



— PLANNING & ZONING COMMISSION —

NOTICE:

The City of Indianola is committed to the safety of our community and our organization. We understand that many in our community may have questions of the City, but may be nervous about attending gatherings, such as a Planning and Zoning Commission meeting, due to the COVID-19 Pandemic.

For those who do not wish to attend the meeting in person, the City of Indianola is currently hosting its meetings virtually at: <https://us02web.zoom.us/j/89739041234?pwd=WGFhYXZtaGx3STNlL3M1N1EzZz09>
Passcode: 815274

Or iPhone one-tap: US: +1-312-626-6799, 89739041234#, *815274# or +1-646-558-8656, 89739041234#, *815274#

Or Telephone: Dial (for higher quality, dial a number based on your current location):
US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or
+1 669 900 9128 or +1 253 215 8782
Webinar ID: 897 3904 1234, Passcode: 815274

International numbers available: <https://us02web.zoom.us/j/89739041234?pwd=WGFhYXZtaGx3STNlL3M1N1EzZz09>

If you have a question or would like to submit a public comment, but are unable to attend the Planning and Zoning Commission meeting due to concerns about COVID-19, please do one of the following:

- Call (515) 961-9448 immediately before the public comment or public hearing;
- Submit an electronic public comment form by visiting our website at:
<https://www.indianolaiowa.gov/FormCenter/Community-Development-3/Public-Comment-78>
- Submit an e-mail with your comments to comdev@indianolaiowa.gov
- Submit written comments to:

Planning and Zoning Commission
110 N 1st Street
Indianola, IA 50125

(May be dropped off via appointment by calling (515) 961-9430)

Forms received by 5:00 p.m. on the day of the meeting will be distributed to the Planning and Zoning Commission prior to the meeting. Comments received after the deadline will be sent to the Planning and Zoning Commission as soon as possible.

The City of Indianola is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required, please contact the Community Development Department at least 48 hours in advance at 515-961-9430 or email comdev@indianolaiowa.gov to have reasonable accommodations provided.

Thank you for your cooperation, patience and understanding.

- The City of Indianola



PLANNING AND ZONING COMMISSION MEETING
January 12, 2021
6:00 p.m.
City Council Chambers
Agenda

https://www.youtube.com/channel/UCCwqdy2irWQILB_1QzcVrdw

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for 12/08/2020
5. Public Comments
6. New Business
 - A. Consider recommendation on request for approval of a Final Plat for Williams Terrace Plat 1
 - B. Consider recommendation on request for approval of a Plat of Survey for Terra Tender, Inc, located within two miles of the City of Indianola
 - C. Consider recommendation on the renaming of R-63 Highway within the Indianola City Limits
 - D. Review and Approval of Planning & Zoning Commission Annual Report for 2019
 - E. Election of Officers for 2021
7. Comments
8. Adjourn

Planning and Zoning

4.

Meeting Date: 01/12/2021

Subject

Approval of Minutes for 12/08/2020

Information

Attachments

Meeting Minutes



— PLANNING & ZONING COMMISSION —

MINUTES OF PLANNING AND ZONING MEETING

December 8th, 2020

6:00pm

The meeting was called to order by Chairperson Josh Rabe and on roll call the following members were present:

Josh Rabe
Becky Needles (Zoom)
Sarah Ritchie (Zoom)
Misty Soldwisch
Al Farris
Bob Ormsby (Zoom)
Erin Freeberg (Zoom)
Jeromy Pribil (Zoom)

Members Absent: Joe Butler

Staff Present: Charlie Dissell, Cortney Marmon

Public Present:

Commissioner Farris moved to approve the agenda of the December 8th, 2020 Planning and Zoning Commission meeting. Commissioner Soldwisch seconded the motion. On roll call the vote was AYES: Rabe, Soldwisch, Needles, Ritchie, Farris, Ormsby, Freeberg, Pribil Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

Commissioner Ritchie moved to approve the minutes of the November 10th, 2020 meeting and Commissioner Needles seconded the motion. On roll call the vote was AYES: Rabe, Soldwisch, Butler, Needles, Ritchie, Farris, Ormsby, Freeberg Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

Consider recommendation on request for approval of a Plat of Survey for Chester Onstot, located within two miles of the City of Indianola

Mr. Dissell provided an overview

Commissioner Ormsby moved to approve the recommendation on request for approval of a Plat of Survey for Chester Onstot, located within two miles of the City of Indianola and Commissioner Pribil seconded the motion. On roll call the vote was AYES: Rabe, Soldwisch, Needles, Ritchie, Farris, Ormsby, Freeberg, Pribil Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

Progress Report on the Fiscal Year 21 Community Development Work Plan

Mr. Dissell provided an overview.

Commissioner Pribil asked if Community Development has investigated any properties as far as Site Certification

Mr. Dissell said we did have a property in mind, but it cost about 50,000.00 and the hope is that the property owner will invest in that. This particular property fell through.

Commissioner Pribil said it was a good program.

Mr. Dissell said we may be able to find more funding if we find land.

Commissioner Farris if some of the changes would occur in 2022.

Mr. Dissell said yes, it is a two-part plan.

Commissioner Rabe asked if the changes would be closer to January or March.

Mr. Dissell said March or April more than likely.

Item not to be voted on. Only discussion.

Commissioner Pribil moved to adjourn the meeting and Commissioner Ritchie seconded. Meeting was adjourned at 6:13pm.

Josh Rabe, Chairperson

Charlie Dissell, Director of Community Development

Planning and Zoning

6. A.

Meeting Date: 01/12/2021

Subject

Consider recommendation on request for approval of a Final Plat for Williams Terrace Plat 1

Information

Request for final plat approval of a 2-lot multi-family residential/industrial subdivision.

Attachments

Staff Report

Application

Letter

Plat



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 12, 2021

Agenda Item: 6.A. Consider recommendation on request for approval of a Final Plat for Williams Terrace Plat 1.

Application Type: Final Subdivision Plat

Applicant: Barry Accountius

Zoning: R-4, Multiple-Family Residential and M-2 General Industrial

Comprehensive Plan Designation: Regional Mixed-Use

Application Summary: Request for final plat approval of a 2-lot multi-family residential/industrial subdivision.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

170.06 FINAL PLATTING PROCEDURE.

1. A final plat shall be submitted within six (6) months of the approval of the preliminary plat, or such approval shall expire and the preliminary plat shall be resubmitted for approval prior to the preparation of a final plat.
2. Procedures for final plats shall be the same as set out for preliminary plats in Section 170.05 above.
3. Upon approval of the final plat, a certification of approval signed by the Mayor and attested by the Clerk shall be affixed to the original tracing of the final plat and copies of the same filed with the Clerk, County Auditor and County Recorder, along with such other certifications and instruments as may be required by law.
4. Final platting of townhome lots and as built surveys shall be completed and recorded prior to occupancy of the units.

170.10 FINAL PLAT REQUIREMENTS. The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.

2. The plat shall be drawn to the scale of fifty (50) feet to one (1) inch, provided that if the resulting drawing would be over thirty-six (36) inches in its shortest dimension, a scale of one hundred (100) feet to one (1) inch may be used. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
 - A. Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one (1) foot in three thousand (3,000) feet.
 - B. Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.
 - C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.
 - D. Accurate metes and bounds description of the boundary.
 - E. Street names.
 - F. Complete curve notes for all curves included in the plat.
 - G. Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
 - H. Lot numbers and dimensions.
 - I. Accurate locations and descriptions of easements for utilities and any limitations on such easements.
 - J. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
 - K. Building lines and dimensions.
 - L. The location, type, material and size of all monuments and markers.
 - M. The name of the subdivision.
 - N. The name and address of the owner and the subdivider.
 - O. North point, scale and date.
 - P. Certification by a registered land surveyor of the State of Iowa.
 - Q. Certification of dedication of streets, easements and other public property.
 - R. A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
 - S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.

ANALYSIS

The request is for final plat approval of a two-lot subdivision. Lot 1 (1603 North 9th Street) is in the R-4, Multiple-Family Residential Zoning District and Lot 2 (1605 North 9th Street) is in the M-2 General Industrial Zoning District. There is proposed a 3-story, 50-unit multi-family independent living senior community for Lot 1; however, there are no proposed uses for Lot 2 at this time. As no public improvements are proposed with this subdivision, a preliminary plat is not required.

