

Drainage Committee Meeting Minutes

January 26, 2016

2:00 p.m.

Meeting was called to order with the following in attendance: Drainage Committee Chairman - Alderman Hopkins, Drainage Committee Members – Aldermen Notheisen, Heller and Trantham. Alderman Darter, Zoning / Subdivision Administrator - Jim Nagel, HMG – Brad Hummert. City Attorney – Dan Hayes and Assistant Lonny Ludwig. Secretary – Tammy Kujawa.

1. Petitions by Citizens on Non-Agenda Items. None.
2. Approval of 01-12-16 Drainage Committee Meeting Minutes. Alderman Notheisen made a motion to approve the minutes, seconded by Alderman Trantham. Motion passed unanimously.
3. Subdivision Code. A working copy of the “drainage language” in the Subdivision Code was distributed. New definitions and changes are in red. Jim Nagel stated that “outlots” and “common ground” need to be looked for and taken out. Alderman Heller noticed the title for Section 34-3-15 needs to be changed.

Article I: General Provisions. Chairman Hopkins asked for comments.

- 1) It was noted that the “lowest floor” definition had been revised for clarity.
- 2) Clyde asked about the definition for “swale” – Jim N. will ask Chris Wilson for a definition.
- 3) Alderman Notheisen noted under “Large Culverts” that the “I” in the word “include” is italicized and needs to be changed.
- 4) Clyde also noted under “Flood Hazard Area” that a period needed to be removed after “runoff” and before “as”.
- 5) Steve Notheisen questioned “municipal jurisdiction”. Brad Hummert will ask Chris Wilson for a clean-up on this definition. Note: over 15 acres goes to the DNR.
- 6) Dan Hayes questioned “normal pool” and Jim N. explained.
- 7) Culverts will be combined into one definition with a subsection for small culverts and another for large culverts.
- 8) Street definitions – “right-of-way” amounts added to each street definition for ease of code use. Jim N. pointed out that collector streets like Osterhage and Bradford will not meet the new definitions.

Discussion on “common ground” and “outlets”. Agreed that they should be listed as not allowed. Jim N. will add “common ground” to Section 34-3-5(k).

Solar Panels are considered a “use” and will not be listed in the Subdivision Code as the developer is not involved. They should be addressed in the Zoning Code. Jim N. stated that “alternative energy” may become a whole separate chapter.

Article II: Application and Sketch Plat. There are no changes or revisions.

- 1) Steve N. asked if the “common open space” in 34-2-4(E) was considered common ground. Jim N. stated that this section has to do with park set-aside requirements that are normally waived. This is confusing and can be construed to mean the same. It was decided to add “(not common ground or outlots)” after “open space” and before “community facilities”.

Article III: Preliminary Plats.

- 1) 34-3-1 “Filing” changed to “Submittal”.
- 2) 34-3-1(B) Strike “\$400 plus \$15/lot”.
- 3) 34-3-21 Drainage. Brad stated that, Chris Wilson, HMG, felt it was important to put the information in the code at this point even though it isn’t required on the Preliminary Plat. The developers need to be aware of what is expected in the Improvement Plans at this stage in order to avoid the redrawing of plans and/or missing it altogether. Jim N. will reword the signature block referred to in Section 34-3-5(23) to reflect the developer’s knowledge of this change. A copy of the code should also be sent to developers and engineers for their information.

34-3-21(A)(8) Agreed to change “sidewalk” to read “right-of-way / sidewalk”.

34-3-21(A)(10) Steve N. stated a comma should be placed after “for” and before “nor”. Also in the third line, take “to” out after “connections”.

34-3-21(A)(14) Swales and Grading. This is another item that should be included in the Building Permit that homeowners sign off on. The Occupancy Permit needs to include all items the homeowner needs to be aware of regarding drainage – including 34-3-26(C) *Permanent Controls*; and, additionally included in the Property Maintenance Code as a code violation. It was agreed this may be difficult to enforce after the property has been sold a few times.

34-3-21(B)(1) “public areas”, “common ground or outlot areas” – makes for confusing reading. Brad H. will talk to Chris W. to clarify.

34-3-21(B)(2) First sentence - should read “...in the path of an existing...”

34-3-21(B)(5) Agreed to take out all wording after the first sentence. This is another item to be added to the Occupancy Permit and Property Maintenance Code. Also, Dan will make a note that this is another possible lien on property.

34-3-21(B)(7) Change to read – All detention or retention areas shall be included in easements.

34-3-21(B)(11) Tenth sentence – take out the word “requiring”.

34-3-21(C) This section addresses an item required in the Improvement Plans and is listed here to advise the developer beforehand

34-3-21(C)(1) Agreed to take out “agricultural” in the first sentence. Jim N. stated there are other provisions that can be used to waive this item.

34-3-21(C)(3) Brad stated that in sentence three, the word “input” occurs twice and should be replaced both times by the word “considered”. He will check with Chris Wilson.

Article IV: Improvement Plans.

- 1) 34-4-3(B) It was agreed to delete this section.
- 2) 34-4-6(B)(12) Brad stated that a requirement should not be included as it's in the National Flood Insurance Program.
- 3) 34-4-15 Jim N. stated these drainage requirements are different than the Preliminary Plat drainage section.

34-4-15(C)(1)(a) Discussion on whether this is possible on a walk-out lot. Brad will talk to Chris W. and get back to Jim N.

34-4-15(F) Hydraulics Jim Hopkins stated this is a great section and very helpful in addressing drainage issues. Jim N. noted that it doesn't come out with a cost but plastic can be used unless under a street.

34-4-15(G)(2)(g) and 34-4-15(G)(4)(a) "Municipal Standard Details" should read "City of Waterloo Construction Details".

34-4-15(H)(1)(d) Brad H. explained. Wording will be changed to read, "The 100 year water surface, that occurring above normal pool, shall be contained within the drainage easement area designated for the facility and shall not extend into buildable lot areas".

- 4) 34-4-17(B) Sentence thirteen – should read "required to discharge". Discussion. Brad will discuss the "minimum of fifty (50) feet" with Chris W.

Article V: Final Plats.

- 1) 34-5-3. "Submission" will be changed to "Submittal" – in Table of Contents as well as code.
- 2) 34-5-3(B) Strike the fees.

Article VI: Display House Plats.

- 1) 34-6-1 Strike the fee.
- 2) 34-6-2 "Procedure" will be changed to "Submittal" – in Table of Contents as well as code.

It was agreed to meet again in two weeks for a wrap-up: February 15, 2016 at 6:15 p.m. Motion to adjourn made by Alderman Notheisen and seconded by Alderman Heller. Meeting adjourned at 4:17 p.m.

Tammy Kujawa,
Deputy City Clerk