

Frytown, Iowa Village Plan



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Frytown, Iowa Village Plan

Prepared by John Dawson, Jordan Kauffman-Biber, Marie Richards, and
Brandon Yarbrough on behalf of the Johnson County, Iowa Planning
and Zoning Department

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Specifically, we wish to thank RJ Moore, Assistant Director of the Johnson County Planning and Zoning Department for his input and coordinating role. Professor Heather MacDonald, Field Problems coordinator, cannot be forgotten for her advice on resources, working through the conceptual aspects to this project, and providing input on our documents and drafts.

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Executive Summary

Introduction

The population of Johnson County is growing and the county is one of the growth areas in the State of Iowa. One of Johnson County's goals, according to its comprehensive plan, is to concentrate rural growth into the existing unincorporated settlements known as villages. This plan document is intended to supplement the Johnson County Land Use Plan, specifically regarding future growth in Frytown and the surrounding area.

This plan sets out to capture the nature of Frytown as expressed by residents and the goals for the community as Johnson County's Land Use Plan is implemented. This document is the result of a joint effort including the authors, residents, and County officials.

Vision Statement

Frytown is a friendly, quiet, rural community in southwest Johnson County close to nature and agriculture. Residents value their rural way of life, their sense of community, and their relative freedom from excessive rules and regulations that are perceived to come with incorporation.

The residents of Frytown seek to welcome newcomers as neighbors and members of the community; to maintain the rural atmosphere while accommodating slow growing new development; and to further nurture the sense of community by establishing services which are currently absent. The community of Frytown values the environment and the rural character of the area. Community members wish to buffer existing and future residential areas from incompatible uses, such as new intensive agriculture-related businesses. Future development will be encouraged to proceed in such a way that the quality of water, air, and natural beauty are protected and improved upon.

Goals and Rationales

GOAL 1: MAINTAIN RURAL ATMOSPHERE

RATIONALE: To encourage lot sizes similar to existing development, and to balance densities. This will allow new residential growth to occur in concert with the existing rural atmosphere.

GOAL 2: IMPROVE AND PROTECT WATER QUALITY

RATIONALE: To encourage citizens to take an active role in water quality protection and improvement programs. By gaining a greater understanding of human impacts on groundwater quality, citizens will be empowered to improve and protect all water in the area, including drinking water supplies.

GOAL 3: IMPROVE AND PROTECT AIR QUALITY

RATIONALE: Air quality issues faced by residents of Frytown include road dust, pollution from heavy truck traffic, agricultural smells, and airborne chemicals. Although agricultural uses do have a right to operate in rural areas, it is possible to minimize negative effects on nearby communities.

GOAL 4: PROTECT NATURAL BEAUTY

RATIONALE: Vistas, night sky, scenery, and habitat are related to the open space within and surrounding Frytown. Skyscapes (including sunrises and night stars), are more visible in Frytown than some other areas of Johnson County due to the absence of light pollution. For instance, residents have mentioned the beautiful views to the northwest from the subdivision on Walnut Road. The natural beauty of the Frytown area is closely related to the rural atmosphere and quality of life in Frytown.

GOAL 5: STRENGTHEN SENSE OF COMMUNITY

RATIONALE: Regardless of size or location, all healthy and happy communities share certain elements, such as shared community goals and spaces. By having things to do and places to go together, residents of Frytown will have the opportunity to strengthen their community.

GOAL 6: IMPROVE CONNECTIVITY AND QUALITY OF ROADS

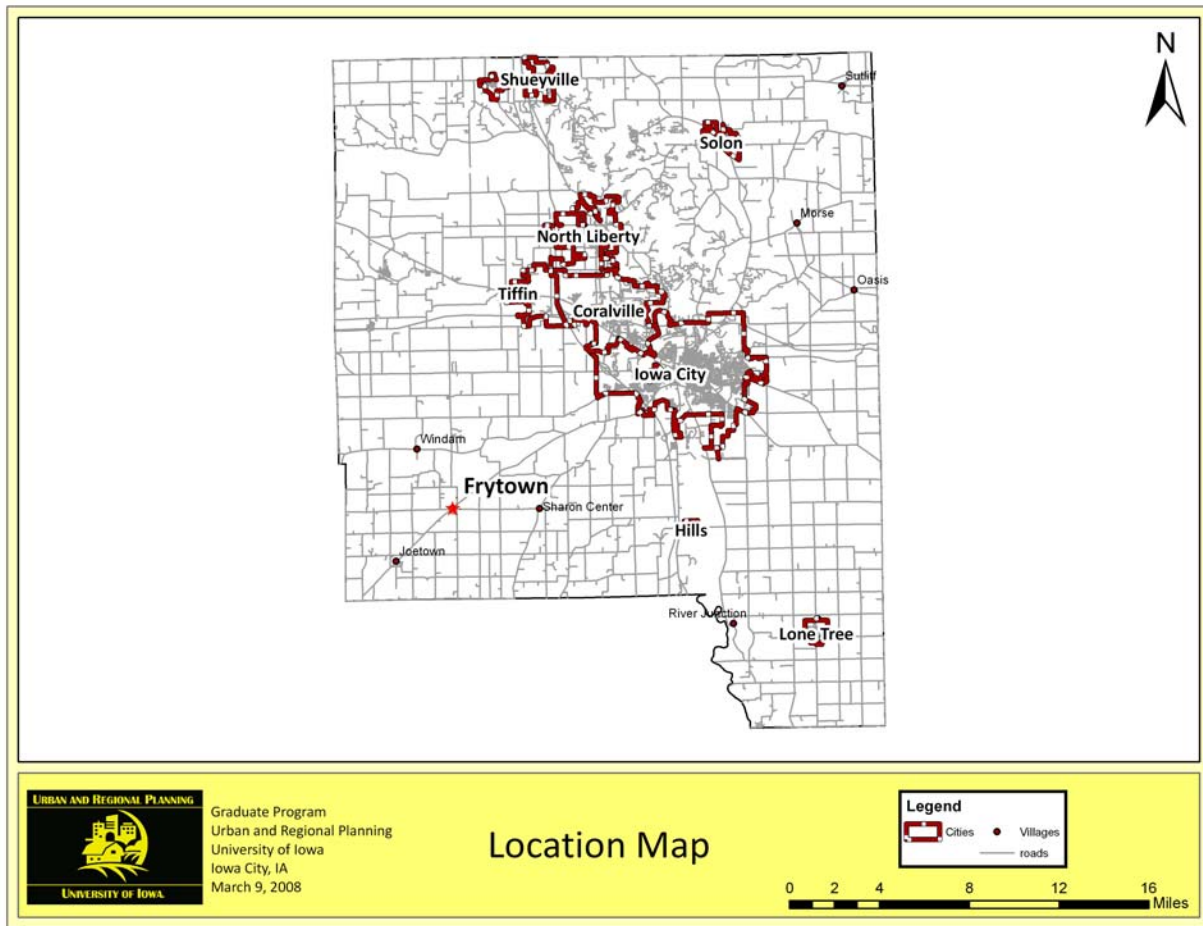
RATIONALE: Frytown is well located near Kalona and Iowa City without being an extension of either. However, being connected to these communities is important for residents. Community members would like to see roads that are as accommodating toward horse-drawn vehicles, pedestrians, and bicycles as they are for motorized vehicles.

Background

The Frytown Area

Frytown is located in southwest Johnson County (45,831 total households) in Washington Township (390 households). The Iowa City metro area (35,671 households) is to the northeast and Kalona (986 households) to the southwest. Angle Road, 500th Street, and Cosgrove Road are the major thoroughfares and barriers defining the settled area. To the southeast is a hog confinement operation and to the southwest is a poultry processing plant; these, along with the grain elevators in the core of Frytown, comprise the industrial operations in the area.

