

**TENTATIVE AGENDA**  
**SCOTT COUNTY BOARD OF SUPERVISORS**  
**February 15 - 19, 2021**

**Tuesday, February 16, 2021**

**Committee of the Whole - 8:00 am**  
**WEBEX/VIRTUAL ONLY**

The public may join these meeting by phone/computer/app by using the information below. Contact 563-326-8702 with any questions.

CALL IN INFORMATION 1-408-418-9388  
ACCESS CODE: 187 169 3570 PASS CODE: 1234

OR you may join via Webex. Go to [www.webex.com](http://www.webex.com) and JOIN meeting. using the same Access Code and Pass Code above.

See the Webex Instructions in packet for a direct link to the meeting.

- \_\_\_ 1. Roll Call: Knobbe, Maxwell, Beck, Croken, Kinzer
- \_\_\_ 2. Public Comment. (If calling in, \*3 to raise/lower hand, \*6 to unmute) or raise hand in participant window.



**Facilities & Economic Development**

- \_\_\_ 3. Public Hearing of Planning and Zoning Commission's recommendation on the application of Alan and Erin Rubach to rezone 68 acres, more or less, located in the NW¼NE¼ of Section 36 in Winfield Township and the NE¼NE¼ excluding the East 555 feet of the South 800 feet of the NE¼NE¼ of Section 36 in Winfield Township (Parcel # 033605003, Parcel # 033607005). (Thursday, February 18, 2021 at 5:00 during the Board Meeting). (Item 3)
- \_\_\_ 4. Public Hearing on the final draft of the Revised Subdivision Ordinance. (Thursday, February 18, 2021 at 5:00 during the Board Meeting) (Item 4)
- \_\_\_ 5. Courthouse stair tread project. (Item 5)

**Human Resources**

- \_\_\_ 6. Approving Settlement with Juanita Bea in the amount of \$20,000. (Item 6)
- \_\_\_ 7. Health Department overfill request for a Clinical Services Manager. (Item 7)
- \_\_\_ 8. Staff appointment. (Item 8)

**Finance & Intergovernmental**

- \_\_\_ 9. Tax abatement request from St. Anthony Church of Davenport. (Item 9)

- \_\_\_ 10. Setting of a public hearing for Thursday March 18, 2021 at 5:00 p.m. for an amendment to the County's current FY21 Budget. (Item 10)
- \_\_\_ 11. Setting of a public hearing for Thursday March 18, 2021 at 5:00 p.m. on the FY22 Annual Budget and the five year Capital Improvement Plan. (Item 11)
- \_\_\_ 12. Public hearing for FY22 maximum proposed tax levy.  
(Thursday, February 18, 2021 at 5:00 during the Board Meeting). (Item 12)
- \_\_\_ 13. Public Hearing for CDBG Grant.  
(Thursday, February 18, 2021 at 5:00 during the Board Meeting). (Item 13)
- \_\_\_ 14. Board appointments: Don McCollam, Benefited Fire District #2; Scott Haycraft, Benefited Fire District #3; Don DeWulf, Benefited Fire District #4. (Item 14)
- \_\_\_ 15. Consideration of appointments with upcoming term expirations for boards and commissions.

o Zoning Board of Adjustment	Myron Scheibe	05/01/21	Serving since 1991
o Veterans Affairs Commission	Tyrone Orr	05/31/21	Serving since 1992
o Veterans Affairs Commission	Cindi Gramenz	05/31/21	Serving since 2014

\_\_\_ 16. Adjourned. Moved by \_\_\_ Seconded by \_\_\_

**Special Committee of the Whole - 8:00 am (Immediately following Committee of the Whole)  
WEBEX/VIRTUAL ONLY**

This meeting will begin immediately following the Committee of the Whole-  
the same call in information for both meetings.

The public may join these meeting by phone/computer/app by using the  
information below. Contact 563-326-8702 with any questions.

CALL IN INFORMATION 1-408-418-9388

ACCESS CODE: 187 169 3570 PASS CODE: 1234

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using the same Access Code and Pass Code above.

See the Webex Instructions in packet for a direct link to the meeting.

- \_\_\_ 1. Roll Call: Knobbe, Maxwell, Beck, Croken, Kinzer
- \_\_\_ 2. Budget work session.
- \_\_\_ 3. Adjourned. Moved by \_\_\_ Seconded by \_\_\_

**Thursday, February 18, 2021**

**Regular Board Meeting - 5:00 pm  
WEBEX/VIRTUAL ONLY**

The public may join these meeting by phone/computer/app by using the information below. Contact 563-326-8702 with any questions.

CALL IN INFORMATION 1-408-418-9388

ACCESS CODE: 187 362 8571 PASS CODE: 1234

OR you may join via Webex. Go to [www.webex.com](http://www.webex.com) and JOIN meeting. using the same Access Code and Pass Code above.

See the Webex Instructions in packet for a direct link to the meeting.

**Public Hearing**

- \_\_\_\_\_ 1. Public Hearing on the Final Draft of the Revised Subdivision Ordinance.
- \_\_\_\_\_ 2. Public Hearing on the application of Alan and Erin Rubach to rezone approximately 68 acres in Winfield Township
- \_\_\_\_\_ 3. Public Hearing relative to proposed maximum tax levy.
- \_\_\_\_\_ 4. Public Hearing relative to a CDBG Grant.

## Instructions for *Unmuting Phone Line* during Board Meeting teleconference

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To gain the moderator's attention, **press \*3 from your phone OR the raise hand** icon on computer or mobile device. Phone lines will be placed on mute during the meeting. Participants may unmute their line using the mute icon or \*6 on their phone after being recognized by the Chair.

### Connect via Computer or application:

Host: [www.webex.com](http://www.webex.com) Meeting number: **187 169 3570** Password: **1234**

Link to meeting (click): [Scott County Committee of the Whole and Special Committee of the Whole Budget Session 02-16-21 8:00 AM](#)

Full Link:

<https://scottcountyiowa.webex.com/scottcountyiowa/onstage/g.php?MTID=ec60cc2112c6866abe3ebdcb740576355>

### Connect via telephone:

**1-408-418-9388** Meeting number: **187 169 3570** Password: **1234**

#### Telephone / Cell Phones Connections:

Telephones lines will be placed on mute during the meeting. Participants may "raise their hand" by using \*3 to gain attention of the host.

When called upon for comments by the Board,

1. The host will then unmute the participant's line at the appropriate time.
2. A user must have his or her own device unmuted.
3. The user may then unmute his or her conference line by keying \* 6
4. After conversation, please lower your hand. (\*3 again)

#### Computer / Application Connections:

If connected via web application or computer, the user should look for the



raise hand symbol

and click to appear raised so the host may acknowledge you.

1. The host will then unmute the participant's line at the appropriate time.
2. A user must have his or her own device unmuted.
3. The user may then unmute his or her conference line by clicking the microphone symbol.
4. After conversation, please lower your hand. (\*3 again)


You can mute yourself so that everyone can concentrate on what's being

discussed. While you're on a call or in a meeting, select  at the bottom of the

meeting window. You'll know it's working when the button turns red, .

If you want to unmute yourself, select . Others can hear you when the button turns gray.

When you're muted and move away from the call controls, the mute button

moves to the center of your screen and fades in color  to indicate that you're still muted.



## PLANNING & DEVELOPMENT

600 West Fourth Street  
Davenport, Iowa 52801  
E-mail: [planning@scottcountyiaowa.com](mailto:planning@scottcountyiaowa.com)  
Office: (563) 326-8643



Item #3  
2/16/21

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Timothy Huey  
Director

To: Mahesh Sharma, County Administrator

From: Taylor Beswick, Planning & Development Specialist

Date: January 26, 2021

**Re: Discussion of Public Hearing and presentation of Planning and Zoning Commission's recommendation on the application of Alan and Erin Rubach to rezone 68 acres, more or less, located in the NW $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Winfield Township and the NE $\frac{1}{4}$ NE $\frac{1}{4}$  excluding The East 555 feet of the South 800 feet of the NE $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Winfield Township ([Parcel# 033605003](#), [Parcel# 033607005](#)).**

On January 19, 2021, the Planning and Zoning Commission recommended approval of this rezoning in accordance with staff's recommendation, voting 5-1. The dissenting vote, Commissioner Maxwell, cited her opposition to agricultural land being developed and the applicant is requesting to rezone too much land for one house. No members of the public spoke for or against the request at the meeting.

The applicant states the rezoning will allow them to build one single-family dwelling in the immediate future and market the remainder of the rezoned property for residential development in the long term future. The applicant has submitted a letter to the Board of Supervisors to be included with this rezoning request.

Currently, 52 acres of the property is pasture/timber and the remainder is tilled crop land in agricultural production. The request does not include a 3.25 acre single family residence addressed 26880 Scott Park Road. The request also does not include a 6.8 acre tract, more or less, located to the northwest of the intersection of 267th Street and Scott Park Road, otherwise described as part of the SE $\frac{1}{4}$ NE $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Winfield Township. The 6.8 acre tract is shown on the Future Land Use Map (FLUM) as future commercial. The remaining property is shown on the FLUM as future residential.

The zoning request area has frontage on 267<sup>th</sup> Street and Scott Park Road, both adequately constructed, paved County roads. In addition, the development has good access to US-61 via 267<sup>th</sup> Street. Roughly 76% (52 acres) of the land requested to be rezoned is on marginal or poor agricultural land. The marginal agricultural land is made up of sloping wooded timber which the applicants actively plant and harvest.

The area to be rezoned is near the city limits of Long Grove and adjacent to the census designated place of Park View. Any future development would be adjacent to commercial and residential areas mixed use developments, thus it would not be seen as encouraging urban sprawl. Park View Water & Sanitary did comment that any potential future development on the property requested to be rezoned could be handled by their sewer and water capacity. An agreement between a future developer and Park View Water & Sanitary District would be required.

There is concerns that an old farm landfill site exists somewhere in the wooded area of the property. Staff could not find evidence of this, but the commissioners agreed to recommend one condition on the rezoning approval related to the landfill/dump sites.

The Commission determined that the request met a preponderance of the criteria of the land use policies for rezoning the property to R-1 to create one new development right.

**PLANNING COMMISSION RECOMMENDATION:** To approve the request to rezone 68 acres, more or less, from “Agriculture-General (A-G)” to “Single Family-Residential (R-1)” with one (1) condition based on its compliance with a preponderance of the criteria of the Revised Land-Use Policies

1. Any development or subdivision require an environmental review to determine the location of historic dumpsites.

**Vote: Recommended for Approval: (5-1); (Maxwell voting no)**

**PLANNING & DEVELOPMENT**

600 West Fourth Street

Davenport, Iowa 52801-1106

Email: [planning@scottcountyiowa.com](mailto:planning@scottcountyiowa.com)

Office: (563) 326-8643

Fax: (563) 326-8257



Timothy Huey  
Director

**NOTICE OF SCOTT COUNTY  
BOARD OF SUPERVISORS PUBLIC HEARING FOR AN APPLICATION  
TO REZONE FROM “A-G” TO “R-1”**

**Thursday, February 18, 2021**

**Online Access Only Due to COVID-19**

**5:00 P.M.**

**PARTICIPATION OPTIONS:**

All Board of Supervisors agendas, packets, and meeting participation information can found here:

<https://www.scottcountyiowa.gov/board/board-meetings>

Or call 563-326-8749 for assistance

**\*\*VIRTUAL ONLY\*\* \*\*NO PERSONS WILL BE ALLOWED IN ADMIN BUILDING\*\***

**Public Hearing: Rezoning – Agricultural-General District (A-G) to Single-Family Residential District (R-1):** Application from owner Alan & Erin Rubach to rezone 68 acres, more or less, from A-G to R-1. The location of the requested area to be rezoned is north of 267<sup>th</sup> Street and west of Scott Park Road. The rezoning request does not include the dwelling addressed 26880 Scott Park Road or a 10 acre area located on the northwest corner of the intersection of 267<sup>th</sup> Street and Scott Park Road. The land requested to be rezoned is legally described as the NW $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Winfield Township and the NE $\frac{1}{4}$ NE $\frac{1}{4}$  excluding The East 555 feet of the South 800 feet of the NE $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Winfield Township ([Parcel # 033605003](#), [Parcel # 033607005](#)).

The applicant states the intended use of the property after an approved rezoning would be to build one house for the applicants to reside in. Rezoning of all 68 acres allows more options for siting of a house and the remaining land will continue be in the Conservation Reserve Program (CRP).

On January 19, 2021 the Scott County Planning & Zoning Commission recommended approval of the rezoning with a vote of 5 – 1.



PLANNING & ZONING COMMISSION  
STAFF REPORT  
January 19, 2021



**Applicant:** Alan & Erin Rubach DBA Winters Hollow LLC

**Request:** Rezone 68 acres, more or less, from Agricultural General (A-G) to Single Family Residential (R-1)

**Address:** Adjacent to but not including, 26880 Scott Park Road, Eldridge

**Legal Description:** 68 acres, more or less, located in the NW $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Winfield Township and the NE $\frac{1}{4}$ NE $\frac{1}{4}$  excluding The East 555 feet of the South 800 feet of the NE $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Winfield Township ([Parcel # 033605003](#), [Parcel # 033607005](#)).

**General Location:** Northwest of the intersection of Scott Park Road and 267<sup>th</sup> Street; 1/3 mile east of the incorporated city limits of Long Grove, Iowa; across Scott Park Road to the west from unincorporated census designated place of Park View, Iowa.

**Existing Zoning:** Agricultural-General (A-G)

**Future Land Use Map:** Yes, Residential

**Proposed Zoning:** Single-Family Residential (R-1)

**Surrounding Zoning:**

- North:** Agricultural-Preservation (A-P)
- South:** Agricultural-General (A-G)
- East:** Community Area Development District (Park View)
- West:** Agricultural-General (A-G)/Single Family Residential (R-1)

**GENERAL COMMENTS:** This request is to rezone 68 acres, more or less, from Agricultural General (A-G) to Single Family Residential (R-1). The applicant states the rezoning will allow them to build one single-family dwelling in the immediate future and market the remainder of the rezoned property for residential development in the long term future. Currently, 52 acres of the property is pasture/timber and the remainder is tilled crop land in agricultural production. The request does not include a 3.25 acre single family residence addressed 26880 Scott Park Road. The request also does not include a 6.8 acre tract, more or less, located to the northwest of the intersection of 267<sup>th</sup> Street and Scott Park Road, otherwise described as part of the SE $\frac{1}{4}$ NE $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Winfield Township. The 6.8 acre tract is show on the Future Land Use Map as future commercial.



PLANNING & ZONING COMMISSION  
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**STAFF REVIEW:** Staff has reviewed this request for its adherence to the Scott County Zoning Ordinance and to the Scott County Land Use Policies. Any proposed changes in zoning in the rural unincorporated area of the county should comply with a preponderance of the applicable Scott County Land Use Policies:

1. *Is the development in compliance with the adopted Future Land Use Map?*

The area to be rezoned is shown on the Future Land Use Map (FLUM) as future residential. This area has been shown on the FLUM since its adoption in 1998. The request area to be rezoned is currently zoned Agricultural-General (A-G) and has been since the adoption of the 1981 Scott County Zoning Ordinance.

**The rezoning request meets this criteria.**

2. *Is the development on marginal or poor agricultural land?*

Of the 68 acres, more or less, request to be rezoned, 52 acres is currently pasture/timber and contains soil with a Corn Suitability Rating (CSR) of less than 50. The remaining 16 acres contains soil with a CSR of more than 70 and is currently tilled land in agricultural production. Thus, 76% of the land requested to be rezoned is on marginal or poor agricultural land.

**The rezoning request meets a preponderance of this criteria.**

3. *Does the proposed development have access to adequately-constructed, paved roads?* The area to be rezoned has frontage along 267<sup>th</sup> Street and Scott Park Road, both adequately-constructed, paved County roads.

**The rezoning request meets this criteria.**

4. *Does the proposed development have adequate provision for public or private sewer and water services?*

The property is not currently served by public sewer or public water. Any further development must comply, or continue to comply, with State and County health regulations for on-site wastewater treatment. The current development proposal is for one single-family dwelling to be constructed, pending the approval of the rezoning. If additional subdivision takes place, adequate provision for public or private sewer and water would be reviewed in the platting stage. The County Health Department did not have any comments or concerns regarding the proposal.

Park View Sanitary and Water District is adjacent to the proposed rezoning site. Staff reached out to the Operations Manager for the district and he responded with the



**PLANNING & ZONING COMMISSION**  
**STAFF REPORT**  
**January 19, 2021**



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following comments regarding the rezoning application and potential for future residential development hooking up to Park View Water & Sanitary District:

“Dear Taylor,

26880 Scott Park Road, Eldridge, is not a current customer of the Park View Water & Sanitary District.

As for the Rubach rezoning request, at this time, and assuming all plotted but undeveloped/empty lots within the Park View Water & Sanitary District service area are developed and occupied residentially, and then adding a generous development value of 1.5 residences/acre to the proposed development, at 3 people per residence, the Park View Water & Sanitary District looks to estimate a total average demand of 198,764 Gallons Per Day, with a maximum demand of 304,456 GPD to the water system.

Park View Water & Sanitary District is currently midway through the construction of a water treatment plant that, upon completion in June, 2021, will have a minimum production capacity of 387,000 GPD and a maximum production capacity of 501,000 GPD.

The Park View Water & Sanitary District is also currently in the beginning of a Lagoon Improvement Project that, upon completion in October, 2021, will have the capacity to accept an Average Dry Weather flow of 0.492 MGD and an average BOD loading of 850 lbs/day. With the same capacity assumptions as above, the ADW flow is anticipated to be 0.19782 MGD, and the average BOD loading is anticipated to be 603 lbs/day. Both are within the design limits of the permit.

Should the Board of the Park View Water & Sanitary District be requested by the proposed development to provide water and sanitary utility services, and accept the request, the water and sewer utility can incorporate the development population while maintaining capacity and treatment requirements in our water and sewer utilities.

Thank you.

Sincerely

Brent A. Earley  
Operations Mgr.  
Park View Water & Sanitary District”



PLANNING & ZONING COMMISSION  
STAFF REPORT  
January 19, 2021



**The rezoning request meets this criteria.**

5. *Is the area near existing employment centers, commercial areas and does not encourage urban sprawl?*

The area to be rezoned is near the city limits of Long Grove and adjacent to the Census Designated Place of Park View. Both Long Grove and Park View have a mixture of residential and commercial land uses. Since the proposal is adjacent to mixed use developments, as stated above, it would not be seen as encouraging urban sprawl.

**The rezoning request meets this criteria.**

6. *Is the proposed development located where it is least disruptive to existing agricultural activities?*

The intent of the Scott County land use policies is not only to limit or prevent the conversion of prime agricultural land for development, but also to prevent the incursion of non-farming neighbors into agricultural areas. The area to be rezoned is near other commercial light industrial, and residential, and thus would cause little added disruption to existing agricultural activities.

**The rezoning request meets this criteria.**

7. *Does the area have stable environmental resources?*

The property mostly made up of sloping wooded areas with some flat agricultural land located on the eastern 1/3 of the property. The Subdivision Regulations define environmentally sensitive areas as areas with slopes in excess of 25%, native forest growth, native prairie grass and wetlands. The regulations also require that when a wooded site is developed, no more than 15% of the naturally occurring tree canopy cover shall be removed. Initial plans for development include one single family home located on the eastern half of the property. Future subdivision of the property would review this criteria during the platting stage.

**The rezoning request meets this criteria.**

8. *Is the proposed development sufficiently buffered from other less intensive land uses?*

Agricultural land exists to the north and south of the area proposed to be rezoned. Park View and timberland exist to the east and west of the property. The need for buffering this proposed residential development from adjacent farmland would be reviewed in conjunction with the subdivision review.

**The rezoning request meets this criteria.**

9. *Is there a recognized need for such development?*

The adopted land use policies do recognize that there is a need for providing



PLANNING & ZONING COMMISSION  
STAFF REPORT  
January 19, 2021



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opportunities for a variety of housing types in Scott County.

**The rezoning request meets this criteria.**

*10. Will the property be developed in an efficient manner that is also supportive of energy conservation?*

Due to the size of the area to be rezoned it would appear that this request meets this policy to some degree.

**The rezoning request meets this criteria.**

**Public Comment & Department Review**

Staff has mailed notification to the adjacent property owners within five hundred feet (500') of this property of this hearing. Two signs has also been placed on the property stating the date and time this request would be heard by the Planning and Zoning Commission. Staff has received comment from two members of the public who are opposed to the rezoning due to their belief that development should occur in the cities.

Staff has also notified the County Engineer, County Health Department, Bi-State Regional Commission, and the City of Long Grove for review and comment.

**RECOMMENDATION:** Staff recommends that the rezoning of 68 acres of this property from Agricultural-General (A-G) to Single-Family Residential (R-1) be approved based on its compliance with a preponderance of the criteria of the Revised Land-Use Policies.

Submitted by:  
Taylor Beswick, Planning & Development Specialist  
January 14, 2021





## PLANNING & DEVELOPMENT

600 West Fourth Street

Davenport, Iowa 52801-1106

Office: (563) 326-8643

Fax: (563) 326-8257

Email: [planning@scottcountyiowa.com](mailto:planning@scottcountyiowa.com)

Timothy Huey, Director

### Rezoning Petition

Date 12/11/ 2020

Dear Scott County Planning and Zoning Commission Members:

Alan and Erin Rubach, owners of the below described real estate, petition the Planning and Zoning Commission to consider re-zoning this property from Agricultural General to Single family residential. For the request to the Commission, please find the attached 13 copies of the plat/site plan and the filing fee of \$200.

Number of acres to be re-zoned: 72.05

#### **Legal Description** (Attach separate sheet if necessary)

The north half of the Northeast Quarter of Section 36 exempting that part thereof conveyed by

Warranty Deed from Peter Thomas and wife H.E. Ficke, recorded in Book 54 of Land Deeds, at page

604, records of the Scott County, Iowa, subject to existing public highways. Excluding the very south east portion of the east section that is 700ft East to west (starting from north scott park road) and 500ft (from 267th st to where property 033607004 starts).

#### **Statement of Intended Use:** The intended new use of the property would include the following:

Initially we plan to build one house on the property for us to reside in. We would like to plan for the future and rezone the remainder of the property to have different building site options for us personally and for future sale/development. The attached map shows where the initial house site should be.

#### **How Will Such Use Comply With the Scott County Plan and Land Use Policies?**

This will comply with Scott county land use policies by encouraging growth in an area marked on the future land use map for residential development on marginal farm ground. It is located next to a city and has access to public services. The property has access on two sides to paved roads. The area is lacking in larger lots and larger lots that do come for sale in the area sell quickly, thus there is a demand for properties over 3 acres which would be how we would plan to develop it. Making lots



## PLANNING & DEVELOPMENT

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Davenport, Iowa 52801-1106

Office: (563) 326-8643

Fax: (563) 326-8257

Email: [planning@scottcountyiowa.com](mailto:planning@scottcountyiowa.com)

Timothy Huey, Director

over 3 acres would allow for natural drainage areas to be maintained and have a much smaller environmental impact.

Respectfully submitted,

Signature

Alan C. Rubach

Name of Applicant (printed)

4388 Southfield Place

Mailing Address

Bettendorf, IA 52722

City / State / Zip

262-492-8707

Phone

Signature

Erin E. Rubach

Name of Owner (if different from applicant)

Mailing Address

City / State / Zip

563-340-4254

Phone

Received by \_\_\_\_\_  
Zoning Staff



Serving local governments in Muscatine and Scott Counties, Iowa;  
Henry, Mercer, and Rock Island Counties, Illinois

**OFFICERS:**

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**Ken "Moose" Maranda**

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**Mike Matson**, Mayor  
**Rick Dunn**, Alderperson  
**Pat Peacock**, Alderperson  
**Randy Moore**, Citizen

City of Rock Island  
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**Dylan Parker**, Alderperson

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**Stephanie Aciri**, Mayor  
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**Reggie Freeman**, Mayor

City of Muscatine  
**Diana Broderson**, Mayor

City of Kewanee  
**Gary Moore**, Mayor

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Andalusia, Carbon Cliff,  
Coal Valley, Cordova, Hampton,  
Hillsdale, Milan, Oak Grove,  
Port Byron, and Rapids City  
**Duane Dawson**, Mayor, Milan  
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Geneseo; Villages of Alpha,  
Andover, Annawan, Atkinson, Cambridge,  
Keithsburg, New Boston, Orion,  
Sherrard, Viola, Windsor, and Woodhull  
**Dave Holmes**, Mayor, Woodhull

Cities of Blue Grass, Buffalo,  
Eldridge, Fruitland, LeClaire,  
Long Grove, McCausland,  
Nichols, Princeton, Riverdale,  
Walcott, West Liberty, and Wilton  
**Marty O'Boyle**, Mayor, Eldridge

**COUNTY REPRESENTATIVES:**

Henry County  
**Kippy Breeden**, Chair  
**Shawn Kendall**, Member  
**James Thompson**, Member

Mercer County  
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**Santos Saucedo**, Member

Rock Island County  
**Richard "Quijas" Brunk**, Chair  
**Jeff Deppe**, Member  
**Ken "Moose" Maranda**, Member  
**Elizabeth Sherwin**, Citizen

Scott County  
**Ken Beck**, Chair  
**Brinson Kinzer**, Member  
**John Maxwell**, Member  
**Jazmin Newton**, Citizen

**PROGRAM REPRESENTATIVES:**

**Ralph H. Heninger**  
**Jerry Lack**  
**Nathaniel Lawrence**  
**Marcy Mendenhall**  
**Rick Schloemer**  
**Bill Stoermer**  
**Jim Tank**

Executive Director  
**Denise Bulat**

**MEMORANDUM**

**TO:** Timothy Huey, Director  
Scott County Planning & Development

**FROM:** Brandon Melton, Senior Planner

**DATE:** January 14, 2020

**RE:** Rezoning of 68 acres in Winfield Township, Scott County, Iowa.

This memorandum is being submitted in response to a rezoning review request from Scott County, Iowa. The hearing date is scheduled for Tuesday, January 19, 2021 at 5:00 p.m. The applicants, Alan and Erin Rubach, are requesting a rezoning of 68 acres, more or less, from Agricultural-General District (A-G) to Single-Family Residential (R-1).

The property is a 68-acre tract, more or less, north of 267th Street and west of Scott Park Road, and may be accessed by either facility. The rezoning request does not include the dwelling addressed 26880 Scott Park Road or a 10 acre area located on the northwest corner of the intersection of 267th Street and Scott Park Road. The land requested to be rezoned is legally described as part of the NW $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Winfield Township and the NE $\frac{1}{4}$ NE $\frac{1}{4}$  excluding the East 555 feet of the South 800 feet of the NE $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Winfield Township (Parcel # 033605003, Parcel # 033607005).

Having reviewed the information relevant to the proposed rezoning and map amendment, the following items were ascertained. The July 2018 Zoning and Land Use Map for Scott County, Iowa, shows the property has a future land use designation primarily of residential but also includes some commercial on the southeast corner of the property near the intersect of 267<sup>th</sup> St and Scott Park Rd. The rezoning request is consistent with that plan.

The property has access to Scott Park Rd. to the east, a paved road, as well as access to 267<sup>th</sup> St. to the south, also a paved road. The property is adjacent to Park Grove city limits and within 1 mile of Long Grove city limits. The 2008 Scott County Comprehensive Plan contains a listing of the County's goals, land use objectives and land use policies that are to be used as part of the land development review process. The request appears to be consistent with the Plan.

1504 Third Avenue, Third Floor, Rock Island, Illinois 61201

Phone (309) 793-6300 • Fax (309) 793-6305

E-mail: [info@bistateonline.org](mailto:info@bistateonline.org) • Website: [www.bistateonline.org](http://www.bistateonline.org)



Printed on  
Recycled Paper

The property is located outside of the Quad Cities Metropolitan Planning Organization (MPO) Area. The boundary encompasses areas where urban development is expected to occur within a thirty year horizon. There are no long range transportation projects programmed/scheduled in the vicinity of the property. The proposed rezoning is not anticipated to significantly impact regional industrial development.

The proposed rezoning is near to Scott County Park. As there is residential development already adjacent to the park, it is not likely that additional development will have a significant impact on the recreational resource.

The property is not located in a flood hazard area, high earthquake incident area, or an airport restricted zone. The proposed rezoning is not expected to have an impact on historic or cultural features, wetlands, wildlife refuges, Indian mounds or forest preserves. According to the 2018 Scott County Hazard Mitigation Plan, the property and vicinity have a high incidence of thunderstorms which contain frequent cloud to ground lightening, high winds, hail, tornados, and flash flooding.

Should you have any questions regarding this response, please contact me at (309) 793-6300 x1148.

