



PLANNING AND ZONING COMMISSION MEETING

July 12, 2022

6:00 PM

City Council Chambers

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Approval**
 - A. Consider approval of the July 12th, 2022 meeting
- 4. Minutes Approval**
 - A. Consider approval of minutes from the June 16th, 2022 meeting
- 5. Public Comment**
- 6. Old Business**
- 7. New Business**
 - A. Consider recommendation on a major site plan application for an addition to CemenTech located at 1700 North 14th Street
 - B. Consider recommendation on a major site plan application for Medicap Pharmacy located at 2105 North 3rd Lane
 - C. Consider recommendation on request for approval of a Plat of Survey for Nick Welter of Downing Construction for Lot 2 of Summercrest Hills Plat 4 (2105 North 3rd Lane).
 - D. Consider recommendation on request for approval of a Preliminary Plat for Trail View Plat 2.
 - E. Presentation regarding the North 6th Street and East Girard Avenue sub-area plan
- 8. Comments**
 - A. Building Permit Report
 - B. Current Projects
- 9. Adjourn**



PLANNING AND ZONING COMMISSION MEETING

June 14, 2022

6:00 PM

City Council Chambers

Minutes

1. Call to Order

This meeting was called to order at 6:00

2. Roll Call

Present: Misty Soldwisch, Sarah Ritchie, Courtney Marmon, Josh Rabe, Al Farris

Staff: Charlie Dissell, Miranda Chadwick

3. Agenda Approval

A. Consider approval of the June 16th, 2022 meeting agenda.

Sarah Ritchie makes a motion to approve the meeting agenda. Al Farris seconds the motion.

Approved

4. Minutes Approval

A. Consider Approval of Minutes from May 10th, 2022 Meeting.

Josh Rabe makes a motion to approve the minutes. Sarah Ritchie seconds the motion.

Approved.

5. Public Comment

6. Old Business

7. New Business

A. Consider recommendation on request for approval of a Final Plat for Quail Meadows Plat 4

Al Farris made a motion to approve with the conditions stated in the staff review. Josh Rabe seconds that motion.

Request approved.

B. Consider recommendation on request for approval of a Final Plat for Prairie Glynn Plat 3

Josh Rabe makes a motion to approve the final plat using alt. 2, including recommendations from staff. Sarah Ritchie seconds the motion.

Request approved.

- C. Consider recommendation on request for approval of a Final Plat for Heritage Hills Plat 11

This final plat approval is for 9 lots not 19.

Courtney makes a motion to approve alternative 2. Al seconds the motion.

Request approved.

- D. Consider recommendation on an amendment to the façade as part of the major site plan for a restaurant and retail sales at 1010 North Jefferson Way

Josh Rabe makes a motion to approve the amended site plan. Sarah Ritchie seconds the motion.

Request approved.

- E. Consider recommendation on request for approval of a Plat of Survey for Kevin Halterman, located adjacent to 2110 Country Club Boulevard.

Al Farris makes a motion to approve alternative 1 approving the plat of survey as requested.

Josh Rabe seconds the motion.

Request approved.

- F. Consider request from Kevin Halterman to rezone property adjacent to 2110 Country Club Road from A-1 (Agricultural Zoning District) to R-1 (Single-Family Residential Detached Zoning District).

Josh Rabe makes a motion to approve the request to rezone. Sarah Ritchie seconds the motion.

Request approved.

- G. Consider recommendation on request for approval of a Plat of Survey for Jonathan Ide, located within two miles of the City of Indianola.

Sarah Ritchie makes a motion to approve the plat of survey. Josh Rabe seconds the motion.

Request approved.

- H. Consider recommendation on request for approval of a Plat of Survey for Marvin Mahr, located within two miles of the City of Indianola.

Al Farris makes a motion to approve the plat of survey as requested. Sarah Ritchie seconds the motion.

Request approved.

8. Comments

- A. Building Permit Report
- B. Current Projects

9. Training

- A. Governmental Meeting Training

10. Adjourn

The meeting was adjourned 6:37.



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: July 12, 2022

Subject: Consider recommendation on a major site plan application for an addition to CemenTech located at 1700 North 14th Street

Recommendation:

Attachments:

1. 1- Staff Report_Cementech
2. 2- Site Plan Application - signed
3. 3- 21-069 Cemen Tech 6.20.22



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: July 12, 2022

Agenda Item: 7.A. Consider recommendation on a major site plan application for an addition to CemenTech located at 1700 North 14th Street

Proposed Use: General manufacturing, production, and industrial services (concrete mixing & setting)

Applicant: Pelds Design Services

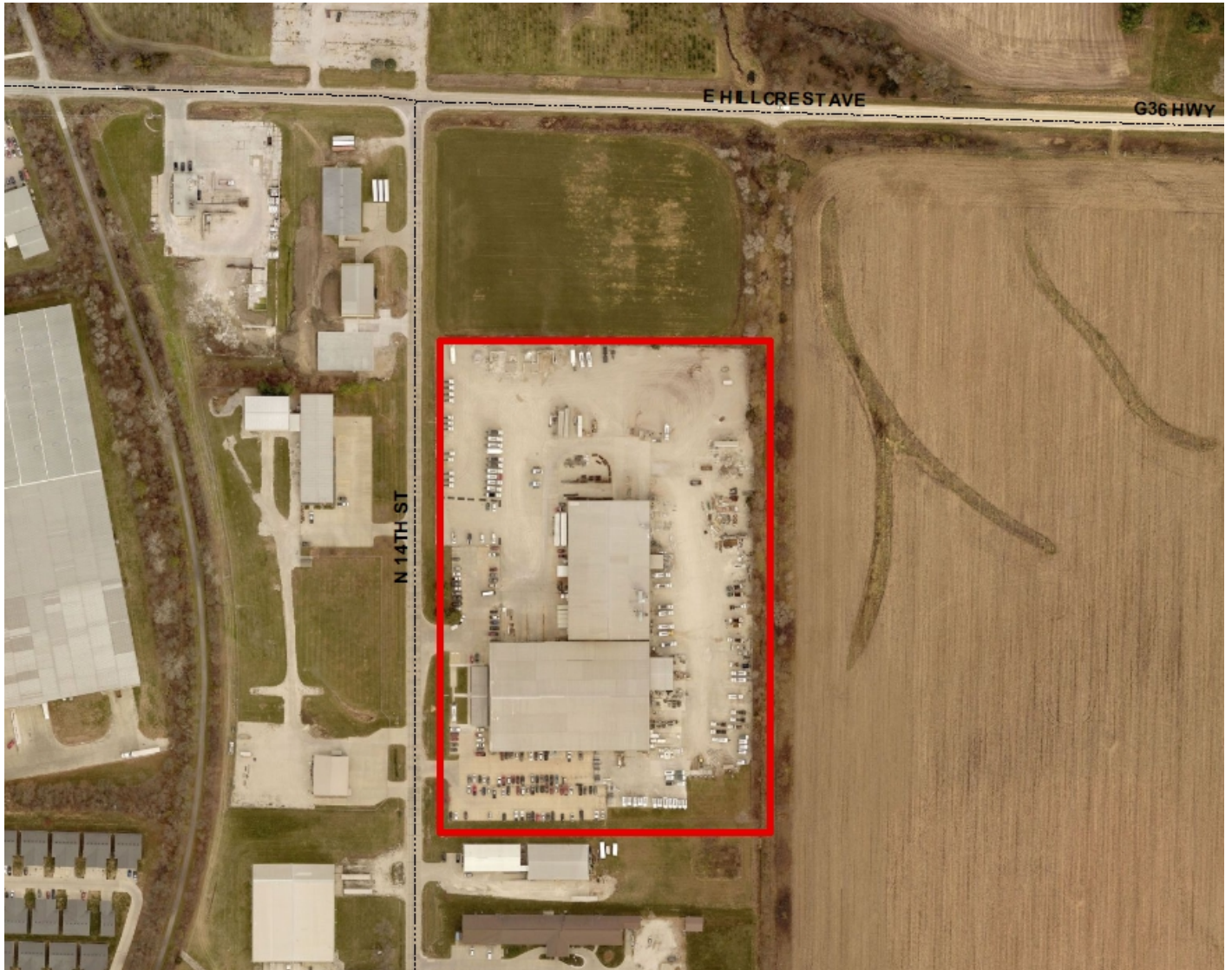
Property Owner: CemenTech Inc.

Property Address: 1700 North 14th Street

Zoning: M-2 General industrial Zoning District

Application Summary: Approval of a major site plan for CemenTech located at 1700 North 14th Street is requested to allow for the construction of a 6,165 square foot and a 3,668 square foot addition (total of 9,833 square foot) to the existing 107,520 square foot structure.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

SECTION 165.06 SITE PLAN REGULATIONS AND PROCEDURES

1. SITE PLAN REQUIRED

Site plans, as provided herein this section, are required prior to approval of a building permit for the erection, relocation, expansion, or alteration of any structure or for the change in use of any structure or parcel.

2. SITE PLAN APPLICATION

The following site plans are required for all uses:

A. All Other New Uses, Buildings, and Structures. All other new uses, buildings, structures, conversions or changes of use, changes or modifications to building facades, and related additions and accessory structures that are not included in Section A herein above shall require the following:

- (1) Major Site Plan. A Major Site Plan Application is required for the development of a property, the construction of a new building or improvement, the redevelopment of an existing property (including a significant change in use), or an amendment or change to a previously approved site plan.

- a. **Major Site Plan Application** - A site plan (including required site plan details and number of copies), application form, and any additional information and details as specified and required by the Zoning Administrator as necessary to determine compliance with all applicable codes and requirements shall be submitted to the Zoning Administrator along with the Major Site Plan Application fee as established by resolution of the City Council.
- b. **Major Site Plan Review Procedure** - The Major Site Plan Application shall be reviewed by the Zoning Administrator, or their designee, for completeness. Incomplete applications shall be returned to the applicant with a list of the missing items or details. Applications deemed completed shall be distributed to other city departments and other agencies as necessary for review and comment as to its compliance with all zoning regulations and other pertinent city codes, regulations, and policies.
- c. **Major Site Plan Review by Zoning Commission** - Subsequent to review by the Zoning Administrator and other city departments and agencies, the Zoning Administrator, or their designee, shall submit to all members of the Zoning Commission a copy of the Major Site Plan Application along with a written recommendation as to the plan's conformity with the rules and regulations of the city.
- d. The Commission shall subsequently hold a meeting as prescribed by their rules of procedures and review the Major Site Plan Application for conformity with the zoning regulations and standards and may confer with the applicant on changes deemed advisable in such Site Plan.
- e. The Commission shall forward its recommendation to the City Council for approval, approval with conditions, or denial of the Major Site Plan Application within 45 days of the receipt of a Major Site Plan Applicant deemed complete by the Zoning Administrator. If the Commission does not act within the 45 days as prescribed above, the Major Site Plan Application shall be deemed to be recommended for approved by the Commission unless the applicant agrees to an extension of time.
- f. **Findings for Approval** – In order for the Commission to make a recommendation for approval of a Major Site Plan, the Commission shall make the following findings:
 - i. The proposed use, site improvements, and site plan comply with the minimum requirements of the zoning district in which it is proposed to be located;
 - ii. The property is of adequate size to accommodate the proposed use and site improvements including setbacks, open space, stormwater management, and off-street parking;
 - iii. The proposed use and site improvements will not unduly impact the health, safety, and general welfare of persons residing or working in adjoining property or surrounding area;
 - iv. The proposed use and site improvements shall not unduly increase traffic congestion;
 - v. The proposed use and site improvements will not unduly burden public utilities or increase risk to flooding;
 - vi. The proposed use and site improvements are compatible with the surrounding neighborhood and shall not diminish or impair established property values in adjoining or surrounding property; and,
 - vii. The proposed use and site improvements will not endanger, jeopardize or harm the health, safety or welfare of the properties and the community.
- g. **Major Site Plan Review by City Council** - The City Council, upon receipt of the recommendation of the Commission, shall either approve, approve with conditions, or disapprove the Major Site Plan Application. In order for the Council to approve a Major Site Plan, the Council shall confirm or make the aforementioned findings in subsection f. herein above.

ANALYSIS

Pelds Design Services is requesting approval of a major site plan to allow for the construction of two additions totaling 9,833 square feet to the existing CemenTech facility located at 1700 North 14th Street. The property is located within the M-2, General Industrial Zoning District.

This property has two established drive accesses off North 14th Street. The two driveways are spaced over 150' apart from each other. The southernmost access meets the current driveway code and is mainly used for employee and visitor traffic. The northernmost access is wider and is used for heavier truck traffic. North 14th Street is a 24' major collector roadway. Major collectors are moderate-capacity streets that primarily serve to connect the local street network to arterials. Such roadways will typically have two lanes for traffic with a speed limit ranging from 25 to 35 mph and may provide on-street parking on one side of the street.

The property does contain an existing outdoor storage yard. The existing outdoor storage yard includes a mixture of a PCC surface and a gravel surface. The site plan shows the existing gravel surface to be mostly in the rear yard of the facility. The current outdoor storage yard is surrounded by a 6' chain link fence. The applicant proposes to add slats to the chain link fence to meet the screening requirements of an outdoor storage area. Trash and recycling collection will take place within the storage yard and will be screened. The HVAC equipment will also be screened by a 6' chain link fence with slats.

Chapter 165.07 stipulates that there must be one (1) parking spot per 1000 square feet of gross floor area for manufacturing, production and industrial service uses. At 117,353 total square feet, this building would require 118 total parking spaces. The current site provides for 155 parking stalls, so no additional stalls are required.

A stormwater management plan was not submitted as part of this application. The site currently contains about 490,000 square feet of impervious surface, and no change is proposed with these additions as the additions will all take place on existing impervious surface.

The total area of this site is 509,652 square feet, or 11.7 acres. With the 20% required open space, the site would require 101,930 square feet of open space. However, the current site only has about 25,000 of open space. Using the required open space of 20%, landscaping would require 51 deciduous shade trees, 102 deciduous ornamental trees, and 102 shrubs. With the existing 25,000 square feet of open space, landscaping would require 13 deciduous shade trees, 25 deciduous ornamental trees, and 25 shrubs. Also worth noting is the property owner owns an additional 232,175 square foot, or 5.33-acre site that is undeveloped and to the north. Combining these two sites provides a total of 741,827 square feet of land and would require 148,365 square feet of open space. The existing landscaping on site meets the landscaping requirement based on the 25,000 square feet of open space, but does not meet the requirements based on the 20% open space requirement. However, the applicant does propose to plant a row of 15 shade trees on the south property line to maximize the amount of landscaping possible on site during future phases of construction.

Regarding the building design standards, as the two additions will both be on the rear of the building, there will be no primary facades and the building design standards would not apply.

FINDINGS FOR APPROVAL

In order for the Commission to make a recommendation for approval of a Major Site Plan, the Commission shall make the following findings:

1. The proposed use, site improvements, and site plan comply with the minimum requirements of the zoning district in which it is proposed to be located

The applicant has provided a site plan with their application. As this is an existing site, there are some requirements of the existing zoning that are not met. For example, to meet the open space requirement, nearly 2 acres of area would need to be removed and placed into open space. This would reduce existing parking and logistics of the current operation. When considering all the property that is owned by CemenTech on this site, the minimum open space requirement is met and exceeded. However, the minimum landscaping requirement is not met. Mostly, the proposed use and proposed site improvements will comply with the minimum requirements of the M-2 Zoning District. Additionally, this site plan has been reviewed by all members of the

City's development review team, which includes Community Development, Fire, Parks and Recreation, Public Works, Water Pollution Control, IMU Electric, IMU Fiber and IMU Water.

2. The property is of adequate size to accommodate the proposed use and site improvements including setbacks, open space, stormwater management, and off-street parking

The total area of this site is 509,652 square feet, or 11.7 acres. The site plan has been reviewed as to proposed setbacks, open space, and off-street parking. A Stormwater Management Plan was not submitted for this development as there is no increase in impervious surface. After these reviews, staff has no concerns regarding the size of the property and its proposed use. As noted above, the current site does not meet the open space requirements of the current zoning code. However, considering all the property that is owned by CemenTech on this site, the minimum open space requirement is met.

3. The proposed use and site improvements will not unduly impact the health, safety, and general welfare of persons residing or working in adjoining property or surrounding areas

Based on the existing use and proposed improvements, the health, safety, and welfare of citizens should not be impacted.

4. The proposed use and site improvements shall not unduly increase traffic congestion

Traffic congestion when considering the existing use would not unduly increase with the proposed improvements.

5. The proposed use and site improvements will not unduly burden public utilities or increase risk to flooding

The existing use and proposed improvements will not unduly burden the existing public utilities available in this area. As previously mentioned, a Stormwater Management Plan was not submitted for this development as there is no increase in impervious surface. Since there is no increase in impervious surface, it is not anticipated there will be an increased risk of flooding.

6. The proposed use and site improvements are compatible with the surrounding neighborhood and shall not diminish or impair established property values in adjoining or surrounding property

As this site is surrounded by M-2 zoning, these improvements should not diminish or impair established property values in adjoining or surrounding property.

7. The proposed use and site improvements will not endanger, jeopardize, or harm the health, safety or welfare of the properties and the community

As previously mentioned, the existing use and proposed site improvements will not endanger or harm the health safety and welfare of properties or the community.

ALTERNATIVES

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

- 1)** The City of Indianola Planning and Zoning Commission concludes that all findings of approval have been satisfied, and recommends the Major Site Plan be approved, as submitted.
- 2)** The City of Indianola Planning and Zoning Commission concludes that all findings of approval have been satisfied, and recommends the Major Site Plan be approved, with conditions.
- 3)** The City of Indianola Planning and Zoning Commission concludes that all findings of approval have not been satisfied and recommends the Major Site Plan be denied.
- 4)** The City of Indianola Planning and Zoning Commission remands the Major Site Plan, 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 Indianola Planning and Zoning Commission concludes that all findings of approval have been satisfied, and recommends the Major Site Plan be approved, as submitted.

SITE DEVELOPMENT APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) Cemen Tech Inc
(First Name) _____
(Address) 1700 N 14TH STREET
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-961-7407 (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Pelds Design Services
(First Name) _____
(Address) 2323 Dixon Street
(City) Des Moines (State) IA (Zip) 50316

☐ CONSTRUCTION DOCUMENTS

Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$100, plus OEC
- ☐ Subdivision: _____
- ☐ Proposed construction documents (hard copy)
- ☐ Proposed construction documents (electronic copy)
- ☐ Stormwater Management Plan
- ☐ Other Information as required by Director

☒ SITE PLAN

Submittal Requirements:

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

- ☐ Completed Application
- ☐ Property Address: 1700 N 14th Street Indianola IA 50125
- ☐ Filing Fee: \$225, plus OEC
- ☐ Current Zoning: M-2
- ☐ All items as required by Chapter 165.06 of the Code of Ordinances of Indianola, Iowa
- ☐ Proposed site plan hard copy)
- ☐ Proposed site plan (electronic copy)
- ☐ Stormwater Management Plan
- ☐ 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 *Kenneth Jaberst*
Name (printed) KENNETH JABERST

Date 4.15.22

FOR OFFICE USE ONLY: Code to 45683 (Const Docs)
45680 (Site Plan)

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

SITE ADDRESS
1700 N 14TH STREET
INDIANOLA, IOWA 50125

SITE USE
GENERAL MANUFACTURING, PRODUCTION AND INDUSTRIAL SERVICES (CONCRETE MIXING & SETTING)

ZONING
EXISTING: M-2 GENERAL INDUSTRY
PROPOSED: N/A
ADJACENT ZONING:
NORTH: M-2
EAST: M-2
SOUTH: M-2
WEST: M-2

SETBACKS
FRONT: 35 FEET
SIDE: 20 FEET, SIDE STREET, CORNER LOT 35 FEET
REAR: 35 FEET

BUILDINGS
EXISTING: 107,520 SQ.FT.
PROPOSED ADDITIONS: ~ 61'-6" x 100'-3" - 6,165 SQ.FT.
~ 60'-0" x 61'-1" - 3,668 SQ.FT.

BUILDING USES
CONCRETE MIXING AND SETTING

BUILDING HEIGHT
MAX BUILDING HEIGHT: 50 FT
EXISTING BUILDING HEIGHT: 32 FT
PROPOSED ADDITION MAX HEIGHT: 32 FT

PAVING
8,835 SQ.FT. ADDITIONAL P.C.C PAVING - MATCH THICKNESS OF EXISTING

SITE AREA
11.70 ACRES

OPEN SPACE
REQUIREMENT: 15%
EXISTING: 31%
PROPOSED: NO CHANGE (31%)

ERU
ESTIMATED TOTAL IMPERVIOUS: 490,000 SQ.FT.
ERU: 141.1

PARKING
REQUIREMENT: 1 SPACE PER 1000 SQ.FT. GFA - 114 STALLS
EXISTING: 155 PARKING STALLS
NO ADDITIONAL SPACES REQUIRED

DISTURBED AREAS
ESTIMATED: 18,630 SQ.FT.
ALL UNPAVED DISTURBED AREAS SHALL BE SEEDED OR SODDED.
THE DISTURBED AREA FOR THIS SITE IS LESS THAN 1 ACRE, THEREFORE A NPDES PERMIT IS NOT REQUIRED.

FLOODPLAIN
PER FEMA MAP #19181C0168F & 19181C0285F, THE SITE IS LOCATED IN ZONE X, WHICH DESCRIBES AREAS OF MINIMAL FLOOD HAZARD

FAA
PER FAA NOTICE CRITERIA TOOL, SITE EXCEEDS NOTICE CRITERIA UP TO 100 FT HEIGHT (FOR POSSIBLE CRANE HEIGHT) AND THEREFORE FILING WITH THE FAA IS REQUIRED
AERONAUTICAL NUMBERS: IN PROGRESS

SITE IMPROVEMENTS

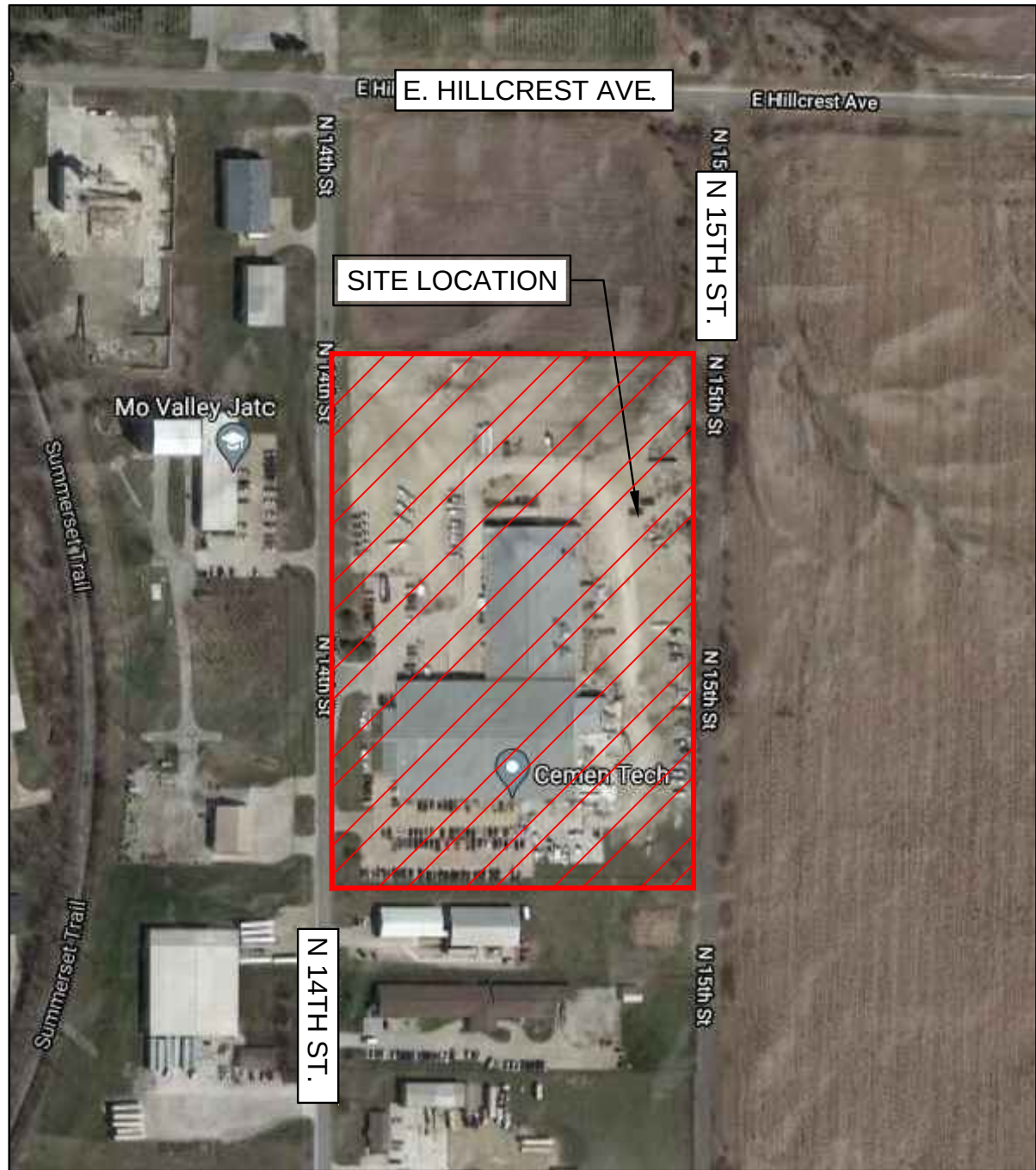
FOR

CEMEN TECH

1700 N 14TH STREET

INDIANOLA IOWA , 50125

VICINITY MAP



SHEET INDEX

IOWA ONECALL CONTACT LIST:

TICKET - 552103480

(M51G) MIDAMER-GAS Contact Name : Craig Ranfield Contact Phone: 5152526632 Contact Email: MECDSDesignLocates@midamerican.com	(K01) FLINT HILLS RESOURCES, LC Contact Name : Michelle Shumaker Contact Phone: 5156288591 Contact Email: onecallct@kochind.com
(CTLIA01) CENTURYLINK Contact Name : SADIE HULL Contact Phone: 5158470147 Contact Email: sadie.hull@lumen.com	(M51E) MIDAMER-ELEC Contact Name : Craig Ranfield Contact Phone: 5152526632 Contact Email: MECDSDesignLocates@midamerican.com
(IDA) INDIANOLA MUNICIPAL UTILITIES Contact Name : Mike Metcalf Contact Phone: 5159625308 Contact Email: mmcalf@indianolaiowa.gov	(MC1) VERIZON Contact Name : John Bachelder Contact Phone: 9727297000 Contact Email: john.bachelder@verizon.com
(IDAF) INDIANOLA MUNICIPAL UTILITIES Contact Name : KURT RIPPERGER Contact Phone: 5159625283 Contact Email: kripperger@indianolaiowa.gov	(T15) MEDIACOM COMMUNICATIONS CORP Contact Name : Paul May Contact Phone: 5152482292 Contact Email: pmay@mediacomcc.com
(IDAW) INDIANOLA MUNICIPAL UTILITIES Contact Name : Lou Elbert Contact Phone: 5159625330 Contact Email: lelbert@indianolaiowa.gov	(TC1) TEKSTAR COMMUNICATIONS INC Contact Name : STEVE HOFFMAN Contact Phone: 2183468887 Contact Email: steve.hoffman@arvig.com
(IND) CITY OF INDIANOLA Contact Name : Rick Graves Contact Phone: 5159619416 Contact Email: rgraves@indianolaiowa.gov	(WCG) CENTURYLINK Contact Name : Tech On Duty Contact Phone: 8773668344 Contact Email: NationalInfo@Centurylink.com

DEVELOPER

CEMEN TECH
1700 N 14TH STREET
INDIANOLA, IA 50125
PROJECT CONTACT: ----
PHONE: 515-961-7407
EMAIL: ----

ENGINEER/ LAND SURVEYOR

PELDS DESIGN SERVICES
2323 DIXON ST
DES MOINES, IOWA 50316
PROJECT CONTACT: ELARA JONDLE
PHONE: (515) 265-8196
EMAIL: ELARA@PELDS.COM

ARCHITECT

PELDS DESIGN SERVICES
2323 DIXON STREET
DES MOINES, IA 50305
PROJECT CONTACT: DANIEL WILLRICH
PHONE: 515-265-8196
EMAIL: DANIEL@PELDS.COM

- C1 - COVER SHEET
C2 - NOTE SHEET
C3 - TOPO SHEET
C4 - SITE SHEET
C5 - GRADING SHEET

LEGEND:

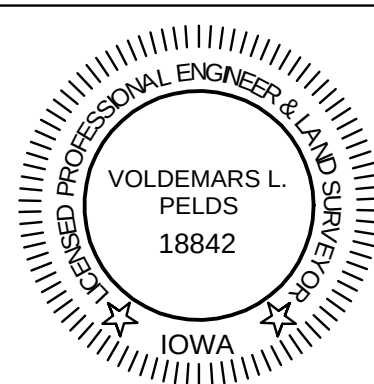
F.F.	FINISHED FLOOR
+/-	MORE OR LESS
123.45G	GUTTER ELEVATION
123.45TC	TOP OF CURB ELEVATION
123.45/ 123.45	EXISTING/ PROPOSED ELEVATION
FL	FLOWLINE ELEVATION
CP	CONTROL POINT
OC	CALCULATED CORNER
●	FOUND CORNER

▲	CALCULATED SECTION CORNER
△	ELEC. VAULT
▽	GUY ANCHOR
□	TEL. JUNCTION BOX
◇	CABLE TV JUNCTION BOX
+	SIGN
+	STREET LIGHT
+	POWER POLE
+	LIGHT POLE
+	AREA LIGHT
+	ELEC. TRANSFORMER
+	ELEC. METER
+	ELEC. BOX

⊕	ELEC. MANHOLE
EV	ELEC. VAULT
⊕	GUY ANCHOR
⊕	TEL. JUNCTION BOX
⊕	CABLE TV JUNCTION BOX
⊕	GAS VALVE
⊕	GAS METER
⊕	SANITARY SEWER MANHOLE
⊕	STORM SEWER MANHOLE
⊕	CLEANOUT
⊕	DOWNSPOUT

⊕	SINGLE INTAKE
⊕	AREA INTAKE
⊕	THROAT INTAKE
⊕	FLARED END SECTION
⊕	VALVE
⊕	FIRE HYDRANT
⊕	WATER METER
⊕	WATER VALVE
⊕	WATER TEE
— P XX —	PROPOSED UTILITY LINE
— E XX —	EXISTING UTILITY LINE

— CATV —	CABLE TELEVISION
— FO —	FIBER OPTIC
— G —	GAS LINE
— OHE —	OVERHEAD ELEC.
— OHT —	OVERHEAD TEL.
— SAN —	SANITARY SEWER
— ST —	STORM SEWER
— UGE —	UNDERGROUND ELEC.
— UGT —	UNDERGROUND TEL.
— W —	WATER
— F —	FENCE LINE



I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

VOLDEMARS L. PELDS, P.E. IA. LIC. NO. 18842 DATE

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2023

ADDITIONAL PAGES OR SHEETS COVERED BY THIS SEAL (NONE UNLESS INDICATED HERE): C1 - C5



PELDS DESIGN SERVICES
Architecture | Engineering | Surveying
2323 Dixon Street, Des Moines, Iowa 50316 | PO Box 4626, Des Moines, Iowa 50305 | Ph: 515 265 8196

TITLE:			
CEMEN TECH 1700 N 14TH STREET INDIANOLA IOWA , 50125			
REVISIONS:		REVISIONS:	
PRELIMINARY			
COPYRIGHT DATE	DRAWN BY	SCALE	DATE
----	N. DAY	----	6.20.2022
FILE PATH:	PROJECT NO.	DRAWING NO.	
3\2023 Projects\21-069 - Cemen Tech\Engineering\Site Plan\Sheet Set		21-069	C1 - Cover Sheet

GENERAL NOTES

- THE CITY OF INDIANOLA MUST BE NOTIFIED BY ALL CONTRACTORS 48 HOURS PRIOR TO COMMENCING WORK.
- ALL PROPOSED MATERIALS AND STRUCTURES SHALL BE APPROVED BY THE CITY OF INDIANOLA AND BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS
- ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CURRENT O.S.H.A. CODES AND STANDARDS. NOTHING INDICATED ON THESE PLANS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH THE APPROPRIATE SAFETY REGULATIONS.
- ALL NECESSARY CONSTRUCTION SIGNS, BARRICADES AND OTHER TRAFFIC CONTROL DEVICES REQUIRED DURING CONSTRUCTION WILL BE FURNISHED BY THE CONTRACTOR. SIGNS, BARRICADES, AND OTHER TRAFFIC CONTROL DEVICES MUST BE IN CONFORMANCE WITH THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS."
- PELDS DESIGN SERVICES SHALL NOT BE LIABLE FOR ANY INJURIES THAT HAPPEN ON SITE. THIS SHALL INCLUDE BUT NOT BE LIMITED TO TRENCH COLLAPSES FROM VARYING SOIL CONDITIONS OR INJURIES CAUSED BY UNDERGROUND UTILITIES INCLUDING UTILITIES THAT ARE NOT SHOWN ON PLAN.
- THE CONTRACTOR IS LIABLE FOR ALL DAMAGES TO PUBLIC OR PRIVATE PROPERTY CAUSED BY THEIR ACTION OR INACTION IN PROVIDING FOR STORM WATER FLOW DURING CONSTRUCTION. DO NOT RESTRICT FLOWS IN EXISTING DRAINAGE CHANNELS, STORM SEWER, OR FACILITIES.
- IF A PRE-CONSTRUCTION MEETING IS REQUIRED PRIOR TO THE START OF CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE TO COORDINATE THIS MEETING.
- LABORATORY TESTS SHALL BE PERFORMED BY THE OWNER UNLESS OTHERWISE NOTED. THE CONTRACTOR SHALL PROVIDE SAMPLES OF MATERIAL REQUIRED FOR LABORATORY TESTS AND TESTING IN ACCORDANCE WITH THE URBAN STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS
- THE CONTRACTOR SHALL PROTECT ALL STRUCTURES NOT SHOWN AS REMOVALS ON THE PLANS.
- THE CONTRACTOR SHALL OBTAIN ANY AND ALL NECESSARY PERMITS PRIOR TO ANY CONSTRUCTION. CONTRACTOR SHALL WORK WITH OWNER OR OWNER'S REPRESENTATIVE ON ALL REQUIRED STORM WATER DISCHARGE PERMITS FROM THE IOWA DEPARTMENT OF NATURAL RESOURCES AND THE CITY OF INDIANOLA.
- THE CONTRACTOR SHALL PICK UP ANY DEBRIS SPILLED ONTO THE ADJACENT RIGHT OF WAY OR ABUTTING PROPERTIES AS THE RESULT OF CONSTRUCTION, AT THE END OF EACH WORK DAY.
- THE CONTRACTOR IS RESPONSIBLE FOR THE PROMPT REMOVAL OF ALL MUD THAT HAS BEEN TRACKED OR WASHED UNTO ADJACENT PROPERTY OR RIGHT OF WAY UNTIL SUCH TIME THAT PERMANENT VEGETATION HAS BEEN ESTABLISHED.
- DISPOSE OF ALL EXCESS MATERIALS AND TRASH IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REQUIREMENTS. PROVIDE WASTE AREAS OR DISPOSAL SITES OR EXCESS MATERIALS NOT DESIRABLE FOR INCORPORATION INTO THE PROJECT.
- ALL CONSTRUCTION WITHIN THE PUBLIC R.O.W/EASEMENTS, AND/OR ANY CONNECTION TO PUBLIC SEWERS AND STREETS SHALL COMPLY WITH THE CITY OF INDIANOLA.
- THE CONTRACTOR SHALL CONTACT THE CITY OF INDIANOLA TO SCHEDULE ANY REQUIRED INSPECTIONS AT LEAST ONE WEEK PRIOR TO ANY CONSTRUCTION WITHIN PUBLIC R.O.W/EASEMENTS, AND/OR ANY CONNECTION TO PUBLIC SEWERS AND STREETS
- IN THE EVENT OF ANY CONFLICTING NOTES BETWEEN THE COVER SHEET AND ALL OTHER SHEETS, THE NOTES ON THE COVER SHEET SHALL SUPERCEDE ALL OTHERS
- IN THE EVENT OF ANY CONFLICTING INFORMATION BETWEEN THE LABEL, ELECTRONIC CAD FILE, AND THE ELECTRONIC SURFACE, THE DESIGN ENGINEER SHALL BE CONTACTED FOR CLARIFICATION

SURVEY NOTES

- SURVEY WORK WAS COMPLETED BY PELDS DESIGN SERVICES IN JUNE 2021. SEE SITE SURVEY PROVIDED AS PART OF THIS SET OF PLANS FOR EXISTING SITE CONDITIONS AND BOUNDARY INFORMATION.