Figure 1: Map of Johnson County showing location of Frytown

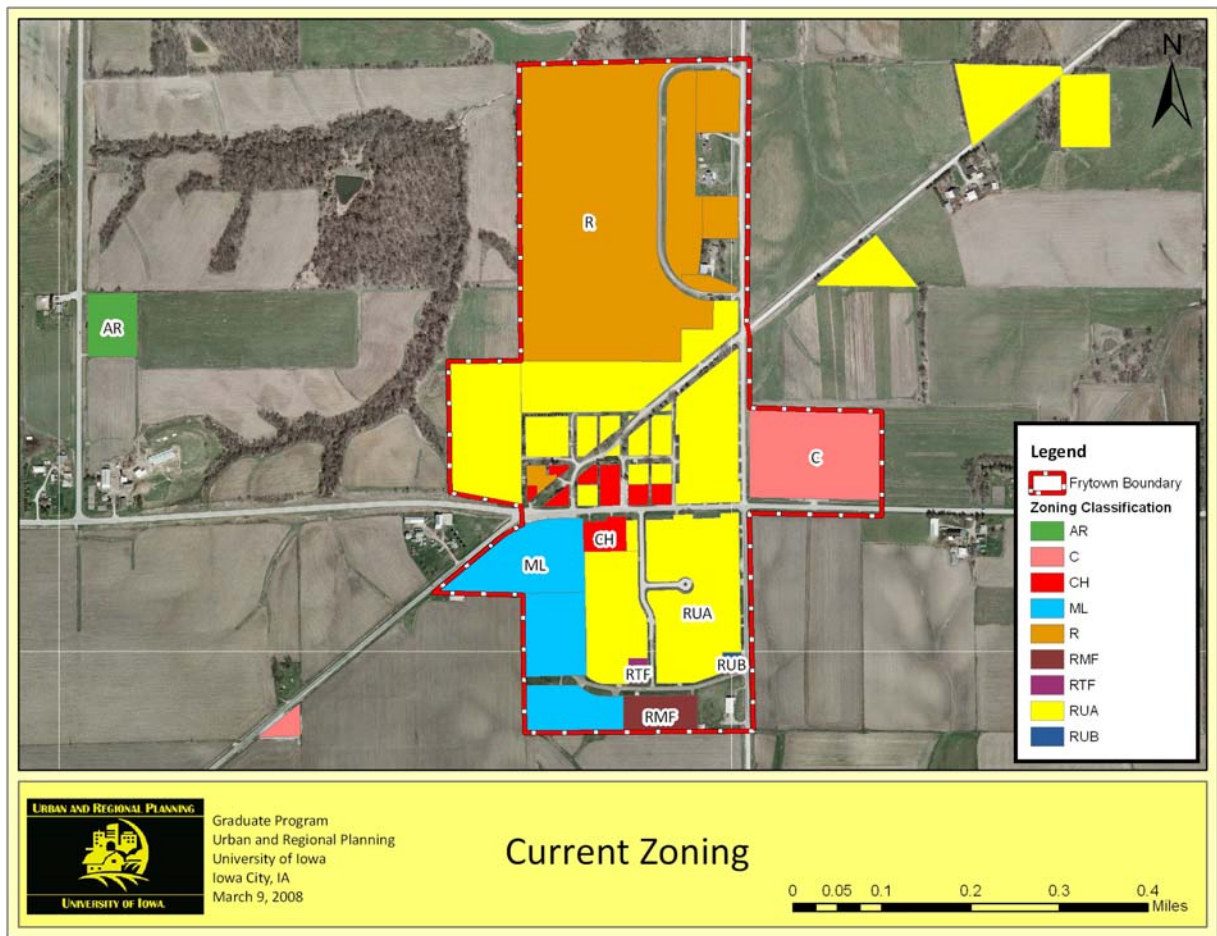


Source: Johnson County GIS Server

The Core of the Frytown Area

The core of Frytown is roughly 112 acres, primarily containing residences and some outlots and commercial lots. There are a number of vacant subdivided lots available within this area that would be suitable for infill development. One of the newer additions to Frytown is the Terrace Acres subdivision. Located on Walnut Road this development includes a substantial outlot with two man-made ponds and approximates the conservation subdivision approach that Johnson County encourages (see Appendix 4). The Frytown core boundaries were defined through mapping exercises involving Frytown residents, and are shown on the current zoning map below.

Figure 2: Current Frytown Zoning



Source: Johnson County GIS Server

History

The following condensed history was obtained from *Frytown, Iowa 1854-1984*, written by Marguerite Kinsinger and Shirley Yoder.

Settlement of the area known as Frytown began in 1839. The most prominent family throughout the history of Frytown was the Fry family; they were one of the first area families to purchase land from the government. William Fry purchased his land from the United States on April 21, 1851, the land which Frytown would develop on. In 1854 he sold the property to Cyrus and Sarah Williams. Israel May was hired to survey the property and plat 6 city blocks containing 40 lots. In August 1854, Williamstown was officially recorded. However, another town with the same name existed in Iowa and as a result the post office was officially named Frank Pierce Post Office when it opened in August of 1853, with William Fry serving as its first postmaster.

In 1844, the state constructed Angling Road, connecting Iowa City to Oskaloosa. During the gold rush as many as 800 wagons passed through Frytown. There were several blacksmith shops located in Frytown as a result, with 2 operating at the same time. Other amenities in Frytown included a church, schoolhouse, and several stores. The Church of Christ was built in 1863. Other important images from that era include cottonwood trees and the Frytown Store of 1889.

The Frytown Store of 1889 was one of two stores located in Frytown. The first opened in 1877 and was located in north Frytown. It was owned and operated by Elias H. and Alphretta Palmer Fry. Numerous owners operated the store until 1923 when the two story structure was torn down. The store structure itself was a multipurpose facility which also housed the Frank Pierce Post Office from 1853-1903 (when the Post Office closed permanently) and the Mason and Eastern Star Lodges on the second floor. The second store to open was the south store in 1889; several Frys worked as storekeepers throughout the store's history. The Cheese and Butter Co. built the store and made cheese until the building was sold to the Independent Order of Odd Fellow Lodge; at this point the Lodge occupied the second floor and a general store operated on the ground floor. In 1974, the Lodge sold the building to Lester D. Yoder. In 1980 the building became The Old Store Antiques.

In addition to the stores and the blacksmith shops, Frytown became home to numerous businesses. From 1924 to 1926, a butcher shop was operated by Abe Zehr. A grinding mill operated from 1930 to 1936; the structure was demolished in 1960. Several automotive repair shops operated in Frytown. Wayside Hatchery operated from 1931 to 1949. Cleo Dickel opened and ran a Phillips 66 Service Station from 1950 to 1953. The building was later used as a used car lot in 1963. The Ihrig Station sold gas and other amenities from 1928 to 1936. The station was changed to Standard Station in 1936.

Other area businesses included Dickle Construction Company, The Old Store Antiques, and Yoder Incorporated which has operated several mills since 1934. Recreational needs were

fulfilled in a variety of ways. A recreational meeting house functioned as a dance hall, roller skating rink, was home to Frank Pierce Entertaining Company, and featured other social and entertainment events.

In 1918, Farmers Light and Power co-operative (renamed later to Farmers Electric) formed to bring power to Frytown when other electric companies refused to bring power out to rural Iowa. It bought electricity from Fosdick Electric Company (Kalona) and the lines were built and maintained by the farmers who used the electricity. In the 1930s, 98% of rural Iowan households did not have electricity and in the mid-30s the Rural Electrification Act was passed. By 1941, the co-op sold 15,800 kilowatt hours. The area’s first “all-electric home” was built in 1954. A substation was constructed in 1965. The current Farmers Electric building was built in 1971.

Frytown also had a water cooperative, Frytown Water Cooperative, founded in 1962. A 245 foot well was dug in 1955 and served residents north of South Street; a new well was dug in 1967. A second 245 foot well, owned by Country View Homes, served the south side of town.

Recently, Frytown residents voted to change the official name of the settlement from Williamstown to Frytown. Since this vote took place and the request was filed late in 2007, changes to maps have not yet been made.

People

Frytown is located in Block Group 2, Census Tract 104 (see Figure 3). According to the 1990 Census, 1,184 people resided within this block group, which includes two other small unincorporated communities. The population rose by 128 people by 2000 to a total population of 1,312. If this population trend (+10.8% growth/10 years) continues the area population could reach 1,454 people by 2010. The average household size is 3.36 people with 408 housing units. Of these units 302 are owner occupied with the remaining units being rented (88) or vacant (18). Between 1990 and 2000 the number of housing units increased by 41; if this increase of 11.2% continues, the area may have 454 housing units by 2010.¹

Table 1: Census Commuting Data

Commute time (in minutes)	
Less than 10	146
10-19	113
20-29	151
30-39	135
40-59	16
60 or more	12

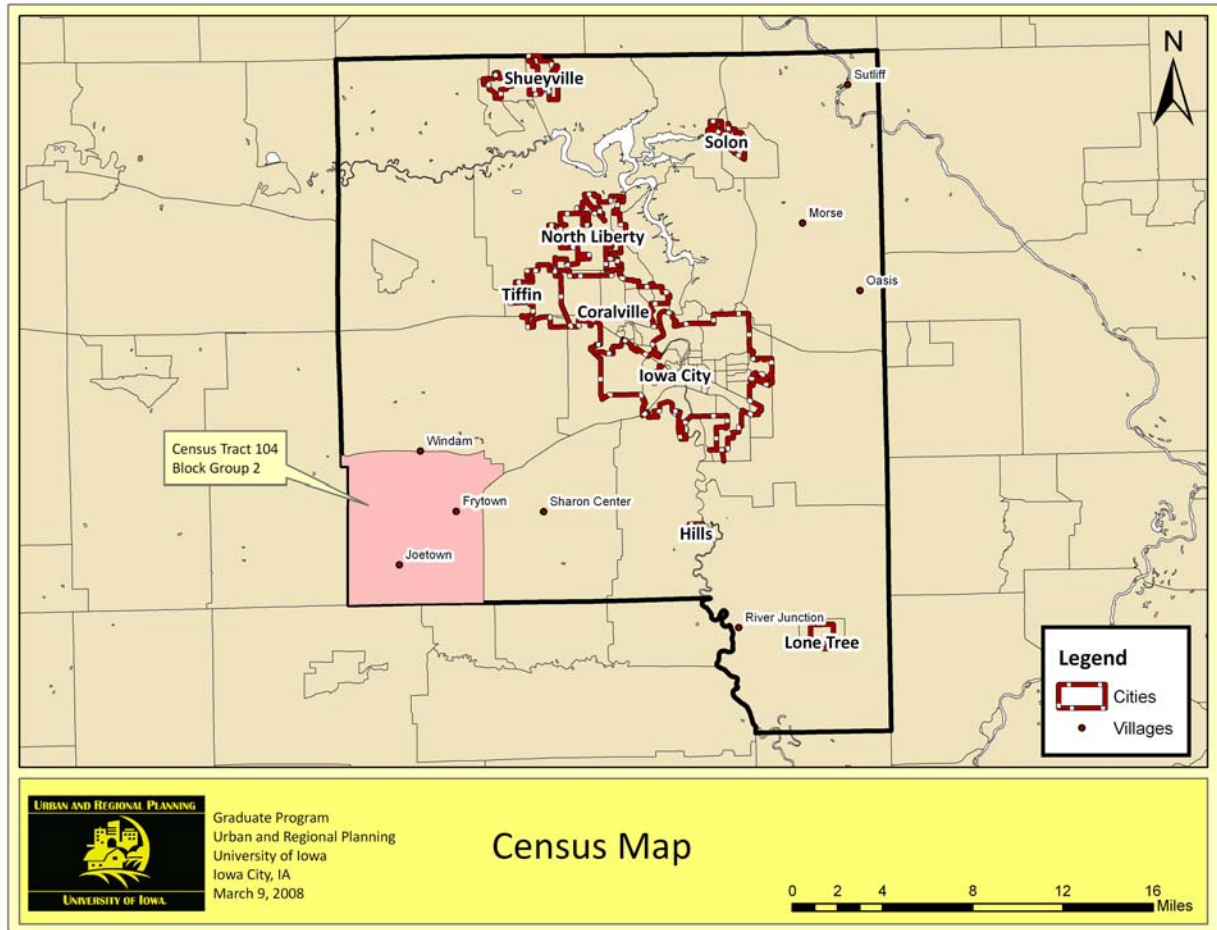
Source: American FactFinder, U.S. Census Bureau.

