



PLANNING AND ZONING COMMISSION MEETING

January 11, 2022

6:00 PM

City Council Chambers

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Approval**
- 4. Minutes Approval**
 - A. Approval of the minutes from 12/14/2021 meeting.
- 5. Public Comment**
- 6. Old Business**
- 7. New Business**
 - A. 7. A. Consider request from Cheryl Taylor for a right-of-way vacation and conveyance of the portion of the north/south alley that lies west of Lot 14 of the Plat of Jones and Windles Addition to Indianola, Warren County, Iowa.
 - B. 7. B. Consider request from the City of Indianola/Indianola Municipal Utilities for a right-of-way vacation and conveyance of a portion of the north/south alley that lies between Lots 5 and 6 in Block 8 of the Original Town Plan of Indianola, Warren County, Iowa.
 - C. 7.C. Consider request from Kevin Halterman to rezone property located at 2110 Country Club Road from A-1 (Agricultural Zoning District) to R-1 (Single-Family Residential Detached Zoning District).
 - D. 7.D. Consider request from Indianola Industrial Park LLC to rezone 60 acres of property generally located southwest of the intersection of East Hillcrest Avenue and 143rd Street from M-1 (Limited Industrial Zoning District) to M-2 (General Industrial Zoning District).
 - E. 7. E. Consider recommendation on request for approval of a Plat of Survey for TeaMc Inc., located at 1308 South G Street.
 - F. Review and Approval of Planning & Zoning Commission Annual Report for 2021

G. Election of 2022 Officers

8. Comments

A. Building Permit Report

B. Current Projects

9. Adjourn



PLANNING AND ZONING COMMISSION MEETING

December 14, 2021

6:00 PM

City Council Chambers

Minutes

1. Call to Order

The meeting was called to order by Chairperson Sarah Ritchie at 6:00pm.

2. Roll Call

Present:

Sarah Ritchie

Al Farris

Bob Ormsby

Jeromy Pribil

Josh Rabe

Absent:

Misty Soldwisch

Erin Freeberg

3. Agenda Approval

Commissioner Farris moved to approve the agenda of December 14th, 2021 Planning and Zoning Commission meeting. Commissioner Rabe seconded the motion.

AYES: Sarah Ritchie, Al Farris, Bob Ormsby, Jeromy Pribil, Josh Rabe.

Opposed: None

4. Minutes Approval

Commissioner Ormsby moved to approve the minutes of November 9th, 2021. Commissioner Rabe seconded the motion.

AYES: Sarah Ritchie, Al Farris, Bob Ormsby, Jeromy Pribil, Josh Rabe.

Opposed: None

A. November 9, 2021 Minutes

5. Public Comment

6. Old Business

7. New Business

- A. Consider a request from Andrea Bierstedt to rezone property located at 404 South Jefferson Way from C-2 (Highway Commercial Zoning District) to R-2 (Single-Family Residential Attached Zoning District).

Mr Dissell explained that this property is for sale and is finding it difficult to sell with the current zoning. In short, the banks do not want to loan money with the current zoning. If the current home were destroyed, they would not be able to rebuild a residence. The staff does recommend that this be approved as submitted.

Commissioner Rabe spoke about Mr Rasko's concern that this would be considered spot zoning.

Mr. Dissell explains that this property is adjacent to additional R2 properties, and therefore it would fall under the comprehensive plan. Creating a small section of R2 versus an island. Commissioner Farris expressed a concern regarding the comprehensive plan and the need to actually rezone this. Stating that there are several businesses along that corridor and the intention of councils past to keep that growing with businesses.

Commissioner Rabe spoke about how this kind of property proves difficult to sell and how holding up this type of rezoning could lead to unsellable properties becoming dilapidated and eye-sores to the community.

Mr Dissell explained that the council typically looks at rezoning properties based on request. Commissioner Ritchie brought up doing blanket rezoning of these areas instead of doing this individually.

Mr Dissell said that it is a possibility if we wanted to gauge corridor interest.

Commissioner Rabe made note that if council did approve this, that it would be setting some precedence for this type of situation.

Commissioner Ormsby moved to approve the agenda item. Commissioner Rabe seconded the motion.

AYES: Sarah Ritchie, Bob Ormsby, Jeromy Pribil, Josh Rabe.

Opposed: Al Farris

- B. Consider a request from Lee Adams of Danlee Corporation for a vacation of a storm sewer easement

Mr. Dissell provided an overview

Commissioner Rabe moved to approve the agenda item. Commissioner Farris seconded the motion.

AYES: Sarah Ritchie, Al Farris, Bob Ormsby, Jeromy Pribil, Josh Rabe.

Opposed: None

C. Approval of 2022 Calendar

Commissioner Farris moved to approve the 2022 meeting calendar for the Planning and Zoning commission. Commissioner Rabe seconded the motion.

AYES: Sarah Ritchie, Al Farris, Bob Ormsby, Jeromy Pribil, Josh Rabe.

Opposed: None

8. Comments

A. Building Permit Report

B. Current Projects

9. Adjourn

The meeting was adjourned at 6:23.



Community Development

110 N. First St., Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9430 • comdev@indianolaiowa.gov

Staff Report

Planning and Zoning Commission

Date of Meeting: January 11, 2022

Agenda Item: 7. A. Consider request from Cheryl Taylor for a right-of-way vacation and conveyance of the portion of the north/south alley that lies west of Lot 14 of the Plat of Jones and Windles Addition to Indianola, Warren County, Iowa.

Application Type: Right-of-Way Vacation

Applicant: Cheryl Taylor

Application Summary: Request for vacation and conveyance of portion of the north/south alley that lies west of Lot 14 of the Plat of Jones and Windles Addition to Indianola, Warren County, Iowa.

AERIAL MAP



APPLICABLE CODE SECTIONS

The following sections of the Code of Ordinances of Indianola, Iowa apply to this request:

137.01 POWER TO VACATE. When, in the judgment of the Council, it would be in the best interest of the City to vacate a street, alley, portion thereof or any public grounds, the Council may do so by ordinance in accordance with the provisions of this chapter.

137.02 PLANNING AND ZONING COMMISSION. Any proposal to vacate a street, alley, portion thereof or any public grounds shall be referred by the Council to the Planning and Zoning Commission for its study and recommendation prior to further consideration by the Council. The Commission shall submit a written report including recommendations to the Council within thirty (30) days after the date the proposed vacation is referred to the Commission.

137.03 NOTICE OF VACATION HEARING. The Council shall cause to be published a notice of public hearing of the time at which the proposal to vacate shall be considered.

137.04 FINDINGS REQUIRED. No street, alley, portion thereof or any public grounds shall be vacated unless the Council finds that:

1. Public Use. The street, alley, portion thereof or any public ground proposed to be vacated is not needed for the use of the public, and therefore, its maintenance at public expense is no longer justified.
2. Abutting Property. The proposed vacation will not deny owners of property abutting on the street or alley reasonable access to their property.

137.05 DISPOSAL OF VACATED STREETS OR ALLEYS. When in the judgment of the Council it would be in the best interest of the City to dispose of a vacated street or alley, portion thereof or public ground, the Council may do so in accordance with the provisions of Section 364.7, Code of Iowa.

ANALYSIS

The alley proposed to be vacated is an improved alley that currently sits between ground that is owned by the applicant on the west side, and Roth & Sons Services LC on the east side. Both property owners have agreed to the vacation. There are currently no public utilities located in this alley; however, IMU has requested a public utility easement be granted prior to a vacation in the event they will need to bore utilities underground in this area.

As all landowners have agreed to the vacation and there are no public utilities located in the alley, the alley proposed to be vacated is no longer needed for the use of the public, and its maintenance at the public's expense is no longer justified.

ALTERNATIVES

The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the right-of-way vacation request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

RECOMMENDATION

Staff recommends that the City of Indianola Planning and Zoning Commission move alternative 2, approving the right-of-way vacation request with the condition that a Public Utility Easement be granted to the City prior to the vacation being executed.