The original submission of this plat was on December 15, 2020. Review comments were returned on December 21, 2020, and the plat was resubmitted on the same day with the requested changes. This plat does maintain all existing easements, and does include two new easements; a 40' x 350' stormwater easement for the outflow of stormwater from an intake on North 9th Street and a 15' trail easement along the south property line which was requested as the Indianola Trails Plan does show a future trail through this area that would connect the Summerset Trail with the Intersection of North Jefferson Way and Orchard Avenue. As of the writing of this report, no easement documentation has been submitted for review.

Additionally, Lot 1 as proposed does not meet Section 170.13.5, which states the depth of the lot shall not exceed two and one-half times the width. Lot 1 is proposed as a ~170' wide lot that will have ~900 in depth. The applicant has asked for a waiver to this requirement, and that waiver request is attached. As stated in that request, the proposed dimensions were the best option for the applicant to gain control of the ground needed, and to position the site to serve as a buffer from the industrial zoning to the north to the residential zoning to the south.

Letters were mailed to property owners within 200 feet of this property on December 30, 2020.

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 final plat be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the final plat be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the final plat be denied.
- 4) The City of Indianola Planning and Zoning Commission remands final plat, 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

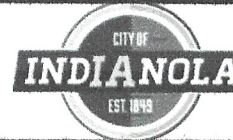
Staff recommends that the City of Indianola Planning and Zoning Commission move alternative 2, recommending the final plat be approved with the following conditions:

1. The waiver request be approved, as submitted.
2. The City Council review the recommendation after staff has reviewed the easement documentation for the stormwater and trail easements.

LAND DIVISION APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) Goering
(First Name) Darrell E and Angela J
(Address) 18139 Keokuk Street
(City) Ackworth (State) IA (Zip) 50001
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Williams Terrace LP
(First Name) Barry Accountius
(Address) 500 S Front Street, 10th Floor
(City) Columbus (State) OH (Zip) 43215
(Phone) (614)396-0039 (Email) baccountius@wodagroup.com

☐ 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) Barry A. Accountius

Date 12-14-20

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

Date Received: _____

Receipt No: _____

Receipt Amount: _____



WODA COOPER COMPANIES

614.396.3200
www.wodagroup.com

500 South Front St
10th Floor
Columbus, Ohio 43215

December 21, 2020

Charlie Dissell
Director of Community & Economic Development
City of Indianola
110 North 1st Street
Indianola, IA 50125

Re: Final Plat of Williams Terrace
Requesting Waiver of City Code Section 170.13.5

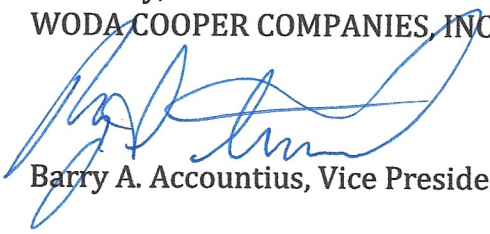
Dear Mr. Dissell,

The purpose of this letter is to respectfully request a waiver of Section 170.13.5 of the City Code.*Lot depth shall not exceed two and one-half times the width.*

As you are aware, Williams Terrace is a planned 50-unit affordable rental community for independent living seniors. The proposed 3.5-acre site is part of parcel number 48335001003 consisting of 11.97 acres and measures 170.58 x 901.85 linear feet. These dimensions were our best option to gain control of acreage needed to develop the project, to keep within budget for land acquisition, and to position the site to serve as a buffer from industrial zoning to residential zoning, thus increasing our chances for the zoning change we needed.

Our site plan will include a 3-story elevator building, off-street parking, stormwater detention and green space.

Sincerely,
WODA COOPER COMPANIES, INC.



Barry A. Accountius, Vice President - Development

Cc: Susan Forinash – Hall & Hall Engineers
Brent Jackman – Hall & Hall Engineers
Nick Surak – Woda Cooper Companies, Inc.

OFFICES LOCATED IN GEORGIA, INDIANA, KENTUCKY, MARYLAND, MICHIGAN, NORTH CAROLINA, OHIO, AND VIRGINIA.

WODA COOPER COMPANIES, INC. IS AN ESOP OWNED COMPANY AND PARENT COMPANY OF WODA COOPER DEVELOPMENT, INC., WODA CONSTRUCTION, INC., AND WODA MANAGEMENT & REAL ESTATE, LLC.

FINAL PLAT
WILLIAMS TERRACE PLAT 1
IN THE CITY OF INDIANOLA, WARREN COUNTY, IOWA

INDEX LEGEND

LOCATION: OUTLOT X REPLAT-HILLCREST INDUSTRIAL PARK PLAT 1
NW-NE & NE-NW, SEC. 19, T79N, R23W

REQUESTOR: WODA

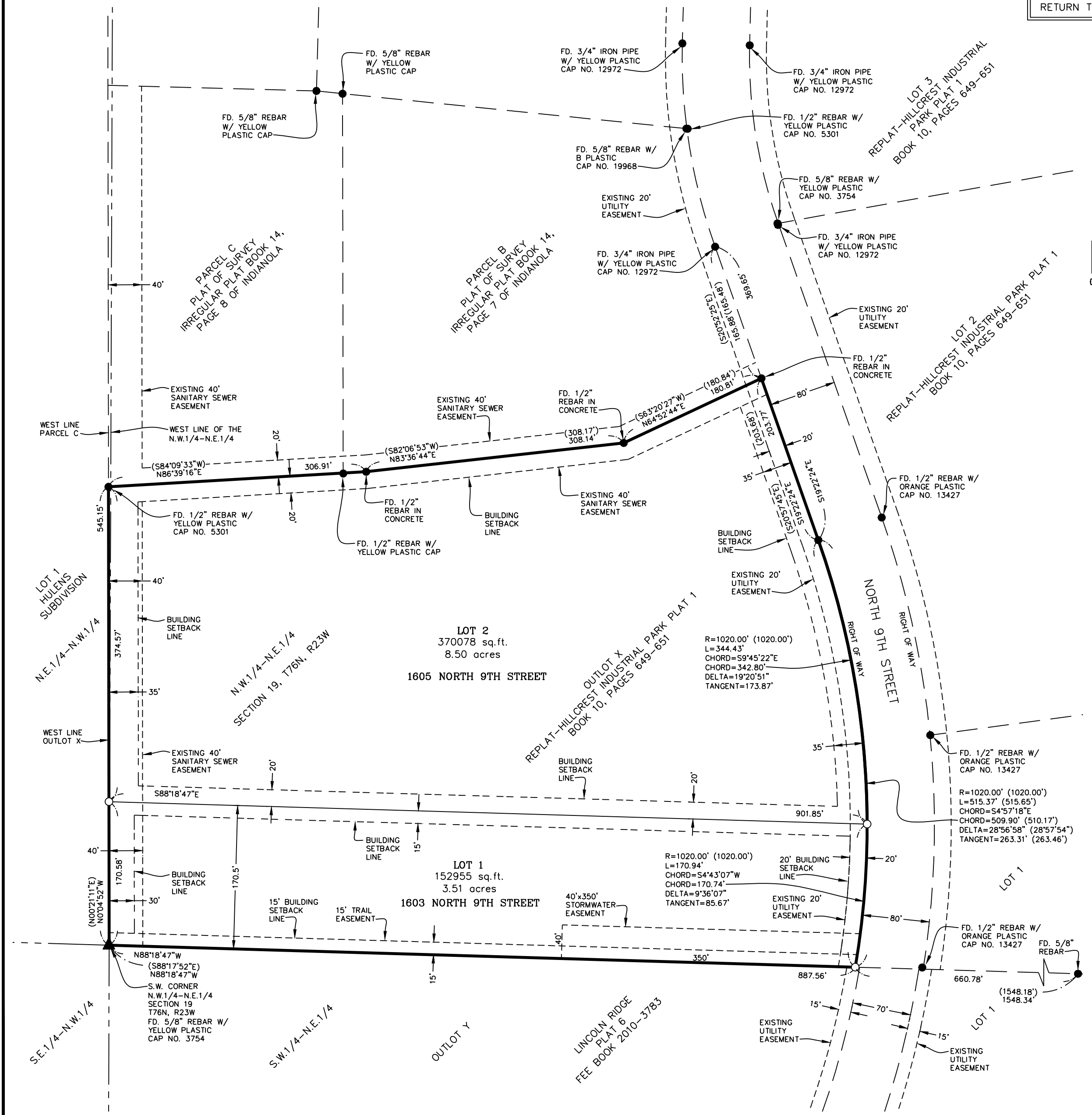
PROPRIETOR: DARRELL E. JR. & ANGELA J. GOERING

SURVEYOR: RYAN R. REMLING, P.L.S.

