



2/22/2024

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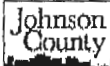
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Page 4/ 8

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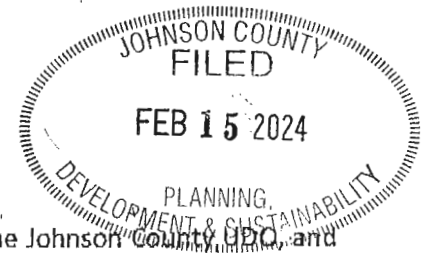
To:

Office Use Only	2/15/24	\$250.00	BOA-24-28494
	Date Filed	Fee	Application Number



## JOHNSON COUNTY, IOWA

## APPLICATION FOR: CONDITIONAL USE PERMIT



Application is hereby made for approval of a (state the official use as listed in the Johnson County UDC, and briefly describe the proposed use [e.g. Home Industry for Antique shop, Special Events for Corn Maze, etc.]):

church, - planned use is for church school, restrooms, supporting facilities,  
and Sunday school

On property located at (street address if available or layman's description):

5756 Sharon Center Rd SW - Kalona IA 52247

Parcel Number(s):

The property consists of 1 total acres, and is currently zoned ag

*Note: This Conditional Use Permit is subject to any conditions outlined in chapter 8:1.23 of the Unified Development Ordinance and any other conditions deemed appropriate by the board of Adjustment to protect public health, safety, and welfare.*

The undersigned affirms that the information provided herein is true and correct. If applicant is not the owner, applicant affirms that the owner(s) of the property described on this application consent to this application being submitted, and said owners hereby give their consent for the office of Johnson County Planning, Development, and Sustainability to conduct a site visit and photograph the subject property.

KALONA COMMUNITY CHURCH  
Name of Owner

Merlin Ropp MERLIN ROPP  
Name of Applicant (if different)

2564 540th ST SW Kalona IA 52247  
Applicant Street Address (including City, State, Zip)

319-321-2692  
Applicant Phone

stbuggy@ibyfax.com  
Applicant Email

Merlin Ropp  
Applicant Signature

See back page for Application Submittal Requirements and Checklist

Applications should be emailed to [planning@johnsoncountyiowa.gov](mailto:planning@johnsoncountyiowa.gov) and delivered to the Planning, Development and Sustainability Office (913 South Dubuque Street, Iowa City, IA 52240)



2/22/2024

2:05:45 PM

From:

Fax ID:

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Attn.:

To:

The following items must be submitted for the application to be complete. Incomplete applications will be returned and will not be considered until the next submission deadline. Once submitted, county staff will review the materials and request revisions (if necessary). Once all revisions and outside reviews have been received, the application will be placed on the next available Board of Adjustment agenda.

If working with an engineer who can provide CAD or GIS line work, electronic submissions should be submitted in accordance with the PDS department's electronic submission guidelines (see below). Preference is that electronic submission is prior to hard copy submission, but will be accepted until 12:00 p.m. the day after the submittal deadline.

**Initial each empty box below** to ensure you included all necessary information in the appropriate form for an application to be considered complete. Some items may require both electronic and physical copies.

Item Required	Electronic Copy (PDF unless otherwise noted)	Hard copy
Application Fee (varies based on application. Fee: \$ 250.00)		
This application form with all information completed	MEQ	(2)
Brief cover letter explaining the proposed use including but not limited to the number of employees, parking facilities, days and hours of operation, estimate of maximum number of customers expected on site an any one time, provisions for water and wastewater, types of equipment to be used, signage, etc	Submitted Prior	
Site plan identifying the access, structure(s) for the proposed use, parking areas, signage location, and addressing any Supplemental Conditions required by Chapter 8:1.23		
If working with an engineer: CAD line work of the site plan, following the guidance below		
Proof of application to the Johnson County Health Department for a Public Health Zoning Application	MEQ	
For requests to establish <u>Utility Scale Solar</u> (use area of 20 acres or less): <ul style="list-style-type: none"> <li>Completed "Application Checklist for Utility-Scale Solar Systems (Supplemental Conditions)", accompanied by all information outlined on said checklist.</li> <li>Electronic Submission of all materials is required.</li> </ul>		
For requests for <u>Commercial Communications Towers</u> , include the following: <ul style="list-style-type: none"> <li>Sensitive Areas Analysis in compliance with the Sensitive Areas Ordinance, or an <u>approved</u> Sensitive Areas waiver.</li> <li>Stormwater Management Plan (including soil erosion and sediment control) in compliance with the Stormwater Management regulations, or an <u>approved</u> waiver</li> </ul>		