Alley Vacation



VACATION APPLICATION		Community Development 110 North 1 st Street, Indianola, Iowa 50125-0299 (515) 961-9430 • comdev@indianola-ia.gov	
PROPERTY OWNER (Last Name) <u>Taylor</u> (First Name) <u>Cheryl</u> (Address) <u>604 W. 1st Avenue</u> (City) <u>Indianola</u> (State) <u>IA</u> (Zip) <u>50125</u> (Phone) <u>515-782-1901</u> (mail) <u>Cheryl.jessica@vchc.com</u>		APPLICANT (if not Property Owner) <u>Otherside of Alley</u> (Last Name) _____ (First Name) _____ (Address) _____ (City) _____ (State) _____ (Zip) _____ (Phone) _____ (Email) _____	
☒ ALLEY Submittal Requirements: All submittal requirements must be completed. Incomplete applications will not be considered ☐ Completed Application ☐ Filing Fee: \$200 ☒ Legal description of proposed vacated area ☒ Site plan identifying vacated area ☐ List of property owners adjacent to proposed vacated area ☐ Letters from each adjacent property owner indicating their intent ☐ Other Information as required by Director	☐ EASEMENT Submittal Requirements: All submittal requirements must be completed. Incomplete applications will not be considered ☐ Completed Application ☐ Filing Fee: \$200 ☐ Legal description of proposed vacated area ☐ Site plan identifying vacated area ☐ List of property owners within proposed vacated area ☐ Letters from each property owner indicating their intent ☐ Other Information as required by Director	☐ STREET Submittal Requirements: All submittal requirements must be completed. Incomplete applications will not be considered ☐ Completed Application ☐ Filing Fee: \$200 ☐ Legal description of proposed vacated area ☐ Site plan identifying vacated area ☐ List of property owners adjacent to proposed vacated area ☐ Letters from each adjacent property owner indicating their intent ☐ Other Information as required by Director	
I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application, I am acting with the knowledge, consent and authority of the owner(s) of the property. Pursuant to said authority, I hereby permit City officials to enter upon the property for the purpose of inspection related to this application. Signature <u>Cheryl Taylor</u> Name (printed) <u>Cheryl Taylor</u>		FOR OFFICE USE ONLY: Code to 45510 Date Received: _____ Receipt No.: _____ Receipt Amount: _____	
Date <u>11-15-21</u>			



Community Development

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Staff Report

Planning and Zoning Commission

Date of Meeting: January 11, 2022

Agenda Item: 7. B. Consider request from the City of Indianola/Indianola Municipal Utilities for a right-of-way vacation and conveyance of a portion of the north/south alley that lies between Lots 5 and 6 in Block 8 of the Original Town Plan of Indianola, Warren County, Iowa.

Application Type: Right-of-Way Vacation

Applicant: Indianola Municipal Utilities

Application Summary: Request for vacation and conveyance of the south 18' of the north/south alley that lies between Lots 5 and 6 in Block 8 of the Original Town Plan of Indianola, Warren County, Iowa.

AERIAL MAP



APPLICABLE CODE SECTIONS

The following sections of the Code of Ordinances of Indianola, Iowa apply to this request:

137.01 POWER TO VACATE. When, in the judgment of the Council, it would be in the best interest of the City to vacate a street, alley, portion thereof or any public grounds, the Council may do so by ordinance in accordance with the provisions of this chapter.

137.02 PLANNING AND ZONING COMMISSION. Any proposal to vacate a street, alley, portion thereof or any public grounds shall be referred by the Council to the Planning and Zoning Commission for its study and recommendation prior to further consideration by the Council. The Commission shall submit a written report including recommendations to the Council within thirty (30) days after the date the proposed vacation is referred to the Commission.

137.03 NOTICE OF VACATION HEARING. The Council shall cause to be published a notice of public hearing of the time at which the proposal to vacate shall be considered.

137.04 FINDINGS REQUIRED. No street, alley, portion thereof or any public grounds shall be vacated unless the Council finds that:

1. Public Use. The street, alley, portion thereof or any public ground proposed to be vacated is not needed for the use of the public, and therefore, its maintenance at public expense is no longer justified.
2. Abutting Property. The proposed vacation will not deny owners of property abutting on the street or alley reasonable access to their property.

137.05 DISPOSAL OF VACATED STREETS OR ALLEYS. When in the judgment of the Council it would be in the best interest of the City to dispose of a vacated street or alley, portion thereof or public ground, the Council may do so in accordance with the provisions of Section 364.7, Code of Iowa.

ANALYSIS

The alley proposed to be vacated is an improved alley that currently sits between ground that is owned by Danny and Linda M Hiller on the west side, and Gregory H and Laura A Avitt on the east side. This portion of the alley is requested to be vacated as part of the electrical undergrounding project that is being done by Indianola Municipal Utilities (IMU) in conjunction with the Downtown Reconstruction Project by the City. IMU's project will require that electrical equipment be placed above ground. IMU has attempted to secure easements for this equipment on private property but has been unsuccessful. As such, an alley location is necessary for this equipment. The existing east/west alley is not a viable option due to the amount of traffic involved for the businesses upon the Square. The portion of the existing vacated north/south alley to the south of this proposed location was considered, but from an aesthetical standpoint to the Square, staff does not feel this is the best option.

While a small portion of this alley is proposed to be vacated, the City would maintain ownership. Such a vacation will still provide access to the remainder of the alley from Boston Avenue for the adjoining property owners. Those adjoining property owners would also have access to the east/west alley as their properties adjoin that alley. The main impact here would be to the general public as they would no longer be able to access the east/west alley from Boston Avenue.

As all landowners would still have adequate access to their properties, and the public will still have access to the east/west alley from both Buxton Street and Howard Street, the alley proposed to be vacated is no longer needed for the use of the public, and its maintenance at the public's expense is no longer justified.

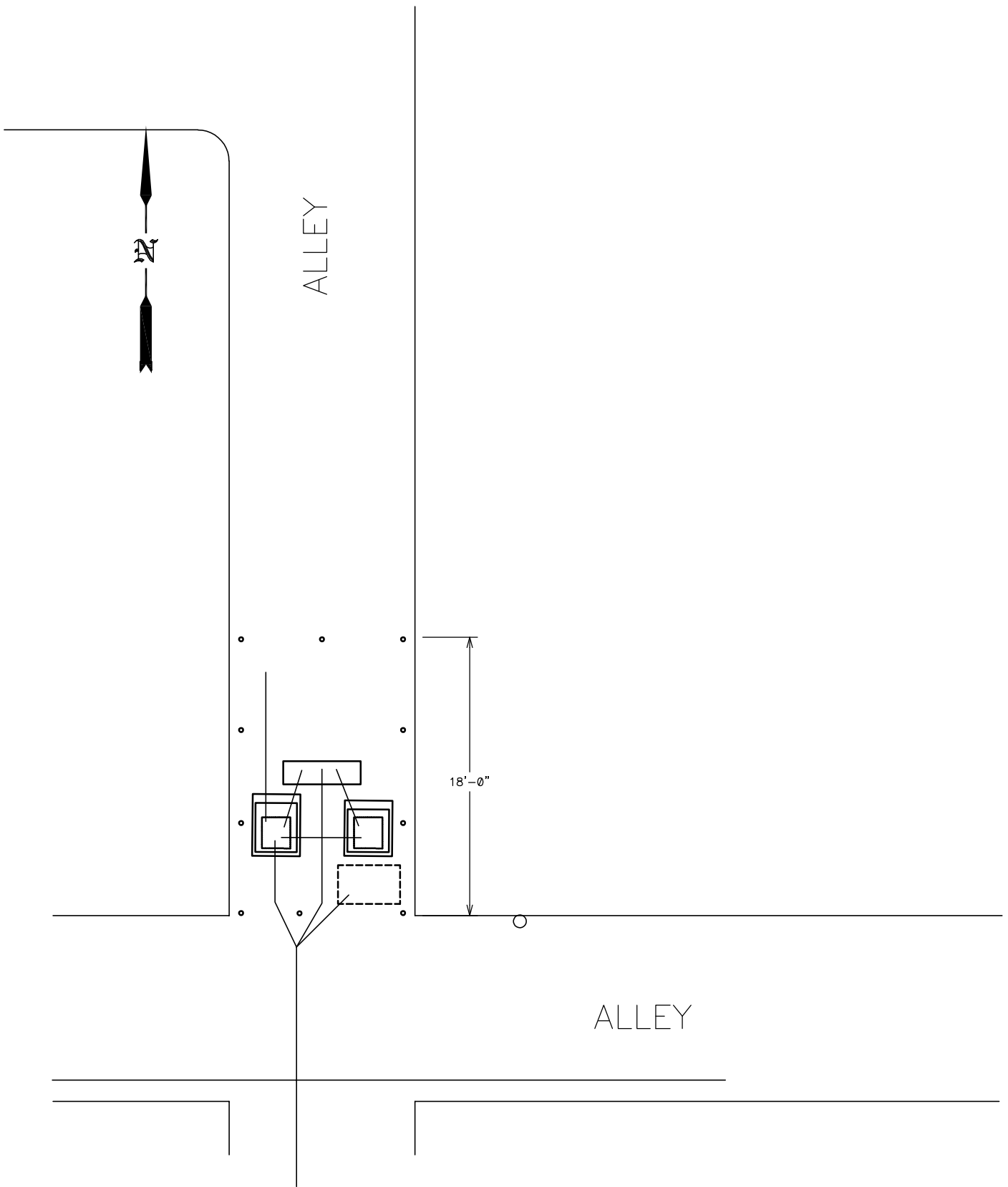
ALTERNATIVES

The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) The City of Indianola Planning and Zoning Commission recommends of the right-of-way vacation request be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the right-of-way vacation request be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the right-of-way vacation request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

RECOMMENDATION

Staff recommends that the City of Indianola Planning and Zoning Commission move alternative 1, approving the right-of-way vacation request as requested.





Community Development

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Staff Report

Planning and Zoning Commission

Date of Meeting: January 11, 2022

Agenda Item: 7.C. Consider request from Kevin Halterman to rezone property located at 2110 Country Club Road from A-1 (Agricultural Zoning District) to R-1 (Single-Family Residential Detached Zoning District).