## Rezoning Petition

Date 12/11/ 2020

Dear Scott County Planning and Zoning Commission Members:

Alan and Erin Rubach, owners of the below described real estate, petition the Planning and Zoning Commission to consider re-zoning this property from Agricultural General to Single family residential. For the request to the Commission, please find the attached 13 copies of the plat/site plan and the filing fee of \$200.

Number of acres to be re-zoned: 72.05

### Legal Description (Attach separate sheet if necessary)

The north half of the Northeast Quarter of Section 36 exempting that part thereof conveyed by Warranty Deed from Peter Thomas and wife H.E. Ficke, recorded in Book 54 of Land Deeds, at page 604, records of the Scott County, Iowa, subject to existing public highways. Excluding the very south east portion of the east section that is 700ft East to west (starting from north scott park road) and 500ft (from 267th st to where property 033607004 starts).


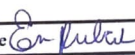
### Statement of Intended Use: The intended new use of the property would include the following:

Initially we plan to build one house on the property for us to reside in. We would like to plan for the future and rezone the remainder of the property to have different building site options for us personally and for future sale/development. The attached map shows where the initial house site should be.

### How Will Such Use Comply With the Scott County Plan and Land Use Policies?

This will comply with Scott county land use policies by encouraging growth in an area marked on the future land use map for residential development on marginal farm ground. It is located next to a city and has access to public services. The property has access on two sides to paved roads. The area is lacking in larger lots and larger lots that do come for sale in the area sell quickly, thus there is a demand for properties over 3 acres which would be how we would plan to develop it. Making lots over 3 acres would allow for natural drainage areas to be maintained and have a much smaller environmental impact.

Respectfully submitted,

Signature 	Signature 
Alan C. Rubach	Erin E. Rubach
Name of Applicant (printed)	Name of Owner (if different from applicant)
4388 Southfield Place	
Mailing Address	Mailing Address
Bettendorf, IA 52722	
City / State / Zip	City / State / Zip
262-492-8707	563-340-4254
Phone	Phone

Received by

Zoning Staff

To the Members of the Board:

We have invested a significant amount of time and money over the last four years into the conservation and beautification of this property and have no intention of having it developed. We have removed around 5 acres of scrub trees (black locusts, white poplar, box elder, etc-invasive non-native species as recommended by the state forester) and planted around 1,200 native deciduous trees in their place. We have a current CRP contract to plant around 1,500 more over the next 2 years and are actively maintaining other CRP contracts we have entered into since we bought this farm. We have invested in farm equipment including a tool cat (similar to a skid steer) among other things to maintain the CRP and tree plantings. We finally have enough equipment that we will be able to take on the entire next tree planting project on our own. We spend at least 8 hours a week on the farm working to maintain the planted trees, prairie and equipment during the spring, fall and summer. Despite this, we are not considered farmers by the county's standards and do not have the ability to put a house up on the land in the current zoning.

We have an ideal building site (as marked on our proposal) as well as other options should our location run into problems. We are concerned if we only rezone a few acres, we will have to go through this process again to get our site approved. We are concerned about road access being approved and a well being able to be dug in our location. There are lots of hills on our farm that will make drainage and putting in a driveway and building a bit of a challenge. We have two children aged 2 and under and do not have a lot of extra time to go through this process every time we run into a problem with the build site. We had soil samples taken by the USDA office for a wetland project we were hoping to put in (we do not have the correct soil types needed) and no waste was found with those samples taken to 12+ feet. We were informed that no dump site occurred on our farm and haven't seen signs of one. That being said, we want our home built on clean ground and should anything be found on our build site, we would need to move locations.

The other intent to have this all zoned residential is for a family member to be able to build a single family home in the future should that be their desire in the next 5-10 years. We will not be selling any more than a couple acres to anyone besides a family member. There are no specific plans at this time for a second home, we had simply hoped to have the option should the need arise.

We were informed that rezoning to R1 gives us options for ONE single home and nothing else. This rezoning does not give us the ability to have a large development put in place (which is fine by us as this is not our intent). This only gives us the ability to move our build site should we run into a problem.

For these reasons, we are hoping you will consider approving our application. We have and will continue to remain stewards for this land.

Please feel free to contact us directly should you have any other questions or concerns.

Sincerely,

Alan and Erin Rubach  
(563)340-4254  
ErinRubach@gmail.com



Public Comment Received: Rubach Rezoning A-G to R-1 Application

Larry Koile

Resident of Long Grove

Opposed to the rezoning of more Agricultural land for Residential Development. He believes the development should be directed to the cities.

PO Box 73

Long Grove

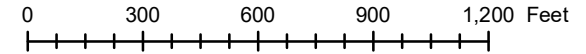




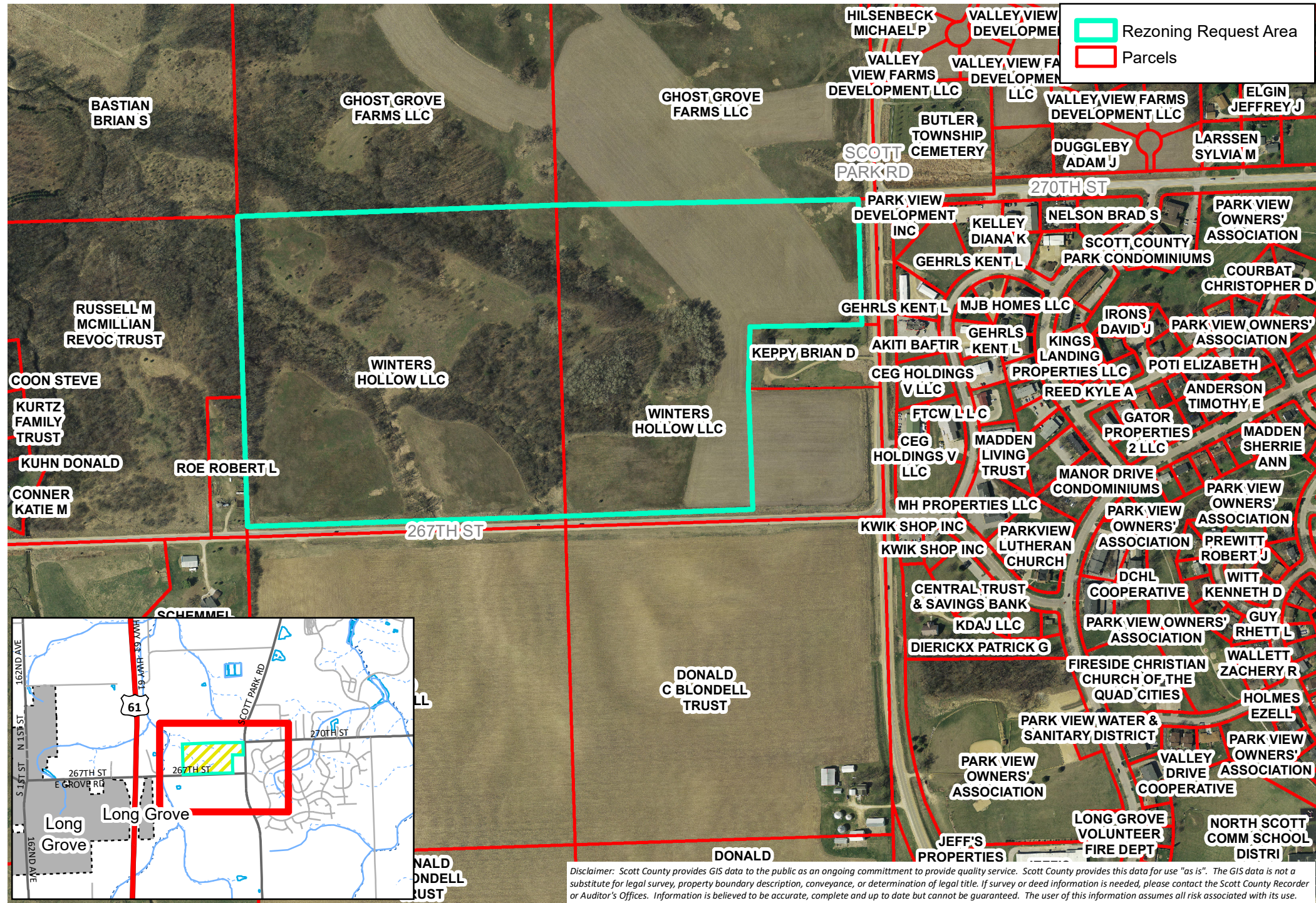
# Rubach -"A-G" to "R-1" Rezoning - Deed Holders

Scott County, Iowa

1 inch = 500 feet



- Rezoning Request Area
- Parcels



Disclaimer: Scott County provides GIS data to the public as an ongoing commitment to provide quality service. Scott County provides this data for use "as is". The GIS data is not a substitute for legal survey, property boundary description, conveyance, or determination of legal title. If survey or deed information is needed, please contact the Scott County Recorder or Auditor's Offices. Information is believed to be accurate, complete and up to date but cannot be guaranteed. The user of this information assumes all risk associated with its use.



## Site Photo 1 / 6 : Scott Park Rd & 267<sup>th</sup> Street



Rubach Rezoning A-G to R-1

1

## Site Photo 2 / 6 : West Along 267<sup>th</sup> St



Rubach Rezoning A-G to R-1

2



### Site Photo 3 / 6 : West from 270<sup>th</sup> St & Scott Park Rd



Rubach Rezoning A-G to R-1

3

### Site Photo 4 / 6 : North From 267<sup>th</sup> St



Rubach Rezoning A-G to R-1

4



## Site Photo 5 / 6: North Across Property, Along 267<sup>th</sup> St



Rubach Rezoning A-G to R-1

5

## Site Photo 6 / 6 : South View From Scott Park Rd



Rubach Rezoning A-G to R-1

6





# Rubach - "A-G" to "R-1" Rezoning - 1930 Aerial

Scott County, Iowa

1 inch = 417 feet

0 250 500 750 1,000 Feet



# Rubach - "A-G" to "R-1" Rezoning - 1950 Aerial

Scott County, Iowa

1 inch = 417 feet

0 250 500 750 1,000 Feet







# Rubach - "A-G" to "R-1" Rezoning - 1970 Aerial Scott County, Iowa

1 inch = 417 feet  
0 250 500 750 1,000 Feet



# Rubach - "A-G" to "R-1" Rezoning - 1990 Aerial Scott County, Iowa

1 inch = 417 feet  
0 250 500 750 1,000 Feet



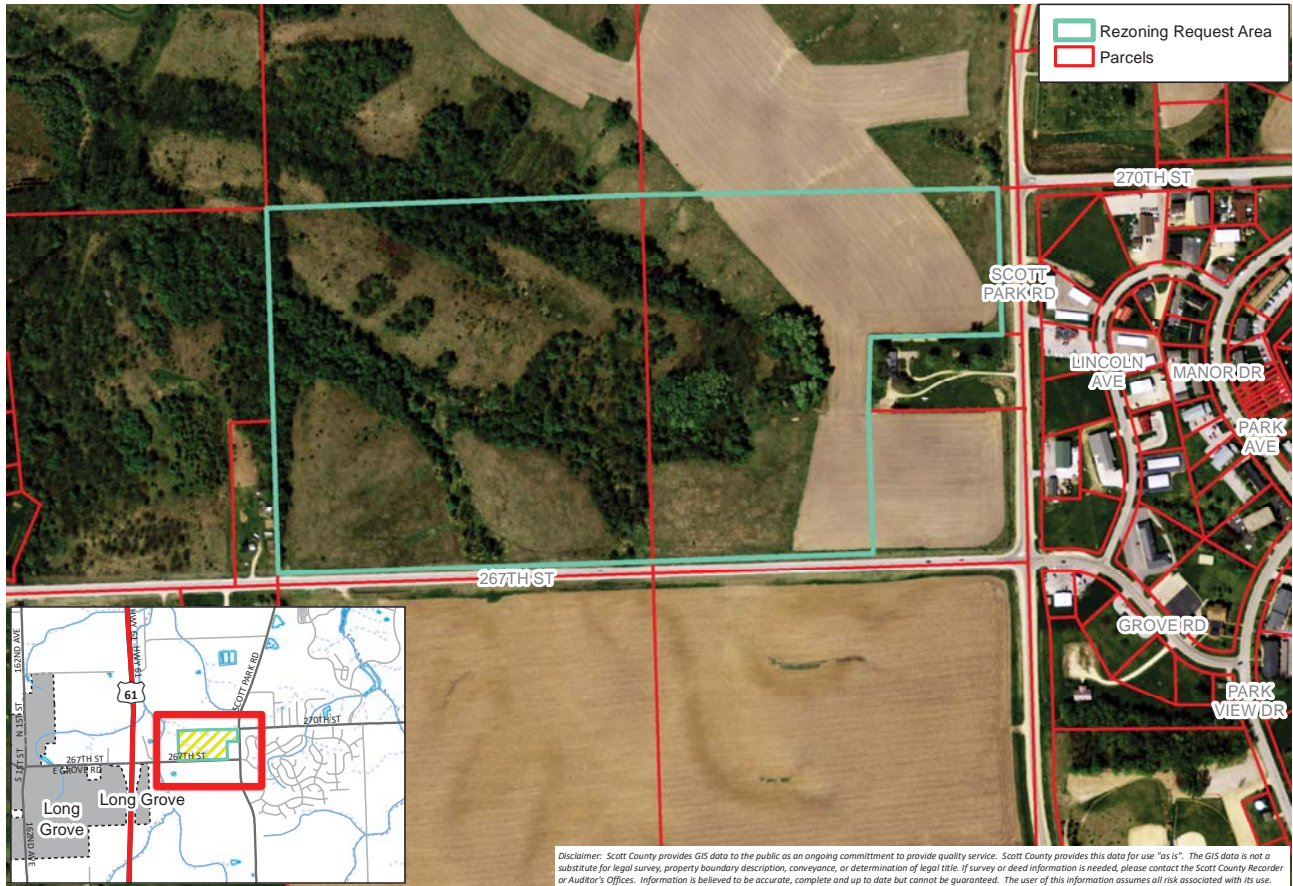




# Rubach - "A-G" to "R-1" Rezoning - 2010 Aerial

Scott County, Iowa

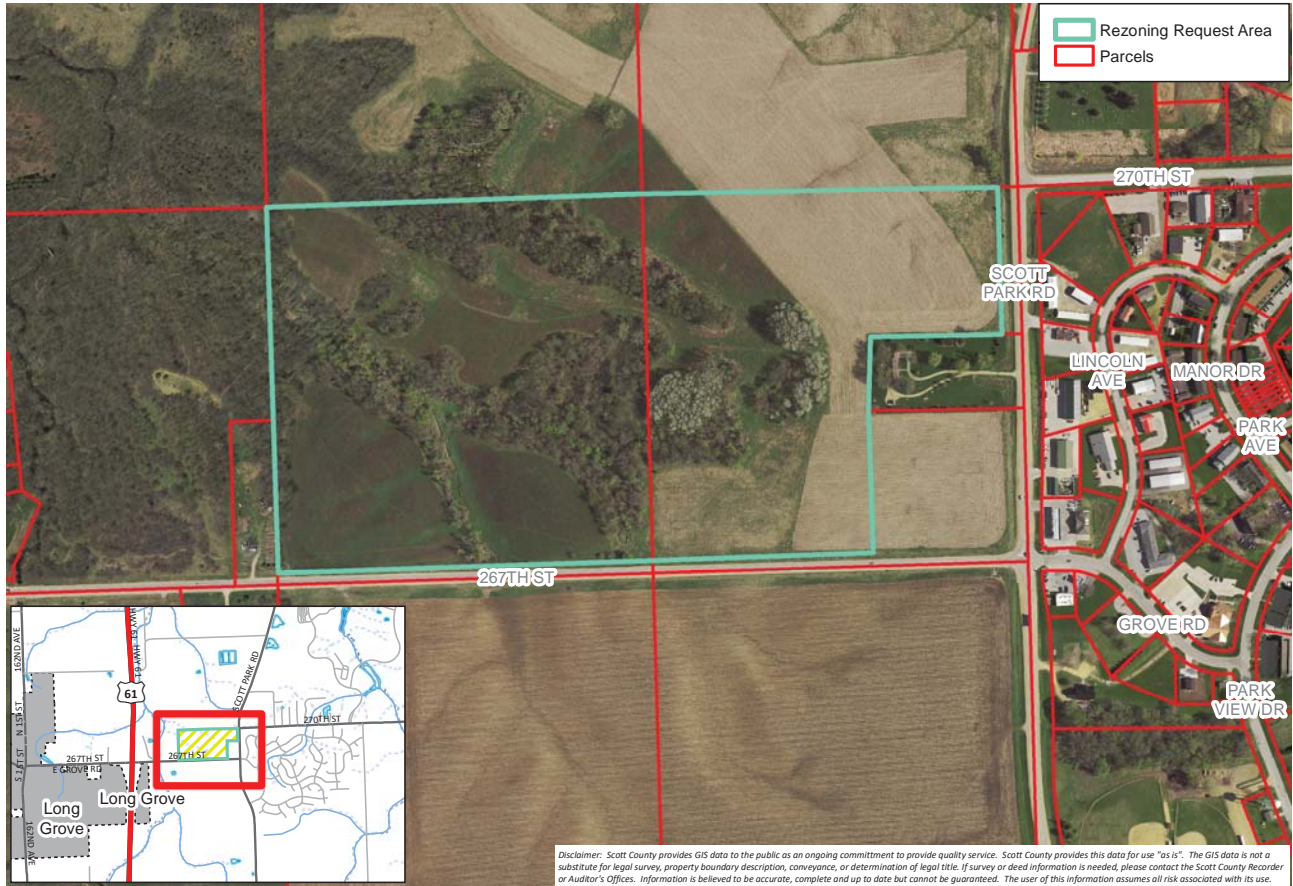
1 inch = 417 feet  
0 250 500 750 1,000 Feet



# Rubach - "A-G" to "R-1" Rezoning - 2019 Aerial

Scott County, Iowa

1 inch = 417 feet  
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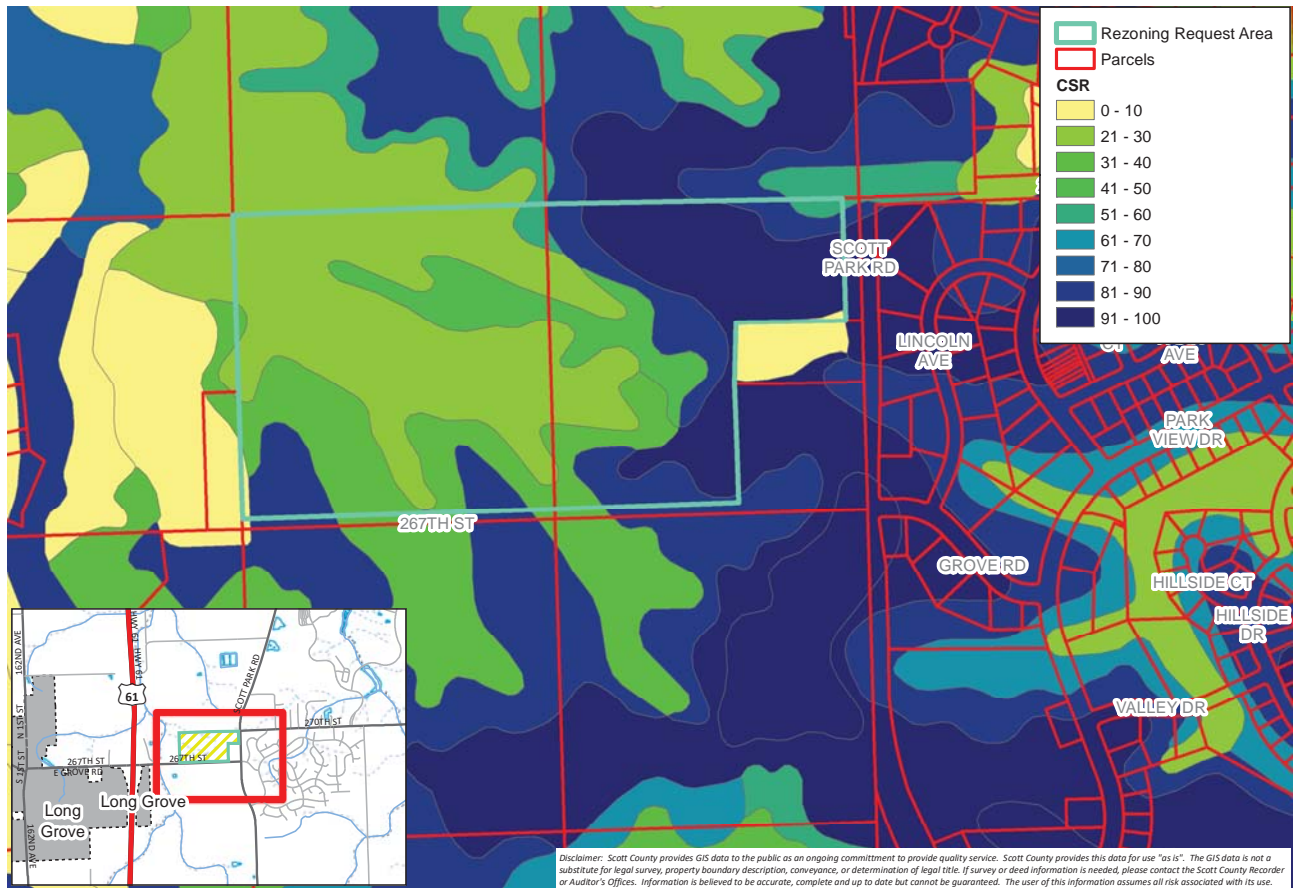




## Rubach - "A-G" to "R-1" Rezoning - CSR

Scott County, Iowa

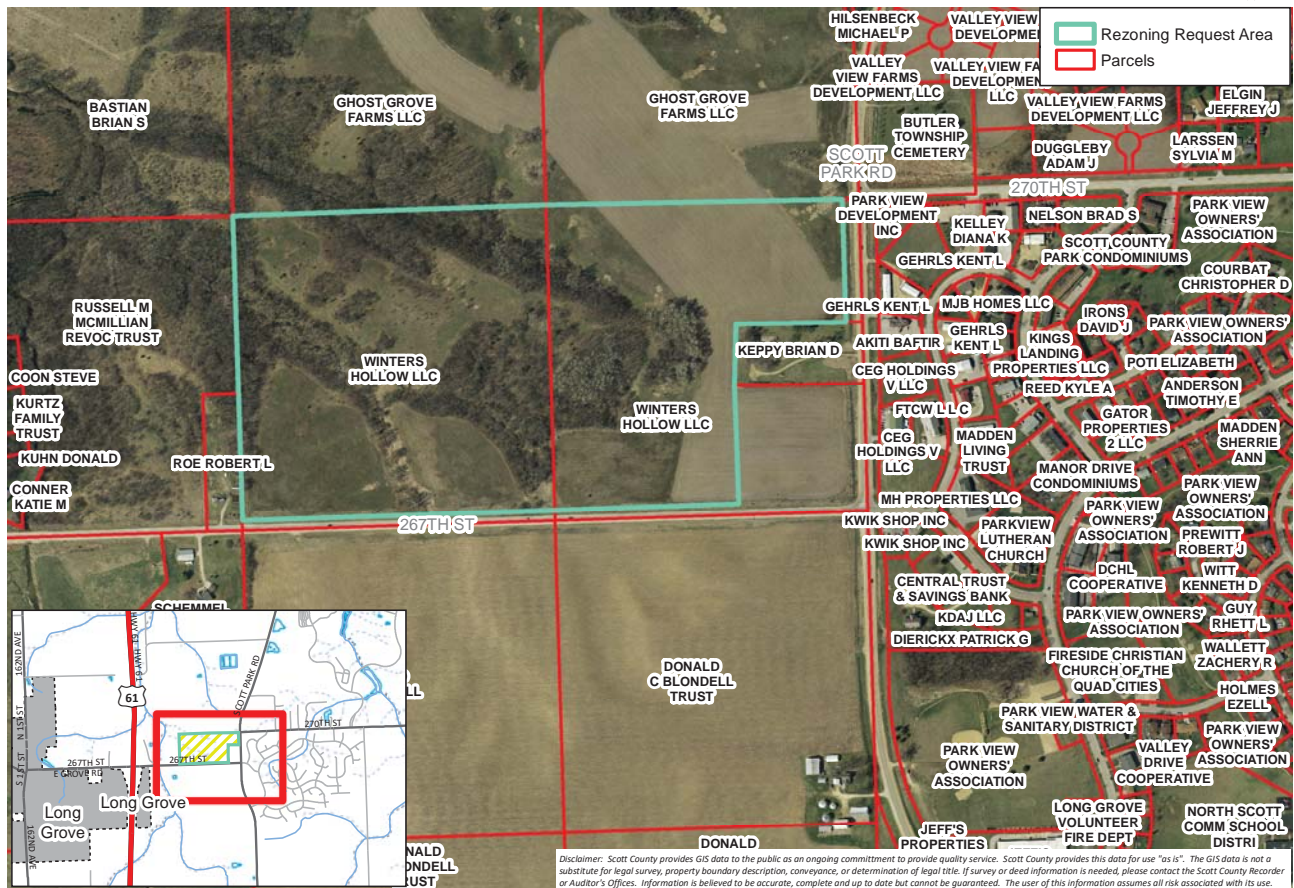
1 inch = 500 feet  
0 300 600 900 1,200 Feet