STAKING NOTES

- IT IS RECOMMENDED FOR THE CONTRACTOR TO HAVE ALL STAKING DONE UNDER THE SUPERVISION OF A LICENSED LAND SURVEYOR AND IN COORDINATION WITH THE PROJECT ENGINEER.
- IT IS RECOMMENDED FOR THE CONTRACTOR TO HAVE ALL STAKING DONE DIRECTLY UNDER THE GENERAL CONTRACTOR BY A SINGLE COMPANY.
- STAKING DOES NOT RELIEVE CONTRACTOR OF ULTIMATE RESPONSIBILITY TO CONSTRUCT THE PROJECT PER PLAN.

DEMO NOTES

- SAWCUT & REMOVE ALL PAVEMENT TO FULL DEPTH OF SLAB.
- PROTECT ALL TREES NOT CALLED OUT FOR REMOVAL WITH ORANGE CONSTRUCTION FENCE AT THE DRIP LINE.
- PAVEMENT STRIPING CALLED OUT FOR REMOVAL SHALL BE SANDBLASTED, NO GRINDING WILL BE ALLOWED.
- PROPERLY DISCONNECT ALL PUBLIC AND PRIVATE UTILITIES, AS NECESSARY.
- COMPLY WITH LOCAL, STATE, AND FEDERAL REGULATIONS TO REMOVE AND PROPERLY DISPOSE OF SIDEWALKS, STEPS, DRIVEWAYS, AND STRUCTURES (INCLUDING BOTH ABOVE GROUND AND BELOW GROUND ELEMENTS).
- COMPLY WITH LOCAL, STATE, AND FEDERAL REGULATIONS TO REMOVE FUEL TANKS, SEPTIC TANKS, CISTERNS, AND ANY OTHER UNDERGROUND FACILITIES; AND TO PROPERLY DISPOSE OF ANY LIQUIDS OR PRODUCTS CONTAINED WITHIN THESE ITEMS.
- PLACE BACKFILL MATERIAL IN HOLES AND DEPRESSIONS, GRADE THE SITE, AND ESTABLISH GROUND COVER.
- PROTECT EXISTING FIRE HYDRANTS, STREET LIGHTS, TRAFFIC SIGNALS, UTILITY POLES, FIRE ALARM BOXES, WIRE CABLES, UNDERGROUND UTILITIES, AND OTHER APPURTENANCES IN THE VICINITY OF THE DEMOLITION SITE
- COMPLY WITH NOISE POLLUTION REQUIREMENTS AND ANY WORKING HOUR RESTRICTIONS OF THE JURISDICTION.
- MAINTAIN OR RE-ESTABLISH ALL TILES, ROADWAY SUBDRAINS, CULVERTS, OR OTHER DRAINAGE FACILITIES NOT IDENTIFIED IN THE CONTRACT DOCUMENTS FOR REMOVAL.
- IMPLEMENT THE APPROVED EROSION AND SEDIMENT CONTROL PLAN FOR EACH SITE PRIOR TO INITIATING DEMOLITION BY PLACING ALL REQUIRED DEVICES; INCLUDE MEASURES TO PREVENT TRACKING OF MUD ONTO ADJACENT STREETS OR ALLEYS.
- COMPLY WITH ALL APPLICABLE AIR POLLUTION REQUIREMENTS OF THE JURISDICTION. USE WATER OR APPROPRIATE CHEMICALS FOR CONTROL OF DUST IN THE DEMOLITION AREA, ON HAULING EQUIPMENT, ON ADJACENT ROADWAYS, AND WHEN GRADING THE SITE.
- TAKE STEPS TO PREVENT THE GENERATION OF LITTER DURING DEMOLITION AND COLLECT ALL LITTER FROM THE DEMOLITION AREA AT THE END OF EACH WORKING DAY. LOAD TRUCKS TO PREVENT LEAKAGE OR BLOWING OF DEBRIS.
- REMOVE ALL CONCRETE, ASPHALT, OR MASONRY SLABS AND APPURTENANCES.
- REMOVE AND DISPOSE OF ALL BRUSH, SHRUBS, TREES, LOGS, DOWNED TIMBER, AND OTHER YARD WASTE ON THE SITE UNLESS OTHERWISE SPECIFIED IN THE CONTRACT DOCUMENTS. DO NOT MIX WITH DEMOLITION MATERIAL. REMOVE STUMPS TO A MINIMUM OF 2 FEET BELOW FINISH GRADE. PROTECT ANY TREES OR OTHER VEGETATION NOT DESIGNATED FOR REMOVAL BY PLACING A FENCE AT THE DRIP LINE ENCOMPASSING THE ENTIRE TREE AND KEEPING ALL OPERATIONS OUTSIDE OF THE FENCED IN AREA, INCLUDING STORAGE OF EQUIPMENT OR MATERIALS. AT NO ADDITIONAL COST TO THE CONTRACTING AUTHORITY, REPLACE ANY TREES THAT ARE DESIGNATED FOR PROTECTION BUT ARE DAMAGED BEYOND TREATMENT. THE ENGINEER WILL DETERMINE SIZE AND SPECIES OF THE REPLACEMENT TREE.
- SAW-CUT ALL HARD SURFACING AT LOCATION OF REMOVAL LIMITS.
- WHERE SELECTIVE DEMOLITION IS SHOWN AT PAVED AREAS, DEMOLISH THE EXISTING PAVING BACK TO AN EXISTING CONTROL JOINT NEAR THE LOCATION SHOWN.

WETLAND NOTES

- PELDS DESIGN SERVICES DOES NOT PERFORM WETLAND STUDIES OR WETLAND MITIGATION. IT IS THE OWNER'S RESPONSIBILITY TO DETERMINE IF ANY WETLANDS ARE LOCATED ON THE PROJECT SITE AND PERFORM ANY NECESSARY MITIGATION PRIOR TO THE COMMENCEMENT OF CONSTRUCTION ACTIVITIES.

DISCLAIMER

- THIS DRAWING IS BEING MADE AVAILABLE BY PELDS DESIGN SERVICES (P.D.S.) FOR USE ON THIS PROJECT IN ACCORDANCE WITH P.D.S.'S AGREEMENT FOR PROFESSIONAL SERVICES. P.D.S. ASSUMES NO RESPONSIBILITY OR LIABILITY (CONSEQUENTIAL OR OTHERWISE) FOR ANY USE OF THESE DRAWINGS (OR ANY PART THEREOF) EXCEPT IN ACCORDANCE WITH THE TERMS OF SAID AGREEMENT.
- P.D.S. DISCLAIMS ANY AND ALL LIABILITY OR RESPONSIBILITY FOR INFORMATION THAT DOES NOT BEAR THE ORIGINAL SEAL AND SIGNATURE OF THE PROFESSIONAL IN CHARGE.

CIVIL ENGINEERING NOTES
FOR
CEMEN TECH
1700 N 14TH STREET
INDIANOLA IOWA , 50125

UTILITY NOTES

- QUANTITY CALLOUTS ON PIPE LENGTHS ARE APPROXIMATE AND SHOULD BE USED FOR REFERENCE ONLY.
 - PIPE LENGTHS CALLED OUT ON PLANS DO NOT INCLUDE FLARED END SECTION, WHERE APPLICABLE.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL UTILITIES. ANY DAMAGE TO SAID UTILITIES SHALL BE REPAIRED TO THE SATISFACTION OF THE OWNER AT THE CONTRACTORS EXPENSE.
 - THE CONTRACTOR SHALL RELOCATE EXISTING UTILITIES AS NECESSARY, SHOWN OR NOT SHOWN.
 - THE CONTRACTOR SHALL COORDINATE WITH THE CITY ON ALL SIZE, DEPTHS, AND MATERIALS OF ALL PROPOSED UTILITIES.
 - THE CONTRACTOR MUST PROVIDE AS-BUILTS OF ALL UTILITIES, INCLUDING DEPTH AND LOCATION OF ALL SERVICES IF REQUIRED BY CITY.
 - IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE APPROPRIATE UTILITY COMPANIES PRIOR TO CONNECTION OR DISCONNECTION OF A SERVICE LINE.
 - CONTRACTOR IS TO COMPLY WITH THE LATEST SUDAS SPECIFICATIONS AND CITY OF INDIANOLA SUPPLEMENTARY SPECIFICATIONS TO SUDAS FOR MAINTENANCE, INSTALLATION, AND TESTING FOR CONSTRUCTION.
 - THE CONTRACTOR SHALL COORDINATE THE ADJUSTMENT OF ANY AND ALL EXISTING AND PROPOSED UTILITIES TO PROPOSED GRADES. EXISTING UTILITIES SHALL BE RAISED OR LOWERED IN ACCORDANCE WITH THE UTILITY OWNER REQUIREMENTS. ANY NECESSARY ADJUSTMENTS SHALL BE CONSIDERED INCIDENTAL TO CONSTRUCTION.
 - ACTIVE EXISTING FIELD TILES ENCOUNTERED DURING CONSTRUCTION SHALL BE REPAIRED, REROUTED, OR CONNECTED TO PUBLIC OR PRIVATE STORM SEWER TO REMAIN IN SERVICE. THE TILE SHOULD BE DIRECTED TO PUBLIC STORM SEWER IF POSSIBLE. THE CONTRACTOR SHALL RECORD THE ELEVATION AND LOCATION OF ALL TILES.
 - ALL RIP RAP CALLED OUT ON PLANS SHALL BE UNDERLAIN WITH ENGINEERING FABRIC.
 - ALL STRUCTURE SIZES CALLED OUT ON PLANS ARE MINIMUM INSIDE WALL DIMENSIONS.
 - ALL PROPOSED UTILITIES SHALL BE PRIVATE, UNLESS NOTED OTHERWISE.
 - ALL STRUCTURES CALLED OUT AS "MODIFIED" OR "SPECIAL" SHALL BE ENGINEERED BY THE PRECASTER TO ENSURE STRUCTURE STABILITY. MODIFICATIONS INCLUDE ADDITIONAL WALL LENGTH TO ACCOUNT FOR LARGE PIPE DIAMETERS AND ADDITIONAL WALL WIDTH & BASE DEPTH TO ACCOUNT FOR DEEPER STRUCTURES. ANY AND ALL MODIFICATIONS TO STANDARD STRUCTURES SHALL BE CONSIDERED INCIDENTAL TO BID
- ELECTRICAL SERVICE NOTES
- ALL SITE LIGHTING SHALL NOT SPILL ONTO ADJACENT PROPERTIES OR RIGHT-OF-WAYS
 - TRANSFORMER PAD IS SHOWN FOR REFERENCE ONLY AND MAY NOT BE DRAWN TO ACTUAL SIZE. PAD SHALL CONFORM TO ALL UTILITY COMPANY DESIGN STANDARDS AND SPECIFICATIONS.
- SANITARY SERVICE NOTES
- SANITARY SEWER SERVICE CONNECTIONS SHALL BE PLACED AT A SLOPE OF NO LESS THAN 2% FOR A 4" PIPE AND 1% FOR A 6" PIPE. SERVICES SHALL MAINTAIN 18" OF VERTICAL SEPARATION FROM THE WATER MAIN WITH 18" OF COMPACTED LOW PERMEABILITY SOIL BETWEEN THE UTILITIES WITHIN 10' OF THE CROSSING.

STORM WATER SERVICE NOTES

- ALL STORM SEWER IN THE ROW SHALL BE RCP (CLASS III RCP), UNLESS OTHERWISE SPECIFIED.
 - ALL PROPOSED RCP STORM SEWER PIPE JOINTS SHALL BE FABRIC WRAPPED AND THE LAST 3 PIPE SECTIONS ON THE APRON SHALL BE TIED WITH RF-14 TYPE II CONNECTORS. ALL APRONS SHALL HAVE A STANDARD FOOTING AND TRASH GUARD.
 - ALL SUMP SERVICE LINES SHALL HAVE TRACE WIRE
- WATER SERVICE NOTES
- WATER SERVICE SHALL BE TYPE K COPPER, DIP OR HDPE, DEPENDING ON SIZE AND JURISDICTIONAL REQUIREMENTS. IF CONTAMINATED OR "HOT" SOILS, ENSURE APPROPRIATE PIPE IS BEING UTILIZED. SIZE OF WATER MAIN AS SHOWN ON PLANS.
 - TRACER WIRE SHALL BE ADDED TO ALL WATER MAIN, AND BROUGHT TO THE SURFACE AT EVERY HYDRANT.
 - THRUST BLOCKS SHALL BE INSTALLED AS REQUIRED AND SHALL BE CONSIDERED INCIDENTAL TO WATER MAIN CONSTRUCTION.
 - ANY AND ALL HYDRANT AND VALVE EXTENSIONS, TOGETHER WITH VERTICAL BENDS, SHALL BE CONSIDERED INCIDENTAL TO WATER MAIN CONSTRUCTION. NO ADDITIONAL PAYMENT WILL BE PROVIDED FOR INCIDENTAL ITEMS.
 - ALL WATER LINES SHALL HAVE A MINIMUM OF 5.5 FEET OF COVER UNLESS NOTED OTHERWISE.

EXISTING UTILITIES NOTE

- THE LOCATIONS OF THE EXISTING UTILITIES SHOWN HEREON ARE APPROXIMATE. THEY HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND/OR RECORDS. THE CONTRACTOR IS RESPONSIBLE TO ENSURE THAT ANY EXISTING UTILITIES (SHOWN OR NOT SHOWN) ARE NOT DAMAGED DURING CONSTRUCTION: IOWA ONE-CALL (1-800-292-8999).

UTILITY CONFLICT NOTES

- UTILITY CONFLICTS MAY EXIST ACROSS THE SITE WITH NEW UTILITIES, GRADING, PAVING ETC. MOST UTILITY CONFLICTS HAVE BEEN CALLED OUT FOR CONTRACTOR CONVENIENCE.
- CONTRACTOR IS RESPONSIBLE FOR ALL UTILITY CONFLICTS BETWEEN AN EXISTING UTILITY AND PROPOSED CONSTRUCTION THAT ARE EITHER CALLED OUT ON THE PLANS OR NOT CALLED OUT.
- CONTRACTOR SHALL COMPLY WITH ALL DNR REQUIREMENTS FOR PIPE MATERIAL, PIPE JOINTS, AND ANY OTHER APPLICABLE REQUIREMENTS ANY TIME A STORM SEWER OR SANITARY SEWER CROSSES OVER OR LESS THAN 18" BELOW A WATER MAIN.
- FOR ALL CRITICAL CROSSINGS WITH EXISTING UTILITIES, THE ELEVATION OF THE EXISTING UTILITY SHALL BE FIELD VERIFIED PRIOR TO CONSTRUCTION. NOTIFY PELDS DESIGN SERVICES PRIOR TO CONSTRUCTION IF A CONFLICT EXISTS.

SPECIFICATIONS NOTES

- ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST VERSION OF THE URBAN STANDARDS SPECIFICATIONS FOR PUBLIC IMPROVEMENTS ON THE DATE OF APPROVAL AND THE CITY OF INDIANOLA SUPPLEMENTAL SPECIFICATIONS.
- IN THE EVENT OF A DISCREPANCY BETWEEN THE PROJECT SPECIFICATIONS AND THE CITY OF INDIANOLA REQUIREMENTS AND SPECIFICATIONS, PLUMBING CODE, AND URBAN STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENT, THE CITY OF INDIANOLA STANDARD SPECIFICATIONS SHALL GOVERN.
- FOR ALL SPECIFICATION DISCREPANCIES, THE PROJECT ENGINEER SHALL BE CONTACTED PRIOR TO PROCEEDING WITH CONSTRUCTION. IF THE ENGINEER IS NOT CONTACTED, CONTRACTOR SHALL BE RESPONSIBLE FOR ANY PROBLEMS THAT RESULT FROM SAID DISCREPANCIES.

REQUIRED AS-BUILT NOTES

- THE CONTRACTOR SHALL BE RESPONSIBLE FOR COST OF AS-BUILT TOPO, IF REQUIRED BY CITY.
- CONTRACTOR SHALL CONTACT PELDS DESIGN SERVICES TO PERFORM SAID AS-BUILT SURVEYS.
- IF ANYTHING HAS BEEN CONSTRUCTED INCORRECTLY, CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SUBSEQUENT AS-BUILT SURVEYS UNTIL ISSUES HAVE BEEN RECTIFIED.

PAVING NOTES

- THE PAVING/ GRADING CONTRACTOR SHALL BACKFILL THE PAVING SLAB AND FINE GRADE THE RIGHT OF WAY AS SOON AFTER THE PAVING AS POSSIBLE. ALL AREAS SHALL BE SODDED IN ACCORDANCE WITH CITY OF INDIANOLA SPECIFICATIONS AND THE LATEST VERSION OF SUDAS AND THE CITY OF INDIANOLA SUPPLEMENTARY SPECIFICATIONS TO SUDAS.
- SEE DETAILS FOR ALL PAVEMENT THICKNESS.
- DETECTABLE WARNING PANEL(S) CALLED OUT ON PLANS SHALL BE PER A.D.A. REGULATIONS. PANEL TYPE & COLOR SHALL BE PER CITY STANDARD.
- SIDEWALKS SHALL HAVE EXPANSION JOINTS AT 100 FOOT INTERVALS AS REQUIRED BY CITY CODE
- ALL WALKS, PARKING LOTS, HANDICAP PARKING, RAMPS, ETC. SHALL COMPLY WITH ALL A.D.A. AND CITY CODES. HANDICAP PARKING SIGNAGE IS REQUIRED FOR ALL HANDICAP STALLS AND SHALL BE CONSIDERED INCIDENTAL. IN EVENT OF A DISCREPANCY BETWEEN THE PLANS AND THE A.D.A./CITY CODES THE A.D.A./CITY CODES SHALL GOVERN. CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING A.D.A. CODES ARE MET.

PAVEMENT SAWCUT NOTES

- CONTRACTOR TO PROVIDE SAWCUT JOINTING PLAN PRIOR TO ANY CONCRETE PAVEMENT INSTALLATION.
- PAVEMENT MAY BE REQUIRED TO BE REMOVED AND REPLACED IF PLACED WITHOUT AN APPROVED PLAN.
- LONGITUDINAL JOINTS IN DRIVE LANES & THE OUTER MOST JOINT OF ALL PARKING AREAS SHALL BE SUDAS TYPE 'L-1' OR 'L-2' JOINTS AND HAVE STEEL. INTERIOR PARKING LOT JOINTS, OTHER THAN THE OUTER MOST JOINT, DO NOT NEED STEEL AND SHALL BE SUDAS TYPE 'B' OR TYPE 'K' JOINTS. ALL TRANSVERSE JOINTS SHALL BE SUDAS TYPE 'C' OR TYPE 'DW' JOINTS WITH STEEL IN THE CASE OF A DAY'S WORK JOINT.

SOIL NOTES

- STRIP AND STOCKPILE THE TOP 8 INCHES OF SOIL ON ALL DISTURBED AREAS. GRADING CONTRACTOR SHALL STOCKPILE TOPSOIL FOR SHOULDERING.
- SOD REQUIREMENT PER SUDAS AND THE CITY OF INDIANOLA SUPPLEMENTARY SPECIFICATIONS TO SUDAS: IN AREAS WHERE TOPSOIL HAS BEEN STRIPPED, A SODBED SHOULD BE CONSTRUCTED BY SPREADING A MINIMUM OF 6 INCHES OF TOPSOIL PRIOR TO SODDING. DEEPER TOPSOIL DEPTHS (8 TO 12 INCHES OR GREATER) ARE DESIRABLE AS THEY INCREASE THE ORGANIC MATTER AVAILABLE FOR USE BY THE PLANTS, ALLOW FOR DEEPER ROOT PENETRATION AND INCREASE THE MOISTURE HOLDING ABILITY OF THE SOIL.
- PERMANENT SEED REQUIREMENT PER SUDAS AND THE CITY OF INDIANOLA SUPPLEMENTARY SPECIFICATIONS TO SUDAS: IN ORDER TO PROVIDE AN ADEQUATE GROWING MEDIUM, A MINIMUM OF 8 INCHES OF TOPSOIL SHOULD BE PLACED OVER THE DISTURBED AREA PRIOR TO SEEDING. DEEPER TOPSOIL DEPTHS (8-12 INCHES OR GREATER) ARE DESIRABLE AS THEY INCREASE THE ORGANIC MATTER AVAILABLE FOR USE BY THE PLANTS, ALLOW FOR DEEPER ROOT PENETRATION AND INCREASE THE MOISTURE HOLDING ABILITY OF THE SOIL.
- TOPSOIL SHALL BE FREE OF ALL ROCK AND DEBRIS LARGER THAN 3/4" IN SIZE.
- TOPSOIL IS DEFINED AS: FERTILE, FRIABLE LOAM, CAPABLE OF SUSTAINING VIGOROUS PLANT GROWTH, FROM WELL DRAINED SITE FREE FROM FLOODING, NOT IN FROZEN OR MUDDY CONDITIONS; REASONABLE FREE FROM SUBSOIL, CLAY LUMPS, ROOTS, GRASS, WEEDS, STONES LARGER THAN 3/4 INCH IN DIAMETER, AND FOREIGN MATTER; ACIDITY RANGE (PH) OF 5.5 TO 7.5; CONTAINING MINIMUM 4 PERCENT AND MAXIMUM 20 PERCENT ORGANIC MATTER.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING ALL TOPSOIL REQUIREMENTS OF NPDES GENERAL PERMIT NO. 2 ARE MET.
- REFERENCE GEOTECHNICAL REPORT FOR ADDITIONAL SOILS INFORMATION INCLUDING BUT NOT LIMITED TO SUBGRADE INFORMATION, FOOTING DESIGN, AND ANY POSSIBLE OVER EXCAVATION DUE TO POOR SOILS. PAVEMENT SECTIONS ON THE PLANS GOVERN OVER PAVEMENT THICKNESS IN THE SOILS REPORT.

GRADING NOTES

- AREAS TO RECEIVE STRUCTURAL FILL SHALL BE BENCHED. STRUCTURAL FILL SHALL BE COMPACTED TO A DENSITY THAT IS NOT LESS THAN 95% STANDARD PROCTOR.
- PREPARE BOTTOM OF BENCH FOR FILL BY DISKING TO A DEPTH OF 12 INCHES AND COMPACT. ANY LOCALIZED AREAS WHICH CANNOT BE SATISFACTORILY COMPACTED OR WHICH SHOW EVIDENCE OF PUMPING ACTION SHALL BE UNDERCUT AND RE-COMPACTED WITH ON-SITE FILL MATERIALS.
- ALL AREAS WHICH ARE TO RECEIVE PAVING SHALL HAVE THE TOP 12 INCHES DISKED AND COMPACTED TO 95% STANDARD PROCTOR DENSITY.
- MAINTAIN ALL CUT AND FILL AREAS TO ACCOMMODATE SURFACE DRAINAGE.
- FINISH GRADE ON ALL NON-PAVED AREAS SHALL BE WITHIN 0.20 FT, AND PAVED AREAS SHALL BE WITHIN 0.10 FT OF THE PROPOSED GRADES SHOWN ON THE PLAN
- MAXIMUM ALLOWABLE GRADE ON ALL PROPOSED SLOPES IS 3:1.
- THE MOISTURE CONTENT SHALL NOT DEVIATE FROM THE OPTIMUM BY MORE THAN 2% IN STRUCTURAL FILL.
- MAXIMUM 2% CROSS-SLOPE ON ALL SIDEWALKS.
- GRADING AND EROSION CONTROL SHALL BE DONE IN ACCORDANCE WITH THE APPROVED GRADING PLAN, SWPPP, NPDES DOCUMENTS, AND IOWA DEPARTMENT OF NATURAL RESOURCES REQUIREMENTS.

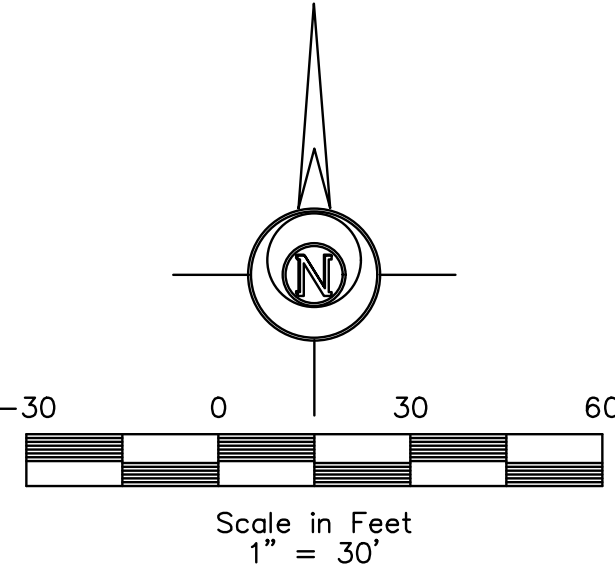
LANDSCAPING NOTES

- ALL SODDING & LANDSCAPE PLANTINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE URBAN STANDARD SPECIFICATIONS, UNLESS SPECIFIED OTHERWISE.
- SEED OR SOD ALL DISTURBED AREAS WITHIN THE CONTRACT LIMITS, UNLESS NOTED OTHERWISE. SOD LIMITS SHOWN ON PLAN ARE FOR REFERENCE ONLY. FINAL LIMITS MAY CHANGE BASED ON CONSTRUCTION ACTIVITIES. SEED ALL DISTURBED AREAS OFF-SITE
- STAKE SOD ON ALL SLOPES 4:1 OR GREATER.
- PLANT QUANTITIES ARE FOR CONTRACTORS CONVENIENCE, THE DRAWING SHALL PREVAIL IF A CONFLICT OCCURS.
- ALL PLANT MATERIAL SHALL CONFORM TO THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1).
- CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIAL FOR A PERIOD OF ONE YEAR FROM THE DATE OF ACCEPTANCE.
- CONTRACTOR SHALL PLACE SHREDDED HARDWOOD MULCH OR BRICK CHIPS OR WASHED STONE AROUND ALL TREES, SHRUBS AND GROUND COVER BEDS TO A DEPTH OF 4 INCHES, UNLESS NOTED.
- PROVIDE 6MIL MINIMUM PLASTIC BELOW ROCK/BRICK.
- THE LANDSCAPING CONTRACTOR SHALL HAVE ALL UTILITIES LOCATED BEFORE STARTING ANY SITE WORK OR PLANTING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
- CONTRACTOR SHALL BE RESPONSIBLE MAINTAINING APPROPRIATE LEVEL OF WATERING FOR ALL NEW PLANTS FOR A PERIOD OF 30 DAYS.
- CONTRACTOR SHALL DESIGN AND PROVIDE IRRIGATION SYSTEM. COORDINATION WITH ARCHITECT REQUIRED.
- ALL BEDS TO RECEIVE GRANULAR PRE-EMERGENT WEED CONTROL BEFORE AND AFTER MULCH IS INSTALLED.