Application Type: Rezoning

Applicant: Kevin Halterman

Property Owner: Kevin and Cheryl Halterman

Current Zoning: A-1 Agricultural / Open Space Zoning District

Comprehensive Plan Designation: Low Density Residential

Application Summary: Request to rezone a parcel located at 2110 Country Club Road which is currently located in the A-1 Agricultural / Open Space Zoning District to the R-1 Single-Family Residential Detached Zoning District.

AERIAL MAP



APPLICABLE CODE SECTIONS

The following sections of the Code of Ordinances of Indianola, Iowa apply to this request:

165.02(5). AMENDMENTS

The City Council may, from time to time, on its own action or on petition, after public notice and hearings as provided by law, and after report by the Zoning Commission, amend, supplement, or change the boundaries or regulations herein or subsequently established, and such amendment shall not become effective except by the favorable vote of a majority of all the members of the Council. The procedures for amendment are as follows:

A. Request by Petition

Whenever any person desires that any amendment, or change be made in the Zoning Ordinance, including the text and/or map, as to any property covered by the Zoning Ordinance, and there is presented to the Council a petition requesting such change or amendment and clearly describing the property and its boundaries as to which the change or amendment is desired, duly signed by the owners of fifty percent (50%) of the area of all real estate included within the boundaries of said tract as described in said petition, and in addition, duly signed by the owners of fifty percent (50%) of the area of all real estate lying outside of said tract but within two hundred (200) feet of the boundaries thereof, and intervening streets and alleys not to be included in computing such two hundred (200) feet, it is the duty of the Council to receive and refer the request to the Zoning Commission for its review and consideration at a duly noticed public meeting in accordance to the Commission's rules of procedures and the noticing requirements contained herein. The findings and recommendations of the Zoning Commission shall then be forwarded to the City Council for consideration and action.

B. City Council Referral

The owner of a property may submit a written request to the Zoning Administrator for their property to be rezoned. If the requested rezoning is not consistent with the adopted Comprehensive Plan, the property owner

may further request the Comprehensive Plan be amended as part of the requested rezoning. The Zoning Administrator will then present this request to the City Council, who, at their discretion, may adopt a motion to refer the request to the Zoning Commission for consideration at a duly noticed public meeting in accordance with their procedures and the noticing requirements contained herein. The findings and recommendations of the Zoning Commission shall then be forwarded to the City Council for consideration and action. The City Council may further by motion forward their own request to the Zoning Commission to review and consider an amendment to the adopted Comprehensive Plan, the rezoning of a given property or properties, or amendments to the zoning regulations.

C. Zoning Commission Disapproval or Protest Petition

In case the proposed amendment, supplement or change is disapproved by the Zoning Commission, or a protest is presented duly signed by the owners of twenty percent (20%) or more either of the area of the lots included in such proposed change, or of those immediately adjacent in the rear thereof, extending the depth of one lot or not to exceed two hundred (200) feet therefrom, or of those directly opposite thereto, extending the depth of one lot or not to exceed two hundred (200) feet from the street frontage of such opposite lots, such amendment shall not become effective except by the favorable vote of at least three-fourths (¾) of all members of the Council. Whenever any petition for amendment, supplement or change of the zoning districts or regulations herein contained or subsequently established has been denied by the Council, then no new petition covering the same property or the same property and additional property shall be filed with or considered by the Council until one year shall have elapsed from the date of filing of the first petition.

D. Public Hearing Noticing

Not less than seven nor more than 20 days' notice of the time and place of the City Council hearing to consider any proposed amendment or change in the Zoning Ordinance or zoning district boundaries shall be published in a newspaper having general circulation in the City. The Commission shall not make any recommendation to the Council on an amendment to any zoning district boundaries until a sign 18 inches by 24 inches indicating the amendment requested has been prepared and posted by the City in a visible location on the premises for a period of 10 days. Notice of the Commission meeting shall be mailed by first class mail 10 days prior to the meeting to all property owners within 200 feet of the boundary of the property requesting an amendment to its zoning district boundaries.

ANALYSIS

On December 21, 2021, the property owner applied for rezoning of the subject property. This application was presented to the City Council at its meeting on January 3, 2022, where the City Council adopted a resolution to refer the request to the Zoning Commission for consideration.

The previous use of this property was an electrical substation for IMU which has been abandoned for several years. The property owner intended to demolish the existing building on site which used to house this substation. The proposed rezoning is being requested to facilitate the construction of a single-family dwelling. This existing accessory structure, which was built in 1980 and sits on 0.27 acres of land, was previously used as an equipment building.

To the North of the property is an existing single-family dwelling built in 1993 which sits on 0.47 acres of land. To the East and South is the Indianola Country Club Golf Course. To the West is the Heritage Hills Planned Unit Development (PUD) which consists of single-family attached dwelling units.

According to the future land use map in the Indianola Comprehensive Plan, this property's designated future use is Parks and Recreation. However, the existing single-family to the north and the existing two-family dwellings that exist to the west of this property are designated on the future land use map as low density residential. As the Commission is aware, boundary lines on the future land use map are not meant to be fixed. In this instance, as there is a golf course to the east and south, residential uses to the north and west, and since there is no future park planned on this property, a rezoning that matches the low-density residential designation would be appropriate.

There is a 12" gravity sewer main on the west side of Country Club Road, and an 8" PVC water main on the east side of County Club Road, both of which can service this property. A notification sign was placed on this property and notification letters were sent out to property owners within 200' on December 30, 2021.

ALTERNATIVES

The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) The City of Indianola Planning and Zoning Commission recommends the rezoning request be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the rezoning request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the rezoning request be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the rezoning request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

RECOMMENDATION

Staff recommends that the City of Indianola Planning and Zoning Commission move alternative 1, approving the rezoning request as submitted.

LAND USE CHANGE APPLICATION

Community Development

110 North 1st Street, Indianola, Iowa 50125-0299
(515) 961-9430 • comdev@indianolaiowa.gov



PROPERTY OWNER

(Last Name) Kevin
(First Name) Halterman
(Address) 1109 Ann Pkwy
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-240-5743 (Email) kevinh@mybankpsb.com

APPLICANT (if not Property Owner)

(Last Name) _____
(First Name) _____
(Address) _____
(City) _____ (State) _____ (Zip) _____



COMPREHENSIVE PLAN AMENDMENT

Submittal Requirements:

All submittal requirements must be completed. Incomplete applications will not be considered

- ☐ Completed Application
- ☐ Property Address: _____
- ☐ Filing Fee: \$225
- ☐ Current Designation: _____ Proposed Designation: _____
- ☐ A plat showing the locations, dimensions and use of the property and all property within two hundred (200) feet thereof, including streets and other physical features
- ☐ Written justification for proposed amendment
- ☐ Other Information as required by Director



REZONING

Submittal Requirements:

All submittal requirements must be completed. Incomplete applications will not be considered

- ☒ Completed Application
- ☒ Property Address: 2210 Country Club Rd, Indianola
- ☒ Filing Fee: \$250
- ☒ Current Zoning: A-1 Proposed Zoning: R-1
- ☒ Legal description (electronic in word format)
- ☒ All items as required by Section 165.02(5) of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owner(s) of the property. Pursuant to said authority, I hereby permit City officials to enter upon the property for the purpose of inspection related to this application.

Signature

Name (printed) Kevin D Halterman

Date 12-21-21

FOR OFFICE USE ONLY: Code to 45989 (Rezoning)
45681 (Comp Plan)

Date Received: _____

Receipt No: _____

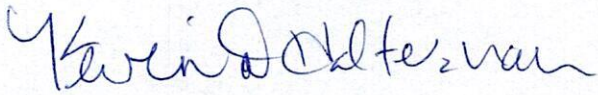
Receipt Amount: _____

December 20, 2021

Attached is an application to rezone 2210 Country Club Rd, Indianola from A-1 to R-1. It is my intent to construct a new home on the parcel for my personal residence.

Thank you for the consideration and call with any questions.

Respectfully submitted,

A handwritten signature in blue ink that reads "Kevin D Halterman". The signature is written in a cursive, flowing style with a large initial "K".

Kevin D Halterman

Legal Description

The North 70 feet of the West 165 feet of the SW $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 13, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, except road right of way.

Commonly know as 2210 Country Club Rd, Indianola, IA



December 30, 2021

COMMUNITY DEVELOPMENT

«DEEDHOLD»
«DEEDADDR1»
«DEEDADDR3»

Dear Property Owner:

YOU ARE HERBY NOTIFIED that Kevin Halterman has requested approval of a rezoning from the A-1, Agricultural Zoning District to the R-1 Single-Family Residential Detached Zoning District. A map showing the area proposed to be rezoned is located on the back side of this letter. As you are a property owner within 200 feet of a proposed rezoning you are being notified.

