



# SPECIAL CITY COUNCIL MEETING

Tuesday, February 10, 2026 at 5:30 PM

Council Chambers - 331 First Street East

## AGENDA

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### RULES OF PROCEDURE

*Meeting is live-streamed on the Indytel Local Access Channel, YouTube, and Facebook. Per the Rules of Procedure for Conduct of City Council Business, the length of any meeting shall be limited to three (3) hours. This limitation may be extended for any particular meeting by a super majority (two-thirds (5 out of 7)) vote to suspend the rules and extend the meeting by the time required. The Mayor shall be responsible for enforcing this rule.*

### MEETING OPENING

1. Pledge of Allegiance
2. Roll Call
3. Approve the Agenda

*The agenda may be amended to remove items during this time, but no items may be added to the agenda.*

4. Public Comment

*Welcome to Visitors: 5-minute time limitation for speaking, no profanity will be tolerated, and no personal attacks against Council Members or City Staff will be allowed. **The Council is unable to respond or take any action at this time.** Please state your name and address before addressing the Council for the official record.*

### RESOLUTIONS

5. Resolution Accepting and Approving the Final Plat of The Pines Third Addition

### ADJOURNMENT

This agenda is subject to change.



## CITY COUNCIL MEMORANDUM

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**TO:** Matthew R. Schmitz, MPA – City Manager

**FROM:** Matt Chesmore – Building Official

**DATE OF MEETING:** February 10, 2026

**ITEM TITLE:** Resolution Accepting and Approving the Final Plat of The Pines Third Addition

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### BACKGROUND:

Gee Construction is seeking approval of the Final Plat of Survey for The Pines Third Addition to Independence, Iowa, Buchanan County, Iowa, and is requesting to dedicate the public improvements to the City of Independence.

### DISCUSSION:

The attached plat has been reviewed by Fehr/Grahm Engineering, acting as the City Engineer, for compliance with Chapter 175 of the Code of Independence. Testing of the public improvements in accordance with SUDAS standards was completed with no failures observed.

At this time, Fehr/Grahm is unable to verify that the Storm Water Management Plan conforms to the originally approved plan. An existing storm sewer pipe was discovered during construction and may affect the detention basin within this development. Furthermore, the existing storm sewer piping was determined to be under City control at the time of construction, as the City most likely acquired ownership when The Pines First Addition was dedicated to the City.

As a result, Fehr/Grahm cannot certify that all public improvements meet the requirements of Chapter 175 and recommends further study of the watershed and stormwater controls in this area to assess the functionality of the existing facilities and evaluate any necessary modifications to existing structures.

While it is worth noting that Fehr/Grahm could not provide an engineer's certification, it is also noteworthy that Crawford Engineering, the engineer of record, did submit an acceptance letter to the City. This letter confirms that the project has been completed in accordance with the approved preliminary plat and construction plans and specifications.

### RESULTS:

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of **encouraging a supportive environment for businesses, workforce, and economic development**. This item helps achieve that vision by enabling development within the corporate boundary.

### FINANCIAL CONSIDERATION:

There are no significant financial considerations for this matter other than the staff's time spent preparing the resolution.

**RECOMMENDATION:**

Staff recommends the City Council approve the Final Plat of Survey as submitted, accept the public improvements, and authorize the Mayor to sign the attached Resolution indicating as such.

Staff further recommends that Council consider a plan to conduct a future study for the stormwater area and follow those recommendations once completed.