 ELDS DESIGN SERVICES Architecture Engineering Surveying 2323 Dixon Street, Des Moines, Iowa 50316 PO Box 4626, Des Moines, Iowa 50305 Ph: 515 265 8196				
TITLE: CEMEN TECH 1700 N 14TH STREET INDIANOLA IOWA , 50125				
BENCHMARK:		REVISION: PRELIMINARY		
COPYRIGHT DATE: ----	DRAWN BY: N. DAY	SCALE:	LATEST REVISION: 6.20.2022	DRAWING NO: 21-069
FILE PATH: J:\2021 Projects\21-069 - Cemen Tech\Engineering\Site Plan\Sheet Set				C2 - Note Sheet



M-1 ZONING



LEGEND:

- | | | | |
|----------------|------------------------------|---|-----------------------------|
| +/- | MORE OR LESS | ⊙ | ELEC. MANHOLE |
| F.F. | FINISHED FLOOR | ⊙ | SANITARY SEWER MANHOLE |
| 123.45G | GUTTER ELEVATION | ⊙ | STORM SEWER MANHOLE |
| 123.45TC | TOP OF CURB ELEVATION | ⊙ | TRAFFIC MANHOLE |
| 123.45/ 123.45 | EXISTING/ PROPOSED ELEVATION | ⊙ | CLEANOUT |
| FL | FLOWLINE ELEVATION | ⊙ | DOWNSPOUT |
| ⊙ | CONTROL POINT | ⊙ | AREA INTAKE |
| ⊙ | CALCULATED CORNER | ⊙ | SINGLE INTAKE |
| ● | FOUND CORNER | ⊙ | THROAT INTAKE |
| △ | CALCULATED SECTION CORNER | ⊙ | FLARED END SECTION |
| ▲ | FOUND SECTION CORNER | ⊙ | GAS VALVE |
| ⊙ | PARKING SPACE | ⊙ | FIRE HYDRANT |
| ⊙ | SIGN | ⊙ | WATER VALVE |
| ⊙ | STREET LIGHT | ⊙ | P XX— PROPOSED UTILITY LINE |
| ⊙ | POWER POLE | ⊙ | E XX— EXISTING UTILITY LINE |
| ⊙ | LIGHT POLE | ⊙ | CATV — CABLE TELEVISION |
| ⊙ | AREA LIGHT | ⊙ | FO — FIBER OPTIC |
| ⊙ | GUY ANCHOR | ⊙ | GAS — GAS LINE |
| ⊙ | TEL. JUNCTION BOX | ⊙ | OHE — OVERHEAD ELEC. |
| ⊙ | ELEC. TRANSFORMER | ⊙ | OHT — OVERHEAD TEL. |
| ⊙ | ELEC. METER | ⊙ | SS — SANITARY SEWER |
| ⊙ | ELEC. BOX | ⊙ | ST — STORM SEWER |
| ⊙ | ELEC. VAULT | ⊙ | UGE — UNDERGROUND ELEC. |
| ⊙ | FIBER OPTIC VAULT | ⊙ | UGT — UNDERGROUND TEL. |
| ⊙ | GAS METER | ⊙ | W — WATER |
| ⊙ | CABLE TV JUNCTION BOX | ⊙ | — FENCE LINE |
| ⊙ | WATER METER | | |



ELDS Design Services

Architecture | Engineering | Surveying

2323 Dixon Street, Des Moines, Iowa 50316 | PO Box 4626, Des Moines, Iowa 50305 | Ph: 515 265 8196

TITLE:

CEMEN TECH
1700 N 14TH STREET
INDIANOLA IOWA, 50125

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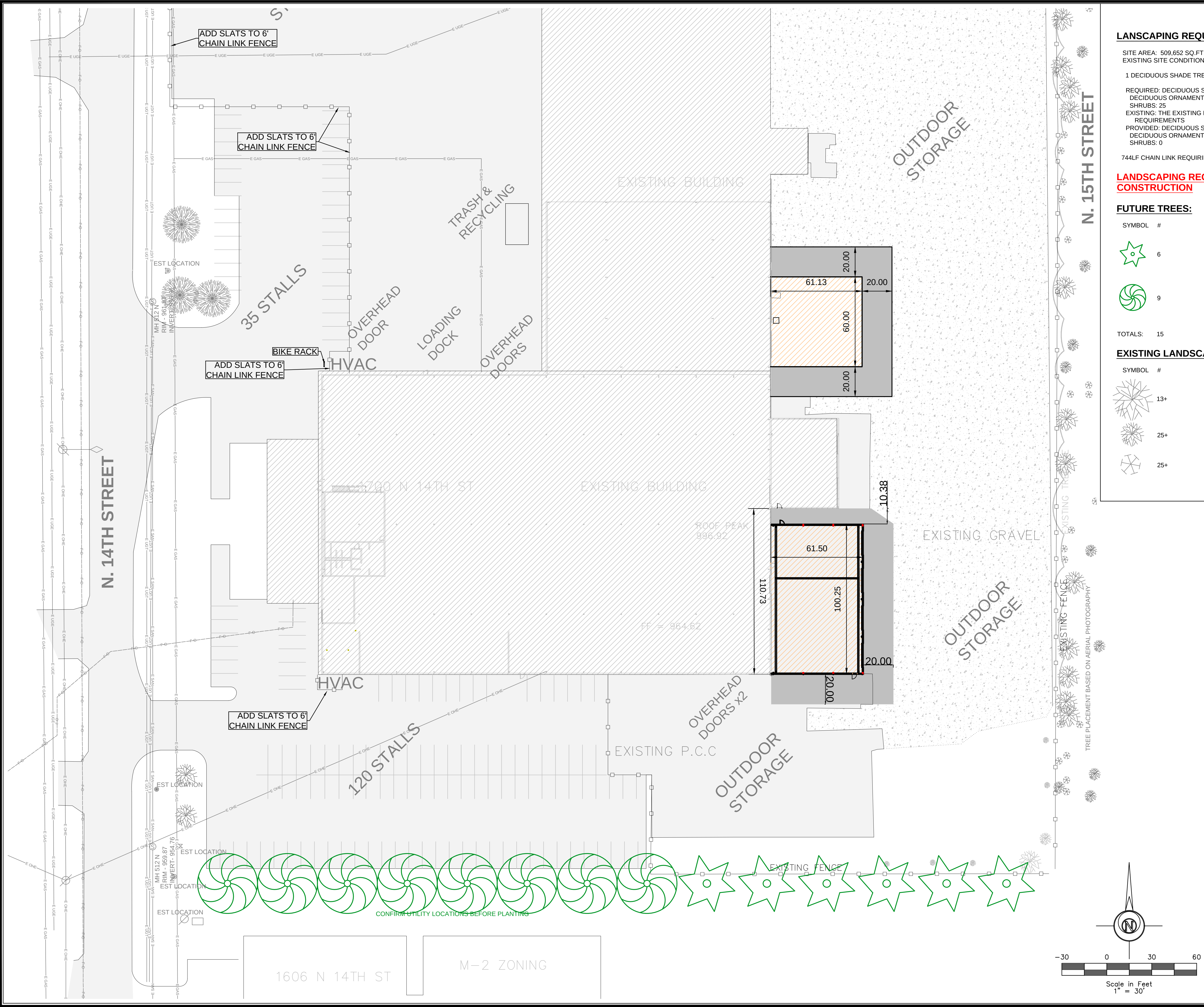
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3/2021 Projects/21-069 - Cemen Tech/Engineering/Site Plan/Sheet Set

21-069

PRELIMINARY

C3 - Topo Sheet



LANDSCAPING REQUIREMENTS:

SITE AREA: 509,652 SQ.FT. > 20% OPEN SPACE - 105,930 SQ.FT. OPEN SPACE REQUIRED
EXISTING SITE CONDITIONS > 25,000 SQ.FT. AVAILABLE OPEN SPACE

1 DECIDUOUS SHADE TREE, 2 DECIDUOUS ORNAMENTAL TREES, AND 2 SHRUBS PER 2000 S.F. REQUIRED OPEN SPACE

REQUIRED: DECIDUOUS SHADE TREES: 13
DECIDUOUS ORNAMENTAL TREES: 25
SHRUBS: 25
EXISTING: THE EXISTING EAST AND NORTH TREELINES CONSIST OF TREES AND SHRUBS IN EXCESS OF THE REQUIREMENTS
PROVIDED: DECIDUOUS SHADE TREES: 15
DECIDUOUS ORNAMENTAL TREES: 0
SHRUBS: 0

744LF CHAIN LINK REQUIRING VINYL SLATS

LANDSCAPING REQUIREMENTS WILL BE PROVIDED DURING FUTURE PHASES OF CONSTRUCTION

FUTURE TREES:

SYMBOL	#	COMMON NAME (BOTANICAL NAME)	PLANTING SIZE	MATURE SIZE (HEIGHT & SPREAD)
	6	KENTUCKY COFFEE TREE (GYMNOCLADUS DIOICUS)	2" CALIPER B&B	60'-75' & 40'-50'
	9	HONEYLOCUST (THORNLESS) (GLADISTIA TRIACANTHOS 'INERMIS')	1.5-2.5" CALIPER B&B	30'-70' & 30'-70'

TOTALS: 15

EXISTING LANDSCAPING:

SYMBOL	#	TYPE
	13+	OVERSTORY TREE
	25+	ORNAMENTAL TREE
	25+	SHRUB

	PROPOSED BUILDING
	EXISTING BUILDING
	EXISTING P.C.C
	EXISTING GRAVEL
	PROPOSED P.C.C PAVEMENT 8,835 SQFT MATCH EXISTING THICKNESS (MIN 6")

LEGEND:

+/- F.F. 123.45G 123.45TC 123.45/ 123.45	MORE OR LESS FINISHED FLOOR GUTTER ELEVATION TOP OF CURB ELEVATION EXISTING/ PROPOSED ELEVATION		ELEC. MANHOLE
FL	FLOWLINE ELEVATION		SANITARY SEWER MANHOLE
	CONTROL POINT		STORM SEWER MANHOLE
	CALCULATED CORNER		TRAFFIC MANHOLE
	FOUND CORNER		CLEANOUT
	CALCULATED SECTION CORNER		DOWNSPOUT
	FOUND SECTION CORNER		AREA INTAKE
	PARKING SPACE		SINGLE INTAKE
	SIGN		THROAT INTAKE
	STREET LIGHT		FLARED END SECTION
	POWER POLE		GAS VALVE
	LIGHT POLE		FIRE HYDRANT
	AREA LIGHT		WATER VALVE
	GUY ANCHOR		P XX— PROPOSED UTILITY LINE
	TEL. JUNCTION BOX		E XX— EXISTING UTILITY LINE
	ELEC. TRANSFORMER		CATV — CABLE TELEVISION
	ELEC. METER		FO — FIBER OPTIC
	ELEC. BOX		GAS — GAS LINE
	ELEC. VAULT		OHE — OVERHEAD ELEC.
	FIBER OPTIC VAULT		OHT — OVERHEAD TEL.
	GAS METER		SS — SANITARY SEWER
	CABLE TV JUNCTION BOX		ST — STORM SEWER
	WATER METER		UGE — UNDERGROUND ELEC.
			UGT — UNDERGROUND TEL.
			W — WATER
			FENCE LINE

ELDS DESIGN SERVICES

Architecture | Engineering | Surveying

2323 Dixon Street, Des Moines, Iowa 50316 | PO Box 4626, Des Moines, Iowa 50305 | Ph: 515 265 8196

TITLE:

CEMEN TECH

1700 N 14TH STREET

INDIANOLA IOWA, 50125

REVISIONS:

PRELIMINARY

REVISIONS:

DATE:	BY:	SCALE:	DATE:	DATE:
6.20.2022	N. DAY	1" = 30'	6.20.2022	21-069

REG. NO.:

210201 Projects\21-069 - Cemen Tech\Engineering\Site Plan\Sheet Set

C4 - Site Sheet



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: July 12, 2022

Subject: Consider recommendation on a major site plan application for Medicap Pharmacy located at 2105 North 3rd Lane

Recommendation:

- Attachments:**
- 1. 1- Staff Report_Medicap
 - 2. 2- Site-Development-Application_3_NW
 - 3. 3- SP_1220598_Medicap Indianola
 - 4. 4- 2022.06.24 - MEDICAP INDIANOLA - EXT. ELEVATIONS



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: July 12, 2022

Agenda Item: 7.B. Consider recommendation on a major site plan application for Medicap Pharmacy located at 2105 North 3rd Lane

Proposed Use: Retail Sales (Pharmacy/Drug Store)

Applicant: Nick Welter, Downing Construction

Property Owner: JOMLT Properties LLC

Property Address: 2105 North 3rd Lane

Zoning: C-2 Highway Commercial Zoning District

Application Summary: Approval of a major site plan for Medicap Indianola located at 2105 North 3rd Lane is requested to allow for the construction of a 2,750 square foot structure with related site improvements.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

SECTION 165.06 SITE PLAN REGULATIONS AND PROCEDURES

1. SITE PLAN REQUIRED

Site plans, as provided herein this section, are required prior to approval of a building permit for the erection, relocation, expansion, or alteration of any structure or for the change in use of any structure or parcel.

2. SITE PLAN APPLICATION

The following site plans are required for all uses:

A. All Other New Uses, Buildings, and Structures. All other new uses, buildings, structures, conversions or changes of use, changes or modifications to building facades, and related additions and accessory structures that are not included in Section A herein above shall require the following:

- (1) Major Site Plan. A Major Site Plan Application is required for the development of a property, the construction of a new building or improvement, the redevelopment of an existing property (including a significant change in use), or an amendment or change to a previously approved site plan.

- a. **Major Site Plan Application** - A site plan (including required site plan details and number of copies), application form, and any additional information and details as specified and required by the Zoning Administrator as necessary to determine compliance with all applicable codes and requirements shall be submitted to the Zoning Administrator along with the Major Site Plan Application fee as established by resolution of the City Council.
- b. **Major Site Plan Review Procedure** - The Major Site Plan Application shall be reviewed by the Zoning Administrator, or their designee, for completeness. Incomplete applications shall be returned to the applicant with a list of the missing items or details. Applications deemed completed shall be distributed to other city departments and other agencies as necessary for review and comment as to its compliance with all zoning regulations and other pertinent city codes, regulations, and policies.
- c. **Major Site Plan Review by Zoning Commission** - Subsequent to review by the Zoning Administrator and other city departments and agencies, the Zoning Administrator, or their designee, shall submit to all members of the Zoning Commission a copy of the Major Site Plan Application along with a written recommendation as to the plan's conformity with the rules and regulations of the city.
- d. The Commission shall subsequently hold a meeting as prescribed by their rules of procedures and review the Major Site Plan Application for conformity with the zoning regulations and standards and may confer with the applicant on changes deemed advisable in such Site Plan.
- e. The Commission shall forward its recommendation to the City Council for approval, approval with conditions, or denial of the Major Site Plan Application within 45 days of the receipt of a Major Site Plan Applicant deemed complete by the Zoning Administrator. If the Commission does not act within the 45 days as prescribed above, the Major Site Plan Application shall be deemed to be recommended for approved by the Commission unless the applicant agrees to an extension of time.
- f. **Findings for Approval** – In order for the Commission to make a recommendation for approval of a Major Site Plan, the Commission shall make the following findings:
 - i. The proposed use, site improvements, and site plan comply with the minimum requirements of the zoning district in which it is proposed to be located;
 - ii. The property is of adequate size to accommodate the proposed use and site improvements including setbacks, open space, stormwater management, and off-street parking;
 - iii. The proposed use and site improvements will not unduly impact the health, safety, and general welfare of persons residing or working in adjoining property or surrounding area;
 - iv. The proposed use and site improvements shall not unduly increase traffic congestion;
 - v. The proposed use and site improvements will not unduly burden public utilities or increase risk to flooding;
 - vi. The proposed use and site improvements are compatible with the surrounding neighborhood and shall not diminish or impair established property values in adjoining or surrounding property; and,
 - vii. The proposed use and site improvements will not endanger, jeopardize or harm the health, safety or welfare of the properties and the community.
- g. **Major Site Plan Review by City Council** - The City Council, upon receipt of the recommendation of the Commission, shall either approve, approve with conditions, or disapprove the Major Site Plan Application. In order for the Council to approve a Major Site Plan, the Council shall confirm or make the aforementioned findings in subsection f. herein above.

ANALYSIS

Downing Construction is requesting approval of a major site plan to allow for the construction of a new 2,750 square foot building and associated site improvements to the vacant site located at 2105 North 3rd Lane. The property is located within the C-2, Highway Commercial Zoning District.

This property proposes to have a 25' driveway entrance from North 3rd Lane. This proposed driveway entrance will be shared with the property to the south, which is currently vacant. This driveway will be spaced well over 50' from the intersections of East Trail Ridge Avenue/North 3rd Lane and the private drive to the south. North 3rd Lane is a 31' local roadway.

The property proposes to use trash receptacles (bins) which will be opaquely screened by an enclosure on the north side of the building. This enclosure is proposed to match other like enclosures in the Summercrest Hills development. The proposed trash screen is opaque and painted to be compatible with the dominant architectural materials of the building. It is constructed with concrete piers, 6x6 posts and 1x6 painted horizontal boards. There will be HVAC equipment near the same area as the trash enclosure which will be screen by shrubs and plantings. The building proposes to use can lights under the drive through and lights that are required by building code above building emergency egresses doors; however, there will not be any parking lot lighting. The drive-thru canopy clearance will be 14' and all structural and supporting columns are proposed be wrapped in a material consistent with the primary building material of the principal building.

A stormwater management plan was submitted as part of this application. The grading of this site will have elevation that moves from the northeast corner to the southwest corner of the site. The stormwater will flow through the parking lot where it will eventually empty into a stormwater detention area to the southeast corner of the property. The parking lot will be constructed with 6" PCC on 12" of subgrade preparation, and surrounded by 6" PCC standard curb and gutter.

Chapter 165.07 stipulates that there must be one (1) parking spot per 250 square feet of gross floor area for retail sales uses. At 2,750 total square feet, this building would require 11 total parking spaces. The site provides for 21 parking stalls, with one of those spaces being a handicap van accessible space. The parking lot provides for 24' drive aisle where the parking lot provides for two-way traffic, and a minimum of 16.5' drive aisles in the drive thru area where there will be one-way traffic.

The total area of this site is 33,306 square feet, or 0.81 acres. With the 20% required open space, the site requires 7,061 square feet of open space, and provides for 17,337 square feet. Using the required open space of 20%, landscaping would require 4 deciduous shade trees, 8 deciduous ornamental trees, and 8 shrubs. The proposed site provides for 2 shade trees, 11 ornamental trees, and 31 shrubs. The applicant notes due to the minimal lot area and the existing 15' P.U.E., there is no room for additional tree plantings. While 4 shade trees are required, the site does provide for a total of 6 shade trees, 4 of which are in the parking lot island. However, the landscaping requirement of 4 shade trees shall be in addition to landscaping required for parking lot landscaping

Regarding the building design standards, each primary façade shall contain no less than three (3) different class 1 or class 2 façade materials, together composing at least 75% of the primary façade area. Class 3 and class 4 façade materials in aggregate shall not exceed 25% of any primary façade area. Class 4 façade materials shall not exceed 5% of any primary façade area. At least one street-facing building façade and the façade containing the main building entry, if different from the street façade, shall consist of no less than 20% clear glass fenestrations (windows and full glass doors) on the first level. EIFS shall not be permitted within ten (10) feet of the finished floor elevation of the façade on which it is located. All structures shall utilize Class 1 or 2 roofing materials. No primary façade shall exceed 60 feet in length without interruption by one or more of the following architectural features:

- Projection or recess in the wall plane of at least two (2) feet in depth.
- Columns, piers, pilasters or other equivalent structural and/or decorative elements.

The primary facades are on the east and north sides. The applicant proposes to use a combination of cultured stone veneer (class 2), Nichiha Illumination Series fiber cement panels (class 2), and clear glass (class 1). The west elevation meets the façade materials requirement, however, the two primary facades do not meet the 20% clear glass requirement. The applicant notes that for security reasons, the employee entrance door on the north elevation is a hollow metal door. For security, the applicant proposes to limit glass as the building is designed to be used as a pharmacy with controlled substances stored inside. The roof proposes to use a TPO membrane that will not be visible, making it a class 2 roofing material.

FINDINGS FOR APPROVAL

In order for the Commission to make a recommendation for approval of a Major Site Plan, the Commission shall make the following findings:

1. The proposed use, site improvements, and site plan comply with the minimum requirements of the zoning district in which it is proposed to be located

The applicant has provided a site plan with their application that shows the proposed use and proposed site improvements will comply with the minimum requirements of the C-2 Zoning District, sans the shade tree requirement and the clear glass design standards. The applicant has asked that the shade tree requirement be waived due to the size of the site, and the clear glass requirement be waived due to security reason for the building. This site plan has been reviewed by all members of the City's development review team, which includes Community Development, Fire, Parks and Recreation, Public Works, Water Pollution Control, IMU Electric, IMU Fiber and IMU Water.

2. The property is of adequate size to accommodate the proposed use and site improvements including setbacks, open space, stormwater management, and off-street parking

The total area of this site is 33,306 square feet, or 0.81 acres. The site plan has been reviewed as to proposed setbacks, open space, and off-street parking. Additionally, Strand Associates have reviewed the proposed Stormwater Management Plan submitted by the applicant. After these reviews, staff has no concerns regarding the size of the property and its proposed use.

3. The proposed use and site improvements will not unduly impact the health, safety, and general welfare of persons residing or working in adjoining property or surrounding areas

Based on the proposed use and improvements, the health, safety, and welfare of citizens should not be impacted.

4. The proposed use and site improvements shall not unduly increase traffic congestion

Traffic congestion may increase with the proposed improvements. However, this is a newer subdivision that was designed for these vacant lots to be developed commercially. As such, it is not anticipated traffic congestion would unduly increase.

5. The proposed use and site improvements will not unduly burden public utilities or increase risk to flooding

The proposed use will not unduly burden the existing public utilities available in this area. The proposed site improvements do connect sanitary sewer and water service to the existing mains along East Trail Ridge Avenue. As previously mentioned, a storm-water management plan has been submitted and reviewed and concluded there will not be an increased risk to flooding from the proposed improvements.

6. The proposed use and site improvements are compatible with the surrounding neighborhood and shall not diminish or impair established property values in adjoining or surrounding property

As this site is surrounded by C-2 zoning, these improvements should not diminish or impair established property values in adjoining or surrounding property.

7. The proposed use and site improvements will not endanger, jeopardize, or harm the health, safety or welfare of the properties and the community

As previously mentioned, the proposed use and site improvements will not endanger or harm the health safety and welfare of properties or the community.

ALTERNATIVES

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

- 1) The City of Indianola Planning and Zoning Commission concludes that all findings of approval have been satisfied, and recommends the Major Site Plan be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission concludes that all findings of approval have been satisfied, and recommends the Major Site Plan be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission concludes that all findings of approval have not been satisfied and recommends the Major Site Plan be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the Major Site Plan, 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 Indianola Planning and Zoning Commission concludes that all findings of approval have been satisfied, and recommends the Major Site Plan be approved, as submitted.

SITE DEVELOPMENT APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) GRX Holdings, LLC
(First Name) _____
(Address) 2929 Westown Parkway
(City) West Des Moines (State) IA (Zip) 50266
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Welter - Downing Construction
(First Name) Nick
(Address) 509 E Scenic Valley Avenue
(City) Indianola (State) IA (Zip) 50125
(Email) nickw@downingconstruct.com

☐ CONSTRUCTION DOCUMENTS

Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$100, plus OEC
- ☐ Subdivision: _____
- ☐ Proposed construction documents (hard copy)
- ☐ Proposed construction documents (electronic copy)
- ☐ Stormwater Management Plan
- ☐ Other Information as required by Director

☒ SITE PLAN

Submittal Requirements:

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

- ☒ Completed Application
- ☒ Property Address: Summercrest Hill Plat 4, Lot 2, except the south 133.48 feet
- ☒ Filing Fee: \$225, plus OEC
- ☒ Current Zoning: C-2 Highway Commercial
- ☒ All items as required by Chapter 165.06 of the Code of Ordinances of Indianola, Iowa
- ☒ Proposed site plan hard copy)
- ☒ Proposed site plan (electronic copy)
- ☒ Stormwater Management Plan
- ☐ 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

Digitally signed by Nick Welter
DN: cn=Nick Welter, o=Downing, cn=Nick Welter
Reason: I am the author of this document
Date: 2022.05.23 11:45:00-05'

Name (printed) Nick Welter - Downing Construction

Date 05/23/2022

FOR OFFICE USE ONLY: Code to 45683 (Const Docs)
45680 (Site Plan)

Date Received: _____

Receipt No: _____

Receipt Amount: _____

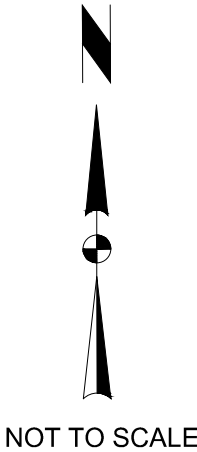
SITE PLAN
FOR
MEDICAP INDIANOLA
2105 NORTH 3RD LANE
CITY OF INDIANOLA, WARREN COUNTY, IOWA

OWNER
GRX HOLDINGS, LLC
2929 WESTOWN PARKWAY
WEST DES MOINES, IA 50266

APPLICANT
DOWNING CONSTRUCTION, INC
509 E SCENIC VALLEY AVENUE
INDIANOLA, IA 50125
CONTACT: NICK WELTER
PHONE: 515-961-5386

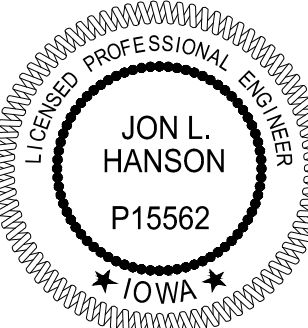


VICINITY MAP



INDEX OF SHEETS

- C100 TITLE SHEET
- C101 PROJECT INFORMATION
- C200 DIMENSION PLAN
- C300 GRADING AND EROSION CONTROL PLAN
- C400 UTILITY PLAN
- C500 PLANTING PLAN



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

Jon L. Hanson, P.E. _____ Date _____

License Number P15562

My License Renewal Date is December 31, 2022

Pages or sheets covered by this seal:

MEDICAP INDIANOLA

TITLE SHEET

INDIANOLA, IA

SNYDER & ASSOCIATES, INC.

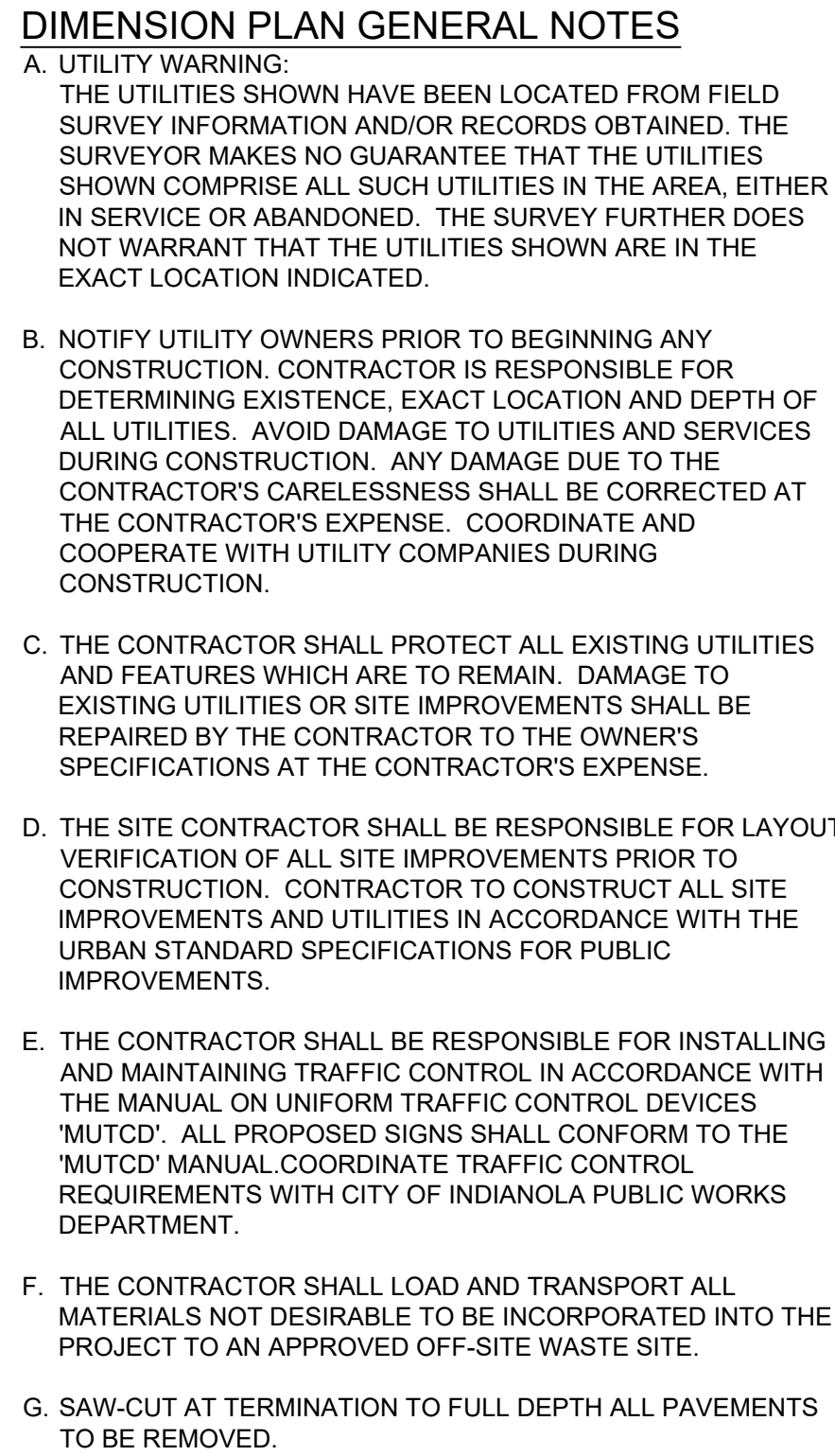
2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

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2	PER OWNER COMMENTS	JRC	06/22/22
1	PER CITY COMMENTS	TLS	06/15/22
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Technician: TLS	Date: 05-27-2022	T-R-S: TTN-RRW-SS	
Project No: 122.0598.01			Sheet C100