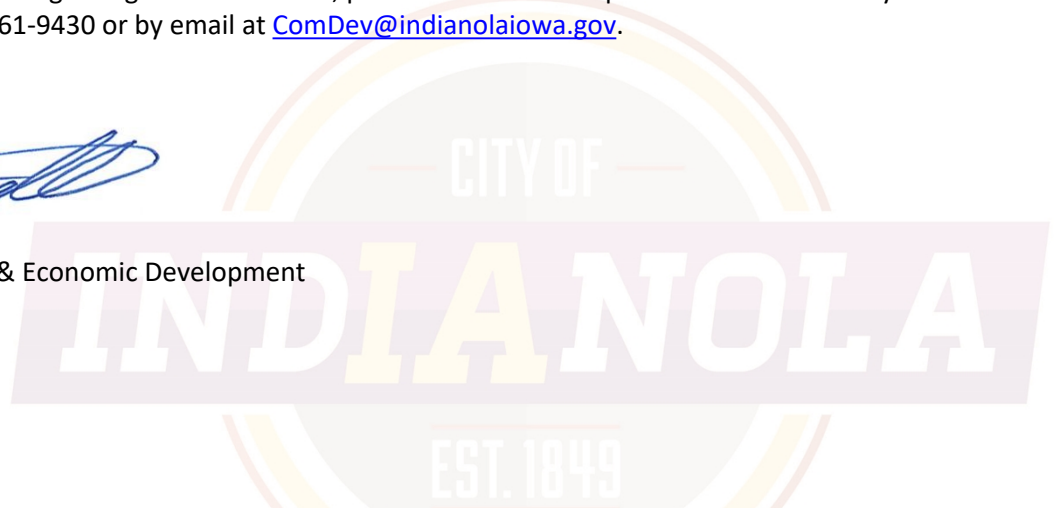
The City Council may, from time to time, on its own action or on petition, after public notice and hearings as provided by law, and after report by the Zoning Commission, amend, supplement, or change the boundaries or regulations herein or subsequently established, and such amendment shall not become effective except by the favorable vote of a majority of all the members of the Council.

The rezoning will be considered by the Planning and Zoning Commission at its meeting at 6:00 P.M. on January 11, 2022, held in the Council Chambers of the Municipal Building of the City of Indianola, Iowa, located at 110 North 1st Street. Residents may view the meeting live via a live stream at <https://www.youtube.com/CityofIndianolaIowa>. To submit a public comment online, please visit <https://www.indianolaiowa.gov/FormCenter/Community-Development-3/Public-Comment-78>.

If you have any questions regarding this notification, please contact the Department of Community Development at (515) 961-9430 or by email at ComDev@indianolaiowa.gov.

Regards,

Charlie E. Dissell, AICP
Director of Community & Economic Development
City of Indianola





DEEDHOLD

BRUINS, CYNTHIA COLLINS

SUMMY, DAVID M/MARY E

INDIANOLA COUNTRY CLUB 1610 COUNTRY CLUB RD

MARCHANT, GARY/BARBARA REV TST

LONG, CHARLES A/LYNN M

HOOVER, STEVE/JERRI

LEHR, JERRY W/LORI RUTH

SCHUTTINGA, JON R/SHIRLEY J

LINES, LOWELL

CRABB, MICHAEL/TERESA

DEEDADDR1

2210 COUNTRY CLUB RD

2200 COUNTRY CLUB RD

1610 COUNTRY CLUB RD

600 TRAIL RIDGE RD

604 TRAIL RIDGE RD

601 TRAIL RIDGE RD

2209 COUNTRY CLUB RD

603 TRAIL RIDGE RD

606 TRAIL RIDGE RD

602 TRAIL RIDGE RD

DEEDADDR3

INDIANOLA IA 50125

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Community Development

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Staff Report

Planning and Zoning Commission

Date of Meeting: January 11, 2022

Agenda Item: 7.D. Consider request from Indianola Industrial Park LLC to rezone 60 acres of property generally located southwest of the intersection of East Hillcrest Avenue and 143rd Street from M-1 (Limited Industrial Zoning District) to M-2 (General Industrial Zoning District).

Application Type: Rezoning

Applicant: Britt Sternquist

Property Owner: Indianola Industrial Park LLC

Current Zoning: M-1 Limited Industrial Zoning District

Comprehensive Plan Designation: Industrial

Application Summary: Request to rezone the property from M-1 (Limited Industrial Zoning District) to M-2 (General Industrial Zoning District).

AERIAL MAP



APPLICABLE CODE SECTIONS

The following sections of the Code of Ordinances of Indianola, Iowa apply to this request:

165.02(5). AMENDMENTS

The City Council may, from time to time, on its own action or on petition, after public notice and hearings as provided by law, and after report by the Zoning Commission, amend, supplement, or change the boundaries or regulations herein or subsequently established, and such amendment shall not become effective except by the favorable vote of a majority of all the members of the Council. The procedures for amendment are as follows:

A. Request by Petition

Whenever any person desires that any amendment, or change be made in the Zoning Ordinance, including the text and/or map, as to any property covered by the Zoning Ordinance, and there is presented to the Council a petition requesting such change or amendment and clearly describing the property and its boundaries as to which the change or amendment is desired, duly signed by the owners of fifty percent (50%) of the area of all real estate included within the boundaries of said tract as described in said petition, and in addition, duly signed by the owners of fifty percent (50%) of the area of all real estate lying outside of said tract but within two hundred (200) feet of the boundaries thereof, and intervening streets and alleys not to be included in computing such two hundred (200) feet, it is the duty of the Council to receive and refer the request to the Zoning Commission for its review and consideration at a duly noticed public meeting in accordance to the Commission's rules of procedures and the noticing requirements contained herein. The findings and recommendations of the Zoning Commission shall then be forwarded to the City Council for consideration and action.

B. City Council Referral

The owner of a property may submit a written request to the Zoning Administrator for their property to be rezoned. If the requested rezoning is not consistent with the adopted Comprehensive Plan, the property owner may further request the Comprehensive Plan be amended as part of the requested rezoning. The Zoning

Administrator will then present this request to the City Council, who, at their discretion, may adopt a motion to refer the request to the Zoning Commission for consideration at a duly noticed public meeting in accordance with their procedures and the noticing requirements contained herein. The findings and recommendations of the Zoning Commission shall then be forwarded to the City Council for consideration and action. The City Council may further by motion forward their own request to the Zoning Commission to review and consider an amendment to the adopted Comprehensive Plan, the rezoning of a given property or properties, or amendments to the zoning regulations.

C. Zoning Commission Disapproval or Protest Petition

In case the proposed amendment, supplement or change is disapproved by the Zoning Commission, or a protest is presented duly signed by the owners of twenty percent (20%) or more either of the area of the lots included in such proposed change, or of those immediately adjacent in the rear thereof, extending the depth of one lot or not to exceed two hundred (200) feet therefrom, or of those directly opposite thereto, extending the depth of one lot or not to exceed two hundred (200) feet from the street frontage of such opposite lots, such amendment shall not become effective except by the favorable vote of at least three-fourths (¾) of all members of the Council. Whenever any petition for amendment, supplement or change of the zoning districts or regulations herein contained or subsequently established has been denied by the Council, then no new petition covering the same property or the same property and additional property shall be filed with or considered by the Council until one year shall have elapsed from the date of filing of the first petition.

D. Public Hearing Noticing

Not less than seven nor more than 20 days' notice of the time and place of the City Council hearing to consider any proposed amendment or change in the Zoning Ordinance or zoning district boundaries shall be published in a newspaper having general circulation in the City. The Commission shall not make any recommendation to the Council on an amendment to any zoning district boundaries until a sign 18 inches by 24 inches indicating the amendment requested has been prepared and posted by the City in a visible location on the premises for a period of 10 days. Notice of the Commission meeting shall be mailed by first class mail 10 days prior to the meeting to all property owners within 200 feet of the boundary of the property requesting an amendment to its zoning district boundaries.

ANALYSIS

On December 22, 2021, the property owner applied for rezoning of the subject property. This application was presented to the City Council at its meeting on January 3, 2021, where the City Council adopted a resolution to refer the request to the Zoning Commission for consideration.

The proposed rezoning is being requested to allow for outdoor storage. The four (4) parcels are currently in row-crop production. To the North of the property are two (2) parcels. One is currently in row crop production and the other consists of a single-family dwelling built in 1993. To the East exists two (2) parcels that are currently in row crop production. To the South exists one parcel which is both in row crop production and also contains a training facility for the Missouri Valley Line Constructors Apprenticeship Training Program which provides training for outside electrical construction work. This facility contains an outdoor pole yard. To the West exists six (6) parcels. One is currently in row crop production, two are office uses and the remaining three are industrial.

According to the Comprehensive Plan, the area's future land use is designated as industrial. Rezoning the property from M-1 Limited Industrial Zoning to M-2 General Industrial Zoning would permit outdoor storage for items related to construction sales and services or outdoor vehicle storage.

There are currently no utilities extended to this property. However, the City is working with the property owner to investigate various options on getting utilities extended to this property from the intersection of East Hillcrest Avenue and North 14th Street, which is approximately 700' from this property's western edge.

A notification sign was placed on this property and notification letters were sent out to property owners within 200' on December 30, 2021.

ALTERNATIVES

The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) The City of Indianola Planning and Zoning Commission recommends the rezoning request be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the rezoning request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the rezoning request be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the rezoning request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

RECOMMENDATION

Staff recommends that the City of Indianola Planning and Zoning Commission move alternative 1, approving the rezoning request as submitted.