**Electronic Submission Requirements for CAD line work:**

- Must be in AutoCAD 2017 or older and .dwg format (.dxf is also acceptable, no .zip files will be accepted).
- Submissions must use Coordinate System: NAD\_1983\_StatePlane\_Iowa\_South\_PIPS\_1402\_Feet
- If applicable, submission should include information for Sensitive Areas Analysis/Mapping and Stormwater/Soil Erosion Control infrastructure on the site. This includes any limits of disturbance or other impact areas.
- Submission should NOT include legends, legal descriptions, location maps, signature blocks, etc.

sent check 2-23-24 ✓ H 1003



2/22/2024

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From:

Fax ID:

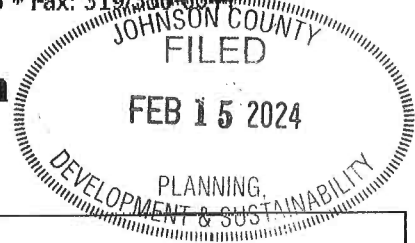
Page 6/ 6

Attn.:

To:

FOR OFFICE USE ONLY:

ZONING NUMBER: \_\_\_\_\_

Johnson County Public Health  
855 S. Dubuque Street Suite 217 \* Iowa City, Iowa 52240 \* 319/356-6040 \* Fax: 319/356-6044**Johnson County Public Health  
Zoning Application**

Applicant Name: <u>Merlin Ropp</u>	Phone Number: <u>(319) 321-2692</u>		
Address: <u>Church/School Address: 5756 Sharon Center RD SW</u>	City: <u>Kalona</u>	State: <u>IA</u>	Zip: <u>52247</u>

NOTE: THIS APPLICATION NEED NOT BE SUBMITTED FOR FINAL PLATS.

TYPE OF ZONING REQUEST:	APPLICATION FEE:
<input type="checkbox"/> Zoning reclassification from _____ to _____	\$75.00 Application Fee
<input type="checkbox"/> Combined preliminary and final plat	\$50.00 + \$20.00 per Lot Application Fee*
<input type="checkbox"/> Preliminary plat using private onsite/centralized waste water systems	\$50.00 + \$20.00 per Lot Application Fee*
<input checked="" type="checkbox"/> Conditional Use Permit	\$25.00 Application Fee
*Outlots Exempt	

Application Fee 25.00 + Lot Fee (if applicable)  
 (Number of lots \_\_\_\_\_ Minus Number of Outlots = \_\_\_\_\_ x \$20.00 Fee Per Lot)  
 = Enclosed Fee 25.00  
 (mailing check - 2/23/24)  
 # 1004

PLEASE RETURN THIS APPLICATION AND APPROPRIATE APPLICATION FEE TO:

JOHNSON COUNTY PUBLIC HEALTH  
 855 S. DUBUQUE STREET SUITE 217  
 IOWA CITY, IA 52240

The application and fee must be received by the department NO LESS THAN 24 HOURS prior to the Johnson County Zoning commission public hearing and/or the Johnson County Zoning Board of Adjustment.

No refund shall be made of any required fee accompanying a required application once filed with the administrative officer.

Signature of Applicant:

Merlin Ropp

Date:

2-23-24

Dear Friend,

Please find attached our request for the board of adjustment for a project we have coming up at the address of 5756 Sharon Center Road SW, Kalona IA. We are in the process of coming up with a plan to add onto the current building to accomodate a Sunday school area, as well as restrooms, cloakrooms, etc. Those plans included adding 64' to the east side of the current building. However, according to standard code, our back yard setback on the east property line is 30 feet, and since the current building is 72 feet from the property line, this leaves us with 42 feet to the standard setback.

Therefore, due to the fact that the adjoining landowners on the east and north are not interested in selling a portion of their property, and the limiting width of the north and south property lines, we would like to request your consideration of a 50% setback reduction, or 15 ft. We appreciate your input, and will wait to hear back from you on the matter.