In 2000, 466 persons under the age of 18 lived in this block group. The median age of the area is 31.1 years. During this same ten year time period the racial diversity increased.

¹ Because of Frytown’s small size and unincorporated status, more sophisticated methods of population projection are not appropriate.

Within Block Group 2, Census Tract 104, 573 residents commute to work whereas 88 work at home. Means of transportation to work include driving alone (471), carpooling (70), and walking (32). Commuting times are listed in Table 1.

Figure 3: Census Tract Containing Frytown



Source: Johnson County GIS Server, U.S. Census Bureau

Methodology

The production of this document was driven by two primary approaches. The first step was to research and compile secondary data sources, such as available information from past planning processes, and similar village plans from other areas. The second approach involved meeting with both Johnson County officials, and with residents living within one mile of Frytown.

Certain plan elements were suggested by the Johnson County Planning and Zoning Department; these suggestions served as a constant point of reference during the public participation process. During this process the residents of the Frytown area were given an opportunity to voice their concerns and desires for Frytown's future as the area continues to experience development pressure. The basic understanding among Johnson County staff, Frytown residents, and the authors of this plan was that public participation would help residents influence their community's future.

A series of three public meetings was held in Frytown and the authors established a good working relationship with members of that community. As active participants residents made many suggestions, shared their ideas, and provided feedback regarding potential recommendations. We were able to conduct the meetings as focus groups by preparing a list of topics and leading open discussions. We were able to gather some standardized data (see Appendix 2 for results of the Environmental Attitude Questionnaire and Ranking).

The main components of this plan address the future of Frytown, environmental considerations, and compatibility with the existing Johnson County Land Use Plan. Background information is included in order to establish a reference point for comparing current conditions and the goals of the Johnson County Land Use Plan. Our final recommendations are made in a goal-rationale-strategy format, and were created to guide future development in Frytown. These directives underscore the mission of the Johnson County Land Use Plan to proactively protect the environment, preserve agricultural land and operations, and to minimize conflicts between incompatible land uses.

Research Findings

ENVIRONMENTAL ISSUES

SEPTIC AND WELL

According to the Iowa Department of Natural Resources (IDNR) Frytown contains one community water source, which has been permitted since 1996. The Frytown Water Cooperative supplies 87 people, was drilled to a depth of 248 feet in 1967, and is not chlorinated (Wyer, 2008). Per IDNR regulations, public water supply systems must be located 1,000 feet away from any occupied dwelling unless the building owners give consent for it to be located closer. Public water wells must be located at least 200 feet away from the closed and open portions of septic systems. Private wells are regulated by Section 3.07 of the Johnson County Onsite Regulations. Requirements include locating a well at least 50 feet from septic tanks, and at least 100 feet from the leach field of septic systems (Lacina, 2008). These requirements exceed minimum U.S. Environmental Protection Agency lateral distance requirements for wellhead protection.²

There is no lot size requirement for siting a well; however, there is such a requirement for a septic system. According to James Lacina with the Johnson County Health Department, Section 19.01 of the Johnson County Onsite Wastewater Regulations states that: *“In no case shall any lot that is smaller than one acre be platted where onsite wastewater systems are proposed for use. In subdivisions where the overall density is greater than the density ratios set in 19.02, the method of wastewater disposal shall be by means of a central system.”* Section 19.02 describes specific watersheds in the County and the wastewater system to acreage ratio (Lacina, 2008.) Frytown falls under the Health Department’s “1 system to 1 acre density” unless the parcels are on shared systems. In this case, the standard would revert to the lot sizes given in Johnson County’s Unified Development Ordinance. Lots platted before December 6, 1968 are excluded from the Health Department’s standard (Lacina, 2008.)

Shared septic systems that treat more than 1,500 gallons, or the equivalent of 10 bedrooms at 150 gallons per day per bedroom, are considered a public system. These systems, regulated by the IDNR, require 1,000 foot setbacks. Such public systems are overseen by the IDNR; this includes permitting, inspection of construction, maintenance, management, and response to complaints. Within these requirements, 2 or 3 homes could be on a shared septic system and be under local control (Lacina, 2008.) Beyond this, shared systems default to IDNR oversight.

Residents attending the second public meeting were receptive to the idea of shared systems. Shared systems provide an attractive alternative to replace a failing older system, or where

² See sections 49.6(1-4) of “Johnson County Water Well Regulation, 1999” for local wellhead protection standards. This document is available from the Johnson County Health Department.

there is too little space on a single property to install a new system. One advantage of this solution is that costs and monitoring can be shared.

CONSERVATION AREAS

The Johnson County Land Use Plan indicates a commitment to proactive environmental protection practices. Residents in the Frytown area voiced similar sentiments regarding environmental preservation. In terms of the Frytown area, there are two types of identifiable conservation areas:

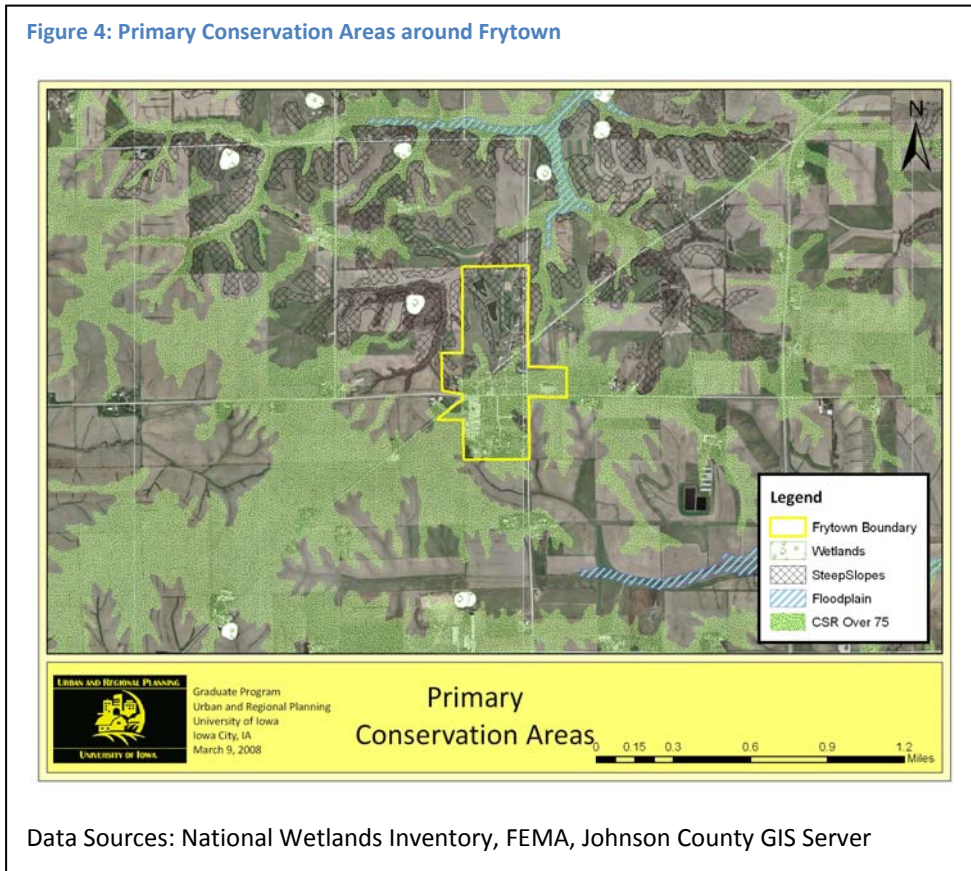
Primary Conservation Areas - SENSITIVE AREAS

There are certain geological characteristics which make a piece of land “sensitive.” Steep slopes and floodplains are common examples of very sensitive land. Sensitive areas can also be called “primary conservation” areas. Often times, these areas are difficult or costly to develop.

There are some primary conservation areas in Frytown and the surrounding area. For the purposes of the Frytown Village Plan, these categories of land have all been designated “primary conservation areas:” steep slopes, floodplains, wetlands, and prime agricultural land. Steep slopes are defined by Johnson County to have a grade greater than 14%. Floodplains are designated by the Federal Emergency Management Agency (FEMA.) The U.S. Fish and Wildlife Service (FWS) administers the National Wetlands Inventory project, which indicates wetland locations throughout the nation. Prime agricultural land in Johnson County has a Corn Suitability Rating (CSR) value of 75 or above.

Primary conservation areas should be avoided as a priority during any sort of land development process. In an effort to protect these features, conservation subdivision development techniques have been established. For a more detailed discussion regarding these practices, please see Appendix 4.