LAND USE CHANGE APPLICATION

Community Development

110 North 1st Street, Indianola, Iowa 50125-0299
(515) 961-9430 • comdev@indianolaiowa.gov



PROPERTY OWNER

(Last Name) _____
(First Name) _____
(Address) _____
(City) _____ (State) _____ (Zip) _____
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) _____
(First Name) _____
(Address) _____
(City) _____ (State) _____ (Zip) _____

☐ COMPREHENSIVE PLAN AMENDMENT

Submittal Requirements:

All submittal requirements must be completed. Incomplete applications will not be considered

- ☐ Completed Application
- ☐ Property Address: _____
- ☐ Filing Fee: \$225
- ☐ Current Designation: _____ Proposed Designation: _____
- ☐ A plat showing the locations, dimensions and use of the property and all property within two hundred (200) feet thereof, including streets and other physical features
- ☐ Written justification for proposed amendment
- ☐ Other Information as required by Director

☐ REZONING

Submittal Requirements:

All submittal requirements must be completed. Incomplete applications will not be considered

- ☐ Completed Application
- ☐ Property Address: _____
- ☐ Filing Fee: \$250
- ☐ Current Zoning: _____ Proposed Zoning: _____
- ☐ Legal description (electronic in word format)
- ☐ All items as required by Section 165.02(5) of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owner(s) of the property. Pursuant to said authority, I hereby permit City officials to enter upon the property for the purpose of inspection related to this application.

Signature _____

Name (printed) _____

Date _____

FOR OFFICE USE ONLY: Code to 45989 (Rezoning)
45681 (Comp Plan)

Date Received: _____

Receipt No: _____

Receipt Amount: _____



CONCRETE PAVING

PAVING FOR THE FUTURE

RECYCLED AGGREGATES

To Whom it May Concern,

*Re: The West 60 Acres of the W ½ of the NW ¼ of Section 20, Township 76 North, Range 23 West of the 5th PM,
Warren County Iowa.*

I am requesting the rezoning of the property described above be rezoned from M1 to M2. My plan is to develop the property into an industrial park development and relocate our existing business to the new site. With our concrete and asphalt recycling operation we will need M2 zoning for our crushing plant.

Regards,

*Britt Sternquist
Indianola Industrial Park LLC*

DEEDHOLD

BUCKLEY POWDER CO

CEMEN TECH INC

CHRISTIAN OPPORTUNITY CENTER

HARMAN, GARY R REV TST

HARMAN, JANE K REV TST

HENRY, DALE R/A LUCILLE

INDIANOLA COMM SCHOOL DIST

LABERTEW, MAX E TST

LINDEN STORAGE GROUP INC

LINNEMEYER, BK TST

MISSOURI VALLEY LINE CONSTRUCTORS JOINT APPRENTICESHIP & TRAINING FUND

TRUEBLOOD FARMS LLC

DEEDADDR1

1506 N 14TH ST
1700 N 14TH ST
1553 BROADWAY PO BOX 347
6734 150TH AVE
6734 150TH AVE
10276 150TH AVE
1304 E 2ND AVE
9744 148TH AVE
1400 N 14TH ST
14205 G36 HWY
1707 N 14TH ST
1515 SHASTA DR #1505

DEEDADDR3

INDIANOLA IA 50125
INDIANOLA IA 50125
PELLA IA 50219
INDIANOLA IA 50125
INDIANOLA IA 50125
INDIANOLA IA 50125
INDIANOLA IA 50125
INDIANOLA IA 50125
INDIANOLA IA 50125
INDIANOLA IA 50125
INDIANOLA IA 50125
DAVIS CA 95616



December 30, 2021

COMMUNITY DEVELOPMENT

«DEEDHOLD»
«DEEDADDR1»
«DEEDADDR3»

Dear Property Owner:

YOU ARE HERBY NOTIFIED that Indianola Industrial Park LLC has requested approval of a rezoning from the M-1, Limited Industrial Zoning District to the M-2 General Industrial Zoning District. A map showing the area proposed to be rezoned is located on the back side of this letter. As you are a property owner within 200 feet of a proposed rezoning you are being notified.

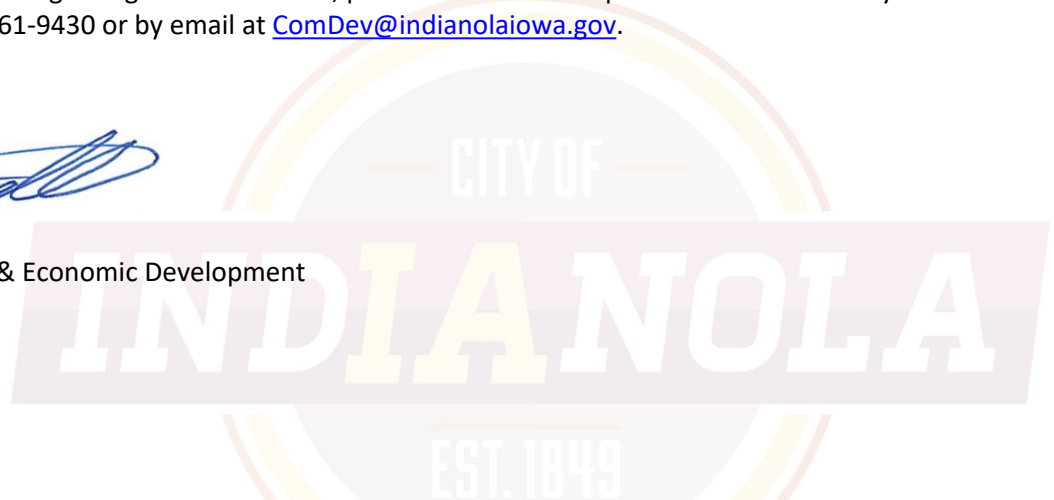
The City Council may, from time to time, on its own action or on petition, after public notice and hearings as provided by law, and after report by the Zoning Commission, amend, supplement, or change the boundaries or regulations herein or subsequently established, and such amendment shall not become effective except by the favorable vote of a majority of all the members of the Council.

The rezoning will be considered by the Planning and Zoning Commission at its meeting at 6:00 P.M. on January 11, 2022, held in the Council Chambers of the Municipal Building of the City of Indianola, Iowa, located at 110 North 1st Street. Residents may view the meeting live via a live stream at <https://www.youtube.com/CityofIndianolaIowa>. To submit a public comment online, please visit <https://www.indianolaiowa.gov/FormCenter/Community-Development-3/Public-Comment-78>.

If you have any questions regarding this notification, please contact the Department of Community Development at (515) 961-9430 or by email at ComDev@indianolaiowa.gov.

Regards,

Charlie E. Dissell, AICP
Director of Community & Economic Development
City of Indianola







Community Development

110 N. First St., Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9430 • comdev@indianolaiowa.gov

Staff Report

Planning and Zoning Commission

Date of Meeting: January 11, 2022

Agenda Item: 7. E. Consider recommendation on request for approval of a Plat of Survey for TeaMc Inc., located at 1308 South G Street.

Application Type: Plat of Survey

Applicant: TeaMc LLC

Current Zoning: R-1, Single-Family Detached Zoning District

Comprehensive Plan Designation: Low Density Residential

Application Summary: Request for plat of survey approval to create "Parcel S", dividing the existing single family dwelling located at 1308 South G Street on one (1) acre.

AERIAL MAP



APPLICABLE CODE SECTIONS

The following sections of the Code of Ordinances of Indianola, Iowa apply to this request:

170.02 JURISDICTION. All plats of survey, plats, replats or subdivisions of land into three (3) or more parts for the purpose of laying out a portion of the City of Indianola, an addition thereto or suburban lots within two (2) miles of the corporate limits of the City for other than agricultural purposes shall be submitted to the Council and the Commission in accordance with the provisions of this chapter and shall be subject to the requirements established herein. This chapter shall regulate the subdividing of land within the City and all land within an area extending two miles beyond the corporate limits in accordance with the provisions of Section 354.9, Code of Iowa.

170.13 DESIGN STANDARDS — LOTS.

1. All lots shall abut on a street or place. Corner lots which abut on a thoroughfare or collector street shall have a minimum radius of 25 feet at the intersection.
2. Sidelines of lots shall approximate right angles to straight street lines and radial angles to curbed street lines except where a variation will provide better lot layout.
3. Lots with double frontage shall be avoided, except in specific locations where good planning indicates their use. In that event a planting screen shall be provided along the rear of the lot.
4. Corner lots shall not be less than 80 feet in width and interior lots shall not be less than 70 feet in width at the building line.
5. Lot depth shall not exceed $2\frac{1}{2}$ times the width.
6. No lot shall have less area than required by the Zoning Ordinance for the district in which it is located.

ANALYSIS

TeamMc LLC currently owns the nine (9) acre lot located at 1308 South G Street. The lot currently contains a single-family dwelling constructed in 1900 and two (2) accessory structures: The first is a detached garage and the second is a barn. The plat of survey would create Parcel "S" which would contain the single-family dwelling and detached garage structure.