Sincerely,

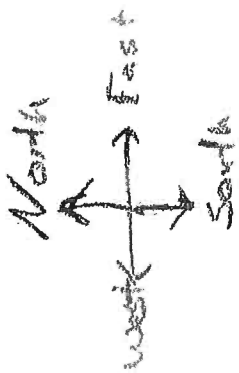
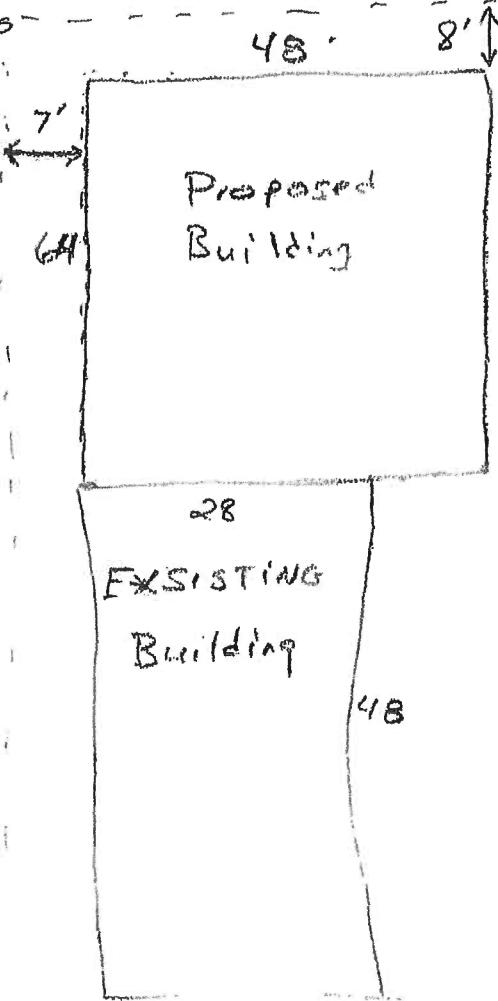
*Merlin Ropp*

- Building Committee



NE Pk

SE Pk



Drive Way

NW Pk

Sharon Center Rd.



# JOHNSON COUNTY, IOWA

## APPLICATION FOR: BUILDING PERMIT

913 S Dubuque St, Suite 204, Iowa City, IA 52240

Phone: (319) 356-6085

Email: [building@johnsoncountyiowa.gov](mailto:building@johnsoncountyiowa.gov)Job Site Address 5756 Sharon Center Rd SW - Kalona IA 52247

Lot # &amp; Subdivision \_\_\_\_\_

Parcel # \_\_\_\_\_

Applicant Merlin RoppPhone 319-321-2692Address 2564 540th St SWCity/St/Zip Kalona IA 52247Owner Kalona Community ChurchPhone 319-321-2692Address 2085 560th St SWCity/St/Zip Kalona IA 52247General Contactor Sunrise PostPhone 319-696-4334Address 2464 Hwy 22City/St/Zip Kalona IA 52247

Subcontractors (if not known at time of application enter "TBD")

Mechanical TBD

Phone \_\_\_\_\_

Electrician \_\_\_\_\_

Phone \_\_\_\_\_

Plumber \_\_\_\_\_

Phone \_\_\_\_\_

Type of Construction (check one) ☐ New ☐ Alteration ☒ Addition ☐ Repair/Replace ☐ DemolitionProject Description (Include dimensions) addition of 54x56 addition (dimensions on width N/S to be confirmed) for restrooms - Sunday school accommodationsTotal Valuation of Project (excluding cost of land) \$ 300,000

Supplemental Information: Initial each item below to confirm that you are aware of the submittal requirements.

- ☐ A full set of building plans is included.
- ☒ A site plan is included, showing the approximate location of the structure and any existing septic system(s).
- ☒ Lot pins are located and marked (not required for remodels).
- ☐ Corners of the structure are staked on the lot (not required for remodels).
- ☐ For new single-family dwellings: an erosion control plan is included.

Health Department Information: If any of these are checked yes, contact Johnson County Public Health for guidance.

