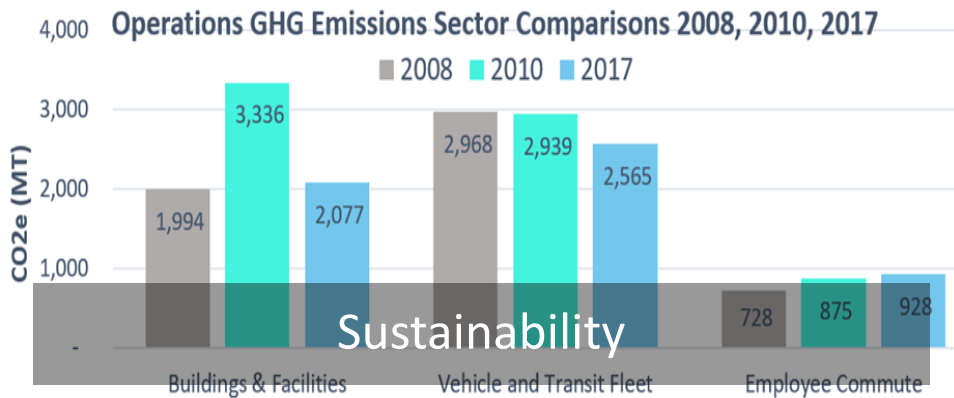




JOHNSON COUNTY PLANNING, DEVELOPMENT AND SUSTAINABILITY

ANNUAL REPORT FOR 2019



Report Prepared by the Johnson County (Iowa) PDS Department, February 2020

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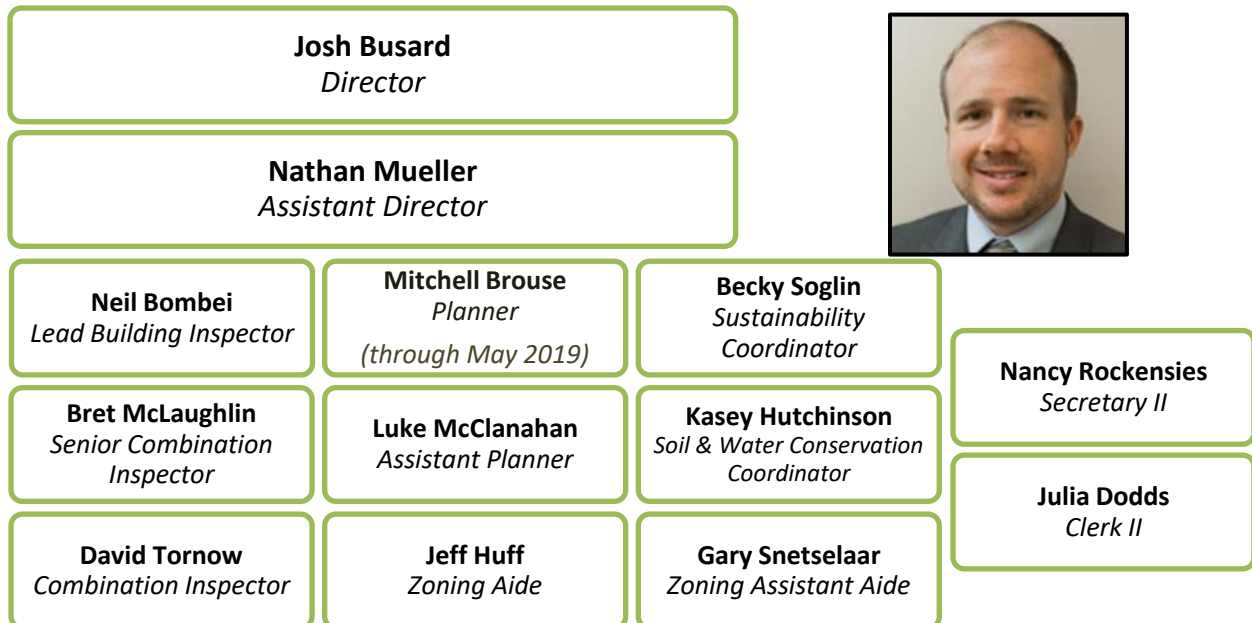
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PLANNING, DEVELOPMENT AND SUSTAINABILITY DEPARTMENT

Johnson County Planning, Development and Sustainability (PDS) staff annually prepare a report which is presented to the Board of Supervisors and the public. The report documents departmental activity and development patterns in unincorporated Johnson County. This report also describes staffing changes, building, rezoning, and platting activity in the county, departmental accomplishments, and more for the 2019 calendar year. Throughout the year, PDS maintained the same hours of operation, location, phone number, fax number and website:

Hours: Monday–Friday, 8 a.m. to 4:30 p.m.
Location: Johnson County Administration Building, 913 S. Dubuque Street, Suite 204, Iowa City, Iowa 52240
Phone: (319) 356-6083
Fax: (319) 356-6084
Website: www.Johnson-County.com/Planning

PLANNING, DEVELOPMENT AND SUSTAINABILITY STAFF



STAFFING CHANGES

The PDS Department had several staffing changes in 2019. Planner Mitchell Brouse left the PDS Department in May. In June, Luke McClanahan advanced from temporary to permanent Assistant Planner. Also in June, intern Lupe Munoz left the department upon graduation.

BOARDS AND COMMISSIONS

The PDS Department works directly with the Board of Supervisors and in 2019 provided staff support to three other boards, commissions, or committees. The Department would like to thank the volunteers who served on each board or commission in the past year.

Note: The following lists reflect service in 2019 and may not reflect current membership.

Board of Supervisors

Lisa Green-Douglass – Chair
Pat Heiden
Royceann Porter
Janelle Rettig
Rod Sullivan – Vice Chair

Planning & Zoning Commission

Mike Parker – Vice Chair
Terry Dahms
Christine Rohret
Dave Parsons
Kathy Swenka – Chair
Perry Ross¹

Board of Adjustment

Eric Christianson – Chair
Candi Evans
William Leefers
Perry Ross
Dawn Terrell – Vice Chair

Building Code Board of Appeals

Dave Clark
Mike Donohue
Jane Hagedorn
Doug Kohoutek – Chair
Wade Long – Vice Chair

¹ Perry Ross was on the Planning & Zoning Commission in January 2019 and was then appointed to the Board of Adjustment in February 2019.

PDS MISSION

The PDS Department is responsible for the administration and regulation of development in the unincorporated parts of the county and integrates sustainability into County operations and the community at large.

- PDS enforces the Johnson County 2018 Comprehensive Plan and Unified Development Ordinance by reviewing and analyzing a variety of development applications including rezonings, subdivisions, conditional use permits, variances, and site plans. Code enforcement is conducted to investigate and resolve ordinance violations.
- Building staff reviews construction plans, processes building permit applications, conducts on-site inspections, and assists county residents to ensure their plans comply with code requirements.
- Stormwater and soil erosion control measures are also reviewed as part of the development application review. These measures are then inspected as part of the construction process for subdivided lots and other permitted uses.
- Sustainability staff assist in green building initiatives, energy efficiency projects, and County programs to reduce vehicle miles travelled by employees. Staff also conduct programs or projects on renewable energy production, bicycle education and use, and resource use reduction.

