 & March 12, 2025
4. Public Discussion: Items not on the agenda. Each citizen is limited to 5 minutes
5. Discussion & Public Hearing on Proposed Ordinance Amendment:
US Highway 30 Master Plan Overlay District
6. Discussion & Public Hearing on Proposed Amendment:
Chapter 165 Zoning Regulations, Article 7 Section 710 Accessory Buildings
7. Staff Updates
 - MVCSD Athletic Complex – Locker Rooms / Coaches Office
 - Robison – Old Motel Site
 - CHI – June 10 Applications open, August 22 Ribbon Cutting
 - Stonebrook Parkland

PLANNING & ZONING COMMISSION
Meeting Minutes
February 26, 2025

The Mount Vernon Planning & Zoning Commission met at 6:30 p.m. on February 26, 2025 at City Hall, 213 First St NW, Mount Vernon, IA; with the option of attendance via Zoom.

Call to Order: At 6:33 p.m., Commission Chair Truman Jordan called the meeting to order.

Roll Call: All five members were present: Truman Jordan, Jay Willems, Jacob Lindauer, Cathy George and Mary Horst. City staff member Leigh Bradbury attending.

Agenda & Minutes: Motion by Willems to approve agenda and minutes, seconded by Lindauer. All in favor.

Public discussion - items not on the agenda: None.

Item #5: Final Plat – Stonebrook 10th Addition

Two representatives from Boomerang, Inc. were in attendance.

Commission members asked about timing of improvements on the dedicated parkland for this development and future connection to the trail from Outlot C. Motion to recommend approval of the Final Plat of Stonebrook 10th Addition moved by Willems, seconded by George. All in favor.

Adjournment at 6:58 p.m.

PLANNING & ZONING COMMISSION
Meeting Minutes
March 12, 2025

The Mount Vernon Planning & Zoning Commission met at 6:30 p.m. on March 12, 2025 at City Hall, 213 First St NW, Mount Vernon, IA; with the option of attendance via Zoom.

Call to Order: At 6:37 p.m., Commission Chair Truman Jordan called the meeting to order.

Roll Call: Four members present: Truman Jordan, Jay Willems, Jacob Lindauer and Cathy George, member Horst absent. City staff member Leigh Bradbury attending.

Approval of Agenda: Motion by Willems to approve agenda, seconded by Lindauer. All in favor.

Approval of Minutes: The minutes for February 26, 2025 were not available. Approval was therefore tabled until the next meeting.

Public discussion - items not on the agenda: None.

Item #5: Repealing of Ordinance Amendment #8-5-2019A

This amendment returns the White Pines PUD to its original site plan with 14 dwelling units. The applicant is purchasing the right to build, parcels are owned by the condo association.

Motion to recommend repealing of Ordinance Amendment #8-5-2019A moved by Willems, seconded by George. All in favor.

Item #6: Ord. Amendment - US Highway 30 Master Plan (US30MP) Overlay District

Commissioners discussed a number of concerns, including the potential impact to current and pending projects in the proposed area. Projects that are underway would not be affected. Significant changes in a permitted (approved) project's original scope and/or site/building design would be subject to review, if proposed after final approval of an amendment by City Council.

Staff confirmed the amendment process to include written notice to affected parcels, public hearings by both the commission and City Council prior to a final vote.

Parcels that are zoned High-Density Residential on the west end of Business 30 are not recommended for inclusion at this time.

Staff confirmed the following projects were approved with application of the US30MP design standards following adoption in November, 2020:

New Construction

2022	210 Business 30 SW – Duling Coffee Holdings, LLC / Scooters
2019	203 Glenn St SE – ASG Properties LLC / Palisades Dental *
2022	311 Virgil Ave SE – Mustang Land Co LLC / MV Family Dentistry
2024	208 Glenn St SE - Community Housing Initiative / Cottonwood Trail
2025	Rachael St SW – Kwik Trip Inc. / Kwik Star

Improvements

102 Hwy 1 SE – Hardee’s drive-thru lighting & display

Motion to move forward with proposed amendment of the US Highway 30 Master Plan moved by Lindauer, seconded by Willems. All in favor.

Other Discussion

Per a question posed at the February 26th meeting, staff confirmed the total for Stonebrook Additions 1 through 10 to be 213 individual parcels, including eight (8) duplex units and resulting in a total of 221 dwelling units.