COMPANY: HALL & HALL ENGINEERS, INC.
1860 BOYSSON ROAD
HIAWATHA, IOWA 52233
1-319-362-9548

RETURN TO: RYAN@HALLENG.COM

SPACE RESERVED FOR RECORDING PURPOSES



SURVEY LEGEND

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SET 1/2" REBAR W/YELLOW PLASTIC CAP NO. 18769

FOUND SURVEY MONUMENT AS NOTED

SECTION CORNER FOUND AS NOTED

RECORDED AS EASEMENT LINE

PLAT OR SURVEY BOUNDARY

PLAT LOT LINE

CENTERLINE

SECTION LINE

1/4 SECTION LINE

1/4-1/4 SECTION LINE

EXISTING LOT LINE

GRAPHIC SCALE IN FEET

SCALE: 1"=100'

ZONING REGULATIONS:

LOT 1: R-4 MULTI-FAMILY RESIDENTIAL

SETBACKS: FRONT=25'
SIDE=15'
REAR=30'
SIDE STREET CORNER LOT=20'

HEIGHT: (4) STORIES OR 50'

LOT 2: M-2 INDUSTRIAL

SETBACKS: FRONT=35'
SIDE=20'
REAR=35'
SIDE STREET CORNER LOT=35'

HEIGHT: 60'

OWNER:

DARRELL E. GOERING, JR.
AND ANGELA J. GOERING
18139 KEOKUK STREET
ACKWORTH, IOWA 50001

APPLICANT:

WILLIAMS TERRACE LP
500 SOUTH FRONT STREET,
10TH FLOOR
COLUMBUS, OH 43215

CLOSING OF ERROR:

THE PRECISION OF CLOSURE FOR
LOT 1 AND LOT 2 IS GREATER
THAN 1:10,000

LEGAL DESCRIPTION:

PART OF OUTLOT X, REPLAT-HILLCREST INDUSTRIAL PARK PLAT 1 IN THE CITY OF INDIANOLA AS RECORDED IN BOOK 10, PAGES 649-651 IN THE THE OFFICE OF THE WARREN COUNTY, IOWA RECORDER LOCATED IN THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, SECTION 19, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH PRINCIPAL MERIDIAN, INDIANOLA, WARREN COUNTY, IOWA DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER OF THE NORTHEAST QUARTER ALSO BEING THE SOUTHWEST CORNER OF SAID OUTLOT X; THENCE N0°04'52"W 545.15 FEET ALONG THE WEST LINE OF SAID OUTLOT X TO THE SOUTHWEST CORNER OF PARCEL C, PLAT OF SURVEY AS RECORDED IN IRREGULAR PLAT BOOK 14, PAGE 8 OF INDIANOLA IN THE OFFICE OF THE WARREN COUNTY, IOWA RECORDER; THENCE N86°39'16"E 306.91 FEET ALONG THE SOUTH LINE OF SAID PARCEL C AND THE SOUTH LINE OF PARCEL B, PLAT OF SURVEY AS RECORDED IN IRREGULAR PLAT BOOK 14, PAGE 7 OF INDIANOLA IN THE OFFICE OF THE WARREN COUNTY, IOWA RECORDER; THENCE N83°36'44"E 308.14 FEET ALONG THE SOUTH LINE OF SAID PARCEL B; THENCE N64°52'44"E 180.81 FEET ALONG SAID SOUTH LINE TO THE SOUTHEAST CORNER OF SAID PARCEL B AND THE WEST RIGHT OF WAY OF NORTH 9TH STREET; THENCE S19°22'24"E 203.77 FEET ALONG SAID WEST RIGHT OF WAY AND THE EAST LINE OF SAID OUTLOT X; THENCE SOUTHERLY 515.37 FEET ALONG SAID WEST RIGHT OF WAY SAID EAST LINE AND THE ARC OF A 1020.00 FOOT RADIUS CURVE, CONCAVE WESTERLY (CHORD BEARS S4°57'18"E 509.90 FEET) TO THE SOUTHEAST CORNER OF SAID OUTLOT X; THENCE N88°18'47"W 887.56 FEET ALONG THE SOUTH LINE OF SAID OUTLOT X TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 12.01 ACRES, SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

NOTES:

PUBLIC UTILITY EASEMENTS SHALL CONVEY TO THE CITY, ITS SUCCESSORS AND ASSIGNS, THE PERPETUAL RIGHT WITHIN THE AREAS SHOWN ON THE PLAT AND DESCRIBED IN THE EASEMENT, TO CONSTRUCT, RECONSTRUCT, OPERATE AND MAINTAIN ELECTRIC LINES CONSISTING OF POLES, WIRES, CABLES, CONDUITS, FIXTURES, ANCHORS AND OTHER SIMILAR EQUIPMENT, INCLUDING THE RIGHT TO TRIM OR REMOVE TREES WITHIN SUCH AREAS WHERE NECESSARY TO SECURE A CLEARANCE OF 4 FEET FROM THE WIRES OR POLES, TOGETHER WITH THE RIGHT TO EXTEND TO ANY TELEPHONE, TELEGRAPH, ELECTRIC OR POWER COMPANY, THE RIGHT TO USE SEPARATELY OR JOINTLY WITH THE CITY, THE AREAS INCLUDED IN THE EASEMENT FOR THE PURPOSES ABOVE ENUMERATED.

AREA	LOT 1	LOT 2
N.W.1/4-N.E.1/4	3.51	8.48
N.E.1/4-N.W.1/4	0.00	0.02

SURVEY FIELD WORK
PERFORMED:
9/23/2020

RYAN R. REMLING
18769

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.
Signed: _____ Date: _____
RYAN R. REMLING, P.L.S. 18769
My license renewal date is December 31, _____
Pages or sheets covered by this seal: _____

Revision Description

Revision Number & Date

HALL & HALL ENGINEERS, INC.

1860 BOYSSON ROAD HIAWATHA, IOWA 52233
PHONE: (319) 362-9548 FAX: (319) 362-7595
CIVIL ENGINEERING & LANDSCAPE ARCHITECTURE
LAND SURVEYING & LAND DEVELOPMENT PLANNING

FINAL PLAT

WILLIAMS TERRACE PLAT 1

IN THE CITY OF INDIANOLA, WARREN COUNTY, IOWA

Designed by: DLK

Drawn by: DLK

Checked by: DLK

Date: 11/23/2020

Field Book No: OT106

Scale: 1"=100'

Sheet: 1 OF 1

Project Number: 20379

CAD File: I:\Projects\20379\Williams Terrace-Indianola\DWG\Plats\20379 Plt 1.dwg Date Plotted: Dec. 21, 2020 - 3:43pm Plotted by: SUSAN-FORINASH

Planning and Zoning

6. B.

Meeting Date: 01/12/2021

Subject

Consider recommendation on request for approval of a Plat of Survey for Terra Tender, Inc, located within two miles of the City of Indianola

Information

Request for plat of survey approval to create Parcels M, N, P, Q, R, S, T and U for future residential lots.

Attachments

Staff Report
Application



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 12, 2021

Agenda Item: 6. B. Consider recommendation on request for approval of a Plat of Survey for Terra Tender, Inc, located within two miles of the City of Indianola.