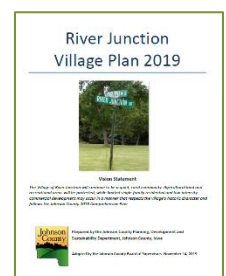
OVERVIEW: 2019 ACCOMPLISHMENTS AND HIGHLIGHTS

Unified Development Ordinance

In summer 2018, the PDS Department began a comprehensive update and revision of the Unified Development Ordinance (UDO). The UDO was adopted on December 19, 2019, and officially went into effect on January 15, 2020. Throughout 2019 PDS staff worked closely with the Board of Supervisors, Planning and Zoning Commission, and county staff to develop the UDO. In addition, numerous public meetings were held to gather input. The UDO includes the zoning code, subdivision regulations, and building code to regulate development and use of land in the unincorporated areas of the county. It also regulates soil and water conservation, floodplain development, and renewable energy production, among other uses. The updated ordinance helps balance growth with preservation of agricultural and environmentally sensitive areas, provides opportunities for local food and agri-tourism, and protects public health, safety, and welfare.

River Junction Village Plan

The River Junction Village Plan 2019 was adopted via resolution on November 14, 2019. The plan supplements the Johnson County 2018 Comprehensive Plan and serves as guide for the physical development and preservation of land in the unincorporated area of River Junction. Creating the plan involved a five-month process that engaged area residents, stakeholders, and leaders through the assistance of County staff.



Fringe Area Agreements

Johnson County maintains fringe area agreements with cities to address mutual concerns about land use planning. In these fringe area agreements (a type of intergovernmental agreement), development that occurs within certain areas outside of cities may require review by and comment from the cities. In 2019 there were two changes. A new fringe area agreement with the City of Oxford was officially adopted via resolution in January 2019. In December 2019, an updated fringe area agreement with the City of Shueyville was adopted, which replaced the previous agreement from 2002.

Building Services

Johnson County now has an entirely paperless permitting process, which went into effect in 2019. Permit applications are offered as fillable PDFs on the website and an email link sends applications to PDS staff. All building plan submittals are requested to be in electronic form such as a PDF. Credit card payment of permit fees is now accepted over the phone. The entire process can be completed without a visit to the PDS office, and plan review is faster. All paper permit files dating back to 1960 were scanned into permit software and can be quickly referenced at any time.

In December 2019, an intergovernmental agreement was adopted by the Board of Supervisors for the PDS department to provide building inspection services to the City of Lone Tree. Lone Tree is one of four cities (along with Oxford, Swisher, and Shueyville) in the county to contract its building inspections with Johnson County.

Soil and Water Conservation

Environmental programming was developed to streamline internal and external processes, provide assistance to applicants, as well as support the long-term success of environmental protections provided by the Unified Development Ordinance. The SWC Coordinator completed 17 reviews of stormwater management plans and 36 sensitive areas reports for development projects. The SWC Coordinator also completed erosion and sediment control plan reviews for 57 building permits applications, and conducted regular erosion and sediment control inspections for compliance with approved plans.

Renewable Energy Gains



Johnson County received the “Best Development” Innovative Leadership Award 2019 from 1000 Friends of Iowa for working with six cities and the Midwest Renewable Energy Association on Solarize Johnson County. The solar group buy program educated 671 residents on solar energy, and 180 households added 1.12 megawatts of discounted solar. The Sustainability Coordinator was the main local lead. Solarize Johnson County will again take place in 2020.

Greenhouse Gas Inventory for County Operations

In 2019, a greenhouse gas inventory was completed for year 2017 operations. The review found that total emissions were substantially below 2010 levels, but the County will need to ensure levels do not creep back up as new buildings are constructed. The detailed [sustainability section](#) provides more information (online report: www.johnson-county.com/gogreen).



BUILDING PERMITS AND HOUSING STARTS

BUILDING PERMITS ISSUED

Building Services issues building permits and conducts inspections on all non-agriculturally exempt properties throughout unincorporated Johnson County. Building Services also issues permits and inspects new buildings in the municipalities of Lone, Tree, Oxford, Shueyville, and Swisher through 28E intergovernmental agreements. The inspection area includes approximately 25,811 residents (all those in unincorporated areas and the towns just mentioned).²

In 2019, Building Services issued a total of 464 permits. Permits include the three trades (electrical, plumbing, and mechanical), permits for new dwellings and accessory structures, and permits for remodels to existing dwellings or outbuildings, as well as other construction. Table 1 shows the number of permits, total value, and fees collected over the past 10 years. The 464 permits issued in 2019 represents the second highest amount issued over the past 10 years.

Table 1: Number of Building Permits Issued, Estimated Value of Permits, and Fees Collected, 2010-2019

| Year | Permits Issued | Total Value (millions of \$) | Total Value Inflation Adjusted* (millions of \$) | Fees Collected (\$) | Fees Collected Adjusted* (\$) |
|------|----------------|------------------------------|--|---------------------|-------------------------------|
| 2010 | 319 | 24.20 | 28.38 | 188,546 | 221,058 |
| 2011 | 370 | 22.19 | 25.22 | 188,916 | 214,715 |
| 2012 | 458 | 37.17 | 41.39 | 316,317 | 352,225 |
| 2013 | 351 | 36.22 | 39.75 | 296,409 | 325,292 |
| 2014 | 386 | 34.15 | 36.88 | 266,026 | 287,288 |
| 2015 | 398 | 45.39 | 48.96 | 363,593 | 392,187 |
| 2016 | 459 | 37.42 | 39.86 | 307,535 | 327,588 |
| 2017 | 430 | 31.39 | 32.74 | 271,762 | 283,444 |
| 2018 | 503 | 37.87 | 38.56 | 333,397 | 339,438 |
| 2019 | 464 | 40.17 | - | 321,902 | - |

*Adjustments calculated using Consumer Price Index, US City Average, Housing

The total value of the 464 permits issued in 2019 was nearly \$40.2 million. In comparison, the average annual number of permits issued each year from 2010 to 2019 was 414, with an average total value of nearly \$37.2 million (after adjusting for inflation). The total value of building permits in calendar year 2019 was the third highest amount collected over the past 10 years, and accounting for inflation, it is also the third highest amount. Total fees collected from permits in 2019 amounted to \$321,902, which represents a 3% decrease from 2018 when fees were \$333,397.

² Calculated value based on United States Census Bureau, 2018 American Community Survey 5-Year Estimates.

TYPES OF BUILDING PERMITS ISSUED

Electrical permits—90 of the 464 total permits—comprised the largest category of permits issued in 2019. A total of 127 permits were issued for the three trades: electrical, plumbing, and mechanical. Dwelling additions made up the second largest category of permits, accounting for 75 permits.

The value of new detached single-family houses accounted for the largest portion of total value among permits at nearly 61%, while dwelling addition permits accounted for the second largest portion of total value at 11%. Table 2 shows the number of permits issued for each permit type and associated total and average value by permit type.

Table 2: Building Permits by Permit Types, Total Estimated Value, and Fees Collected, 2019

| Permit Type | Count | Value (\$) | Average Value (\$) |
|---|------------|-------------------|--------------------|
| Accessory Building (New or Addition) | 64 | 3,444,640 | 53,823 |
| Accessory Building Alteration/Repair | 3 | 17,400 | 5,800 |
| Commercial Alteration/Repair | 8 | 690,041 | 86,255 |
| Commercial Building (New or Addition) | 13 | 2,568,178 | 197,552 |
| Dwelling Addition | 75 | 4,614,976 | 61,533 |
| Dwelling Alteration/Repair | 31 | 1,373,475 | 44,306 |
| Dwelling, Multi-Family | 1 | 375,000 | 375,000 |
| Dwelling, Single Family (New) | 52 | 24,396,754 | 469,168 |
| Dwelling, Manufactured House | 15 | 628,374 | 41,892 |
| Pool or Hot Tub | 18 | 1,084,757 | 60,264 |
| Solar Array | 38 | 657,876 | 17,313 |
| Structure Other Than Buildings (All Others) | 12 | 319,565 | 26,630 |
| Special Inspection Permit | 3 | - | - |
| Electrical | 90 | - | - |
| Plumbing | 12 | - | - |
| Mechanical | 25 | - | - |
| Demolition | 4 | - | - |
| Total | 464 | 40,171,036 | 86,576 |

Of the 464 permits issued by Johnson County in 2019, 43 permits were issued in the cities of Oxford, Shueyville, and Swisher. Table 3 shows the types of permits issued for the three municipalities. (Lone Tree became an inspection area only in December 2019.)