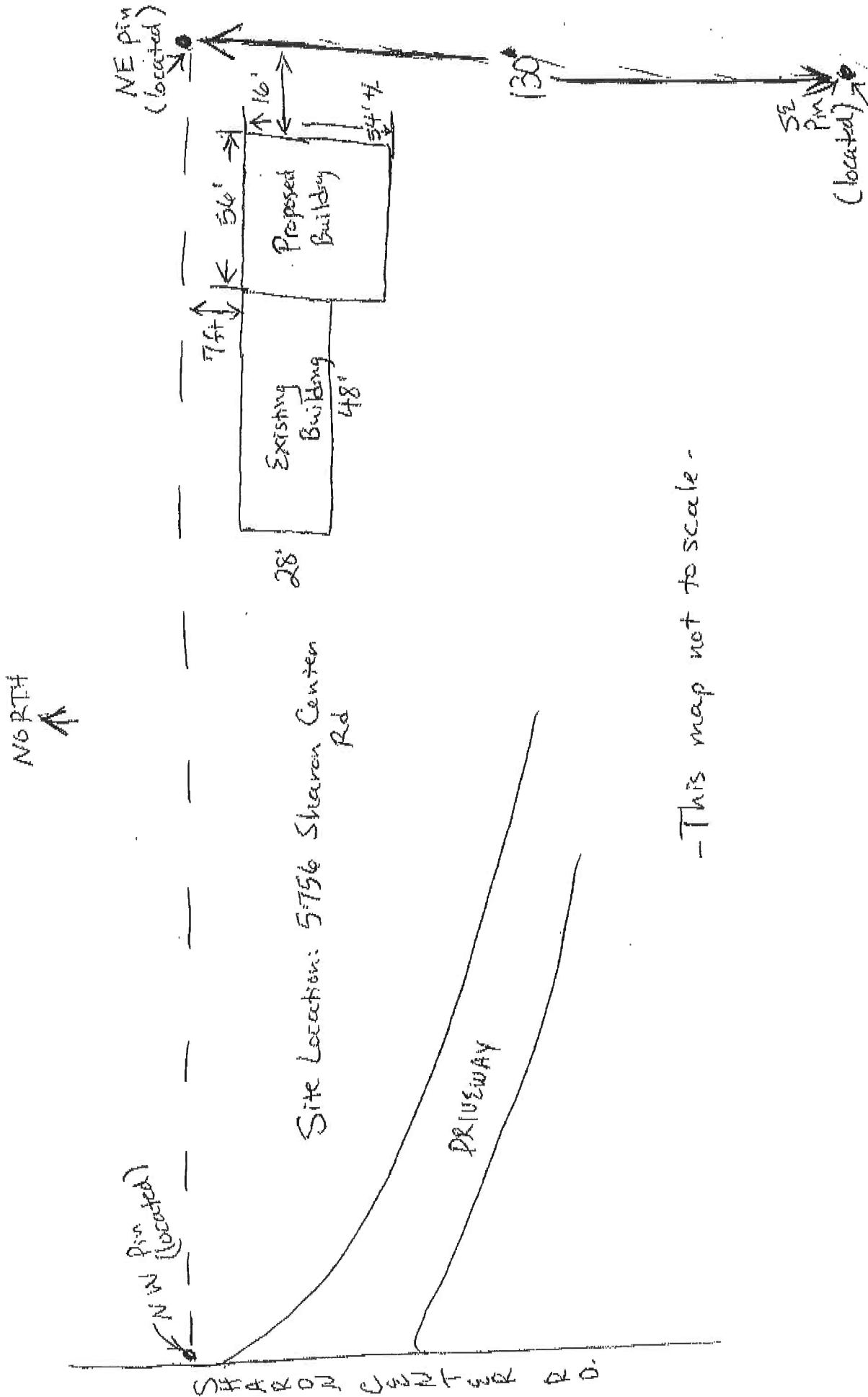
Will this contain additional bedrooms? ☒ No ☐ Yes - How many? \_\_\_\_\_Will this contain a commercial kitchen or food sales? ☒ No ☐ Yes - Describe \_\_\_\_\_Will this contain a home business? ☒ No ☐ Yes - Describe \_\_\_\_\_Will this connect an outbuilding to an existing onsite wastewater system? ☒ No ☐ Yes

The undersigned applicant shall call for all inspections and be responsible for this project until final approval by Johnson County. The undersigned applicant also agrees to comply with all County ordinances, State and Federal laws regulating building construction and certifies under oath and penalties of perjury that the foregoing information is true and correct:

Merlin Ropp  
Applicant Signature

stbuggy@ibyfax.com  
Applicant Email

Return this completed form - along with a PDF of the building plans and the site plan - to  
[building@johnsoncountyiowa.gov](mailto:building@johnsoncountyiowa.gov)



-This map not to scale -

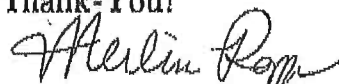
Dear Mr. Wilensky,

2/21/2024

Thank you for your update on the review of our application. In answer to your questions regarding our request, we did not clarify the practical difficulty we see in building more north/ south rather than east/ west. In reference to our previous letter, we mentioned the limiting factor of the north and south property lines. Because we anticipate using the new addition as a Sunday school, we will need as much space as possible for parking, as well as strategizing for a location for the septic system, which will need to be added as well, without taking too much of the playground area. Since the 30 foot setback east of the proposed structure is not sufficient for parking space, and not a good option even for playground equipment, we would like to utilize more of that area for the building rather than a dead zone. Then more of the approximately 69 feet remaining south of the building could be used for parking, etc. to take pressure off the area designated now as playground.

We would not want to request this special exception if it would in any way devalue the adjoining property, however, we do not believe that to be the case. We appreciate your consideration of the matter, and ask that you contact us if you have any further questions.