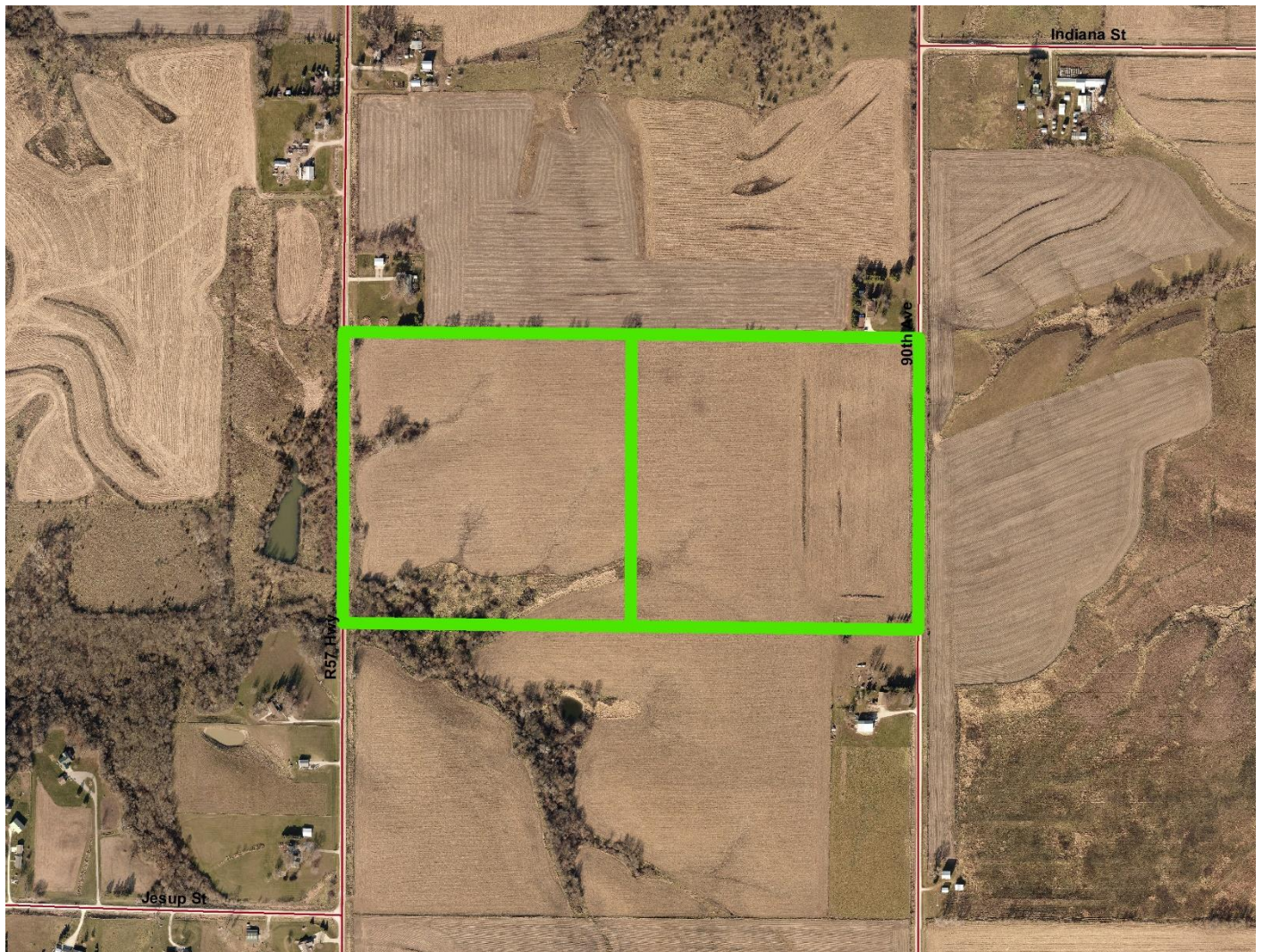
Application Type: Plat of Survey

Applicant: Larry L. Hughes

Comprehensive Plan Designation: Agriculture

Application Summary: Request for plat of survey approval to create Parcels M, N, P, Q, R, S, T and U for future residential lots.

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 2½ times the width.
6. No lot shall have less area than required by the Zoning Ordinance for the district in which it is located.

170.38 ENFORCEMENT. In addition to other remedies and penalties prescribed by law, the provisions of this chapter shall not be violated subject to the following:

1. No plat of survey, plat or subdivision in the City or within two (2) miles thereof shall be recorded or filed with the County Auditor or County Recorder, nor shall any plat or subdivision have any validity until it complies with the provisions of this chapter and has been approved by the Council as prescribed herein.

ANALYSIS

Terra Tender, Inc. currently owns an 80-acre tract of land located ¼ mile north of the intersection of County Road R-57 and Jesup Street and ¼ mile south of the intersection of Indianola Street and 90th Avenue. This property contains no buildings. Terra Tender, Inc. proposes to split eight separate parcels off the 80-acre tract for, according to the applicant, the purpose of creating buildable lots. As this site is not located within the City of Indianola, but is within two miles of the City, it falls under the review authority of the City. The comprehensive plan calls for this area as agriculture, and it is not within a growth priority area of the City. Letters were mailed to property owners within 200 feet of this property on December 31, 2020.

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.

LAND DIVISION APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) TERRA TENDER, INC
(First Name) By Larry L. Hughes, President
(Address) P.O. Box 305
(City) Norwalk (State) Ia (Zip) 50211
(Phone) 515-681-6310 (Email) blackgoldrealty@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 Larry L. Hughes, President
Name (printed) TERRA TENDER, INC

Date 1/4/2021

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

Date Received: _____
Receipt No: _____
Receipt Amount: _____

Charlie Dissell AICP
City of Indianola

1/3/21

Charlie,

Enclosed is a slightly revised
Plat of Survey. please disregard
The Plat given you last week, The
Surveyor had to correct a couple
of things that needed to be
included.

He has also included the
Word Copy of the legal descriptions
Also enclosed is the Application
& The \$75⁰⁰ fee.

Thank you for your help.

Sincerely Harry Hughes
208 E. 1st St.
Ackworth, Ia
50001

515-681-6310

INDEX LEGEND

Location:: S20-T76N-R24W of the 5th P.M.

Requestor: Larry Hughes

Proprietor: Terra Tender Inc.

Project: 20074 Date of Survey: 12/2/2020

Surveyor Co: Boldman Surveying & Consulting

Prepared by/Return to: Craig S. Boldman

521 West Green Street, Winterset, Ia 50273

Phone/fax: 515-462-9242

PLAT OF SURVEY

Description Parcel "M"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Beginning at the NW corner of the N 1/2 SE 1/4 of said Section 29; thence S 89°29'56" E a distance of 351.01'; thence S 00°02'08" W a distance of 354.51'; thence N 89°29'56" W a distance of 351.01'; thence N 00°02'08" E a distance of 354.51' to the point of beginning. Containing 2.857 acres including 0.407 acres of county road right of way easement. Subject to a water line easement across the East 20.00' of the West 70.00' thereof.

Description Parcel "N"

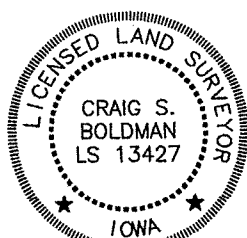
Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Commencing at the NW corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°02'08" W a distance of 354.51' to the Point of Beginning; thence S 89°29'56" E a distance of 351.01'; thence S 00°02'08" W a distance of 354.51'; thence N 89°29'56" W a distance of 351.01'; thence N 00°02'08" E a distance of 354.51' to the point of beginning. Containing 2.857 acres including 0.635 acres of county road and private drive right of way easement. Subject to a water line easement across the East 20.00' of the West 70.00' thereof.

Description Parcel "P"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Commencing at the NW corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°02'08" W a distance of 709.02'; thence S 89°29'56" E a distance of 110.00' to the Point of Beginning; thence S 89°29'56" E a distance of 386.01'; thence S 00°02'08" W a distance of 339.79'; thence N 89°35'26" W a distance of 386.01'; thence N 00°02'08" E a distance of 340.41' to the Point of Beginning. Containing 3.014 acres including 0.293 acres of private drive right of way easement.

Description Parcel "Q"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Commencing at the NW corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°02'08" W a distance of 709.02' to the Point of Beginning; thence S 89°29'56" E a distance of 110.00'; thence S 00°02'08" W a distance of 340.01'; thence S 89°35'26" E a distance of 386.01'; thence S 00°02'08" W a distance of 293.01'; thence N 89°35'26" W a distance of 496.01'; thence N 00°02'08" E a distance of 633.59' to the Point of Beginning. Containing 4.196 acres including 0.772 acres of county road and private drive right of way easement. Subject to a water line easement across the East 20.00' of the West 70.00' thereof.



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

Signature

Date

Name Craig S. Boldman P.L.S No. 13427

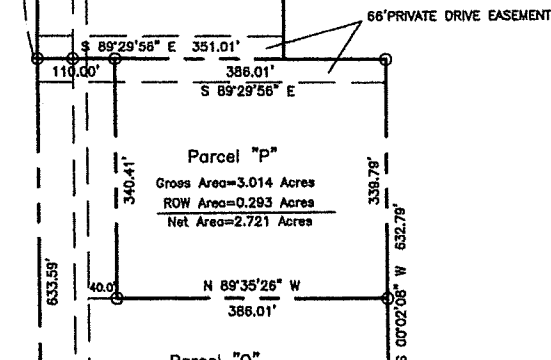
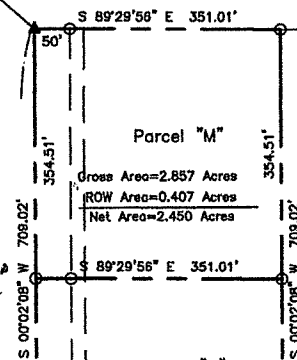
Renewal date is December 31, 2022

Pages or sheets covered by this seal

All

NW COR
N 1/2 SE 1/4
FOUND NAIL IN
LEAD PLUG

NE COR
N 1/2 SE 1/4
FOUND 1/2" IR W
RED CAP #17532



PROP. 20' WATER LINE EASEMENT

SW COR
N 1/2 SE 1/4
FOUND 1/2" IR W
RED CAP #17532
IN P.C.C.