Table 3: Type and Number of Permits Issued for Oxford, Shueyville, and Swisher, 2019

| City | Building | Plumbing | Electrical | Mechanical | Total (43) |
|------------|----------|----------|------------|------------|------------|
| Oxford | 9 | 0 | 1 | 0 | 10 |
| Shueyville | 13 | 0 | 0 | 1 | 14 |
| Swisher | 7 | 2 | 7 | 3 | 19 |

HOUSING STARTS

During the 2019 calendar year, 67 permits were issued for single-family and manufactured housing starts in the unincorporated areas of the county (Table 4). These permits included 52 single-family homes and 15 manufactured homes. The 67 total permits are the fourth largest number issued for new housing units in a calendar year since 2010. The average number of new homes per year from 2010 to 2019 was nearly 60. There was also one new multi-family dwelling unit start in 2019. It is important to note that permits are not issued for agriculturally exempt farms, and as such, permit data do not include construction of every new single-family home in unincorporated Johnson County. Table 4 shows the number of permits issued for new single-family and manufactured homes, their estimated construction value, and their values adjusted for inflation (2010–2019). Despite manufactured dwellings typically having a lower average valuation, the PDS Department considers manufactured dwellings the same as traditional “stick-built” houses when counting new dwelling units added.

**Table 4: Permits Issued for Single-Family and Manufactured Dwellings,
Total Estimated Value, and Average Value, 2010-2019**

| Year | New Dwelling Units ¹ | Total Value (millions of \$) | Total Value Adjusted ² (millions of \$) | Average Value (\$) | Avg. Adjusted to Present Value ² (\$) |
|--|---------------------------------|------------------------------|--|--------------------|--|
| 2010 | 41 | 14.12 | 16.55 | 344,307 | 403,679 |
| 2011 | 39 | 13.09 | 14.88 | 335,616 | 381,448 |
| 2012 | 65 | 21.83 | 24.31 | 335,818 | 373,940 |
| 2013 | 72 | 25.69 | 28.19 | 356,783 | 391,549 |
| 2014 | 50 | 18.59 | 20.07 | 371,702 | 401,411 |
| 2015 | 74 | 26.47 | 28.55 | 357,709 | 385,841 |
| 2016 | 81 | 24.76 | 26.37 | 305,665 | 325,596 |
| 2017 | 48 | 15.05 | 15.70 | 313,630 | 327,112 |
| 2018 | 62 | 23.45 | 23.87 | 378,310 | 385,165 |
| 2019 | 67 | 25.04 | - | 373,509 | |
| ¹ Includes both detached and attached single-family homes | | | | | |
| ² Adjustments calculated using Consumer Price Index, US City Average, Housing | | | | | |

The total estimated value of permits issued for new single-family dwelling units in the county in 2019 was \$25.04 million, with an average value of \$373,509 per dwelling. This value is the highest average dwelling value since 2015. Excluding the 15 manufactured home permits, the 52 single-family dwelling units have an average value of \$469,168.

REZONING AND PLATTING

REZONING

In 2019, 12 rezoning applications were submitted to the PDS Department. The Board of Supervisors approved 10 of the rezoning applications and denied two applications. The approved rezoning requests comprised nearly 87 acres, which is a decrease from the nearly 149 acres of property rezoned in 2018 and the 111 acres rezoned in 2017. Table 5 summarizes the acreages included in the 2019 rezoning applications, as well as the zoning designation changes for each property.³ None of the 10 approved requests had a Conditional Zoning Agreement (CZA), which is an agreement between the Board of Supervisors and the applicant that places special conditions on the land being rezoned.

Table 5: Acres and Classification of Rezoned Land, 2019 (aggregate zoning classification change)

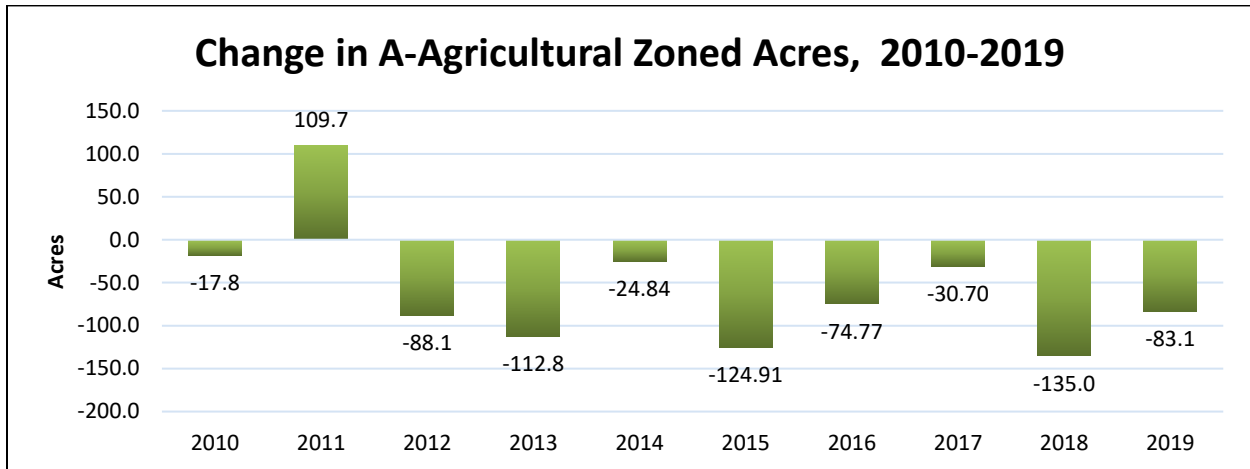
| From | To | Acres |
|-----------------------|--------------------|--------------|
| A-Agricultural | R-Residential | 73.89 |
| A-Agricultural | R3-Residential | 1.5 |
| A-Agricultural | RTF-Residential | 5.99 |
| A-Agricultural | C-AG-Agri-Business | 1.67 |
| R-Residential | R-Residential | 0.63 |
| R-Residential | R3-Residential | 1.5 |
| R-Residential | C-Commercial | 0.18 |
| CH-Highway Commercial | A-Agricultural | 1.55 |
| Total | | 86.91 |

Of the 10 approved rezoning requests in 2019, four either uniformly zoned a property that had multiple zoning designations or corrected a legal non-conforming use, thereby bringing the property into compliance with the Unified Development Ordinance. Five rezonings enabled future residential development, and one enabled future agri-business operations. Two rezoning requests, both requesting to enable future residential development to occur, were denied.

A net total of 83.05 agriculturally zoned acres were rezoned to non-agricultural zoning districts in 2019, a large decrease from the 135 acres rezoned in 2018. However, the 83.05-acre total is also significantly greater than the 10-year annual average of 58.2 acres rezoned (Figure 1). Of the 83.05 acres rezoned from the A-Agricultural district, 77.98 acres included rezonings that increased residential density, while the other rezonings corrected for zoning packages or were done to separate an existing dwelling from a large parent parcel (based on the historic use of the property).