To the north exists two parcels: The first is a 3 net-acre lot that contains a single-family dwelling and the second is a 12.01 net-acre lot containing an accessory structure and watercourse. To the east exists one 40-acre aliquot parcel containing natural resources such as forest and a stream with floodplain. To the south exists two parcels: the first is a 1.66 net-acre lot that contains a single-family dwelling and three accessory structures. The first structure is a detached garage and the last two are sheds. The second parcel is 8.34 net-acres and contains a single-family dwelling. The property contains several accessory structures used for maintaining a tree farming business. To the west exists three parcels: the first is a 0.38 net-acre lot containing trees. The second is a 1.17 net-acre lot containing a single-family dwelling. The third and final parcel is a 0.83 net-acre lot containing a field and trees.

Elevate Indianola, the City's Comprehensive Plan, identifies this property as Low Density Residential. Low Density Residential calls for 2-5 dwelling units per gross acre and includes single-family detached dwellings and accessory dwelling units. Additionally, innovative/non-traditional single-family forms may be allowed if compatibility standards are met.

All aspects of Chapter 170 would continue to be met, as well as the minimum standards of the R-1 zoning district. The comprehensive plan calls for this area as low density residential. Letters were mailed to property owners within 200 feet of this property on December 30, 2021.

ALTERNATIVES

The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) The City of Indianola Planning and Zoning Commission recommends the plat of survey request be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the plat of survey request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the plat of survey request be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the plat of survey request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

RECOMMENDATION

Staff recommends that the City of Indianola Planning and Zoning Commission move alternative 1, approving the plat of survey request, as submitted.

DEEDHOLD

DAUGHERTY, KRAIG W/JULIE A
DES PLANQUES, CHRISTOPHER G/ DES PLANQUES, MEGAN A
LEE, TONYA
LYELCA OF WARREN CO
OUDERKIRK, KARI REV TST/ OUDERKIRK, MASON J REV TST
RUBLE, LELAND C TST RUBLE, CHERYL A TST
TEAMC LLC
VOIGTS, ADAM/KARIANN
WHITE, MICHAEL L/DEBBIE S
WINTERMANTEL, MARY CATHERINE

DEEDADDR1

1311 SOUTH G ST
1214 S G ST
1402 S G ST
36971 HIGH MEADOWS LN
PO BOX 156
2513 W 10TH AVE
1308 S G ST
1304 S G ST
1406 S G ST
1007 W 12TH AVE

DEEDADDR3

INDIANOLA, IOWA 50125

INDIANOLA IA 50125

INDIANOLA IA 50125

CUMMING IA 50061

INDIANOLA IA 50125

INDIANOLA IA 50125

INDIANOLA IA 50125

INDIANOLA IA 50125

INDIANOLA IA 50125

INDIANOLA IA 50125

LAND DIVISION APPLICATION

Community Development

110 North 1st Street, Indianola, Iowa 50125-0299
(515) 961-9430 • comdev@indianolaiaowa.gov



PROPERTY OWNER

(Last Name) Teasdale (Team Inc.) McConnell
(First Name) Rodger Tim
(Address) 400 South J
(City) Indianola (State) IA (Zip) 50125
(Phone) 515 422 3261 (Email) rodger.teasdale@gmail.com

APPLICANT (if not Property Owner)

(Last Name) _____
(First Name) _____
(Address) _____
(City) _____ (State) _____ (Zip) _____
(Phone) _____ (Email) _____

☒ PLAT OF SURVEY

Submittal Requirements:

*All submittal requirements must be completed.
Incomplete applications will not be considered*

- ☒ Completed Application
- ☒ Filing Fee: \$75 per request
- ☒ Proposed plat of survey (hard copy)
- ☒ Proposed plat of survey (electronic copy)
- ☒ Legal description (electronic in word format)
- ☒ Other Information as required by Director

☐ PRELIMINARY PLAT

Submittal Requirements:

*All submittal requirements must be completed.
Incomplete applications will not be considered*

- ☐ Completed Application
- ☐ Filing Fee: \$250, plus \$10.00 for each lot in excess of 10 lots, land plus Outside Engineering Costs
- ☐ Proposed preliminary plat (hard copy)
- ☐ Proposed preliminary plat (electronic copy)
- ☐ Legal description (electronic in word format)
- ☐ All items as required by Section 170.09 of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

☐ FINAL PLAT

Submittal Requirements:

*All submittal requirements must be completed.
Incomplete applications will not be considered*

- ☐ Completed Application
- ☐ Filing Fee: \$150, plus \$10.00 for each lot in excess of 10 lots, land plus Outside Engineering Costs
- ☐ Proposed plat of survey (hard copy)
- ☐ Proposed plat of survey (electronic copy)
- ☐ Legal description (electronic in word format)
- ☐ All items as required by Section 170.10 of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owner(s) of the property. Pursuant to said authority, I hereby permit City officials to enter upon the property for the purpose of inspection related to this application.

Signature

Name (printed) Rodger L Teasdale

Date 12/23/21

FOR OFFICE USE ONLY: Code to 45685 (prelim & final)
Code to 45686 (plat of survey)

Date Received: _____

Receipt No: _____

Receipt Amount: _____

INDEX LEGEND

SURVEYOR'S NAME / RETURN TO:

ERIC MILLER
SNYDER & ASSOCIATES, INC.
2727 SW SNYDER BOULEVARD
ANKENY, IOWA 50023
515-964-2020
ERICMILLER@SNYDER-ASSOCIATES.COM

SERVICE PROVIDED BY:

SNYDER & ASSOCIATES, INC.

SURVEY LOCATED:

PT SE1/4 NW1/4
SEC 36-76-24

REQUESTED BY:

TIM McCONNELL

PLAT OF SURVEY

PARCEL "S" PROPERTY DESCRIPTION

A PART OF THE NORTH 9 ACRES OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 36, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 1, ZIMMERMAN SUBDIVISION PLAT 1, AN OFFICIAL PLAT IN THE CITY OF INDIANOLA AND THE NORTHWEST CORNER OF SAID SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 36; THENCE SOUTH 88°56'13" EAST ALONG THE SOUTH LINE OF SAID LOT 1 AND ALONG THE NORTH LINE OF SAID SOUTHEAST 1/4 OF THE NORTHWEST 1/4, A DISTANCE OF 315.67 FEET; THENCE SOUTH 0°24'07" WEST, 138.00 FEET; THENCE NORTH 88°56'13" WEST, 315.67 FEET TO THE WEST LINE OF SAID SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36; THENCE NORTH 0°24'07" EAST ALONG SAID WEST LINE, 138.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 1.00 ACRES (43,560 S.F.).

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

DATE OF SURVEY

NOVEMBER 17, 2021

OWNER

TEAMC LLC
C/O TIM MC CONNELL
400 S J ST
INDIANOLA IA 50125

BASIS OF BEARING

THE SOUTH LINE OF LOT 1, ZIMMERMAN SUBDIVISION PLAT 1 WAS ASSUMED TO BEAR SOUTH 88°56'13" EAST FOR THE PURPOSE OF THIS SURVEY.

LEGEND

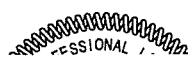
Survey

Section Corner
1/2" Rebar, Orange Plastic Cap #19515
(Unless Otherwise Noted)
BOW BELL