The next meeting date is set for April 16, 2025 at 6:30 p.m.

Adjournment at 7:28 p.m.

*Correction on 203 Glenn St SE – this project occurred prior to adoption of the US30MP.

PLANNING & ZONING COMMISSION

June 11, 2025

Staff Report

Prepared by: Leigh Bradbury, City Planner

AGENDA ITEM #5:

Proposed Ordinance Amendment:

Extension of the US Highway 30 Master Plan (US30MP) Overlay District

Timeline:

05/30/25	Notices sent to parcels identifying the proposed area to be adopted into the plan
06/11/25	Commission meeting with possible action making recommendation to City Council on amending US30MP
06/16/25	City Council – Public Hearing and Possible Action Amending US30MP

US Highway 30 Master Plan

The US Highway 30 Master Plan was adopted by City Council in 2021 “to promote growth while protecting the general welfare and values of the community through established architectural standards, site design guidelines, and permitted uses.” The plan is to be evaluated annually to ensure that it is meeting the needs of the community and achieving the desired results.

The north boundary of the US30MP is currently Business 30. In order to protect the investment of property owners along this corridor, staff is recommending extension of the plan to apply the design standards and guidelines to properties along the north side as well.

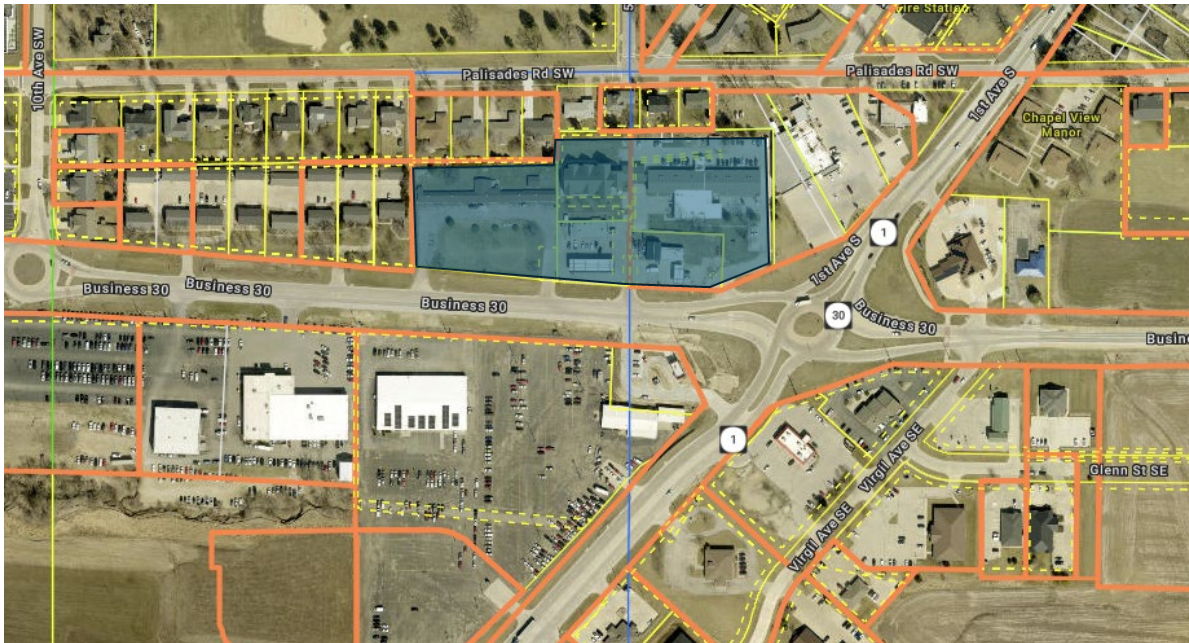
The area proposed for adoption into the plan are demonstrated on the map below.

Zoning Map Amendment:

Rezoning of individual parcels is a separate process. If rezoning is pursued, that process requires posting a Notice of Rezoning on all affected parcels, certified notice to all properties within 300', and a public hearing by both the Commission and City Council.

Action Required:

The commission shall make recommendation to City Council on the proposed extension of the US Highway 30 Master Plan to include properties north of Business 30 and west of Iowa State Highway 1 as identified on the following page.