# FINAL PLAT: THE PINES THIRD ADDITION

INDEPENDENCE, IOWA

## DESCRIPTION:

PART OF THE SE ¼ OF THE NW ¼ AND PART OF THE NE ¼ OF THE SW ¼ OF SECTION 9, TOWNSHIP 88 NORTH, RANGE 9 WEST OF THE 5TH P.M. IN THE CITY OF INDEPENDENCE, BUCHANAN COUNTY IOWA DESCRIBED AS: BEGINNING AT THE SE CORNER OF LOT 5, HUMMINGBIRD COURT AT THE PINES, SECOND ADDITION TO THE CITY OF INDEPENDENCE, BUCHANAN COUNTY, IOWA; THENCE ALONG THE EAST LINE OF SAID HUMMINGBIRD COURT AT THE PINES, SECOND ADDITION, N00°43'24"W, 45.49 FEET; THENCE CONTINUING ALONG SAID EAST LINE N00°25'10"W, 269.98 FEET TO THE SW CORNER OF LOT 6, GOLDFINCH COURT AT THE PINES, FIRST ADDITION; THENCE ALONG THE SOUTHERLY LINE OF SAID GOLDFINCH COURT AT THE PINES, FIRST ADDITION, N61°11'21"E, 736.70 FEET; THENCE N65°25'41"E, 88.35 FEET TO THE SW CORNER OF LOT 4, CARDINAL COURT AT THE PINES; THENCE ALONG THE SOUTHERLY BOUNDARY OF CARDINAL COURT AT THE PINES N81°16'41"E, 193.75 FEET; THENCE N89°50'03"E, 263.16 FEET TO THE WEST RIGHT-OF-WAY LINE OF 6TH AVENUE SOUTHWEST; THENCE ALONG SAID WEST RIGHT-OF-WAY LINE S00°09'57"E, 277.74 FEET TO THE NORTHEAST CORNER OF TRACT A OF THE PINES FIRST ADDITION; THENCE ALONG THE NORTH ERLY LINE OF SAID PINES FIRST ADDITION S89°50'08"W, 251.57 FEET; THENCE S61°22'57"W, 936.33 FEET TO THE NE CORNER OF LOT 1 OF THE PINES SECOND ADDITION; THENCE S75°25'08"W, 41.49 FEET; THENCE N89°59'47"W, 65.11 FEET TO THE POINT OF BEGINNING DESCRIBED LAND CONTAINS 9.12 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

## Subdivision Notes:

1. Lot A is to be dedicated to the City of Independence as public street. Lot B is reserved for Stormwater Management. The City of Independence reserves a permanent easement over and across lot B for the purpose of access and maintenance of storm sewer infrastructure.
2. This development is outside of the flood hazard area based on FEMA Map #19019C0284E Dated June 16, 2015
3. The overland drainage easement between lot 7 and lot 8 is centered on the lot line.
4. The storm sewer easement across lot 11 is centered on the existing RCP storm sewer 16 ft from the NE corner of lot 12 and 38 ft from the SE corner of lot 12.

## OWNER/DEVELOPER:

Steve Gee Construction  
2404 262nd Street  
Independence, Iowa  
Contact: Steve Gee  
(319) 361-0419

## PREPARED BY:

Crawford Engineering & Surveying Inc.  
118 3rd Avenue NE  
Independence, Iowa 50644  
Contact: Brian M. Crawford  
Ph: (319) 334-7077

NUMBER	ARC LEN.	RADIUS	CH. LEN.	CHORD DIRECTION
C1	74.73	180.00	74.19	N 77°56'32" E
C2	59.59	120.00	58.98	N 75°36'32" E
C3	67.68	130.00	66.92	S 76°17'50" W
C4	38.15	70.00	37.68	N 76°59'49" E
C5	14.66	180.00	14.66	N 63°42'56" E



0 50 100  
Scale: 1" = 100'