SNYDER & ASSOCIATES

Project No: 122.0598.01

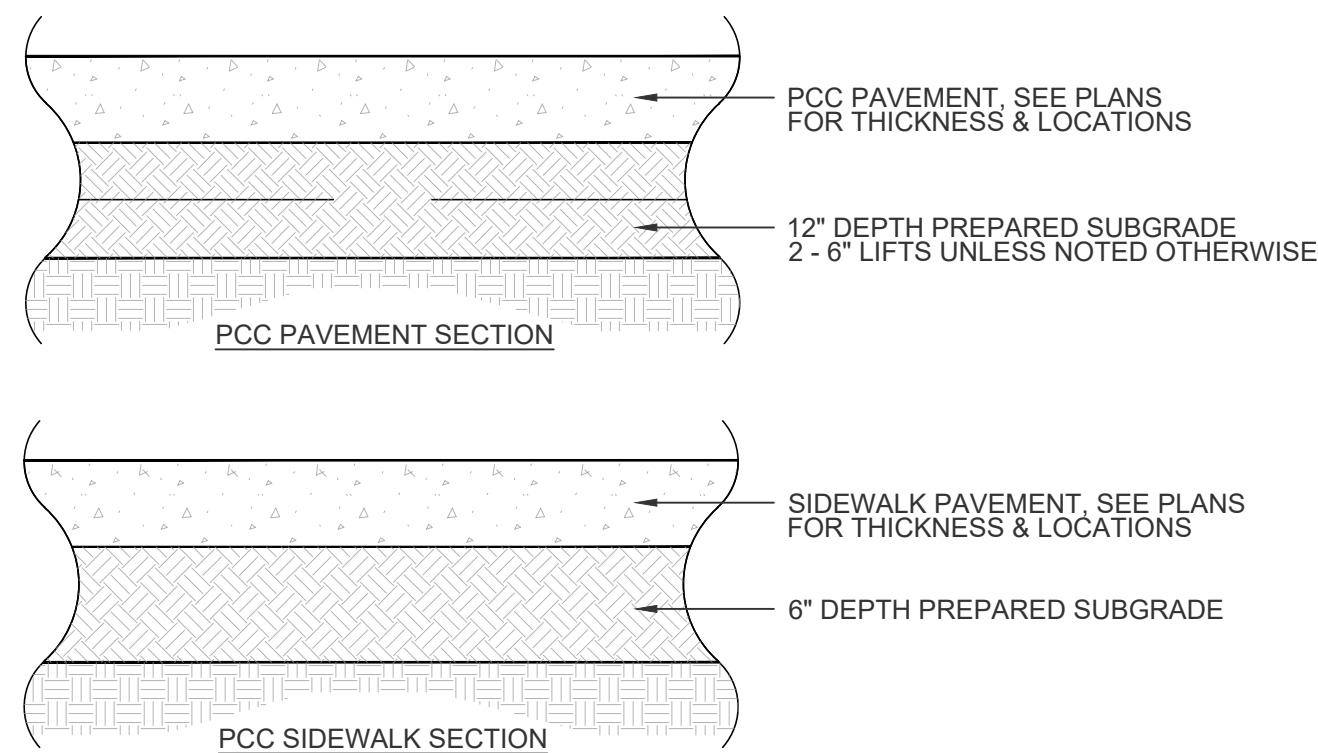
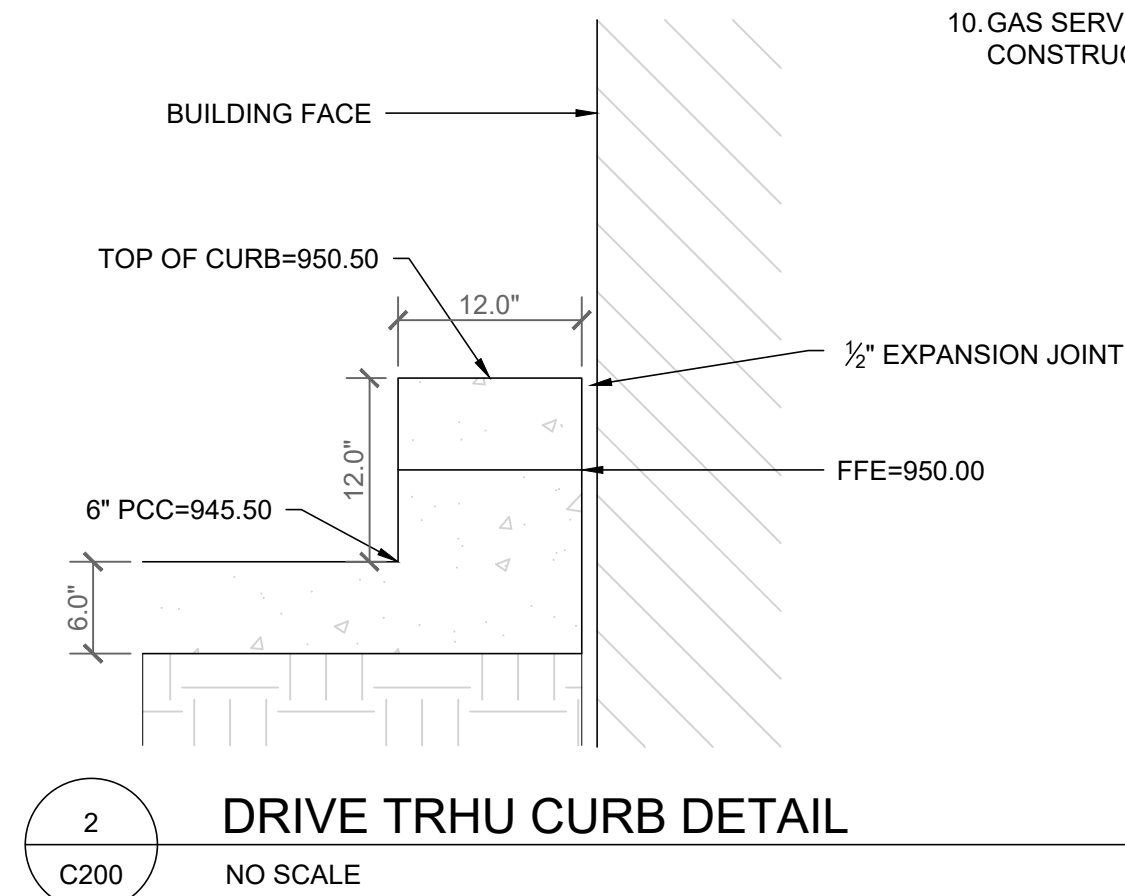
Sheet C100



5" PCC SIDEWALK

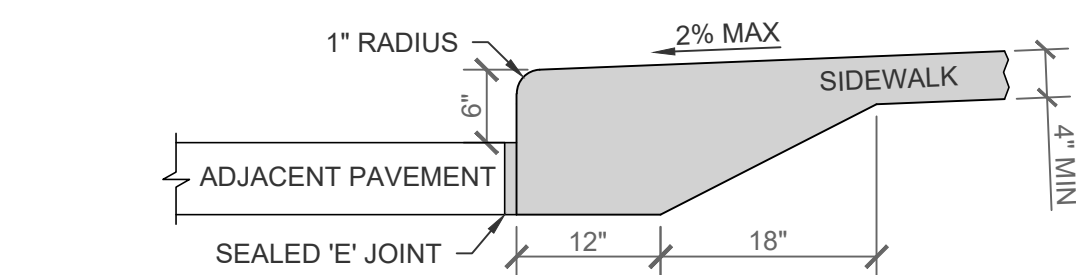
6" PCC PAVEMENT

7" PCC PAVEMENT



NO SCALE

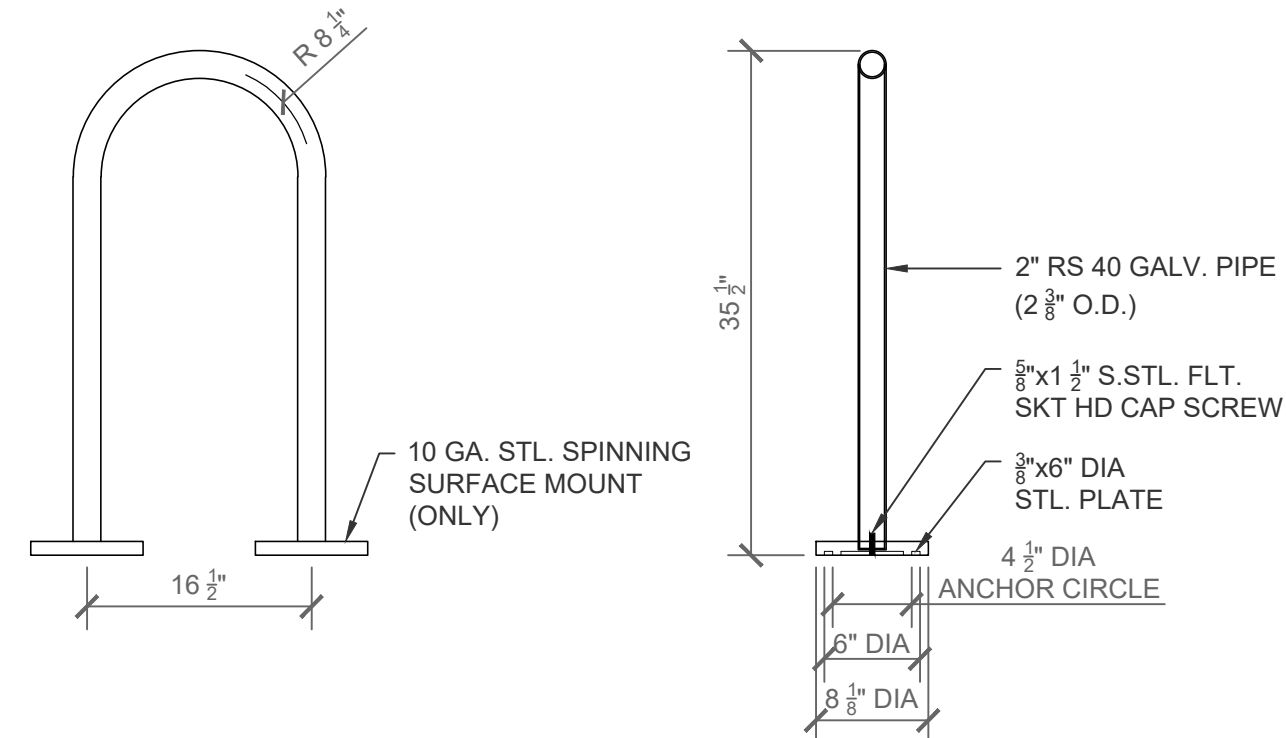
1. EXISTING FEATURES, PROTECT THE FOLLOWING:
 - A. PAVEMENTS TO REMAIN.
 - B. PROTECT EXISTING UTILITIES. ANY DAMAGES TO EXISTING UTILITIES THAT ARE NOT SCHEDULED FOR MODIFICATION OR DEMOLITION SHALL BE REMEDIED AT THE CONTRACTOR'S EXPENSE WITH THE WORK BEING PERFORMED TO THE UTILITY OWNER'S SPECIFICATIONS.
2. PAVEMENTS, PROVIDE THE FOLLOWING:
 - A. 7" DEPTH PCC DRIVES ON 12" SUBGRADE PREPARATION COMPACTED TO 95% STANDARD PROCTOR DENSITY.
 - B. 6" DEPTH PCC DRIVES AND PARKING AREA ON 12" SUBGRADE PREPARATION COMPACTED TO 95% STANDARD PROCTOR.
 - C. 5" DEPTH PCC SIDEWALK ON 6" SUBGRADE PREPARATION COMPACTED TO 95% STANDARD PROCTOR DENSITY.
 - D. INTERIOR CURB AND SIDEWALK.
 - E. 6" PCC STANDARD CURB AND GUTTER.
 - F. GRIND CURB AT DRIVEWAY LOCATION.
 - G. SUDAS TYPE A DRIVEWAY WITH FLARED APPROACH.
 - H. CONNECT TO EXISTING PAVEMENT SLAB WITH BT-5 JOINT.
 - I. PEDESTRIAN RAMP WITH MAXIMUM SLOPE OF 8.33%. PROVIDE DETECTABLE WARNING WHERE DEPICTED ON PLANS.
 - J. PCC STOOP. REFER TO ARCHITECTURAL AND STRUCTURAL PLANS FOR DETAILS.
 - K. PCC RAISED ISLAND. REFER TO ARCHITECTURAL AND STRUCTURAL PLANS FOR DETAILS.
 - L. DRIVE THRU CURB. SEE DETAILS THIS SHEET.
3. REFER TO ARCHITECTURAL/BUILDING PLANS FOR DETAILED INFORMATION REGARDING BUILDING AND STRUCTURAL CONSTRUCTION.
4. SITE AMENITIES, PROVIDE THE FOLLOWING:
 - A. TRASH ENCLOSURE. REFER TO ARCHITECTURAL PLANS FOR DETAILS.
 - B. MONUMENT SIGN. REFER TO ARCHITECTURAL PLANS FOR DETAILS.
 - C. BIKE RACK.
5. SITE ELECTRICAL:
 - A. TRANSFORMER PAD. CONTRACTOR TO COORDINATE LOCATION AND INSTALLATION WITH INDIANOLA MUNICIPAL UTILITIES (IMU).
 - B. ELECTRICAL METER. COORDINATE LOCATION AND INSTALLATION WITH ARCHITECTURAL PLANS AND UTILITY PROVIDER.
 - C. ELECTRICAL SERVICE. COORDINATE WITH LOCAL UTILITY PROVIDER PRIOR TO CONSTRUCTION.
 - D. EXTERIOR LIGHTING, IF PROVIDED, TO BE ORIENTED DOWNWARD AND AWAY FROM ADJACENT PROPERTIES AS TO NOT LET LIGHT EXIT FROM PROPERTY. REFER TO ARCHITECTURAL PLANS REGARDING ANY PROPOSED LIGHTING.
 - E. GROUND AIR CONDITIONER UNITS, REFER TO ARCHITECTURAL AND MECHANICAL PLANS FOR DETAILS.
5. PAVEMENT MARKINGS. PROVIDE THE FOLLOWING:
 - A. PAINTED PARKING STALL LINE.
 - B. PAINTED 45° STRIPING AT 3' O.C.
 - C. PAINTED STATE OF IOWA APPROVED HANDICAP SYMBOL.
 - D. PAINTED DIRECTIONAL ARROWS.
 - E. PAINTED 4" WIDE LANE LINES.
7. SIGNAGE. PROVIDE THE FOLLOWING PER ADAAG REQUIREMENTS:
 - A. BLUE SIGN WITH HANDICAP SYMBOL. SECURE SIGNS TO 2" SQUARE STEEL CHANNEL POST.
 - B. POST MOUNTED 'ONE WAY' SIGNAGE.
8. SEE STRUCTURAL PLANS FOR BUILDING FOUNDATION, STOOP LOCATIONS AND DETAILED CONSTRUCTION.
9. COORDINATE ELECTRICAL, GAS, TELEPHONE AND CABLE SERVICES WITH PROVIDERS PRIOR TO CONSTRUCTION.
10. GAS SERVICE AND METER. COORDINATE LOCATION AND INSTALLATION WITH UTILITY PROVIDER PRIOR TO CONSTRUCTION. COORDINATE WITH ARCHITECTURAL PLANS.



4
C200

INTEGRAL SIDEWALK AND CURB DETAIL

NO SCALE



FINISH OPTIONS:
COATED WITH ZINC RICH EPOXY THEN FINISHED WITH POLYESTER COATING. COLOR AS PER OWNER

NOTES:

1. INSTALL AS PER MANUFACTURER'S RECOMMENDATIONS AND REQUIREMENTS.
2. $\frac{1}{2}$ "x3" EXPANSION ANCHOR BOLTS PROVIDED FOR SURFACE MOUNT.

C200 NO SCALE

3	PER CITY COMMENTS	06/27/22	JRC
2	PER OWNER COMMENTS	06/22/22	JRC
1	PER CITY COMMENTS	06/15/22	TLS
MARK	REVISION	DATE	BY
Engineer, JRC	Checked By: MAA	Scale: 1" = 20'	
Technician: TLS	Date: 05-27-2022	T-R-S: TTN-RRW-SS	
Project No: 122.0598.01			Sheet C200

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ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

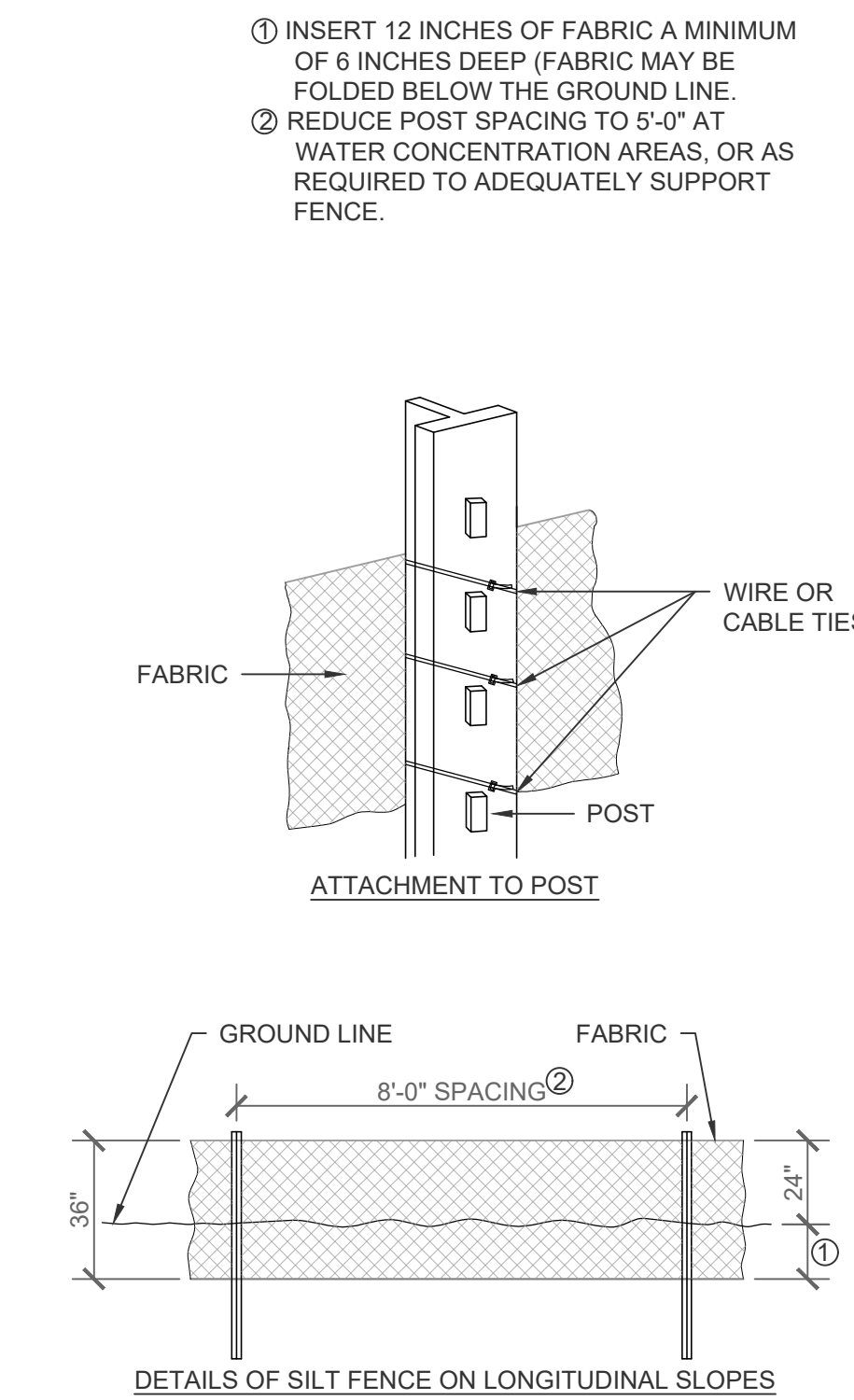
SNYDER & ASSOCIATES, INC.

DIMENSION PLAN



Project No: 122.0598.01

Sheet C200

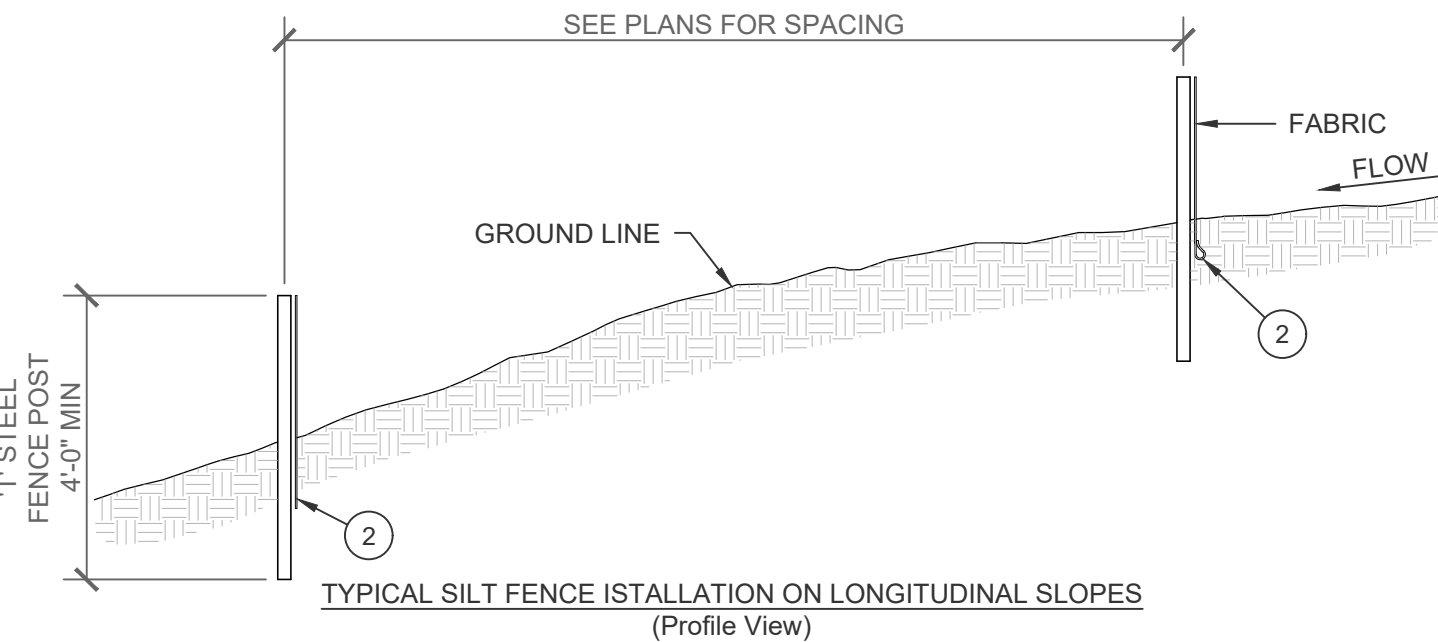
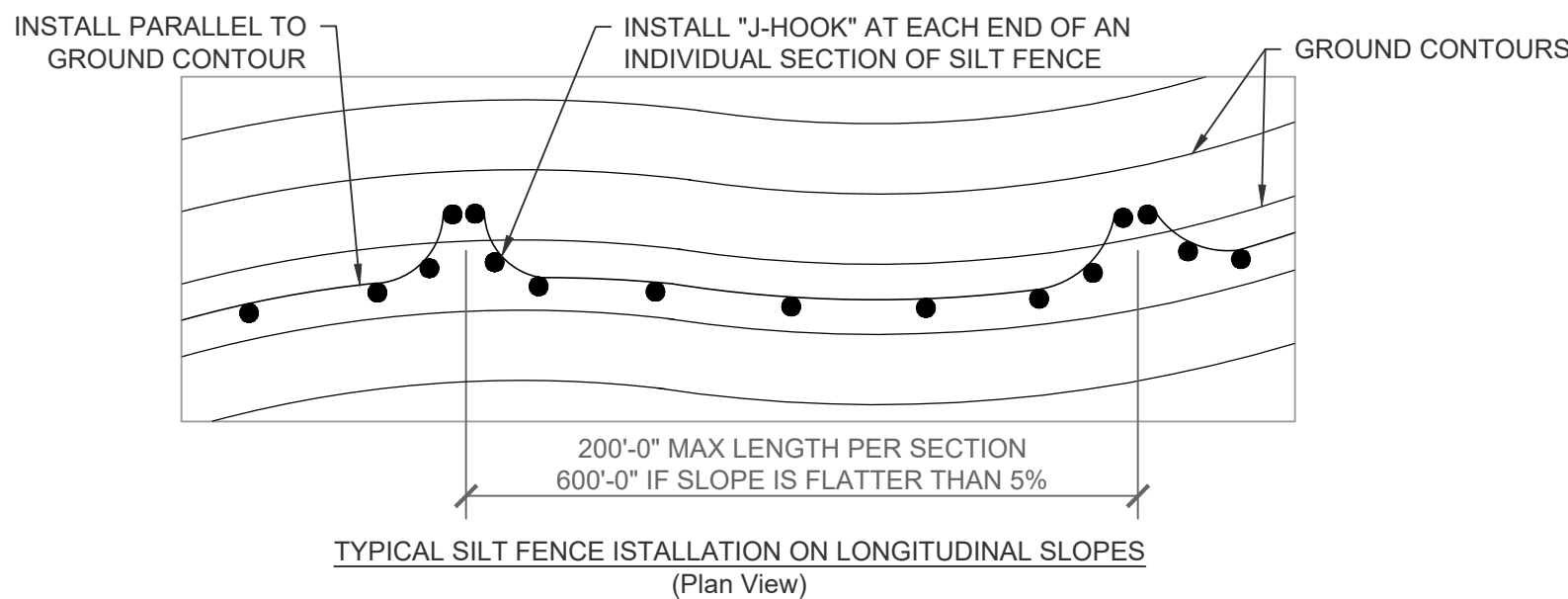
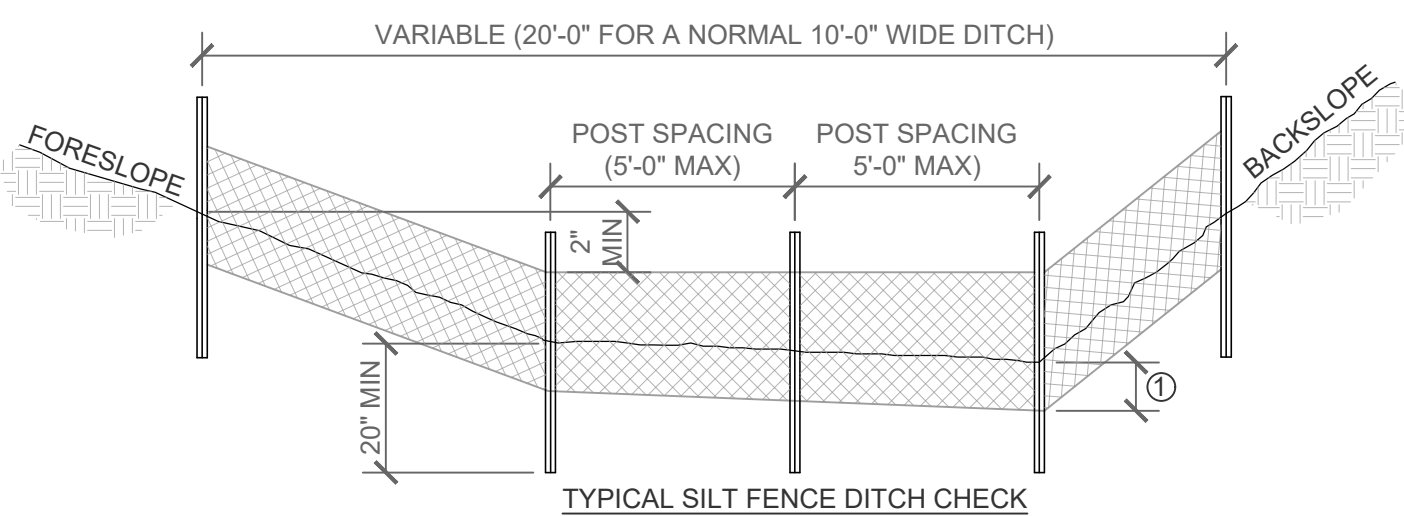


1. CONTRACTOR TO STRIP AND STOCKPILE TOPSOIL ON ALL AREAS TO BE CUT OR FILLED. RESREAD TO MINIMUM 6" DEPTH TO FINISH GRADES.
2. ANY EXCESS CUT TO BE SPREAD ON SITE AS DIRECTED BY ENGINEER DURING CONSTRUCTION. PLACE TOPSOIL OVER ALL AREAS DISTURBED.
3. ALL DRAINAGE SWALES AND SLOPES 5 TO 1 OR GREATER TO BE SEEDED USING COMMERCIALY AVAILABLE EROSION CONTROL SEED. MIXTURE APPLIED AT RATE RECOMMENDED BY SUPPLIER.
4. EROSION CONTROL: SEED THE SITE AFTER ROUGH GRADING HAS BEEN COMPLETED. PLACE SIL FENCE AND MAINTAIN IN PROBLEM AREAS AFTER GRADE COVER HAS BEEN ESTABLISHED. COMPLY WITH EROSION CONTROL LAW.
5. PROVIDE BELOW GRADE INLET PROTECTION IN PAVED AREAS FOLLOWING PAVING OPERATIONS.

SEEDING AND MULCHING	=0.6 AC
SILT FENCE	=880 LF

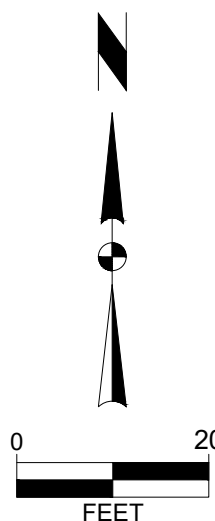
NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88 - GEOID12A)
IARTN DERIVED - US SURVEY FEET

BM500 ELEV=953.46
NORTHEAST UPPER FLANGE BOLT ON WATEROUS HYDRANT
AT SE CORNER OF N. 3RD LANE AND E. TRAIL RIDGE AVE.



SILT FENCE DETAIL

NO SCALE



3	PER CITY COMMENTS	06/22/22	JRC
2	PER OWNER COMMENTS	06/22/22	JRC
1	PER CITY COMMENTS	06/15/22	TLS
MARK	REVISION	DATE	BY
Engineer: JRC	Checked By: MAA	Scale: 1" = 20'	
Technician: TLS	Date: 05-27-2022	T-R-S: TTN-RRW-SS	
Project No: 122.0598.01		Sheet C300	

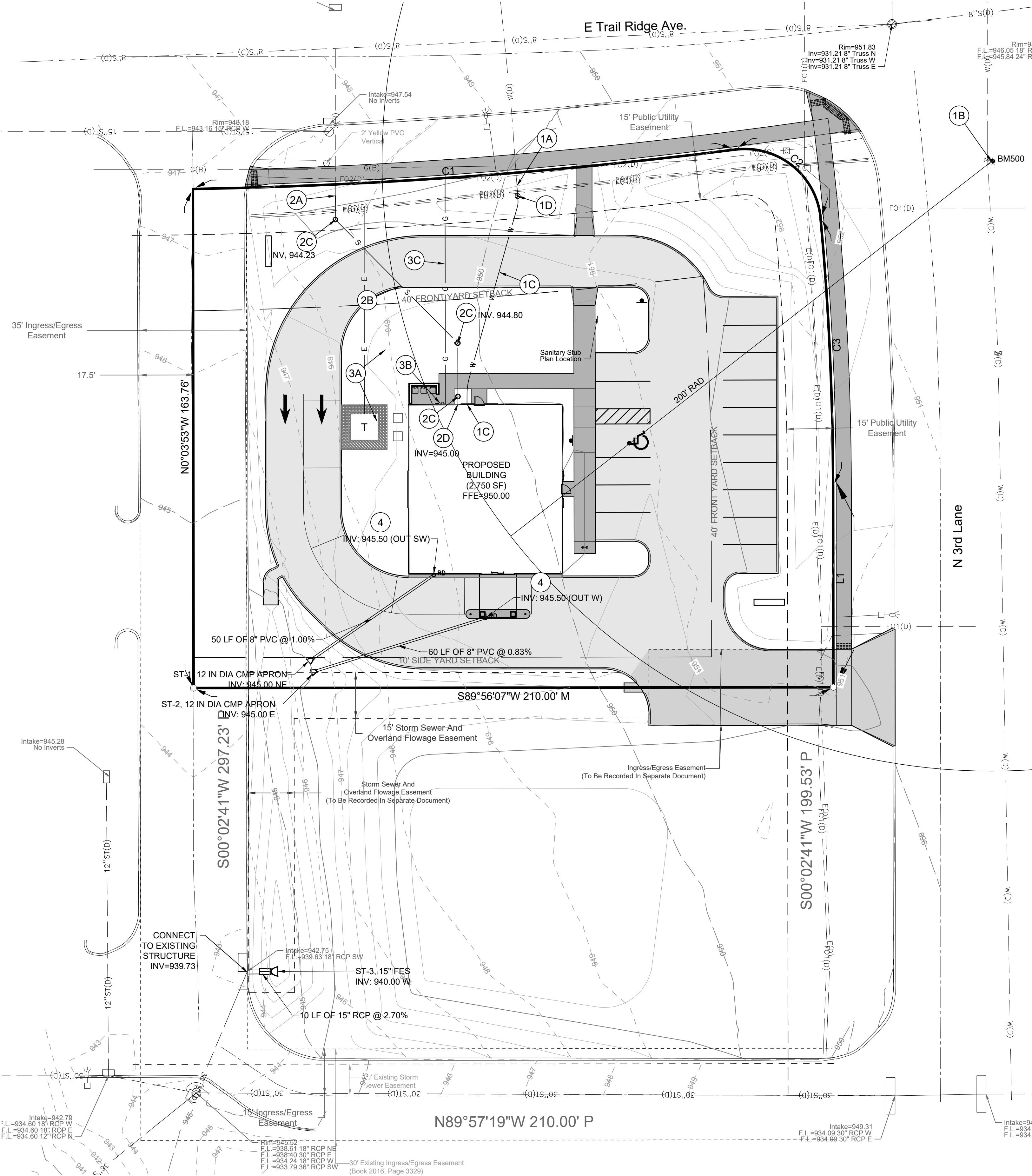
INDIANOLA, IA

MEDICAP INDIANOLA



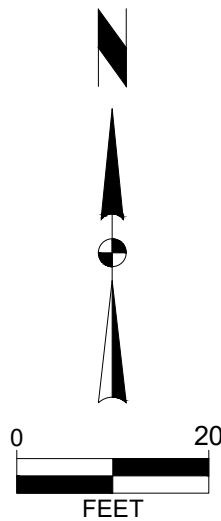
Project No:	122.0598.01
Sheet	C300

V:\proj\1220598\1220598-01\CAD\DWG\1220598-01\1220598-01.dwg JANE R. CAMPOS UTILITY PLAN 20220627 2:13 PM. ANS FULL BLEED D (34.00 X 22.00 INCHES)



UTILITY PLAN CONSTRUCTION NOTES

1. WATER SERVICES, PROVIDE THE FOLLOWING:
 - A. CONNECT TO EXISTING 8" WATER MAIN SERVICE STUB. THE EXISTING WATER SERVICE SIZE IS ASSUMED TO BE 6". CONTRACTOR TO CONFIRM, PROVIDE REDUCER FITTING AS NEEDED TO MAKE THE 1" CONNECTION. COORDINATE CONNECTION WITH THE CITY OF INDIANOLA WATER DEPARTMENT.
 - B. EXISTING HYDRANT ASSEMBLY.
 - C. 1" WATER SERVICE. PROVIDE TRACER WIRE IF PLASTIC WATER SERVICE IS INSTALLED. CONFIRM WITH MECHANICAL PLANS FOR SIZE, LOCATION AND ELEVATION TO ENTER THE BUILDING.
 - D. 1" DOMESTIC CURB STOP ENCASED IN MINIMUM 12" OF CONCRETE.
2. SANITARY SEWER SERVICES, PROVIDE THE FOLLOWING:
 - A. CONNECT TO EXISTING 6" SANITARY SERVICE STUB. VERIFY LOCATION AND ELEVATION PRIOR TO CONSTRUCTION. USE 45° BENDS AS NEEDED TO ACHIEVE DESIGN FLOWLINE ELEVATION AT BUILDING.
 - B. 6" SANITARY SEWER SERVICE LINE AT 1.0% MINIMUM SLOPE (1" PER FOOT). PROVIDE 1:1 RISER AS NECESSARY TO ACHIEVE DESIGN ELEVATION.
 - C. SANITARY CLEANOUT (SUDAS TYPE SW-203).
 - D. CONNECT TO PROPOSED BUILDING SERVICE. CONFIRM WITH MECHANICAL PLANS FOR SIZE, LOCATION AND ELEVATION.
3. SITE UTILITIES, COORDINATE UTILITY SERVICES WITH LOCAL PROVIDERS AND ARCHITECTURAL AND MECHANICAL PLANS.
 - A. ELECTRICAL SERVICE AND TRANSFORMER. COORDINATE EXACT LOCATION WITH OWNER AND FRANCHISE UTILITY OWNER PRIOR TO CONSTRUCTION.
 - B. ELECTRICAL AND GAS METER LOCATION. COORDINATE EXACT LOCATION WITH ARCHITECTURAL AND MECHANICAL PLANS.
 - C. COORDINATE GAS SERVICE WITH UTILITY PROVIDER PRIOR TO CONSTRUCTION.
4. ROOF DRAIN. PROVIDE ROOF DRAINS AND STORM PIPING AS DEPICTED ON PLANS. COORDINATE LOCATION AND OUTLET ELEVATION WITH ARCHITECTURAL PLANS.