Figure 4: Primary Conservation Areas around Frytown



Secondary Conservation Areas - AESTHETIC FACTORS

Aesthetic values are sometimes challenging to agree upon. Among residents of Frytown, however, this may not be the case. Scenic vistas, sweeping views, celestial patterns, and the night sky are aesthetic values that contribute greatly to the quality of life of Frytown residents. People love the natural beauty of the rural area and wish to protect it.

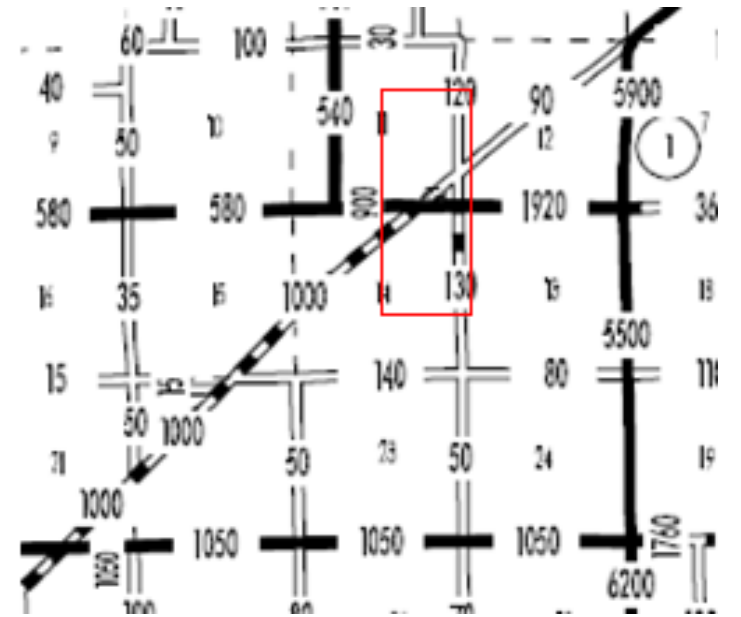
Some of these “secondary conservation areas” are difficult to identify on a map, especially the features most prized in Frytown. There are other features which are also defined as secondary conservation areas: streams and their banks, areas of vegetation around waterways (riparian areas,) and large stands of timber. These environmental features contribute to rural beauty and quality of life and should be considered during the development process. Appendix 4 summarizes conservation subdivision practices and explains how typical or desirable densities can be achieved without disrupting important environmental features.

ROAD AND TRAIL CONNECTIVITY

ROADS

Part of Cosgrove Road, 500th Street, 3rd Street SW, and Yoder Ave SW are paved. Angle Road enters Frytown from the northeast and is a fairly heavily-used chip seal road with an average daily traffic (ADT) count of 1000 vehicles. Figure 4 and Table 2 provide Iowa Department of Transportation (DOT) traffic counts in the vicinity of Frytown. The rest of the roads in and around Frytown are gravel. Given the prevalence of gravel roads, dust can be an issue. Some dust control measures are currently in place; however, in the second meeting it was suggested that roads in the vicinity be paved or chip sealed. Cosgrove Road was mentioned specifically in reference to dust issues.

Figure 5: Average Daily Traffic Count Map



Source: Iowa DOT, 2006

Table 2: Key Traffic Counts Near Frytown

Road and Area Description	ADT
Angle Road to 500th ST	1000
Angle Road from 500th ST to HWY 1	90
Cosgrove Road, north	120
Cosgrove Road, south	130
Orval Yoder TPKE	540
480th ST east of Orval Yoder TPKE	30
480th ST west of Orval Yoder TPKE	100
500th ST east of Angle to HWY 1	1920
500th ST west of Angle to Orval Yoder TPKE	900
500th ST west of Orval Yoder TPKE	580
520th ST east of Angle to Cosgrove	140
520th ST east of Cosgrove to HWY 1	80

Source: Iowa DOT, 2006

Significant amounts of traffic from the southwest enter Frytown on Angle Road, transfer to 500th Street heading east to Highway 1. Orval Yoder Turnpike SW and 500th Street west of Frytown convey roughly half as much traffic as Angle Road entering Frytown from the west. Some of the traffic from Angle Road turn east onto 520th Street and then north on Cosgrove Road to reach 500th Street and finally to Highway 1.

TRAILS

Comments from public meetings indicated that distance bicyclists ride through Frytown. Along with the presence of buggy traffic,

paved shoulders or area trail connections would be beneficial to Frytown. The Johnson County Board of Supervisors has requested that on all future road projects, paved shoulders be included. Since each project is different, the widths of these shoulders may vary (Parker, 2008). Kent Ralston, Assistant Transportation Planner with the Johnson County Council of Governments (JCCOG), indicated that these shoulders tend to be about 5-6 feet wide (Ralston, 2008).

There may be a perception that separate trails are safer than sidewalks or bike lanes. Data suggests that while accident rates are higher on separate trails, they tend to be less severe. Trail connections may not be feasible in the near future for Frytown. This is due to the cost of the infrastructure and the small population a Frytown trail would serve. A rough estimate of costs would range from \$200,000 to \$300,000 per mile of straight trail. This figure does not include maintenance, bridges, retaining walls, or any other added feature. This estimate does include the cost of land acquisition which may be a significant cost. Trail bridges would cost roughly \$1,000 per linear foot to install; again, this does not include maintenance. Paved shoulders are estimated to cost about half as much (Ralston, 2008). These cost estimates are based on average costs according to the Johnson County Engineer, Greg Parker (2008). Given these factors, paved shoulders would be preferable at this time to separate trail connections.

The Johnson County Engineer's 5-year construction plan indicates a pavement rehabilitation improvement project occurring on 500th Street west of Frytown. According to this document, no other improvements are scheduled to occur in the immediate area. The online map indicating the projects in this plan is labeled as a draft. Johnson County Assistant Administrator R.J. Moore has reported that the plan was finalized prior to a meeting on March 24th; this plan is approved annually. Currently no trail projects are planned in the Frytown area (Parker, 2008). Wide shoulder connections between the Iowa City area and Frytown would follow HWY 1 and thus would be under the Iowa DOT's jurisdiction.

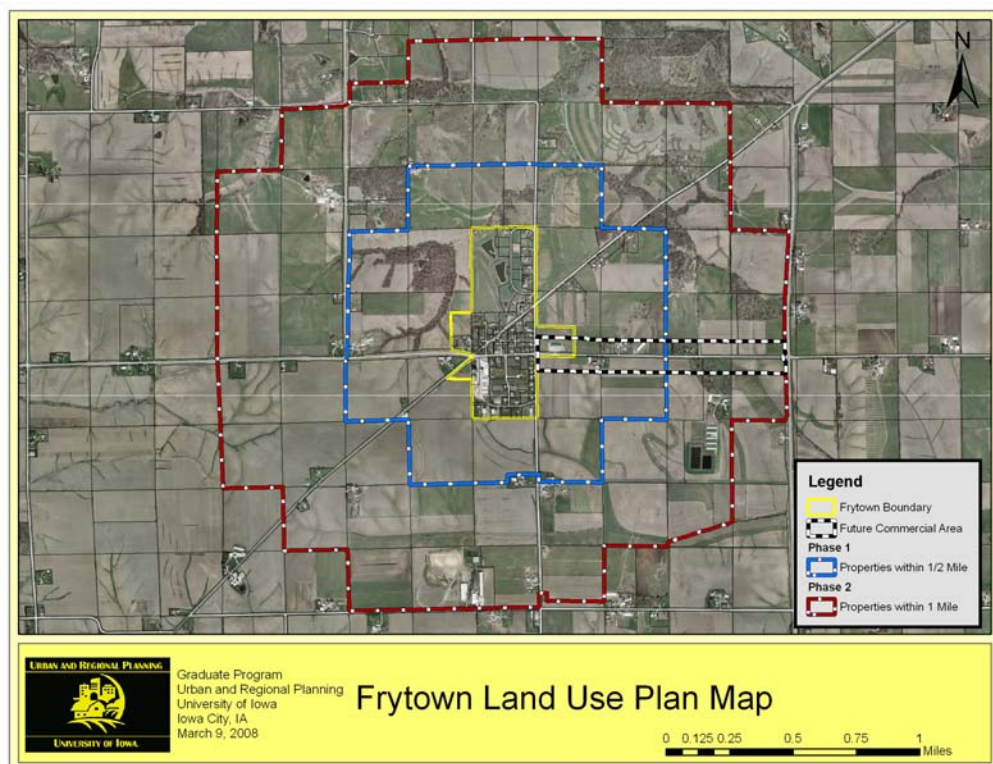
Due to Frytown's proximity to Kalona, Washington County David Patterson, PE - Engineering Department, was contacted as well. At this time there are no plans to pave shoulders within Washington County due to budgetary constraints (Patterson, 2008.) Other road improvement priorities, such as road paving and bridges, are focused south of HWY 22 and east of HWY 218. As such, paved shoulders are unlikely to connect from Frytown to Kalona in the foreseeable future. This is relevant since any shoulder or trail projects that Johnson County undertakes would end at the County border unless Washington County similarly undertakes a connecting project.

FUTURE GROWTH

FRYTOWN LAND USE PLAN

Johnson County has identified Frytown and other unincorporated settlements within the County as growth areas. There has been some slow growth in the immediate Frytown area in previous years, and residents are receptive to some future development. The underlying purpose shared by both the Johnson County Land Use Plan and this document is to protect desired types of development from incompatible uses. Consideration of these three basic factors led us to propose the creation of a buffer area immediately surrounding Frytown to guide future land use decisions.