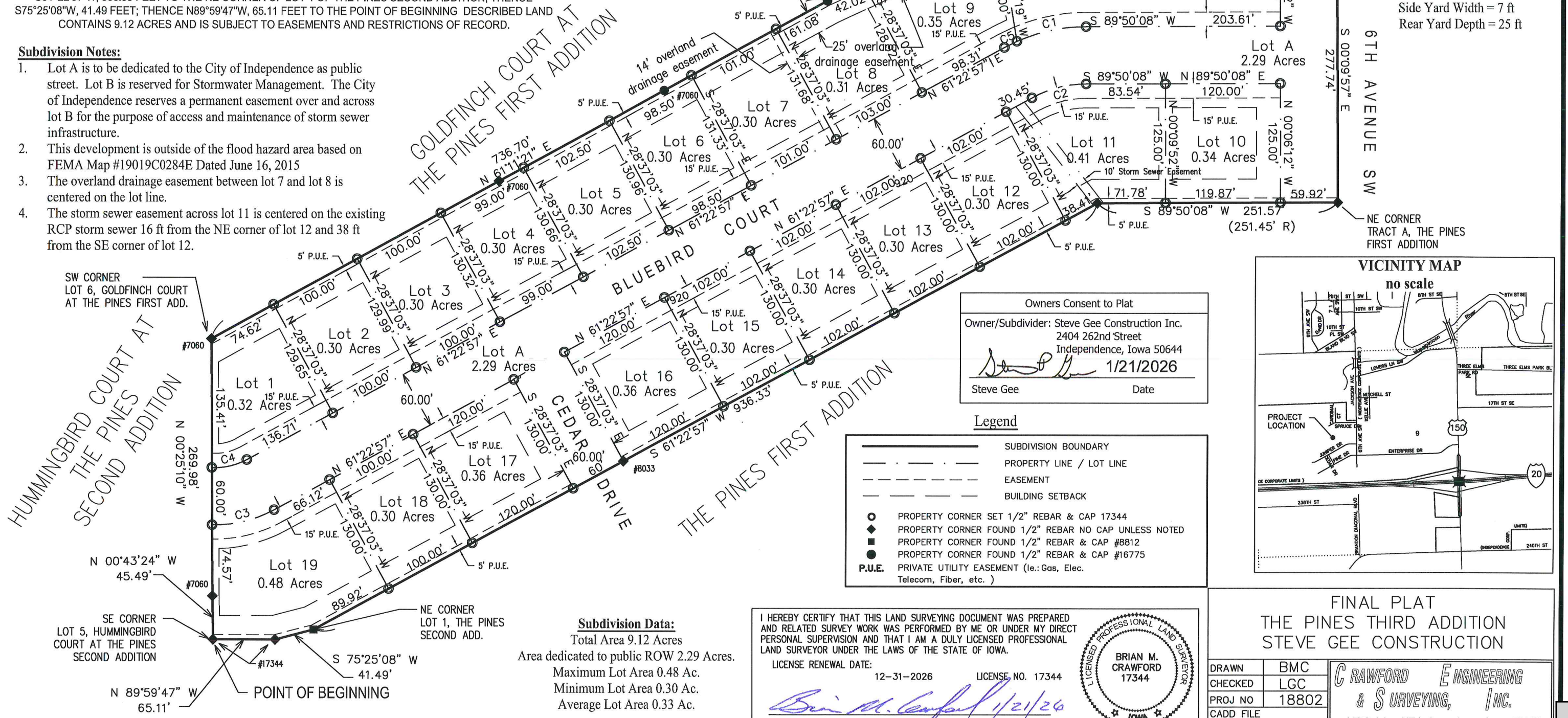
DATE: NOVEMBER 18, 2025  
CLOSURE ERROR IS LESS THAN 1:10000

## ZONING:

R-2 - Existing and Proposed

## BULK REGULATIONS:

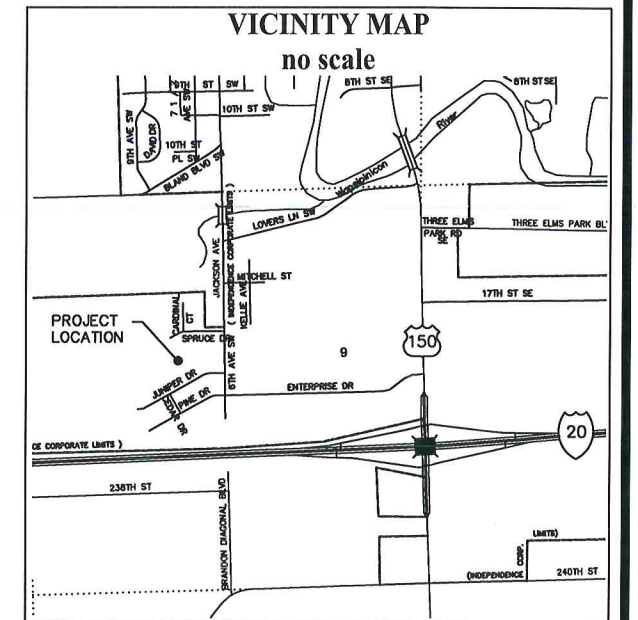
Front Yard Depth = 25 ft  
Side Yard Width = 7 ft  
Rear Yard Depth = 25 ft