³ The total of acres rezoned does not include portions of properties that did not change due to rezoning, such as corrections to zoning packages (i.e. property with two or more zoning districts).

Figure 1: Change in A-Agricultural Zoned Property, 2010-2019



PLATTING

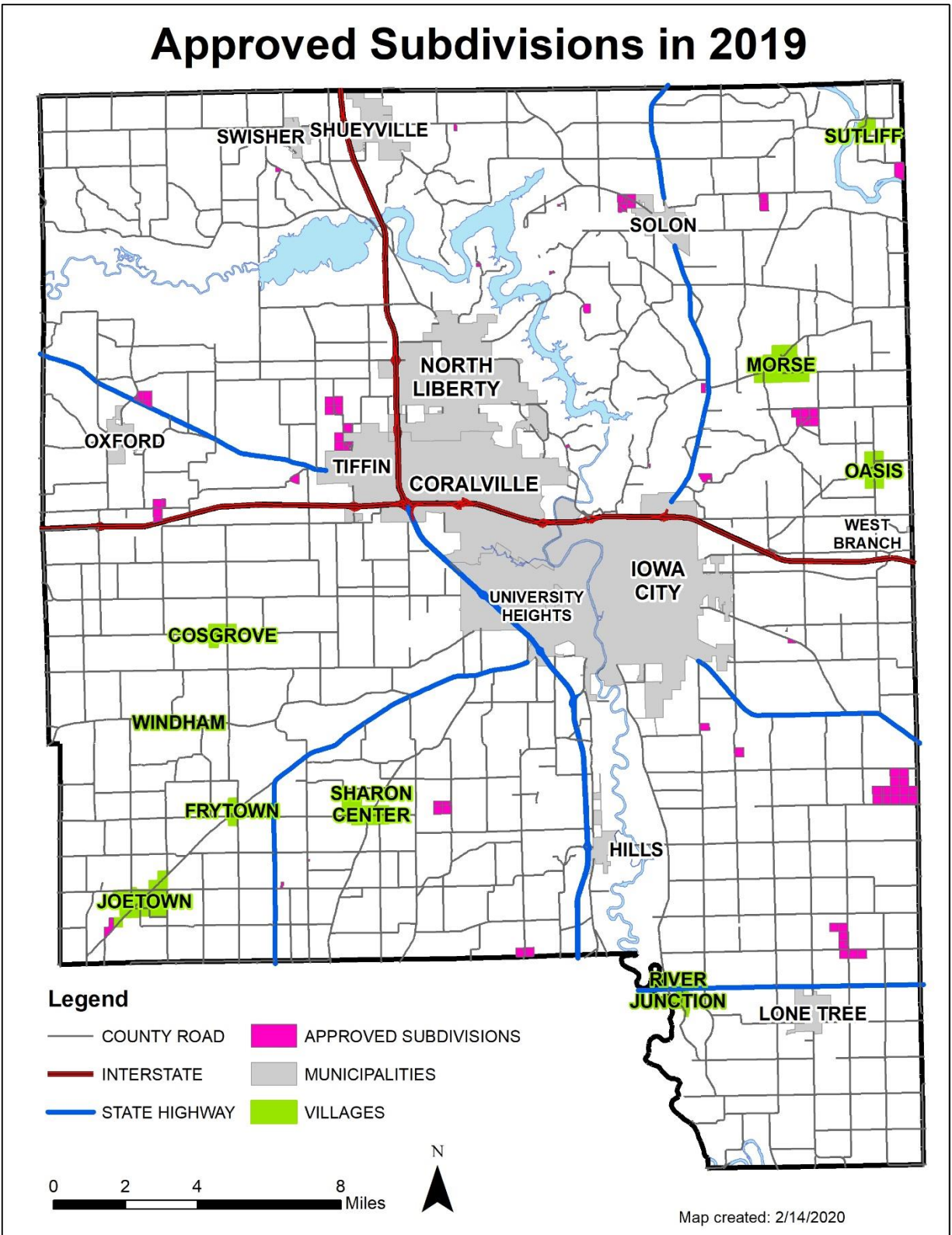
The Board of Supervisors heard and approved 34 applications for subdivisions in 2019. Of the 34 applications, 15 were farmstead splits, 17 were final plats or combined preliminary/final plats, and two were preliminary plats (Table 6 below). Two subdivision applications were submitted to the PDS Department and later withdrawn by the applicants. Approved subdivisions from 2019 are mapped, as shown on Figure 2 on the following page.

- The farmstead splits that were approved consist of 15 buildable lots and two outlots. Farmstead splits are discussed in more detail later in this report.
- The 17 non-farmstead split final plats that were approved consist of 32 buildable lots and nine outlots. Of the 32 buildable lots, 30 are buildable for residential purposes, while two lots are for commercial development.
- The two preliminary plats that were approved propose nine buildable lots and four outlots; however, the new lots are not legally created until a final plat has been approved by the Board.

Table 6: Summary of Approved Plats in 2019, with Number of Lots, Outlots, and Acreage

| Subdivision Type | Count | Residential | | Commercial | | Outlots | |
|----------------------|-----------|-------------|---------------|------------|--------------|-----------|---------------|
| | | Lots | Acres | Lots | Acres | Outlots | Acres |
| Farmstead Splits | 15 | 15 | 52 | 0 | 0 | 2 | 12.59 |
| Final/Combined Plats | 17 | 30 | 85.15 | 2 | 34.48 | 9 | 77.28 |
| Preliminary Plats | 2 | 9 | 17.2 | 0 | 0 | 4 | 27.78 |
| Total | 34 | 54 | 154.35 | 2 | 34.48 | 15 | 117.65 |

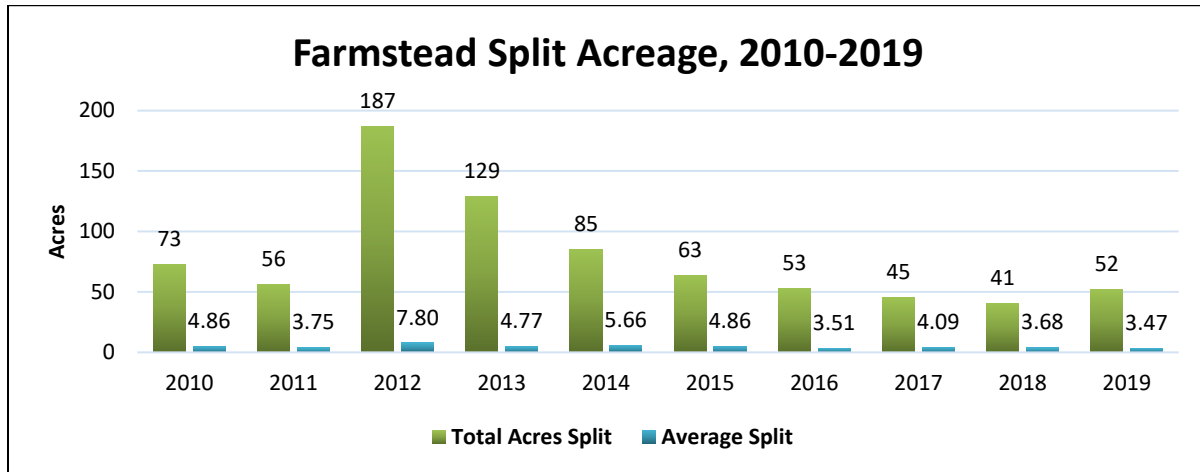
Figure 2: Subdivisions Approved in 2019, including Farmstead Splits



Farmstead Splits

In 2019, the 15 farmstead splits totaled 52 acres. Over the past 10 years, 161 farmstead splits have been approved. Those splits contained 784 acres (lots and outlots), which is an average of 4.87 acres per split. The average split size in 2019 was 3.47 acres, thus slightly smaller than the 10-year average (Figure 3).