MEDICAP INDIANOLA

UTILITY PLAN

INDIANOLA, IA

SNYDER & ASSOCIATES, INC. |



Project No: 122.0598.01

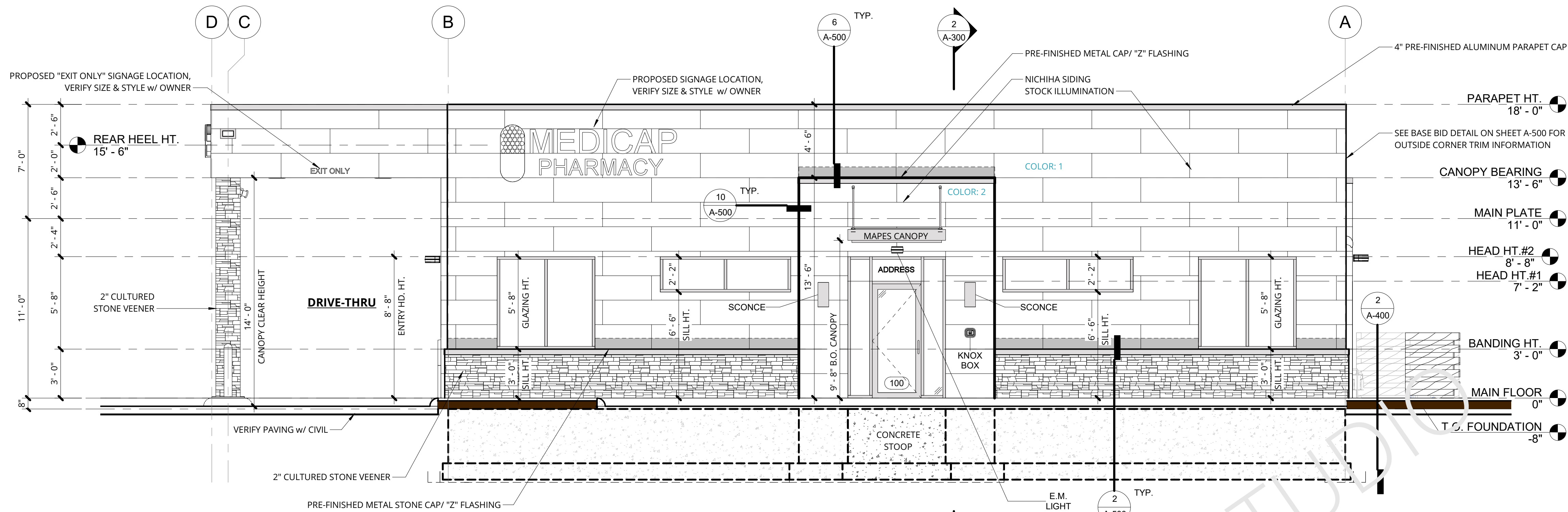
Sheet C400

2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

Project No: 122.0598.01

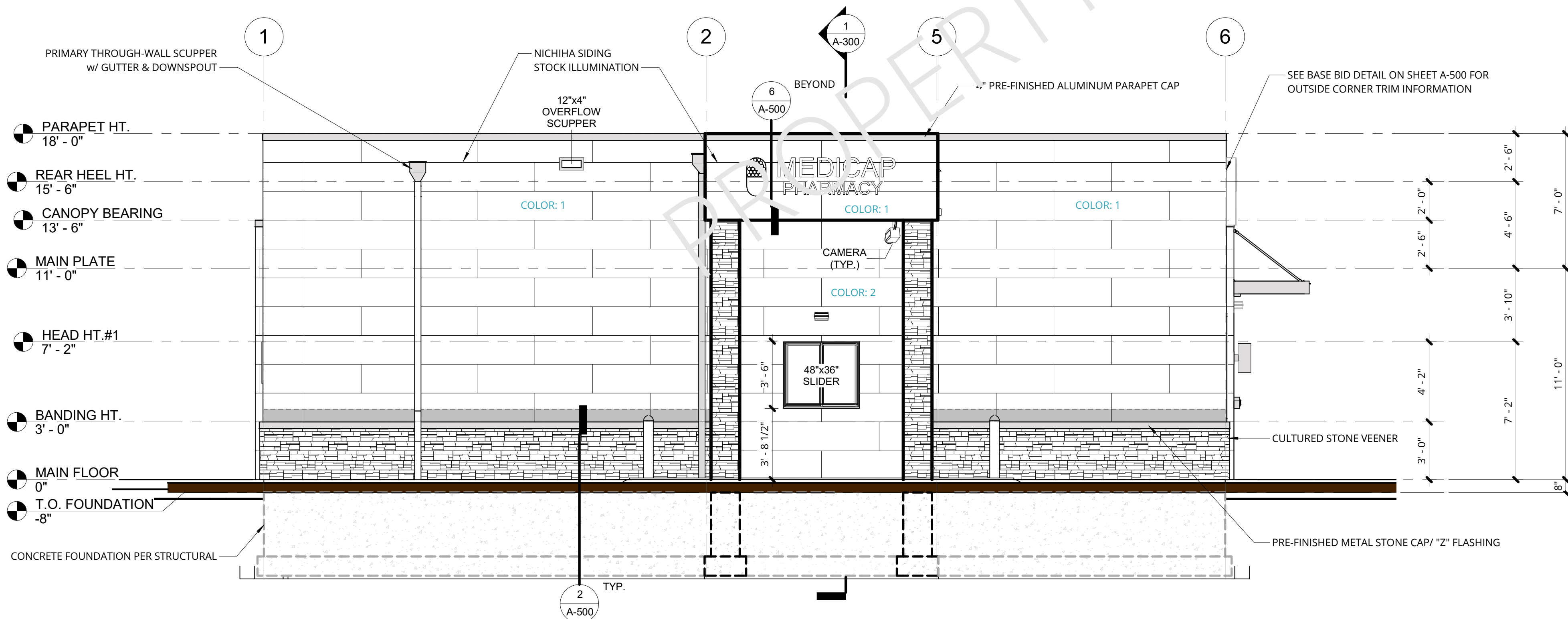
Sheet C400

3	PER CITY COMMENTS	JRC	06/27/22
2	PER OWNER COMMENTS	JRC	06/22/22
1	PER CITY COMMENTS	TLS	06/15/22
MARK	REVISION	DATE	BY
Engineer: JRC	Checked By: MAA	Scale: 1" = 20'	
Technician: TLS	Date: 05-27-2022	T-R-S: TTN-RRW-SS	



EAST (FRONT) ELEVATION

SCALE: 1/4" = 1'-0"



SOUTH (DRIVE-THRU) ELEVATION

SCALE: 1/4" = 1'-0"

THIS PLAN IS THE PROPERTY OF
DOWNING CONSTRUCTION INC.

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PERMISSION IS STRICTLY
PROHIBITED!



509 East Scenic Valley Ave.
Indianola, Iowa 50125
p: 515.961.5386
f: 515.961.0468
www.downingconstruct.com
www.downingplanroom.com

MEDICAP INDIANOLA

T.B.D.
INDIANOLA, IA

CONSTRUCTION DOCUMENT SET - PLANS FOR CONSTRUCTION

DELIVER

COMMIT

DEVELOP

DISCOVER/ ANALYZE

DRAWN BY: Precon. Team

ORIGINAL
CONSTRUCTION DOCUMENT
XX/XX/XXXX

REVISIONS

04/20/2022 - DD Set
04/21/2022 - DD Set
04/25/2022 - DD Revisions
05/18/2022 - Bid Set
05/19/2022 - Permit Set
--/--/----

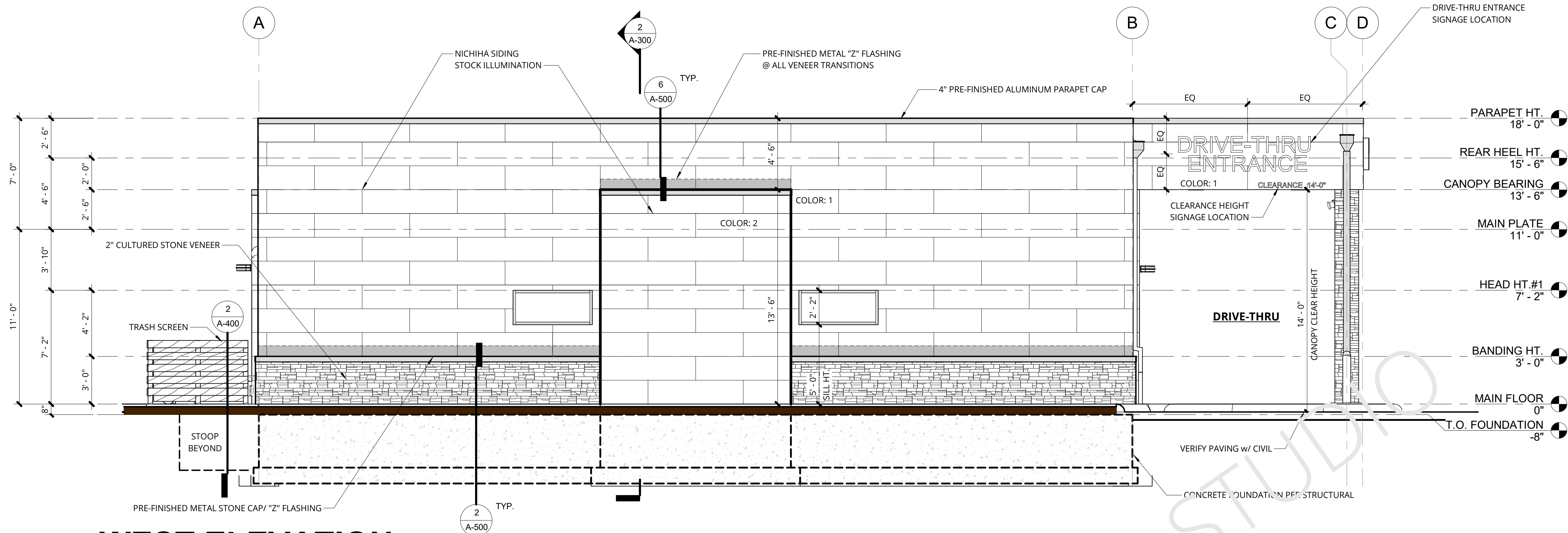
PLAN NO. = 90-124

DWG. LIST

EXTERIOR
ELEVATIONS

SHEET NO.

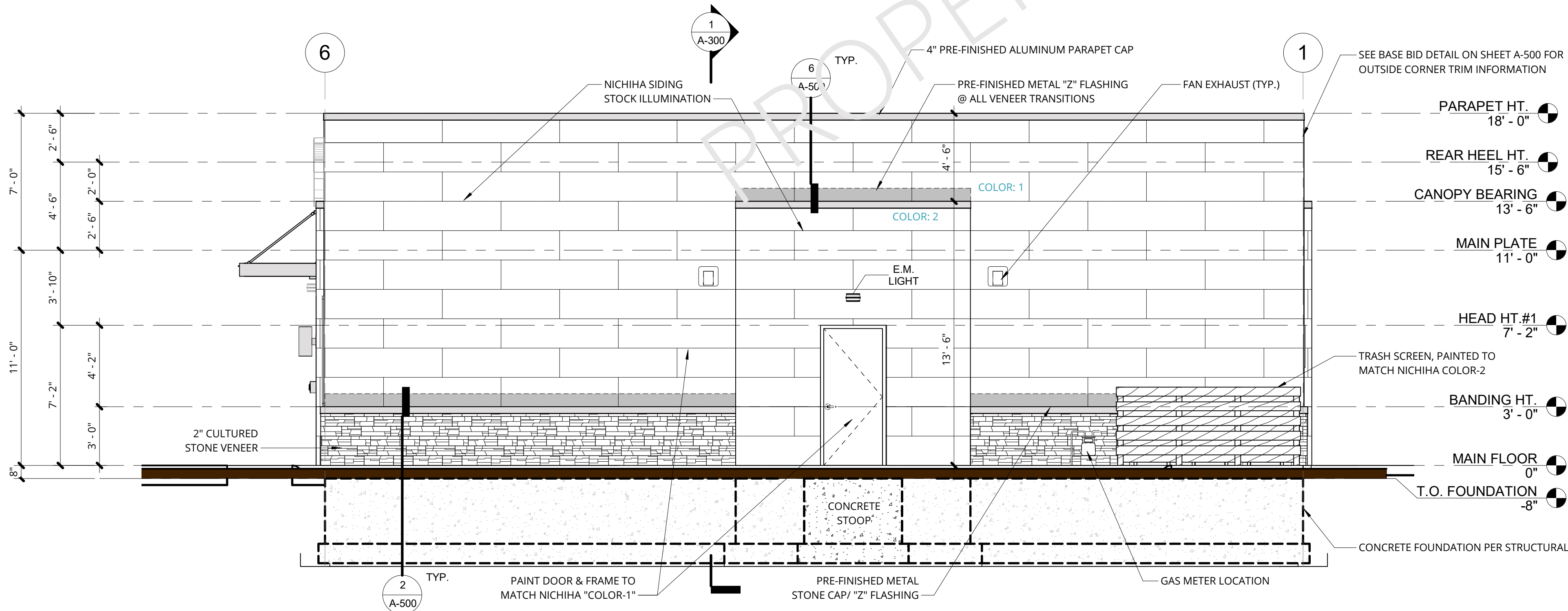
A-200



WEST ELEVATION

SCALE: 1/4" = 1'-0"

1



NORTH ELEVATION

SCALE: 1/4" = 1'-0"

2

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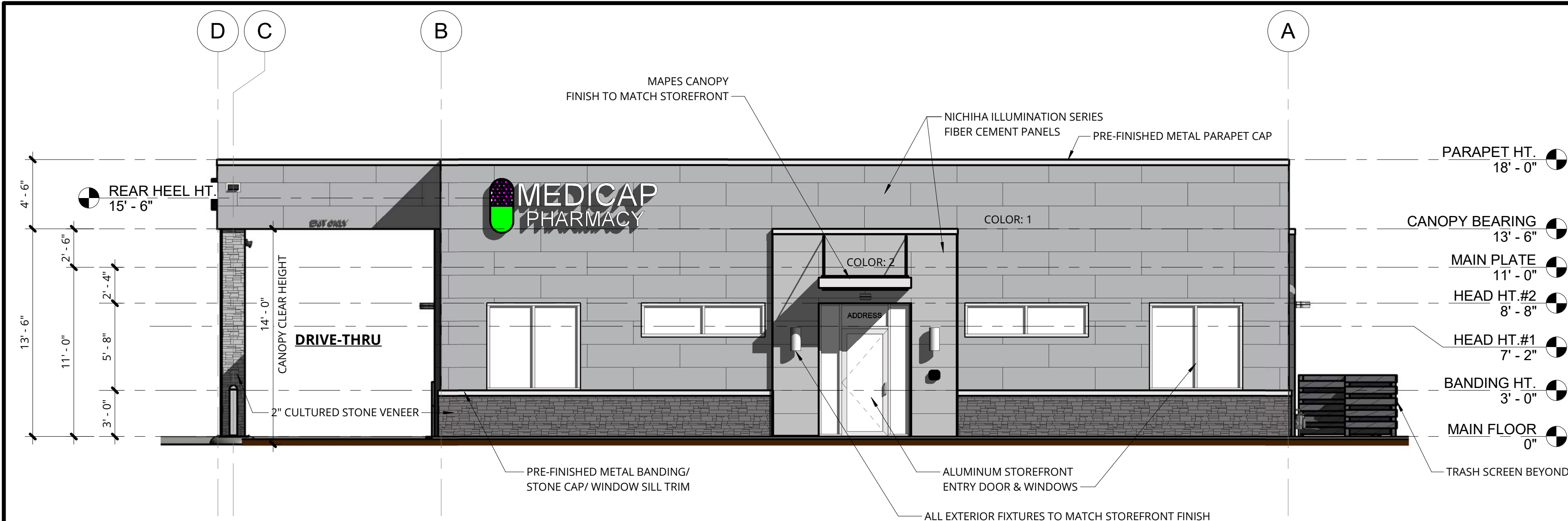
PLAN NO. = 90-124

DWG. LIST

EXTERIOR
ELEVATIONS

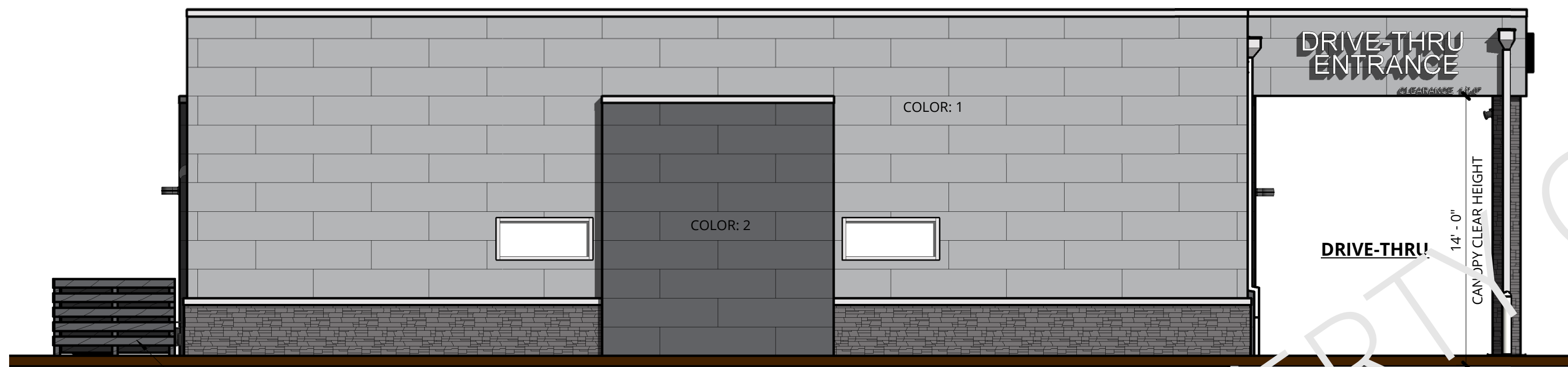
SHEET NO.

A-201



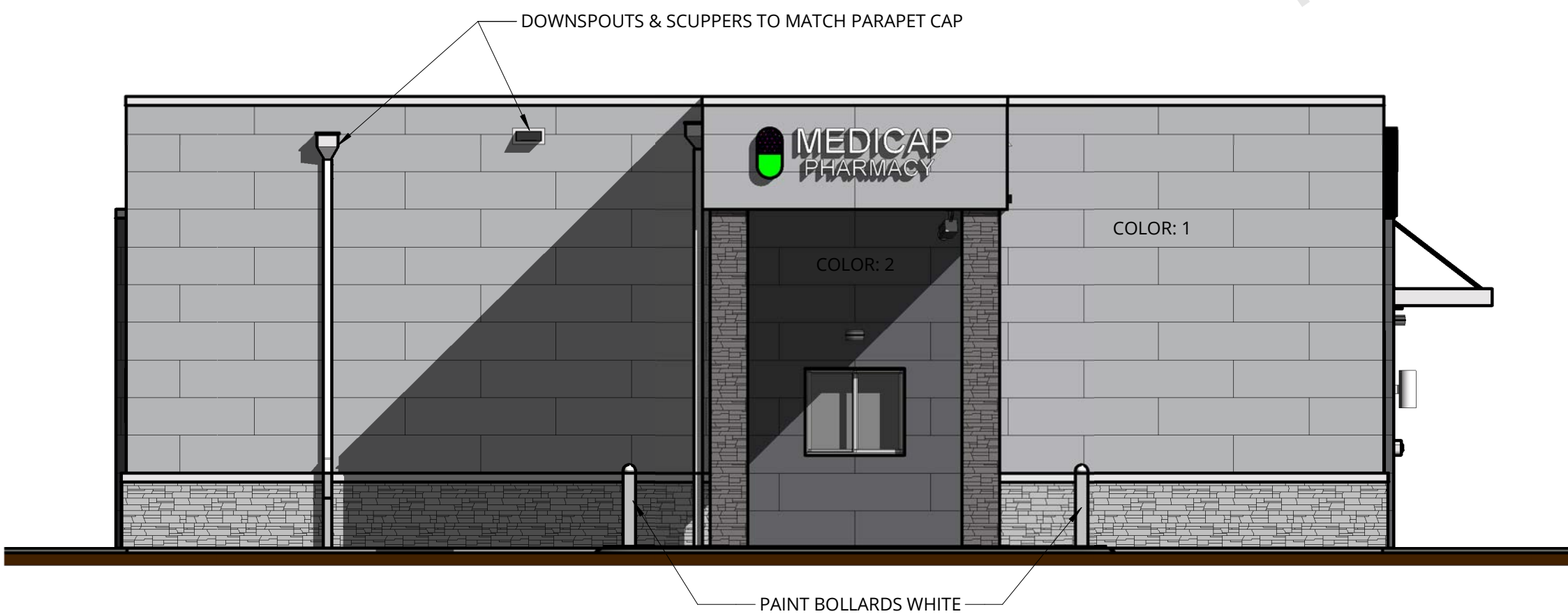
1 COLOR - EAST (FRONT) ELEVATION

SCALE: 3/16" = 1'-0"



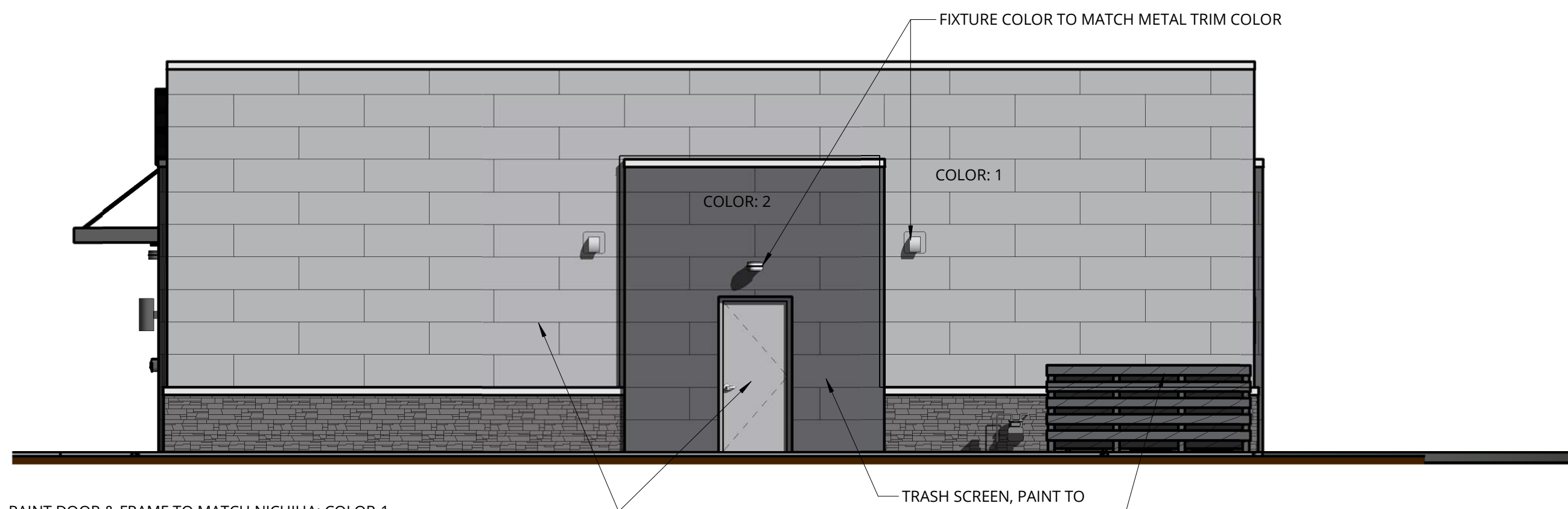
2 COLOR - WEST ELEVATION

SCALE: 3/16" = 1'-0"



3 COLOR - SOUTH ELEVATION

SCALE: 3/16" = 1'-0"



4 COLOR - NORTH ELEVATION

SCALE: 3/16" = 1'-0"

BUILDING DESIGN STANDARDS:

FOR STREET FACING ELEVATIONS:
MUST USE AT LEAST (3) DIFFERENT CLASS-1 OR CLASS-2 MATERIALS = 75%
AND NOT MORE THAN 25% OF CLASS-3 OR CLASS-4 MATERIALS. CLASS 4 FACADE
MATERIALS SHALL NOT EXCEED 5% OF ANY PRIMARY FACADE AREA.

CLASS-1 MATERIALS USED ON THIS PROJECT:
- CULTURED STONE

CLASS-2 MATERIALS USED ON THIS PROJECT:
- NICHHA CEMENT FIBER BOARD COLOR 1
- NICHHA CEMENT FIBER BOARD COLOR 2

FRONT ELEVATION: (EAST)

(CLASS-1) STONE VENEER
(CLASS-2) NICHHA COLOR 1
(CLASS-2) NICHHA COLOR 2
GLAZING

CALCULATION %
13 %
62 %
10 %
15 %

WEST ELEVATION

(CLASS-1) STONE VENEER
(CLASS-2) NICHHA COLOR 1
(CLASS-2) NICHHA COLOR 2
GLAZING

CALCULATION %
13 %
70 %
15 %
2 %

SOUTH ELEVATION

(CLASS-1) STONE VENEER
(CLASS-2) NICHHA COLOR 1
(CLASS-2) NICHHA COLOR 2
GLAZING

CALCULATION %
13 %
70 %
16 %
1 %

NORTH ELEVATION

(CLASS-1) STONE VENEER
(CLASS-2) NICHHA COLOR 1
(CLASS-2) NICHHA COLOR 2
HM DOOR

CALCULATION %
13 %
70 %
15 %
2 %

EXTERIOR MATERIAL SELECTIONS

NOTE:
THESE SELECTIONS ARE PROVIDED TO SHOW
"COLOR AND DESIGN INTENT".

FINAL SELECTIONS CAN/ OR WILL BE MADE BY THE
OWNER AS THIS PROJECT PROGRESSES.

PARAPET CAPS & VISIBLE METAL TRIM

FIRESTONE or EQUAL
- MATCH STOREFRONT
- ANODIZED CLEAR ALUM.

ROOFING: TPO

ANY MANUFACTURER
- TPO
- WHITE

ROOFING: SOFFIT PANELS

FIRESTONE or EQUAL
- MATCH NICHHA COLOR-2
- INCLUDES: TRIM

NICHHA: COLOR-1

NICHHA FIBER CEMENT
- ILLUMINATION SERIES
- COLOR: FOG
- INSTALLATION
- STAGGERED 1/2

NICHHA: COLOR-2

NICHHA FIBER CEMENT
- ILLUMINATION SERIES
- COLOR: NICKEL
- INSTALLATION
- STAGGERED 1/2

TRASH SCREEN

1x6 EXTERIOR GRADE
- PAINT TO MATCH NICHHA
- COLOR-2

DRIVE-THRU WINDOW CLAD EXTERIOR FINISH

ANY MANUFACTURER
- MATCH STOREFRONT or
- WHITE
- INCLUDES:
- VISIBLE FLASHINGS

STOREFRONT EXTERIOR FINISH

KAWNEER
- ANODIZED
- ALUMINUM CLEAR
- INCLUDES
- VISIBLE FLASHINGS

STONE BANDING CAP TRIM/ WDW. SILL TRIM

FIRESTONE or EQUAL
- MATCH STOREFRONT
- (ANODIZED ALUM. CLEAR)

CULTURED STONE VENEER

ANY MANUFACTURER
- SELECTION = T.B.D.
- SUBMIT FOR APPROVAL
- BASIS OF DESIGN:
- VIOLA CHARCOAL

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--/--/----

PLAN NO. = 90-124

DWG. LIST

COLOR EXTERIOR
ELEVATIONS

SHEET NO.

A-202



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: July 12, 2022

Subject: Consider recommendation on request for approval of a Plat of Survey for Nick Welter of Downing Construction for Lot 2 of Summercrest Hills Plat 4 (2105 North 3rd Lane).

Recommendation:

Attachments:

1. 1-Staff Report_ Plat of Survey
2. 2- Application
3. 3- 1220598_PLOS



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: July 12, 2022

Agenda Item: 7.C. Consider recommendation on request for approval of a Plat of Survey for Nick Welter of Downing Construction for Lot 2 of Summercrest Hills Plat 4 (2105 North 3rd Lane).

Application Type: Plat of Survey

Applicant: Nick Welter of Downing Construction

Property Owner: JOMLT Properties LLC

Comprehensive Plan Designation: Regional Mixed-Use

Application Summary: Request for plat of survey approval to create two (2) commercial parcels.

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

JOMLT Properties LLC currently own Lot 2 of Summercrest Hills Plat 4 (2105 North 3rd Lane), which is about 1.45 acres, or 63,162 square feet in size. The applicant proposes to split off a 0.81-acre, or 35,306 square foot parcel for the purposes of constructing a new commercial structure. The remainder of Lot 2 will be 0.64 acres, or 27,856 square feet.