**Proposed extension of the US Highway 30 Master Plan, north of US Business 30
And west of Highway 1.**

PLANNING & ZONING COMMISSION

June 11, 2025

Staff Report

Prepared by: Leigh Bradbury, City Planner

AGENDA ITEM #6

Ordinance Amendment: Chapter 165, Article 7 Section 710 Accessory Buildings

Background Information:

In 2018, City Council approved an amendment which was intended to restrict the size of accessory buildings. This amendment was proposed following construction of a detached garage which exceeded the size of the home on a residential lot in 2016.

A summary of the changes made are shown in red below:

Clause eliminated:

~~With the exception of detached garages, n~~ No accessory building shall exceed 144 square feet, or 1.5% of total lot area, whichever is larger, within an SR, TR, or HR residential district.

Subsection added:

The maximum square feet of any detached garage or accessory dwelling unit shall not exceed 100% of the primary dwelling unit's ground floor square feet, alone or in combination, excluding any attached garage square feet.

As a detached garage is defined as “an accessory building” in section 165.302.92, the eliminated language inadvertently restricts them to 144 square feet, or 1.5% of total lot area. In speaking with the prior Zoning Administrator, this was not the intent of the amendment and building permits have been issued with that interpretation.

Unfortunately, the size restriction also applies to the Accessory Dwelling Units, which were adopted in 2024 with a size restriction of not to exceed 800 square feet.

The proposed amendment will address both concerns, as presented on the following pages.

Action Required:

Upon recommendation from the Planning and Zoning Commission, City Council will hold a public hearing on the proposed amendment of Chapter 165, Article 7 Section 710 Accessory Buildings.

PROPOSED AMENDMENT:

710 ACCESSORY BUILDINGS.

Accessory uses and buildings are subject to all site development regulations of its zoning district, except as provided below:

1. Setbacks:

- A. Side Yards: An accessory building may be located a minimum of five feet (5') from the side lot line of the property if it is located between the rear building line of the principal building and the rear property line.
- B. Front Yards: No accessory building may be located between the front building line of the principal building and the front property line.
- C. Rear Yard: The minimum rear yard setback for accessory buildings shall be 8 feet (8'). This minimum rear yard setback shall be increased to 15 feet (15') if the accessory building requires vehicular access from an alley.
- D. Street Yards: No accessory building shall be located within 20 feet from any street side yard property line.
- E. Easements: Easements may be incorporated into these required setbacks. however, no accessory building shall be located within any easement or right-of-way along the property line.

2. Maximum Size:

- A. No accessory building shall exceed 144 square feet, or 1.5% of total lot area, whichever is larger, within an SR, TR, or HR residential district., **with the exception of an accessory dwelling unit or detached garage.**
- B. All buildings on a site, taken together, must comply with the building coverage requirements for the zoning district.
- C. The maximum square feet of any detached garage or accessory dwelling unit shall not exceed 100% of the primary dwelling unit's ground floor square feet, alone or in combination, excluding any attached garage square feet. Dwelling space which may occupy a half story is not subject to this limit, however, the area limit applied for an accessory dwelling unit between this section and section 610 shall be the most restrictive limit.

3. Height:

- A. In residential districts, the maximum height shall be 12 feet (12') for a detached garage and 10 feet (10') for any other accessory building.
- B. Additionally and without any increase to the height of the sidewalls of a detached garage or accessory building based on the aforementioned maximum height limitations, the height and pitch of the roof may be increased if, in the discretion of the Zoning Administrator, that increase is necessary to complement the pitch and style of the primary residential structure.

- C. In no event shall a detached garage or accessory building exceed the height of 20 feet (20'), as measured from the established grade to the highest point of the structure.
4. Separation from Other Buildings: No accessory building shall be placed within ten feet of any other building on its own property or any adjacent properties.
 5. Attached Accessory Buildings: Any accessory building physically attached to the principal building shall be considered part of the principal building and subject to the development regulations of its zoning district.
 6. Effect on Adjacent Properties: If an adjacent lot is built upon, the accessory building must be entirely to the rear of the line of any principal building on such adjacent lot. No accessory building shall damage adjacent property by obstructing views, inhibiting solar access, or hindering ventilation.
 7. Hazards: Any accessory use which creates a potential fire hazard shall be located a minimum of 10 feet from any residential structure. Such uses include but are not limited to detached fireplaces, barbecue ovens, or storage of flammable materials.
 8. No accessory building shall be built upon any lot until construction of the principal building has begun.