Figure 3: Total and Average Acreage of Farmstead Splits, with Lots and Outlots, 2010-2019



More farmstead splits were approved in 2019 than in 2018 (15 versus 11). Two outlots were associated with the farmstead splits in 2019 compared to none in 2018. Figure 5 (next page) shows locations of all 468 farmstead splits that have been approved since December 2000 (parent farms are in pink).

Buildable Lots

The 34 preliminary and final platted lots consist of 306 total acres, which is higher than the annual average of 250 acres in buildable lots created over the past 10 years (Figure 4). The total of 56 buildable lots created in 2019 is similar to the past five years. However, the average buildable lot size in 2019 was 5.46 acres per lot, which is larger than the 10-year average lot size of 4.56 acres. Two commercial lots totaling 33 acres explain the increased average buildable lot size for 2019. However, excluding those two lots reveals the average residential only buildable lot size was 2.95 acres in 2019.

Figure 4: Total Acres and Buildable Lots Platted for All Subdivisions, 2010-2019

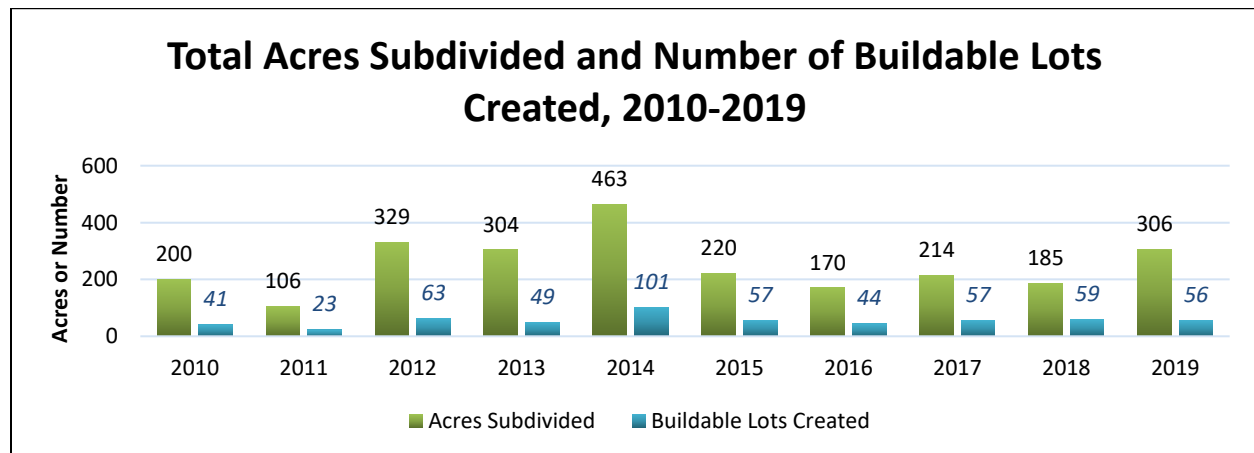
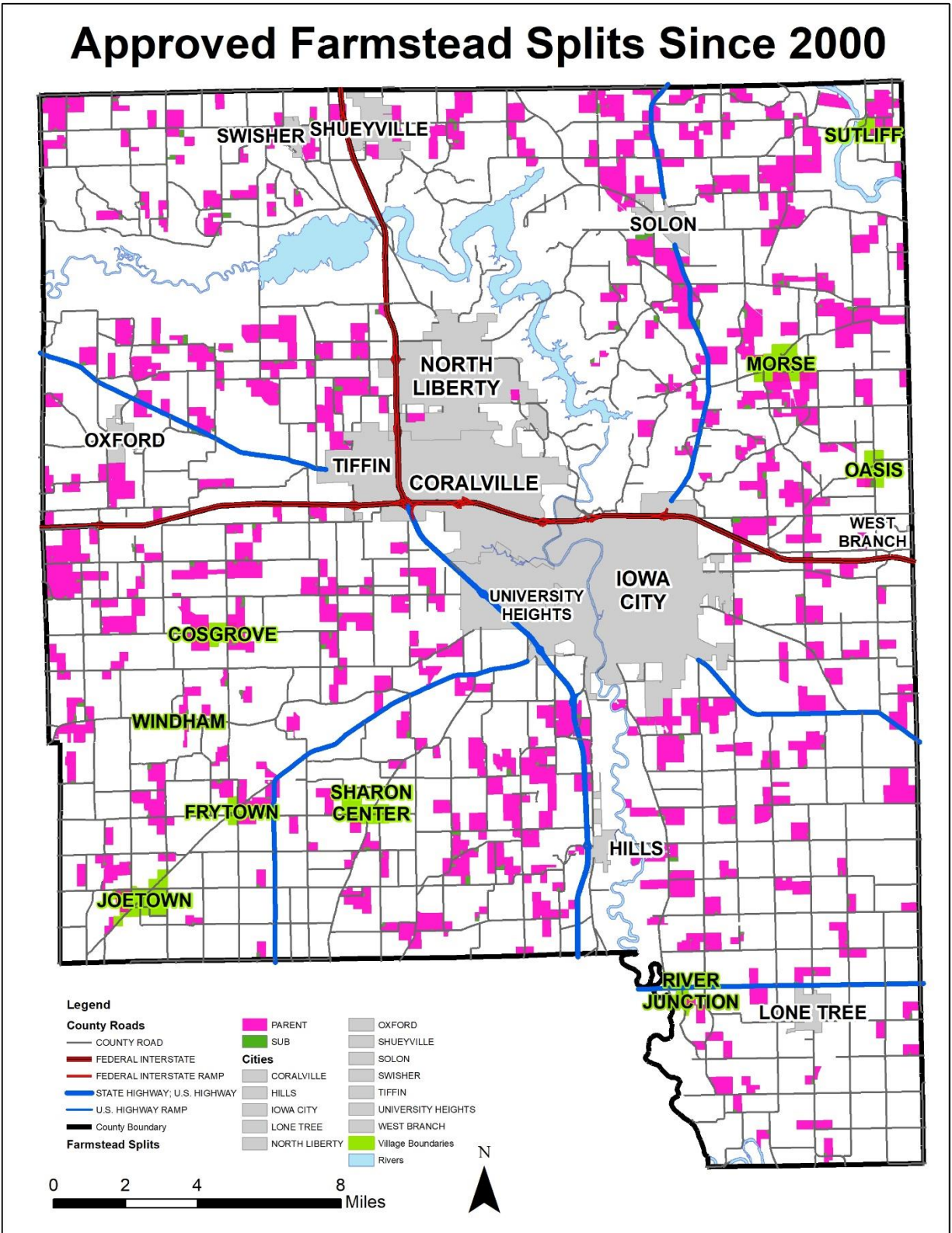


Figure 5: All Farmstead Splits Approved Since the Adoption of the Farmstead Split Ordinance in 2000



OTHER APPLICATIONS AND DEVELOPMENT ACTIVITIES

In addition to issuing building permits and reviewing subdivision and rezoning applications for the unincorporated areas of Johnson County, PDS issues permits for floodplain development, approves boundary line adjustments, and oversees other development applications. The following section and Table 7 on the next page outline other permit and development activities completed during 2019.