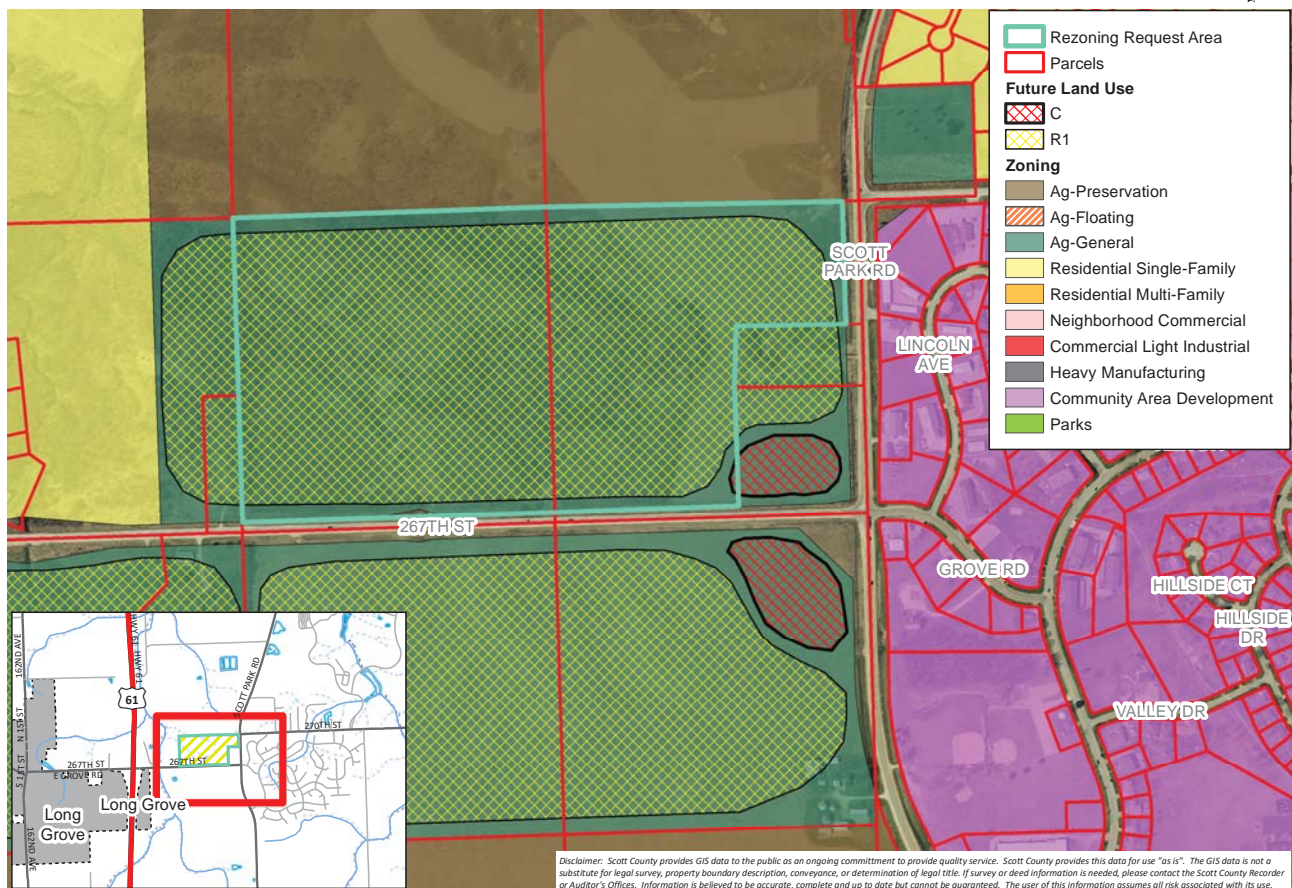
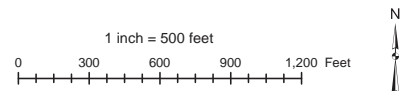
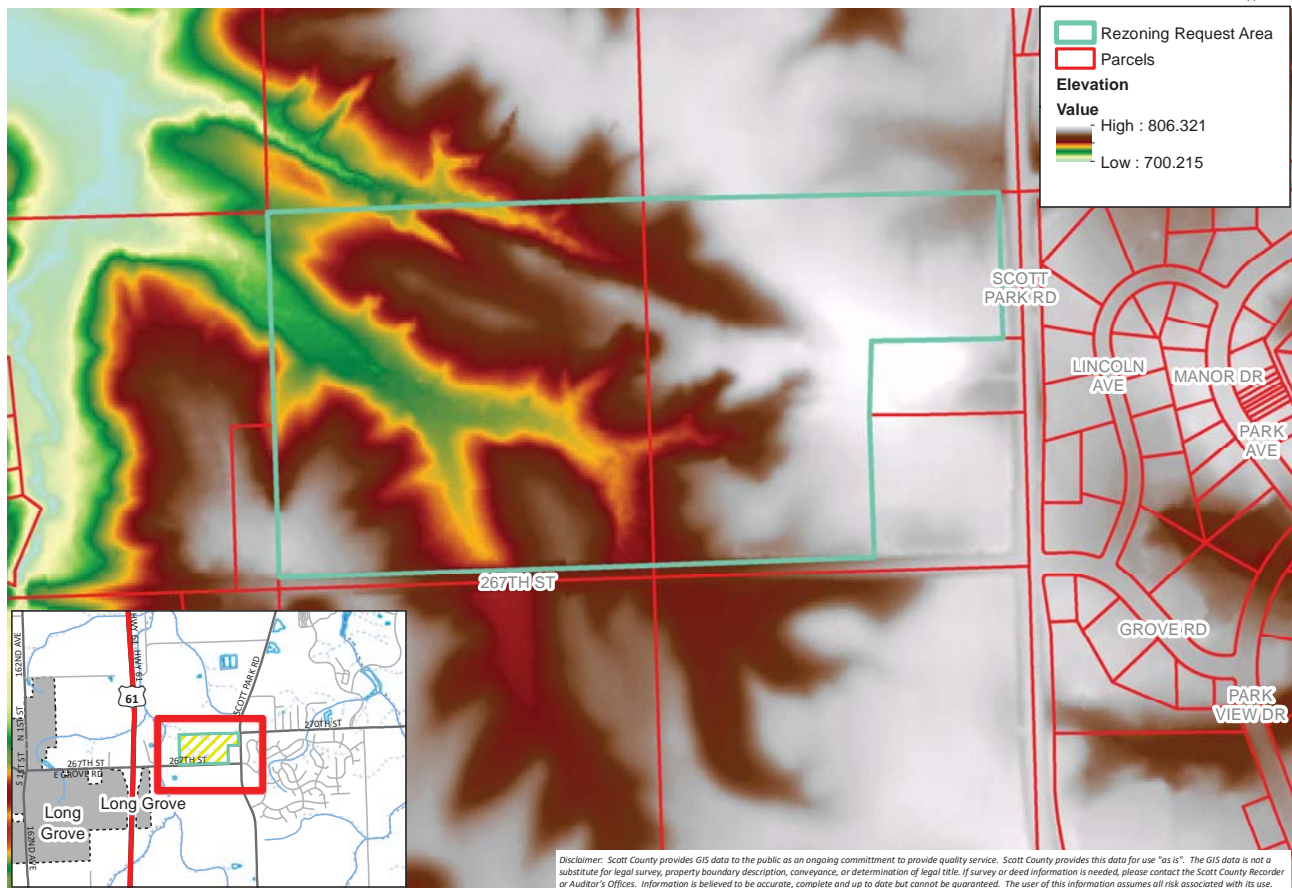
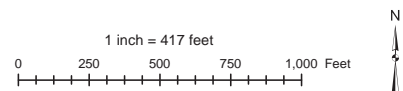
## Rubach - "A-G" to "R-1" Rezoning - Deed Holders

Scott County, Iowa

1 inch = 500 feet  
0 300 600 900 1,200 Feet





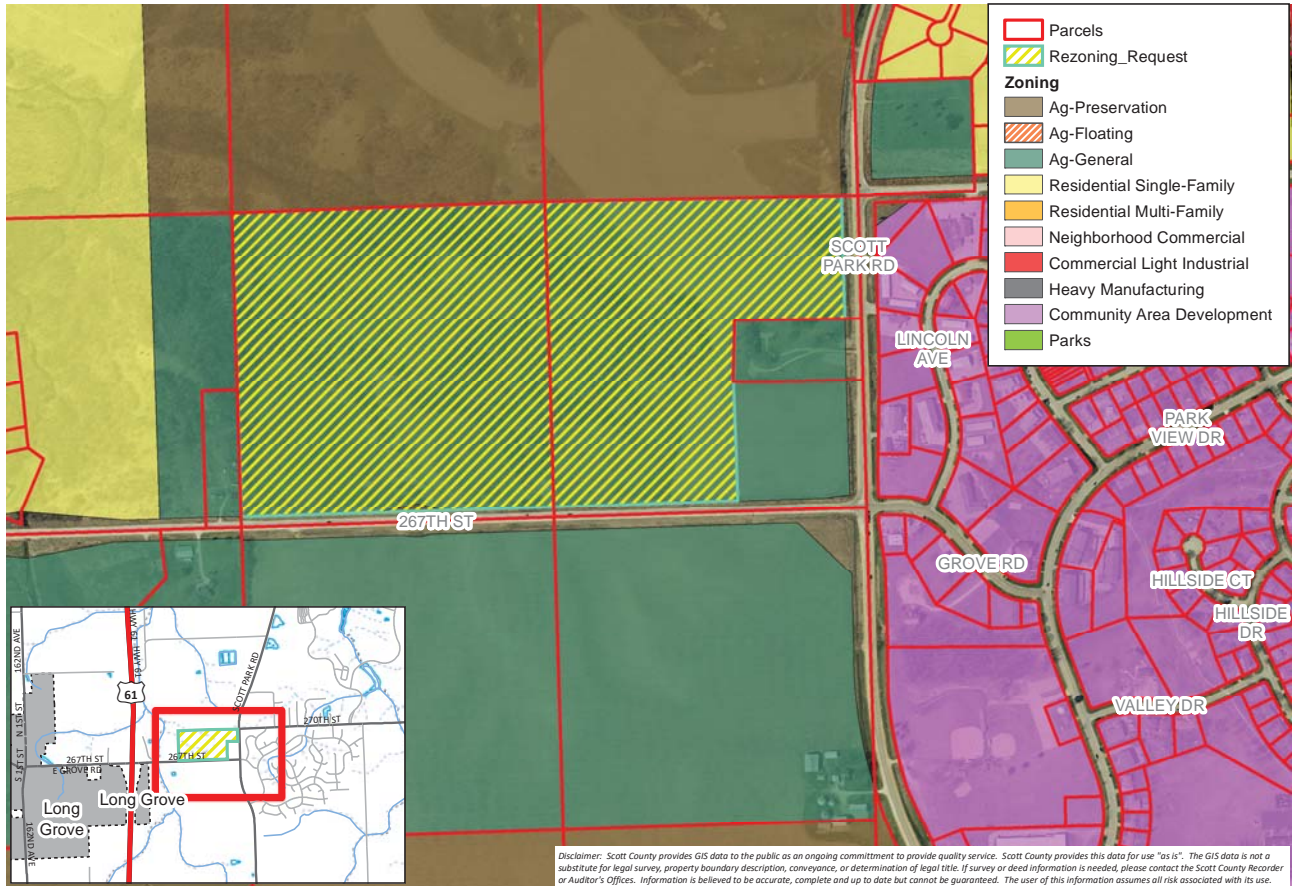






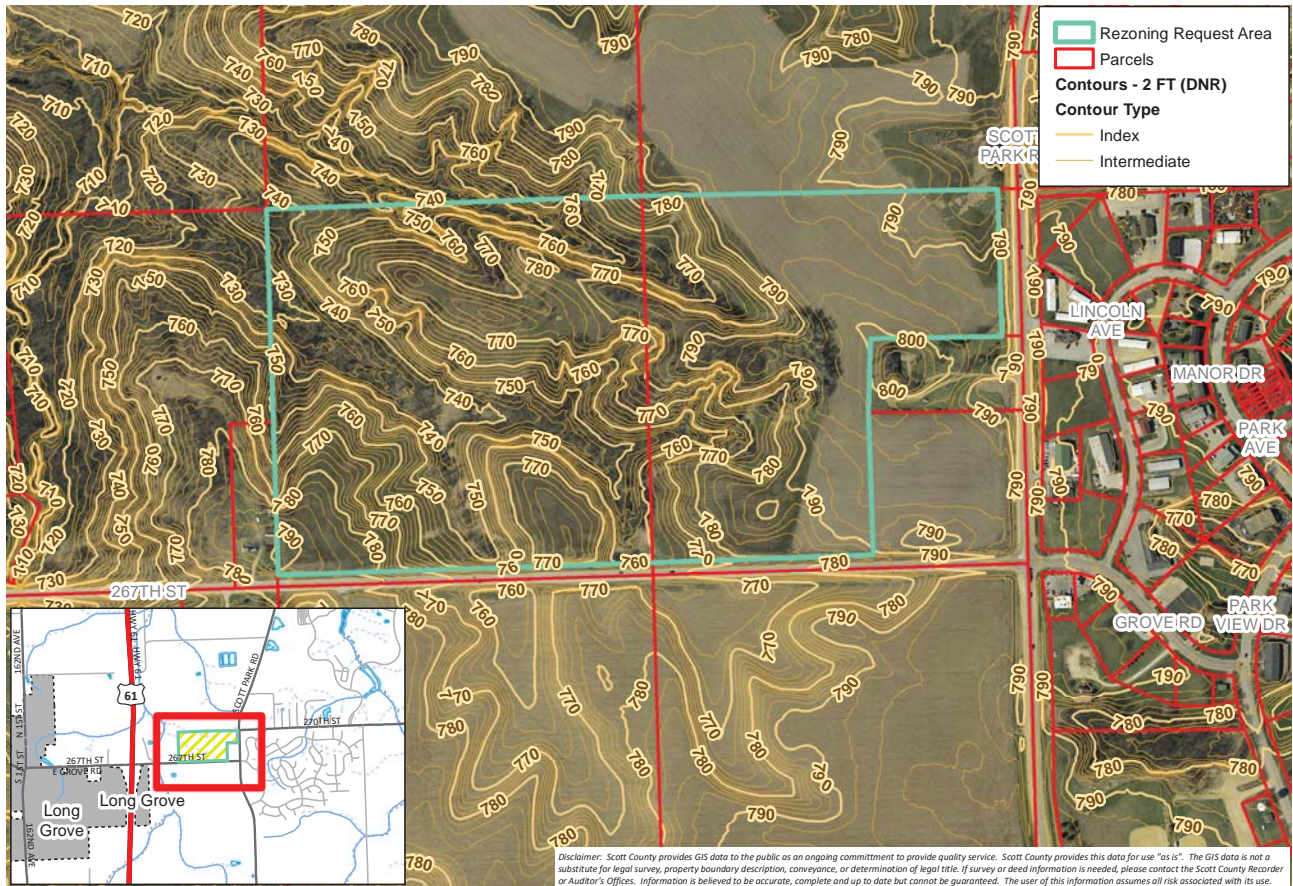
# Rubach - "A-G" to "R-1" Rezoning Application Scott County, Iowa

1 inch = 500 feet  
0 300 600 900 1,200 Feet



# Rubach - "A-G" to "R-1" Rezoning - Topography Scott County, Iowa

1 inch = 417 feet  
0 250 500 750 1,000 Feet





03265500

1203  
CSR (55)

032655001

1202  
CSR (57)

1162  
CSR (25)

033600003

1162  
CSR (55)

116203

1202  
CSR (57)

033607006

1205  
CSR (55)

25890

033607004

033621003

FLI 26TH ST

CSR (57)

033623003

1202  
CSR (57)

Prepared by: Scott County Planning and Development, 600 West Fourth Street, Davenport Iowa

SCOTT COUNTY ORDINANCE NO. 21-\_\_\_\_\_

AN ORDINANCE TO AMEND THE ZONING MAP BY REZONING APPROXIMATELY 68 ACRES IN SECTION 36, WINFIELD TOWNSHIP FROM AGRICULTURAL-GENERAL (A-G) TO SINGLE FAMILY RESIDENTIAL (R-1), ALL WITHIN UNINCORPORATED SCOTT COUNTY.

BE IT ENACTED BY THE BOARD OF SUPERVISORS OF SCOTT COUNTY IOWA:

**Section 1.** In accordance with Section 6-31 Scott County Code, the following described unit of real estate is hereby rezoned from Agricultural-General (A-G) to Single Family Residential (R-1) to-wit:

The NW $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Township 80 North, Range 3 East of the 5<sup>th</sup> P.M. (Winfield Township) AND the NE $\frac{1}{4}$ NE $\frac{1}{4}$  excluding the East 555 feet of the South 800 feet of the NE $\frac{1}{4}$ NE $\frac{1}{4}$  of Section 36 in Township 80 North, Range 3 East of the 5<sup>th</sup> P.M. (Winfield Township)

**Section 2.** This ordinance changing the above described land to Single Family Residential (R-1) is approved as recommended by the Planning and Zoning Commission.

**Section 3.** The County Auditor is directed to record this ordinance in the County Recorder's Office.

**Section 4.** Severability Clause. If any of the provisions of this Ordinance are for any reason illegal or void, then the lawful provisions of the Ordinance, which are separate from said unlawful provisions shall be and remain in full force and effect, the same as if the Ordinance contained no illegal or void provisions.

**Section 5.** Repealer. All ordinances or part of ordinances in conflict with the provisions of the Ordinance are hereby repealed.

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

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

\_\_\_\_\_  
Ken Beck, Chair  
Scott County Board of Supervisors

\_\_\_\_\_  
Roxanna Moritz, County Auditor

## PLANNING & DEVELOPMENT

500 West Fourth Street  
Davenport, Iowa 52801-1106  
E-mail: [planning@scottcountyiowa.com](mailto:planning@scottcountyiowa.com)  
Office: (563) 326-8643 Fax: (563) 326-8257



Item #4  
2/16/21

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Timothy Huey  
Director

To: Mahesh Sharma, County Administrator

From: Timothy Huey, Planning & Development Director

Date: February 9, 2021

**Re: Public Hearing on the Final Draft of the Revised Subdivision Ordinance.**

Since September, 2018 the Planning Commission has been working on revisions to the Subdivision Ordinance. Since the Scott County Subdivision Ordinance was first adopted in 1979 it has been revised six times for what have generally been minor revisions. The most recent revisions approved in 2008 were those that were recommended with the adoption of the 2008 Comprehensive Plan. Just as rezoning applications are reviewed for compliance with our land use policies in the Comprehensive Plan; proposed minor and major subdivision are also. The purpose of these regulations are stated in Section 9-2 A.-D. and remains essentially unchanged since its first adoption in 1979.

While rezoning applications are generally reviewed for compliance with the land use policies on whether such applications are in a location where development is anticipated and determined to be appropriate (if a preponderance of those policies are met). The Subdivision Regulations review the specific criteria for the layout, design and development standards for subdivisions. In rural Scott County, such subdivisions have historically been for single family residential homes. During subdivision reviews such issues as lot size and configuration, road design and layout, provision for utilities such as water and waste water treatment are addressed; in addition issues such as erosion control, storm water drainage, open space, access to adjacent undeveloped property and other “planning” criteria are evaluated. Additionally, all subdivisions within two miles of any of the cities in Scott County that enforce extraterritorial jurisdiction also have to meet that city’s regulations.

Even though the current review of the Subdivision Ordinance was initiated by the County Engineer to address road maintenance issues; the Planning Commission used this as an opportunity to complete a thorough review and revision of the Ordinance.

The attached memos to the Planning Commission summarize the areas of the ordinance that have been reviewed and the recommended additions, deletions and revisions. The attached ordinance text shows the proposed revisions highlighted in **red text** with additions underlined and deletions ~~striketrough~~.

**PLANNING COMMISSION RECOMMENDATION:** The Planning Commission recommends approval of the attached final draft of the revised Subdivision Ordinance

Vote: All Ayes (6-0).

**PLANNING & DEVELOPMENT**

600 West Fourth Street

Davenport, Iowa 52801-1106

Email: [planning@scottcountyiowa.com](mailto:planning@scottcountyiowa.com)

Office: (563) 326-8643

Fax: (563) 326-8257



Timothy Huey  
Director

**NOTICE OF SCOTT COUNTY  
BOARD OF SUPERVISORS PUBLIC HEARING FOR AN ADOPTION OF  
A REVISED AND UPDATED SUBDIVISION ORDINANCE**

**Thursday February 18, 2021**

**Online Access Only Due to COVID-19**

**5:00 P.M.**

**PARTICIPATION OPTIONS:**

All Board of Supervisors agendas, packets, and meeting participation information can found here:

<https://www.scottcountyiowa.gov/board/board-meetings>

Or call 563-326-8749 for assistance

**\*\*VIRTUAL ONLY\*\* \*\*NO PERSONS WILL BE ALLOWED IN ADMIN BUILDING\*\***

**Public Hearing – Adoption of Revised and Updated Subdivision Ordinance**

Consideration of a proposed ordinance amendment to repeal Chapter 9 Subdivisions of the Scott County Ordinance and adopt a revised and amended Chapter 9 Subdivision Ordinance. The proposed Ordinance adopts amended definitions to gain consistency with Iowa Statewide Urban Design Specifications (SUDAS), among other updates. A draft copy is available for review here:

<https://www.scottcountyiowa.gov/board/board-meetings>

On January 19, 2021 the Scott County Planning & Zoning Commission unanimously recommended approval of the ordinance adoption.

## PLANNING & DEVELOPMENT

600 West Fourth Street  
Davenport, Iowa 52801-1106  
E-mail: [planning@scottcountyiaowa.com](mailto:planning@scottcountyiaowa.com)  
Office: (563) 326-8643



---

Timothy Huey  
Director

To: Planning & Zoning Commission

From: Timothy Huey, Planning & Development Director

Date: January 15, 2021

**Re: Recommendation for approval of proposed revisions to the Scott County Subdivision Regulations following the Public Hearing.**

The current review of the Subdivision Ordinance was initiated by Planning Staff at the request of the County Engineer in mid-2018. The County Engineer recommended that the regulations be amended to clarify:

1. That the current edition of SUDAS was the road design and construction standards required for County subdivision roads. Actually SUDAS was adopted by Scott County in 2011 but the road design and construction standards that were in the subdivision regulations had never been deleted which led to some confusion as to which standards to use.
2. That the Subdivision Ordinance clearly state that all new subdivision roads (except for those in the original Park View CAD) be maintained by a legal entity such as an HOA or road association. And that new subdivision roads would not be accepted onto the County Secondary Road System.

At the same time planning staff recommended the Commission conduct a complete review of the ordinance to update or amend certain sections. In previous memos the following summary of those changes has been provided.

**Definitions:** The amended definitions of dedication, road & street right of way, and the added definition of road easement, road right of way, and both public & private roads are intended to clarify that dedication of rights or way, access easements or roadways does not require or imply acceptance of such roads or streets onto the County Secondary Road System. These definition changes are also intended to clarify the difference between road right of way and road easement and the ownership of each and that both are acceptable for access to and within new subdivisions.

**Submittal of Plats of Survey and Subdivision Plats:** This section is recommended to be amended to require the electronic submittal of such documents, which has been the current practice of staff and has become more common over recent years. The amendments are also to make consistent the number and type of paper copies of plats that need to be submitted with the electronic version.

**Approval of Preliminary and Final Plat:** Currently the Ordinance requires 4/5's vote of the Board of Supervisors to approve a Preliminary or Final Plat for which the Planning Commission had recommended denial. The current draft recommends that a similar provision be added for the Board of Supervisors to deny a Preliminary or Final Plat for which the Planning Commission had recommended approval.

**Erosion and Sediment Control Plans:** Because such plans really need to be prepared in conjunction with the road and other infrastructure construction plans it has been the practice of staff to waive the requirement that the erosion plans be submitted prior to preliminary plat approval but rather require they be submitted with the construction plans following preliminary plat approval. Also the Soil Conservation District has notified Scott County that they are no longer able to review such plans as required by the

current ordinance. However the Iowa DNR requires an erosion control/grading permit for all projects greater than an acre in size. Standards for such State permits are as strict as or even stricter than County standards. Therefore staff is recommending that the previous reference to the Soil Conservation District review be replaced by a requirement that documentation of the issuance of a State erosion control/grading permit be submitted in conjunction with the erosion control and construction plans.

**Standards for Design and Development:** Much of this language was moved from the Appendix to this section of the ordinance for clarification and to eliminate redundant requirements. This section is also intended to clarify how the requirements of SUDAS are determined and applied. It lists minimum right of way/road easement widths for residential subdivisions, it identifies the standards for road drainage for both surface drainage and storm sewers. It clearly states that all new subdivision roads must meet SUDAS but will be private with suitable provisions for maintenance. Maintenance of such private roads shall be provided through a homeowners association, deed covenants, or through other legal mechanisms as approved by the Board of Supervisors. This section does create an exception for the remaining portions of Park View which are yet to be developed and as those remaining portions are completed, those roads would be put on the County Secondary Road System, as is the rest of Park View streets are.

**Character of Development and Easements along Streams:** These two sections are recommended to be deleted. They have never been necessary to apply and are essentially addressed elsewhere in the subdivision process.

**Ag Nuisance Waiver:** This is a provision the Planning Commission has previously, at its discretion, required for many subdivisions over the last 25+ years.

**Bonding for Required Improvements:** The changes to this section are intended to clarify and delineate that even though subdivision roads will not be accepted onto the County Secondary Road System they are still required to fully meet County road standards and that their construction be secured with a performance bond or other financial surety if the improvements are not completed at the time of Final Plat approval.

**Fees:** Similar what was done with the re-write of the Zoning Ordinance this amends the ordinance to remove the fee amount from the ordinance and has such fees established by resolution of the Board of Supervisors.

**Appendix I:** The proposed deletions are for sections that were either moved up into the main body of the Ordinance or are addressed by SUDAS and are therefore redundant to have in the Appendix.

During the course of this review staff believes we have incorporated and addressed most of the concerns, comments or corrections the Commission has brought up. The only significant issue that remains unresolved is how the matter of subdivision road maintenance responsibilities will be addressed. The regulations make clear that the design standards for all roads will be those in the current edition of SUDAS but the Commission appeared to be divided on whether new subdivision roads systems should be added to the county secondary road system or be required to have subdivision roads maintained by a HOA or road association.

Following the Public Hearing staff would recommend the following two alternatives for addressing the issue of road maintenance during the subdivision review process:

Recommend approval of the Revised Subdivision Ordinance with the following changes:

1. Amend Section 9-13 PRELIMINARY PLAT SUBMITTAL (9) to add that the developer include the manner and entity to be responsible for road maintenance and reconstruction following Final Plat approval;



2. Amend Section 9-14 PRELIMINARY PLAT REVIEW AND APPROVAL D. to add that any recommendation to approve a Preliminary Plat shall include the manner and entity to be responsible for road maintenance and reconstruction following Final Plat approval;
3. Amend Section 9-15 FINAL PLAT SUBMITTAL (7) to add the manner and entity to be responsible for road maintenance and reconstruction;
4. Amend Section 9-16 FINAL PLAT REVIEW AND APPROVAL F.(8) to add The developers' statement of the manner and entity to be responsible for road maintenance and reconstruction;
5. Amend Section 9-17 STANDARDS FOR DESIGN AND DEVELOPMENT C.(6) to read Streets and roadways will be built to design standards and specifications established by the current edition of SUDAS.

These proposed changes to the current revised draft are intended leave open the possibility of the County accepting new subdivision roads and to establish whether the roads will be public and maintained by the County or private and maintained by an HOA or road association from the initial submittal of a Preliminary Plat. The discretion of the Board of Supervisors to approve or deny the acceptance of the roads by the County would remain and the authority of the County Engineer to deny acceptance would also remain. These changes would allow the issue of road maintenance to be addressed and established at the very start of the subdivision review process.

The second alternative would be for the Planning Commission to recommend approval of the Revised Subdivision Ordinance as submitted. This would leave in place the statement in Section 9-17 *As of the adoption date of this ordinance, all new subdivision roads, with the exception of new subdivisions in the Community Area Development of Park View, shall be privately maintained roads and suitable provisions for maintenance and upkeep of such private roads shall be provided through homeowners association, deed covenants, or through other legal mechanisms as approved by the Board of Supervisors.*

## PLANNING & DEVELOPMENT

600 West Fourth Street  
Davenport, Iowa 52801-1106  
E-mail: [planning@scottcountyiaowa.com](mailto:planning@scottcountyiaowa.com)  
Office: (563) 326-8643



---

Timothy Huey  
Director

To: Planning & Zoning Commission

From: Timothy Huey, Planning & Development Director

Date: September 14, 2018

**Re: Discussion of proposed revisions to the Scott County Subdivision Regulations**

Two major subdivisions recently approved had requested that the subdivision roads be accepted onto the County Secondary Roads system following approval and filing of the Final Plats. The County Engineer recommended to the Board of Supervisors that the roads remain private and their maintenance be the responsibility of the homeowners association. The Board concurred with that recommendation and approved both plats with the condition that private road maintenance be included in the Restrictive Covenants and that the roads not be accepted onto the County's Secondary Road system. At that time it was the consensus of the Board that Planning Staff should initiate a review of the Subdivision Ordinance with the County Engineer to clarify these road maintenance issues with new subdivisions.

We scheduled the September 18 Planning Commission meeting as a work session to discuss these issues and the proposed ordinance amendments to address them. Staff has also taken this as an opportunity to fully review the regulations to make other changes that are unrelated to road maintenance but can be considered at this same time.

The attached Chapter 9 of the Scott County Code shows the current ordinance edited to reflect the recommended changes. The language to be deleted is shown with a ~~strike through~~ and the added language is shown underlined and in RED typeface. The existing language to remain unchanged is shown in plain typeface. The revisions are summarized as follows:

**Definitions:** Most of the amended language is to include in the definition of dedication, road, street, right of way and road easement that such dedication does not require or imply acceptance of such roads or streets onto the County Secondary Road System. Other changes are mostly minor in nature and intended to clarify terms used in the ordinance.

**Submittal of Plats of Survey and Subdivision Plats:** This section is recommended to be amended to allow the electronic submittal of such documents, which has been the practice of staff when requested by the applicant and has become more common over recent years.

**Erosion and Sediment Control Plans:** Because such plans really need to be prepared in conjunction with the road and other infrastructure construction plans it has been the practice of staff to waive the requirement that the erosion plans be submitted prior to preliminary plat approval but rather require they be submitted with the construction plans following preliminary plat approval. Also the Soil Conservation District has notified Scott County that they are no longer able to review such plans as required by the current ordinance. However the Iowa DNR requires an erosion control/grading permit for all projects greater than an acre in size. Standards

for such State permits are as strict as or even stricter than County standards. Therefore staff is recommending that the previous reference to the Soil Conservation District review be replaced by a requirement that documentation of the issuance of a State erosion control/grading permit be submitted in conjunction with the erosion control and construction plans.

**Standards for Design and Development:** Much of this language was moved from the Appendix to this section of the ordinance for clarification and to eliminate redundant requirements. The section is also intended to clarify how the requirements of SUDAS are determined and applied. It lists minimum right of way/road easement widths for residential subdivisions, it identifies the standards for road drainage for both surface drainage and storm sewers. It clearly states that all new subdivision roads will be private and suitable provisions for maintenance and upkeep of such private roads shall be provided through homeowners association, deed covenants, or through other legal mechanisms as approved by the Board of Supervisors. This section does create an exception for the remaining portion of Park View which is yet to be developed and as those remaining portions are completed those roads would be put on the County system, as is the rest of Park View.

**Character of Development and Easements along Streams:** These two sections are recommended to be deleted. They have never been necessary to apply and are essentially addressed elsewhere in the subdivision process.

**Ag Nuisance Waiver:** This is a provision the Planning Commission has previously, at its discretion, required for many subdivisions over the last 25+ years.

**Bonding for Required Improvements:** The changes to this section are intended to clarify and delineate that even though subdivision roads will not be accepted onto the County Secondary Road System they are still required to fully meet County road standards and that the construction be secured with a performance bond or other financial surety if the improvements are not completed at the time of Final Plat approval.

**Fees:** Similar what was done with the re-write of the Zoning Ordinance this amends the ordinance to remove the fee amount from the ordinance and has such fees established by resolution of the Board of Supervisors.

**Appendix I:** The proposed deletions are for sections that were moved up in the main body of the Ordinance and are redundant to have in the Appendix also.