SE COR
N 1/2 SE 1/4
FOUND 1/2" IR W
RED CAP #17532



- IRON ROD OR PIPE SET
- IRON ROD FOUND
- △ PLSS CORNER SET
- ▲ PLSS CORNER FOUND

PLAT OF SURVEY

Description Parcel "M"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Beginning at the NW corner of the N 1/2 SE 1/4 of said Section 29; thence S 89°29'56" E a distance of 351.01'; thence S 00°02'08" W a distance of 354.51'; thence N 89°29'56" W a distance of 351.01'; thence N 00°02'08" E a distance of 354.51' to the point of beginning. Containing 2.857 acres including 0.407 acres of county road right of way easement. Subject to a water line easement across the East 20.00' of the West 70.00' thereof.

Description Parcel "N"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Commencing at the NW corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°02'08" W a distance of 354.51' to the Point of Beginning; thence S 89°29'56" E a distance of 351.01'; thence S 00°02'08" W a distance of 354.51'; thence N 89°29'56" W a distance of 351.01'; thence N 00°02'08" E a distance of 354.51' to the point of beginning. Containing 2.857 acres including 0.635 acres of county road and private drive right of way easement. Subject to a water line easement across the East 20.00' of the West 70.00' thereof.

Description Parcel "P"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Commencing at the NW corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°02'08" W a distance of 709.02'; thence S 89°29'56" E a distance of 110.00' to the Point of Beginning; thence S 89°29'56" E a distance of 386.01'; thence S 00°02'08" W a distance of 339.79'; thence N 89°35'26" W a distance of 386.01'; thence N 00°02'08" E a distance of 340.41' to the Point of Beginning. Containing 3.014 acres including 0.293 acres of private drive right of way easement.

Description Parcel "Q"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Commencing at the NW corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°02'08" W a distance of 709.02' to the Point of Beginning; thence S 89°29'56" E a distance of 110.00'; thence S 00°02'08" W a distance of 340.01'; thence S 89°35'26" E a distance of 386.01'; thence S 00°02'08" W a distance of 293.01'; thence N 89°35'26" W a distance of 496.01'; thence N 00°02'08" E a distance of 633.59' to the Point of Beginning. Containing 4.196 acres including 0.772 acres of county road and private drive right of way easement. Subject to a water line easement across the East 20.00' of the West 70.00' thereof.

INDEX LEGEND

Location:: S20-T76N-R24W of the 5th P.M.

Requestor: Larry Hughes

Proprietor: Terra Tinder Inc.

Project: 20074 Date of Survey: 12/2/2020

Surveyor Co: Boldman Surveying & Consulting

Prepared by/Return to: Craig S. Boldman

521 West Green Street, Winterset, Ia 50273

Phone/fax: 515-462-9242

PLAT OF SURVEY

Description Parcel "R"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Beginning at the NE corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°03'30" E a distance of 330.02'; thence N 89°29'56" W a distance of 370.02'; thence N 00°03'30" W a distance of 330.02'; thence S 89°29'56" E a distance of 370.02' to the point of beginning. Containing 2.803 acres including 0.303 acres of county road right of way easement.

Description Parcel "S"

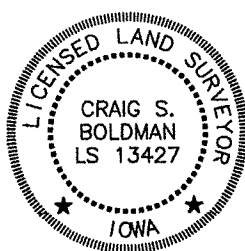
Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Commencing at the NE corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°03'30" E a distance of 330.02' to the Point of Beginning; thence S 00°03'30" E a distance of 330.02'; thence N 89°29'56" W a distance of 370.02'; thence N 00°03'30" W a distance of 330.02'; thence S 89°29'56" E a distance of 370.02' to the point of beginning. Containing 2.803 acres including 0.303 acres of county road right of way easement. Subject to a Public Utility Easement across the South 10.00' thereof.

Description Parcel "T"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Commencing at the NE corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°03'30" E a distance of 660.04' to the Point of Beginning; thence S 00°03'30" E a distance of 330.02'; thence N 89°29'56" W a distance of 370.02'; thence N 00°03'30" W a distance of 330.02'; thence S 89°29'56" E a distance of 370.02' to the point of beginning. Containing 2.803 acres including 0.303 acres of county road right of way easement. Subject to a Public Utility Easement across the North 10.00' thereof.

Description Parcel "U"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Commencing at the NE corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°03'30" E a distance of 990.06' to the Point of Beginning; thence S 00°03'30" E a distance of 3348.33'; thence N 89°35'26" W a distance of a distance of 370.02'; thence N 00°03'30" W a distance of 348.92'; thence S 89°29'56" E a distance of 370.02' to the Point of Beginning. Containing 2.961 acres including 0.320 acres of county road right of way easement.



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

Signature

Date

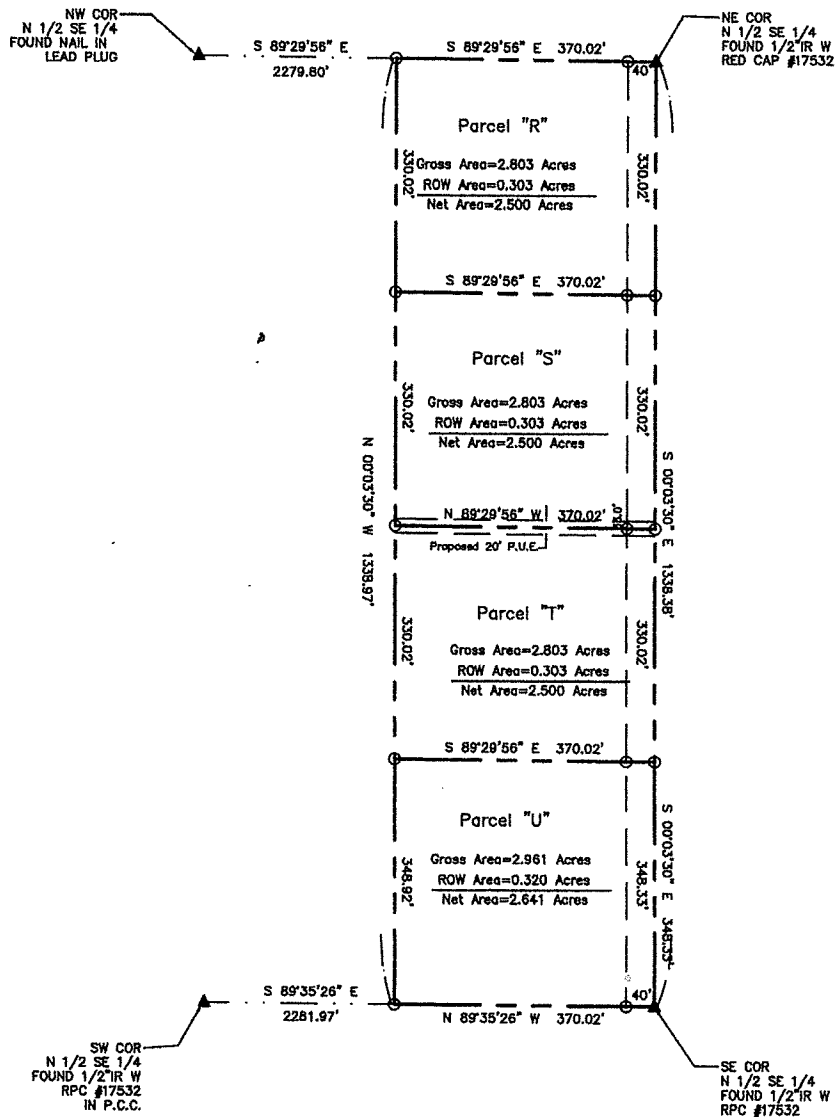
Name Craig S. Boldman P.L.S No. 13427

Renewal date is December 31, 2022

Pages or sheets covered by this seal

11/1/2024

4/1



- IRON ROD OR PIPE SET
- IRON ROD FOUND
- △ PLSS CORNER SET
- ▲ PLSS CORNER FOUND

PLAT OF SURVEY

Description Parcel "R"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Beginning at the NE corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°03'30" E a distance of 330.02'; thence N 89°29'56" W a distance of 370.02'; thence N 00°03'30" W a distance of 330.02'; thence S 89°29'56" E a distance of 370.02' to the point of beginning. Containing 2.803 acres including 0.303 acres of county road right of way easement.