According to the future land use map in Elevate Indianola Comprehensive Plan, this property's designated future use is Regional Mixed Use. This designation includes retail, office, restaurants, bars, personal and business services, and similar commercial uses, generally of a large scale.

All aspects of the subdivision code will continue to be met with this plat of survey.

Letters were mailed to property owners within 200 feet of this property on June 29, 2022.

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) GRX Holdings, LLC
(First Name) _____
(Address) 2929 Westown Parkway
(City) West Des Moines (State) IA (Zip) 50266
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Welter - Downing Construction
(First Name) Nick
(Address) 509 E Scenic Valley Avenue
(City) Indianola (State) IA (Zip) 50125
(Phone) _____ (Email) nickw@downingconstruct.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

Digitally signed by Nick Welter
DN: cn=US, e=nickw@downingconstruct.com, o=Downing, cn=Nick Welter
Reason: I am the author of this document
Date: 2022.06.27 10:16:50-0500

Name (printed) Nick Welter - Downing Construction

Date 06/27/2022

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

Date Received: _____

Receipt No: _____

Receipt Amount: _____

PLAT OF SURVEY

E TRAIL RIDGE AVENUE
70.00' R.O.W.

PARCEL B DESCRIPTION

LOT 2, SUMMERCREST HILLS PLAT 4, AN
OFFICIAL PLAT, CITY OF INDIANOLA, WARREN
COUNTY, IOWA, EXCEPT THE SOUTH 133.48 FEET
THEREOF.

PROPERTY SUBJECT TO ANY AND ALL
EASEMENTS OF RECORD.

AREA

0.81 ACRES (35,306 SF)

DATE OF SURVEY

MAY 12, 2022

OWNER

SHDC, L.L.C.
8525 DOUGLAS AVE, SUITE 34
URBANDALE, IA 50322

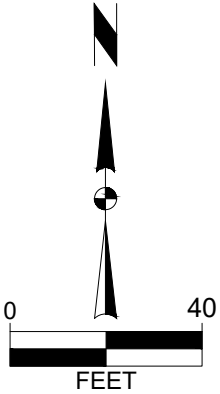
NOTES

1.) ALL EXISTING EASEMENTS AS PER
SUMMERCREST HILLS PLAT 4 RECORDED IN
BOOK 2015, PAGE 4607.

CURVE TABLE (MEASURED)					
CURVE NO.	Δ	RADIUS	ARC LENGTH	TANGENT	CHORD BEARING/LENGTH
C1	6°15'24"	1634.50'	178.49'	89.33'	N85°50'38"E 178.40'
C2	92°00'36"	25.00'	40.15'	25.89'	S51°17'16"E 35.97'
C3	5°13'36"	965.00'	88.03'	44.05'	S2°40'40"E 88.00'

CURVE TABLE (PLATTED)					
CURVE NO.	Δ	RADIUS	ARC LENGTH	TANGENT	CHORD BEARING/LENGTH
C1	6°15'25"	1634.50'	178.49'	89.34'	N85°57'12"E 178.40'
C2	91°59'37"	25.00'	40.14'	25.89'	S51°10'42"E 35.97'
C3	5°13'35"	965.00'	88.03'	44.04'	S2°34'06"E 88.00'

LINE TABLE (MEASURED)		
LINE #	LENGTH (FT)	DIRECTION
L1	66.05	S00° 03' 53"E



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.

Erin D. Griffin, PLS _____ Date _____
License Number 19710
My License Renewal Date is December 31, 2023
Pages or sheets covered by this seal:
Sheet 1 of 1

AREA ABOVE RESERVED FOR RECORDER'S STAMP

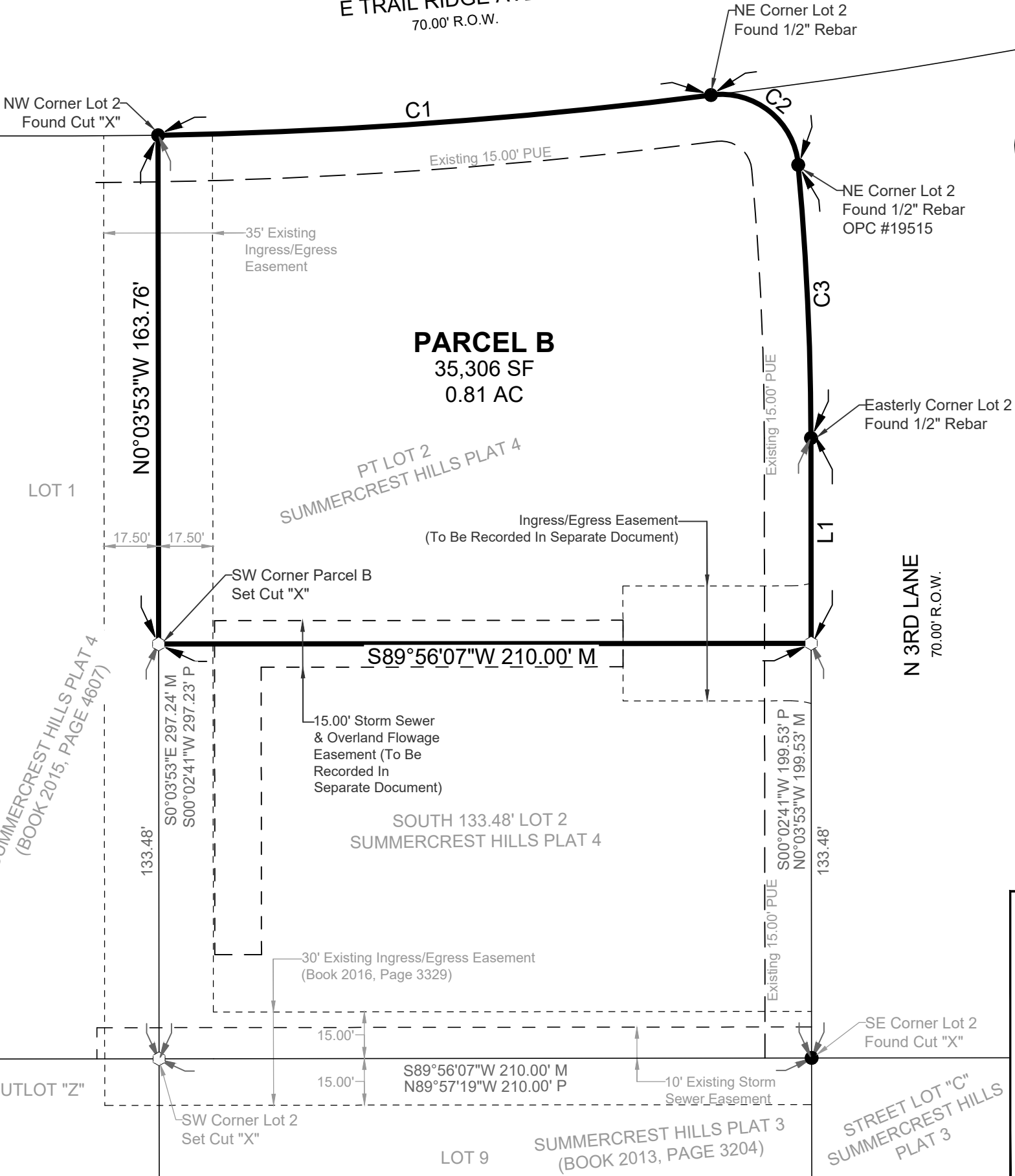
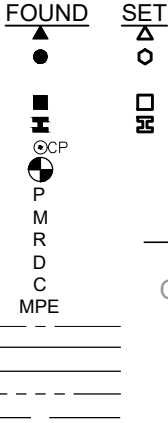
INDEX LEGEND

SURVEYOR'S NAME / RETURN TO:
ERIN GRIFFIN
SNYDER & ASSOCIATES, INC.
2727 SW SNYDER BOULEVARD
ANKENY, IOWA 50023
515-964-2020
EGRIFFIN@SNYDER-ASSOCIATES.COM
SERVICE PROVIDED BY:
SNYDER & ASSOCIATES, INC.
SURVEY LOCATED:
LOT2
SUMMERCREST HILLS PLAT 4
SEC. 18-76-23
REQUESTED BY:
SHDC, L.L.C.

LEGEND

FEATURES

Section Corner
1/2" Rebar, Yellow Plastic Cap #19710
(Unless Otherwise Noted)
ROW Marker
ROW Rail
Control Point
Bench Mark
Platted Distance
Measured Bearing & Distance
Recorded As
Deed Distance
Calculated Distance
Minimum Protection Elevation
Centerline
Section Line
1/4 Section Line
1/4 1/4 Section Line
Easement Line



LOT 2, SUMMERCREST HILLS PLAT 4

PLAT OF SURVEY

SNYDER & ASSOCIATES, INC. |



Project No: 122.0598.01
Sheet 1 of 1



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: July 12, 2022

Agenda Item: 7.D. Consider recommendation on request for approval of a Preliminary Plat for Trail View Plat 2.

Application Type: Preliminary Plat

Applicant: Matt Bengston of MBV Properties, LLC

Zoning: R-2, Single-Family Residential Attached Zoning District

Comprehensive Plan Designation: Low / Medium Density Residential and Environmentally Sensitive

Application Summary: Request for preliminary plat approval of a 9-lot residential subdivision.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

170.05 PRELIMINARY PLATTING PROCEDURE.

1. The owner or developer of any tract of land to be subdivided shall cause a preliminary plat to be prepared, a plat of the subdivision containing the information specified herein and shall file twelve (12) copies and an electronic copy with the Clerk.
2. Preliminary plats shall be filed with the Clerk at least fifteen (15) days prior to scheduled Commission meetings. Adjoining property owners shall be notified of preliminary plats by first class mail at least ten (10) days prior to Commission meetings.
3. The Clerk shall immediately transmit three (3) copies of the preliminary plat to the Commission for study and recommendation.
4. The Commission shall examine the plat as to its compliance with this chapter, and the comprehensive plan of the City and shall have thirty (30) days to submit a recommendation to the Council provided that the owner or

developer may agree to an extension of time not to exceed sixty (60) days. A copy of the recommendation shall be forwarded to the owner or developer.

5. The Council, upon receipt of the Commission's recommendation, or after thirty (30) days, or any extension thereof shall have passed, shall by resolution grant approval or reject the preliminary plat. If the preliminary plat is rejected, the Council will advise the owner or developer of any changes which are desired or should have consideration before approval will be given. Upon making such changes, the developer may resubmit the preliminary plat for approval by the Commission and the Council. Approval of the preliminary plat by the Council shall constitute approval to proceed with the preparation of the final plat but shall not be deemed approval of the subdivision.

170.09 PRELIMINARY PLAT REQUIREMENTS. The preliminary plat shall contain the following information:

1. A location map showing:
 - A. The subdivision name.
 - B. An outline of the area to be subdivided.
 - C. The existing streets and public or community utilities, if any, on adjoining property.
 - D. North point and scale.
2. A preliminary plat of the subdivision 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, said preliminary plat to show:
 - A. The legal description, acreage and the name of the proposed subdivision.
 - B. The name and address of the owner.
 - C. The name of the person who prepared the plat, and the date thereof.
 - D. The location of existing lot lines, streets, public utilities, water mains, sewers, drainpipes, culverts, watercourses, bridges, railroads and buildings in the proposed subdivision.
 - E. Contours at vertical intervals of not more than two (2) feet, based upon City datum, except that where the slope of the land exceeds twenty-five percent (25%), five (5) foot intervals shall be sufficient.
 - F. The location and widths, other dimensions and names of the proposed streets, utility easements and other open spaces or reserved areas.
 - G. A statement concerning the location and approximate size or capacity of utilities proposed to be installed.
 - H. Tract boundary lines showing dimensions, bearings, angles, and references to known lines or bench marks.
 - I. The names and addresses of adjacent property owners.
 - J. Proposed building lines.
 - K. Grades of proposed streets.
 - L. A cross-section of the proposed streets showing the roadway location, type and width of surfacing, the type drainage and other improvements to be installed.
 - M. The location of proposed wells and/or water mains and sewage disposal system if a public or community system is used.
 - N. The drainage of the land including proposed storm sewers, ditches, culverts, bridges and other structures.
 - O. North point and graphic scale.
 - P. The location and dimension of sidewalks to be installed.
 - Q. Indicate the current Iowa Department of Natural Resources requirement in a note placed on the plat, if applicable.
 - R. Indicate current flood zones as determined by FEMA with the platted area.

170.11 DESIGN STANDARDS — STREETS.

1. General Considerations that must comply with the current Iowa Statewide Urban Design Standards for Public Improvements ("SUDAS").
 - A. The street and alley layout shall provide access to all lots and parcels of land within the subdivision.
 - B. Street jogs of less than 150 feet shall be avoided.
 - C. Cul-de-sacs shall not exceed 700 feet in length.

- D. New subdivisions shall make provisions for continuation and extension of thoroughfares and collector streets and roads.
- E. No dead-end streets will be permitted except at subdivision boundaries and in no event shall any dead-end street be in excess of 500 feet.
- F. Thoroughfare and collector streets in a subdivision shall extend through to the boundaries thereof, unless a terminal point within the subdivision is shown in the master street plan.
- G. Alleys shall be discouraged in residential areas but shall be provided in commercial and industrial areas unless other suitable public or private access to loading and service areas is provided.
- H. Intersection of road centerlines shall be between 80 degrees and 100 degrees.
- I. Intersection of more than two (2) streets at a point shall not be permitted.
- J. Where parkways or special types of streets are proposed, the Commission may apply special standards for the design of such parkways or streets.
- K. Proposed streets that are extensions of or in alignment with existing streets shall bear the name of the existing street. Names of new streets shall avoid duplication of or similarity to existing names of streets, or public and semi-public buildings and areas.
- L. Streets, avenues, places and courts shall be named in the following manner:

<u>General direction</u>	<u>Long streets</u>	<u>Short streets</u>
North and south	Streets	Courts
East and west	Avenues	Places
Diagonal	Roads	Ways
Curving	Drives	Lanes

- 2. Minimum rights-of-way shall be provided as follows:
 - A. Thoroughfares — 100 feet. In addition, access spacing on thoroughfares is as follows: (i) Intersection spacing - 600' minimum; (ii) Entrance spacing - 300' minimum; (iii) Separation of Entrance from Intersection - 150' minimum. (Ord. 1499 – Aug. 12 Supp.)
 - B. Residential collector streets — 70 feet.
 - C. Commercial collector streets — 80 feet.
 - D. Residential streets — 60 feet.
 - E. Cul-de-sacs — 110 feet in diameter.
 - F. Alleys — 20 feet.
- 3. The minimum width of surfacing to be provided shall be as follows:
 - A. Reserved.
 - B. Reserved.
 - C. Commercial collector streets:
 - (1) Parallel parking — 49 feet.
 - (2) Angle parking — 61 feet.
 - D. Residential street — 25 feet or 31 feet within the discretion of the Council.
 - E. Cul-de-sacs — 85 feet in diameter.
 - F. Alleys — 20 feet.
 - G. Sidewalks — 4 feet.
- 4. Grades. No street grade shall be less than one-half of one percent and shall not exceed the following limits:
 - A. Thoroughfare streets — 4 percent.
 - B. Collector streets — 6 percent.
 - C. Residential streets — 8 percent.

170.12 DESIGN STANDARDS — BLOCKS.

- 1. The length of blocks shall be not less than 240 feet and not more than 1,250 feet in length.
- 2. Blocks shall be of sufficient width to permit two (2) tiers of lots of appropriate depth and in no case shall the width be less than 240 feet, except where a single tier of double frontage lots parallels a limited access highway, a thoroughfare, drainage course, railroad or other barrier, the width shall be not less than 50 feet.
- 3. Crosswalks may be required in blocks over 700 feet long or in areas where curbed streets require excessive out of the way travel. If required, they shall be constructed by the developer. Right-of-way for crosswalks shall not be less than 30 feet, nor more than 45 feet.

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.

170.14 EASEMENTS.

1. Easement not less than 15 feet in width shall be provided along each side of the front yard lot lines of all lots, and in the case of corner lots, the side street yard, and along such other lot liens as may be required by public and private utility companies.
2. Easements of greater width may be required for trunk lines, pressure lines, open drainage courses or high voltage lines and shall be provided as determined by the utility or Council.
3. 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.

170.15 PARKS, SCHOOL SITES AND PUBLIC AREAS.

1. In subdividing property, consideration shall be given to suitable sites for schools, parks, playgrounds and other common areas for public use so as to conform to any recommendations of the most current Comprehensive Plan. Any provision for schools, parks and playgrounds should be indicated on the preliminary plan in order that it may be determined when and in what manner such areas will be provided or acquired by an appropriate taxing agency.

170.16 NATURAL DRAINAGE COURSES. Whenever any stream or important surface drainage course is located in an area which is being subdivided, the subdivider shall provide an adequate easement along each side of the stream for the purpose of widening, deepening, sloping, improving or protecting the stream or drainage course.

170.17 EROSION CONTROL (DESIGN STANDARDS). Methods for controlling soil erosion shall be in accordance with current Iowa Department of Natural Resources Standards and requirements of NPDES permit.

170.18 PLANNED DEVELOPMENTS.

1. Purpose. The purpose of this provision is to permit and encourage subdivider's to utilize imaginative and innovative concepts in the design, layout and development of subdivisions.
2. Intent. It is not the intent of this provision to lessen the number, size, extent, or type of improvements required by this chapter, but to permit the reasonable and necessary modification of the requirements in order to allow development of subdivisions which do not utilize a conventional layout for blocks, lots, streets and other features. It is the intent of this provision that any such modification or change in requirements be in harmony with the spirit of this chapter.
3. Procedure. The procedure for the submission and approval of plats for planned developments shall be the same as for other plats as set forth elsewhere in this chapter.

170.19 SANITARY SEWERS. The subdivider shall at the subdivider's expense provide the subdivision with a complete sanitary sewer system including all necessary pumping stations, force mains, pumping equipment and other appurtenances, which shall connect with a sanitary sewer outlet or treatment facility approved by the Council. The

sewers shall extend to the subdivision boundaries as necessary to provide for the extension of the sewers by adjacent property. Where sewers in excess of fifteen (15) inches in diameter are required, the additional cost shall be borne by the City.

170.20 PROHIBITED DISCHARGE. No storm water, surface water, ground water, roof runoff, swimming pool, subsurface drainage, cooling water or unpolluted water shall be discharged into the City sanitary sewer system. Any such discharge into the City sanitary sewer system shall be deemed a public nuisance and a municipal infraction.

170.21 STORM DRAINS.

1. The subdivider shall, at the subdivider's expense, provide the subdivision with adequate drains, ditches, culverts, complete bridges, storm sewers, intakes and manholes to provide the collection and removal of all surface waters. These improvements shall extend to the boundaries of the subdivision so as to provide for extension by adjoining properties. Where oversize storm sewers or drainage structures are required to serve other areas of the watershed, the additional cost shall be borne by the developer.
2. The subdivider shall, at the subdivider's expense, provide the subdivision with a storm sewer system to adequately handle a five (5) year rain storm. The system shall include culverts, ditches, intakes, manholes, or any structure deemed necessary. All such structures shall meet the City of Indianola Standard Specifications. In addition, the subdivider shall, at the subdivider's expense, provide the subdivision with overland drainage courses and easements to adequately handle storm water in excess of a five (5) year rain storm and up to a 100-year rain storm. For any subdivision containing new streets, the system shall be designed by a licensed engineer registered to practice in the State of Iowa.
 - A. Each lot shall be provided with minimum six (6) inch diameter storm sewer service line that is a minimum of four (4) feet below ground level, stubbed to the property line, unless the Director of Community Development determines that sump lines can be taken to an existing overland drainage area. The sump pump line shall be a minimum of one and a half (1½) inches in diameter.
 - B. The storm sewer system line shall be made of reinforced concrete pipe or polyvinyl chloride (PVC) pipe. The sump pump lines shall be made of PVC, PVC Truss, or PVC corrugated pipe. All structures shall be built in accordance with City of Indianola Standard Construction Specifications for Subdivisions.
 - C. The storm sewer system shall be large enough to provide for anticipated extension of use to serve additional areas, as set out in Indianola Comprehensive Plan.
 - D. Storm sewer service lines shall be connected to the City storm sewer system at intakes, manholes, or directly into the City storm sewer pipe. Tapping storm sewer service lines into the City storm sewers shall be by using approved methods.

Should it not be possible to install a storm sewer service, as described above, alternate plans may be submitted for review by the City's consulting engineer and City staff.

170.22 WATER. The subdivider shall at the subdivider's expense provide the subdivision with a complete water main supply system including hydrants, valves and other appurtenances which shall be extended into and through the subdivision to the boundary lines, and which shall provide a water connection for each lot and shall be connected to the City water system. Fire hydrants shall be uniform throughout the subdivision and shall meet the standards and design approved by the Utilities Board of Trustees. Where water mains in excess of eight (8) inches are required, the additional cost shall be borne by the City if the area is zoned R-2 or R-3. If at the time the main is to be installed the area in question is zoned R-4, any commercial or any industrial classification, the subdivider may be required to put in a water main in excess of eight (8) inches at the subdivider's own expense. Whether the City shall pay a portion of the additional cost shall be discretionary with the Board of Trustees. Water mains shall extend to the boundaries of the subdivision so as to provide for extension by adjoining properties.

170.23 SIDEWALKS. The subdivider, developer or owner of the lot shall at their expense provide a four-foot wide concrete sidewalk along each lot frontage prior to the occupancy of the structure on the lot except as otherwise provided herein. In commercial or industrial areas where it can be demonstrated that there will be limited or no need for sidewalks, the Council may waive or modify the requirement for the installation of sidewalks after review and report from the Commission. The Council may waive the sidewalk requirement on cul-de-sacs. Any such waiver shall not be acted upon until the Council has received the recommendation of the Commission.

170.24 MARKERS. The subdivider shall at the subdivider's expense place an iron rod not less than one-half inch in diameter and twenty-four (24) inches in length as follows:

1. Set in concrete three (3) feet deep at the intersection of all lines forming angles in the boundary of the subdivision, and at all street intersections.
2. At lot corners and changes in direction of block and lot boundaries.

170.25 GRADING. The subdivider shall at the subdivider's expense bring all streets and alleys with the platted area which are being dedicated for public use to the grade approved by the Council.

170.26 CURB AND GUTTER. The subdivider shall at the subdivider's expense install curb and gutter on all streets in the plat being dedicated for public use. Curb and gutter shall be constructed of Portland cement concrete in accordance with designs and specifications and at grades approved by the Council.

170.27 EROSION CONTROL (REQUIRED IMPROVEMENTS). The subdivider shall be responsible for controlling soil erosion and surface water runoff within the subdivision during its construction and development and shall provide erosion and runoff control measures as work progresses on site grading, the installation of sewers or other improvements or phases of work. Insofar as practical, erosion control measures shall be undertaken prior to any other development within the subdivision which will contribute to runoff or erosion.

170.28 SURFACING. The subdivider shall at the subdivider's expense surface all streets being dedicated for public use from curb to curb. Surfacing shall consist of not less than six (6) inches of Portland cement concrete over a prepared subgrade and shall be constructed in accordance with designs and specifications and at grades approved by the Council. Where a surface width in excess of thirty-one (31) feet is required, the cost of the additional surface width, which shall be assumed to be the center portion of the roadway surface, shall be paid by the City. On collector and thoroughfare streets where a higher standard than is herein required or a thickness of greater than eight (8) inches is deemed necessary by the Council, the additional cost shall be borne by the City. Where unimproved street right-of-way exists the owner or developer at the owner's or developer's own expense shall improve such right-of-way as required by this section for the entire width of the lot or lots (or for the entire width and the length of the lot or lots in the case of lot or lots bordered by more than one street) prior to or contemporaneous with the development of the lot or lots. The owner or developer shall also improve all other portions of unimproved street right of way serving such areas.

170.29 SPECIFICATIONS. The type of construction, the materials, the methods, the standards of subdivision improvements and the maintenance bonds shall be in accordance with the specifications found in a bound volume which is entitled Iowa Statewide Urban Design and Specification for Public Improvements which is on file in the Clerk's office. The Council may from time to time amend by resolution the standard construction specifications for subdivisions found in the volume. The Clerk shall keep a record of all amendments made to the specifications. Plans and specifications for subdivisions shall be submitted to the Community Development for approval prior to construction, and construction shall not be started until the plans and specifications have been approved.

170.30 APPROVAL OF PLANS AND SPECIFICATIONS. The approval of plans and specifications relative to improvements required by this chapter shall be effective for a period of two (2) years after the approval. If the required improvements are not in place and accepted by the City within the times specified, the approval shall lapse, and construction shall not be started and construction under way shall cease until resubmitted plans and specifications have been approved. The City shall have the right, at the time of the new request for approval, to require the subdivider to use the type of construction, the materials, the methods and standard of subdivision improvements equal to the specifications of the City for like work which are in effect at that time. The City may also require that the subdivider comply with any amended ordinance or ordinances relative to improvements under this chapter or any successor chapter relative to subdivision improvements which have been adopted between the time of initial approval and the renewed approval as herein required. The reapproval as required by this section specifically applies only to the plans and specifications relative to subdivision improvements and has no application as to lot sizes, setbacks, lot boundaries, street location or other platting requirements which shall be final on Council approval unless changed by some other method permitted by law.

170.31 INSPECTION. The subdivider or developer shall cause the installation of all improvements to be inspected to ensure compliance with the requirements of this chapter. The cost of the inspection shall be borne by the subdivider or developer. All inspection reports and certificates of compliance shall be filed with the Clerk before any improvements are accepted by the Council. Before accepting any portion of paving, storm water improvement or sanitary sewer system and maintenance thereof which has been constructed under the provisions of Sections 170.19 and Section 170.29 above, the Council reserves the right to have all mains within the sewer system to be dedicated, televised in order to determine whether they have been properly constructed. The televising shall be at the expense of the subdivider or party making the dedication.

170.32 ACCEPTANCE. All of the improvements required in this chapter under Sections 170.19 through 170.28 shall, upon their completion, inspection, approval and acceptance by the City of Indianola, become the property of the City.

170.33 ELECTRIC SERVICE. The City, by and through Indianola Municipal Utilities, shall extend electric service to the subdivision and shall make electric service available to each lot in the subdivision that is within Indianola Municipal Utilities' assigned area of service pursuant to Iowa Code Chapter 476. The City, by and through Indianola Municipal Utilities, shall install street lighting that is within Indianola Municipal Utilities' assigned area of service pursuant to Iowa Code Chapter 476 to current Indianola Municipal Utilities' standards and specifications. In residential subdivisions, all electric lines, including individual house service lines installed by the owner or developer, shall be placed underground.

170.34 CHARGE FOR INSTALLATION OF ELECTRICAL SERVICE. The City, by and through Indianola Municipal Utilities, reserves the right to make a reasonable charge to be paid by the developer, builder or owner for any service extended as provided by Section 170.33 above. Said charges may be changed from time to time, but shall be in accordance with a schedule of charges set by the Indianola Municipal Utilities Board of Trustees

170.37 VARIANCES. Where the strict application of standards or requirements established by this chapter would cause substantial hardship or impose unreasonable restrictions on the development of a tract of land because of natural or physical conditions or limitations not created by the owner or developer, the Commission may recommend and the Council may grant such variances from these standards or requirements as may be necessary to permit the reasonable development of the land while preserving the intent of this chapter.

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.
2. No more than two (2) building permits for principal structures issued for each separate tract existing at the effective date of this chapter unless the tract shall have been platted in accordance with the provisions contained herein except planned multiple-family, commercial or industrial complexes under a common ownership and constructed in accordance with an overall site development plan.
3. No public improvements over which the Council has control shall be made with City funds, nor shall any City funds be expended for street maintenance, street improvements, or other services in any area that has been subdivided after the adoption of the regulations in this chapter unless such subdivision and streets have been approved in accordance with the provisions of this chapter and the street accepted by the Council as a public street.
4. Any persons who shall dispose of or offer for sale or lease any lots in the City, addition thereto, or within one mile thereof until the plat shall have been approved, acknowledged and recorded as provided by this chapter and Chapter 354, Code of Iowa, shall forfeit and pay fifty dollars (\$50.00) for each lot or part thereof sold, disposed of, leased, or offered for sale.
5. No occupancy compliance certificate required by the Zoning Ordinance shall be issued until and unless all improvements required by this chapter have been made in accordance with the City's plans and specifications and accepted by the Council or as may otherwise be provided for elsewhere in this chapter.

ANALYSIS

The preliminary plat submitted shows nine (9) residential lots, one of which would include 21 townhouse dwelling units and the other 8 which would be single-family lots. This plat also includes one (1) outlet and one (1) street lot, both of which would be dedicated to the City. The Parks and Recreation Commission is set to discuss the dedication of Outlot X, as parkland dedication, at its next meeting on Wednesday, July 13. This development includes a total 29 dwelling units and provides a gross density of 2.63 units per acre and a net density of 3.49 units per acre.

East 1st Avenue, which is currently stubbed in on the west side of this property, will be extended into this development, where it will terminate in a cul-de-sac. The applicant notes in their submittal that East 1st Street cannot be extended to the property to the east as it would dam up the existing drainage way on the east side of the proposed plat with a street crossing. The applicant further notes that there is a significant amount of offsite drainage that flows through this area from south of East 2nd Avenue that would require the proposed homes to be significantly elevated to avoid stormwater overflows. The proposed layout allows for walkout homes to be placed along these lots and maintains a significant amount of the existing vegetation. It should be noted that Elevate Indianola notes in the Roadway Development Policy that streams and creeks can make development of a grid roadway network difficult due to the need for culverts and/or bridges in addition to the greater potential for disruption to the environment resulting from tree clearing and extensive grading operations. To be cost-effective and environmentally responsible, the number of new creek crossings should be limited. In areas where construction is determined to be not feasible due to topography or other environmental conditions, other options such as cul-de-sacs and T-intersections should be considered by the City and the developer. This development also proposes to add East Salem Place and North 16th Court which will combine into a hammerhead T and will both be private roads servicing the 21 townhouse dwelling units.

Staff has reviewed the plat as to its conformance to the regulations listed herein. The applicant has requested a waiver for the lot depth-to-width ratio of Lots 5 and 6. This is being requested to avoid a street crossing of the existing drainageway which would cause the proposed homes to be significantly elevated. This also allows for a significant amount of the existing vegetation to be maintained. Additionally, this development would require a 30-foot buffer park on the west side of Lot 1, where it borders 1906 East 2nd Avenue. This is required because the property at 1906 East 2nd Avenue is zoned C-2, highway Commercial. However, the property at 1906 East 2nd Avenue contains a single-family dwelling. The applicant has requested that the buffer parks be placed on the commercial lot if/once it develops commercially. With the existing grade along the commercial lot and lot 1, it would be difficult to place a structure in this area which would provide a reasonable spot for the landscape buffer. A 30' landscape buffer along lot 1, would also eliminate a lot within the development.

Straud Associates has also provided professional assistance to the Commission in its review of the development's stormwater management plan (SWMP). There are outstanding comments to be addressed on the SWMP; however, staff is confident that those remaining comments can be addressed during the review of the public improvement plan documents for this subdivision, and that the current proposed layout would not be affected by any needed changes to the SWMP.

Letters were mailed to property owners within 200 feet of this property on June 29, 2022.

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 preliminary plat be approved, as submitted.

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

1. Remaining items listed on the review of the SWMP by Straud Associates be satisfied upon submittal of the public improvement plans.
2. The City Council approve the waivers of Section 170.13(5) (lot depth to width ratio) and Section 170.42/170.43 (30-foot buffer park).
3. The City Council review the recommendation of the Parks and Recreation Commission regarding the dedication of Outlot X to the City.