**In Conclusion:** These proposed amendments are presented to the Planning Commissions to be discussed at the upcoming work session. This is just the initial step in reviewing any changes to the Subdivision Ordinance. Prior to forwarding any ordinance revisions to the Board of Supervisors the Commission would need to hold a public hearing. Staff has made an effort to notify interested parties in the development community of this work session. With that notification staff has clarified that any public input at the work session would be at the discretion of the Chairman but regardless there would be a Public Hearing at some point and in the meantime staff would forward any written comments we receive to the Commission.

# **SUBDIVISION ORDINANCE**



## **AS AMENDED FOR UNINCORPORATED SCOTT COUNTY**

**Adopted November 15, 1979**

**Amended:**

- March 4, 1982**
- December 18, 1986**
- December 17, 1992**
- December 22, 1998**
- April 25, 2002**
- March 11, 2003**
- July 10, 2008**
- February xx, 2021**

**SCOTT COUNTY CODE**  
**CHAPTER 9**  
**SUBDIVISION ORDINANCE**

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**APPENDIX I. PROCEDURES FOR CONSTRUCTION PLANS SUBMITTAL & REVIEW,  
INSPECTION OF THE CONSTRUCTION OF SUBDIVISION IMPROVEMENTS, TESTING  
STANDARDS, AND OTHER GENERAL CONSTRUCTION PROCEDURES.**

<b>Adopted</b>	<b>November 15, 1979</b>
<b>Amended:</b>	<b>March 4, 1982</b>
	<b>December 18, 1986</b>
	<b>December 17, 1992</b>
	<b>December 22, 1998</b>
	<b>April 25, 2002</b>
	<b>March 11, 2003</b>
	<b>July 10, 2008 (SUDAS adopted)</b>
	<b>February xx, 2021</b>

## SEC. 9-1. TITLE

This Chapter may be known and cited as the "Subdivision Ordinance" of Scott County, Iowa.

## SEC. 9-2. PURPOSE

- A. To provide for accurate, clear, and concise legal descriptions of real estate in order to prevent, wherever possible, land boundary disputes or real estate title problems.
- B. To encourage orderly development in unincorporated Scott County and provide for the regulation and control of the extension of public and private improvements and public services; to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements; to provide for the improvement of land, and the design of subdivisions, consistent with the goals, objectives and policies set forth in the Scott County ~~Development~~ Comprehensive Plan.
- C. To provide for a balance between the land use rights of individual landowners and the economic, social, and environmental concerns of the public when Scott County is reviewing proposed development, or enforcing land use regulations that will enable Scott County to encourage efficient, yet attractive, urban development patterns; to provide for the residential and business needs of the County through new and replatted subdivisions; to preserve the availability of agricultural land; to protect soil from wind and water erosion; and to protect environmentally sensitive areas from degradation.
- D. To ensure that all subdivisions of land in unincorporated Scott County are reviewed in a consistent manner and to ensure that divisions of land do not escape review simply because they occur one division at a time or are performed to accord with legal proceedings, orders or testamentary dispositions.

## SEC. 9-3. GENERAL JURISDICTION

Scott County hereby implements the authority granted counties to regulate the division of land as authorized by Chapter 354, Code of Iowa. It shall be unlawful for any person who has equitable or legal title to or any executor or administrator exercising possession or control over real estate located in unincorporated Scott County to divide the parcel of real estate into two or more smaller parcels or lots unless by a plat in accordance with this Chapter. The plat shall be submitted to the Scott County Board of Supervisors or its designee for approval or disapproval.

No plat shall be recorded, no lots sold, and no land dedicated to the County unless and until approved as herein provided.

## SEC. 9-4 INTERPRETATION, CONFLICT AND SEVERABILITY

- A. In their interpretation and application, the provisions of this ordinance shall be held to be uniformly applicable minimum requirements. More stringent provisions may be required if it is demonstrated that different standards are necessary to promote the public health, safety and welfare.

- B. Where this Chapter conflicts with another law or administrative rule of the State or Federal Government, the provision of the ordinance, law, or rule with the greater restrictive impact shall apply. The subdivider and property owner shall divide their real estate in compliance with the stricter standard that affects their property.

Where this Chapter differs with private easements, covenants, or restrictive agreements, the more restrictive standard shall govern. If such private property restrictions impose lesser requirements on the subdivision or division of land, the provisions of this Chapter, or applicable State and/or Federal law, shall control.

- C. The provisions of this ordinance are separable. If a section, sentence, clause, or phrase of this ordinance is adjudged by a court of competent jurisdiction to be invalid, the decision shall not affect the remaining portions of this ordinance.

#### SEC. 9-5. DEFINITIONS

For the purpose of this Chapter, certain terms and words are hereby defined. Words used in the present tense shall include the future, the singular number shall include the plural, and the plural the singular; the word "shall" is mandatory, the word "may" is permissive.

1. A.A.S.H.O. American Association of State Highway Officials.
2. ALIQUOT PART. A fractional part of a section within the United States public land survey system, only the fractional parts one-half, one-quarter, one-half of one-quarter, or one-quarter of one-quarter shall be considered an aliquot part of a section.
3. A.S.T.M. American Society for Testing Materials.
4. AUDITOR'S PLAT. A subdivision plat required by either the Auditor or the Assessor, prepared by a surveyor under the direction of the Auditor or the Assessor. Such plats are intended to clarify property tax descriptions for the purposes of assessment and taxation.

#### 5. BOARD. Scott County Board of Supervisors

6. BUILDING SETBACK LINE. A designated front, side or rear property setback line which may be shown on a plat between a common property line of an adjacent property and/or public right-of-way line and/or private road or access easement line. No buildings or structures may be erected closer to the dedicated right of way or road easement unless otherwise permitted in the Zoning Ordinance.
7. COMMISSION. The Scott County Planning and Zoning Commission.
8. COUNTY. The unincorporated portions of Scott County, Iowa.

9. COUNTY ENGINEER. The Scott County Engineer or any of the assistants designated to act for the County Engineer in carrying out the duties prescribed by the Code of Iowa and the County Code.
10. CUL-DE-SAC. A dead-end street permanently closed to through-traffic, being terminated by a vehicular turnaround, generally circular in shape or with provisions for vehicle turnaround approved by the County Engineer.
11. DEDICATION OF RIGHTS OF WAY. A grant to the public, Scott County, or other ~~municipality~~ private entity of title in fee simple to land or other real property and improvements within the area shown on the plat for road, street and pedestrian access, public and private utilities and storm water drainage. Dedication of rights of way to the public shall not require nor imply acceptance of roads and streets within such rights of way onto the Scott County Secondary Road System for maintenance.
12. DIRECTOR. The Scott County Planning Director, the individual designated by the Board of Supervisors to administer this Chapter.
13. DIVISION. The division of a tract or parcel of land into two parcels of land by conveyance or for tax purposes. The conveyance of an easement, other than a public highway, shall not be considered a division for the purpose of this chapter.
14. EASEMENT. An authorization by a property owner for the use by another and for a specified purpose, of a designated part of his property.
15. ENGINEER. The registered engineer employed by the proprietor of a subdivision to prepare the design plans and specifications and to oversee the construction of all engineering improvements shown on the approved final plans and the requirements of Chapter 9 of the County Code.
16. FINAL PLAT. The graphical representation of the subdivision of land and accompanying legal documents and certificates which meet the requirements of this Chapter and comply with Chapters 355 and 354, Code of Iowa, and when approved by the Board of Supervisors ~~will~~shall be recorded in the office of the Scott County Recorder.
17. FLAG LOT. A lot shaped like a flag attached to a flagpole, where the buildable portion of the lot is connected to a street by a narrow strip or stem of land used as the driveway.
18. I.D.O.T. Iowa Department of Transportation.
19. IMPROVEMENTS. Addition of any facility or construction on land necessary to prepare land for building sites, and including road paving, drainage ways, sewer, water mains, wells, and other ~~works~~utilities and appurtenances.
20. LABORATORY. Any materials testing laboratory which is approved by the County Engineer.



21. LOT. A parcel of land occupied or intended for occupancy by one (1) primary building together with its accessory buildings, including the open spaces required by this Chapter and the Zoning Ordinance, and having its principal frontage upon a street or road.
22. LOT OF RECORD. A lot which is part of a subdivision, recorded in the Scott County Recorder's Office as of the adoption date of the amended Subdivision Ordinance adopted by the Board of Supervisors on March 4, 1982. For lots not part of a recorded subdivision, a lot is any parcel or tract of land recorded in the Scott County Recorder's Office prior to January 1, 1978, the adoption date of Scott County's first subdivision regulation.
23. MAJOR PLAT. All subdivisions not classified as minor plats, including but not limited to subdivisions of five (5) or more lots, or any size plat requiring any new street or extension of public facilities, or the creation of any public improvements.
24. MINOR PLAT. Any subdivision or re-subdivision containing not more than four (4) lots fronting on an existing street, not involving any new street or road, or extension of municipal facilities, or the creation of any public improvements, and not adversely affecting the remainder of the parcel or adjoining property.
25. MUTCD. Manual on Uniform Traffic Control Devices for Streets and Highways, as adopted by the Iowa Department of Transportation per 761 of the Iowa Administrative Code (IAC), Chapter 130.
26. OUTLOT. A lot which is too small, too irregular, or inaccessible to allow development ~~the construction of a house or business building~~; or the remaining area of a large parcel from which one or more smaller lots have been subdivided which is not intended to be developed until further subdivided. An outlot may also be created for open space or stormwater drainage purposes and owned by the developer, owner's association or an adjacent property owner.
27. OWNER. Any person, or legal entity, having legal or equitable title to or sufficient proprietary interest in the land sought to be subdivided under these regulations.
28. PERFORMANCE BOND. A surety bond or cash deposit made out to the Board of Supervisors in the amount equal to the full cost of the improvements which are required by this regulation, said cost being estimated by the County Engineer and said surety bond or cash deposit being legally sufficient to secure to the County that the said improvements will be constructed in accordance with this Chapter.
29. PERSON. "Person" as used herein means individuals, executors, trustees, partnerships, corporations, firms and associations of whatever form.
30. PLANNING AND ZONING COMMISSION. The Scott County Planning and Zoning Commission.

31. PLAT OF SURVEY. Graphical representation of the ~~sub~~division of land including a complete and accurate description of the lot or parcel, prepared by a registered land surveyor.
32. PRELIMINARY PLAT. A study, including drawings, indicating the proposed manner of layout and construction of a subdivision and its proposed improvements, which is submitted to the Board of Supervisors, the Planning and Development Department, and other applicable county departments for approval.
33. RE-SUBDIVISION. Any division of land which has previously been included in a plat of record, including auditor's plats and subdivisions. In appropriate context, it may be a verb referring to the act of preparing a plat of previously subdivided land.
34. RIGHT-OF-WAY LINE. The boundary of an ~~easement area dedicated to the public, Scott County, other municipality or private entity, which may or may not follow the property line.~~ Typically located along the boundaries of roadways, parallel to the front property line. Whether labeled as right of way, access easement or road easement it is the line from which building setbacks are determined and measured.
35. ROAD (ROADWAY, STREET, HIGHWAY). All land ~~between~~ within right-of-way lines or within road or access easements dedicated to or intended for the county or city public or private use perpetually and restricted to transportation, storm water drainage and utilities. Includes public and private roadways and road or access easements, but excludes private driveways and parking areas that are not in areas designated as easements.
36. ROAD OR ACCESS EASEMENT. An area shown on the plat where the ownership or fee title of the property within the easement is retained by the adjacent property owner(s) but is an area designated and reserved for the purpose of providing public or private access for roadways, sidewalks, bike trails, public and/or private utilities and storm water drainage. Whether labeled as right of way, access easement or road easement it is the line from which building setbacks are determined and measured.
37. ROAD, PRIVATE. Private roads may be within dedicated rights of way but generally are constructed within road and/or access easements. Private roads may or may not be open to public use for access to and through a subdivision. Private roads may also be restricted for the exclusive and private use of the adjacent land owners for which said easements are retained. Maintenance of private roads are the responsibility of the adjacent property owners or the Private Road Association designated for such maintenance responsibilities at the time the subdivision is recorded. This excludes private driveways and parking areas that are entirely contained on private property and not designated with any easements.
38. ROAD, PUBLIC. Public roads and streets generally are constructed within public rights of way and are intended to be open to public use and adjacent residents for access to and through a subdivision. Public roads may be maintained by Scott County or some other legal mechanism or entity as determined at the discretion of the Board of Supervisors.

39. ROAD RIGHT OF WAY. The area shown on a plat that is to be dedicated by fee title ownership to the public, Scott County, other municipality or legal entity for the purpose of providing public access for roadways, sidewalks, bike trails, public and private utilities and storm water drainage. Maintenance of roads within right of way is to be determined by the County Engineer and the Board of Supervisors.

~~BB. SOIL CONSERVATION DISTRICT.~~ The Scott County Soil Conservation District.

40. STREET. See ~~Subsection Z above~~ definition for ROAD.

41. SUBDIVIDER. Any person, firm, corporation, partnership, association, or trust, who shall lay out, or cause to be laid out, for the purpose of transfer of ownership or building development, any subdivision or part thereof, as herein defined.

42. SUBDIVISION. The repeated or simultaneous division of a lot, tract or parcel of land into three or more lots or tracts, for immediate or future sale, transfer or building development. The following shall also be considered subdivisions within the meaning of this ordinance: (1) divisions of property via probate procedures; and (2) divisions of property upon applications for court orders, including but not limited to judgments of foreclosure and equitable distributions of property pursuant to dissolution of marriage proceedings. The term includes re-subdivision and when appropriate to the context shall relate to the process of subdividing or the land subdivided.

43. SUDAS. Iowa Statewide Urban Design Manual and Specifications with General Supplemental Specifications, current edition at the time of submittal of the Preliminary Plat.

44. SURVEYOR. A registered land surveyor who engages in the practice of land surveying pursuant to Chapter 355, Code of Iowa.

45. TRACT. A aliquot part of a section, a lot within an official plat, or a government lot.

46. TRAFFIC SURFACE. The wearing or exposed surface of a roadway used by vehicular traffic. Traffic surface may include prepared shoulders, but the width is measured between the edge of the surfaced area intended for vehicular traffic.

47. TWENTY-EIGHT E AGREEMENT. An agreement between the County and one or more ~~incorporated areas organizations~~ or municipalities, pursuant to Chapter 28E, Code of Iowa and which may stipulate the standards, procedures and jurisdictional area over which both the County and the incorporated ~~area or~~ municipality have a right of review of proposed subdivisions.

#### SEC. 9-6. EXEMPTIONS

A. The division of land for agricultural purposes into parcels of forty (40) acres or more not involving any new road, street, easement or other dedication, shall not be considered a subdivision as defined above and shall be exempt from the requirements of this Chapter.

- B. Boundary line adjustments to parcels will not be considered a subdivision if the access is not affected, the new lot created is permanently attached to the existing lot for development purposes, and no new residential building right is created.
- C. Auditor's Plat, as prescribed in Chapter 354, Code of Iowa is exempt from the subdivision review process but still must comply with the Plat of Survey approval process.

SEC. 9-7. PLATS IN UNINCORPORATED AREAS WITHIN TWO MILES OF THE CORPORATE LIMITS OF CITIES ~~(OR INCORPORATED AREAS)~~

For subdivisions located in the unincorporated area of Scott County but within two miles of the City limits of a municipality which has established an area of subdivision review outside of its corporate limits, the following shall apply:

- A. When the subdivision regulations of the municipality are the same as those adopted by the County, then both the County Board of Supervisors and the respective municipality shall have jurisdiction and review over the proposed subdivision.
- B. When the proposed subdivision is located within two miles of the limits of a municipality, and that municipality has adopted different subdivision regulations than the County, the review of the subdivision shall be pursuant to the terms of an agreement made between the County and the municipality pursuant to Chapter 28E, Code of Iowa. The agreements shall stipulate the standards and procedures to be used for the review of proposed subdivisions located in the area of overlapping jurisdictions between the County and the municipality. If no Chapter 28E agreement exists between the County and the municipality, the subdivision shall meet the most restrictive standards of both ordinances.
- C. Where the proposed subdivision is located in overlapping areas of review of two municipalities, the provisions of Chapter 354, Code of Iowa apply. The County shall also review the proposed subdivision to ensure compliance with this Chapter.
- D. The developer of such plat is encouraged to apply for concurrent review by the municipality and Scott County. The Board of Supervisors will review the plat only after the Final Plat has been reviewed and approved by the applicable municipality. After final approval by the Board, the subdivision plat ~~may~~ shall be recorded in the Office of the Scott County Recorder.

SEC. 9-8. SUBDIVISION CLASSIFICATION

Any proposed subdivision or re-subdivision shall be classified as a minor subdivision or a major subdivision before the review procedure begins.

- A. Plat of Survey (a division of land, not part of a subdivision, into two parts or an Auditor's Plat) need only be reviewed by the person designated by the Planning and Development Department.

- B. A minor subdivision need only provide a sketch plan for Commission review prior to submitting a Final Plat in accordance with Sections 9-15 et seq.
- C. A major subdivision ~~should~~shall start with a sketch plan as described in Section 9-12, proceed with the full Preliminary Plat review, file a detailed engineering design construction plans and specifications, and finally submit the Final Plat for approval.

SEC. 9-9. PLAT OF SURVEY SUBMITTAL

- A. A land owner who splits off a lot, tract, or parcel of land from a lot of record or aliquot part for the first time shall prepare a plat of survey for the Director of Planning and Development. Information on the plat shall include everything required in Chapters 355 and 354, Code of Iowa, including the following:
  - (1) The name of the proprietor.
  - (2) An accurate description of each parcel.
  - (3) The total acreage of each parcel.
  - (4) The total acreage of any portion lying within a public or private road right-of way or access easement.
  - (5) The current zoning district classification.
  - (6) The plat of survey shall be at a scale ~~of not less than one (1) inch to one hundred (100) feet~~ that is clearly stated and graphically illustrated.
  - (7) A signed and dated statement of the surveyor, stating that the plat of survey complies with Chapter 355, Code of Iowa.
  - (8) An approval block entitled: "MEETS SUBDIVISION AND ZONING ORDINANCE REQUIREMENTS, SCOTT COUNTY PLANNING AND DEVELOPMENT DIRECTOR (date)".

Filing fee based on the fee schedule approved by resolution of the Board of Supervisors.

- B. The remaining portion of the lot of record shall not require a new survey, unless required by the Scott County Auditor. When the Director, or designee finds the Plat of Survey complies with subdivision and zoning ordinances, the Director shall sign the approval block and return to the surveyor who shall forward the plat to the Recorder's Office for recording. The Director's review shall be completed within three working days.

SEC. 9-10. MINOR PLAT SUBMITTAL

- A. The subdivider shall prepare a sketch plan and a location map to provide the Director and planning staff, applicable County departments, and the Commission with enough

information to review and approve the minor plat. After the Commission has reviewed and established such conditions as deemed necessary to comply with the zoning and subdivision ordinances, the subdivider shall prepare a Final Plat as required in Sections 9-15 et seq. At the discretion of the Planning Director the sketch plan and Final Plat review may be combined into one step, provided all requirements of each procedure are met and all applicable filing fees are paid.

- B. Sketch Plan: ~~Eleven (11) copies~~ Two (2) large format copies of the sketch plan, drawn to a scale ~~of not less than one (1) inch to one hundred (100) feet, that is appropriate and graphically illustrated~~ and one (1) copy of the plan reduced to fit an 11 x 17 inch page shall be filed with the Planning and Development Department. Additionally, the sketch plan in digital format, preferably as a PDF or other machine-readable format accessible by the County I.T. system, shall be submitted. The sketch plan shall include the following (if applicable):

- (1) A legal description and total acreage of the property being platted and acreage for each lot minus the public road right-of-way and acreage for that portion lying within the public or private road right-of-way.
- (2) Existing contour intervals of not more than five (5) feet with a minimum of two (2) contours per plat. If the site is level, this should be indicated on the sketch plan. Drainage arrows shall be drawn showing the direction of flow of surface water.
- (3) Location of existing property lines, surface features such as buildings, road, railroads, tree cover, existing easements, zoning and similar items on or adjacent to the development.
- (4) Locations of proposed property lines, easements, lot areas, and proposed contours, if the landscape will be changed.
- (5) Location of all adjoining subdivisions, streets, and surface features.
- (6) The title, in bold letters at the top right corner, under which the proposed subdivision will be recorded, with the name and address of the owner and subdivider; also north arrow, scale, and date.
- (7) A location map showing the relationship of proposed subdivision to the surrounding area encompassed by a two-mile radius.

(8) Filing Fee based on the fee schedule approved by resolution of the Board of Supervisors.

- C. Review Procedure: After all materials, information and fees have been filed, the Planning and Development staff shall establish a review date with the Planning and Zoning Commission at least fifteen (15) days and not more than thirty (30) days from the date of filing. The Planning and Development staff shall notify by ordinary first class mail all property owners of record within five hundred (500) feet of the proposed subdivision. The



Commission shall review the sketch plan and applicable materials along with technical comments from the general public, County Engineer, Health Officer, ~~Soil Conservationist (if necessary)~~ and the Planning and Development staff.

- D. Within thirty (30) days of Commission review, the Commission shall either approve or disapprove the sketch plan. If necessary for approval, the Commission may attach such conditions as are necessary to meet the guidelines of the Scott County ~~Development Comprehensive~~ Plan. If the Commission disapproves the sketch plan, a statement setting forth the reasons for disapproval shall be given to the subdivider. The subdivider may refile a sketch plan which meets Commission approval or may appeal the Commission's decision to the Board of Supervisors.
- E. Status of Commission's Decision: Upon approval of the ~~minor plat sketch plan~~, the subdivider may proceed with preparation of the Final Plat as required in Section 9-15 et seq. If the subdivider does not file a Final Plat and applicable materials within three (3) months of Commission approval, or authorized extension thereof, the ~~minor plat sketch plan~~ shall become null and void. After the expiration of the three (3) month time period or the extension, the subdivider will be required to re-file the ~~minor plat sketch plan~~ pursuant to Sec. 9-10(A)-(B) for a new review by the Commission.

#### SEC. 9-11. MAJOR PLAT SUBMITTAL

Any land to be subdivided or replatted in which five (5) or more lots will be created, or any size subdivision requiring a new internal road, extension of municipal facilities, or common facilities shall be considered a major plat and shall comply with the procedures of Section 9-12 et seq.

#### SEC. 9-12. SKETCH PLAN DISCUSSION (MAJOR PLAT)

Prior to the filing of a Preliminary Plat of a Major Plat, ~~it is recommended that~~ the subdivider shall submit a sketch plan to the Planning and Development staff along with other pertinent material relating to the proposed subdivision in order ~~to avail himself of the advice and assistance of said~~ for staff to review and provide comments on the proposed development. This may include information relative to the site and conditions of the site, existing community facilities and utilities on and adjacent to the site, number and size of lots proposed, etc. It is suggested that for the maximum benefit, the sketch plan material and review procedures should include at a minimum:

- A. Location Map: Location map should show relationship of the proposed subdivision to the streets and other community facilities serving it.
- B. Sketch Plan: The sketch plan should show in simple sketch form proposed layout of streets, lots, and other features in relation to existing conditions.
- C. The developer is encouraged to meet with appropriate County staff (and city staff if applicable) to review the various elements of the proposal. The Planning and Development Department will provide written comments to the developer within two (2) weeks of the meeting unless unusual complications arise. For major plats, there is no fee for staff review at the sketch plan stage.

- D. At the discretion of the Planning Director or the request of the applicant such sketch plan may be submitted for the review of the Planning and Zoning Commission following the procedures in Section 9-10.(B-E) which does include payment of the required sketch plan fee.

SEC. 9-13. PRELIMINARY PLAT SUBMITTAL

Following sketch plan review of a Major Plat, the subdivider ~~shall~~ may prepare a Preliminary Plat and shall file the plat and other required material with the Director in an application for Preliminary Plat approval. The application for Preliminary Plat approval shall include the following:

- A. Plat: ~~Eleven (11)~~ Two (2) large format copies of a plat, drawn to a scale ~~of not less than one (1) inch to one hundred (100) feet~~ by a surveyor ~~that is appropriate and graphically illustrated~~, and one (1) copy of the plat reduced to fit a 11 x 17 inch page. Additionally, the Preliminary Plat in digital format, preferably as a PDF or other machine-readable format accessible by the County I.T. system shall be submitted. The plat shall include the following information:
- (1) The complete legal description of the property to be platted including descriptive boundaries of the subdivision and total acreage of the subdivision.
  - (2) Existing contour intervals of not more than five (5) feet, provided, however, that a minimum of two (2) contours shall be shown on any plat. Contour intervals of less than five (5) feet may be required at the Planning and Development staff's discretion.
  - (3) The location of property lines, easements, and all such surface features as buildings, railroads, utilities, water courses, major tree cover, and similar items on or adjacent to the development. Also, the location and size of such sub-surface features as the nearest storm and sanitary sewers, water mains, culverts, gas mains, above and below ground electric transmission lines or cables, cable TV lines and drain tiles.
  - (4) A vicinity map at a scale of not more than one thousand (1000) feet to the inch shall be shown on or accompany the proposed plat. This map shall show how streets and roads in the proposed subdivision will connect with existing and proposed streets and roads in neighboring subdivisions or undeveloped property to produce the most advantageous development of the entire area; the expected ultimate development of all contiguous property under the control of the subdivider; and the location of any nearby parks, schools, or other public facilities that might be affected by the proposed subdivision.
  - (5) All existing adjacent subdivisions, streets and individual tracts and parcels together with the names of record owners of land immediately adjoining the proposed subdivision and between it and the nearest existing streets or roads.



- (6) The title in bold type at the top right corner, under which the proposed subdivision is to be recorded, with the name and address of the owner and subdivider; also north arrow, scale, date, name and address of surveyor.
- (7) Sites for schools, parks or playgrounds proposed by the subdivider for public or private use.
- (8) The zoning districts for the subdivision and the adjacent properties.
- (9) The location, width and dimensions of all streets and grounds proposed to be dedicated for public use.
- (10) The location and width of proposed utility easements.
- (11) The manner of providing water supply and sewage treatment facilities.
- (12) Filing fee based on the fee schedule approved by resolution of the Board of Supervisors. ~~Cost Estimate: Two (2) copies of a detailed cost estimate for installing all new improvements prepared by the subdivider's engineer for the purpose of determining an amount of the performance bond.~~

SEC. 9-14. PRELIMINARY PLAT REVIEW AND APPROVAL (MAJOR PLAT)

- A. Distribution: Immediately upon the filing of copies of the Preliminary Plat materials and filing fee, one (1) copy of the plat shall be retained by the Director for the Planning and Zoning Commission file, one (1) copy shall be used for review by the Director, seven (7) copies shall be reserved for the Planning and Zoning Commission members, and one (1) reduced copy shall be sent to each of the following County officials or departments for their review: County Engineer, Assessor, Auditor and Board of Health.
- B. Review by County Officials: Within fifteen (15) days of receipt of the materials from the Director, the several County officials or departments shall complete their reviews of the Preliminary Plat materials and shall submit their written comments to the Director. The Director in turn, shall send his and their technical review and comments to the subdivider and to the Planning and Zoning Commission for its consideration at its next meeting.

**Note: The Soil Conservation Service has indicated they can no longer review erosion and sediment control plans and have requested this section be removed from the Ordinance.**

- ~~C. Review by Soil Conservation District: The Preliminary Plat shall not be approved unless it includes a complete plan for soil erosion and sediment control, developed in accordance with the technical standards and specifications of the Scott County Soil Conservation District and approved by the Scott County Soil Conservation District. The subdivider shall attach a statement to the erosion and sediment control plan certifying that construction and/or development will be performed in accordance with the plan. Within thirty (30) days of the receipt of the materials from the Director, the Soil Conservation District shall notify~~

~~in writing the Subdivider and the Director that the erosion and sediment control plan has been either: 1) approved, 2) approved subject to modification, or 3) disapproved. If disapproved, the Soil Conservation District shall submit to the Director with a copy to the subdivider, a statement setting forth reasons for disapproval, and indicating in what way this plan fails to conform to the technical standards and specifications of the Soil Conservation District. In addition, the Soil Conservation District may submit written comments on the other material submitted for its review.~~

~~The date of approval of the erosion and sediment control plan by the Soil Conservation District shall be its effective date. Any improvements pursuant to the development of the land from that date forward shall be undertaken in conformance with the plan.~~

~~The subdivider and subsequent landowners shall be liable for the successful implementation and completion of this plan. A performance bond as described in Section 9-18 will be required. Any changes in the plan will require approval of the Director and Soil Conservation District.~~

- C. Public Hearing: Upon receipt of the preliminary plat, the Director shall initiate the steps necessary to hold a public hearing before the Commission. Notice shall be given by publication in a newspaper in general circulation in the County and by written notification to all property owners of record within five hundred (500) feet of the subject property. The Planning and Zoning Commission shall hold the public hearing before recommending to the Board of Supervisors. At the discretion of the Commission, a public hearing may be required for the review of the Final Plat.
- D. Recommendation by Planning and Zoning Commission: The Planning and Zoning Commission shall review the Preliminary Plat and applicable materials and the technical review comments at its next meeting. Within forty-five (45) days after date of receipt the Planning and Zoning Commission shall recommend to the Board of Supervisors that the Preliminary Plat be approved, approved with conditions, or disapproved. The subdivider may agree to an extension of the time by the Planning and Zoning Commission for a period not to exceed sixty (60) days. If the Planning and Zoning Commission recommends disapproval, a statement setting forth reasons for disapproval shall be submitted to the Board of Supervisors and to the subdivider.
- E. Approval or Rejection by Board of Supervisors: The Board of Supervisors shall approve or disapprove the Preliminary Plat at a regular meeting within thirty (30) days after receipt of a recommendation from the Planning and Zoning Commission. If the Board of Supervisors does not act within thirty (30) days, the Preliminary Plat shall be deemed to be disapproved. If the Planning and Zoning Commission did not recommend approval for the Preliminary Plat, the Board of Supervisors may approve said Preliminary Plat and accept the public areas and easements thereof only by a four-fifths (4/5) vote of the entire membership of the Board of Supervisors. If the Planning and Zoning Commission recommends approval of the Preliminary Plat, the Board of Supervisors may deny the Preliminary Plat only by a four-fifths (4/5) vote of the entire membership of the Board of Supervisors and with the Board stating the basis for such denial.