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Description Parcel "T"

Part of the North 1/2 of the Southeast 1/4 (N 1/2 SE 1/4) of Section 20, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows: Commencing at the NE corner of the N 1/2 SE 1/4 of said Section 29; thence S 00°03'30" E a distance of 660.04' to the Point of Beginning; thence S 00°03'30" E a distance of 330.02'; thence N 89°29'56" W a distance of 370.02'; thence N 00°03'30" W a distance of 330.02'; thence S 89°29'56" E a distance of 370.02' to the point of beginning. Containing 2.803 acres including 0.303 acres of county road right of way easement. Subject to a Public Utility Easement across the North 10.00' thereof.

Description Parcel "U"

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Planning and Zoning

6. C.

Meeting Date: 01/12/2021

Subject

Consider recommendation on the renaming of R-63 Highway within the Indianola City Limits

Information

Attachments

Staff Report

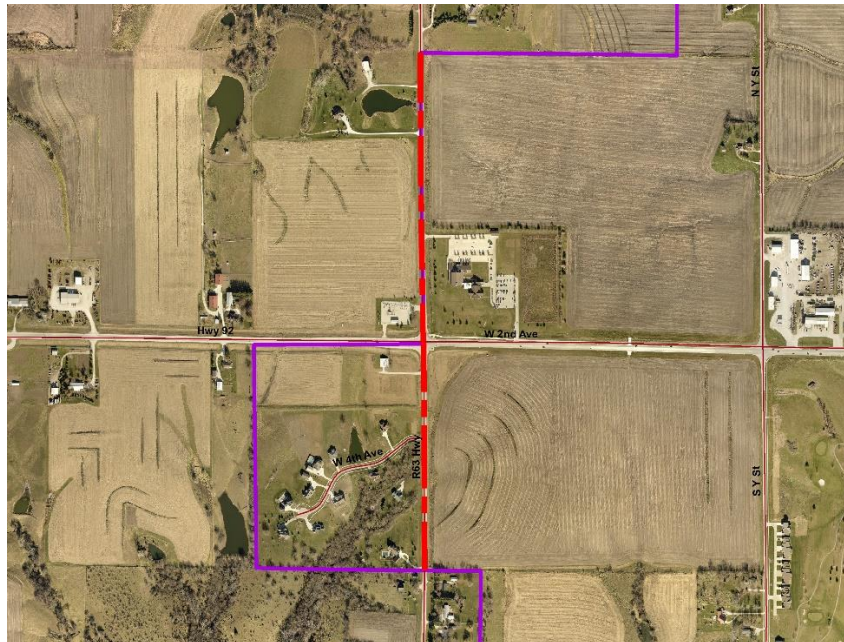


COMMUNITY DEVELOPMENT

To: Planning and Zoning Commission
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: January 6, 2021
Subject: Consider recommendation on the renaming of R-63 Highway within the Indianola City Limits.

On November 16, 2020, the Indianola City Council directed staff to investigate an issue along R-63 Highway where citizens located on that road have experienced issues with delivery/GPS because they have a three digit City address on a road that bears a County name. This road was originally named prior to the area being annexed into the City of Indianola. Furthermore, the City Council also asked for staff to recommend some solutions to the issue.

Looking into the issue, there are two houses south of West 2nd Avenue (Highway 92) that are addressed 409 and 511 R63 Highway, as well as a church north of West 2nd Avenue (Highway 92) that is addressed 210 R63 Highway. As R-63 Highway continues north of Indianola, eventually turning into SW 9th when it reaches the Des Moines city limits, as well as south of Indianola to Nixon Street, which leads into the Wesley Woods Camp & Retreat, it is probable that using a three digit city address on a County road name could lead to issues for the homeowners in this area. As such, staff would recommend renaming a 3,200-foot stretch of R-63, located north and south of West 2nd Avenue (Highway 92), be renamed to bear a road name more common with City road names. The picture below shows the stretch of road in red.



As such, staff is requesting the Planning and Zoning Commission review this item and recommend a new name to the City Council. Typically, all north/south streets west of 1st Street are named by a letter, in alphabetical order, going east to west block by block. However, Y Street, which is the last City named street on the west side of town, is located ½ mile east of R-63 Highway. Furthermore, the comprehensive plan only plans for commercial and industrial growth along West 2nd Avenue (Highway 92) west of R-63 Highway, so currently, creating a new naming convention is not necessary.

Through discussions, a few names have been suggested. Staff would recommend renaming this segment of road to South Wesley Street. This is recommended as the intersection of West 2nd Avenue (Highway 92) and R-63 Highway is commonly referred to as the “Wesley Corner” and the subdivision at the southwest corner of this intersection is the Wesley Corner Subdivision.

Staff has had discussion with both the Police Chief and Fire Chief, and neither of them have issues with renaming this section of road. I will attend your January 12th meeting to answer any questions you may have.

Planning and Zoning

6. D.

Meeting Date: 01/12/2021

Subject

Review and Approval of Planning & Zoning Commission Annual Report for 2019

Information

Attachments

Report

Annual Report



COMMUNITY DEVELOPMENT

To: Planning and Zoning Commission
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: January 6, 2021
Subject: Review and Approval of Planning & Zoning Commission Annual Report for 2020

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 2020. As the Council does 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 – 2020

Planning and Zoning Commission Members:

<u>Name</u>	<u>Present</u>	<u>Absent</u>	<u>Term Expires</u>
Josh Rabe (Chair)	11	1	02/01/22
Misty Soldwisch (Vice Chair)	12	0	02/01/24
Joe Butler	10	2	02/01/23
Al Farris	11	1	02/01/24
Erin Freeberg	10	2	06/30/25
Becky Needles	11	1	02/01/21
Bob Ormsby	8	4	02/01/23
Jeromy Pribil	10	2	06/30/25
Sarah Ritchie	11	1	02/01/22

The Planning and Zoning Commission elected its 2020 Officers as Chairperson Josh Rabe and Vice Chairperson Misty Soldwisch.

The Planning and Zoning Commission held twelve (12) regularly scheduled meetings in 2020. The Planning and Zoning Commission reviewed 42 items which included:

- 11 plats of surveys
- 7 final plats
- 5 rezoning requests
- 4 ordinance amendments
- 4 alternate site plan approvals
- 3 preliminary plats
- 1 comprehensive plan amendment
- 1 annexation
- 6 other business items

The Planning and Zoning Commission forwarded 36 recommendations to the City Council; 31 were recommendations of approval, four (4) were ordinance changes and one (1) was a recommendation of denial.

The City Council ultimately concurred with all recommendations from the Planning and Zoning Commission.

A brief review of each meeting and request follows:

January 15, 2020

- Consider recommendation on request from Daniels Land Surveying on behalf of William Dickerson Revocable Trust for approval of a Plat of Survey for property at 913, 915 and 1001 East Ashland Avenue.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request from Civil Engineering Consultants, Inc., on behalf of Peoples Company for approval of a Plat of Survey for property located in the South Half of the Southwest Quarter of Section 13, Township 76 North, Range 24 West of the 5th PM, City of Indianola, Warren County, IA.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request from the City of Indianola to rezone property located in that part of the Northwest Quarter of the Southeast Quarter, west of the railroad, except the North 100' and except Parcel E, in Section 18, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa. from the R-3, Mixed-Residential Zoning District to the C-2 Highway Commercial Zoning District.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation to City Council on amendment to Section 23.01 of the Code of Ordinances, Indianola, Iowa, regarding the number of members on the Planning and Zoning Commission.
 - Planning and Zoning Commission recommended reducing membership from 10 to 9
 - City Council approved request
- Election of Officers for 2020 Commission
 - Josh Rabe elected Chairperson
 - Misty Soldwisch elected Vice Chairperson
- At the conclusion of this meeting, a joint meeting was held with the City Council to receive a presentation on Elevate Indianola, the proposed comprehensive plan update.