Owners Consent to Plat  
Owner/Subdivider: Steve Gee Construction Inc.  
2404 262nd Street  
Independence, Iowa 50644  
*Steve Gee* 1/21/2026  
Steve Gee Date

## Legend

---	SUBDIVISION BOUNDARY
---	PROPERTY LINE / LOT LINE
---	EASEMENT
---	BUILDING SETBACK
○	PROPERTY CORNER SET 1/2" REBAR & CAP 17344
◆	PROPERTY CORNER FOUND 1/2" REBAR NO CAP UNLESS NOTED
◆	PROPERTY CORNER FOUND 1/2" REBAR & CAP #8812
●	PROPERTY CORNER FOUND 1/2" REBAR & CAP #16775
P.U.E.	PRIVATE UTILITY EASEMENT (i.e.: Gas, Elec. Telecom, Fiber, etc.)



## Subdivision Data:

Total Area 9.12 Acres  
Area dedicated to public ROW 2.29 Acres.  
Maximum Lot Area 0.48 Ac.  
Minimum Lot Area 0.30 Ac.  
Average Lot Area 0.33 Ac.

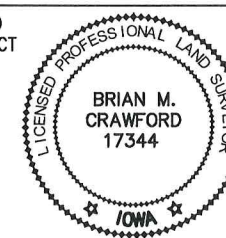
I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

LICENSE RENEWAL DATE:

12-31-2026

LICENSE NO. 17344

*Brian M. Crawford* 1/21/26  
BRIAN M. CRAWFORD, P.L.S. DATE



FINAL PLAT  
THE PINES THIRD ADDITION  
STEVE GEE CONSTRUCTION

DRAWN	BMC	CRAWFORD ENGINEERING & SURVEYING, INC. 118 3rd Ave NE Independence, Iowa 50644
CHECKED	LGC	
PROJ NO	18802	
CADD FILE		



**RESOLUTION NO. 2026-**

**RESOLUTION ACCEPTING AND APPROVING THE FINAL  
PLAT OF THE PINES THIRD ADDITION, INDEPENDENCE,  
IOWA, AND ACCEPTANCE OF DEDICATION OF PUBLIC  
IMPROVEMENTS DESCRIBED THEREIN,**

**WHEREAS**, the Final Plat of said The Pines Third Addition, Independence, Iowa, has been submitted to the City Council for consideration of acceptance and approval of said Final Plat; and

**WHEREAS**, the Planning and Zoning Commission met on Tuesday, January 7, 2026, at which time they reviewed and thereafter recommended approval of the Final Plat of The Pines Third Addition, the approval recommendation being contingent on items outlined in an Agreement for Delayed Installation of Public Improvements; and

**WHEREAS**, all items that were originally outlined in the Agreement for Delayed Installation of Public Improvements have been completed, with the exception of final grading, which will be completed when final grading is performed for the homes to be constructed within the Addition, and therefore an Agreement for Delayed Installation of Public Improvements is no longer needed; and

**WHEREAS**, the City Council finds that the Final Plat should be approved and that the improvements described in the “Owner’s Statement of Consent and Dedication” as being dedicated to the City should be accepted, with the Council making clear that the storm water retention located on and/or within Lot B is not being accepted by the City as a public improvement.

**BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, IOWA**, does hereby approve the Final Plat of The Pines Third Addition, Independence, Iowa, is hereby approved and the public improvements, dedicated by the developer as set forth within the attachment to the Final Plat, are hereby accepted, with the understanding that Lot B, the storm water retention lot, and all infrastructure or appurtenances associated therewith, are neither dedicated or accepted, same to be maintained and managed by a homeowners’ association to be established for this addition.

**RESOLUTION NO. 2026-** was passed and approved by a majority vote of the City Council of Independence, Iowa, on the 10<sup>th</sup> day of February 2026.