VARIANCES

The Board of Adjustment (BOA) makes determinations on all requests to vary certain regulations, such as yard setbacks. In 2019, the BOA received six requests for setback variances and approved three of them. One request to vary the subdivision regulations was received but later withdrawn.

CONDITIONAL USE PERMITS

The Board of Adjustment (BOA) issues Conditional Use Permits (CUP) to allow uses such as home businesses, special events, and communication towers. In 2019, there were 24 CUPs submitted, and all were approved by the BOA: eight for special events, six for home businesses, three for seasonal agricultural events, two for communication towers, and two for auxiliary dwelling units. The three other permitted uses included a utility substation, a landscape business, and a mining operation.

APPEALS OF THE ADMINISTRATOR

There were no appeals of the Zoning Administrator filed in 2019.

BOUNDARY LINE ADJUSTMENTS

The PDS Director has the discretion to approve Boundary Line Adjustment (BLA) requests. BLAs transfer small portions of property between adjacent parcels without creating or eliminating platted lots. In 2019, nine BLAs were approved by the Director, while none were denied. The Director will typically request that an application be amended so it can be approved, as opposed to denying the application.

SITE PLAN REVIEW

Site Plan Review is required prior to issuance of any building permit to develop commercial, industrial, and residential manufactured home park parcels. (Beginning January 15, 2020, additional zoning districts are subject to site plan review.) In 2019, the PDS Department received one application for site plan review. The site plan approval was for a commercial truck scale business.

FLOODPLAIN DEVELOPMENT PERMITS

The PDS Department issues permits for all development that occurs within the Special Flood Hazard Areas (commonly known as the 1% annual flood chance area or 100-year floodplain). In 2019, 14 floodplain development permits were issued in Johnson County. Unlike building permits, floodplain development permits regulate *all* development on a site, including grading, excavating, and filling, in addition to the construction or modification of structures.

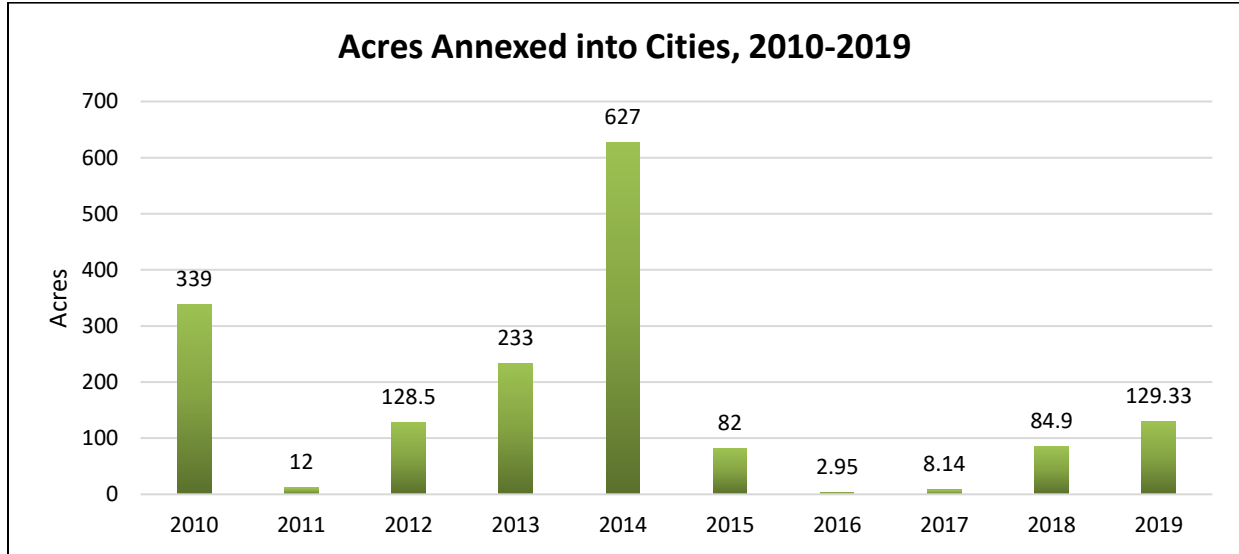
Table 7: Other Permits Issued and Reviews Completed by PDS in 2019, with Fees Collected⁴

| Type of Permit | Submitted | Approved | Fee (\$) | Total Fees Collected (\$) |
|-------------------------------|-----------|----------|----------|---------------------------|
| Variance | 6 | 3 | 175 | 1,050 |
| Conditional Use Permit | 24 | 24 | 250 | 6,000 |
| Administrative Appeals | 0 | 0 | 0 | 0 |
| Boundary Line Adjustment | 9 | 9 | 75 | 675 |
| Site Plan Review | 1 | 1 | 250 | 250 |
| Floodplain Development Permit | 14 | 14 | 10 | 140 |

ANNEXATIONS

In 2019, a total of 129.33 acres were annexed from the unincorporated areas of Johnson County into the various municipalities (Figure 6). The annexations included nine separate parcels, 62.99 acres of which were annexed by the City of North Liberty, 32.96 acres were annexed by the City of Tiffin, and 33.38 acres were annexed by the City of Hills. The 129.33 acres is a 52% increase in the number of acres annexed in 2018, and represents the largest number of annexed acres since 2014. It is the fourth largest over the past 10 years.

Figure 6: Total Acres Annexed per Year, 2010-2019



⁴ The fees listed in this report reflect the fee schedule that was in effect during calendar year 2019. A new fee schedule went into effect on January 1, 2020.

SUSTAINABILITY AND SOIL AND WATER CONSERVATION

Sustainability staff, including the Sustainability Coordinator and the Soil and Water Conservation Coordinator, works on policy and projects and helps carry out the Board of Supervisors' strategic goals on sustainability both externally and internally. Sustainability staff collaborates with the County's Green Team to offer public education, and the staff works with other departments and offices on projects.

EXTERNAL FACING EFFORTS

Helping Non-Profits Green Their Operations



The Sustainability Coordinator and the County's Social Services Department co-hosted the fourth year of the Sustainability Grants Program for Nonprofits. The County Board of Supervisors reviewed the applications. Iowa Valley Habitat for Humanity received a \$12,500 grant to add insulation to their warehouse, helping increase the amount of work they can do in colder months and providing energy savings. To date, the County has supported 12 projects, and for every \$5 invested by the County, \$2 has been leveraged in rebates.

Energy Efficiency and Renewable Energy

In 2019, PDS began plans for another Solarize Johnson County solar group buy in partnership with the Midwest Renewable Energy Association, the County's Public Health and Conservation departments, and nine local cities. Through the previous 2018 program, 671 residents learned about solar, and 180 households added a total of 1.12 megawatts of discounted residential solar.



PDS Sustainability staff responded to a request from the recently formed Johnson Clean Energy District (JCED) for guidance on their program development and focus groups. JCED is a local nonprofit dedicated to completing home energy efficiencies and expanding the local clean energy economy. The organization is modeled on the format of soil and water conservation districts in Iowa.

Iowa City Climate Action Commission

The Soil and Water Conservation Coordinator and the Sustainability Coordinator were both appointed to serve on the Iowa City Climate Action Commission. The SWC Coordinator also is serving on the commission's Adaptation Working Group, while the Sustainability Coordinator is serving on the Buildings Working Group. Their service will help the County share and advance ideas on resilience and more.