LAND DIVISION APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) Downing Family Investments Inc.
(First Name) _____
(Address) 509 E Scenic Valley Ave.
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-961-5386 (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Bengtson
(First Name) Matt, MBV Properties, LLC
(Address) 20 Vine Street
(City) Carlisle (State) IA (Zip) 50047
(Phone) 515-202-8386 (Email) matt@sandstonemgmt.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) _____

Date _____

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

Date Received: _____

Receipt No: _____

Receipt Amount: _____



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: July 12, 2022

Subject: Presentation regarding the North 6th Street and East Girard Avenue sub-area plan

Recommendation:

- Attachments:**
- 1. 1. MSA Indianola Sub-Area Plan Proposal
 - 2. 2. MSA Contract - Indianola IA Sub Area Plan Creation 09016002



Photo courtesy of:
<https://www.iowaeda.com/downtown-resource-center/>

PROPOSAL FOR Sub-Area Plan Creation

Prepared for:
City of Indianola, IA
October 28, 2021



Proposal for:
SUB-AREA PLAN
CREATION

October 28, 2021

**Charlie Dissell,
Director of
Community
and Economic
Development**

City of Indianola
110 North 1st Street
Indianola, Iowa 50125

**Chris Janson, AICP
Project Manager**

MSA Professional
Services, Inc.
1555 SE Delaware Ave
Suite F
Ankeny, IA 50021

Dear Charlie,

Thank you for inviting MSA to provide you with a brief scope and cost to assist the City of Indianola in developing a sub-area plan for the area east of North Jefferson Way, south of East Iowa Avenue, north of East Euclid Avenue and west of Summerset Trail/North 6th Street Place. We are excited at the opportunity to assist the City in creating a development plan for the sub-area in a manner that will complement and not detract from the great growth Indianola has seen recently. MSA Professional Services, Inc. (MSA) and our partner, Martin Gardner Architecture (MGA), would like to assist the City in developing the vision and guide for successful reinvestment in this sub-area along North Jefferson Way.

At MSA, we understand what it takes to develop property. From single-lot, single-use projects to large, mixed-use neighborhoods, our staff of experienced planners, surveyors and engineers have positively impacted the communities we work in. Through our great planning work across the upper Midwest, and our active planning staff in the Ankeny office, MSA has the proximity, local knowledge and staff capacity to successfully support the City in this endeavor. We have teamed with MGA to assist with the preliminary Future Needs Assessment for the Indianola Public Work Facility, a crucial part of creating a realistic guide for reinvestment in the sub-area.

MSA will use its extensive expertise to ensure that the plan meets the City's vision and goals. Ultimately, we are prepared to develop a sub-area plan for the City of Indianola that will:

- Analyze the existing conditions of the sub-area and review the multi-family and commercial growth needs of the community;
- Establish policies, strategies, and actions to entice and control development, including coordination with organizations and property owners with a stake in the redevelopment of the sub-area;
- Consider how implementation of the sub-area plan will impact other growth areas of the City, particularly planned commercial and multi-family housing growth areas;
- Take into account the surrounding neighborhoods and commercial areas in determining planned uses that are achievable, accessible and reduce future land use conflicts between existing and proposed uses;
- Prepare an aspiring – yet achievable – vision and guide for reinvestment in the sub-area.

We are ready to work alongside the City of Indianola and the community stakeholders to create an attainable sub-area development plan for implementation. Please do not hesitate to contact me directly via email at cjanson@msa-ps.com or by phone at (515) 635-3401, should you have any questions related to our statement of qualifications.

Sincerely,
MSA Professional Services, Inc.



Christopher Janson, AICP
Project Manager



TABLE OF CONTENTS

LETTER OF INTEREST 2

An introduction to our team and qualifications

FIRM OVERVIEW 4

A summary of who we are and what we do

PROJECT TEAM 7

Resumes for key personnel

RECENT PROJECTS AND REFERENCES 10

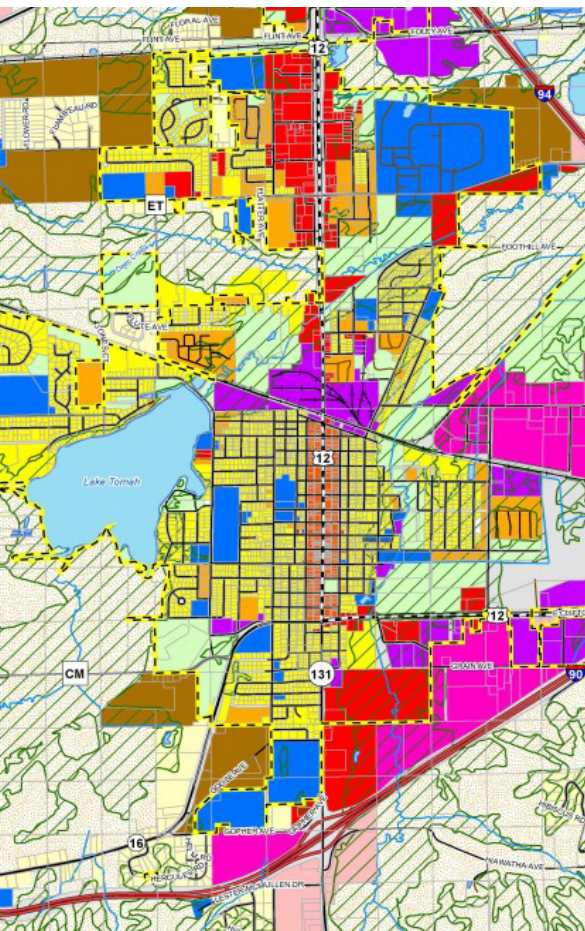
Past successful projects like yours that we've completed

PROJECT UNDERSTANDING | APPROACH 20

Our plan to complete your project

PROPOSED FEE 23

A proposed budget for this project



FIRM PROFILE

MSA Professional Services, Inc. (MSA) specializes in the sustainable development of communities. We achieve this by building honest, open relationships that go beyond the project to become a trusted source of expertise and support for immediate challenges and long-term goals. Big or small, we do whatever it takes to meet each need, working to make communities stronger in the process. **It's more than a project. It's a commitment.**

MSA's roots reach back to the 1930s. Once a rural land survey company, our firm now consists of approximately 350 engineers, architects, planners, funding experts, surveyors, GIS experts and environmental scientists. MSA excels at helping clients identify grant and funding sources and then delivering high quality, cost-effective solutions.



CLIENT EXPERIENCE

Percentage of clients who say MSA met or exceeded their expectations based on the following categories.

How does the Client Experience work in Proposals/SOQs?

As part of our ongoing quality assurance program, we periodically request feedback from clients and project stakeholders to create better project outcomes for you.

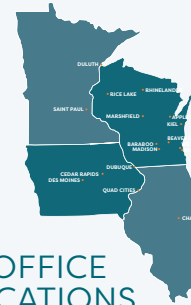
These easy-to-complete surveys offer you the opportunity to comment on several areas of our performance throughout the duration of your project, which in turn helps us adapt our processes to your unique needs. Your feedback is specific to your project, and is returned directly to the people working with you. We pledge to respond to any issues you identify as the project proceeds.



63

INDUSTRY AWARDS
EARNED SINCE 2010

350+
TEAM MEMBERS



17 OFFICE
LOCATIONS

WE'RE PROUD TO BE 100%
EMPLOYEE-OWNED

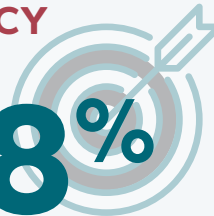
\$500+ MILLION
GRANTS & LOW-INTEREST LOANS
We've helped our clients secure
to help offset the cost of
infrastructure projects



ENABLING PEOPLE TO
POSITIVELY IMPACT THE LIVES
OF OTHERS SINCE 1962

ACCURACY

98%



HELPFULNESS

96%



QUALITY

99%



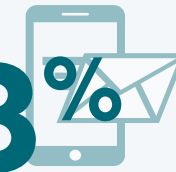
SCOPE & FEES

97%



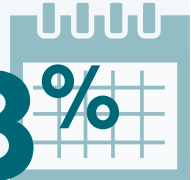
RESPONSIVENESS

98%



SCHEDULE

98%





PLANNING AND DESIGN STUDIO

At MSA, we know that every project starts with a plan – a clear and consensus-driven vision for the future that can be realistically implemented. Our Planning + Design Studio is 14 strong, consisting of:

- 8 American Institute of Certified Planners (AICP)
- 2 Professional Landscape Architects (PLA)
- 2 Housing Specialists
- 1 Funding Expert
- 3 Planning Specialists

Members of our studio regularly give presentations on various planning topics at state and national conferences. The professional planners that comprise the Studio have helped hundreds of communities and private organizations define their vision, obtain funding, and implement the improvements they seek. And, because our planners are part of a multi-disciplinary firm, they are able to engage our professional engineers and architects in the planning processes to aid our clients

CORE SERVICES

Below is a sample of the services that MSA's Planning + Design Studio can offer. The bold items are what we feel are the key services that will benefit your project:

- Capital Improvement and Strategic Plans
- Comprehensive Plans
- **Zoning: Ordinance Creation, Code Rewrites, Development Regulations and Zoning Administration**
- Community Blight Studies
- Cooperative Boundary Agreements
- **Economic Development: Market Analysis, Tax Increment Financing, Feasibility Studies**
- Funding: Grant Writing, Grant Administration, Fundraising
- Housing Studies: Analysis of Impediments to Fair Housing, Market Analysis
- Impact Fee Studies
- Park and Recreation Planning: Park Master Plans, Comprehensive Outdoor Recreation Plans, ADA Studies
- **Public Engagement**
- **Redevelopment Studies: Downtown, Neighborhood, Corridor, and Site Planning**
- **Transportation Planning: Bicycle and Pedestrian Plans, Safe Routes to Schools Plans, Access Management Studies**
- **Urban Design: Wayfinding, Streetscaping, and Design Standards**

SERVICE

MGA recognizes that a community's driving force is each member's willingness to contribute and participate. By providing a central and convenient space for others to gather, communities can be seen growing together as a unified entity.

EFFICIENCY

Whether your project is a council chambers, recreation center, library, gymnasium, public park, or convention center, we make sure that our client's best interest and needs are behind every decision made. We are an experienced resource for planning and creating new facilities, enhancing or expanding existing buildings, energy efficient upgrades, and planning for your future.

CONNECTION

Our society is rediscovering what it means to meet friends and colleagues in a truly public place. MGA designs spaces that are engaging and beautiful and helps foster authentic human connection.

PASSION

We are excited to learn about your community's needs and goals for the future. Behind every successful project is a community working together to enhance the lives of the people in their town. MGA is ready to jump in and assist you in any way we can.

SAFETY

Our highest priority at MGA is designing facilities that are safe and easy to manage and maintain. The spaces within must also be healthy for all occupants to work and learn in. By having safe spaces to gather, it allows all to thrive within your community.

COMMUNITY

The needs and constants of your community are the central launching points for our designs. MGA's main goal as community architects is to create places and spaces for your community members to thrive and grow.

EDUCATION/OUTREACH

Places where people can teach, serve, play and learn are extremely valuable. Creating gathering spaces in your community is where we are experts. MGA designs spaces that are flexible, engaging, and dynamic for all of your community needs.

STEWARDSHIP

Buildings and spaces should promote themselves if designed with care and consideration. Our goal is to make great places that people want to be in and share with others.

FUTURE READY

A community and its people are a constantly growing entity that deserve to have timeless spaces to enjoy through life's continual stages. The how, where, and why we design will help to attract customers and patrons in your community for many years to come.

FUNDING

MGA is an experienced resource to reach out to when it comes to funding your new project. We are well versed in the processes for gaining financial support. We have a wealth of knowledge for you and your community to benefit from.

PUBLIC

WHAT'S BEHIND OUR DESIGNS?



ORGANIZATIONAL CHART

The team we have organized includes experienced planners and technical service leads who bring an efficient blend of skills that will assist the City of Indianola with the upcoming projects. What you may not see, however, is that this team is backed by more than 350 engineers, architects, planners, funding experts, surveyors, GIS experts and environmental scientists. **Rest assured, you will always have the support necessary to achieve a successful project.**

PROJECT MANAGEMENT: At MSA, our client service approach is simple: We strive to be our clients' trusted partner. We proactively communicate opportunities and identify potential issues early on so small concerns do not grow into big problems. To do this, you need a trusted planner who is well versed in managing a full range of projects and can effectively communicate back to all vested stakeholders. Chris Janson is just that. He believes that effective, efficient communication is critical to project success. Chris will serve at the City's main point of contact throughout the project.

AVAILABILITY: Based on our honest commitment to our clients, we immediately establish accountability of all personnel involved in a project's completion. When our team starts a project, we analyze the proposed schedule and compare it to each team member's potential workload. We then obtain commitments from all individuals on the project team to complete the work as identified within the proposed schedule. This approach helps to foster a team mentality and results in personal accountability of all team members involved.

In addition, MSA utilizes a client liaison system, in which a single professional is responsible for all communication with a particular client. This "single-point-of-contact" approach ensures that your community will receive consistent, personalized communication throughout the duration of your project, and well into the future.



Chris Janson, AICP
Project Manager

Chris will be the designated project manager for this work, and will be heavily involved in developing the sub-area plan.



Shawn O'Shea, AICP, sUAS
Planner



Jim Holz, AICP
Planner



Steve Tremlett, AICP, CNU-A
Urban Designer



Shannon Gapp, AICP, ASLA
Project Planner



Jason Valerius, AICP
QA/QC



Sarah Coleman
Project Architect



Chris Janson, AICP

Project Manager

Chris serves as a senior project planner for MSA's Planning + Design Studio. In this role, he focuses on serving municipal clients in the areas of project management, comprehensive planning, zoning administration, development review, funding administration, GIS mapping, and plan implementation. Chris has more than 15 years of experience as a land use planner with planning offices in Iowa, Illinois, Nebraska and Minnesota.

Education

B.S., Community and Regional Planning
Iowa State University

Certification

American Institute of Certified Planners
Chapter Development Co-Chair on the Iowa Chapter of the American Planning Association Board of Directors

Selected Project Experience

- **Wayfinding Master Plan**, Waverly, IA
- **Comprehensive Plan**, Story County, IA
- **Hastings Comprehensive Plan**, Hastings, MN
- **Countywide Trail & Recreation Plan**, Washington, IA
- **Comprehensive Plan Updates**, Lincoln, Clay and Ellsworth Counties, KS
- **Comprehensive Plan Update**, Norwalk, IA
- **Downtown Master Plan**, Clinton, IA
- **Future Land Use Plan Update**, Somerset, WI



Shawn O'Shea, AICP, sUAS

Planner

Shawn has been involved in an array of planning projects in Iowa and Illinois. His experience includes grant writing and administration, comprehensive planning, public engagement, community design, GIS analysis and mapping, and land use planning.

Education

MCRP, Community Regional Planning
Iowa State Univeristy

B.A., Political Science | University of Iowa

Certifications

American Institute of Certified Planners

Selected Project Experience

- **Comprehensive Plan**, Story County, IA
- **Comprehensive Plan**, Solon, IA
- **Zoning and Subdivision Ordinance Updates**, Baxter, IA
- **2030 Park Vision**, Hiawatha, IA
- **Washington County Regional Trails and Recreation Plan**, Washington County, IA
- **Comprehensive Plan Update**, Hiawatha, IA
- **Downtown Revitalization Plan**, Wilton, IA
- **Downtown Revitalization Plan**, La Porte City, IA
- **Downtown Revitalization Plan**, Independence, IA
- **Comprehensive Plan Update**, Hiawatha, IA



Jim Holz, AICP

Client Service Manager

Jim has been involved in all aspects of community development projects, including the conception, financing and implementation of planning efforts. While at MSA, he has secured more than \$14 million in grant funding for our community clients.

Education

B.S., Geography/Land Use Planning
Northern Arizona University

Certification

American Institute of Certified Planners

Selected Project Experience

- **Comprehensive Plan**, Solon, IA
- **Comprehensive Plan**, Welton, IA
- **Community-Wide Survey**, Strawberry Point, IA
- **Community Survey and Mapping**, Oxford Junction, IA
- **Comprehensive Plan**, Keota, IA
- **Community-Wide Survey**, Wheatland, IA
- **Comprehensive Plan**, Elgin, IA
- **Downtown Master Plan**, Dubuque, IA
- **Urban Renewal Plan**, Donahue, IA
- **Comprehensive Plan**, Donahue, IA
- **Urban Renewal Plan**, Asbury, IA
- **Strategic Planning**, Albany, IL
- **Strategic Planning**, Grand Mound, IA
- **Strategic Planning**, Keithsburg, IL



Steve Tremlett, AICP, CNU-A

Urban Designer

With more than 15 years of consulting experience, Steve has taken on primary roles in downtown planning and design projects, commercial/residential development concept plans, bike/pedestrian plans, and the development of comprehensive plans and design standards.

Education

M.S., Architecture & Urban Planning | University of Wisconsin-Milwaukee

B.S., Architecture | University of Wisconsin-Milwaukee

Certification

American Institute of Certified Planners

Congress of New Urbanism - Accredited

Selected Project Experience

Downtown & Neighborhood Plans

- Balsam Lake, WI; Cross Plains, WI; Fitchburg, WI; Gilbert, MN; Guthrie Center, IA; Holmen, WI; La Crescent, MN; Mauston, WI; Middleton, WI; Platteville, WI; Port Byron, IL; Richland Center, WI; River Falls, WI; Rothschild, WI; Rock Island, IL; Sauk City, WI; Sun Prairie, WI; Tomah, WI; Verona, WI

Design Standards

- Amery, WI; Belleville, WI; Cross Plains, WI; La Crosse, WI; Platteville, WI; Sun Prairie, WI; Tomah, WI; Wisconsin Dells, WI



Shannon Gapp, AICP, ASLA

Planner

Shannon is dedicated to creating equitable, healthy, sustainable and resilient communities. As both a project planner and landscape designer, she understands how planning principles inform the built environment. She has been practicing in the field of planning and design since 2011 and has experience in urban design, parks and community master planning, public engagement, GIS analysis and mapping, community visioning, land use planning, construction documentation, digital rendering, and more. Having worked in both the public and private sector has allowed her to see first-hand what works, and the importance of community involvement in planning and design.

Education

MLA, Landscape Architecture | Iowa State University

B.S., Community and Regional Planning

Iowa State University

Certification

AICP (American Institute of Certified Planners)

American Society of Landscape Architects – Iowa Chapter

Selected Project Experience

- Wayfinding Master Plan**, Waverly, IA
- Ely Downtown Master Plan**, Ely, IA
- Norwalk Greenways Master Plan**, Norwalk, IA



Jason Valerius, AICP

QA/QC

Jason has more than 20 years of proven community planning and design experience across the Midwest. He has led the development of comprehensive plans, neighborhood plans, redevelopment plans, housing studies and zoning ordinances.

Education

M.S., Architecture & Urban Planning | University of Wisconsin-Milwaukee

B.A., Government/Psychology | Lawrence University

Certification

American Institute of Certified Planners

Selected Project Experience

- Neighborhood/Corridor Plans:** Middleton, WI; Fitchburg, WI; Sun Prairie, WI; Verona, WI
- Downtown Plans:** Over 10 communities
- Private Development:** Madison, WI; Merrimac, WI; Prairie du Sac, WI; Roxbury, WI; Stoughton, WI; Sun Prairie, WI
- Housing Studies:** More than 12 communities



Sarah Colmen

Project Architect

Sarah is a detail-oriented critical thinker. She has developed considerable knowledge over the past 21 years as an effective project manager working for municipalities similar to the City of Indianola. She has completed numerous similar projects to what you have proposed. Sarah routinely applies her practical knowledge of buildings to ensure the project design is cohesive and complete. This allows her to see the building from the users side, instead of looking at a project solely as a designer. Pictured to the right is Eastern Iowa Light and Power.

Education

Bachelor of Architecture | Iowa State University

Registration

Licensed Architect, IA

Selected Project Experience

- **Allamakee-Clayton REC**, Postville, IA
- **East Central Iowa REC (multiple projects)**, Urbana, IA
- **Eastern Iowa Light and Power**, Wilton, IA
- **Harlan Municipal Utilities**, Harlan, IA
- **Indianola Municipal Utilities**, Indianola, IA
- **Linn County LIFTS**, Cedar Rapids, IA
- **Linn County O'Brien Building**, Cedar Rapids, IA
- **Linn County REC (multiple projects)**, Marion & North Liberty, IA



Renovation of a 52,000 SF former plastics plant into a new office, warehouse, and garage facility and a 12,000 SF addition to provide space for the larger trucks and trailers used by the field crews. The lower level of the two story office that was constructed inside the existing building houses a tornado shelter that protects the 24 hour dispatch center. It was finished in 2020.

References

Eastern Iowa Light and Power

Kirk Trede | CEO

1705 W 3rd Street | Wilton | Iowa | 52778

P: (563) 732-2211





PLANNING EXPERIENCE

URBAN DESIGN | NEIGHBORHOOD PLANNING

MSA's Planning + Design Studio is an award-winning team with expertise in market analysis, stakeholder engagement and urban design. We help our clients identify opportunities and resolve barriers to positive change - this includes large to small communities and private developers.

RECENT PROJECT EXPERIENCE

NEIGHBORHOOD/CORRIDOR PLANNING

- City of Baraboo, WI
- City of Des Moines, IA
- City of Fitchburg, WI
- City of River Falls, WI
- City of Sun Prairie, WI
- City of Wilton, IA

AREA PLANS/CONCEPTS

- City of Abbotsford, WI
- Village of Pardeeville, WI
- Village of Somerset, WI

DOWNTOWN PLANNING

- City of Clinton, IA
- City of La Crescent, MN
- City of Solon, IA
- City of Tomah, WI
- City of Tuscola, IL
- City of Verona, WI

HOUSING STUDIES AND PLANS

- City of Marshfield, WI
- City of Stevens Point, WI
- City of Sheboygan, WI

PRIVATE CLIENT NEIGHBORHOOD DEVELOPMENT

- Highlands of Ridgestone (Lodi, WI)
- Fieldstone Subdivision (Prairie du Sac, WI)
- Western Sunset Estates (Sun Prairie, WI)
- Stoneridge Commons (Sun Prairie, WI)
- 51 West Mixed Use District (Stoughton, WI)
- Pumpkin Patch Shopping District (Sun Prairie, WI)
- Mixed Use Subdivision Concept (Rice Lake, WI)
- City of Fitchburg, WI
- City of Park Falls, WI





FITCHBURG, WI

ANTON DRIVE REDEVELOPMENT PLAN

REFERENCE CONTACT

Mike Zimmerman, Economic Development Director
michael.zimmerman@fitchburgwi.gov
(608) 270-4245

LINK TO FINISHED PRODUCT:
https://issuu.com/msaprofessionalservices/docs/fitchburg_anton_drive_plan

The purpose of this study was to create a redevelopment plan and implementation strategy for lands in the northwest quadrant of the US 18/151 and CTH PD intersection. The impetus for this study is a Wisconsin Department of Transportation (WisDOT) major reconstruction project of US 18/151 (Verona Road), which started near the end of the planning process. The primary improvements planned with impacts on the planning area include two new grade-separated interchanges, a roundabout intersection conversion, and the extension of a major collector street through a large undeveloped portion of the study area (i.e., Wingra Stone Quarry). These changes will improve the overall regional transportation network, but will reduce the visibility of some Anton Drive parcels (from US 18/151) and change access routes to and from the planning area. The plan's overall vision will help guide land use, urban design, transportation, utilities and stormwater decisions during and after the US 18/151 reconstruction project. The plan was finished in 2020.

The objectives of this study included:

1. Identify development and redevelopment opportunities in the planning area, including planning for any sites where a change in use is likely or desirable.
2. Identify market opportunities and trends likely to influence redevelopment decisions and outcomes.
3. Identify any infrastructure improvements (water, wastewater, stormwater, etc.) needed to accommodate new development.
4. Project future traffic patterns and volumes to identify any traffic-related constraints on new uses in the planning area.
5. Enhance bike, pedestrian and transit accessibility throughout the planning area.
6. Identify opportunities to support and improve the adjacent Jamestown neighborhood.
7. Establish a plan for new development, including uses, intensity of use and urban design guidance, within the constraints of public infrastructure systems.
8. Create an action plan for things the City can do to implement the plan.







LA CRESCENT, MN

DOWNTOWN VISION & STRATEGIC PLAN

PROJECT SIMILARITIES

This project focused on economic development and new housing to create a more vibrant downtown. The resulting plan established ten key ideas supported by vivid graphics, providing the City with a living, illustrative and comprehensive plan to guide future downtown enhancements.

REFERENCE CONTACT

Donald Smith, Former Planning Commission Chair

P: (608) 792-9897

E: prodonald@aol.com

Small town, big opportunities

The City of La Crescent has big opportunities. Nestled between the bluffs and the marsh along the west shore of the Mississippi River, La Crescent has little land into which it can grow outward. But with just a five-minute drive to downtown La Crosse, Wisconsin, this city of 5,000 residents has the potential to add new housing and commercial space to its downtown that could attract a variety of new residents and visitors. The challenge? Accepting and encouraging narrower streets and multi-story redevelopment in a place where residents are accustomed to the way things have been for years.

Encouraging economic development

The City retained MSA to continue the work begun in the MSA-led comprehensive planning process, which encouraged downtown reinvestment. Where that plan used text and a few representative photos to express ideas for the future of the downtown, this plan uses original illustrations to envision how specific streets and development sites could be improved over time.

The plan established “10 Key Ideas” that are the essence of the plan. Several of these key ideas are innovative in this small-town setting. For example, a commitment to increased off-street public parking lots to make more efficient use of limited land for parking and to reduce or eliminate the need for private on-site parking. The plan also introduces the concept of back-in angle parking for improved safety.

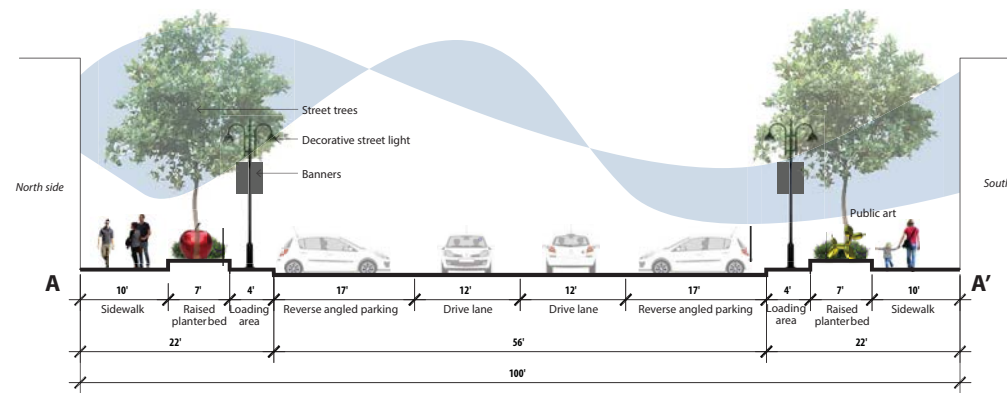




Also innovative is the notion of a downtown district as a trailhead. La Crescent is surrounded by bluffs on three sides and the Mississippi River on the fourth, and the City is growing a network of hiking and biking trails in both settings. From its central location, and with improvements identified in the plan, the downtown area could easily serve as a trailhead to those adventures. *A key recommendation in the plan, a bike/ped bridge over a state highway, is planned for construction in 2021.*

Collaboration and public involvement.

Many of the ideas in this plan come directly from the work of the Downtown and Economic Development subcommittee. That work and those ideas incorporate feedback from hundreds of residents who took community surveys and attended public meetings. The process for this Vision Plan included a well-attended walkabout of the downtown area (about 60 people) followed by a discussion session about observations on that walk. A public meeting to discuss the ideas in the draft plan was also well-attended, and the Plan Commission facilitated several further discussions about the plan including targeted engagement with members of the Chamber of Commerce.





TOMAH, WI

DOWNTOWN REVITALIZATION PLAN

REFERENCE CONTACT

Mike Murray, Mayor
(608) 374-7480
mayor@tomahonline.com



In 2013, MSA assisted the City of Tomah with adoption of a new comprehensive plan, which identified through a series of community surveys a strong desire to revitalize Downtown Tomah as one of ten community enhancement projects. In 2015, MSA assisted the City with creation of a new Tax Increment Finance District within the downtown to provide a funding mechanism to support future public and private enhancement projects. Having established a community desire to revitalize the downtown and a funding mechanism, the City retained MSA to assist with the development of a detail-oriented master plan for the area.

Through a series of community surveys, downtown walkabouts, public involvement meetings and steering committee meetings, MSA developed a Downtown Master Plan Manual. The manual includes three volumes:

1. Volume One includes a summary of the extensive public feedback obtained during the planning process and an analysis and summary of key study area conditions including a parking study and retail market analysis completed by MSA.
2. Volume Two includes the overall vision, strategies and actions to guide public and private improvements within the downtown. This manual includes detailed recommendations on the style of new streetlights; streetscaping furniture; decorative crosswalk and terrace improvements; wayfinding signs; and conceptual site plans and renderings illustrating how a number of underutilized properties can be redevelopment to meet the vision of the plan.
3. Volume Three includes detailed site and building design guidelines and standards, presented in a highly illustrative format, for the purpose of regulating future public and private building construction in a manner that reflects the historic look and feel of the downtown.



VERONA, WI

DOWNTOWN MOBILITY AND DEVELOPMENT PLAN

REFERENCE CONTACT

Adam Sayre, City Administrator
(608) 848-9941
adam.sayre@ci.verona.wi.us

The City of Verona has undergone major changes in the past 20 years. USH 18/151, which used to run through the heart of Verona, now bypasses the city to the south. Meanwhile, the relocation of a major regional employer, Epic Systems, has caused an explosion in the population.

This population boom has brought a corresponding traffic boom. Business 18/151 (Verona Avenue) and CTH M (Main Street) bisects the downtown, carrying roughly 12,000 vehicles per day on each. This has routinely impacted the level of service at the intersection of these two primary roadways. Thus, the City sought an engineering firm to redesign this intersection, as well as several other intersections in the downtown.

The City also wanted the consultant to explore economic development and redevelopment opportunities, as many of the commercial buildings in downtown Verona are highway-oriented. This includes creating a master plan, identifying parcels for redevelopment, creating a parking plan and designing streetscape improvements.

Since the plan was adopted, the City has seen improvements throughout the corridor. The City implemented a streetscape project based on the concepts provided in the plan. The historic building at the major intersection has been rehabbed for a new use. Several redevelopment projects are either currently working through the planning process or are slated for construction this year.





Stoneridge Commons Development (Sun Prairie, WI)

PRIVATE DEVELOPMENT WORK

VARIOUS CLIENTS

MSA's Planning + Design Studio has led many development projects through the entitlement process, and understand and practice the principles of healthy neighborhood design with a focus on walkability, social interaction and placemaking design strategies.

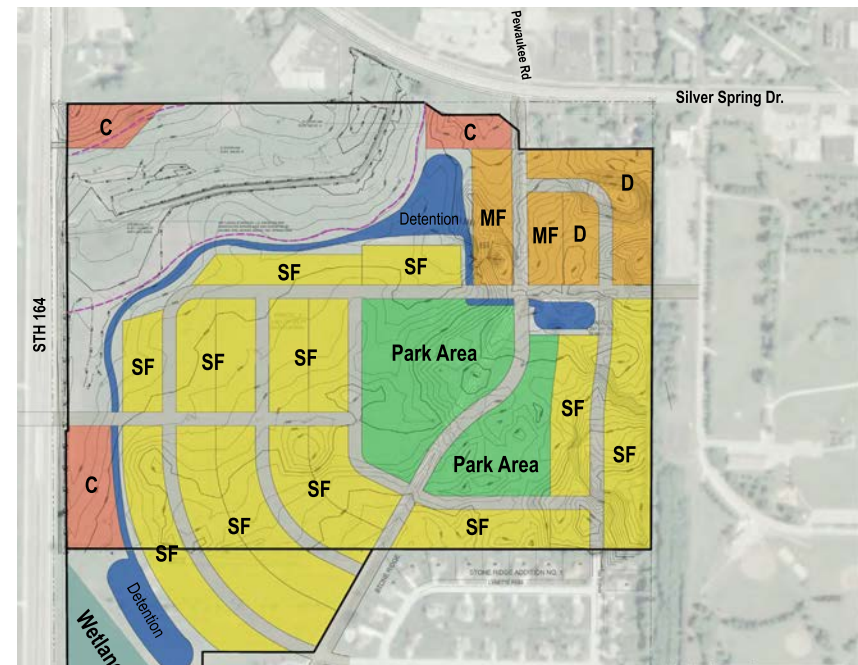
Our land planning services include:

- Conceptual plans and illustrations for developer and municipal discussion;
- Preparation of submittal packages in support of zoning/land division requests;
- Project presentations to committees, boards and the public;
- Process facilitation and project management, representing the project in communications with municipal staff;
- Ongoing involvement through engineering and construction to provide project continuity.