Record of Voting:

Ayes:

Nays:

Absent:

**RESOLUTION NO. 2026-** declared passed and adopted by the Mayor on this 10<sup>th</sup> day of February 2026.

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Brad Bleichner, Mayor of the City of Independence, Iowa

ATTEST:

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Susi Lampe, CMC, IaCMC, IaCFO,  
Assistant City Manager/City Clerk/Treasurer of the City of Independence, Iowa

## OWNER'S STATEMENT OF CONSENT AND DEDICATION

STATE OF IOWA, COUNTY OF BUCHANAN, ss.

KNOW ALL MEN BY THESE PRESENTS: That Steve Gee Construction, Inc., an Iowa corporation, as proprietors and fee owners of the real estate described as follows:

**See attached Exhibit A.**

That the subdivision as it appears on the plat of said real estate, hereto attached, is entitled **The Pines Third Addition to the City of Independence, Iowa** and is with the free consent and in accordance with the desires of the owners and proprietors of the above described tract of land.

That there is a lien holder in regard to the property described above to obtain the consent thereof in regard to this platting procedure, to wit: **Northeast Security Bank.**

That the streets as shown on said plat are hereby dedicated to the public use forever. That the proprietors, Steve Gee Construction, Inc., an Iowa corporation, does dedicate all of the easements as shown on said plat to the uses set out and provided in Chapter 409A of the Iowa Code, and do hereby state that said easements as shown on the final plat filed herein, a copy of which is attached to this Dedication, are for the purposes of and shall be confined to the easements for public utilities to include gas, power, telephone, water, sewer and such drainage easements which are deemed necessary for the orderly development of the land encompassed within the plat.

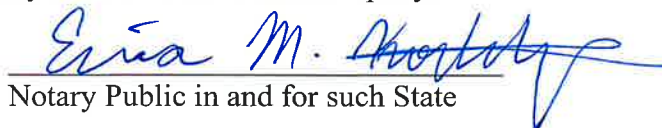
Dated: December 23, 2025.

STEVE GEE CONSTRUCTION, INC.



By: Steven P. Gee, its President

On this 23<sup>rd</sup> day of December, 2025, before me the undersigned, a Notary Public in and for the said County and State, personally appeared Steven P. Gee, to me personally known, who being by me duly sworn, did say that he is the President, respectively of said corporation, that no seal has been procured by the said company; that said instrument was signed on behalf of said company by authority of its Directors; and that the said Steven P. Gee as such officer, acknowledged the execution of said instrument to be his voluntary act and deed of said company.



Notary Public in and for such State



**EXHIBIT A**

Beginning at the Southeast corner of Lot 5, Hummingbird Court at the Pines Second Addition to Independence, Buchanan County, Iowa, thence along the East line of said Hummingbird Court at the Pines Second Addition, N00°43'24" West, 45.49 feet; thence continuing along said East line N00°25'10" West, 269.98 feet to the Southwest corner of Lot 6 Goldfinch Court at the Pines First Addition, thence along the Southerly line of said Goldfinch Court at the Pines First Addition, N61°11'21" East, 736.70 feet, thence N65°25'41" East, 88.35 feet to the Southwest corner of Lot 4, Cardinal Court at the Pines, thence along the Southerly boundary of Cardinal Court at the Pines N81°16'41" East, 193.75 feet, thence N89°50'03" East, 263.16 feet to the West right of way line of 6<sup>th</sup> Avenue Southwest, thence along said West right-of-way line S00°09'57" East, 277.74 feet to the Northeast corner of Tract A of the Pines First Addition, thence along the Northerly line of said Pines First Addition S89°50'08" West, 251.57 feet, thence S61°22'57" West, 936.33 feet to the Northeast corner of Lot 1 of the Pines Second Addition, thence S75°25'08" West, 41.49 feet, thence N89°59'47" West, 65.11 feet to the point of beginning.