Resilience through Collaboration

The Sustainability Coordinator hosted quarterly [Sustainability Working Group of Johnson County](#) meetings. The organization brings together representatives from different cities, school districts, and the County to share and advance sustainability ideas. In 2019, the group started a "Resilience through Collaboration" series to host lunch-and-learns. Led by Coralville's Stormwater Coordinator Amy Foster,

the working group held its first educational event. More than 50 members of municipal staff and others learned about “Problem Waterways” in October 2019.

Green Team Educational Events

The Green Team hosted several events and activities for the public and staff:

- Earth Week talk on air quality and idling reduction awareness;
- Bike to Work Month, including a commuter breakfast for the public and an interdepartmental friendly “One Less Car” competition for employees to walk, bike, bus, or carpool to work; and
- Regular Bicycle Programming, including a Fix-A-Flat training and a talk on new bicycle lane markings in downtown Iowa City.

Soil and Water Conservation (SWC) External Efforts

Development Projects

The SWC Coordinator completed 17 reviews of stormwater management plans and 36 sensitive areas reports for development projects throughout the county. The SWC Coordinator also completed erosion and sediment control plan reviews for 57 building permits applications, and conducted regular erosion and sediment control inspections for compliance with approved plans. The SWC Coordinator provided oversight for completion of several performance agreements to ensure compliance with stormwater management requirements.

The SWC Coordinator led the revisions of County post-construction stormwater management, erosion and sediment control, and sensitive areas requirements as part of the Unified Development Ordinance update. The Coordinator also developed associated programming that includes standard operating procedures for plan reviews, tracking, reporting, and permitting and compliance, as well as both external and internal resources to facilitate implementation of all environmental regulations. A privately-owned stormwater management facilities maintenance program was also established to help ensure long-term success of stormwater practices.

Watersheds



The SWC Coordinator continued to serve as both a member of the Board and the technical team for the Clear Creek Watershed Coalition. The SWC Coordinator also serves on the Executive Committee of the English River Watershed Management Authority. In addition, she participates in a water quality group consisting of local government staff, focused on water quality monitoring of local surface waters, and ongoing water quality networking among local jurisdictions and stakeholders.

SUSTAINABLE COUNTY OPERATIONS

LEED Gold for Ambulance and Medical Examiner Facility

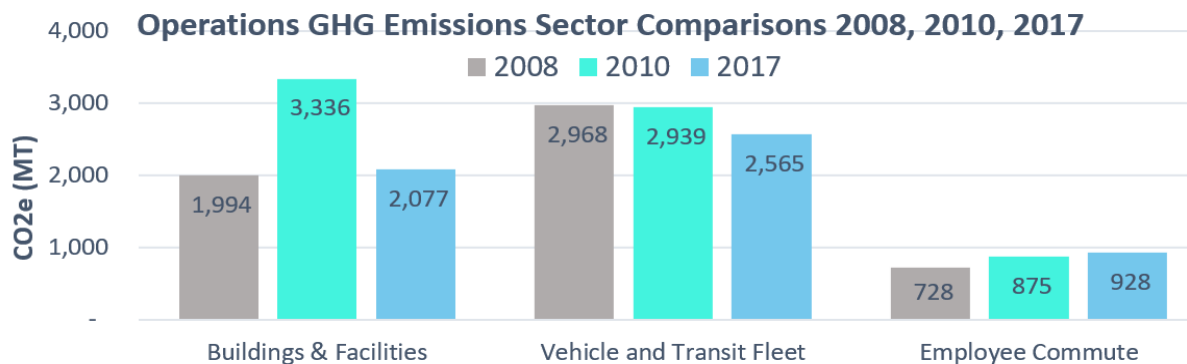
The Ambulance Service and Medical Examiner Facility earned Leadership in Energy and Environmental Design (LEED) Gold for New Construction certification from the U.S. Green Building Council in February 2019. Sustainability staff contributed to the success of the facility, which is the County's fourth LEED-certified building. It earned sustainability points for onsite solar, being located on a previously developed site near public transit, use of low-emitting sealants and adhesives, and views to the outdoors. Water-efficient fixtures and landscaping, a vegetated roof, and building materials with recycled content further reduce the building's environmental footprint.



Greenhouse Gas (GHG) Inventory

In 2019, the Sustainability Coordinator and GHG intern Lupe Munoz published a report on a greenhouse gas inventory for the County's operations for calendar year 2017. Among several findings, the report states that total emissions were slightly below 2008 levels and substantially below 2010 levels, despite an overall increase in building square footage and energy use. Energy efficiencies and reductions plus onsite solar coupled with utility-based wind energy helped. However, the County still has work to do to reduce emissions by 80% by 2050. The report will help the County further reduce its carbon footprint. As shown in Figure 7, buildings and facilities as well as fleet showed emissions decrease, while employee commute had an emissions increase.

Figure 7: Operational Greenhouse Gas Sector Comparisons



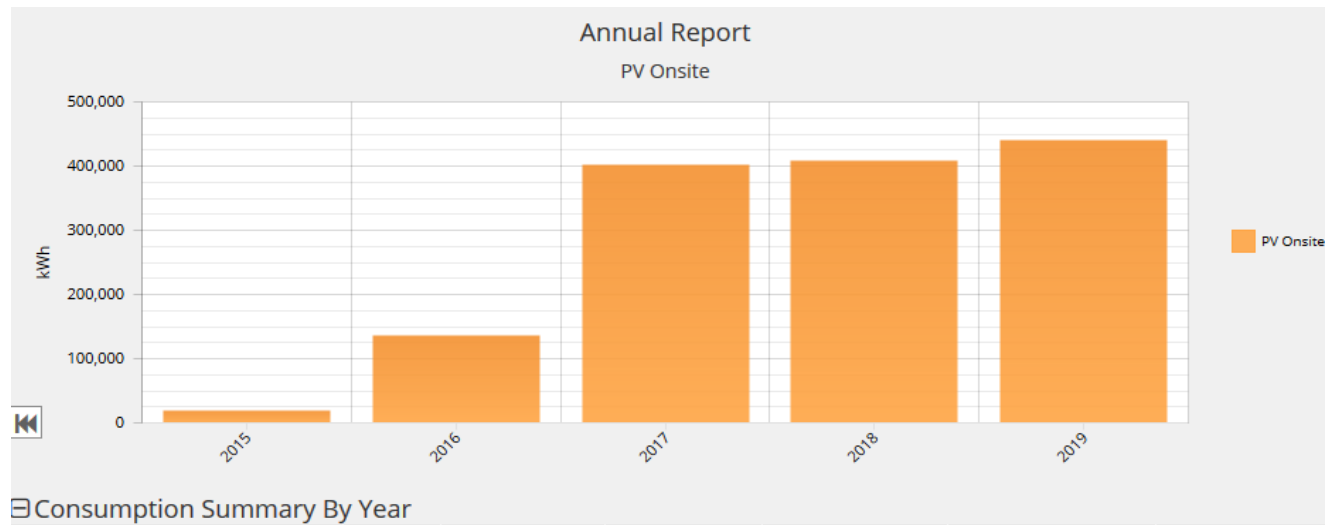
Energy Efficiency for County Operations

In 2019 the internal Sustainability and Energy Reinvestment Fund supported LED lights for Conservation sites Schwab-Burford and Pechman Creek, an energy efficient vaccine refrigerator for Public Health, and plantings to replace turf grass at the Courthouse. The Board of Supervisors created the fund in 2014 to use energy rebates and occasional seed money for green County projects. PDS helped Brad Freidhof, Conservation program manager, start the process to get utility rebates for their LED lighting projects. To date, a total of nearly \$535,000 in rebates has been put into the fund.