February 11, 2020

- Consider Recommendation on Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.
 - Commission delayed action to next meeting
- Review and Approval Planning & Zoning Annual Report for 2019
 - Planning and Zoning Commission approved report
 - City Council received and filed report

March 10, 2020

- Consider Recommendation on Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.
 - Commission delayed action to next meeting
- Consider zoning regulation amendment to Chapter 165, regarding bulk storage of petroleum products.
 - Planning and Zoning Commission recommended amendment
 - City Council approved request
- Consider amendments to Planning and Zoning Commission Rules and Regulations
 - Planning and Zoning Commission approved Rules and Regulations

April 21, 2020

- Consider Recommendation on Elevate Indianola, a Comprehensive Plan Update Prepared with the Citizens of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request from Brent K. Culp of Snyder & Associates, Inc. for approval of a Preliminary Plat for Treeline Plat 1.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request from Jon F. and Mary Hellen Peterson for an Annexation into the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request from the Edward H. Arp of Civil Engineering Consultants Inc. to rezone a parcel of land in the NE ¼ of the SE ¼ and the SE ¼ of the NE ¼ of Section 36, Township 76 North, Range 24 West Of The 5th P.M., City of Indianola, Iowa, from A-1, Agricultural Zoning District to A-2 Mixed Agricultural Zoning District.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request from Jeffrey A. Gaddis of Civil Engineering Consultants, Inc for approval of a Plat of Survey for a parcel of land in the NE ¼ of the SE ¼ and the SE ¼ of the NE ¼ of Section 36, Township 76 North, Range 24 West Of The 5th P.M., City of Indianola, Iowa.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

- Consider recommendation on request from Josh Moulton of DR Horton for approval of a Proposed Development Plan and to rezone a parcel of land in the SE ¼ of the SW ¼ of Section 18, Township 76 North, Range 23 West Of The 5th P.M., City of Indianola, Iowa from the R-3, Mixed-Residential Zoning District to the R-5, Planned Residence District.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request from Barry Accountius of Woda Cooper Development, Inc. to rezone property located on Outlot X of the Replat of the Hillcrest Industrial Park Plat 1, except Parcels B & C, from the M-2 General Industrial Zoning District to the R-4, Multiple Family (Residential) Zoning District.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

May 12, 2020

- Consider recommendation on request for approval of a Preliminary Plat for Summercrest Subdivision.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Plat of Survey in unincorporated Warren County.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Preliminary Plat for Ashton Park Plat 7.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

June 09, 2020

- Consider recommendation on request for approval of a Final Plat for Prairie Glynn Plat 2
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Final Plat for Heritage Hills Plat 10
 - Planning and Zoning Commission recommended approval
 - City Council approved request

- Consider recommendation on request for approval of a Final Plat for Autumn Ridge Plat 3
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Discussion and Direction regarding the Fiscal Year 21 Community Development Work Plan
 - Planning and Zoning Commission approved work plan
 - City Council received and filed work plan

July 14, 2020

- Consider recommendation on request from Cheryl Geurts of Indianola Preschool, Inc for approval of an amendment to Chapter 165, regarding preschools and childcare centers
 - Planning and Zoning Commission recommended amendment
 - City Council approved request
- Consider recommendation on request for approval of a Plat of Survey for Redeemer Lutheran Church located at 1410 West Boston Avenue
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for alternative method of approval for a site plan for Crow's Nest RV Park, located at 100 and 300 West 17th Avenue
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Final Plat for Quail Meadows Plat 3
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of for various amendments, including zoning regulation amendments to Chapter 165, regarding fees
 - Planning and Zoning Commission recommended approval
 - City Council approved request

August 11, 2020

- Consider recommendation on request for approval of a Final Plat for Bussanmas Estates, located at 1409 West 6th Avenue.
 - Planning and Zoning Commission delayed action to next meeting
- Consider recommendation on request for approval of a Plat of Survey for Steven M and Jeri Le Henry, located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

September 15, 2020

- Consider recommendation on request for approval of a Final Plat for Bussanmas Estates, located at 1409 West 6th Avenue.
 - Planning and Zoning Commission recommended denial
 - City Council denied request
- Consider recommendation on request for approval of a Final Plat for Treeline Plat 1, located in the 1000, 1100 and 1200 blocks of North 7th Court, as well as the 800 block of East Iowa Avenue.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for approval of a Final Plat for Grand Meadows Estate, located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for alternative method of approval for a site plan for Cabin Coffee, located at 910 East 2nd Avenue.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for a rezoning from C-2, Highway Commercial Zoning District to R-3 Mixed Residential Zoning District located at 506 and 508 West 2nd Avenue.
 - Planning and Zoning Commission delayed action to next meeting

October 13, 2020

- Consider recommendation on request for a rezoning from C-2, Highway Commercial Zoning District to R-2 Single and Two-Family Residential Zoning District located at 506 and 508 West 2nd Avenue.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for alternative method of approval for a site plan for Vice Construction, located at 2500 West 2nd Avenue.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

November 10, 2020

- Consider recommendation on request for approval of a Plat of Survey for the Darold (Dean) and Janet Van Ryswyk Revocable Trust, 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 T.S. Investments LLC, 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
- Consider recommendation on request for approval of a Plat of Survey for the Jeffrey and Gwen Schroder Revocable Trust, located at 1205 South O Street (Lot 23 of Deer Creek Plat 2).
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider recommendation on request for alternative method of approval for a site plan for Vice Construction, located at 2500 West 2nd Avenue.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

December 8, 2020

- Consider recommendation on request for approval of a Plat of Survey for Chester Onstot, located within two miles of the City of Indianola.
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Progress Report on the Fiscal Year 21 Community Development Work Plan

Planning and Zoning

6. E.

Meeting Date: 01/12/2021

Subject

Election of Officers for 2021

Information

Attachments

Memo

List



COMMUNITY DEVELOPMENT

To: Planning and Zoning Commission
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: January 7, 2021
Re: Election of 2021 Officers

At its January 12th meeting, the Commission will be holding its annual election of officers. According to Section 23.05.1 of the Code of Ordinances of the City of Indianola, Iowa, and Section 3 of the Rules and Regulations, the Commission shall choose annually at its first regular meeting one of its members to act as Chairperson and another as Vice Chairperson, who shall perform all the duties of the Chairperson during the Chairperson's absence or disability.

For your reference, attached to this memo is a list of officers that have served as chair and vice chair through the years on the Indianola Planning Commission. I will attend your January 12th meeting to answer any questions you may have.