Figure 6: Map Showing Proposed Frytown Land Use Plan



Source: Johnson County GIS Server and Authors

The Frytown Land Use Plan contains two phases. Phase 1 extends one-half mile from the geographic center of Frytown (roughly the location of the Frytown Church of Christ,) and includes the Frytown core. Phase 2 extends from one-half to one mile from the center of Frytown. Both phases will serve to buffer the residential center of Frytown from inappropriate or incompatible development, while reinforcing and expanding the community's core. The Frytown Land Use Plan is intended to encourage future growth in the area to begin in the Frytown core area and grow consistently outwards.

PHASE 1

There are several existing vacant lots that would be appropriate for infill development or redevelopment. New residential development within Phase 1 is encouraged to follow the recommended strategy of balancing density. By creating residential development with an average density of up to 1 lot per acre, the core of Frytown will preserve its spatial character and grow stronger as it expands. Phase 1 of the Land Use Plan should be developed first, as this will achieve the goal of growing outwards at compatible densities.

As there is little commercial development currently located in Frytown, the core area is predominantly single-family residential. Residents have expressed interest in attracting certain types of commercial development to Frytown as the area continues to develop. Residents prefer that new uses generating high volumes of traffic be encouraged to locate outside of the core area of Frytown; however, there are some areas within the core close to 500th street, where a commercial development may not negatively affect the character of the community.

Businesses of particular interest include a small gas station with a convenience store, a lunch counter and/or deli, and a coffee shop. These types of commercial ventures provide important services and amenities; casual social gathering places are one type of amenity that is not readily available to the Frytown community currently.

PHASE 2

Phase 2 of the Frytown Land Use plan is intended to serve as a buffer between agricultural and residential uses. By providing this buffer area, it will be possible to allow future residential development to grow out from Frytown's core without being constrained by incompatible uses. Leap-frogging to develop this area before the majority of Phase 1 has filled out would be inappropriate at this time. It will be necessary to review growth patterns in the Frytown area in the future; there will be a time when Phase 1 has reached desirable densities and Phase 2 will become the next logical step in development.

At this time, Phase 2 of the Land Use Plan would be an appropriate area for somewhat larger commercial interests to consider, such as a larger gas station or grocery store. This location would allow commercial activity in close proximity to Frytown while minimizing possible negative impacts (such as heavy traffic).

In Johnson County, development regulations prevent commercial business from locating on anything other than a hard surface road. In a rural, developing area such as Frytown, these standards may be inappropriate. In fact, such requirements may be prohibitive to small businesses in rural areas. This issue should be reviewed in regard to Frytown and other future village planning and rural development efforts.

During Phase 2 development, similar density-balance recommendations are still relevant. New heavy industrial uses would not be appropriate in either Phase 1 or Phase 2, as this area has been established to protect rural residential areas from incompatible or conflicting uses.

Recommendations

Goals, Rationales, and Strategies

GOAL 1: MAINTAIN RURAL ATMOSPHERE

RATIONALE: To encourage lot sizes similar to existing development, and to balance densities. This will allow new residential growth to occur in concert with the existing rural atmosphere.

STRATEGIES:

1. Within the identified boundaries of Frytown, future residential development should achieve an average density of up to one acre.
2. Smaller lots are acceptable as long as outlots are set aside to balance density.
3. At these densities, single-family detached housing is most appropriate.

Please see Appendix 3 for a more detailed summary of conservation subdivision development practices.

GOAL 2: IMPROVE AND PROTECT WATER QUALITY

RATIONALE: To encourage citizens to take an active role in water quality protection and improvement programs. By gaining a greater understanding of human impacts on groundwater quality, citizens will be empowered to improve and protect all water in the area, including drinking water supplies.

STRATEGIES:

1. Encourage the use of the Johnson County Health Department's Wellhead Protection program.
2. Maintain existing areas of vegetation around waterways (riparian areas) to stabilize streambanks and provide habitat.
3. Encourage residents to attend IOWATER workshops and initiate local water quality monitoring, see <www.iowater.net>.
4. Establish the Frytown Land Use Plan to buffer intensive agricultural uses from residential areas.

GOAL 3: IMPROVE AND PROTECT AIR AND SOUND QUALITY

RATIONALE: Air quality issues faced by residents of Frytown include road dust, pollution from heavy truck traffic, agricultural smells, and airborne chemicals. Noise issues are generated by heavy truck traffic. Although agricultural uses do have a right to operate in rural areas, it is possible to minimize negative effects on nearby communities.

STRATEGIES:

1. Encourage the paving of existing gravel roads, starting with roads within the Frytown boundaries, such as Cosgrove road.
2. Discourage commercial and heavy traffic from core areas of Frytown.
3. Discourage the use of engine brakes (jake brakes) by trucks within the Frytown core.
4. Establish the Frytown Land Use Plan to buffer intensive agricultural uses from residential areas.

GOAL 4: PROTECT NATURAL BEAUTY

RATIONALE: Vistas, night sky, scenery, and habitat are related to the open space within and surrounding Frytown. Skyscapes (including sunrises and night stars), are more visible in Frytown than some other areas of Johnson County due to the absence of light pollution. Residents have mentioned the beautiful views to the northwest from the subdivision on Walnut Road. The natural beauty of the Frytown area is closely related to the rural atmosphere and quality of life in Frytown.

STRATEGIES:

1. Encourage downward facing outdoor and street lighting.
2. Encourage restrained use of outdoor accent and decorative lighting for new residential development.
3. Conduct a vista/view inventory among residents to identify those views or vistas in greatest need of protection.

GOAL 5: STRENGTHEN SENSE OF COMMUNITY

RATIONALE: Regardless of size or location, all healthy and happy communities share certain elements; such as shared community goals and spaces. By having things to do and places to go together, residents of Frytown will have the opportunity to strengthen their community.

STRATEGIES:

1. Encourage space for informal community events.
2. Encourage businesses that would provide a venue for casual encounters, such as a convenience store or a place to pick up coffee and other such goods.
3. Establish a charitable non-profit organization or community foundation. This will allow the community of Frytown to gain access to community-related funding, as well as serve as a hands-on form of self-government.

Please see Appendix 5 for a guide to Considerations for Starting a Nonprofit.

GOAL 6: IMPROVE CONNECTIVITY AND QUALITY OF ROADS

RATIONALE: Frytown is well located near Kalona and Iowa City without being an extension of either. However, being connected to these communities is important for residents. Community members would like to see roads that are as accommodating toward horse-drawn vehicles, pedestrians, and bicycles as they are for motorized vehicles.

STRATEGIES:

1. Work with Johnson County Secondary Roads Department and Board of Supervisors to widen shoulders on main corridors through and around Frytown.
2. Promote extending trail systems throughout this area of Johnson County.
3. Encourage traffic generating businesses to locate outside of the Frytown core, and integrate local-serving businesses into the core.
4. Continue efforts to improve access to Highway 1. Residents are receptive to the idea of adding a turn lane at Highway 1 and 500th street because this intersection is seen as a safety concern.

Appendices

Appendix 1: Public Meetings

Appendix 2: Environmental Attitudes Survey Results

Appendix 3: Visioning Survey Results

Appendix 4: Conservation Subdivision Practices

Appendix 5: Potential Resources for Residents

Appendix 6: Considerations in Forming a Charitable Nonprofit Organization

Appendix 1: Public Meetings

The following summaries reflect direct reporting of community meeting findings to residents of Frytown. The summary of meeting one is the most lengthy, as it was used to establish a common ground between Frytown residents and the authors of this document. Feedback from subsequent meetings was incorporated directly into the plan, and therefore those summaries are less comprehensive.

Findings from the first public open house

SUMMARY OF INPUT

The planning process can sometimes be complicated and delays can cause frustration. As such, we want to sincerely thank those of you who attended the Visioning Open House. We are working to ensure that this process happens in three meetings total and that also results in a product that represents you. We are also reviewing materials we received from Johnson County from your last planning process to incorporate with what you told us at our open house.

The January Open House was set up to find out what you think about Frytown: what exactly is Frytown, Frytown's identity through its history, the environment of Frytown, and goals for the future. Ultimately, you told us much more through informal discussion than our stations were set up to gain. Below is what we heard from you, please take a look over it and if we have misrepresented anything or if you have other thoughts to contribute, please bring them up in the next meeting.

INFORMAL DISCUSSION

There are mixed feelings about Frytown growing, some people want Frytown to remain just as it is while others are accepting of the addition of homes and families and perhaps some additional businesses. Though there are pressures to encourage growth in Frytown and other villages, you as residents now have the opportunity in this process to guide that growth when, where and if it occurs. Some things that will affect this are outside of our control, such as the housing market and how desirable Frytown is in comparison to other areas of Johnson County to new residents and businesses. There are advantages and disadvantages to growth; on the one hand there are greater chances of community amenities but on the other hand growth, even on the scale that Frytown has seen more recently, can put some strains on the character of Frytown if it is not well integrated.

There is also the recognition among residents that if Frytown incorporates greater access to financial resources and more control your community would result. However, it is generally felt that this control would come with strings attached such as additional layers of regulation. We are looking for opportunities for you to have access to funds and amenities similar to those that are available to incorporated areas without having to incorporate. For the most part, we understand that you are pleased with your unofficial form of government through the homeowners' associations present in your community.

Several participants were highly concerned about the environmental and quality-of-life impacts that certain types of development have on their community. The Country Lane chicken farm was mentioned more than once as having negative impacts: environmentally, you are concerned about air and water quality issues arising from the slaughterhouse, in addition to the much-increased volumes of truck traffic that are now seen locally.

While in general you love Frytown as it is, quiet and friendly, we had some comments that the area should be made friendlier to bicycles, walkers, and horse and buggies. We understand that longer distance bicyclists will and do ride through Frytown and that you do not mind this. One commenter mentioned that there should be bicycle trails and other comments suggested wider shoulders on the roads for bicyclists and buggies.