Renewables for County Buildings

Five onsite arrays are now in operation for Johnson County at www.johnson-county.com/solar. In 2019, 439,777 kWh of solar energy was generated onsite at County buildings, a nearly 20-fold increase since 2015 when just over 20,000 kWh was generated. Figure 8 shows overall onsite solar by year.

Figure 8: On-Site Solar Energy Generation for Johnson County Buildings since 2015
(Comparison generated from County data entered into the Iowa B3 Benchmarking Program)



Surplus Store



In 2019, nearly every Johnson County department and office used the surplus supply store through 80 visits. The store allows staff to share and get gently used items for County use. Some of the more popular items are binders, hanging folders, three-hole punches, and clipboards. The reuse helps reduce costs and impacts.

Stormwater and Sustainable Landscaping

Sustainability staff continued to provide guidance on the biocell at the Administration Building. The cell helps protect water quality by capturing and breaking down pollutants and reduces erosion by slowing down stormwater runoff. Sustainability staff also attended monthly site design meetings for the new behavioral health access building project. PDS staff worked with the project manager and site design engineer to incorporate stormwater quality practices and other sustainable development features. Sustainability staff assisted in the maintenance of the sustainable roof of the Ambulance Service and Medical Examiner Facility. The succulents help keep the roof cooler and provide a pleasant green space adjacent to patio areas. Staff also advised on plantings for an area near the Courthouse (shown at right).



STAFF PROFESSIONAL ACTIVITIES AND ACCOMPLISHMENTS

All staff members in the Planning, Development and Sustainability Department completed training in diversity, computer safety, general safety, and sexual harassment during the calendar year.

Josh Busard, Director

- Maintained three certifications: American Institute of Certified Planners (AICP), Leadership in Energy and Environmental Design (LEED-AP), and Certified Floodplain Manager (CFM).
- Attended the American Planning Association National Conference, April 2019.
- Attended the United States Green Building Conference (Greenbuild), November 2019.
- Presented at the American Planning Association (APA) Iowa Chapter Conference, October 2019.
- Attended the Iowa State Association of Counties (ISAC) conference, August 2019.
- Attended Spring County Planning & Zoning Officials (CoZO) ISAC Conference, May 2019.
- Presented at Iowa City Chamber of Commerce Community Leadership Program Agricultural Day.
- Continued to serve as legislative liaison on the CoZO Officials ISAC Affiliate executive committee.

Nate Mueller, Assistant Director

- Maintained AICP and CFM Certification.
- Continued to serve as a district representative on the CoZO ISAC Affiliate executive committee.
- Attended the APA National Conference, April 2019.
- Attended Spring CoZO Conference, May 2019.
- Attended the ISAC Annual Conference, August 2019.
- Attended the APA Iowa Chapter Conference, October 2019.
- Attended CoZO special Legislative Review Committee meeting, November 2019.

Luke McClanahan, Assistant Planner

- Passed the AICP exam, November 2019.
- Attended the ABC's of Equal Employment Opportunity training, July 2019
- Attended the ISAC annual conference, August 2019
- Attended the Tips On How to Use the New Bicycle Lane Markings in Iowa City, August 2019
- Attended the APA Iowa Chapter Conference, October 2019.
- Attended the Dealing with Problem Waterways lunch-and-learn event, October 2019.
- Attended the Eastern Iowa GIS User Group Meeting, November 2019.

Becky Soglin, Sustainability Coordinator

- Attended National Adaptation Forum in Wisconsin, April 2019.
- Completed Community Leadership Program including affordable housing service, June 2019.
- Attended Midwest Renewable Energy Fair; presented on Solarize Johnson County, June 2019.
- Presented at University of Iowa on report writing, sustainability and planning, September 2019.
- Attended and presented at the APA Iowa Chapter Conference, October 2019.
- Attended first-ever Global Congress for Sustainability Professionals and led discussion group on county sustainability, December 2019.

Kasey Hutchinson, Soil and Water Conservation Coordinator

- Attended the Iowa Water Conference, March 2019.
- Attended the National Watershed and Stormwater Conference April 2019.
- Attended the One Water Summit, September 2019.
- Attended the Growing Sustainable Communities, October 2019.
- Completed multiple webinars on Stormwater Management, with special focus in the context of climate change.

Neil Bombei, Lead Building Inspector

- Attended several meetings for the Iowa Association of Building Officials and served as Secretary on the IABO executive board.
- Attended a week of the Upper Great Plains Region III Code Institute in Chaska, MN.
- Registered a total of 55 hours of continuing education credits.
- Achieved certification as a Master Code Professional, the highest level the International Code Council offers.
- Served on the Johnson County Safety Committee and Fleet Committee.

Bret McLaughlin, Senior Combination Inspector

- Attended a three-day training in Des Moines for Means of Egress, Mixed Occupancies and Exterior Wall and Opening Protection.
- Attended a two-day training in Marion for Existing Building Accessibility and Commercial and Residential Accessibility and Usability.
- Attended two-day training in Eldridge (Skills Guide for Building Safety Inspectors; Braced Wall Lines).
- Maintained 11 certifications.

David Tornow, Building Inspector I

- Attended a week-long mechanical education training at the Colorado Chapter Educational Institute in Denver.
- Attended the Iowa Association of Electrical Inspectors (IAEI) spring meeting and served as the IAEI Iowa Chapter President in Riverside, IA.
- Attended 2020 Electrical Code training IAEI Western Section Annual Meeting in Wichita, KS.
- Attended the Iowa Association of Electrical Inspectors fall meeting in Sheldon, IA.

Jeff Huff, Zoning Aide

- Attended the Eastern Iowa GIS User Group Meeting, November 2019.

Nancy Rockensies, Secretary II

- Renewed permit technician certificate.
- Attended the training for the newly established Permit Tech Association in Huxley, Iowa.
- With the assistance of IT, got all files both building and project files attached in Comdev.

Julia Dodds, Clerk II

- Attended the training for the newly established Permit Tech Association in Huxley, Iowa.

2020 DEPARTMENT PLANS

This section highlights initiatives and new projects for 2020. The list does not include all goals, tasks, and responsibilities PDS will maintain or pursue throughout the year.

Unified Development Ordinance

Johnson County's new Unified Development Ordinance (UDO) was adopted in December 2019 and officially went into effect on January 15, 2020. As a result, PDS staff has begun working on updating associated policies and development application forms to reflect the ordinance changes.

Code Enforcement

The Board of Supervisors authorized the creation of a zoning code enforcement position. The County's first ever Code Enforcement Inspector is expected to begin work in March 2020.

Building Services

The County will provide building inspection services for the City of Lone Tree, based on an agreement signed in December 2019. In addition, staff will ensure the new paperless permitting system works seamlessly for residents and others.

Village Planning

The department expects to help Windham complete its first ever village plan in 2020. With that plan completed, all villages in the county will have gone through a planning process.

Soil and Water Conservation

The Soil and Water Conservation Coordinator will continue to develop standard procedures for successful implementation of the environmental programs. She will also implement a new stormwater facilities maintenance program to ensure long-term effectiveness of post-construction stormwater management practices.

Sustainability

The Sustainability Coordinator will be lead contact for the Solarize Johnson County 2020 solar group buy involving MREA, Conservation and Public Health, and nine cities in the county. She will also prepare for renewal of the Bicycle Friendly Business recognition and explore initial resilience opportunities.