F. Duration of Approval: Approval of the Preliminary Plat shall be effective for twelve (12) months: except, however, the Board of Supervisors, upon written request of the subdivider and advice of the Director, may grant an extension of time. If the Final Plat, which may be just a part of the Preliminary Plat, is not filed with the Director within twelve (12) months, or authorized extension thereof, all previous approvals of the Preliminary Plat shall become null and void.

G Status of Approval: Upon approval of the Preliminary Plat by the Board of Supervisors, the subdivider may proceed with the preparation of the Final Plat and detailed construction drawings and specifications for the improvements required under this Chapter, and may install these improvements when approved by the Director and County Engineer.

The approval of the Preliminary Plat by the Board of Supervisors is not revocable if the Final Plat conforms in every respect with the Preliminary Plat as approved by the Board of Supervisors. The Final Plat may be disapproved by the Board of Supervisors if it contains changes from the Preliminary Plat not agreed upon during the Preliminary Plat review stage.

#### SEC. 9-15. FINAL PLAT SUBMITTAL (MINOR AND MAJOR PLATS)

Following approval of the sketch plan of a Minor Plat or the Preliminary Plat of a Major Plat, the subdivider may prepare a Final Plat and other material required to file for final approval. The Final Plat shall comply with the specific requirements of Chapter ~~409A~~ 354, Code of Iowa. The application for final approval shall include the following:

A. Plat: Two (2) large format copies of the plat, made from an accurate survey by a surveyor drawn to a scale ~~of not less than one (1) inch to one hundred (100) feet by a surveyor that is appropriate and graphically illustrated~~, and one (1) copy of the plat reduced to fit aa 11 x 17 inch page. Additionally, the Final Plat in digital format, preferably as a PDF or other machine-readable format accessible by the County I.T. system, shall be submitted. The plat shall include the following information:

- (1) The boundaries of the property, the lines of all proposed streets with their width, and any other areas intended to be dedicated to public use. The boundaries shall be accurately tied to the nearest congressional US Public Land Survey System land corner and also to the GPS Control Monuments that are part of Scott County's network of GPS survey control.
- (2) The lines of adjoining roads and streets with their width and names.
- (3) All lot lines, ~~building setback lines~~, lot and block numbers and building setback lines from road right of way and/or road easement in accordance with the Zoning Ordinance ~~and easements~~, with figures showing their dimensions.
- (4) All dimensions, both linear and angular, necessary for locating boundaries of the subdivided area, or of the lots, streets, easements, and building line setbacks, and

any other similar public or private uses. The linear dimensions shall be expressed in feet and decimals of a foot.

- (5) Radii, arc and chords, points of tangency, central angles for all curvilinear streets, and radii for rounded corners.
- (6) Title, in bold print at top right of plat, and complete legal description of property subdivided, showing its location and extent, points of compass, date, scale of plat, and certification and name of surveyor who prepared and is responsible for monumentation.
- (7) The accurate outline of all property which is offered for dedication for public and/or private use with the purpose indicated thereon, and of all property that may be reserved by deed covenant for the common use of the subdivision property owners and/or owners association.
- (8) Signed statements of ~~telephone and power~~ all affected utilities officials agreeing to the utility easements.
- (9) Signed statement of surveyor that the plat complies with Chapter 355, Code of Iowa.

B. Additional Materials for Major Plat submittals: Two (2) copies of the following material shall also be submitted prior to or in conjunction with the Final Plat:

- (1) Detailed Engineering Design-Construction Plans and Specifications in accordance with SUDAS current adopted edition Plan and profiles of all ~~dedicated~~ streets, ~~one hundred (100) feet horizontal scale, and ten (10) feet vertical scale recommended~~. Profiles shall show proposed location, size and grade of all utilities including conduits, sewers, pipelines, etc., to be placed underground in the road right-of way. Profiles of east and west streets shall be drawn so that the west end of the profile shall be at the left side of the drawing and profiles of north and south streets shall be drawn so that the south end of the profile shall be at the left end of the drawing. For details see ~~Appendix I, Section V of this Chapter~~ SUDAS current adopted edition. All engineering design documents shall be prepared by or under the direct personal supervision of a duly licensed professional engineer under the laws of the State of Iowa.
- (2) Erosion and Sediment Plan: Two (2) copies of the plan for reducing erosion and controlling sediment on the subdivision site during and after construction, prepared in accordance with this Chapter and the standards and specifications of the Iowa Department of Natural Resources. The erosion and sediment control plan shall include as a minimum the following information for the entire tract of land, whether or not the tract will be developed in stages:
  - a Such soils information and interpretations pertaining to the site as may be available from the Soil Conservation District;

- b. Plans and specifications of soil erosion and sedimentation control measures to be applied to the site in accordance with the official standards and specifications of the Iowa Department of Natural Resources;
  - c. A timing schedule indicating the anticipated starting and completion dates of the development sequence and the time of exposure of each area prior to the completion of effective erosion and sediment control measures; and
  - d. A Copy of the Iowa Department of Natural Resources NPDES General Permit #2 which includes a Stormwater Pollution Prevention Plan.
- (3) Percolation Test: All proposed lots ~~will~~ may have an acceptable percolation test or a design prepared by a registered professional engineer for an innovative or alternate sewage treatment and disposal system as reviewed and approved by the Scott County Health Department.
  - (4) Performance Bond and Approved Cost Estimate: Two (2) copies of a detailed cost estimate for installing all new improvements prepared by the subdivider's engineer for the purpose of determining an amount of the performance bond. (if applicable).
  - (5) Filing fee based on the fee schedule approved by resolution of the Board of Supervisors.

SEC. 9-16. FINAL PLAT REVIEW AND APPROVAL

- A. Distribution: Immediately upon filing of ~~nine~~ the required copies of the Final Plat and additional materials, one (1) copy of the plat shall be retained by the Director for the Planning and Zoning Commission file, one (1) copy shall be used for review by the Director, and one (1) copy shall be provided to each Planning and Zoning Commission member. Reduced copies of the plat along with necessary materials shall be sent to the County Engineer, Assessor, Auditor and Board of Health for review and comments.
- B. Review by County Officials: Within ten (10) working days of receipt of materials from the Director, the several County officials or departments shall complete their reviews of the plat materials and shall submit their written comments to the Director.
- C. Public Hearing: Before recommending approval of a Final Plat, the Planning and Zoning Commission may at its discretion hold a public hearing which would have been a condition of Preliminary Plat approval. Notice of which shall be given by publication in a newspaper in general circulation in the county and by written notification to all property owners within five hundred (500) feet of the subject property.
- D. Recommendation by Planning and Zoning Commission: The Planning and Zoning Commission shall review the Final Plat and application materials and the technical review comments, including information on the status of implementation of the erosion and sediment control plan, at its next meeting and within thirty (30) days shall recommend to

the Board of Supervisors that the Final Plat be approved or disapproved. If the Planning and Zoning Commission recommends disapproval, a statement setting forth reasons for disapproval shall be submitted to the Board of Supervisors and to the subdivider.

- E. Approval or Rejection by Board of Supervisors: The Board of Supervisors will receive the Final Plat materials and all attachments required by Chapter 354, Code of Iowa, and within sixty (60) days review the Commission's recommendation. The Board shall act to either approve or disapprove the Final Plat within thirty (30) days after receipt of the plat from the Director, except, however, the Board of Supervisors, upon written request of the subdivider and advice of the Director, may grant an extension of time to act on the Commission's recommendation on the Final Plat. If the Planning and Zoning Commission did not recommend approval of the Final Plat, the Board of Supervisors may approve the Final Plat and accept the public areas and easements thereon only by a four-fifths (4/5) vote of the entire membership of the Board of Supervisors. If the Planning and Zoning Commission recommends approval of the Final Plat, the Board of Supervisors may deny the Final Plat and not accept the public areas and easements thereon only by a four-fifths (4/5) vote of the entire membership of the Board of Supervisors and stating the basis for such denial.
- F. Final Plat Attachments: As required by Chapter 354.11, Code of Iowa, the following signed documents shall be submitted to the Planning and Development Department within sixty (60) days of the Planning and Zoning Commission recommendation, prior to the review by the Board of Supervisors:
- (1) Proprietors' statement of consent and dedication of land for public use.
  - (2) Mortgage holders' or lien holders' statement of consent or substitute affidavit and bond, if applicable.
  - (3) Attorney's opinion letter.
  - (4) Certificate of County Treasurer.
  - (5) Surveyor's Certificate.
  - (6) Restrictive or Protective Covenants/Homeowners Association documents, if applicable.
  - (7) Performance bond, if applicable.
- G. Status of Approval: Approval by the Board of Supervisors authorizes the filing of the Final Plat with the County Auditor and Recorder, in accordance with the provisions of existing statutes and following procedures as required by the Auditor and Recorder, and acknowledges the acceptance of the layout and design of all roads, streets, alleys, easements, parks or other areas reserved for or dedicated to the public along with the required surety bonds or checks guaranteeing that the improvements required herein shall be installed. Acceptance of the dedication of roads and streets to the public shall not require



nor imply acceptance of such roads and streets onto the Scott County Secondary Road System for maintenance.

- H. Duration of Approval: Approval of the Final Plat may become null and void if the plat is not recorded within sixty (60) days of Board of Supervisors approval. After said period of sixty (60) days, the Director shall place on the agenda of the Commission the Final Plat to consider whether it should be nullified or granted an extension. The subdivider shall be notified of the hearing and provided time to explain why the Final Plat was not recorded within sixty (60) days. After a hearing, the Commission shall recommend to the Board of Supervisors to either nullify or extend the recording time for the Final Plat. The Board shall review the recommendation and act to either nullify or grant an extension.
- I. Appeal of disapproval: If the plat is disapproved or approved subject to condition(s) by the Board of Supervisors, the applicant has the right to appeal, subject to the provisions of 354, Code of Iowa, to the District Court within twenty (20) days after the date of the denial of the application or the date of the receipt by the applicant of the requirements for approval of the subdivision.

## SEC 9-17                      STANDARDS FOR DESIGN AND DEVELOPMENT

No Minor, ~~or~~ Preliminary **or Final** Plat shall be approved by either the Planning and Zoning Commission or the Board of Supervisors unless it conforms to the Scott County **Development Comprehensive** Plan, the Land Use Policies, and the Scott County Zoning Ordinance. Such **minor, preliminary and final** plats shall also conform to the following **applicable** minimum standards and requirements:

- A. Large Lot Subdivision: Whenever the area is divided into lots of such size that there are indications that the lot will eventually be re-subdivided into small building lots, consideration shall be given to the street and lot arrangement of the original subdivision so that additional minor streets can be opened which will permit a logical arrangement of small lots.
- B. Relation to Adjoining Street System: The arrangement of streets in new subdivisions shall make provision for the continuation of the principal existing streets in adjoining subdivisions, or for a proper intersection with said streets in the new subdivision shall connect therewith, or their proper projection where adjoining property is not subdivided insofar as they may be necessary for public requirements. The width of such streets in new subdivisions shall not be less than the minimum street widths established herein. The street arrangement shall also be such as to cause no hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it.

The platting of half streets shall not be permitted.

- C. Street: (See SUDAS for design specifications).

**Note that many of these design standards listed below were previously listed in the Appendix I, others design standards previously listed in the Subdivision Ordinance and Appendix are now addressed with SUDAS.**

- (1) All improvements including but not limited to roadway, stormwater, sanitary sewers, water mains, utilities, sidewalks, traffic control, erosion and sediment control shall be designed in accordance with the SUDAS Design Manual and Specifications. Roadway design elements shall meet or exceed the criteria established in the “Preferred” table listed in SUDAS. For designs where this is not practical, values between the “Preferred” and “Acceptable” tables may be utilized, with approval of the County Engineer. The width of the traffic surface for major thoroughfares shall conform to the designated by the Board of Supervisors upon recommendation of the County Engineer.
- (2) Right-of-way and road easement widths  
The following minimum widths of right-of-way or easement shall be required:
  - a. Local residential streets:
    - i. Curb and gutter – fifty (50) feet
    - ii. Open ditch – fifty (50) feet with fifteen (15) foot utility and drainage easements adjacent to both sides of the road easement
  - b. Arterial and Collector Streets:
    - i. The subdivider’s engineer shall submit the proposed roadway cross-section to the County Engineer for review. The County Engineer will determine the necessary right-of-way width required to properly maintain all roadway elements.
  - c. Shared driveways serving four (4) lots or less:
    - i. Open ditch – forty (40) feet with a ten (10) foot utility and drainage easement adjacent to one side of the road easement.
- (3) Road and Roadway Drainage:
  - a. Grades shall be thoroughly compacted before placing any base or surface materials. The County Engineer may require compaction with moisture and density control. The developer shall be responsible for providing process control sampling, testing, and inspection. All testing documents shall be submitted to the County Engineer for review and approval prior to placing any base or surface material.
  - b. All street construction shall be centered on the right-of-way.
  - c. If the outlet for surface drainage is outside the boundaries of a subdivision, the developer shall also provide drainage easements and/or flowage agreements from the abutting property owners to said approved outlet.
  - d. Driveways in open ditch sections shall be constructed in accordance with SUDAS design and specifications for curb and gutter sections and shall have a minimum width at the right-of-way line of ten (10) feet. Drive culverts shall be of the size required (minimum 15” diameter) and a minimum length of twenty-four (24) feet. Driveway fore slope shall be a minimum of 10:1 for driveways without a drainage structure and 6:1 where there is a drainage structure.
  - e. Streets which are not projected to exceed four (4) lots shall be constructed with a minimum six (6) inch rock base and two (2) inch asphalt surface. In certain

cases (favorable soils) the County Engineer may allow an eight (8) inch rock base with a seal coat surface. Subgrade preparation shall be required in accordance with SUDAS. The County Engineer may require compaction with moisture and density control. The developer shall be responsible for providing process control sampling, testing, and inspection. All testing documents shall be submitted to the County Engineer for review and approval prior to placing any base or surface material.

- f. Sanitary sewers and water mains shall be placed on opposite sides of the pavement near the right-of-way line or as approved by the County Engineer. Before placement of the pavement, house connections for the sanitary sewer and water mains shall be extended to the property a minimum of 10 feet beyond the right-of-way line onto private property.
- g. All roads and streets to have traffic control signs and street name signs in accordance with the MUTCD.
- h. All street crossings by utility service lines shall be placed prior to construction of the road on street base and surface courses and, if possible, prior to grading the sub-base. All utility appurtenances such as transformers, pedestals and cabinets shall be placed outside the road right-of-way. Utility poles, if permitted, shall be located at or outside the right-of-way and shall have the required lines clearances.
- i. All dead-end streets shall terminate in a circular cul-de-sac, designed in accordance with SUDAS, with a one hundred (100) foot diameter right-of-way. If a street is to be extended at a later date a temporary easement and a temporary turn-around will be required. In some cases an alternate type of turn-around may be used if approved by the County Engineer.
- j. All entrances onto County roads will require a County permit from the County Engineer's office (both street and driveway approaches).

- (4) Subdivisions with only one access shall not contain over thirty (30) residential lots unless streets within such subdivision are extended to the boundary of adjoining undeveloped property to allow for future connection and additional access; in which case such subdivision shall not contain more than fifty (50) residential lots until such time as a second access is provided. Cul-de-sacs or dead end streets designed to be permanently closed shall not be more than thirteen hundred twenty feet (1,320') in length, when measured from centerline of the nearest intersecting street (other than the intersection of another cul de sac) and the center radius of cul de sac turn around that is most distant from the subdivision entrance. ~~All dead-end streets shall terminate in a circular right-of-way or cul-de-sac with a minimum easement or right-of-way diameter of one hundred (100) feet or other equally suitable provision for vehicular turning space. When a street is to be terminated at the boundary of the subdivision temporarily, until adjacent land is to be subdivided, a temporary circular right-of-way or cul-de-sac shall be provided. The surfacing required for such a temporary circular right-of-way or cul-de-sac shall be established by the County Engineer~~

(5) It shall be the responsibility of the Board of Supervisors upon recommendation of the Planning and Zoning Commission to assign street names to new roads in Scott County as follows:

- a. The developer may propose street names or numbers to the Commission. The official street designation shall comply with the standards of Section 8-4 County Code. The final plat shall show the assigned street name or number prior to recording. The residence or business address will not be assigned until a building permit is issued.
- b. All new subdivisions shall be required to comply with the Rural Address System as adopted in Chapter 8 of the County Code.
- c. Subdivision property owners on private roads and streets are responsible for the purchase, installation, and maintenance of road identification markers at private subdivision road intersections within their subdivision. The specifications for the markers shall be in accordance with the Iowa MUTCD as specified in Section 8-2(6) and Section 8-7 of the County Code. Only those names/numbers assigned in the Property Numbering Map(s) are allowed on private roadway intersections. Any other roadway designations are in violation of this Chapter and must be removed within a reasonable time period.

~~(6) The intersection angle of road center lines shall be between eighty (80) and one hundred (100) degrees.~~

~~(7) Road intersections with center line offsets of less than one hundred fifty (150) feet shall be prohibited.~~

~~(8) Intersections of more than two (2) roads at a point shall be prohibited.~~

~~(6) Streets and roadways will be built to design standards and specifications established by the current edition of SUDAS as approved by the Board of Supervisors (see SEC. 9-19 and Appendix I). Roads to be dedicated to the county will meet the specifications and standards of the Board of Supervisors and the County Engineer. Private streets are permitted and must meet the standards as described in SEC. 9-19. As of the adoption date of this ordinance, all new subdivision roads, with the exception of new subdivisions in the Community Area Development of Park View, shall be privately maintained roads and suitable provisions for maintenance and upkeep of such private roads shall be provided through homeowners association, deed covenants, or through other legal mechanisms as approved by the Board of Supervisors.~~

~~(7) Proper access shall be given to all lots from a dedicated or recorded or private street right of way, road or access easement. The Policy and Regulations for Entrances to~~

Primary Roads of the Iowa Department of Transportation are herewith adopted by reference and made a part of this Chapter, and violation of the aforesaid Policy and Regulations is a violation of this Chapter and subject to the penalties contained herein with the same force and effect as if said Policy and Regulations were contained herein. Said Policy and Regulations are on file in the Office of the County Engineer.

(8) Access from lots to county and state roads shall be made via subdivision roads whenever possible.

(9) The subdivider's engineer shall certify that the sight distance at all proposed intersections, both internally and at the county road intersection, meet the current adopted edition of SUDAS design manual and specifications Appendix I Section VI, B 12. and 13 of this Chapter.

D. Utility Easements: Easements of not less than ten (10) seven and one half (7 1/2) feet in width shall be provided on all property lines or right-of-way lines, where necessary for poles, wires, conduits, storm and sanitary sewer pipe, gas water, telephone, cable TV or other utilities.

~~E. Blocks: No block should be longer than one thousand three hundred twenty (1,320) feet.~~

E. Lots:

(1) The lot arrangement and design shall be such that all lots will provide satisfactory and desirable building sites properly related to topography and the character of adjacent development.

(2) All side lot lines shall be substantially at right angles or radial to street center lines unless the Planning and Zoning Commission shall agree that a variation to this requirement will provide for better street and lot arrangement. Double frontage lots shall be avoided except where essential to provide separation of residential development from major traffic arteries or to overcome specific disadvantages of topography.

(2) The minimum dimensions for lots shall be in accordance with the bulk regulations of the Zoning Ordinance for the district within which the subdivision is located; provided, however, ~~that the minimum depth for a lot shall be one hundred (100) feet and~~ that the depth of a lot shall not exceed three (3) times the width, unless it is a flag lot.

(4) Flag lots are permitted if the stem is at least twenty (20) feet wide from the street to the buildable portion of the lot. The stem must be located where it is reasonable to construct a private drive from the street to the principal building. The buildable portion must meet the minimum area requirements for that particular zoning district.

(5) Corner lots shall be of such width as to permit the maintenance of all yard requirements as required by the Zoning Ordinance.

- (6) All lots at street intersections shall have a radius of not less than twenty-five (25) feet at the street corner. A greater radius shall be required for intersections involving one or more major streets. A cut-off or chord may be substituted for the circular arc.

**F.** Front Building Lines: Front Building lines shall be shown on all lots intended for residential, commercial or industrial use. Such building lines shall not be less than the minimum yard requirements of the Zoning Ordinance for the district within which the property is located. Corner and double frontage lots shall show a front building line parallel to all street right of way or road easement lines.

**G.** Sanitary Sewers: Subdivisions containing less than thirty (30) lots may install septic systems or other approved on-site treatment systems using County Health Department standards. Subdivisions containing thirty (30) or more lots when median lot size is less than one (1) acre shall provide for common sanitary sewage treatment using the administrative rules of the Iowa Department of Natural Resources. Subdivisions containing more than thirty (30) lots when 90% or more of the lots are greater than 1 acre in size may install septic systems in lieu of the common treatment using County Health Department standards. Lots where septic systems are proposed shall provide adequate space for two (2) septic fields, the second field to act as a back up when the first field fails.

**H.** Storm Water Management: The developer shall design stormwater management facilities in accordance with SUDAS. Stormwater management infrastructure shall be designed to manage the quantity and quality of stormwater runoff generated within and exiting the development site. The developer shall utilize best management practices that promote on-site storage and infiltration to limit the amount of impervious areas and discharge from the development site.

All lots and internal streets shall be adequately drained. Storm water runoff shall be controlled through enclosed storm sewers or overland drainage. Detention facilities sufficient to capture the runoff of a 24-hour, one hundred (100) year storm calculated at a rate that would be generated from post-development impervious area shall be placed in the subdivision. The release rate of storm water out of the detention facility shall be restricted so as not to exceed the volume produced by a five (5) year storm when measured at the pre-developed flow rates. The velocity of the water leaving the subdivision shall be reduced so as not to cause erosion.

Drainage easements or common outlots may be required, but the land shall remain privately owned. Drainage easements along common lot lines twenty (20) feet wide, generally ten feet on either side of the common lot line shall be shown on the plat. Areas of natural drainage of ten (10) square miles or more may require fifty (50) feet or more of width for drainage easements.

Suitable provisions for maintenance and upkeep of common stormwater facilities shall be provided through homeowners association, deed covenants, or through other similar provisions as approved by the Board of Supervisors. A drainage easement is required



where storm water from a subdivision crosses an adjacent property to reach a natural stream or public drainage facility.

Enclosed storm sewers require County Engineer approval before construction of the subdivision begins. Submittal of the stormwater facility design and approval by the County Engineer does not constitute a formal review of all design calculations or relieve the design engineer from their obligation to meet the above listed requirements. The County Engineer's approval is solely to acknowledge that a design plan was submitted by a duly licensed professional engineer under the laws of the State of Iowa and all required documents have been submitted.

- I. Water: Subdivisions containing fifteen (15) or more lots that are located within ½ mile of a public water utility shall extend water service from such utility when determined to be feasible. Subdivisions containing five (5) or more lots shall provide for a common water supply using the administrative rules of the Iowa Department of Natural Resources. Subdivisions containing fewer than five (5) lots may have private wells which meet the County Health Department standards. Once the development is complete, the restrictive covenants will provide for the common water system to be turned over to a homeowners' association or quasi-public organization. The association or organization would own, operate, and maintain the common water system.
- ~~K. Character of Development: The Board of Supervisors shall have the right to agree with the subdivider regarding the type and character of development that will be permitted in the subdivision, and may require that certain minimum regulations regarding this matter be incorporated in deed restrictions. Such regulations shall be intended to protect the character and value of the surrounding development and shall also tend to secure the most appropriate development of the property being subdivided.~~
- ~~L. Easements Along Streams: Whenever any stream or major surface water course is located in an area that is being subdivided, the subdivider shall, at his own expense, make adequate provisions for protecting the channel so that it will properly carry the surface water. If the stream or water course drains an area in excess of ten (10) square miles, an application shall be made directly to the Iowa Department of Natural Resources. For drainage areas less than ten (10) square miles, any changes in the stream or water course as a result of the subdivision shall be approved by the Board of Supervisors during the subdivision review process. The subdivider also shall provide and dedicate to the Board of Supervisors an easement along each side of the stream, such easement shall be for the purpose of widening, improving or protecting said streams. The width of such easement shall be adequate to provide for any necessary channel relocation and straightening, but in no case shall such easement be less than fifty (50) feet on either side of stream centerline.~~
- J. Protection of Natural Vegetation Cover: Whenever a wooded site is to be developed no more than fifteen percent (15%) of the naturally occurring canopy-tree cover shall be removed due to surface earth grading, roadway construction, building site clearance, or any other construction activity associated with subdivision site improvement. Whenever removal of more than fifteen percent (15%) of the naturally occurring vegetation cover is

deemed necessary and unavoidable a mitigation replanting measure shall be implemented. Such mitigation shall require re-establishment of one (1) native tree of a similar specie to those removed for every three trees of three (3) inch caliper or greater removed or fatally damaged.

Environmentally sensitive and primitive areas should be avoided to the greatest extent possible. Such areas include slopes in excess of 25%, native forest growth, native prairie grass, and wetlands. If development is proposed for such an area, the subdivider shall present a protection plan to the Planning and Zoning Commission.

K. Open Space Requirements: In all residential subdivisions of fifteen (15) lots or more there shall be a minimum area of ten thousand (10,000) square feet plus an additional two thousand (2,000) square feet for each lot over fifteen (15), dedicated or reserved as usable, common open space land. The land need not be contiguous, but no parcel dedicated or reserved for common open space shall be less than ten thousand (10,000) square feet in size. Common open space land shall be clearly designated on the subdivision plan as to character of use and development, be intended for the private use of the residents of the subdivision, and shall not include:

- i. Areas reserved for the exclusive use or benefit of an individual tenant or owner;
  - ii. Dedicated streets, common wells, sewer treatment facilities, open drainage ditches, drainage storage areas, other public rights-of-way, and other areas deemed unsuitable open space;
  - iii. Vehicular drives, parking, loading, and storage areas.
- (1) Suitable provisions for maintenance and upkeep of open space shall be provided through homeowners association, deed covenants, or through other similar provisions as approved by the Board of Supervisors.
  - (2) Large lot subdivisions, provided that at least ninety percent (90%) of all lots have lot areas of 1½ acres or more shall be exempted from the open space requirements of this provision provided that adequate deed restrictions shall limit subsequent lot resubdivisions. Exemptions may be provided if close to an existing public park or for personal hardships.
  - (3) Additional guidelines for determining open space:
    - (a) May include environmentally sensitive land such as stream beds, marshes, and steep slopes; however, a minimum of fifty percent (50%) of the land must be level ground that is contiguous and suitable for active recreation;
    - (b) The length is not more than five (5) times the width;
    - (c) Be easily accessible to all property owners within the subdivision;
    - (d) May include land in a high power transmission line easement, but only a maximum of twenty percent (20%) of the open space requirement.

(4) Bikeways may be included in the designated open space, but follow these construction standards:

- (a) Right-of-way at least twelve (12) feet wide; and,
- (b) A paved surface at least eight (8) feet wide, three (3) inches thick, on a well drained subsoil base. As an incentive, the lands designated for a bikeway shall count double towards fulfilling the minimum open space requirement, provided that at least ten thousand (10,000) square feet of other open space has been set aside for active and passive use. The bikeway need not comply with the guidelines of Section 9-17 (O) (3).

