



## CITY COUNCIL WORK SESSION DEPARTMENT REPORT

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**TO:** Mattherw R. Schmitz, MPA – City Manager  
**FROM:** Matt Chesmore – Building Official  
**DATE OF MEETING:** June 2, 2025  
**ITEM TITLE:** Department Report – Building/Code Enforcement

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### **Building Department:**

In the months of April 1st, 2025, through May 31st, 2025, 89 Permits were issued.

(see permit report for individual permit uses)

### **Code Enforcement:**

**808 1<sup>st</sup> W** – Has concluded that the Federal Government now has ownership of the property; therefore, it has become infeasible to continue further legal action.

**Nuisance Property:** 40 Letters of violation were sent out in the months of April, with most occurring in May, with high grass becoming the leader of violations.

#### **812 10<sup>th</sup> Street NE – Derelict property**

Staff made a public Notice that this property was for sale, but we received no bids.

### **Planning and Zoning:**

On April 1, 2025, Commissioner Matthew Mayner resigned his position, and Nathan Hansen was appointed to the Planning and Zoning Commission. Plats of Survey for Lori Cleveland and Indee Storage were approved. The 2025 Pines Housing Urban Renewal Area was also approved.

On May 12, 2025, the commission met, where the rezoning of the Wapsie Valley Creamery administration building was discussed, and rezoning from C-2 to C-1 was approved.

### **Board of Adjustments:**

No Activity

### **Flood Plain Administration:**

**Hazard Mitigation Grant Program:** The property at 67 10th Street NE was enrolled in a flood buyout program, where its value was appraised at \$18,224.00. Currently, the City Attorney is working on creating an agreement between the property owner and the City to move this forward.

### **Training:**

5/21/25 Attended Iowa League of Cities Code Enforcement Conference in Mason City, Iowa.