Thank-You!



Merlin Ropp- KCC Building Committee Member

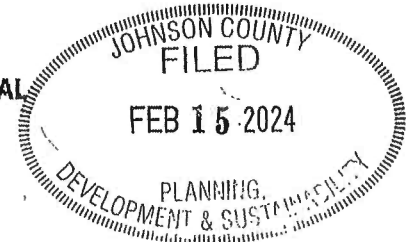


Office Use Only		\$	
	Date Filed	Fee	Application Number



## JOHNSON COUNTY, IOWA

## APPLICATION FOR: SPECIAL EXCEPTION OR VARIANCE APPROVAL



Application is hereby made for approval of a:

- ☒ Special Exception (reduction of requirement by 50% or less)
- ☐ Variance (reduction of requirement by more than 50%)
- ☐ Variance from Floodplain Management Regulation
- ☐ Modification of Subdivision Regulations

on property located at (street address if available or layman's description):

5756 Sharon Center Rd SW - Kalona IA 52247

Parcel Number: \_\_\_\_\_

Current Zoning: AgProposed Use of the Structure: Sunday School / Restrooms / Community Building

For setback reduction requests (Special Exception or Variance) - complete the following:

	Front	Side	Side	Rear
Required Setback:	_____	_____	_____	<u>30'</u>
Requested Setback:	_____	_____	_____	<u>15'</u>

Note: On a separate sheet you must explain how or why this request satisfies the practical difficulty, unnecessary hardship, or exception hardship criteria - as applicable. The location of these criteria in the Unified Development Ordinance is outlined on page 2 of this application.

The undersigned affirms that the information provided herein is true and correct. If applicant is not the owner, applicant affirms that the owner(s) of the property described on this application consent to this application being submitted, and said owners hereby give their consent for the office of Johnson County Planning, Development, and Sustainability to conduct a site visit and photograph the subject property.

Kalona Community Church  
Name of Owner

Merlin Ropp  
Name of Applicant (if different)

2564 540th ST SW  
Applicant Street Address (including City, State, Zip)

319-321-2692  
Applicant Phone

stbuggy@ibyfax.com  
Applicant Email

Merlin Ropp  
Applicant Signature

See back page for Application Submittal Requirements and Checklist

Applications should be emailed to [planning@johnsoncountyiowa.gov](mailto:planning@johnsoncountyiowa.gov) and delivered to the Planning, Development and Sustainability Office (913 South Dubuque Street, Iowa City, IA 52240)

Updated 6.1.23 MS

The following items must be submitted for the application to be complete. Incomplete applications will be returned and will not be considered until the next submission deadline. Preference is that electronic submission is provided prior to hard copy submission, but will be accepted until 12:00 p.m. the day after the submittal deadline.

Initial each empty box below to ensure you included all necessary information in the appropriate form for an application to be considered complete. Some items may require both electronic and physical copies.

Items Required	Electronic Copy (PDF unless otherwise noted)	Hard Copy
Application Fee (varies based on application. Fee: \$ )		
This application form with all information completed	MER	(2)
<p>Brief cover letter explaining the nature of the request, as well as detailing practical difficulty (for special exceptions) or unnecessary hardship (for variances) as outlined in the ordinance sections listed below:</p> <ul style="list-style-type: none"> <li>• <u>For Special Exceptions</u>: the practical difficulty standards are set forth in section 8:1.28.E.2.a-f of the Unified Development Ordinance. You must explain direct answers as to how or why this request satisfies ALL practical difficulty criteria listed in this section of the ordinance.</li> <li>• <u>For Variances</u>: the unnecessary hardship standards are set forth in section 8:1.28.D.2.a-e of the Unified Development Ordinance. You must provide direct answers as to how or why this request satisfies ALL hardship criteria listed in this section of the ordinance.</li> <li>• <u>For Variances from Floodplain Management Regulations</u>: the exceptional hardship standards are set forth in section 8:4.11.C and D.2.a.i-xiii of the Unified Development Ordinance. You must provide direct answers as to how or why this request satisfies ALL hardship criteria listed in this section of the ordinance.</li> <li>• <u>For Variances from Subdivision Regulations</u>: the unnecessary hardship standards are set forth in section 8:1.27.F.12.a and 8:1.28.G of the Unified Development Ordinance. You must provide direct answers as to how or why this request satisfies ALL hardship criteria listed in this section of the ordinance.</li> </ul>	MER	
<u>For setback reduction requests</u> : A complete building permit must be on file with the PDS Department before an application to reduce zoning requirements will be accepted.	MER	