L. Perimeter Fences: Any subdivision boundary adjoining an existing agricultural land use will be fenced with a lawful or a tight fence, as determined by the Board of Supervisors, to prevent livestock and horses from entering the other property. Where no fence exists or where an existing is in need of repair, the cost will be assigned to the developer. Future repair and maintenance will be done by the agricultural land owner with the cost prorated according to length of fence between the homeowners association and the agricultural land owner.

M. Protecting Integrity of Drainage Tile: The subdivider shall design and construct the subdivision to protect the integrity of existing draining tile. If an operating drainage tile is not discovered until construction has begun, work shall stop until a new layout for the drainage tile has been engineered which is acceptable to the affected agricultural land owner. Differences between the developer and agricultural land owner will be decided by the Board of Supervisors.

N. Ag Nuisance Waiver. The Commission may recommend to the Board of Supervisors that an agricultural nuisance waiver be included within the restrictive covenants if determined to be applicable. Such waiver would restrict property owners within such subdivision from filing lawsuits for private nuisance against legitimate agricultural operations in the vicinity of the subdivision.

#### SEC. 9-18. IMPROVEMENTS OR BOND REQUIRED

Before the Final Plat of any area shall be approved by the Board of Supervisors and recorded, the subdivider shall make and install the improvements described in this section. In lieu of final completion of the minimum improvements required before the plat is finally approved, the subdivider shall post a completion obligation bond, a set-aside letter from the bank, or comparable financial commitment, approved by the County Attorney and County Treasurer, with the Board of Supervisors, which will ensure to the County that the improvements will be completed by the subdivider. A detailed engineering estimate of cost for all improvements shall be prepared by the subdivider's engineer and shall bear the seal of a registered professional engineer. This will be used by the County Engineer for review and determination of the bond amount. The amount of the bond shall not be less than the estimated cost of the improvements and the amount of the estimate must be approved by the County Engineer. If the improvements are not completed the County may use the bond or any portion thereof to complete same. For plats located in unincorporated areas within two (2) miles of the corporate limits of a municipality, the Planning and Zoning Commission and

Board of Supervisors may waive the requirements of this section provided they are satisfied that the subdivision regulations of the municipality governing the area within which the subdivision is located or the terms of a Chapter 28E agreement, if applicable, are sufficient to ensure adequate conformance with these regulations.

## SEC. 9-19. REQUIRED IMPROVEMENTS

The minimum improvements installed or for which bond is posted in any subdivision, before a final plat is approved shall be based on the total number of lots in the proposed subdivision plus any additional lots anticipated for any of the remaining adjacent unplatted land. The following subsections shall apply:

- A. All new subdivision streets which will eventually serve five (5) or more lots will be constructed according to the standards and procedures as established by the Board of Supervisors. ~~When the majority of the lots are sold to homeowners, the homeowners association may decide whether or not to dedicate the road and road right of way to the County.~~ The roads will be constructed with an adequately compacted sub-soil base and proper drainage. The County Engineer will inspect and approve the sub-soil base and drainage before the base course is laid. The traffic surface will be built to the standards ~~listed below in SUDAS~~ and based on projected traffic counts for the subdivision as eventually completed. The paved portion shall meet standards equal to or greater than ~~current SUDAS standards. Statewide Urban Design and Specifications (SUDAS) Manual and current Iowa Department of Transportation specifications.~~
- (1) ~~Local residential road standards (projected average daily traffic count under 250 vehicle trips) will depend upon the storm water drainage system. Underground: Right of way fifty (50) feet; street width twenty-six (26) feet wide back-to-back including four (4) inch roll curb and gutter. Open ditch: Right of way sixty (60) feet; street width twenty-two (22) feet wide with no curb; shoulders four (4) feet wide. (See Appendix I to this Chapter for further details).~~
- (2) ~~Sub-collector road standards (projected average daily traffic count over 250 vehicle trips) will depend upon the storm water drainage systems. Underground: Right of way fifty (50) feet; street width thirty (30) feet wide back-to-back including four (4) inch roll curb and gutter. Open ditch: Right of way seventy (70) feet; street width twenty-four (24) feet wide with no curb; shoulders four (4) feet wide. (See Appendix I to this Chapter for further details).~~
- B. All new subdivision streets which are not projected to serve more than four (4) lots shall be designed and constructed to provide year round access for motorized vehicles. The County Engineer must approve the plans for the road, cross section, shoulders and ditches before road construction begins. ~~In no case shall~~ The traffic surface shall be a minimum of eighteen (18) feet in width and consist of no less than six (6) inch coarse aggregate base with a two (2) inch fine aggregate surface with a dust retardant surface. The County Engineer may require a soil test of the sub-soil along the planned road bed. The right-of-way or access easement width will be forty (40) feet minimum with a ten (10) foot utility and drainage easement adjacent to one side of the road easement. Two (2) foot shoulders

will be constructed on either side of the traffic surface. Suitable turnaround area for emergency vehicles shall be provided as determined by the County Engineer.

- C. The subdivider shall construct sanitary and storm water sewers according to the standards and specifications of Sections 9-17 (H), 9-17 (I), ~~and Appendix I to this Chapter~~ and the Iowa Department of Natural Resources regulations and provide a sanitary sewer connection to each lot. Health Department regulations do not permit installation of septic tanks on lots less than fifteen thousand (15,000) square feet in area. Where permitted, the subdivider shall furnish reports from the County Health Department and the engineer testing the lots, stating that the proposed lots have been tested and found suitable for primary sewage treatment. Approval from the Iowa Department of Natural Resources is required for a common water supply or sewage treatment system serving fifteen (15) or more dwelling units or twenty-five (25) or more persons. The County Health Department must approve a water supply or sewage treatment system serving fewer units or people.
- D. Permanent monuments shall be set in each corner of the perimeter of the subdivision and at the corner of each block within the subdivision and at the corner of each lot, in accordance with Chapter ~~409A~~ 354, Code of Iowa. All monuments shall be made of permanent material, sensitive to a dip needle and at least thirty (30) inches long, and shall conform with standard specifications of the County Engineer.
- E. The subdivider will provide the water mains and lines in accordance with the provisions of this Chapter and other State and County regulations.
  - ~~(1) No water mains or lines of the central water tight system or sewer lines, except a stub end from said lines, shall be installed underneath the normal traveled portion of any street. The same to be located in an appropriate place as approved by the County Engineer.~~
  - ~~(2) No street shall be maintained by Scott County unless and until a workable agreement has been entered into between the Board of Supervisors and the subdivider which will appropriately set forth the responsibility for payment of all costs by the subdivider or persons acquiring land therein for the maintenance of water and sewer utilities installed in accordance with this Chapter; and further providing for payment to the County for any damage caused to roads which may occur by reason of maintenance of water and sewer lines.~~
- F. All internal traffic control signs shall be placed by the developer in accordance with the Iowa MUTCD as part of the road and street construction; i.e., regulatory, warning, etc.
- G. The Board of Supervisors and Planning and Zoning Commission may require that all utility lines except electric lines of nominal voltage in excess of 15,000 volts, be installed underground. The subdivider shall be responsible for making the necessary arrangements with the utility companies for installation of such facilities. Said facility lines shall be installed in such a manner so as not to interfere with other underground utilities. The location of all utilities within the road and street R.O.W. shall be approved by the County Engineer and shown on the engineering plans. Underground utility lines which cross underneath the right-of-way of any street, or way shall be installed prior to the

improvements of any such street, or way in the subdivision. Incidental appurtenances, such as transformers and their enclosures, pedestal mounted terminal boxes, meters and meter cabinets may be placed above ground but shall be located so as not to be unsightly or hazardous to the public. If overhead utility lines or wires are permitted, the electrical utility shall have the right to determine overhead line routing. In their determination on whether or not to require underground utilities, the Board of Supervisors and Planning and Zoning Commission may consider the recommendations of the utility company on such matters as soil, topography, or other conditions which make most installations within the subdivision unreasonable or impractical.

- H. The subdivider shall provide an acceptable trust agreement or covenant within the deed restriction for adequate continuous maintenance of the subdivision roads, street signs, entry structures (if applicable), parks, sanitary and storm sewers, water supply system, and common facilities by the lot owners of the subdivision.
- I. All plans, specifications, installation and construction required by this Chapter shall be subject to review, approval and inspection ~~in accordance with Appendix I of this Chapter~~ by the County Engineer or ~~his~~ an authorized representative in accordance with the current adopted edition of SUDAS.
- (1) The County may require contracts for all public improvements to be executed on forms furnished and approved by the County Attorney and the Board of Supervisors.
  - (2) The subdivider shall furnish the County Engineer with a construction schedule prior to commencement of any and/or all construction, and shall notify the County Engineer, not less than forty-eight (48) hours in advance of readiness for required inspection. The subdivider shall reimburse the County for the costs expended for all inspection services and tests furnished and conducted by or on behalf of the County.
  - (3) The subdivider shall pay the County Engineer's office the standard rate for reviewing plans and specifications, inspecting and testing new roads and storm sewer systems, and any additional costs directly associated with installing the subdivision improvements.
- J. The subdivider shall be responsible for the installation and/or construction of all improvements required by this Chapter, and shall warrant the design, materials and workmanship of such improvements' installation and construction for a period of two (2) years from and after completion to the legal entity responsible for road maintenance within such subdivision. Such warranty shall be by bond or other acceptable collateral; and shall be subject to review by the County Attorney; shall assure the expedient repair or replacement of defective improvements under warranty; and shall indemnify the County and the legal entity responsible for road maintenance within such subdivision from all costs or losses resulting from or contributed to such defective improvements.



## SEC. 9-20. VARIATIONS AND EXCEPTIONS PERMITTED

Whenever the tract proposed to be subdivided is of such unusual size or shape or is surrounded by such development or unusual conditions that the strict application of the requirements contained in this Chapter would result in substantial hardships or injustices, the Board of Supervisors upon recommendation of the Planning and Zoning Commission may modify or vary such requirements to the end that the subdivider is allowed to develop the property in a reasonable manner; provided, however, that all such variations and exceptions granted hereunder shall be in harmony with the intended spirit of this Chapter and granted with the view toward protecting the public interest and welfare. Any variance recommended by the Planning and Zoning Commission is required to be entered in writing in the minutes of the Planning and Zoning Commission and the reasoning on which the departure was justified shall be set forth and forwarded to the Board of Supervisors with the Commission's recommendation on the Preliminary Plat. Notice of the Public Hearing before the Commission for such variations and exceptions shall be included with the notice for the Public Hearing of the Preliminary Plat.

## SEC. 9-21. LIMITATIONS

In no case shall any street standard variation or modification be more than a minimum easing of the requirements. In no case shall it have the effect of reducing the traffic capacity of any street or be in conflict with the Zoning Ordinance and Map.

## SEC. 9-22. APPROVAL REQUIRED

Such variances and waivers may be granted by the affirmative vote of ~~three-four~~-fifths (4/5's) of the members of the Board of Supervisors.

## SEC. 9-23. CONDITIONAL APPROVAL

In granting variances and modifications, the Board of Supervisors may require such conditions as will, in its judgment, secure substantially the objectives of the requirements so varied or modified.

## SEC. 9-24. AMENDMENTS

Any regulation or provision of this Chapter may be changed and amended from time to time by the Board of Supervisors; provided however, that such changes and amendments shall not become effective until after study and report by the Planning and Zoning Commission and until after a public hearing has been held, a public notice of which shall have been given in the official newspapers in compliance with State law.

SEC. 9-25. ENFORCEMENT

No plat of any subdivision shall be entitled to be recorded in the County Recorder's office or have validity until it shall have been approved in the manner prescribed herein. The Director shall not issue building permits or certificates of occupancy for any structure located in any subdivision, the plat of which has been prepared after November 15, 1979, but which has not been approved in accordance with the provisions contained herein.

SEC. 9-26. MUNICIPAL INFRACTION

Whoever, being the owner or agent of the owner of any land located within the unincorporated area of Scott County, knowingly or with intent to defraud, transfers or sells by reference to or exhibition of or by other use of a plat of subdivision of such land before such plat has been approved by the Board of Supervisors, shall be liable for the penalties outlined in the municipal infraction Chapter 29 of the County Code.

SEC. 9-27. FEES

All applications shall pay a fee based on the fee schedule approved by resolution of the Board of Supervisors.

~~A. Plat of Survey filing fee: twenty dollars (\$20).~~

~~B. Minor Plats: Prior to the Planning and Zoning Commission considering the Sketch Plan and Final Plat, the subdivider shall deposit with the Planning and Development Department the following fees:~~

~~— Sketch Plan one hundred dollars (\$100);~~

~~— Final Plat fifty dollars (\$50).~~

~~C. Major Plats: Prior to the Planning and Zoning Commission considering the Preliminary Plat and Final Plat, the subdivider shall deposit the following fees:~~

~~— Preliminary Plat one hundred fifty dollars (\$150)~~

~~— Final Plat one hundred dollars (\$100); plus five dollars (\$5) per lot.~~

## APPENDIX I

### **CONSTRUCTION STANDARDS, SPECIFICATIONS, PLANS AND GENERAL CONSTRUCTION PROCEDURES PROCEDURES FOR CONSTRUCTION PLANS SUBMITTAL & REVIEW, INSPECTION OF THE CONSTRUCTION OF SUBDIVISION IMPROVEMENTS, TESTING STANDARDS, AND OTHER GENERAL CONSTRUCTION PROCEDURES.**

#### I. GENERAL PURPOSE:

It is the intent of this Appendix to lay down and more clearly define the details, procedures and requirements for the plans, standards, specifications, inspections, and construction of subdivision plats covered in the main body of the County Subdivision Ordinance (Chapter 9 of the County Code).

#### II. ORDER OF PROCEDURE:

The following steps, which will be explained in more detail in subsequent sections and which are also covered in the main body of the County Subdivision Ordinance, will be followed in considering any subdivision.

- A. Sketch plan - optional.
- B. Preliminary plat.
- C. Engineering plans and specifications.
- D. Final plans, specifications, covenants, dedication, and final plat.
- E. Site grading and construction - interim inspections.
- F. Final inspection and approval of construction.
- G. Two year maintenance - construction warranty bond.
- H. Final reinspection.

#### IV. PRELIMINARY PLAT - PLAN:

The Preliminary Plat - Plan shall contain the information required under Section 9-13 of the Code and any other topographic features that may have an effect on the development and its design. Streets should be arranged to provide for a continuous circuit for travel and provide for two access points whenever possible; the right is reserved to reject "dead-end" streets or roads. The preliminary plat shall be subject to all the requirements of Section 9-17 of the Code, **SUDAS** and any other engineering criteria deemed appropriate and applicable.

The purpose of the preliminary plat is to provide for a review of the geometrics and general layout, safety of access points to county roads, the suitability and practicality of the proposed development, the compatibility with the surrounding area, the existence of any special topographical and/or soil problems, the need for any special design and plan requirements and other items affecting the development of the final plat.

V. FINAL PLAT - ROAD PLANS:

After approval of the preliminary plan, the final construction plans shall be prepared by the developer's (owner's) engineer. These final plans shall contain detailed engineering drawings and specifications on all the proposed improvements and contain all the items under Section 9-15 of the Code and SUDAS. Additional information and engineering computations may be required to document and verify final design criteria. The plans and specifications shall be detailed enough to be used as construction plans for building the improvements within the subdivision. The final plans and specifications shall comply with the requirements and specifications given in this Appendix, SUDAS and in conformance with any additions or changes required by the Board of Supervisors or the County Engineer.

The road and drainage plans shall be drawn on plan and profile sheets measuring twenty-two inches by thirty-four inches (22" x 34"). The scale shall not be less than one (1) inch equals one hundred (100) feet horizontally and one (1) inch equals ten (10) feet vertically (recommend one (1) inch equals fifty (50) feet horizontally and one (1) inch equals five (5) feet vertically). The percent grades and length of vertical curves shall be shown as well as elevations every one hundred (100) feet for the finished surface grade. The storm drainage plans (surface and underground) shall be superimposed on the road plans along with grades and elevations. The road and drainage plans shall also include the water and sanitary sewer locations and grades. The plans shall also include a typical cross section or cross sections to which the streets are to be built with all necessary widths, depths and types of material to be used in their construction. The Engineer, in special cases, may require a complete soils survey by a competent soils engineer. If so required, a copy of the soil survey shall be attached to and made a part of the plans and specifications, including any and all recommendations by the soils engineer. The completed plans must bear the seal of the engineer.

~~VI. SPECIFICATIONS AND REQUIREMENTS:~~

Previous specifications listed in Appendix I now addressed by adoption of SUDAS or moved to SEC 9-17 Standards for Design and Development.

VI. INSPECTION OF ROADWAY CONSTRUCTION:

After the final plat plans and specifications are approved all construction shall be done in accordance with said plans and specifications in accordance with the provisions of this Appendix and the Subdivision Ordinance itself. The County Engineer, or a designated third party will inspect all phases of the construction of the streets and storm sewers. Regularly scheduled inspections will be required at each of the following stages and approval from the County Engineer's office will be required before proceeding to the next stage of construction.

A. Preliminary site inspection - upon receipt of preliminary plat.



- B. Plans and specifications site inspection – upon receipt of engineering plans and specifications.
- C. Site grading and installation of underground storm sewer, sanitary sewer, water mains and other utilities.
- D. Subgrade inspection - during construction of the grading and compacting of the subgrade to the required typical cross section and the grades shown on the engineering plans.
- E. Base inspection - during construction of asphalt or aggregate base placement and compaction.
- F. Asphalt surface or concrete surface inspection -during construction of placing asphalt or concrete surface (also shoulder gravel for ditch section).
- G. Final construction inspection - upon completion of all construction work including final soil erosion control, placement of signs and all other requirements associated with final plans.
- H. ~~Reinspection after two (2) years after date noted in Item G above (two year warranty on maintenance requirement).~~

It will be the responsibility of the owner, developer or the engineer to notify the County Engineer's office at least two (2) days in advance of the time desired for any inspections. The County Engineer will schedule the required inspection as expeditiously as possible. It is desirable that the developer and his engineer be present at these inspections to discuss problems and remedies.

The County Engineer may allow a certified third party inspection services for the above described work. The certified inspection services shall include submittal of all observation notes, material testing results, material certifications and other inspection related documents. All costs associated with the third party inspection services shall be borne by the developer.

## VII. APPROVAL OF FINAL PLAN CONSTRUCTION:

After all construction has been completed, a certification from the developer and his engineer stating that all work has been completed in conformance with the final approved engineering plans and specifications as well as the requirements herein, will be required. This letter should also contain the request for the final inspection noted in Section VII-G previously. If the work is not complete and satisfactory, the developer or his engineer will be notified as to the deficiencies and a reinspection will be made upon being notified that all deficiencies have been corrected.

Core samples will be taken to verify base and surface thicknesses and quality by a commercial testing company.

When all plat procedures have been completed satisfactorily, the final plat will be recommended by the County Engineer for Board approval or construction bond release. Prior to the final construction approval and/or construction bond release, the subdivider/owner shall furnish the warranty (two years) as required in Section 9-19 (J) of the Code to the legal entity responsible for road maintenance.

If the construction is being done under the bonding procedures noted in the Subdivision Ordinance, partial releases may be requested and allowed by the County Engineer as specific items of work are completed.

Record samples and cores may be required by the County Engineer and tested to ascertain that the materials and workmanship comply with the requirements noted herein.

#### VIII. ENGINEERING INSPECTION, TESTING AND ADMINISTRATIVE COST

The subdivider/owner shall reimburse the County Engineer's office (Secondary Roads Department) for the cost expended for all inspection services, testing and related administrative expenses furnished and conducted by or on behalf of the County Secondary Road Department. Adequate records and documentation will be kept by the Secondary Roads Department to provide for an accounting of these costs. As-built plans shall be submitted both to the County Engineer's office and to the legal entity which will own and be responsible for maintenance of the improvements. Copies of all inspection reports and testing results shall also be provided to both parties.

#### ~~IX. ACCEPTANCE OF STREETS INTO COUNTY SYSTEM FOR MAINTENANCE~~

~~Upon completion of all previous requirements, all roads and streets designated in the plat as public roads and streets will be recommended by the County Engineer to the County Board for acceptance to the County Roads and Street System. Upon approval by the Board the County Secondary Road Department will start maintaining these public roads and streets.~~

~~Any roads and streets not designated as public will not be maintained by the Secondary Road Department.~~

#### ~~X. GRAPHS OF ROAD CROSS SECTIONS AND LAYOUTS AND STORMWATER MANAGEMENT SYSTEMS~~

# Facility and Support Services

600 West 4<sup>th</sup> Street

Davenport, Iowa 52801-1003

fss @ scottcountyjowa.gov

(563) 326-8738 Voice

(563) 328-3245 Fax



Item #5

2/16/21

February 9, 2021

To: Mahesh Sharma  
County Administrator

From: Tammy Speidel, Director  
Facility and Support Services

Subj: Courthouse Stair Tread Project

Scott County FSS obtained quotes to replace the non-slip stair treads on all three flights of stairs at the Courthouse. As best we can recall, the non-slip product was originally added to the terrazzo steps about 20 years ago because the terrazzo can become slippery when it gets wet. The current treads have served their purpose and are beyond their useful life.

Quotes were obtained as follows:

VENDOR ( STAIR TREADS )	QUOTE
Carpetland USA	\$39,177.55
Flooring America	\$51,616.45
Paragon Commercial Interiors	\$21,397.00

We recommend approving the stair tread quote from Paragon Commercial Interiors.

We also obtained bids to paint the side trim while the stair material is being replaced.

VENDOR ( PAINTING )	QUOTE
Metro Coatings LLC	Not to exceed \$21,682.00
W. F. Scott Decorating, Inc	\$36,000.00

Metro Coatings quote is listed as not to exceed because they are not certain if a single coat of paint will cover or if there may be a need for a second coat. If this is determined not to be needed their quoted price is \$14,742.00.

We recommend approving the quote from Metro Coatings, LLC.

Total cost for this project is between \$36,139.00 - \$43,079.00 and is budgeted in our CIP plan in the amount of \$50,000.00.

I will attend the next Committee of the Whole meeting to answer any questions.

CC: FSS Management Team

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

February 18, 2021

A RESOLUTION APPROVING THE QUOTES FOR THE COURTHOUSE STAIR  
TREAD PROJECT FROM PARAGON COMMERCIAL INTERIORS IN THE AMOUNT  
OF \$21,397.00 AND FROM METRO COATINGS, LLC IN AN AMOUNT NOT TO  
EXCEED \$21,682.00.

**BE IT RESOLVED BY** the Scott County Board of Supervisors as follows:

- Section 1. That the quote for the Courthouse stair tread project from Paragon Commercial Interiors is hereby approved and awarded in the amount of \$21,397.00.
- Section 2. That the quote for Courthouse painting associated with the stair tread project from Metro Coatings, LLC is hereby approved and awarded in an amount not to exceed \$21,682.00.
- Section 3. This resolution shall take effect immediately.



**HUMAN RESOURCES DEPARTMENT**

600 West Fourth Street  
Davenport, Iowa 52801-1030

Ph: (563) 326-8767 Fax: (563) 328-3285  
HR@scottcountyiowa.com



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Date: February 16, 2021  
To: Board of Supervisors  
From: Mary J. Thee, Human Resources Director/Asst. County Administrator  
Subject: Settlement - Juanita Bea

Ms. Bea is a former employee who's employment was terminated on October 24, 2019. Her case was scheduled to go to arbitration February 10, 2021. The case had been continued several times due to the Covid-19 pandemic. The parties have agreed to a settlement of \$20,000. There is no admission of wrong doing, but at acknowledgment that the cost of litigating the claim effectively equals the settlement. The County has been represented by Aaron Hilligas, Ahlers & Cooney P.C.

The settlement documents are attached hereto.

Cc: Rob Cusack, Corporate Counsel  
Rhonda Oostenryk, Risk Manager  
Wes Rostenbach, Auditor's Office

## **SEPARATION AGREEMENT AND RELEASE**

This Separation Agreement and Release is between the Scott County, Iowa ("County"), AFSCME Local 606 ("AFSCME"), and Juanita Bea ("Bea").

### **RECITALS**

The County employed Bea as a clerk in the County's recorder office and the parties desire to end their relationship and fully and finally settle all issues arising out of Bea's employment without the necessity of any further administrative or legal action; and

The County desires to provide and Bea desires to receive certain separation and other benefits in exchange for Bea's release of any and all claims against the County arising out of Bea's employment with the County and her pending grievance against the County (PERB Grievance No. 20-GA-017).

### **AGREEMENT**

In consideration of the promises and the terms and conditions set forth in this Separation Agreement and Release, Bea, AFSCME, and the County stipulate and agree as follows:

1. **Resignation.** By entering into this Agreement, Bea resigns from employment with the County with an effective date of October 24, 2019.
2. **No future employment with the County.** Bea agrees that she will not apply for employment with the County in the future.
3. **Compensation.** In return for Bea's agreement to this release and fulfilling the terms of this agreement, the County agrees to pay Bea \$10,000.00 (ten thousand dollars), less required payroll withholdings, as severance pay. The County agrees to pay Bea a second lump sum amount of 10,000.00 (ten thousand dollars) as a non-wage payment. The two payments detailed in this paragraph will be provided to Bea by separate checks following the exhaustion of the seven (7) day revocation period applicable to this Agreement.

The County makes no representation as to the taxability of the amounts paid to Bea. Bea agrees to pay all applicable taxes, if any, that may be assessed in connection with payments specified in this Agreement. Moreover, Bea agrees to indemnify the County and hold it harmless from any interest, taxes or penalties assessed against it by any governmental agency as a result of Bea's non-payment of taxes on any amounts paid to Bea under the terms of this agreement.

4. **Arbitration dispute.** In return for compensation as set forth in paragraph 3 and other consideration as set forth herein, Bea and AFSCME agree to withdraw its grievance and request for arbitration in PERB Grievance Number 20-GA-017, which is currently scheduled to be considered by arbitrator Curtis Behrens on February 10, 2021. Said withdrawal shall be no later than two (2) days following the parties' execution of this agreement. The County and AFSCME agree to each pay one-half (1/2) of the cancellation fees charged by Arbitrator Curtiss Behrens Cox related to this withdrawal.
5. **Reference.** If contacted by prospective employers, the County will respond by setting forth only Bea's dates of employment, last position, salary information, and noting she resigned from employment with the County. The County will not provide orally or in writing any



additional information or respond to any additional questions unless required by state or federal law. All prospective employers will be referred to the County's Director of Human Resources in order to assure compliance with this provision.

6. **Full satisfaction of wage and benefit claims.** Bea agrees that the terms of this Agreement constitute a comprehensive financial settlement and complete satisfaction for all claims of wages, compensation, or employment benefits against the County including, but not limited to, claims for vacation, holidays, sick leave, personal days, comp time, insurance benefits, retirement benefits, and employee compensation.
7. **Full and comprehensive release.** In consideration of the above terms, Bea, and any person acting by or through Bea, as of the date of this agreement, hereby releases and discharges the County, the members of the County Board of Supervisors, and any and all officers, employees, representatives or agents of the County from any and all liability whatsoever including all claims, demands, or causes of action, known or unknown, arising in any manner whatsoever, or in any way related to Bea's employment with the County, including, but not limited to, claims arising under Iowa Code Chapter 400; the Age Discrimination in Employment Act; Title VII of the Civil Rights Act of 1964; the Americans with Disabilities Act as amended; the Family Medical Leave Act; the Iowa Civil Rights Act; and any other federal or state common law or statutory claims for wrongful termination, wage claims of any nature (including without limitation any claims for earned wages, vacation pay, sick pay or bonus pay); expenses owed, tort, breach of contract, defamation, retaliation, and any other law, order or regulation pertaining to employment or discrimination in employment, and agrees not to institute any actions, demands, claims or suits in state or federal court, or with any state, federal or local government agency, or with any administrative or advisory agency for any purpose related in any way to Bea's employment with the County, Bea's separation from the County, any management decision, work assignment or other employment action pertaining to Bea arising out of or relating in any way to Bea's employment with the County.

Bea acknowledges that the payments and actions set forth above in this Agreement are expressly conditioned upon her execution of and compliance with this Agreement. Further, by signing this Agreement, Bea affirms that she has made no claim against the County to any state, federal or local government agency, or any administrative or advisory agency. Finally, this Agreement precludes Bea's right to monetary recovery should the Department of Labor, the Equal Employment Opportunity Commission, or any other state or local civil rights or wage/hour agency pursue any claim on Bea's behalf.

**Bea acknowledges and agrees that the release contained herein constitutes an essential and material term of this Agreement and without the release, no agreement would have been reached by the parties.**

8. **ADEA Release.** In consideration of the above terms, Bea specifically waives any claims she has or may have under the Age Discrimination in Employment Act or 1967, the Older Workers Benefit Protection Act, and any successor thereto, or any similar law. Accordingly, Bea has up to twenty-one (21) days from the date presented to consider and accept the terms of this Agreement by executing it below and returning the original executed document to the County's Director of Human Resources. However, Bea may execute the Agreement prior to the conclusion of the consideration period. This offer is revoked and nothing shall be paid if the Separation Agreement and Release is not accepted



within twenty-one (21) days following the presentation of this offer.