MT. VERNON FOOTBALL BUILDING

731 PALISADES RD SW
MT VERNON, IOWA 52314

SHEET INDEX	
SHEET NUMBER	SHEET NAME
A0.0	TITLE SHEET
A1.0	MAIN LEVEL PLAN
A2.0	ELEVATIONS
A2.1	ELEVATIONS
A3.0	CROSS SECTIONS



ROBISON
BUILDINGS - CONSTRUCTION - ROOFING

CONSTRUCTION
PLAN SET

PROJECT NAME:

MT. VERNON
FOOTBALL
BUILDING

MT VERNON

SHEET NAME:

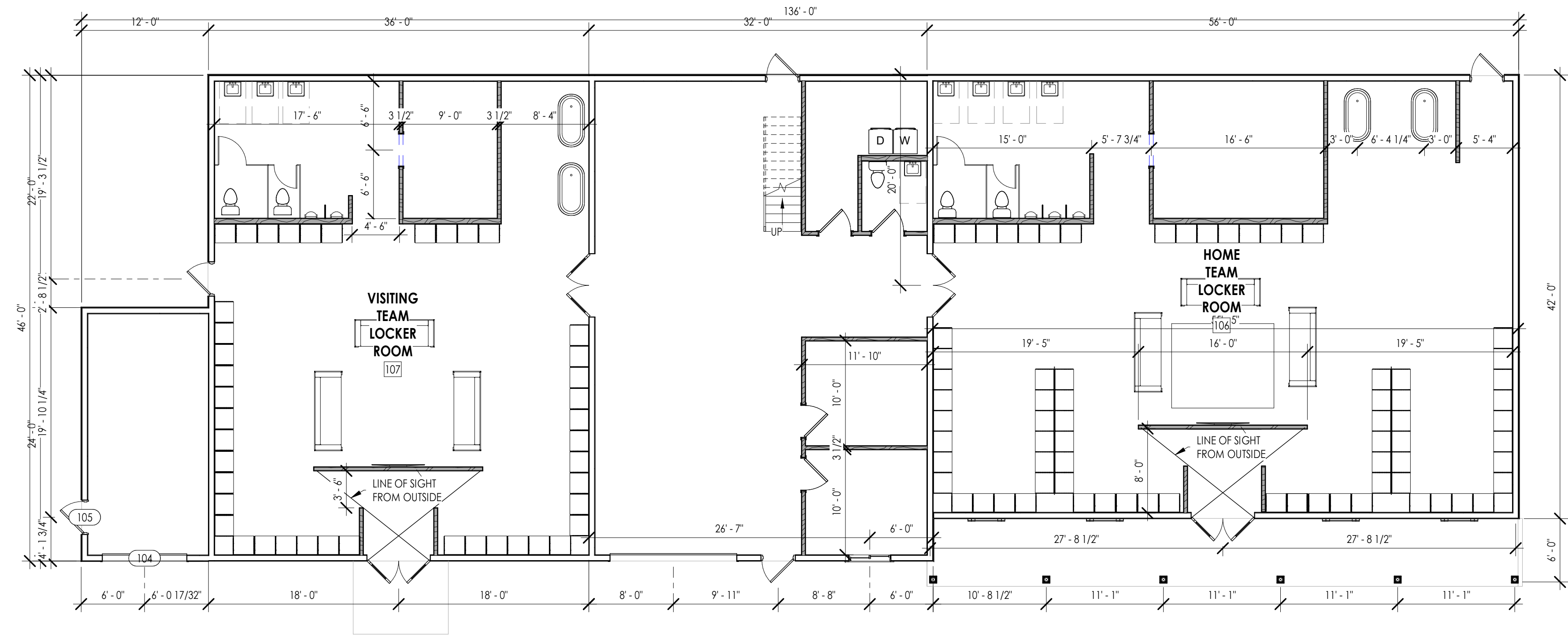
TITLE SHEET

DATE:

4/14/22

SHEET NUMBER:

A0.0



1 FLOOR PLAN
1/8" = 1'-0"

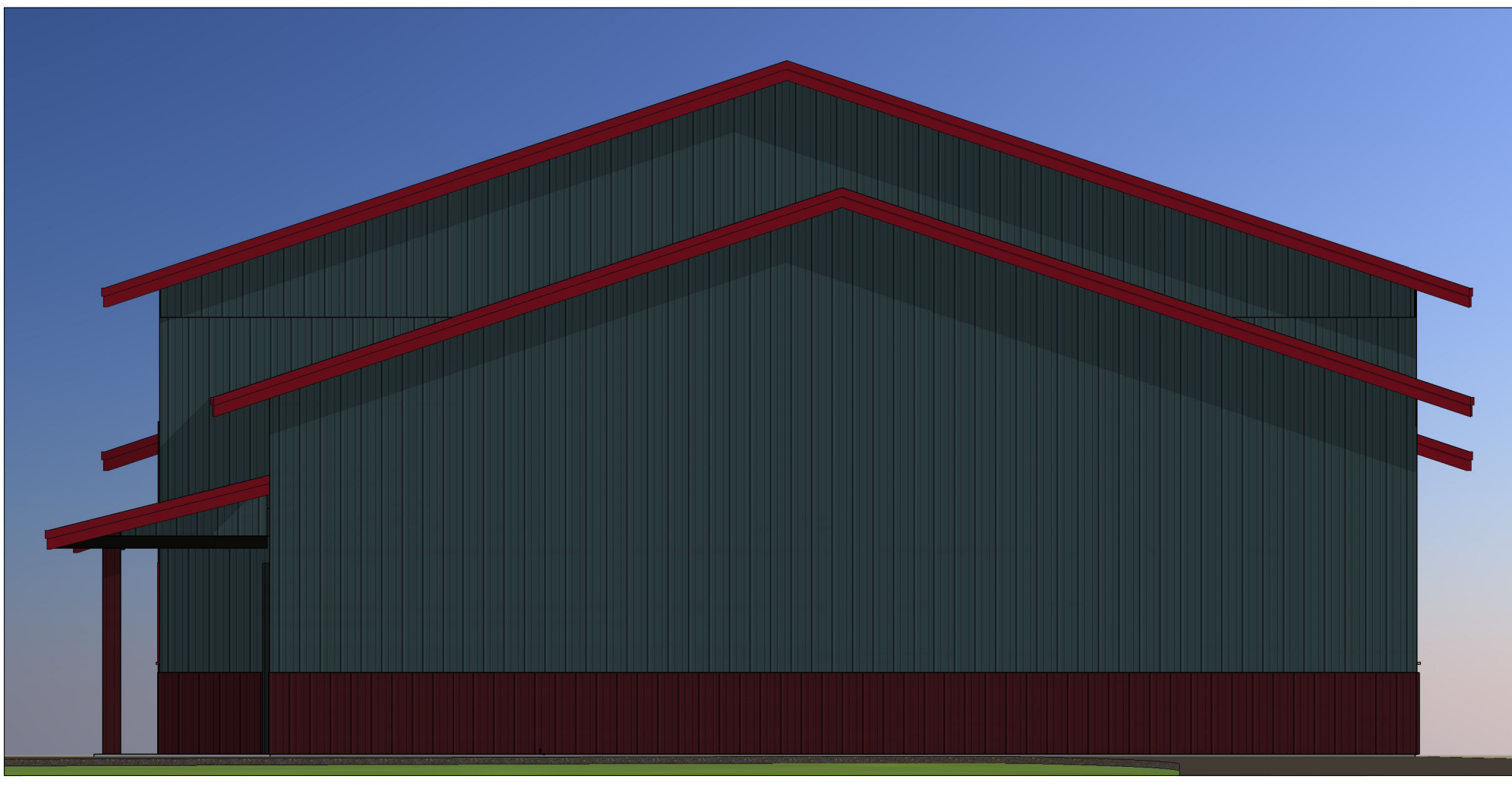




1 FRONT ELEVATION
3/16" = 1'-0"



2 LEFT ELEVATION
3/16" = 1'-0"



3 RIGHT ELEVATION
3/16" = 1'-0"



4 BACK ELEVATION
3/16" = 1'-0"

CONSTRUCTION
PLAN SET

PROJECT NAME:

MT. VERNON
FOOTBALL
BUILDING

MT VERNON

IOWA

SHEET NAME:

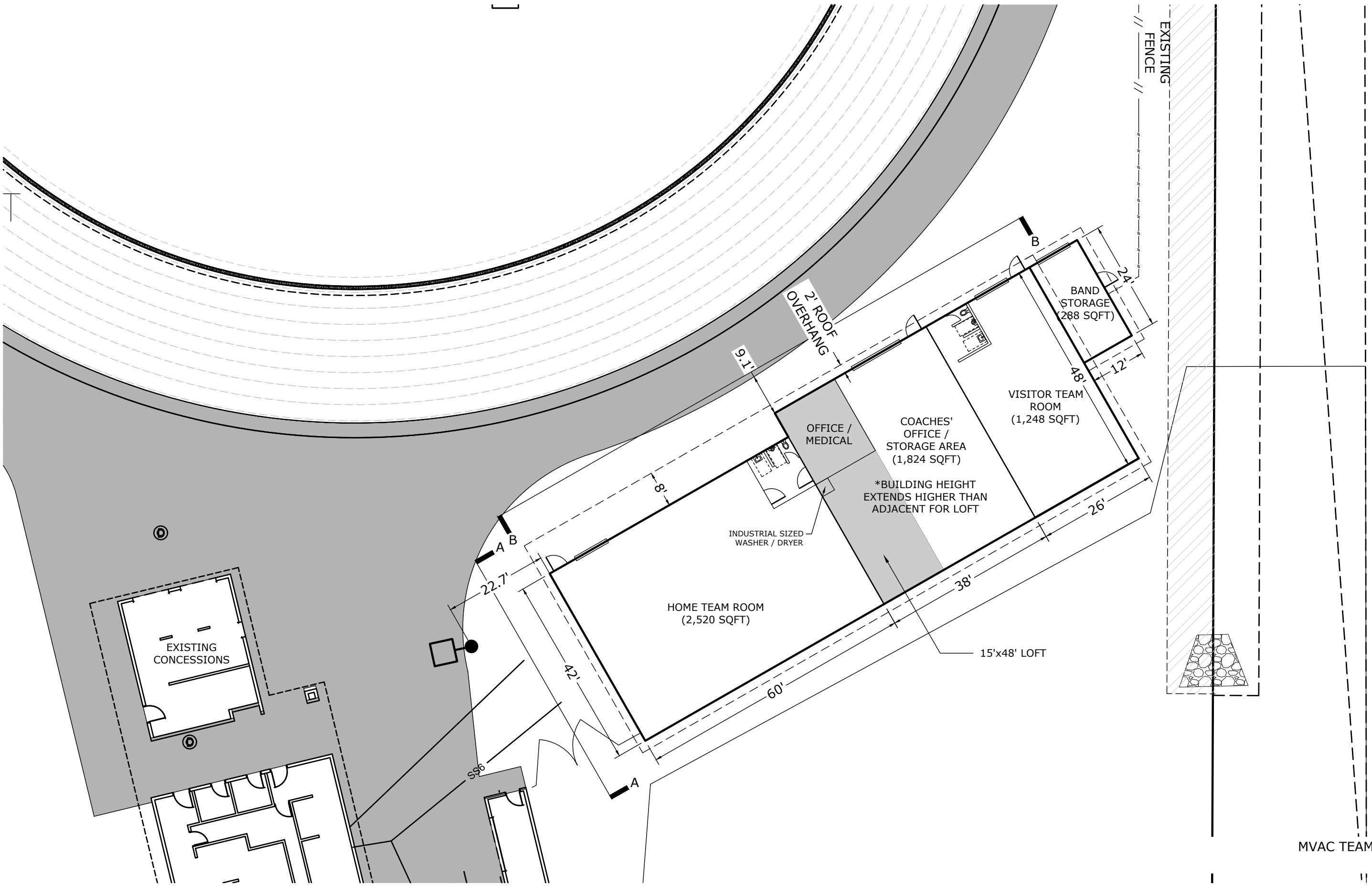
ELEVATIONS

DATE:

4/14/22

SHEET NUMBER:

A2.0



MVAC TEAM ROOM PLAN VIEW
DATE: 8/1/2024