Found

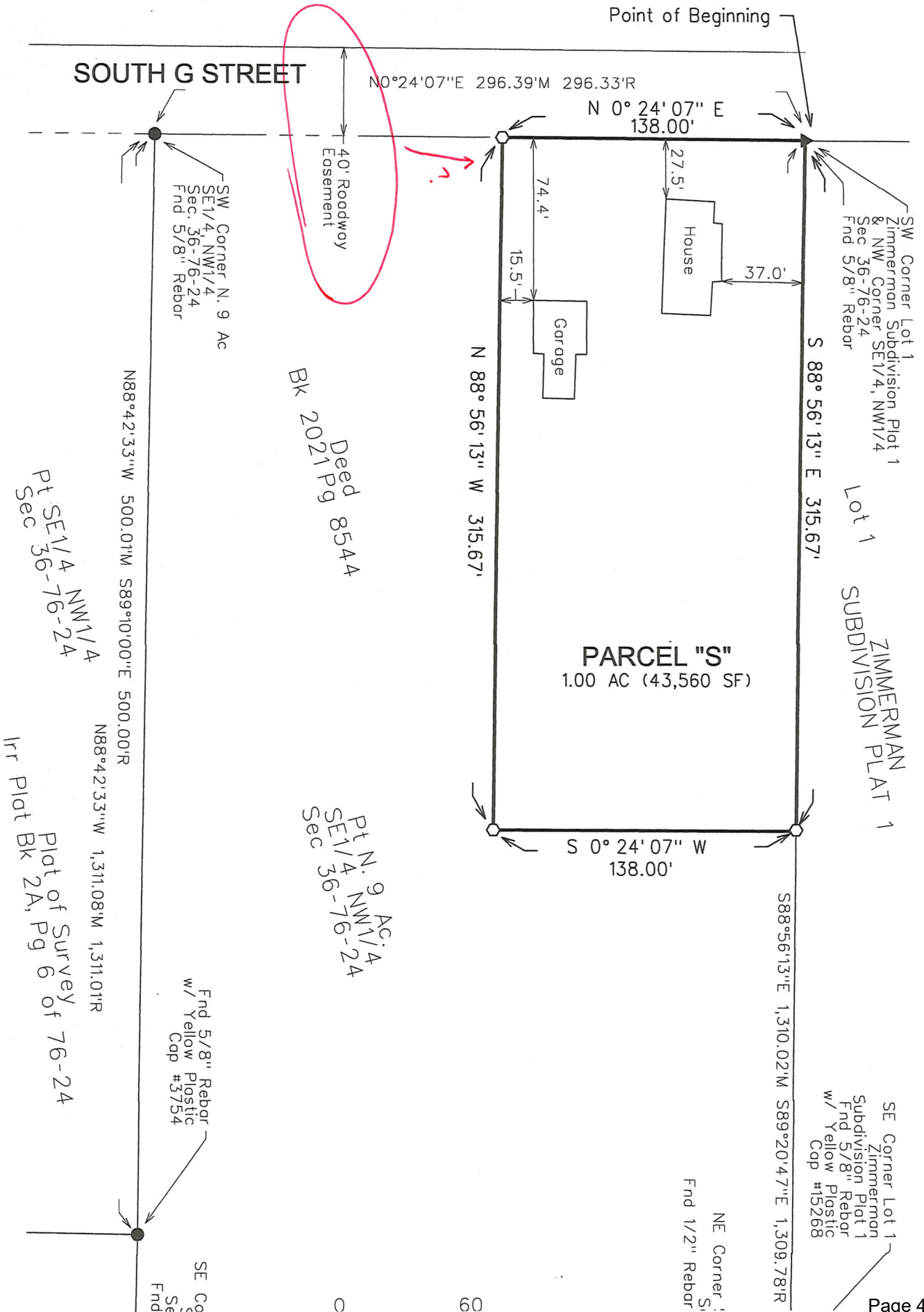


Set



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

PLAT OF SURVEY





MEMORANDUM

To: Planning and Zoning Commission

From:

Date: January 11, 2022

Subject: Review and Approval of Planning & Zoning Commission Annual Report for 2021

Recommendation:

Attachments:

1. PZ Memo_Report
2. 2021PZAnnualReport



COMMUNITY DEVELOPMENT

To: Planning and Zoning Commission
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: January 6, 2022
Subject: Review and Approval of Planning & Zoning Commission Annual Report for 2021

According to Section 23.05 of the Code of Ordinances of Indianola, Iowa, the Commission shall each year make a report to the Mayor and Council of its proceedings, with a full statement of its receipts, disbursements and the progress of its work during the preceding fiscal year. The attached report is a summary of all proceedings undertaken by the Planning and Zoning Commission in calendar year 2021. As the Council has not appropriate any monies to the Planning and Zoning Commission, a statement of receipts and disbursements is not required.

I will attend your January 12th meeting to answer any questions you may have.





— PLANNING & ZONING COMMISSION —

Annual Report – 2021

Planning and Zoning Commission Members:

<u>Name</u>	<u>Present</u>	<u>Absent</u>	<u>Term Expires</u>
Misty Soldwisch (Chair)	11	1	01/31/24
Sarah Ritchie (Vice Chair)	11	1	01/31/22
Joe Butler	0	6	01/31/23*
Al Farris	11	1	01/31/24
Erin Freeberg	7	5	06/30/25
Becky Needles	5	1	01/31/21**
Bob Ormsby	11	1	01/31/23
Jeromy Pribil	5	7	06/30/25
Josh Rabe	10	2	01/31/22

* Joe Butler resigned from the Planning and Zoning Commission on 06/23/2021

** Becky Needles last meeting was June 8, 2021

The Planning and Zoning Commission elected its 2021 Officers as Chairperson Misty Soldwisch and Vice Chairperson Sarah Ritchie.

The Planning and Zoning Commission held twelve (12) regularly scheduled meetings in 2021. The Planning and Zoning Commission reviewed 41 items which included:

- 11 plats of surveys
- 6 ordinance amendments
- 4 preliminary plats
- 4 final plats
- 4 rezoning requests
- 3 vacation requests
- 2 alternate site plan approvals
- 1 road renaming
- 1 site plan
- 5 other business items

The Planning and Zoning Commission forwarded 36 recommendations to the City Council; 29 were recommendations of approval, six (6) were ordinance changes and one (1) was a recommendation of denial.

The City Council, to date, has concurred with 33 of the 36 recommendations from the Planning and Zoning Commission. Two (2) items from December are still being reviewed, and a vacation request was denied after a surrounding property owner withdrew their consent.

A brief review of each meeting and request follows:

January 12, 2021

- Consider recommendation on request for approval of a Final Plat for Williams Terrace Plat 1
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Plat of Survey for Terra Tender, Inc, located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on the renaming of R-63 Highway within the Indianola City Limits
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Review and Approval of Planning & Zoning Commission Annual Report for 2019
 - Planning and Zoning Commission approved report
 - City Council received and filed
- Election of 2021 Officers.
 - Misty Soldwisch elected Chairperson
 - Sarah Ritchie elected Vice Chairperson

February 09, 2021

- Consider recommendation on request from Brad Ross for an amendment to Chapter 165, regarding warehouses.
 - Planning and Zoning Commission recommended denial of amendments
 - Applicant withdrew request

March 09, 2021

- Consider recommendation on request for approval of a Final Plat for Ashton Park Plat 7
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for alternative method of approval for a site plan for DeYarman Ford, located at 2406 North Jefferson Way.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Plat of Survey for Terra Tender, Inc, located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Plat of Survey for Joseph Greubel, located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

April 13, 2021

- Review of changes to Chapter 76, Bicycles, adding in micromobility regulations (joint item with the parks and recreation commission).
 - Planning and Zoning Commission recommended approval of amendments
 - City Council approved amendments
- Consider recommendation on request for approval of a Final Plat for DeYarman Park.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

- Consider recommendation on request for approval of a Plat of Survey for T.S. Investments LLC, located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider request for site plan approval of Williams Terrace, a residential multi-family development for senior citizens on a lot exceeding one (1) acre, located at 1603 North 9th Street.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

May 11, 2021

- Consider recommendation on request for approval of a Plat of Survey for William Jones located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Plat of Survey for the Justin and Jenna Brown, located at 800 West Orchard Avenue (Lot 16 of Heritage Hills 9) and 1602 West Scenic Valley Drive (Lot 17 of Heritage Hills 9).
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider request from Peterson Funeral Service, Inc, dba Overton Funeral Home for a right-of-way vacation and conveyance of a portion of the east/west alley that lies between Lots 1, 2, 3 and Lots 10, 11, 12 and a portion of the north/south alley that lies between Lots 3 and 4, all in Block 14 of the Plat of Jones and Windles Addition to Indianola, Warren County, Iowa.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Preliminary Plat for Prairie Glynn Plat 3.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Preliminary Plat for Heritage Hills Plat 11.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Preliminary Plat for Fox Run Plat 2.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider request from Ground Breaker Homes to rezone property located in the Southwest Quarter of the Southwest Quarter of Section 29, Township 76 North, Range 23 West from A-1 (Agricultural) to R-3 (Mixed Residential).
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on amendments to Chapter 165 (Zoning Regulations) and Chapter 166 (Site Plan).
 - Planning and Zoning Commission recommended approval of amendments
 - City Council approved amendments

June 08, 2021

- Consider request from Williams Terrace L.P. for a vacation of a Storm Sewer and Drainage Way Easement on part of Lot 1, Williams Terrace Plat 1
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for alternative method of approval for a site plan for Herold Trailer Sales, located at 1806 West 2nd Avenue.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on the adoption of an amended Official Zoning Map of Indianola, Iowa.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

July 13, 2021

- Consider recommendation on request for approval of a Plat of Survey for Michael and Marylee Vanderpool located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on the adoption of an ordinance amending the City Code of the City of Indianola, Iowa creating regulations for golf carts
 - Planning and Zoning Commission remanded amendments
- Progress Report on the Fiscal Year 21 Community Development Work Plan
- Consider Adoption of the Fiscal Year 22 Community Development Work Plan
 - Planning and Zoning Commission adopted work program
 - City Council received and filed

August 10, 2021

- Consider recommendation on the adoption of an ordinance amending the City Code of the City of Indianola, Iowa creating regulations for golf carts
 - Planning and Zoning Commission recommended approval of amendments
 - City Council approved amendments
- Consider request from TeaMc LLC to rezone property located 1308 South G Street from A-1 (Agricultural/Open Space Zoning District) to R-1 (Single-Family Residential Detached Zoning District).
 - Planning and Zoning Commission recommended approval
 - City Council approved request

September 14, 2021

- Consider recommendation on request for approval of a Plat of Survey for Marywood Farms Inc. located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Plat of Survey for Tim Phillips located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

- Consider recommendation on request for approval of a revised Preliminary Plat for Fox Run Plat 2.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

October 12, 2021

- Consider recommendation on request for approval of a Plat of Survey for Robert and Elizabeth Freese, located at 603 East Hillcrest Avenue.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider request from JK Management LLC for a right-of-way vacation and conveyance of the portion of the north/south alley that lies west of Lots 15 and 16 of the Plat of Jones and Windles Addition to Indianola, Warren County, Iowa.
 - Planning and Zoning Commission recommended approval
 - City Council denied request
- Consider request from Diligent Development to rezone property located at 1909 South K Street from A-1 (Agricultural/Open Space Zoning District) to R-1 (Single-Family Residential Detached Zoning District).
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Discussion and direction on regarding proposed residential rental housing ordinance and program.
 - Planning and Zoning Commission recommended approval of amendments
 - City Council approved amendments