9. **Revocation period.** Bea understands that she shall have a period of seven (7) days after signing this Agreement to revoke the Agreement, and that the Agreement shall not become effective until after this time period has passed. Such revocation shall be provided in writing to the County's Director of Human Resources before the end of the seventh day. So long as Bea timely signs and submits the executed original of this Agreement, as provided above, and does not timely revoke the Agreement, it will become effective and enforceable at the conclusion of the Revocation Period.

Bea understands that if she revokes this Agreement, all the County's obligations to Bea will immediately cease, and the County will owe Bea nothing under this Agreement. The County has no obligation to perform the obligations under this Agreement until the revocation period has passed.

10. **No admission of liability.** This Agreement is executed as a compromise settlement of a disputed claim, liability and/or wrongdoing for which is expressly denied by the Parties released, and the obligations set forth in this Agreement do not constitute an admission of liability on the part of any person or entity.
11. **Iowa law.** This Agreement shall be construed and governed by the laws of the State of Iowa. If any term, condition or provision of this Agreement shall be declared, to any extent, invalid or unenforceable, the remainder of the Agreement, other than the term, condition or provision held invalid or unenforceable, shall not be affected and shall be considered in full force and effect and shall be valid and enforced to the fullest extent permitted by law.
12. **Complete agreement.** The parties acknowledge that this Agreement sets forth the entire agreement between Bea, AFSCME, and the County, and that it completely supersedes any prior agreements or understandings between the parties regarding Bea's separation from employment with the County. This is a complete settlement and Bea acknowledges and agrees that she will not receive any other wages or benefits or other consideration from the County at any time except as set forth herein.
13. **Voluntary agreement.** Bea agrees that she had the right and opportunity to be represented by counsel of her own choosing in the negotiations for and preparation of this Agreement, that she is not relying upon any representations that may have been made by the County or any of its employees or representatives not set out herein, that she has read this Agreement, that she is fully aware of its contents and of its legal effect, and that she freely and voluntarily enters into this Agreement.
14. **Board of Supervisors Approval.** The parties understand the terms of this agreement are conditioned upon the approval of the Scott County Board of Supervisors. The parties are not obligated to perform the obligations of this agreement if the terms are not approved by the Board.



**I HAVE READ AND FULLY UNDERSTAND EACH AND EVERY PROVISION OF THIS AGREEMENT AND ACCEPT AND AGREE TO ALL OF THEM.**

Scott County, Iowa

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Mary Thee, Human Resources Director

**I HAVE READ AND FULLY UNDERSTAND EACH AND EVERY PROVISION OF THIS AGREEMENT AND ACCEPT AND AGREE TO ALL OF THEM.**

Employee:

By: Juanita Bea Date: 2/9/21  
Juanita Bea

**I HAVE READ AND FULLY UNDERSTAND EACH AND EVERY PROVISION OF THIS AGREEMENT AND ACCEPT AND AGREE TO ALL OF THEM.**

AFSCME Union Representative

By: Earlene Anderson Date: 2/9/2021  
Earlene Anderson, AFSCME Council 61

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

February 18, 2021

APPROVING SETTLEMENT WITH JUANITA BEA FOR THE AMOUNT OF \$20,000

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. Authorizing the County Attorney, along with outside counsel, to settle the dispute with Juanita Bea in the amount of twenty thousand dollars (\$20,000) and authorizing the Risk Manager and Human Resources Director to coordinate and execute the necessary paperwork to resolve the claim.

Section 2. This resolution shall take effect immediately.

HUMAN RESOURCES DEPARTMENT  
600 W. 4<sup>TH</sup> Street  
Davenport, IA 52801

Office: (563) 326-8767  
Fax: (563) 328-3285  
[www.scottcountyiowa.gov](http://www.scottcountyiowa.gov)



---

**Date:** February 16, 2021

**To:** Board of Supervisors

**From:** Mary J. Thee, Human Resources Director/Asst. County Administrator

**Subject:** Request to Fill - Clinical Services Manager

The Clinical Services Manager, Roma Taylor was scheduled to retire in June, 2020. She extended her retirement to continue to serve her community during the Covid-19 pandemic thru February, 2021. Roma serves in a key departmental position in the community efforts to fight the pandemic through testing, contact tracing and establishing a vaccine clinic. Her dedication and efforts, along with other key Health Department personnel, have been indispensable in our community response. Roma has once again agreed to extend her retirement to May, 2021 to assist in the transition of her position.

As the vaccine clinics ramp up in the community it is important to have continuity. We have been working with the Health Department on recruiting and filling that position. They have selected a candidate, however, the individual is not able to start until March 29, 2021. We recognize that what is best for the community is to have a smooth transition in the position. Therefore we're requesting the authority to overfill the position from March 29 until Roma's retirement in May. We believe this allows Roma and the Health Department sufficient time to onboard the new Clinical Services Manager.

After review with the Budget and Administrative Services Director we're assured the departmental budget can cover any additional costs.

Cc: Ed Rivers, Health Director  
Amy Thoreson, Deputy Health Director

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

February 18, 2021

#### APPROVAL OF THE REQUEST TO OVERFILL THE CLINICAL SERVICES MANAGER POSITION.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the request to overfill the Clinical Services Manager position for up to two months to facilitate a smooth transition is hereby approved.
- Section 2. This resolution shall take effect immediately.





## Scott County Health Department

600 W. 4<sup>th</sup> Street | Davenport, IA 52801-1030 | P. 563-326-8618 | F. 563-326-8774  
health@scottcountyiowa.gov | www.scottcountyiowa.gov/health

February 8, 2021

To: Scott County Board of Supervisors  
From: Edward Rivers, Health Director

Subject: Clinical Services Manager

The Health Department recently completed the search process for our Clinical Services Manager position. A tentative offer has been made to Lori Steiner. Ms. Steiner has considerable nursing and supervisory experience in a number of settings, as well as a Master's degree in Healthcare Management and Leadership.

Due to Ms. Steiner's education and extensive experience, I am requesting the Board to approve filling the position of Clinical Services Manager by Lori Steiner at midpoint salary of \$79,206.40. I also request that Ms. Steiner accrue an annual vacation leave credit of 120 hours.

Cc: Mahesh Sharma, County Administrator  
Mary Thee, Assistant County Administrator/HR Director



THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

February 18, 2021

### APPROVAL OF STAFF APPOINTMENTS

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The hiring of Catherine Leighton for the position of Office Assistant in the Facility & Support Services Department at the entry level rate.

Section 2. The hiring of Lori Steiner for the position of Clinical Services Manager in the Health Department at step 7 and accruing annual vacation at the rate of 120 hours annually.

2/16/21

**PASTRNAK LAW FIRM, P.C.**

**Attorneys at Law**  
**313 W. 3rd Street**  
**Davenport IA 52801**  
**Phone: (563) 323-7737, Ext. 220**  
**Fax: (563) 323-7739**  
**E-mail: [tpastrnak@pastrnak.com](mailto:tpastrnak@pastrnak.com)**

Thomas J. Pastrnak\*  
Candy K. Pastrnak\*  
-----

ILLINOIS OFFICE:  
6300 75<sup>th</sup> Ave., Suite A  
Milan, IL 61264

Thomas R. Schulz – Of Counsel\*  
Gregory S. Jager – Of Counsel\*\*  
Dee A. Runnels – Of Counsel \*

\*Attorneys Admitted in Iowa and Illinois  
\*\*Attorneys Admitted in Iowa

File No. 3621.004

December 21, 2020

Scott County Board of Supervisors  
Attn: Tony Knobbe  
600 W. 4<sup>th</sup> Street  
Davenport, IA 52801

Re: *Abatement Request for St. Anthony Church of Davenport, Iowa ("Church")*  
*Parcel No. N1716-06C ("Property")*

Dear Mr. Knobbe:

Please be apprised that the undersigned represents the Church which closed on the purchase of the Property on September 8, 2020. Based on this closing a prorate of the real estate taxes occurred, resulting with the Church receiving a credit for 2020 taxes in the sum of \$1,419.90 ("Prorate"). A copy of the closing statement showing the tax prorate is provided for your review.

It would appear based upon Iowa Code §427 and Scott County's regulations that abatement of taxes may be granted by the Board of Supervisors for that first interim period that occurs once the Property is properly rendered and classified exempt. Request is hereby made for the abatement of second installment of 2019 taxes. Upon abatement, the Church will remit payment to the City of the Prorate received at closing on the Property.

**PASTRNAK LAW FIRM, P.C.**

Scott County Board of Supervisors - Mr. Tony Knobbe  
December 21, 2020  
Page 2 of 2

Your consideration and relief from this obligation would be greatly appreciated. If oral hearing is needed to further advise of the issues, please don't hesitate to contact me and we'll gladly make ourselves available for discussion or hearing before the Board of Supervisors.

Very truly yours,

**PASTRNAK LAW FIRM, P.C.**

A handwritten signature in dark ink, appearing to read 'T. Pastrnak', is written over the printed name of the law firm.

Thomas J. Pastrnak

TJP/jlr  
Encl.

Cc: Tom Warner  
Brian Heyer



# A. Settlement Statement

## B. General Summary

<input checked="" type="checkbox"/> All Cash Closing	File Number:	Settlement Date:
		09/08/2020

**C. Note:** This form is furnished to give you a statement of actual settlement costs. Amounts paid to and by the settlement agent are shown. Items marked "(p.o.c.)" were paid outside the closing; they are shown here for informational purposes and are not included in the totals.

D. Name & Address of Buyer: <i>Cont. on Addendum</i> <input type="checkbox"/>		E. Name & Address of Seller: <i>Cont. on Addendum</i> <input type="checkbox"/>	
St. Anthony Church of Davenport, Iowa 417 N. Main Street Davenport, IA 52801		Ronald Tuttle, Trustee, and Judy Tuttle, Trustee 4230 N. University Street Peoria, IL 61614	
G. Property Location: <i>Cont. on Addendum</i> <input type="checkbox"/>		H. Settlement Agent:	
3000 E. 32 <sup>nd</sup> St. 6 Davenport, IA 52807		Marc Gellerman	
		I. Place of Settlement:	
		1987 Spruce Hills Drive Bettendorf, IA 52722	

## J. Summary of Buyer's Transaction

<b>100. Gross Amount Due from Buyer</b>		
101. Contract sales price		\$329,000.00
102. Personal Property		
103. Settlement charges to Buyer (line 1400)		\$ 166.00
104.		
105.		
<b>Adjustments for items paid by seller in advance</b>		
106. City/town taxes	to	\$ 0.00
107. County taxes	to	\$ 0.00
108. Assessments	to	\$ 0.00
109.	to	\$ 0.00
110. HOA fees		\$122.22
111.		
112.		
113.		
<b>120. Gross Amount Due from Buyer</b>		<b>\$329,288.22</b>
<b>200. Amounts Paid by or in Behalf of Buyer:</b>		
201. Deposits or earnest money		\$1,500.00
202.		
203. Existing loan(s) taken subject to		
204.		
205.		
206.		
207.		
208.		
209.		
<b>Adjustments for items unpaid by seller</b>		
210. City/town taxes	to	\$ 0.00
211. County taxes	to	\$ 0.00
212. Assessments	to	\$ 0.00
213.	to	\$ 0.00
214. Tax prorate		\$1,419.90
215.		
216.		
217.		
218.		
219.		
<b>220. Total Paid by/for Buyer</b>		<b>\$2,919.90</b>
<b>300. Cash at Settlement from/to Buyer</b>		
301. Gross amount due from Buyer (line 120)		\$329,288.22
302. Less amounts paid by/for Buyer (line 220)		\$2,919.90
<b>303. Cash</b>	<input checked="" type="checkbox"/> from <input type="checkbox"/> to Buyer	<b>\$326,368.32</b>

## K. Summary of Seller's Transaction

<b>400. Gross Amount Due to Seller</b>		
401. Contract sales price		\$329,000.00
402. Personal Property		
403.		
404.		
405.		
<b>Adjustments for items paid by seller in advance</b>		
406. City/town taxes	to	\$ 0.00
407. County taxes	to	\$ 0.00
408. Assessments	to	\$ 0.00
409.	to	\$ 0.00
410. HOA fees		\$122.22
411.		
412.		
413.		
<b>420. Gross Amount Due to Seller</b>		<b>\$329,122.22</b>
<b>500. Reductions in Amount Due to Seller:</b>		
501. Excess deposit (see instructions)		\$1,500.00
502. Settlement charges to seller (line 1400)		\$28,447.10
503. Existing loan(s) taken subject to		
504. Payoff of first mortgage loan		
505. Payoff of second mortgage loan		
506.		
507.		
508.		
509.		
<b>Adjustments for items unpaid by seller</b>		
510. City/town taxes	to	\$ 0.00
511. County taxes	to	\$ 0.00
512. Assessments	to	\$ 0.00
513.	to	\$ 0.00
514. Tax prorate		\$1,419.90
515.		
516.		
517.		
518.		
519.		
<b>520. Total Reduction Amount Due Seller</b>		<b>\$31,367.00</b>
<b>600. Cash at Settlement to/from Seller</b>		
601. Gross amount due to seller (line 420)		\$329,122.22
602. Less reductions in amount due seller (line 520)		\$31,367.00
<b>603. Cash</b>	<input checked="" type="checkbox"/> to <input type="checkbox"/> from Seller	<b>\$297,755.22</b>

**L. Settlement Charges****700. Total Real Estate Broker Fees** ✓

Division of Commission (line 700) as follows:

701.  to   
702.  to

Paid From  
Buyer's  
Funds at  
SettlementPaid From  
Seller's  
Funds at  
Settlement

703. Commission paid at Settlement to Ruhl &amp; Ruhl \$23,030-1,500.00

\$21,530.00

704.

**800. Items Payable in Connection with Sale**

801.  
802.  
803.  
804.  
805.  
806.  
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829.  
830.  
831.

**1100. Title Charges**

1101. Title services  
1102. Settlement or closing fee to:  
1103. Owner's title insurance to:  
1104. Attorney fees to Marc Gellerman  
1105. Abstracting to Bettendorf Abstract  
1106. Abstracting to Iowa Title Company  
1107.  
1108.  
1109.  
1110.  
1111.  
1112.

100.00

\$900.00  
\$160.00**1200. Government Recording and Transfer Charges**

1201. Recording Fees  
1202. City/County tax/stamps  
1203. State tax/stamps  
1204.  
1205.  
1206.  
1207.  
1208.

66.00

\$525.60

**1300. Additional Settlement Charges**

1301. 1<sup>st</sup> Installment 2019 taxes  
1302. AHS Home Warranty  
1303. Kelly Construction  
1304. Advantage Tree Service  
1305.  
1306.  
1307.  
1308.  
1309.  
1310.

\$2,712.00  
\$510.00  
\$1,200.00  
\$909.50**1400. Total Settlement Charges (enter on lines 103, Section J and 502, Section K)**

\$ 166.00

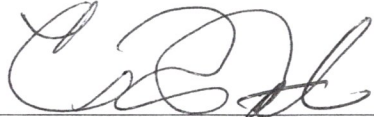
\$28,447.10



CERTIFICATION

I have carefully reviewed this Settlement Statement and to the best of my knowledge and belief, it is a true and accurate statement of all receipts and disbursements made on my account or by me in this transaction. I further certify that I have received a copy of the Settlement Statement.


  
\_\_\_\_\_  
Ronald Tuttle, Trustee      Seller

  
\_\_\_\_\_  
St. Anthony Church of Davenport, Iowa  
By: Thomas J. Pasternak,  
Attorney for Purchaser      Borrower

  
\_\_\_\_\_  
Judy Tuttle, Trustee      Seller

\_\_\_\_\_  
Borrower

To the best of my knowledge the Settlement Statement which I have prepared is true and accurate account of the funds which were received and have been or will be disbursed by the undersigned as part of the settlement of this transaction.

  
\_\_\_\_\_  
Marc Gellerman      Settlement Agent      September 8, 2020      Date

WARNING: It is a crime to knowingly make false statements to the United States on this or any other similar form. Penalties upon conviction can include a fine and imprisonment. For details see: Title 18 U.S. Code Section 1001 and Section 1010.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## RESOLUTION

### SCOTT COUNTY BOARD OF SUPERVISORS

February 18, 2021

#### APPROVING PARTIAL ABATEMENT OF PROPERTY TAXES FOR PROPERTY AT 3000 E. 32<sup>ND</sup> ST. 6 DAVENPORT, IOWA

WHEREAS, St. Anthony Church of Davenport Iowa purchased property at 3000 E. 32<sup>nd</sup> St 6, in Davenport for use as a church;

WHEREAS, the property was purchased on September 8, 2020 and the formal request for Iowa Property Tax Exemption pursuant to Iowa Code Section 427.3 was received by Board of Supervisors on 12/21/2020;

WHEREAS, Iowa Code Section 427.19 permits the Board of Supervisors to prorate taxes levied against the property within the year of the exemption was applied for.

NOW THEREFORE, BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. That upon determination by the City Assessor that the property located at 3000 E. 32<sup>nd</sup> St. 6, Davenport, IA qualifies as exempt pursuant to applicable state law, that the 2<sup>nd</sup> installment of the 2019 property taxes are hereby abated.

Section 2. This resolution shall take effect immediately.



THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

February 18, 2021

APPROVING THE SETTING OF A PUBLIC HEARING ON AN AMENDMENT TO THE  
COUNTY'S CURRENT FY21 BUDGET

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. A public hearing date on an amendment to the County's current FY21 Budget is set for Thursday, March 18, 2021 at 5:00 p.m.

Section 2. The County Director of Budget and Administrative Services is hereby directed to publish notice of said amendment as required by law.

Section 3. This resolution shall take effect immediately.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

February 18, 2021

#### AUTHORIZING THE SETTING OF A PUBLIC HEARING ON THE FY22 ANNUAL BUDGET AND THE FIVE YEAR CAPITAL IMPROVEMENT PLAN

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. All County departmental FY22 budget requests and all authorized agency FY22 funding requests are hereby authorized for filing and publication as the budget estimate for FY22. The published budget levy amount for the General Fund (General Services) and Rural Services Fund shall not exceed the maximum tax levy amount approved by board resolution.

Section 2. The Board of Supervisors hereby fixes the time and place for a public hearing on said budget estimate for Thursday, March 18, 2021 at 5:00 p.m. in the Board Room at the Scott County Administrative Center or virtually as directed by the Board's agenda.

Section 3. The Scott County Director of Budget and Administrative Services is hereby directed to publish the notice and estimate summary as required by law.

Section 4. This resolution shall take effect immediately.

**OFFICE OF THE COUNTY ADMINISTRATOR**

600 West Fourth Street  
Davenport, Iowa 52801-1003

Office: (563) 326-8702  
Fax: (563) 328-3285  
[www.scottcountyiowa.gov](http://www.scottcountyiowa.gov)



Item #12  
2/16/21

February 11, 2020

TO: Mahesh Sharma, County Administrator

FROM: David Farmer, CPA, MPA Director of Budget and Administrative Services

RE: FY22 Maximum Proposed Tax Levy and Setting Public Hearing of FY 2022 Budget

Please find attached the resolution to approve the FY22 Maximum Proposed Tax Levy. The public hearing is to be held on Thursday, February 18, 2021 and advanced notice of the hearing was published Wednesday February 3, 2021 in the two official County newspapers and was posted on the county website according to state law.

The maximum tax levy hearing is in accordance with SF 634 (2019 legislative session). Following the public hearing SF 634 requires a resolution be adopted approving the maximum tax dollars (property tax plus utility replacement tax requests) that may be assessed during the year. Following the resolution adopting the maximum tax levy, the board may set the time, date and place for the hearing on the regular county budget. This is tentatively scheduled for March 18, 2021. The budget is required to be adopted by March 31, 2021. A resolution setting the budget hearing is also attached as a separate action.

The proposed maximum tax levy dollars is \$52,752,240 within the General Fund and \$3,600,000 within the rural services fund. The County may not exceed the approved amount of the maximum tax levy or the published budget.

# FY22 Max Tax Levy Public Hearing

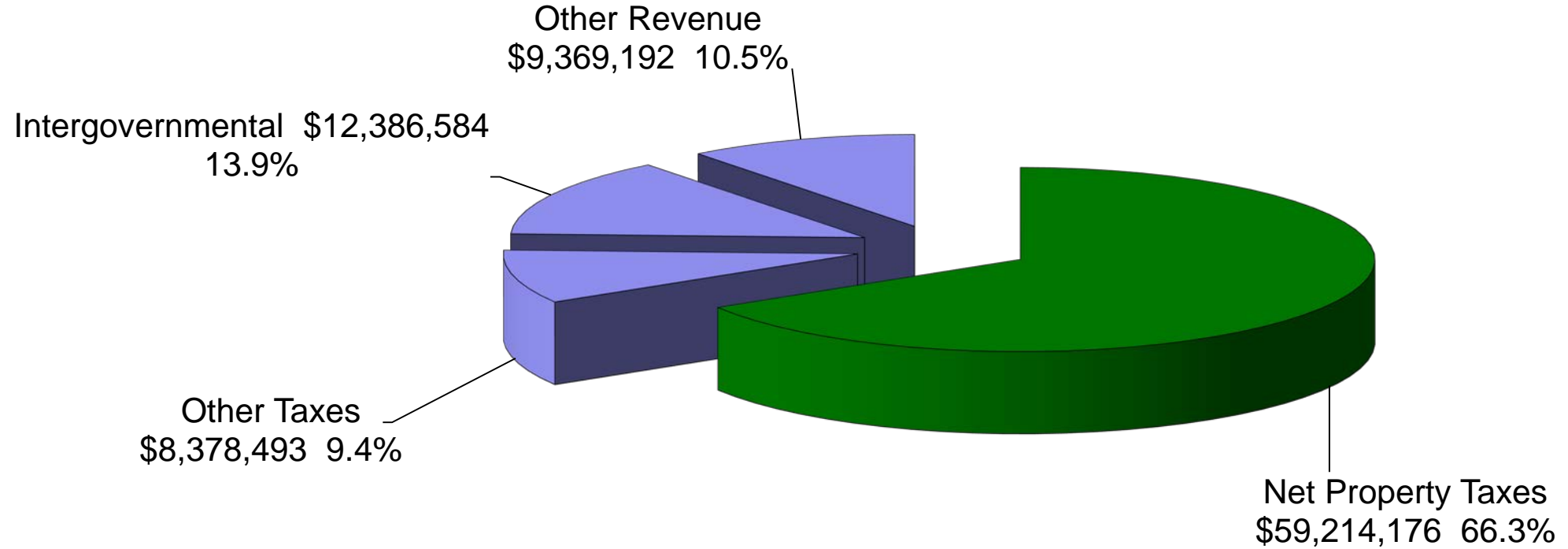
February 18, 2021





# FY 22 Revenues by Source

**FY22 BUDGET: \$89,348,445**



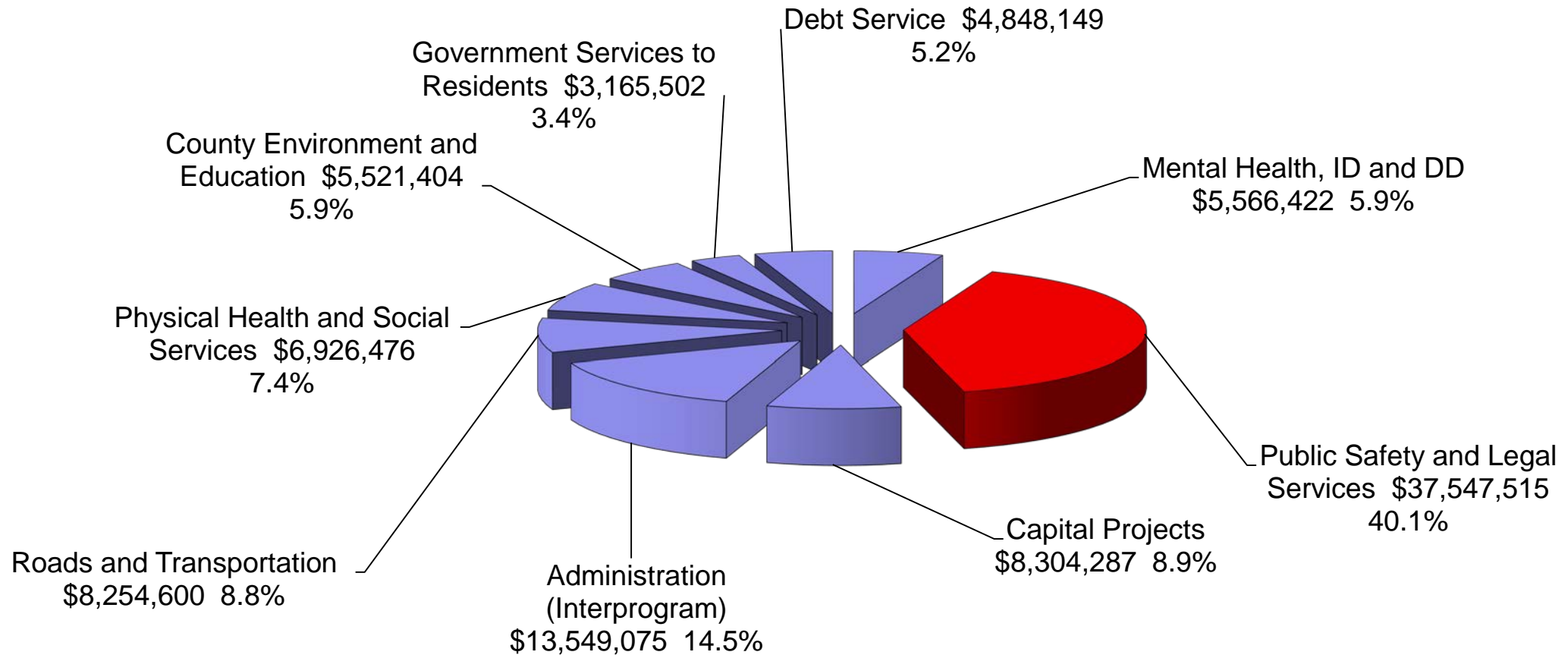
# Maximum Tax Levy

	FY 21	FY 22 Proposed Maximum	Proposed Percentage Change	FY 22 Budget	FY 22 Budget Percentage
General Services	\$49,996,983	\$52,752,240	5.51%	\$51,713,337	3.43%
Estimated Tax Rate	\$5.33086	\$5.18452	2.61%	\$5.36251	0.59%
Rural Services	\$3,308,416	\$3,600,000	8.81%	\$3,418,597	3.33%
	\$2.960137	\$3.05288	5.22%	\$2.89905	-0.08%

To fund fiscal year 2022 General Fund and Rural Service for continuing operations; including salary and benefit adjustments, departmental staffing request, increased cost of occupancy. County wide taxable valuation grew at 2.8% and unincorporated areas grew at 3.4%. Maximum budget dollars provides for County budget evaluation through the budget adoption process.