HISTORY

The history of Frytown can be surprising to residents, especially when looking at the town now. Yes, it is true that there was once a Frytown football team, a butcher shop, a gas station, and other stores. There seems to be some nostalgia and perhaps a desire for some of these things to be present in the community again. Specifically, we received some comments suggesting that some of these amenities would be desirable, especially as the community continues to grow at the rate that it has over the last 15 to 20 years.

In the past, Frytown would occasionally have community meals like potlucks that were “so much fun,” but even with the feed co-op and Yoder’s Auction Service there really is not a *great* space for these kinds of events. Perhaps a community space is needed?

We were able to show you some things from Frytown’s history thanks to Shirley Yoder’s book, but we really do not know much since 1984. What should we add about the community history since 1984?

ENVIRONMENT

Your input tells us that you value your way of life and its connection to your environment. At the environment station you ranked the issues that are important to you. Overall, the environment is more important to you than transportation, housing, and economic development, but less important than population or density. We understand that, in general, you do not want Frytown to grow like an urban area, but you do not mind people building homes and moving into the community as a rural community.

Future development will be influenced by existing regulations. The Johnson County Health Department dictates that new homes in the Frytown area must be on at least 1 acre lots, unless they are on shared septic systems. Shared septic systems can only serve 2-3 homes without the DNR requiring a permitted public waste water system. Lots that have shared septic systems follow zoning requirements rather than the Health Department’s “1 system, 1 acre” standard. This means that ½ acre lots are possible, as long as they share their septic systems. This density may be appropriate in some areas of Frytown as seen by current development such as between

Angle Road and 500th Street or along Cosgrove Road south of 500th Street, but not necessarily throughout the community.

Those of you that attended were also asked to rank different environmental issues and generally indicated that air and water qualities were the most important. Combined with some discussion, we understand that you are concerned about the impact of intensive agricultural uses and trucking in the area on your local environment. Even though you ranked open space the lowest, discussions tell us that you value the scenic views and rural nature of your community very much through the positive impact they have on your quality of life such as being able to “see the sunset” or the stars.

VISIONING

In our station to find a vision for Frytown we had three questions asking what you think about a village in abstract, how Frytown fits this image and how it may not quite meet this image. You told us that you think of a village as a small, quiet, community-oriented rural settlement with few regulations and as not incorporated. In effect, you described Frytown as it is and told us that much about Frytown *is* your ideal village-type community. There was not much response of how Frytown falls short of the ideal village, but some thought that it could use a gathering place and some thought that Frytown should grow some. However, the most identifiable shortfall is the fact that not all of the roads are paved.

We also understand that some of you are not happy with the term “village” and certainly it may mean some things to some people and different things to others. We use the term because it has a history of being used by Johnson County. Also, to the best of our knowledge there is not a definition of a village in County documents other than the notion that it indicates more of a community than a subdivision but not as large or “full service” as a town.

From your comments, we have been able to identify some common themes and brainstorm some potential vision statements. We are excited to share these ideas with you at our next meeting and hope that you can use them to find a vision of the community that you are happy with.

THINGS WE STILL DO NOT KNOW

We would like to know more about the homeowners’ associations in Frytown. We understand they control the shared wells. What other responsibilities to the HOAs undertake? How are they structured and operated?

We know that Frytown has a community water supply system that serves 87 people (according to the DNR), but what area does it serve; what parts of Frytown? How is it determined who is connected? We also know that the community well is not chlorinated, how do you compare this water to the water that others with private wells have?

We know that there is a soil and water conservation district office for Johnson County, based in Iowa City, but we do not know if you work with them on anything. Does Frytown have a relationship with this office?

What relationship do residents have with the nearby Frytown Conservation Area? This area is located off Highway 1 on Angle Road, and is maintained by the Johnson County Conservation Board. Do you as residents of Frytown use this area and how do you use it if you do?

EARLIER FRYTOWN PLANNING

Some of the things you told us in our first open house are also reflected in the last Frytown planning process and we understand how it can be frustrating to feel like you are repeating yourselves. However, the way you tell us what you think tells us more than we can read in older documents. Here is what we understand from your last planning process though.

The rural nature of Frytown is natural, quiet, and community-oriented and these are great strengths. Road width and paving, odor from agricultural practices (especially intensive operations), and growth pressure in the absence of planning were identified weaknesses. In this previous planning process some policies were proposed to protect and enhance Frytown's strengths while minimizing the impact of the weaknesses of the area.

Though the County is now working on an update to its Land Use Plan, the previous one established some policies for villages like Frytown; these include: maximum infill development allowable by the Health Department, encouraging shared and centralized water and waste water systems, and permitting mixed use areas where adequate infrastructure is available. Since these policies were established in the previous process, we have them on hand, but are not including them in this summary. We will bring these materials with us to the next meeting if you would like to revisit anything from that process.

MAPPING

There is a diversity of thoughts on what the boundaries of Frytown area, especially with how Frytown will look in the future. In the next meeting, we will try to reconcile some of these differences by proposing Frytown's current boundaries based on what participants drew on the map handouts. It will be difficult for us to do this in a way that all of you agree with, so we ask that you come and help us refine the proposed boundaries.

As mentioned before, we heard a lot of comments that you do not want Frytown to grow, but in later discussions we heard that you are open to new homes and new residents as long as it fits in with the existing community. We understand that some people would like to see some additional businesses in the area; 500th St east of Frytown is likely to be zoned to accommodate this. Some individuals suggested that growth to Frytown should be guided toward the north east, toward the development on Orval Yoder TPKE SW, especially the addition of new homes.

Since we do not know what development will try to locate in Frytown, we will propose a couple of scenarios of what Frytown may look like in 20 years based on what some of you drew and

what we heard in our discussions. Again, this will be difficult for us because of the diversity of views of Frytown; please help us find a mutually agreeable map to guide Frytown's future at the next meeting.

Summary of the second meeting

In the second open house, we presented to you a lot of information; we discussed briefly the summary of the first open house, presented and had you evaluate our proposed draft of a Vision Statement, Goals, and Strategies for Frytown, and attempted to understand what you would prefer to see the likely future growth of Frytown to look like. Those of you who were present sounded very positive about our proposals and offered modifications to language and clarifications of things that you wanted us to address. You generally approved of the proposed existing boundaries of Frytown as basically the same area that is currently zoned. You also approved the idea of an agricultural fringe area in two tiers starting from the geographic center of Frytown and extending 1/2 mile out for the first tier and to a full mile for the second tier. This fringe area offers some buffer between your community and the more agricultural areas surrounding Frytown, including the addition of new intensive agricultural uses.

Summary of the third and final meeting

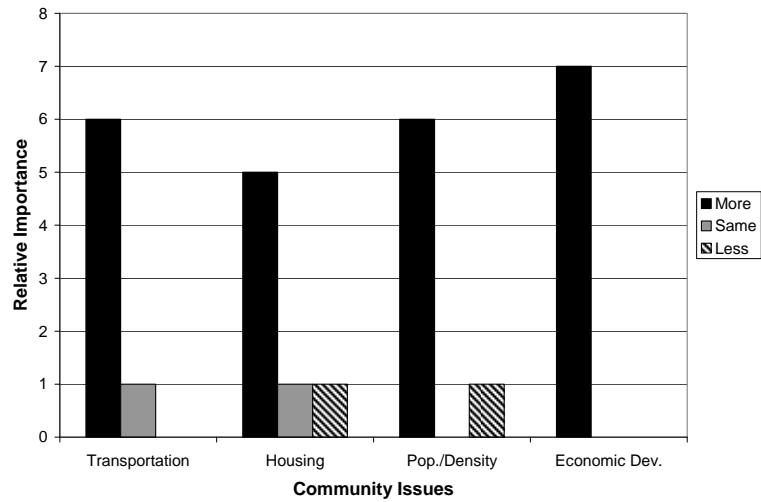
In our third and final meeting, little new material was brought up. We ran through the Frytown Plan with residents section by section to verify accuracy and for approval of the community. Some recommendations were made regarding details in the language, but nothing substantive was changed or added. Some comments about paved shoulders and mowing of view-obstructing weeds and grasses on HWY 1 were clarified since this highway is the State's responsibility and not Johnson County's. This complicates recommendations involving HWY 1, though this plan can help Frytown residents and the County advocate for some improvements on the highway. Mention of the Iowa City Bike Club riding through Frytown included that such trips sometimes number 20-30 riders in support of the need for trails or paved shoulders.

One attendee not present at the previous two meetings did raise some things to consider. One of the most significant of these considerations points out a potential problem with Goal 4, specifically regarding the strategies about lighting as it has implications on security. This was followed by citing break-ins at the feed mill. Another significant consideration mentioned is the perception that local businesses have not been, but could become more involved with the community. Such involvement and mutual relationships would be important in avoiding problems such as in the event that a business wishes to expand.

Appendix 2: Environmental Attitudes Survey Results

The residents of Frytown value their way of life with respect to their environment. A simple survey of environmental attitude revealed two things: how important, relative to other issues, are environmental concerns; and which environmental issues are the most important. Residents were asked to indicate whether environmental concerns were more or less important than concerns regarding transportation, housing, density, and economic development issues.