November 9, 2021

- Consider recommendation on request for approval of a Final Plat for Warren Wonder Estates, located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

December 14, 2021

- Consider a request from Andrea Bierstedt to rezone property located at 404 South Jefferson Way from C-2 (Highway Commercial Zoning District) to R-2 (Single-Family Residential Attached Zoning District).
 - Planning and Zoning Commission recommended approval
- Consider a request from Lee Adams of Danlee Corporation for a vacation of a storm sewer easement.
 - Planning and Zoning Commission recommended approval
 - City Council approved request on 1st consideration
- Approval of 2022 Calendar
 - Planning and Zoning Commission approved 2022 Calendar



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: January 11, 2022

Subject: Election of 2022 Officers

Recommendation:

Attachments: None



Community Development

110 N. First St., Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9430 • comdev@indianolaiowa.gov

Dec 2021 Permit Report

<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u># of Units</u>	<u>Amount</u>	<u>Average</u>	<u>Non-Taxable</u>
101	Single Family Home	2	2	\$302,000.00	\$151,000.00	
102	Single Family Attach	0	0	\$0.00		
103	Two Family	0	0	\$0.00		
104	Three or More Families	0	0	\$0.00		
	Mobile Homes	0	0	\$0.00		
322	Service Stations	0		\$0.00		
324	Office	0		\$0.00		
328	Non-resident buildings	0		\$0.00		
329	Pool	0		\$0.00		
434	Residential Add/Alt	1		\$39,224.00	\$39,224.00	
437	Non-residential add/alt	1		\$125,000.00	\$125,000.00	
438	Res garage/carports	1		\$30,000.00		
645	Demo - sfd	0		\$0.00		
649	Demo - commercial	1		\$0.00		
Dec Total		6	2	\$496,224.00		
Residential Value		Commercial Value		All Non-Taxable		
74.8%		25.2%		0.0%		

YEAR TO DATE TOTAL						
<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u># of Units</u>	<u>Amount</u>	<u>Average</u>	<u>Non-Taxable</u>
101	Single Family Home	55	55	\$17,459,398.00	\$317,443.60	
102	Single Family Attach	10	10	\$2,364,000.00	\$219,000.00	
103	Two Family	0	0	\$0.00	\$0.00	
104	Three or More Families	1	50	\$5,563,427.00	\$5,563,427.00	
	Mobile Homes	0	0	\$0.00	\$0.00	
322	Service Stations	0		\$0.00	\$0.00	
324	Office	0		\$0.00	\$0.00	
328	Non-resident buildings	3		\$2,580,340.00	\$860,113.33	
329	Pool	13		\$659,892.00	\$50,760.92	
434	Residential add/alt	88		\$1,359,768.74	\$15,451.92	
437	Non-residential add/alt	18		\$5,905,078.00	\$328,059.89	
438	Res garage/carports	9		\$320,543.00	\$35,615.89	
645	Demo - sfd	3		\$0.00	\$0.00	
649	Demo - commercial	2		\$0.00	\$0.00	
YTD TOTAL		202	106	\$36,212,446.74		
Residential Value		Commercial Value		All Non-Taxable		
76.6%		23.4%		0.0%		



COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: January 6, 2022
Subject: Current Projects Update

The purpose of this memorandum is to provide a brief synopsis of different projects that may be of interest to the Council. Of the 18 projects listed, eight (8) are in review, one (1) has been approved and is awaiting construction to begin, and nine (9) are in construction. All dates are 2021, unless noted otherwise.

1. Indianola Community School District Auxiliary Building (403 South 15th Street)

Status: Review

- Site plan and stormwater management plan submitted on December 20
- Site plan review comments returned on January 6, 2022

2. Executive Laser Wash (2001 North 4th Street)

Status: Approved

- Site plan for building and site improvements submitted on July 27
- Site plan approved December 29

3. Southtown Chrysler Dodge Jeep Ram (2412 North Jefferson Way)

Status: Review

- Site plan for building and site improvements submitted on July 22
- Site plan review comments returned on August 6
- Updated site plan submitted on September 1
- Site plan approved on September 8

4. Overton Funeral Home (501 West Ashland Avenue)

Status: Construction

- Site plan submitted on June 15
- Site plan approved on July 14

5. Cavitt Creek Condominiums (1400 and 1500 blocks of North 9th Street)

Status: Review

- Site plan for Cavitt Creek Condominiums I, which proposes one (1) single-family unit and eight (8) two-family units, and for Cavitt Creek Condominiums II, which proposes one (1) single-family unit, 20 two-family units and 13 multi-family units (six-plexes), was submitted on May 20
- Site plan review comments returned on June 2

6. Phillips Floor (1605 North 9th Street)

Status: Construction

- Site plan and building permit submitted on May 3
- Site plan approved on June 9
- Building permit issued on June 29

7. Des Moines Metro Opera Warehouse (1909 North 14th Street)

Status: Construction

- Site plan submitted on April 8 for a building addition
- Site plan approved on June 18
- Building permit issued on June 18

8. DeYarman Ford (2406 North Jefferson Way)

Status: Construction

- Partial site plan submitted for building renovation on February 18
- Alternate site plan for building elevations was approved by the City Council on March 23
- City Council approved minor subdivision plat on April 19
- Site plan submitted on May 14
- Site plan approved on August 23
- Building permit issued on August 23

9. All Creatures Small (2400 West 2nd Avenue)

Status: Review

- Addition to the existing facility
- Site Plan/Stormwater Management Plan submitted on January 25
- Site Plan/Stormwater Management Plan comments returned on February 4
- Revised site plan received on February 26
- Site Plan/Stormwater Management Plan comments returned on April 28

10. Williams Terrace (1600 Block of North 9th Street)

STATUS: Construction

- Developer hosted a neighborhood meeting on March 9, 2020
- City Council approved the rezoning request on July 6, 2020
- City Council approved the final plat on January 19
- Building permit application/plans received on February 26
- Site Plan submitted on March 26
- Easement vacation application submitted on May 18
- City Council approved site plan at its June 21 meeting
- Building permit issued on July 14
- Easement vacation approved on July 19
- Site work has begun

11. Cabin Coffee (910 East 2nd Avenue)

STATUS: Construction

- Sale of D&D lot and development agreement was approved by Council on October 21, 2019
- Developer closed on the property on November 22, 2019
- Council approved a 90-day on construction begin date extension at its May 18, 2020 meeting
- Council approved an alternate site plan on September 21, 2020
- Site plan approved on October 5, 2020
- Building Permit issued on November 11, 2020
- Site work has begun

12. Ashton Park Plats 8-10

Status: Review

- Located on the east end of East Euclid Avenue
- Preliminary plat received on November 30
- Preliminary plat review comments returned on January 5, 2022

13. Quail Meadows 4

Status: Review

- Located on the north end of North 8th Street
- Construction documents received on August 27
- Comments on construction documents returned on September 8
- Revised construction documents received on September 29
- Comments on construction documents returned on October 19
- Updated construction documents received on December 15
- Comments on construction documents returned on December 28

14. Heritage Hills 12

Status: Review

- Located on the west end of Trail Ridge Road
- Preliminary plat received on August 10
- Comments on preliminary plat returned on August 25
- Revised preliminary plat submitted on September 8
- Comments on revised preliminary plat returned on September 22

15. Fox Run 2

Status: Review

- Located north of the intersection of North 7th Court and East Lincoln Avenue and east of the intersection of North 7th Street and East Norwood Avenue
- Preliminary plat received on April 23
- Review comments returned on May 10
- Planning and Zoning Commission reviewed preliminary plat at its meeting on May 11
- Updated preliminary plat submitted on May 28

- City Council approved preliminary plat at its June 21 meeting
- Revised preliminary plat submitted on August 18
- Comments on revised preliminary plat returned on August 25
- Updated revised preliminary plat submitted on September 1
- Revised preliminary plat approved by the Planning and Zoning Commission on September 14
- Revised preliminary plat approved by the City Council on September 20
- Construction documents submitted on September 24
- Construction document comments returned on October 11

16. Heritage Hills 11

Status: Construction

- Located north of the intersection of North G Street and West Orchard Avenue
- Preliminary plat received on April 16
- City Council approved preliminary plat at its June 7 meeting
- Construction documents submitted on June 10
- Construction documents approved on December 1
- Site work has begun

17. Prairie Glynn Plat 3

STATUS: Construction

- Located southeast of the intersection of North 15th Street and East Iowa Avenue
- Preliminary plat received on October 20, 2020
- City Council approved preliminary plat at its meeting on May 17
- Construction documents approved on October 20
- Site work has begun

18. Summercrest

STATUS: Construction

- Located north of the intersection of North 7th Street and East Hillcrest Avenue
- The City Council approved the Rezoning/PRD plan and preliminary plat on July 6, 2020
- Construction documents approved on September 25, 2020
- Site work has begun