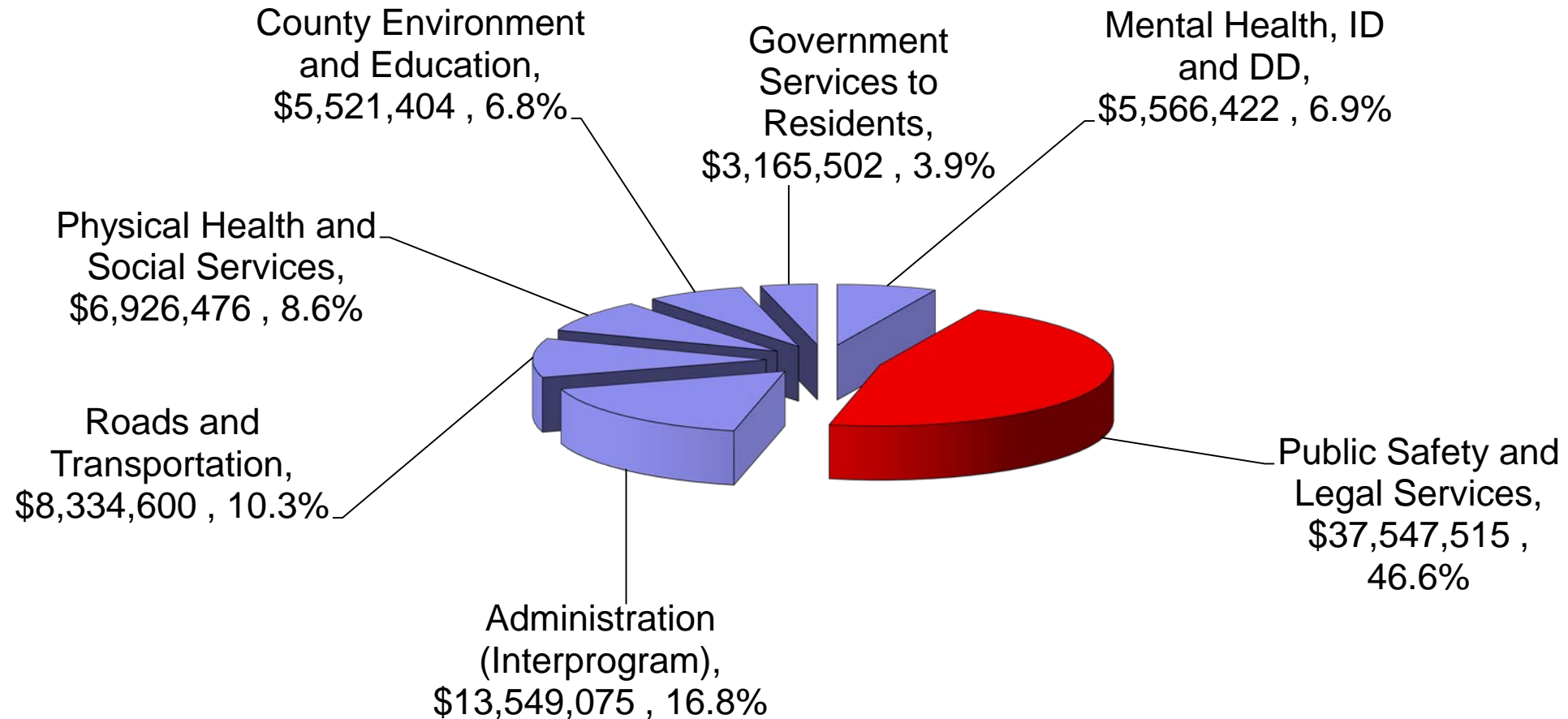
# FY 22 Budget

**FY22 BUDGET: \$93,683,430**





# FY 22 Operating Budget

**FY22 BUDGET: \$80,610,994**



# FY22 Budget Overview

- General Fund Budget
  - COLA / Steps / Benefit Estimates
  - Required transfers – SECC, EMA, Secondary Roads
  - Strategic Plan - \$313,000 use of assigned fund balance spending in FY 22
- Ending General Fund Unassigned Balance Estimate \$14,210,724 or 21.5% of FY 22 expenditures
- Urban Levy Rate  FY21 – \$6.21    FY22 – \$6.21
- Rural Levy Rate  FY21 – \$9.11    FY22 – \$9.11





# Summary

- Property Tax Rates:
  - Urban rate remains the same at \$6.21
  - Rural rate remains the same at \$9.11
- County budgeted funds at \$93,683,430 to fund operating and capital budget
- 2022 Capital budget fully funded without borrowing



THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

February 18, 2021

#### AUTHORIZING THE MAXIMUM PROPOSED TAX LEVY FOR FISCAL YEAR 2022

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

Section 1. The County will adopt a maximum proposed tax levy of \$52,752,240 for general services (General Fund) and \$3,600,000 for Rural Services.

Section 2. The county posted this notice on the County website and social media as of January 25, 2021 and in the Quad City Times and North Scott Press as of February 3, 2021.

Section 3. This resolution shall take effect immediately.

Roll Call Vote:

Beck:\_\_\_\_\_

Maxwell:\_\_\_\_\_

Knobbe:\_\_\_\_\_

Kinzer:\_\_\_\_\_

Croken:\_\_\_\_\_

**OFFICE OF THE COUNTY ADMINISTRATOR**

600 West Fourth Street  
Davenport, Iowa 52801-1003

Office: (563) 326-8702  
Email: david.farmer@scottcountyiowa.com  
www.scottcountyiowa.com



Item #13  
2/16/21

February 9, 2021

To: Mahesh Sharma, Scott County Administrator

RE: CDBG Grant – Public Hearing and CDBG related grant policies

In response to the COVID-19 Pandemic, Scott County with Trinity Health Foundation applied for Community Development Block Grant Funding from the Iowa Economic Development Authority. On April 28, 2020, the County was notified of an award of \$9,204 to fund Psychological First Aid Training for licensed mental health professionals to deliver enhanced mental health services for essential frontline healthcare workers and to purchase iPads so that patients can communicate with healthcare providers and loved ones while being hospitalized or isolated. The grant was subsequently amended to cover COVID-19 Care kits and iPads.

In accordance with the grant stipulations the county is to hold a public hearing on the use of funds. Please see addendum for public hearing requirements.

If you have any questions, I will be available the February 18, 2021 Board meeting to address the grant, public hearing and policies.

David Farmer, CPA, MPA  
Director of Budget and Administrative Services

## Public Hearing Notice

### NOTICE OF PUBLIC HEARING ON THE STATUS OF FUNDED ACTIVITIES FOR THE **SCOTT COUNTY IOWA, 2020 CDBG OT AWARD (20-OT-038)**

Pursuant to the requirements of Section 508 of the Housing and Community Development Act of 1987, as amended, the **Scott County Board of Supervisors** will hold a public hearing on **February 18, 2021 at 5:00 at 600 West Fourth Street, Davenport, Iowa, however the meeting will be held virtually due to COVID-19 procedures. The public may join the meeting by phone by reviewing the posted agenda.** The electronic meeting is allowed by Iowa Code Section 21.8(1)(b) as it is necessary to provide direction from the Board for several time-sensitive issues listed on the agenda.

The purpose of the hearing will be to discuss the status of funding for the an award of \$9,204 to fund COVID Care Packages to the public and to purchase iPads so that patients can communicate with healthcare providers and loved ones while being hospitalized or isolated. The project is being funded in through a Community Development Block Grant provided by the Iowa Economic Development Authority.

If you have questions concerning the project or if you require special accommodations to attend the hearing such as handicapped accessibility or translation services, you may contact David Farmer, Director of Budget and Administrative Services at 563-326-8651. Persons interested in the status of funding or the progress of the project are welcome to attend this meeting.

## Required Items at Public Hearing

### 1. Need for the CDBG project:

Scott County sought funds to help the community in response to the COVID-19 Pandemic

### 2. Description of the CDBG funded project & activities:

COVID -19 Care Kits available to public through hospital and to purchase iPads so that patients can communicate with healthcare providers and loved ones while being hospitalized or isolated.

### 3. The amount of CDBG funds for the project

\$9,204 awarded; \$8,273.76 expended

### 4. Estimated amount of CDBG assistance that will benefit low and moderate income persons

The entire amount is to fund services that benefit all persons. Individuals of low and moderate income will benefit by increased access to communication via the iPads and COVID Care packages designed to limit the spread of COVID-19.

### 5. The location of project activities

Unity Point Health - Trinity Health Foundation, 4500 Utica Ridge Road, Bettendorf Iowa

### 6. Any relocation that will have to take place as a result of the CDBG project

Not Applicable / None

### 7. City/ County contact information for residents to contact with concerns or complaints regarding the project.

David Farmer, Director of Budget and Administrative Services

### 8. Community Development and Housing Needs of low to moderate persons in the city/ county and any planned or potential activities to address these needs. The City/County should ask for public input on this item and include public comments in the minutes

To be heard at public meeting.

### 9. Other Community Development and Housing needs and any planned or potential activities to address these needs. The City/County should ask for public input on this item and include public comments in the minutes

To be heard at public meeting.



THE COUNTY AUDITOR'S SIGNATURE CERTIFIES  
THAT THIS RESOLUTION HAS BEEN FORMALLY  
APPROVED BY THE BOARD OF SUPERVISORS ON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SCOTT COUNTY AUDITOR

## R E S O L U T I O N

### SCOTT COUNTY BOARD OF SUPERVISORS

February 18, 2021

#### APPROVAL OF APPOINTMENTS TO BOARDS AND COMMISSIONS

**BE IT RESOLVED BY** the Scott County Board of Supervisors as follows:

Section 1. That the appointment of Don McCollam, Long Grove, Iowa, to the Benefited Fire District #2 for a three (3) year term expiring on March 10, 2024 is hereby approved.

Section 2. That the appointment of Scott Haycraft, Eldridge, Iowa, to the Benefited Fire District #3 for a three (3) year term expiring on April 1, 2024 is hereby approved.

Section 3. That the appointment of Donald DeWulf, Long Grove, Iowa, to the Benefited Fire District #4 for a three (3) year term expiring on April 1, 2024 is hereby approved.

Section 4. This resolution shall take effect immediately.

# FY22 Budget Work Session

February 16, 2021

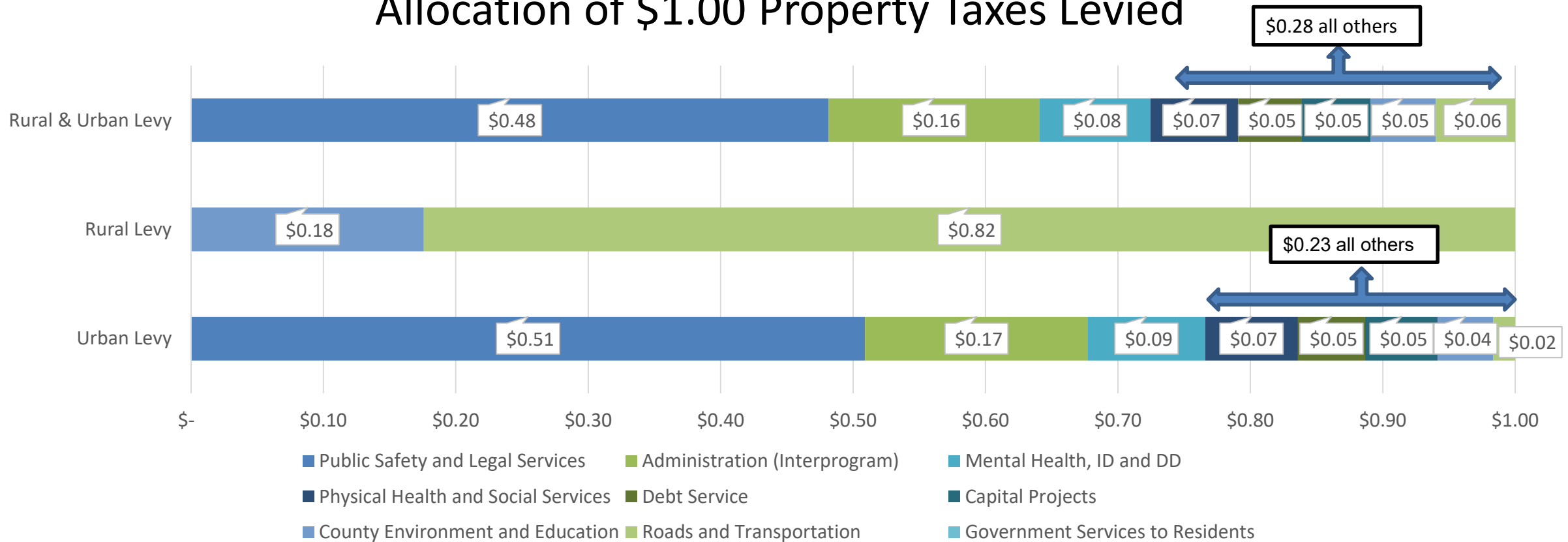


# Agenda

- Question: A chart that shows a breakdown of tax burden among county taxpayers relative to services they receive.
  - Complex Answer: Multiple resources provide County's functional services – Real Estate Property Taxes, Local Option Sales Tax, General State Revenues, Programs Revenues, Fund Balance
- Outside Funding Requests
- Budget Overview
- Next Steps

# Approximate Property Taxes by Functional Area

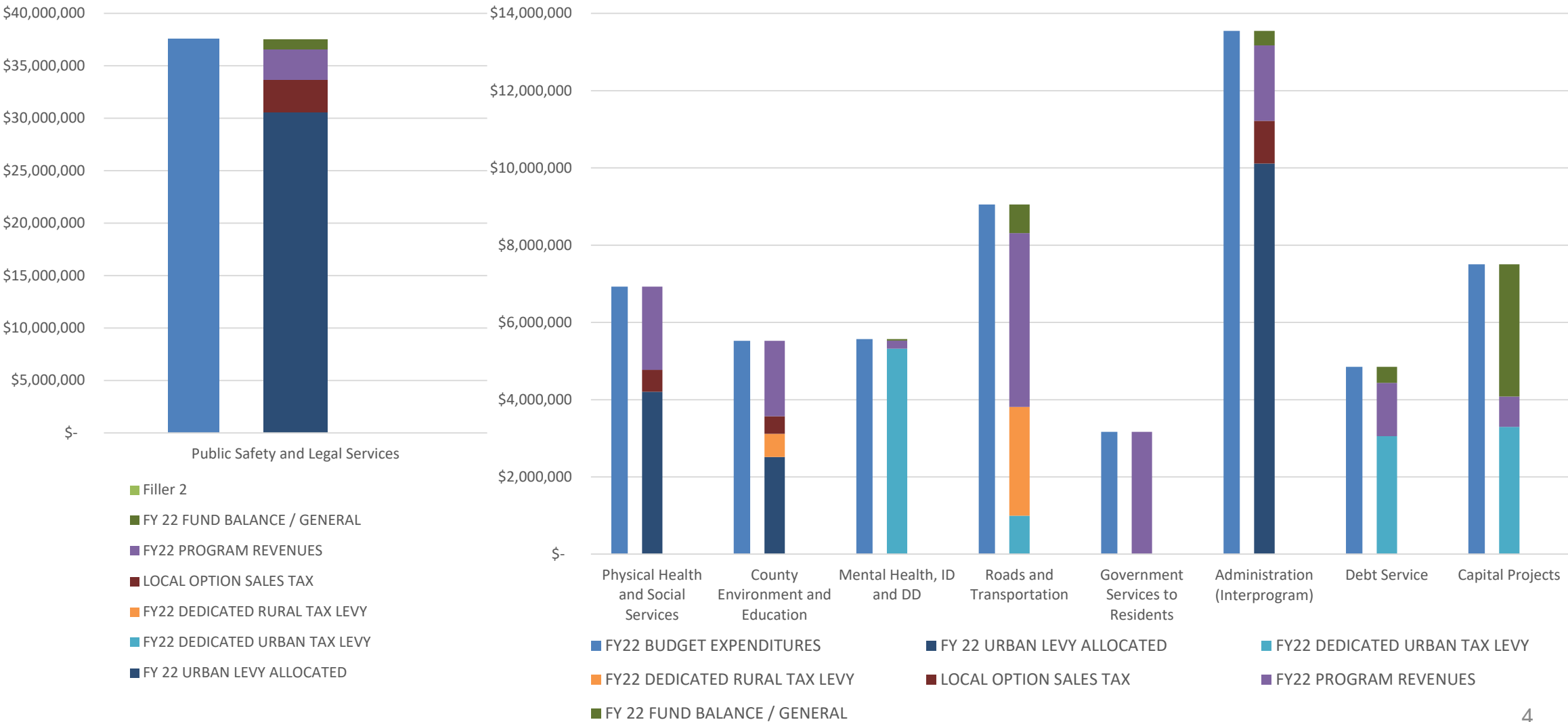
## Allocation of \$1.00 Property Taxes Levied



	Assessed House	FY 2021 Taxable Value	County Taxes
Rural and Urban Levy	\$150,000	\$84,614.10	\$770.83
Rural Levy	\$150,000	\$84,614.10	\$245.38
Urban Levy	\$150,000	\$84,614.10	\$545.45

# Functional Expenditures vs Assigned Revenues / Equity

A mix of revenues to functional programs





# Consumer of Services

## **PUBLIC SAFETY AND LEGAL SERVICES – All Residents**

- **Sheriff**
  - Patrol & Investigations
  - Jail and Jail Health Services; Service of civil papers
  - Prisoner Transportation
- **Juvenile Court Services** programs including the Juvenile Detention Center
- **County Attorney** programs
  - Criminal Prosecution, Child Support Recovery, and Corporate Counsel/Civil Division; other court costs including grand jury costs and juvenile justice base costs
- All **ambulance** services;
- **Emergency Management Agency**, and SECC (consolidate dispatch center).

See Department Goals and BFO's for individual programs, residents served and budget allocation.

# Consumer of Services

## **PHYSICAL HEALTH AND SOCIAL SERVICES •** **– All Residents**

- **Health Department programs** - Environmental Health, and Disease Prevention & Health Promotion; Community Health Care - Other Services; Genesis Visiting Nurse/Homemaker programs - Public Health Nursing and Home Support Services;
- **Community Services Department programs** - General Relief and Veteran Services; Human Services program - Administrative Support; Commission on Aging programs - Outreach, Transportation, Day Care, Volunteer Services, Leisure Services and Congregate Meals Community Services
- **Community Health Care program** - Community Services clients
- **Center for Alcohol & Drug Services** programs - Outpatient and Residential. Benefits program

See Department Goals and BFO's for individual programs, residents served and budget allocation.<sup>6</sup>

# Consumer of Services

## **MENTAL HEALTH, ID AND DS SERVICES – All Residents**

- State Institutions
- Community Services programs - Mental Health, and Commitment/ Advocacy
- Human Services program - Case Management
- Residential, Vocational and Day Services
- Community Mental Health programs - Outpatient, Community Support Services, Case Management, Residential, Peer Support and Day Treatment.

See Department Goals and BFO's for individual programs, residents served and budget allocation.<sup>7</sup>

# Consumer of Services

## **COUNTY ENVIRONMENTAL AND EDUCATION SERVICES – All Residents**

- **Conservation programs - Parks and Recreation**
- **Planning and Development Department program - Code Enforcement**
- **Bi-State Metropolitan Planning Commission program**
- **Quad-City Convention/Visitors Bureau program**
- **Quad-City Development Group program**
- **Scott Soil Conservation District program**
- **Scott County Library program**
- **Mississippi Valley Fair program.**

See Department Goals and BFO's for individual programs, residents served and budget allocation.<sup>8</sup>

# Consumer of Services

## **ROADS AND TRANSPORTATION SERVICES – All Residents**

- **Secondary Roads Department programs**
  - Administration and Engineering, Roadway Maintenance, and other general roadway expenses.

## **GOVERNMENT SERVICES TO RESIDENTS – All Residents**

- **Auditor's** program - Election; Recorder Department programs - Administration and Public Records
- **Treasurer** Department programs - Motor Vehicle Registration and County General Store.

See Department Goals and BFO's for individual programs, residents served and budget allocation.<sup>9</sup>



# Consumer of Services

## **ADMINISTRATION (INTERPROGRAM)**

### **SERVICES – Internal Services**

**County Administrator** program

**Auditor's** Department programs -  
Business/Finance and Taxation

**Information Technology** programs

**Facility and Support Services** Department  
programs

**Non-Departmental program** - Insurance Costs,  
Professional Services and Contingency

**Human Resources** Department

**Board of Supervisors**

**Treasurer's Department** programs - Tax  
Collection and Accounting/Finance.

## **DEBT SERVICE – Debt Financing**

- Scott Solid Waste Commission Bond Issue
- SECC General Obligation Communication and Refunding Bond Issue
- Debt (lease) payment to the Public Safety Authority for the expansion/renovation of the existing jail sites

## **CAPITAL IMPROVEMENTS – All Residents / Internal Services**

- Secondary Roads projects
- Conservation projects
- Transfer to SECC for General Communications (Radio Infrastructure)
- General projects – IT / FSS / Fleet.

See Department Goals and BFO's for individual programs, residents served and budget allocation<sup>10</sup>



# Outside Funding Requests

- River Action:
  - Requested \$8,000 for public land stewardship, education, flood alliance, public access and trails for both Scott County activities and cities within the county.
  - Funded one time in 2019.
- Nahant Marsh
  - \$100,000 to match \$500,000 Iowa Economic Development Community Attraction and Tourism (CAT) Grant.
  - Payable out of capital fund over 3 years.
  - \$3.7 million campaign to acquire land and expand wetlands, extend and connect the trail system to Mississippi River Trail, develop new recreational and educational amenities, and attract more visitors to the location.
  - Commitment resolution due by April 1. Requested Presentation on March 2, 2021

# FY22 Budget Review

## Overview



# County Budgeting – Budgeting for Outcomes

Mission - Scott County Government Is dedicated to Protecting, Strengthening and Enriching Our Community by delivering Quality Services and Providing Leadership with P.R.I.D.E

## 9 Service Areas

- 18 Operating Departments
- 13 Authorized Agencies
- Numerous partner agencies, boards, or commissions

Vision 2032 - Scott County is a GREAT PLACE TO LIVE and a GREAT Place for BUSINESS Scott County 2032 is a SAFE COMMUNITY, a HEALTHY COMMUNITY, and a LIVEABLE COMMUNITY FOR ALL

## Goals – Strategic Plan and Departmental performance measurements (BFO's)

### Financially Responsible

- County Wide
- Dept.

### Economic Growth

- County Wide
- Dept.

### Performing Organization

- County Wide
- Dept.

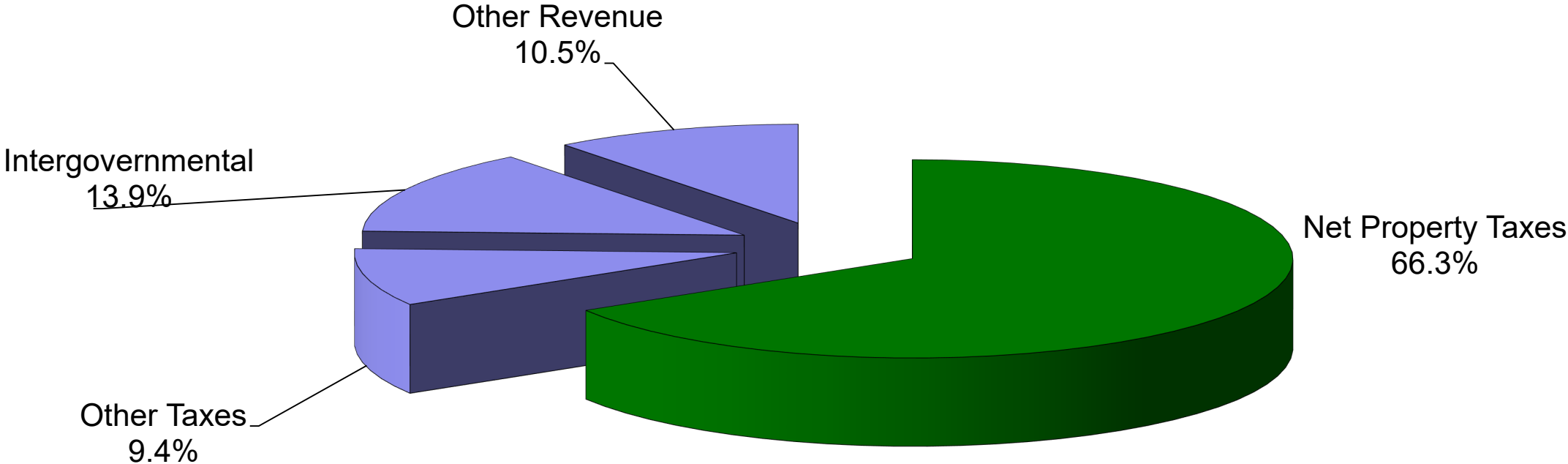
### Great Place to Live

- County Wide
- Dept.



# Revenues by Source

**FY22 BUDGET: \$89,348,445**

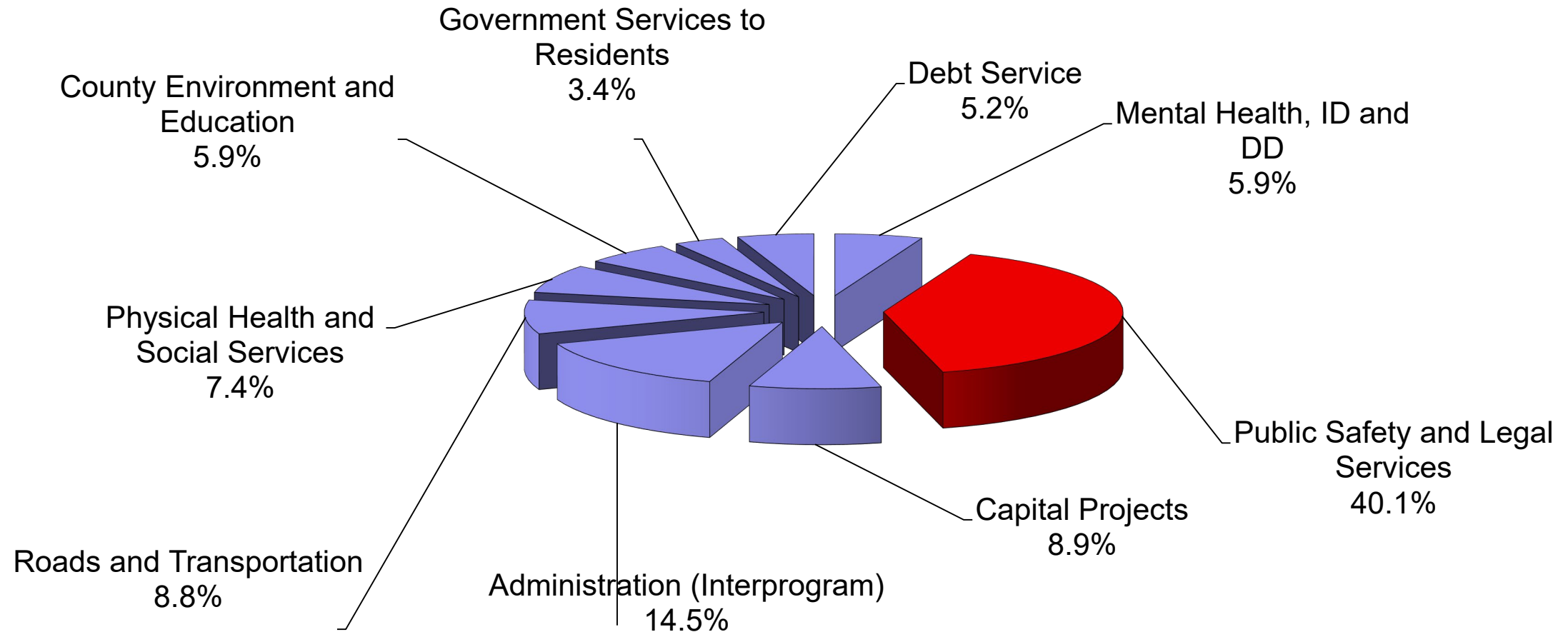






# Overall Budget

**FY22 BUDGET: \$93,683,430**



# FY22 Budget Review

## Next Steps



# Budget Calendar

<u>Meeting Type</u>	<u>Topic</u>	<u>Date</u>
Public Hearing Max Tax Levy	Hearing / Adoption	Thursday, February 18, 2021
Public Hearing Budget Amendment Budget Adoption	Hearing / Adoption	Thursday, March 18, 2021

## Action Items – Scheduled March 18, 2021:

1. Adopt 2021 Budget Amendment
2. Adopt Elected Official Compensation
3. Adopt General Wage Increase
4. Adopt 2021 Organizational Change Requests
5. Adopt 2022 Budget



# FY22 Budget Review

## Organization Requests





# FY 22 Changes to Operating Budget

Position Changes	Fund	Requested FTE	Recommended FTE	Ins. Benefits
Additions:				
Roadside Vegetation Specialist – Weed Commissioner Duties	Secondary Roads	0.0	0.0	N/A
Detention Youth Supervisor	General	1.0	1.0	N/A
Detention Youth Counselor	General	(1.0)	(1.0)	N/A
Multi-Service Clerk	General	1.0	1.0	Yes
Senior Electronics System Technician	General	1.0	1.0	N/A
Electronics Systems Technician	General	(1.0)	(1.0)	N/A
Legal Secretary	General	1.0	1.0	Yes
Paralegal	General	1.0	1.0	Yes
Senior Office Assistant	General	<u>1.0</u>	<u>1.0</u>	Yes
^R – Recommended effective 1/1/22		4.0	4.0	

Impact to General Fund:  
\$293,953 total  
½ Year:  
\$147,000

Impact to Secondary Roads Fund:  
\$3,633



# FY22 Budget Review

## Compensation Board Recommendation





# FY22 Changes to Operating Budget

- Personnel:

Group	FY 2022 COLA
Nonunion	2.25%
AFSCME	2.25%
Teamsters	2.25%
DSA	2.50%
PPME	2.25%
Elected Officials	16% Sheriff; 2% all others

- Elected Officials recommended by independent compensation board.



# Budget Calendar

<u>Meeting Type</u>	<u>Topic</u>	<u>Date</u>
<del>Work Session</del>	<del>Operations</del>	<del>Tuesday, February 2, 2021</del>
<del>Work Session</del>	<del>Capital / Sec Rds</del>	<del>Tuesday, February 9, 2021</del>
<del>Work Session</del>	<del>Wrap up</del>	<del>Tuesday, February 16, 2021</del>
Public Hearing	Hearing	Thursday, February 18, 2021
- Max Levy		
Budget Adoption	Adoption	Thursday, March 18, 2021