INDIANOLA PLANNING & ZONING COMMISSION

<u>Year</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>	<u>Secretary</u>		<u>Year</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>	<u>Secretary</u>
1947	Wm. Buxton III	J.C. Hickman	Loyd VanPatten		1986	Neale Sinclair	Edna Mae Finck	Kay Vinson
1948	Wm. Buxton III	J.C. Hickman	Loyd VanPatten		1987	Neale Sinclair	Jim Mikulanec	Kay Vinson
1949	Wm. Buxton III	J.C. Hickman	Loyd VanPatten		1988	Neale Sinclair	Dianna Liepa	Diana Bowlin
1950	Wm. Buxton III	J.C. Hickman	Roma Stevenson		1989	Dianna Liepa	Dean Iverson	Diana Bowlin
1951					1990	Brad Butler	Rich Ayers	Diana Bowlin
1952	Elizabeth Hines	E.E. Voigt	J.C. Hickman		1991	Duane Clark	Vivian Richmond	Diana Bowlin
1953	Myron Orr	L.J. Nickle	J.C. Hickman		1992	Vivian Richmond	Dave Zwanziger	Diana Bowlin
1954	Everett Overton	L.J. Nickle	F.I. Moats		1993	Dave Zwanziger	Marilyn Bender	Diana Bowlin
1955	Frank Ford		G.A. Grant		1994	Marilyn Bender	John Hornaday	Diana Bowlin
1956	Wm. Buxton III		G.A. Grant		1995	Marilyn Bender	John Hornaday	Diana Bowlin
1957	Chas McCoy		Kenneth E. Smith		1996	Mary Kay Hamell	Al Luzum	Diana Bowlin
1958	Myron Orr	Wilbur Jones	Kenneth E. Smith		1997	Al Luzum	Keith Bunting	Diana Bowlin
1959	Wilbur Jones	Clem Griffiths	Kenneth E. Smith		1998	Al Luzum	Keith Welling	Diana Bowlin
1960	Clem Griffiths		Kenneth E. Smith		1999	Keith Welling	Mike Clavell	Diana Bowlin
1961	Henry Godlove		Kenneth E. Smith		2000	Keith Welling	Mike Clavell	Jodi Powers
1962	James Weinman		Kenneth E. Smith		2001	Mike Clavell	Mike Coppess	Jodi Powers
1963	F.F. Augustine	Roy Godwin	Kenneth E. Smith		2002	Mike Coppess	Pam Pepper	Jodi Powers
1964	E. Truman Burkey	William Hale	Kenneth E. Smith		2003	Mike Coppess		Crystal Dinsmore
1965	William S. Hale	Lewis Blake	Kenneth E. Smith		2004	Pam Pepper	Mary Donaghy	Crystal Dinsmore
1966	William S. Hale	James Weinman	Kenneth E. Smith		2005	Pam Pepper	Mary Donaghy	Crystal Dinsmore
1967	Chas McCoy	James Weinman	Kenneth E. Smith		2006	Mary Donaghy	Dan Wood	Mindi Robinson
1968	Chas McCoy	James Weinman	Kenneth E. Smith		2007	Mary Donaghy	Dan Wood	Mindi Robinson
1969	Chas McCoy	James Weinman	Kenneth E. Smith		2008	Dan Wood	Jeff Jensen	Mindi Robinson
1970	James Weinman	Wendell Tutt	Kenneth E. Smith		2009	Dan Wood	Jeff Jensen	Mindi Robinson
1971	Wendell Tutt	Eugene Smith	Kenneth E. Smith		2010	Tiffany Coleman	Duane Dixon	Mindi Robinson
1972	Wendell Tutt	R.E. Comnick	Kenneth E. Smith		2011	Tiffany Coleman	Duane Dixon	Mindi Robinson
1973	R.E. Comnick	M.D. Heavilin	R.I. Long		2012	Duane Dixon	Bob Ormsby	Mindi Robinson
1974	M.D. Heavilin	Eugene Smith	R.I. Long		2013	Bob Ormsby	Karla Roush	Mindi Robinson
1975	M.D. Heavilin	Eugene Smith	Twyla Blake		2014	Bob Ormsby	Doug Opie	Mindi Robinson
1976	M.D. Heavilin	William Eddy	Twyla Blake		2015	Doug Opie	Joe Butler	Mindi Robinson
1977	Bill Eddy	Bob Guilford	Twyla Blake		2016	Doug Opie	Joe Butler	Mindi Robinson
1978	Donald Koch	Caroline Duncan	Kay Vinson		2017	Joe Butler	Josh Rabe	Mindi Robinson
1979	Donald Koch	Therese Crawford	Kay Vinson		2018	Joe Butler	Josh Rabe	Mindi Robinson
1980	Allen Farris	C.W. Dalbey	Kay Vinson		2019	Josh Rabe	Misty Soldwisch	Kristin Brekelmans
1981	C.W. Dalbey	Dan Porter	Kay Vinson		2020	Josh Rabe	Misty Soldwisch	Cortney Marmon
1982	Allen Farris	Norman Thomas	Kay Vinson		2021			
1983	Allen Farris	Norman Thomas	Kay Vinson		2022			
1984	Lita Meints	Steve Boggess	Kay Vinson		2023			
1985	Steve Boggess	Lita Meints	Kay Vinson		2024			



Community Development

110 N. First St., Indianola, IA 50125-0299 • www.indianolaiowa.gov

515-961-9430 • comdev@indianolaiowa.gov

Dec 2020 Permit Report

<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u>Amount</u>	<u>Average</u>	<u>Non-Taxable</u>
101	Single Family Home	5	\$1,416,215.00	\$283,243.00	
102	Single Family Attach	6	\$1,240,000.00	\$206,666.66	
103	Two Family	0			
104	Three or More Families	0			
	Mobile Homes	0			
322	Service Stations	0			
324	Office	0			
328	Non-resident buildings	2	\$489,000.00	\$244,500.00	
329	Pool	0			
434	Residential Add/Alt	1	\$10,000.00	\$10,000.00	
437	Non-residential add/alt	2	\$225,000.00	\$112,500.00	
438	Res garage/carports	1	\$25,000.00	\$25,000.00	
645	Demo - sfd	0			
649	Demo - commercial				
December Total		17	\$3,405,215.00		
<u>Residential Value</u>		<u>Commercial Value</u>			<u>All Non-Taxable</u>
79.0%		0.0%			0.0%

<u>YEAR TO DATE TOTAL</u>					
<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u>Amount</u>	<u>Average</u>	<u>Non-Taxable</u>
101	Single Family Home	65	\$15,015,403.00	\$231,006.20	
102	Single Family Attach	20	\$3,432,000.00	\$171,600.00	
103	Two Family	2	\$200,000.00	\$100,000.00	
104	Three or More Families				
	Mobile Homes	10	\$418,301.00	\$41,830.10	
322	Service Stations	0			
324	Office	1	\$1,105,000.00	\$1,105,000.00	
328	Non-resident buildings	6	\$1,893,950.00	\$315,658.33	
329	Pool	2	\$43,000.00	\$21,500.00	
434	Residential add/alt	68	\$570,233.00	\$8,385.78	
437	Non-residential add/alt	4	\$2,196,511.00	\$549,127.75	
438	Res garage/carports	11	\$262,916.02	\$23,901.45	
645	Demo - sfd	9			
649	Demo - commercial	2			
YTD TOTAL		200	\$25,137,314.02		
<u>Residential Value</u>		<u>Commercial Value</u>			<u>All Non-Taxable</u>
77.7%		20.7%			0.0%



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: January 7, 2021
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 12 projects listed, two (2) are awaiting a submittal from the developer, two (2) are in review and eight (8) have been approved and are in construction. All dates are 2020, unless noted otherwise.

1. Vice Construction (2500 West 2nd Avenue)

Status: Construction

- The City Council approved an alternate site plan of October 19.
- Building Permit submitted on November 3.
- Variance for total height approved by the Board of Adjustment on November 4.
- A second alternate site plan approved by the City Council on November 16.
- Site plan approved on November 17.
- Footing/Foundation work approved on December 3.

2. Dollar Tree (1508 North Jefferson Way)

STATUS: Construction

- Variance to parking requirements approved on July 1.
- Site plan approved on July 23.
- Demo permit issued on July 28.
- Building permit issued on August 26.
- Site work/demo has begun.
- Tenant finish permit issued on December 18.

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

STATUS: Review

- Developer hosted a neighborhood meeting on March 9.
- Rezoning petition received on April 6.
- The Planning and Zoning Commission reviewed the rezoning request at its April 21 meeting.
- The City Council approved the rezoning request on July 6.
- Updated final plat submitted on December 21
- Planning and Zoning Commission will review final plat on January 12, 2021

4. People Bank Administration Building (500 East Iowa Avenue)

STATUS: Construction

- Site plan and building permit submitted on March 13.
- Site plan approved on April 17.
- Building permit issued on April 17.
- Site/building work has begun.

5. Peterson Annexation (south of Inwood Street, west of 110th Avenue (North Y Street) and east of County Highway R-63)

STATUS: Awaiting Submittal

- Application for annexation was received on February 25.
- The Board of Trustees reviewed the request at its April 14 meeting.
- The Planning and Zoning Commission reviewed the request at its April 21 meeting and recommended approval of the request.
- The City Council approved the annexation on June 1.
- The City Council approved an ordinance establishing a zoning district on August 3.

6. Apple Tree Inn (1215 North Jefferson Way)

STATUS: Construction

- Building permit application for interior remodel submitted on January 10.
- Building Permit issued on February 12.

7. 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.
- On April 23, the developer requested a 90-day extension to the approved development agreement; Council approved the extension at its May 18 meeting.
- Planning and Zoning Commission reviewed an alternate site plan on September 15; Council approved on September 21.
- Site plan approved on October 5.
- Building Permit issued on November 11.

8. Crow's Nest Campground (Northwest Corner of South Jefferson Way and East 17th Avenue)

STATUS: Construction

- Staff held a preapplication meeting on a proposed campground on October 3, 2019.
- The City Council approved a rezoning at its January 21 meeting.
- The City Council approved a plat of survey at its May 4 meeting.
- The City Council approved an additional rezoning on June 1.
- Development Agreement signed by property owner on August 27.
- Site Plan approved on September 10.
- Site work has begun.

9. New Heights Church (309 East Hillcrest Avenue)

STATUS: Awaiting Submittal

- The project engineer contacted the City on February 7, 2019 to clarify plan review comments.
- Updated site plan was received on March 7, 2019.
- Site plan approved on May 18.

10. Ashton Park Plat 7

STATUS: Construction

- Located east of the intersections of East Euclid Avenue and North 18th Street and East Boston Avenue and North 18th Street
- City Council approved the preliminary plat at its May 18 meeting.
- Revised preliminary plat submitted on July 6.
- Construction Documents approved on September 10.
- Site work has begun.

11. Summercrest

STATUS: Construction

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

12. Prairie Glynn Plat 3

STATUS: Review

- Located southeast of the intersection of North 15th Street and East Iowa Avenue.
- Preliminary plat received on October 20.
- Review comments returned on November 30.