Figure 7: Importance of Environmental Concerns in Relation to Other Community Interests

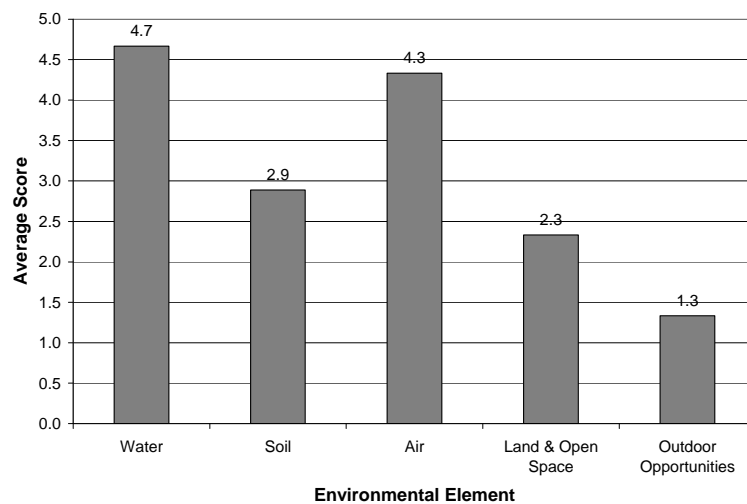


Source: Authors

The results are organized in Figure 7.

Residents of Frytown indicated that, for the most part, environmental issues rank the highest compared to other focus areas. There were a few exceptions, including housing and density concerns. Another important insight is to mention that economic development concerns were

Figure 8: Importance of Environmental Components to the Community



Source: Authors

consistently ranked as the lowest priority for residents of Frytown.

Residents were also asked to rank more specifically which environmental issues they felt were the most important. Figure 8 illustrates these results. Water quality concerns were ranked

number one, followed by air, soil, land and open space, and outdoor recreational opportunities ranked fifth. These results were reinforced to some extent by open-ended comments revealing that Frytown residents are concerned about the negative impacts of some types of intensive agricultural uses (such as animal processing.) Residents believe that such facilities pose a hazard to water and air quality, in addition to generating higher volumes of truck traffic. And, while open space ranked 4th, open-ended commentary reveals that residents of Frytown highly value scenic views and open space due to the strong, positive impact these characteristics have on quality-of-life.

Appendix 3: Visioning Survey Results

Date: January 24, 2008

Location: Yoder's Auction House, Frytown

Number of respondents: 5

Question 1: What comes to mind when you think of a village?

- Have a central gathering place, like a coffee shop
- Unincorporated small feeling
- Frytown as it is, is my ideal image of a village
- Small, quiet, friendly, helpful people, crime free, little to no traffic
- Close enough to work, shopping, and entertainment (Iowa city, Kalona, Washington) without the "issues" of a city
- A village should be friendly
- Neighbors should be supportive
- There shouldn't be a lot of rules and regulations
- Staying unincorporated if we can afford to keep environmental and physical issues in control with proper oversight and funds
- Small town

Question 2: In what ways does Frytown meet your ideal image of a village?

- Small, friendly, comfortable
- In all ways, I wouldn't change a thing
- Its small and friendly
- We don't have too many regulations
- To me Frytown is a village as it has no town
- Small, caring and friendly

Question 3: In what ways does Frytown fall short of your ideal image of a village?

- No gathering place like a coffee shop
- It doesn't! We wouldn't change a thing
- I'd like to see Frytown grow
- I'd like to see more paved roads, such as Cosgrove Rd between 500th St and Walnut Road
- No gathering place of convenience for the residents

Date: January 24, 2008

Location: Yoder's Auction House, Frytown

Number of respondents: 4

Question 1: When you think of Frytown, what words come to mind?

- small, people pass Frytown on their work commute. auction house
- Small, Friendly, Cooperative
- SMALL, QUIANT, FRIENDLY
- peaceful, quiet, friendly, neighborly; great electric service w/ Farmers Electric close by; great phone service; appreciate seeing the stars & not having a lot of noise

Question 2: How do you see Frytown in the future?

- I'd like to see Cosgrove Road paved to Walnut Road from 500th Street.
- More houses and more people. A Coffee Shop would be nice in Frytown.
- SAME AS ABOVE
- [respondent left this blank]

Question 3: State your goals for Frytown, what would you like to see:

- I'd like to see a convenience store and gas station added.
- We don't need any more businesses close to us (especially the smelly ones). It would be nice if the old houses would be cleaned up.
- [respondent left this blank]
- ideally, would keep the good qualities; would like to have paved roads; would like to never have water problems; would like to not smell chicken house/slaughter plant

Appendix 4: Conservation Subdivision Practices³

Conservation subdivision practices have emerged at the forefront of suburban greenfields development. By creating smaller lots and offering more amenities, developers are able to preserve and protect unique natural features while meeting the demands of the residential market.

The conservation subdivision development approach is straightforward. Steps one and two of this practice are to identify both the primary and secondary conservation areas. Primary conservation areas typically are prohibitive to development and would likely be avoided by most developers, and secondary conservation areas contribute unique character elements to the future development. The third step is to identify developable lots while avoiding both primary and secondary conservation areas to the greatest extent possible. The fourth step is to site the homes. The final step of developing a conservation subdivision is to design the roads. Preferences for street patterns should not dictate the shape of the development. Streets function to serve the homes, not vice versa.

There are three basic principles of designing conservation areas:

1. Conservation areas should include the most sensitive resource areas of a property.
2. Fragmentation of conservation land should be minimized so that these resource areas are not divided into numerous small parcels located in various parts of the development.
3. Conservation areas should be designed as part of larger contiguous and integrated open space systems.

In order to calculate a conservation subdivision's lot yield, subtract the area of the primary conservation areas from the total area of the subdivision. Subtract ten percent to account for road space. The resulting figure represents the amount of land for yield.

There are some ways to further incentivize these practices. The village should take the responsibility of identifying and analyzing secondary conservation areas in order to appropriately advise developers. This action step serves to reinforce the community's expressed values, to establish a healthy working relationship with developers, and to streamline the development process.

Conservation subdivisions typically contain large outlots to preserve conservation areas. The maintenance and management of these areas warrants discussion. Two common approaches include permanent protection of the areas through conservation easements and management through Homeowners' Associations.

³ Randall G. Arendt, 1996. *Conservation design for subdivisions: a practical guide for creating open space networks*. Washington, DC: Island Press, (Chapters 2, 8, 9.)

Appendix 5: Potential Resources for Residents

Score, Iowa City Area Chapter

SCORE is a national program of volunteers sponsored by the U.S. Small Business Administration to match small business owners with retired executives for expert advice. The Iowa City Area Chapter serves Johnson, Iowa, Keokuk, and Washington Counties.

Iowa City SCORE Chapter #449
Federal Building
P.O. Box 1853
Iowa City, IA 52240
(319) 338-1662

Iowa Small Business Development Centers

The University of Iowa Small Business Development Center are available to provide services and advice to small businesses at any stage of business. Services include business planning, accounting and records, computer system set-up, technology transfer, and more.

The University of Iowa
Small Business Development Center
Henry B. Tippie College of Business
S160 Pappajohn Business Building
Iowa City, IA 52242
Phone: (319) 335-3742
Fax: (319) 353-2445
Paul D. Heath, Director: paul-heath@uiowa.edu
Paula McMartin, Secretary: paula-mcmartin@uiowa.edu

The Larned A. Waterman Iowa Nonprofit Resource Center

The Iowa Nonprofit Resource Center provides research, information, and instruction to those engaged in or preparing to operate a nonprofit organization. A variety of resources are available on the Center's website and a listserv is available to keep up to date on developments; publications are also available for purchase as is a year-long course designed to address the common issues involved in the operation and set-up of nonprofits.

The Larned A. Waterman Iowa
Nonprofit Resource Center
130 Grand Avenue Court
Iowa City, IA 52242
(319) 335-9765
(866) 500-8980 toll free
<http://inrc.continuetolearn.uiowa.edu>
law-nonprofit@uiowa.edu

The Catalog of Domestic Federal Assistance (CFDA)

Funding and other forms of assistance from the CFDA may not be immediately applicable to Frytown, but in the future and especially if a non-profit organization is established, these resources may become valuable. A weakness of this database is that it is not entirely user-friendly, as such; we have included a chart with some basic information gathered from select sources of assistance. Exact details of each source may change over time and the listed eligible candidates may require additional exploration since this information is taken from a standard Federal form for assistance programs. Generally, each online summary page contains more detail and links to the respective program websites needed to fully determine what is applicable. See the attached table for potential CFDA resources.