February 2, 2026

Matt Chesmore  
Building Official  
City of Independence  
331 1st Street East  
Independence, Iowa 50644

**RE: Final Plat and Construction Improvements Review - The Pines Third Addition, Independence, Iowa  
Project No. 25-688**

Dear Matt,

This letter serves as a supplement to the Final Plat Review letter dated January 6, 2026, and as a follow-up to the meeting held on Friday, January 30, 2026, with representatives from the City, Fehr Graham, Crawford Engineering & Surveying, Inc., and Steve Gee Construction.

Following the meeting, it is understood that all items noted on the January 6, 2026, letter have been addressed to the City's satisfaction, except for the submittal of updated detention basin calculations to confirm compliance with the City's stormwater management policy. Therefore, Fehr Graham recommends approval of the final plat and dedication of the improvements, excluding the detention basin and stormwater management design. Fehr Graham is unable to confirm that the development complies with the City's stormwater management criteria as required by city code without additional data and review.

Should you have any questions, please contact our office.

Sincerely,



Samuel R. Ertl, PE  
Project Manager

SRE:amr

cc: Matt Schmitz, City Manager

O:\Independence, City of\25-688 Pines 3rd Addition\Plat and Plan Review\Final Plat Review\25-688 - Final Plat Review Supplemental Letter.docx



# CRAWFORD

Engineering & Surveying, Inc.

Item #5.

118 Third Avenue NE  
Post Office Box 793  
Independence, Iowa 50644  
(319) 334-7077  
(319) 334-7078 Fax

December 18, 2025

Matt Chesmore, Building Official  
City of Independence  
331 First Street East  
Independence, Iowa 50644

RE: The Pines Third Addition  
Independence, Iowa

Dear Matt:

This letter is to confirm that the above referenced project has been completed in accordance with the approved preliminary plat and construction plans and specifications.

Quality assurance test results for the public infrastructure show compliance with SUDAS Standards for acceptance. Individual test reports are attached for your reference. Key elements of construction were observed by personnel from Crawford Engineering & Surveying Inc. We hereby recommend acceptance of the public improvements for The Pines Third Addition to Independence, Iowa. Please feel free to contact us with any questions regarding this recommendation.

Sincerely,

CRAWFORD ENGINEERING & SURVEYING, INC.



Lawrence G. Crawford, PE & LS



[www.independenceia.org](http://www.independenceia.org)

**Commission Members**

Item #5.

Jane Leaven  
Stephanie Sailer  
Stephanie Berns  
Tami Fenner

Nathan Hansen  
Brian Keierleber  
Tyler Rasmussen

## PLANNING AND ZONING COMMISSION MINUTES

January 6, 2026

The Independence Planning & Zoning Commission met in the Council Chambers on Tuesday, January 6, 2026. Matt Chesmore, Building Official, called the meeting to order at 8:31 AM with Stephanie Berns, Tami Fenner, Brian Keierleber, and Tyler Rasmussen in attendance. Matthew Schmitz was also in attendance.

Meeting minutes from November 4, 2025, were reviewed. Motion made by Sephanie Berns, seconded by Tami Fenner, to approve the minutes as presented. Motion carried.

The elections of Commission Chairperson and Commission Secretary were discussed. A motion was made to table the election of Commission Chairperson until the next meeting by Brian Keierleber, seconded by Tyler Rasmussen. Motion carried. A motion was made to table the election of Commission Secretary until the next meeting by Tami Fenner, seconded by Tyler Rasmussen. Motion carried.

The Pines Third Addition Final Plat of Survey and dedication of public improvements to the City of Independence, as requested by Steve Gee Construction, Inc., was discussed. A motion was made by Brian Keierleber, seconded by Tyler Rasmussen, to recommend to the City Council approval of the Pines Third Addition Final Plat of Survey and accept public improvements as submitted, contingent on the items outlined in the Agreement for Delayed Installation of Public Improvements being completed. Motion carried.

A request from Tammy Silberstein to combine Lots 8 and 9 of Pines First Addition to Independence was reviewed. A motion was made by Tami Fenner, seconded by Brian Keierleber, to recommend approval of the lot combination as submitted to the City Council. Motion carried.

A motion to adjourn was made by Brian Keierleber, seconded by Tyler Rasmussen. Motion carried.

Respectfully Submitted,

Stephanie A. Berns

Secretary pro tem