



## CITY COUNCIL MEMORANDUM

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

**FROM:** Matt Chesmore, Building Official

**DATE OF MEETING:** April 28, 2025

**ITEM TITLE:** Preliminary Plat - Berdine See Division within 2 miles

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### BACKGROUND:

At the request of the former Berdine See's immediate family, attorneys for the estate have submitted a Plat of Survey, marked as Preliminary in Exhibit A, that removes one parcel and divides the remaining parcel into two parts, essentially splitting Ms. See's land into two equal individual parcels.

It is important to note that this property is not within the City Limits but does fall within the two-mile zone surrounding the City and is therefore subject to review by the Planning & Zoning Commission and the City Council.

The See estate engaged Crawford Engineering to conduct survey work and is the firm of record regarding this matter.

On April 23, 2025, the Planning and Zoning Commission made the recommendation City Council authorize the mayor to sign a resolution approving the Preliminary Plat of Survey as submitted.

### DISCUSSION:

Exhibit A, Plat of Survey, displays one lot to be subdivided into two individual parcels, I and J, respectively. For clarity, Exhibit B, the current parcel map shows that there are three parcels that will essentially combine into one and then divide into two equal parcels.

Buchanan County Zoning has been made aware of the request and is awaiting City Council approval prior to placing the request on the County Supervisors' agenda.

### RESULTS:

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of Developing and Reviving Independence. This item helps achieve that vision by allowing surrounding areas that lie within the 2-mile border to be developed.

### FINANCIAL CONSIDERATION:

There is no significant financial consideration for this matter other than the staff's time in reviewing the Plat of Survey.

### RECOMMENDATION:

Staff recommends a motion to approve and authorize the Mayor to sign the resolution accepting and approving the Berdine See Division, Plat of Survey as the Preliminary Plat of Survey for the Division of land within two miles of the city limits of the City of Independence, Iowa.