Select Catalog of Domestic Federal Assistance Programs Available

<u>CFDA #</u>	<u>Agency</u>	<u>Program</u>	<u>Program type</u>	<u>Eligibility</u>	<u>Description</u>
10.854	USDA	Rural Economic Development Grants and Loans	Direct Loans, Project Grants	General Public	To promote rural economic development and job creation projects, including funding for project feasibility studies, start-up costs, incubator projects, and other reasonable expenses for the purpose of fostering rural development - http://www.rurdev.usda.gov/
10.773	USDA	Rural Business Opportunity Grants	Project Grants	Public Bodies, Cooperatives, non-profits	To promote sustainable economic development in rural communities with exceptional needs - http://www.rurdev.usda.gov/
66.480	EPA	Assessment and Watershed Protection Program Grants	Project Grants	General Public, non-profits, public bodies	To accelerate and coordinate research, investigation, and training in water quality and elimination of water pollution; proof of experience may be required - http://www.epa.gov/owow/funding.html
10.914	USDA	Wildlife Habitat Incentive Program	Direct Payments for Specified Use	General Public	The objective of WHIP is to help participants protect, restore, develop or enhance habitat for wildlife; various criteria may need to be met - http://www.nrcs.usda.gov/
10.918	USDA	Ground and Surface Water Conservation - Environmental Quality Incentives Program	Direct Payments for Specified Use and Technical Assistance	General Public	Provide technical and financial assistance to eligible farmers and ranchers to address water conservation natural resource concerns on their lands in an environmentally beneficial and cost-effective manner - http://www.nrcs.usda.gov/programs/eqip

<u>CFDA #</u>	<u>Agency</u>	<u>Program</u>	<u>Program type</u>	<u>Eligibility</u>	<u>Description</u>
66.111	EPA	Regional Environmental Priorities Projects	Project Grants and Cooperative Agreements	General Public	To support investigations, experiments, training, demonstrations, surveys, studies, and special purpose assistance to protect public health and prevent, reduce, and eliminate pollution in Iowa - http://www.epa.gov/region07/economics/index.htm
10.069	USDA	Conservation Reserve Program	Direct Payments for Specified Use	Land owners and operators	To protect the Nation's long-term capability to produce food and fiber; to reduce soil erosion and sedimentation, improve water quality, and create a better habitat for wildlife - http://www.fsa.usda.gov/FSA/webapp?area=home&subject=landing&topic=landing
10.072	USDA	Wetland Reserve Program	Direct Payments for Specified Use	Land owners and operators	To preserve and restore wetland areas through permanent or long-term easements or restoration cost-share agreements - http://www.nrcs.usda.gov/
10.920	USDA	Grassland Reserve Program	Direct Payment for Specified Use	Land owners	To assist landowners and others in restoring and protecting eligible grassland, rangeland, pastureland and certain other lands through rental agreements and easements - www.nrcs.usda.gov

<u>CFDA #</u>	<u>Agency</u>	<u>Program</u>	<u>Program type</u>	<u>Eligibility</u>	<u>Description</u>
10.768	USDA	Business and Industry Loans	Guaranteed / Insured Loans	Cooperatives, non-profits, Businesses, individuals	To assist in establishing or improving businesses in rural areas including pollution abatement and control - http://www.rurdev.usda.gov/
45.024	NEH	Promotion of the Arts	Project Grants	Non-profits and individuals with some restriction	To support excellence in the arts, both new and established; bring the arts to all Americans; and provide leadership in arts education - http://www.nea.gov/
10.775	USDA	Renewable Energy Systems and Energy Efficiency Improvements	Direct Loans, Grants	Farmers, Ranchers, and Rural Businesses	To help farmers, ranchers, and rural businesses reduce energy costs and consumption and help meet the nation's energy needs - http://www.rurdev.usda.gov/rbs/
10.212	USDA	Small Business Innovation Research	Project Grants	Business Owners	To stimulate innovation and research in small business ventures, especially for women or minority owned businesses - http://www.csrees.usda.gov/

Numerous other opportunities are available for non-profit organizations specifically, see the CFDA database query page;

http://12.46.245.173/pls/portal30/CATALOG.BROWSE_APP_ELG_RPT.SHOW_PARMSP?p_redirect_url=PORTAL30.wvw_component_control.show%3Fp_module_id%3D11058297064%26p_mode%3D1%26p_back_url%3Dhttp%253A%252F%252F12.46.245.173%252Fservlet%252Fpage%253F_pageid%253D3%252C22%2526_dad%253Dportal30%2526_schema%253DPORTAL30%2526p_render%253DLIST%2526p_otype%253DAPP%2526p_octx%253DCATALOG.CFDA_APP%2526p_action%253D%2526p_caller%253DPORTLET%2526p_domain%253Dwww%2526p_sub_domain%253Dappexp%2526p_rpth%253D54_APPLICATIONEXPLORER_998762%2526p_orderby%253D6%252Bdesc%2526p_request%253D%2526p_min_row%253D1%2526p_max_rows%253D49%2526p_page_number%253D1

Also visit the main page for the CFDA for additional resources; <http://12.46.245.173/cfda/cfda.html>

Appendix 6: Considerations in Forming a Charitable Nonprofit Organization

This information has graciously been provided by staff at the Larned A. Waterman Iowa Nonprofit Resource Center. The NRC regularly holds one-day workshops, and any interested parties are encouraged to attend.

Introduction

This monograph is a guideline to starting a charitable nonprofit in the state of Iowa. More specifically, this monograph sets forth the steps to create a nonprofit corporation with INTERNAL REVENUE CODE § 501(c)(3) tax exempt status that functions in the state of Iowa.

Among the issues that are not covered in this monograph are governance level voting memberships, creation of a charitable trust or LLC, and exemption under tax code sections other than 501(c)(3). None of the issues particular to establishing a private foundation are addressed.

Things to consider before formation

Starting a nonprofit is like starting a for profit business in many ways. Thinking through the process of starting the nonprofit operations and gathering the resources to make it successful are essential to getting your nonprofit from a two week old legal entity to a successful venture in its third year. Here are some of the operational issues to think about and include in your business plan.

A. Who puts this all together?

There should be several people who will do all the work required to get a nonprofit up and running. The process of beginning a nonprofit requires commitment and regular use of your time and resources. Even before there is a board of directors officially established, the people putting a nonprofit together should have regular meetings and assigned tasks to get the organization up and running. After the board of directors is in operation, the board members need to be committed to persistent efforts to make the nonprofit succeed.

B. Governance

A nonprofit corporation must have a board of directors. The initial board must be described in the articles of incorporation. A number fairly necessary to be viable is five board members. Who should be on a board? There are a number of factors to consider, including community connections of board members, their professional skills, and a commitment to fundraising. For a more thorough list of skills to consider for board membership, see the Iowa Principles and Practices for Charitable Nonprofit Excellence, section V.B.

The process of finding a good board of directors takes time, and is one of the most important elements in creating a start up nonprofit that succeeds.

C. Funding

The people putting together a charitable nonprofit in Iowa need to think through what the nonprofit's programs are and what the costs of running these programs are. Even a nonprofit run by volunteers with no paid employees has costs of operation. For instance, how will you fundraise? If you send letters to potential donors, you need paper, envelopes, the cost of postage. If you fundraise online, you need to pay the cost of having a web site. Your board of directors, even if not compensated for their time, will need reimbursement for the use of their personal resources in accomplishing the nonprofit's ends.

Legal costs are another funding issue. Even if all of the legal forms are filled out by you, rather than with the aid of a lawyer, there is still a cost of filing fees for a nonprofit start up. It costs \$20 to file the articles of incorporation with the Iowa Secretary of State. It costs either \$300 or \$750 (depending on whether the financial projections for the first three years show \$10,000 or more per year gross receipts) to file for tax exempt status with I.R.S. Form 1023.

Funding is an essential issue for nonprofits. A nonprofit board must regularly project as best it can what the costs are for the nonprofit to move forward, and then develop a plan for bringing in the revenue to cover those costs.

D. Who is your community?

A point critical to the success of a nonprofit is a constant building of relationships with the community. Who are the people your nonprofit serves and how will you let them know you exist? What contribution does the nonprofit make to the community, and how will that be communicated to the community? What individuals and businesses in the community will want to fund through donations, and what process will be used to reach them? Is there a group of professionals and other nonprofits that will be interested in the success of the nonprofit? How will you sell the volunteer experience at your nonprofit to potential volunteers?

Building relationships between your nonprofit and the community is a process that begins on day one and remains ongoing.

Four legal steps to form a nonprofit

There are four legal steps needed to become an Iowa nonprofit corporation with tax exempt status:

Incorporate as a nonprofit corporation by mailing in articles of incorporation, along with a \$20 filing fee, to the Secretary of State.

After getting the certificate back from Iowa's Secretary of State, go on the IRS web site (www.irs.gov) and get an **EIN, an "employer identification number"** (no filing fee).

Hold your first board meeting and adopt **bylaws**. Bylaws are not filed with any government entity.

File the application for 501(c)(3) tax exemption with I.R.S. **form 1023** (a \$300/\$750 filing fee)

The details of filling out these various forms are the subject of this monograph. The monograph provides guidelines and samples of the various documents and so that they can be filled out and filed by you. However, it is recommended that your documents be at least reviewed by an attorney before filing. As with so many things in life, if you spend the time thinking through the issues raised in filling out these documents, the end product will be useful to you. If little time is spent getting the documents to work for your organization, then it is likely problems will arise eventually.

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RESOLUTION 05-15-08-24

WHEREAS, the Board of Supervisors finds that the Frytown Village Plan is intended to supplement the Johnson County Land Use Plan specifically regarding future growth in Frytown and the surrounding area; and

WHEREAS, the Board of Supervisors finds that it is in the public interest to adopt said Frytown Village Plan as an appendix to the Johnson County Land Use Plan.

NOW, THEREFORE BE IT RESOLVED BY THE JOHNSON COUNTY BOARD OF SUPERVISORS, that the following Frytown Village Plan, copies of which can be obtained at the Johnson County Planning and Zoning Office, Johnson County Auditor's Office or at www.johnson-county.com, is hereby adopted as an appendix to the Johnson County Land Use Plan.

BE IT FURTHER RESOLVED that this Frytown Village Plan shall become effective as an Appendix to the Land Use Plan upon adoption of this Resolution.

On motion by Stutsman seconded by Meyers passed and approved the 15th day of May, 2008.

AYES:	NAYS:	ABSENT:	ABSTAIN:	
<u>✓</u>	_____	_____	_____	Meyers
<u>✓</u>	_____	_____	_____	Harney
<u>✓</u>	_____	_____	_____	Neuzil
<u>✓</u>	_____	_____	_____	Stutsman
<u>✓</u>	_____	_____	_____	Sullivan

Rod Sullivan
Rod Sullivan, Chairperson
Johnson County Board of Supervisors

Attest: Tom Slockett, Auditor

Tom Slockett
By: Cassie Kadlec, Deputy
Deputy