As a multi-disciplinary firm, we can provide land planning services from entitlements to the final engineered design to implement through the following efforts:

- Land Planning
- Surveying
- Stormwater and Grading
- Streets, Sewer and Water Systems Design
- Landscape Architecture
- Construction Documents, Bid Letting, and Observation

We have worked on a variety of private development projects throughout the Midwest. This understanding and knowledge show MSA's ability to not only craft a vision, but to produce an implementable plan.



Wildflower Subdivision Concept (Sussex, WI)



LINN COUNTY RURAL ELECTRIC COOPERATIVE



MARION, IA

Multiple projects for this long-time client totaling over 100,000 SF of new buildings, additions, and renovations for their locations in Marion and North Liberty. Projects have included their new headquarters office, multiple heated and unheated vehicle maintenance, wash bays, and storage buildings. *Reference: Linn County Rural Electric Cooperative | Terry Sullivan | General Manager & CEO | 5695 REC Dr., PO Box 69 | Marion, Iowa | 52302 | P: (319) 377-1587*



LINN COUNTY O'BRIEN BUILDING



CEDAR RAPIDS, IA

The County needed to make several site improvements, building renovations, and remedy some code compliance issues. We were tasked with replacing the roof, exterior cladding, fixing exterior drainage issues, add necessary restrooms, add a wash bay, and with other associated renovations. This project was completed on schedule and within their limited budget. *Reference: Linn County, Iowa | Garth Fagerbakke | Linn County Facilities Manager | 935 2nd Street | Cedar Rapids, Iowa | 52404 | P: (319) 892-5009*



THOMAS PARK MAINTENANCE FACILITY HQ



MARION, IA

New 14,800-square-foot parks maintenance facility offices and storage garages which also includes a FEMA rated 361 Tornado Safe Room that doubles as a party rental facility. Seven bay storage and equipment garage constructed of poured concrete with wood roof structure. This facility is the only LEED Gold Certified building in Marion. *Reference: Mike Carolan | Parks & Recreation Director | 343 Marion Boulevard | Marion, Iowa | 52302 | P: (319) 447-3580*





PROJECT UNDERSTANDING | APPROACH

MSA will lead the effort to craft a realistic reinvestment plan for the 58-acre sub-area. We have the skills and approach to make this project successful: **planning** efforts (land use and stakeholder involvement) and urban **design** efforts (development layout, economic development understanding). We have teamed with MGA to assist in the Needs Assessment for the Indianola Public Works Facility. We are especially attuned to the importance of the core aspects of this project:

- 1. Engagement and Outreach.** Effectively engaging sub-area stakeholders: the County, City, Chamber Staff and the community, is key. Vetting this plan with these important groups will ensure those with influence (political, financial and land rights) will be supportive of the plan.
- 2. Sound Planning.** We understand the importance and focus on sustainable and resilient development. MSA will use best management practices in all areas of design from land use to recreation to stormwater. This will include review and consideration of goals for development from the City's recent Comprehensive Planning efforts and how future development of the sub-area can help achieve those goals.
- 3. Marketable Development and Design.** Understanding the highest and best uses for the proposed area and merging those uses with the interests and concerns of the stakeholders will render a well-designed, unique development plan. The final product will be succinct and aesthetically pleasing, to not only keep readers interested from the beginning to end of the plan, but to be useful in attracting potential developers to build in the neighborhood.

- 4. Quality, Unique Place.** During this process, we will need to evaluate opportunities for:

- A housing mix that achieves a healthy balance and supports varying populations and demographics.
- Providing neighborhoods and commercial areas that serve the immediate area and beyond.
- Increasing employment opportunities in the City that are accessible from the residential area.
- Functional and creative public spaces that help create a sense of place for the area.
- Efficient and sustainable transportation networks with increased accommodation for alternative transportation modes (walking, biking, etc.).
- Site and building design standards that allow for architectural creativity, while maintaining a level of quality befitting the vision for a livable, quality place.

PHASE 1: BACKGROUND ANALYSIS + SITE RECONNAISSANCE

- 1. Review Relevant Studies/Plans** (e.g., Comprehensive Plan, Housing Data, Market Data, Stormwater/Utility Analyses, etc.). Plus, review comparable neighborhoods to share with City and stakeholders.



2. **Existing Conditions Review/Analysis.** MSA will walk and fly the property, as well as use available digital resources, to document the existing conditions (e.g., surrounding character, unique features, development limitations, topography, road conditions, utilities, etc.). Results will be summarized through maps, photos and tables as appropriate.
3. **Economic and Housing Market Review.** MSA will provide a snapshot market review of the City's commercial and housing conditions. The result of this review will reinforce the market viability of proposed development types and uses, which can help in identifying the feasibility and phasing of individual sites in the sub-area plan. We'll also look at the overall growth needs for the community and identify how the sub-area redevelopment will contribute the the community's overall growth.
4. **Public Works Space Need Analysis.** Martin Gardner Architecture will work directly with the City of Indianola's Public Works Department to complete a preliminary Future Needs Assessment for the department and the existing Public Works Facility located within the sub-area. It is understood that the department has likely outgrown the current facility and a preliminary needs analysis is a good start to identifying existing and future facility needs of the department.

PHASE 2: CONCEPT PLANS

The MSA team excels at the ability to see the "big picture." Consolidating the competing interests of traffic, infrastructure and diversity of land uses to create a safe and appealing environment is critical to establishing a viable and marketable development.

1. **Conceptual Development Scenarios.** Based on the analysis in Phase 1, MSA can prepare a few development scenarios outlining uses (including typical heights),

open space areas and transportation network options. Based on feedback from stakeholders (see Phase 3), two (2) concepts will be further analyzed.

2. **Detailed Concepts.** The two (2) detailed concepts will include lot layout (and use designation), roads, sidewalks/paths and stormwater management. Utility and transportation infrastructure improvements will be identified in response to the layout portrayed in each concept.
3. **Preferred Vision Concept w/ Design Policies.** A preferred concept will be developed per stakeholder and City feedback (see Phase 3). Design policies and standards for all elements of the development will be established based on this vision concept (e.g., land use, design standards, roads/trail connections, open space, stormwater management, placemaking, etc.).

PHASE 3: OUTREACH PLAN

Providing opportunities for elected officials, adjacent property owners and other stakeholders to provide valuable input will increase support of the final plan. MSA has facilitated numerous successful public outreach projects.

1. Four (4) Working Group Meetings with City staff and other key stakeholders to give updates on progress and go over edits.
 - **Meeting #1:** Review of scope, schedule and issues.
 - **Meeting #2:** Review existing conditions and draft conceptual plans. The intent of this meeting is to provide MSA with direction towards a preferred alternative, which could be one of the options or a mix of ideas presented in the two concepts.
 - **Meeting #3:** Review of the preferred concept and implementation strategies.



Sun Prairie - Land Use Scenario Planning

PARDEEVILLE Neighborhood Concept

- ① Townhomes (130)
- ② Assisted Living (20-300)
- ③ Condo/Apartment (35-500)
- ④ 0.4-0.5A Lots (240)
- ⑤ 0.1 Acre Lots (70)
- ⑥ 35+ Condo Community (380)



MSA Draft: 10.20.2020

Med/High-Density Multi-Unit Medium-Density Two-Unit Medium-Density Single-Unit Low-Density Single-Unit

Pardeeville - Detailed Neighborhood Concept

- **Meeting #4:** Review the draft plan and recommendation for review by Planning and Zoning and adoption by the City Council (with any necessary edits).
2. Attend two (2) Planning and Zoning Commission Meetings
 - After Working Group Meeting #2 to get feedback on the draft concepts.
 - After Working Group Meeting #4 for review and recommendation to council.
 3. Attend three (3) City Council meetings at the following stages:
 - After Working Group Meeting #2 to get feedback on the draft concepts.
 - After Working Group Meeting #3 to discuss preferred concept and implementation strategies.
 - Hold a public hearing and adoption of the plan.
 4. Community Input Workshop: Facilitate one (1) Community Input Workshop/Concept Review meeting after Working Group Meeting #3 to gather feedback and review the preferred concept and implementation strategy. MSA will lead this meeting with assistance from City staff.

PHASE 4: IMPLEMENTATION STRATEGY

The reward of completing a sub-area development plan is watching it become a reality. Creating a detailed implementation plan is a critical step towards that reality, including identifying key activities to implement the short-term and long-term goals.

1. **Timeline.** The actions identified in the plan should include phasing/timing and the lead agency/department to implement the action.
2. **Performa Analysis.** Develop a cost breakdown for implementing the plan including estimated costs for infrastructure improvements, land improvements, and streetscape/landscaping features.
3. **Regulating Plan.** This policy map will identify preferred land use, building types allowed, general height restrictions, and other notable architectural/placemaking strategies.

PHASE 5: SUB-AREA PLAN DOCUMENT(S)

1. **Plan Document.** After review and vetting of the vision, policies and action plan, a concise, illustrative document will synthesize the planning process (based on Phases 1-4). This draft plan will be edited per feedback from City staff, key stakeholders, Planning and Zoning Commission and City Council meetings (see Phase 3).
2. **Marketing Brochure.** A marketing brochure selling the vision through facts, data and any financial incentives to be available to a developer/land purchaser. This is typically in full-bleed magazine format, 4, 8 or 12 pages.

NOTES:

- MSA has no known relationships or conflicts of interest with property or business owners in the study area within the past five years.
- Final versions of unique GIS data developed in support of this project will be delivered to the City as ArcGIS geodatabases.
- Drone photos and video gathered for this project will be delivered to the City for their continued use and reference.
- MSA will provide PDF copies of all draft materials as needed throughout the planning process.
- At the conclusion of the process, we will provide eight (8) hard copies of the public hearing draft, the revised public hearing draft, and the final adopted plan document.
- We will also provide the final documents in PDF format and in source format, either MS Word or Adobe InDesign.
- Martin Gardner Architecture will be a sub-consultant to MSA on this project.

PROPOSED FEE

Our team is very excited about the opportunity to work with the City of Indianola on the development of a sub-area plan! We know we can provide the planning you need and the engagement that you desire within your budget. We look forward to working with you on developing a final scope of work, prior to contracting, that aligns our experience and efforts with your needs and desires. MSA estimates that we will be able to provide the scope of work outlined at a lump sum cost of \$30,000.



Verona - Downtown Visioning Workshop

2 HRS

The perfect central location for business, visitors and residents. Casey is within **2 hours** of St. Louis, Indianapolis, Champaign, and Bloomington.

QUICK FACTS

POPULATION
2,756 (2019)

INCORPORATED CITY SIZE
2.15 SQUARE MILES

INTERSTATE 70 TRAFFIC
22,000+ AADT

XXXXX
XXXXXX

**27% LOWER
COST OF LIVING**
than the US Average
BestPlaces.net (2020)

WHY CASEY?

Halfway between St. Louis, Missouri and Indianapolis, Indiana on Interstate 70, Casey is a hub of agricultural and energy activity. With a landscape dotted with oilfields, many related businesses thrive in Casey. The historic National Road runs through the center of town, and many residents remember the original. Strong hometown roots keep and bring many residents back to a community of strong values demonstrated by the continued prosperity of over twenty churches in the community.

The business climate of Casey is much like the hospitality of its residents, open and accommodating. With several larger industries and many small businesses, a business finds a stable and supporting environment in which to thrive. The City of Casey, the Chamber of Commerce, and a dedicated economic development organization, Casey Industries, Inc. support the varied needs of the businesses of Casey.

BENEFITS:

- Easy Access to several Metro areas
- Increasing Downtown Activity
- Affordable, Quality Housing
- Great Resources, Parks & Recreation
- One-of-a-kind Tourist Attractions
- Variety of Community Events
- Active Community Associations
- Responsive Government

ECONOMIC DEVELOPMENT PARTNERS

Our Economic Development Director partners with Casey organizations (listed below), as well as County, Regional, and Statewide Economic Development Organizations.

- Chamber of Commerce, established in 1936, has been a networking tool for local businesses and a catalyst for economic growth since its inception. Understanding that community spirit and togetherness is vital for a thriving business atmosphere, the Chamber supports community events and local entities, including businesses, community groups and our schools.

Hello and welcome to the City of Casey, home of multiple World's Largest records, appropriately and affectionately known as Big Things in a Small Town (BTST). Whether you're in town for business or pleasure, or are just curious about all the Big Things, I hope you'll take some time to drive around our community, explore our beautiful 40-acre Fairview Park, and take in the beauty and uniqueness of our community.

- Nik Groothuis, Mayor

I am blessed to be part of the Casey community. I took my passion into creating the big things dream, but it is the community that has helped contribute to its success. The Casey residents, our bounds advocates, are the front line in welcoming the visitors. The Casey businesses in ways to accommodate both local organizations and City Hall have pitched in to volunteer and support the Big Things in a Small Town journey.

Big Things journey does not stop here. It was started in 2009. It has been an awesome journey and I have high hopes for the journey to continue.

- Jim Bolin, Bolin Enterprises Inc.

Casey has a lot to offer, not only to its residents, but visitors alike. We have a beautiful park, a community golf course and many community events throughout the year. Known as the City of Lights, you will notice light poles along the two main corridors on Main Street and Central Avenue. As you look down these streets at night, these lights shine as far as the eye can see. It's quite beautiful!

We hope you'll take advantage of all Casey has to offer. Its Big Things, the park, golf course and especially the small family owned shops and restaurants. Casey is a friendly, welcoming town.

- Dave Liebenow, Chamber of Commerce President (2019)

Casey Industries, formed in 1960, has been the source of funds and support for both new and expansion business and industrial projects in the area. Casey Industries works to assist existing and new businesses with expansion and development opportunities including tax abatements for real estate purchases through the Clark County Enterprise Zone, business planning and resources, and potential gap financing.

Casey in Action, formed in 2010, is a group of current and former residents interested in keeping the community of Casey healthy now and in the future. Their purpose is to identify community needs, provide materials and funds for community improvement projects by fundraising and organizing volunteer opportunities to accomplish the projects.

Casey Marketing Brochure

IT'S MORE THAN A PROJECT. IT'S A COMMITMENT.

SUB-AREA PLAN | INDIANOLA, IA | OCTOBER 28, 2021





Professional Services Agreement

MSA Project Number:

This AGREEMENT (Agreement) is made today _____, 2022 by and between CITY OF INDIANOLA (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Sub-Area Plan Creation

The scope of the work authorized is: See Attached

The lump sum fee for the work is: \$30,000

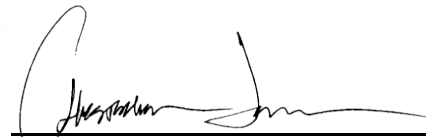
All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a lump sum basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

CITY OF INDIANOLA

MSA PROFESSIONAL SERVICES, INC.

Stephanie Erickson
Mayor
Date: _____


Christopher Janson, AICP
Team Leader
Date: 04.08.2022

101 N 1st Street
Indianola, Iowa 50125
Phone: 515-961-9410

1555 SE Delaware Avenue, Suite F
Ankeny, Iowa 50021
Phone: 515-964-1920

SCOPE OF SERVICES

PROJECT UNDERSTANDING | APPROACH

MSA will lead the effort to craft a realistic reinvestment plan for the 58-acre sub-area. We have the skills and approach to make this project successful: planning efforts (land use and stakeholder involvement) and urban design efforts (development layout, economic development understanding). We have teamed with MGA to assist in the Needs Assessment for the Indianola Public Works Facility. We are especially attuned to the importance of the core aspects of this project:

1. **Engagement and Outreach.** Effectively engaging sub-area stakeholders: the County, City, Chamber Staff and the community, is key. Vetting this plan with these important groups will ensure those with influence (political, financial and land rights) will be supportive of the plan.
2. **Sound Planning.** We understand the importance and focus on sustainable and resilient development. MSA will use best management practices in all areas of design from land use to recreation to stormwater. This will include review and consideration of goals for development from the City's recent Comprehensive Planning efforts and how future development of the sub-area can help achieve those goals.
3. **Marketable Development and Design.** Understanding the highest and best uses for the proposed area and merging those uses with the interests and concerns of the stakeholders will render a well-designed, unique development plan. The final product will be succinct and aesthetically pleasing, to not only keep readers interested from the beginning to end of the plan, but to be useful in attracting potential developers to build in the neighborhood.
4. **Quality, Unique Place.** During this process, we will need to evaluate opportunities for:
 - A housing mix that achieves a healthy balance and supports varying populations and demographics.
 - Providing neighborhoods and commercial areas that serve the immediate area and beyond.
 - Increasing employment opportunities in the City that are accessible from the residential area.
 - Functional and creative public spaces that help create a sense of place for the area.
 - Efficient and sustainable transportation networks with increased accommodation for alternative transportation modes (walking, biking, etc.).
 - Site and building design standards that allow for architectural creativity, while maintaining a level of quality befitting the vision for a livable, quality place.

PHASE 1: BACKGROUND ANALYSIS + SITE RECONNAISSANCE

1. **Review Relevant Studies/Plans** (e.g., Comprehensive Plan, Housing Data, Market Data, Stormwater/Utility Analyses, etc.). Plus, review comparable neighborhoods to share with City and stakeholders.
2. **Existing Conditions Review/Analysis.** MSA will walk and fly the property, as well as use available digital resources, to document the existing conditions (e.g., surrounding character, unique features, development limitations, topography, road conditions, utilities, etc.). Results will be summarized through maps, photos and tables as appropriate.
3. **Economic and Housing Market Review.** MSA will provide a snapshot market review of the City's commercial and housing conditions. The result of this review will reinforce the market viability of proposed development types and uses, which can help in identifying the feasibility and phasing of individual sites in the sub-area plan. We'll also look at the overall growth needs for the community and identify how the sub-area redevelopment will contribute the they community's overall growth.
4. **Public Works Space Need Analysis.** Martin Gardner Architecture will work directly with the City of Indianola's Public Works Department to complete a preliminary Future Needs Assessment for the department and the existing Public Works Facility located within the sub-area. It is understood that the department has likely outgrown the current facility and a preliminary needs analysis is a good start to identifying existing and future facility needs of the department.

PHASE 2: CONCEPT PLANS

The MSA team excels at the ability to see the "big picture." Consolidating the competing interests of traffic, infrastructure and diversity of land uses to create a safe and appealing environment is critical to establishing a viable and marketable development.

1. **Conceptual Development Scenarios.** Based on the analysis in Phase 1, MSA can prepare a few (3) development scenarios outlining uses (including typical heights), open space areas and transportation network options. Based on feedback from stakeholders (see Phase 3), two (2) concepts will be further analyzed.
2. **Detailed Concepts.** The two (2) detailed concepts will include lot layout (and use designation), roads, sidewalks/paths and stormwater management. Utility and transportation infrastructure improvements will be identified in response to the layout portrayed in each concept.
3. **Preferred Vision Concept w/ Design Policies.** A preferred concept will be developed per stakeholder and City feedback (see Phase 3). Design policies and standards for all elements of the development will be established based on this

vision concept (e.g., land use, design standards, roads/trail connections, open space, stormwater management, placemaking, etc.).

PHASE 3: OUTREACH PLAN

Providing opportunities for elected officials, adjacent property owners and other stakeholders to provide valuable input will increase support of the final plan. MSA has facilitated numerous successful public outreach projects.

1. Four (4) Working Group Meetings with City staff and other key stakeholders to give updates on progress and go over edits.
 - Meeting #1: Review of scope, schedule, and issues.
 - Meeting #2: Review existing conditions and draft conceptual plans. The intent of this meeting is to provide MSA with direction towards a preferred alternative, which could be one of the options or a mix of ideas presented in the two concepts.
 - Meeting #3: Review of the preferred concept and implementation strategies.
2. Attend two (2) Planning and Zoning Commission Meetings
 - After Working Group Meeting #2 to get feedback on the draft concepts.
 - After Working Group Meeting #4 for review and recommendation to council.
3. Attend three (3) City Council meetings at the following stages:
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PHASE 5: SUB-AREA PLAN DOCUMENT(S)

1. **Plan Document.** After review and vetting of the vision, policies and action plan, a concise, illustrative document will synthesize the planning process (based on Phases 1-4). This draft plan will be edited per feedback from City staff, key stakeholders, Planning and Zoning Commission and City Council meetings (see Phase 3).
2. **Marketing Brochure.** A marketing brochure selling the vision through facts, data and any financial incentives to be available to a developer/land purchaser. This is typically in full-bleed magazine format, 4, 8 or 12 pages.

FEE FOR SERVICES

MSA will provide the City of Indianola with the above scoped Sub Area Plan Creation and process for the lump sum fee of \$30,000.

NOTES:

- MSA has no known relationships or conflicts of interest with property or business owners in the study area within the past five years.
- Final versions of unique GIS data developed in support of this project will be delivered to the City as ArcGIS geodatabases.
- Drone photos and video gathered for this project will be delivered to the City for their continued use and reference.
- MSA will provide PDF copies of all draft materials as needed throughout the planning process.
- At the conclusion of the process, we will provide eight (8) hard copies of the final adopted plan document.
- The Marketing Brochure will be provided by PDF for promotional printing.
- We will also provide the final documents in PDF format and in source format, either MS Word or Adobe InDesign.
- Martin Gardner Architecture will be a sub-consultant to MSA on this project. Services shall be billed monthly by percentage complete of lump sum contract.
- Lump sum fee includes all expected reimbursable expenses.
- Lump sum fee includes preparation of meeting materials, including any maps, boards, or handouts.
- All draft materials will be distributed electronically.
- Attendance at any requested meetings beyond those outlined in the above scope will require a contract amendment.
- MSA cannot guarantee a specific number of meeting attendees or survey responses will be generated during the process and strives for quality in feedback over quantity.

- MSA will complete draft changes as directed by the Working Group Committee in accordance with the schedule proposed in this scope and any changes to the plan proposed outside the scope will require a contract amendment.

TENTATIVE SCHEDULE

Month(s)	Tasks and Meetings
Month 1-2	Phase 1: Background Analysis + Site Reconnaissance • Review Relevant Studies/Plans • Existing Conditions Review/Analysis • Economic and Housing Market Review • Public Works Space Needs Analysis Phase 3: Outreach Plan • Working Group Meeting #1
Month 3-4	Phase 2: Concept Plans • Conceptual Development Scenarios • Detail Concepts • Preferred Vision Concept w/ Design Policies Phase 3: Outreach Plan • Working Group Meeting #2 • Attend P&Z Meeting (#1) • Attend City Council Meeting (#1)
Month 5-6	Phase 4: Implementation Strategy • Timeline • Perform Analysis • Regulating Plan Phase 3: Outreach Plan • Working Group Meeting #3 • Attend City Council Meeting (#2) • Community Input Workshop
Month 7-8	Phase 5: Sub Area Plan Documents • Plan Document • Marketing Brochure • Regulating Plan Phase 3: Outreach Plan • Working Group Meeting #4 • Attend P&Z Meeting (#2) • Attend City Council Meeting (#3) Adoption
Final	Deliver Final Plan Document, Brochure, and Map Data

MSA PROFESSIONAL SERVICES, INC. (MSA) – GENERAL TERMS AND CONDITIONS OF SERVICES

1. The quoted fees and scope of services constitute the best estimate of the fees and tasks required to perform the services as defined. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction which may alter the scope. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.
2. MSA will bill the OWNER monthly with net payment due upon receipt. Past due balances shall be subject to an interest charge at a rate of 12% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.
3. Costs and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.
4. MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other decisions made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not guarantee that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.
5. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work of the contractors or subcontractors.
6. In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, and use a level of effort consistent with current professional standards in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

7. This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

8. The OWNER agrees to clarify and define project requirements and to provide such legal, accounting and insurance counseling services as may be required for the project.
9. MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.
10. Reuse of any documents and/or services pertaining to this project by the OWNER or extensions of this project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.
11. To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, agents, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses,

and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, agents, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

12. OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNER and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in any state or federal court having jurisdiction.
13. This agreement shall be construed and interpreted in accordance with the laws of the State of Iowa.
14. OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Iowa for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be, at MSA's option, Polk County, Iowa, or any county in which MSA has an office.
15. This agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.



Community Development

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

June 2022 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	4	0	\$1,275,000.00	\$318,750.00	
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	\$0.00	
329	Pool	1		\$80,000.00		
434	Residential Add/Alt	11		\$2,464.89	\$224.08	
437	Non-residential add/alt	1		\$300,000.00	\$300,000.00	
438	Res garage/carports	0				
645	Demo - sfd	1		\$0.00		
649	Demo - commercial	0		\$0.00		
June Total		18	0	\$1,657,464.89		
<u>Residential Value</u>		<u>Commercial Value</u>				<u>All Non-Taxable</u>
81.9%		18.1%				0.0%

<u>YEAR TO DATE TOTAL</u>						
<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	23	23	\$7,410,329.00	\$322,188.22	
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	2		\$2,539,540.00	\$1,269,770.00	
329	Pool	4		\$200,000.00		
434	Residential add/alt	51		\$560,333.89	\$10,986.94	
437	Non-residential add/alt	5		\$2,710,500.00	\$542,100.00	
438	Res garage/carports	4		\$86,600.00		
645	Demo - sfd	5		\$0.00		
649	Demo - commercial	1		\$0.00		
YTD TOTAL		95	23	\$13,507,302.89		
<u>Residential Value</u>		<u>Commercial Value</u>				<u>All Non-Taxable</u>
61.1%		38.9%				0.0%



COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: July 7, 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 25 projects listed, nine (9) are in review, four (4) have been approved and are awaiting construction to begin, and 12 are in construction. All dates are 2022, unless noted otherwise.

1. TruBank (1807 North Jefferson Way)

Status: Review

- Site plan submitted on June 24

2. Champion Express Car Wash (1807 North Jefferson Way)

Status: Review

- Site plan submitted on May 22
- Review comments returned on June 16
- Updated site plan submitted on June 24

3. Medicap (2105 North 3rd Lane)

Status: Review

- Site plan submitted on May 26
- Review comments returned on June 7
- Updated site plan submitted on June 23
- Review comments returned on June 24
- Updated site plan submitted on June 28
- Planning and Zoning Commission to review site plan on July 12

4. CemenTech (1700 North 14th Street)

Status: Review

- Site plan submitted on April 15
- Review comments returned on May 5
- Updated site plan submitted on June 3
- Review comments returned on June 6
- Updated site plan submitted on June 20
- Planning and Zoning Commission to review site plan on July 12

5. Missouri Valley JATC Expansion (1600 East Iowa Avenue)

Status: Approved

- Site plan and stormwater management plan submitted on March 16
- Review comments returned on April 6
- Revised site plan and stormwater management plan submitted on April 15
- Site plan and special use permit approved by the Board of Adjustment on May 4

6. New Commercial Building (1010 North Jefferson Way)

Status: Construction

- Site plan and stormwater management plan submitted on February 22
- City Council approved major site plan on May 16
- Site work has begun
- City Council approved an amended façade plan on June 20

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

Status: Approved

- Site plan and stormwater management plan submitted on December 20, 2021
- Site plan and special use permit approved by the Board of Adjustment on April 6

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

Status: Construction

- Site plan for building and site improvements submitted on July 27, 2021
- Site plan approved December 29, 2021
- Site work has begun

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

Status: Approved

- Site plan for building and site improvements submitted on July 22, 2021
- Review comments returned on August 6, 2021
- Updated site plan submitted on September 1, 2021
- Site plan approved on September 8, 2021

10. Overton Funeral Home (501 West Ashland Avenue)

Status: Construction

- Site plan submitted on June 15, 2021
- Site plan approved on July 14, 2021

11. Phillips Floor (1605 North 9th Street)

Status: Construction

- Site plan and building permit submitted on May 3, 2021
- Site plan approved on June 9, 2021
- Building permit issued on June 29, 2021

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

Status: Construction

- Site plan submitted on April 8, 2021, for a building addition
- Site plan approved on June 18, 2021
- Building permit issued on June 18, 2021

13. DeYarman Ford (2406 North Jefferson Way)

Status: Construction

- Alternate site plan for building elevations was approved by the City Council on March 23, 2021
- City Council approved minor subdivision plat on April 19, 2021
- Site plan submitted on May 14, 2021
- Site plan approved on August 23, 2021
- Building permit issued on August 23, 2021

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

Status: Construction

- Site Plan/Stormwater Management Plan submitted on January 25, 2021
- Site plan approved April 11
- Site work has begun

15. 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, 2021
- Building permit application/plans received on February 26, 2021
- Site Plan submitted on March 26, 2021
- Easement vacation application submitted on May 18, 2021
- City Council approved site plan at its June 21, 2021, meeting
- Building permit issued on July 14, 2021
- Easement vacation approved on July 19, 2021
- Site work has begun

16. Trail View Plat 2

Status: Review

- Located east of South 15th Street and East 1st Avenue
- Preliminary plat submitted on May 13
- Review comments returned on June 7
- Updated preliminary plat submitted on June 15
- Review comments returned on June 22
- Updated preliminary plat submitted on June 24
- Planning and Zoning Commission to review preliminary plat on July 12

17. Prairie Glynn 4

Status: Review

- Located north of East Euclid Avenue, along North 18th Street
- Preliminary plat application submitted on January 14
- Preliminary plat approved by the City Council on April 18
- Construction documents submitted on June 21

18. Deer Ridge

Status: Review

- Located west of 1909 South K Street
- Preliminary plat application submitted on January 14
- Review comments returned on February 15
- Updated preliminary plat and stormwater management plan submitted on March 24
- Review comments returned on April 5
- Updated preliminary plat and stormwater management plan submitted on April 26
- Meeting with engineer on stormwater concerns took place on May 9
- Updated preliminary plat and stormwater management plan submitted on May 27
- Review comments returned on June 22

19. Ashton Park Plats 8-10

Status: Review

- Located on the east end of East Euclid Avenue
- Preliminary plat application received on November 30, 2021
- Preliminary plat approved by the City Council on April 18
- Construction documents submitted on May 10
- Construction document review comments returned on June 2

20. Quail Meadows 4

Status: Construction

- Located on the north end of North 8th Street
- Construction documents received on August 27, 2021
- Review comments returned on September 8, 2021
- Revised construction documents received on September 29, 2021
- Review comments returned on October 19, 2021
- Updated construction documents received on December 15, 2021
- Review comments returned on December 28, 2021
- Updated construction documents submitted on February 1
- Review comments returned on February 7
- Updated construction documents submitted on February 15
- Final plat application submitted on March 22
- Planning and Zoning Commission approved final plat on June 14

21. Heritage Hills 12

Status: Review

- Located on the west end of Trail Ridge Road
- Preliminary plat received on August 10, 2021
- Review comments returned on August 25, 2021
- Revised preliminary plat submitted on September 8, 2021
- Comments on revised preliminary plat returned on September 22, 2021

22. Fox Run 2

Status: Approved

- Located north of the intersection of North 7th Court and East Lincoln Avenue
- Preliminary plat received on April 23, 2021
- Revised preliminary plat submitted on August 18, 2021
- Revised preliminary plat approved by the City Council on September 20, 2021
- Construction documents submitted on September 24, 2021
- Construction Documents approved on March 10

23. Heritage Hills 11

Status: Construction

- Located north of the intersection of North G Street and West Orchard Avenue
- Preliminary plat received on April 16, 2021
- City Council approved preliminary plat at its June 7, 2021 meeting
- Construction documents submitted on June 10, 2021

- Construction documents approved on December 1, 2021
- Site work has begun
- Planning and Zoning Commission approved final plat on June 14

24. 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, 2021
- Construction documents approved on October 20, 2021
- Site work has begun
- Staff did a site inspection on June 1 with a punch list sent on June 3
- Planning and Zoning Commission approved final plat on June 14

25. 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