

— PLANNING AND ZONING COMMISSION —

February 12, 2019
6:00 P.M.
City Council Chambers

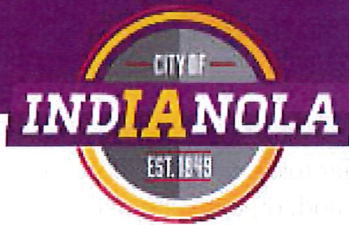
AGENDA

1. Call to order
2. Roll call
3. Approval of January 8th, 2019 minutes
4. Consider request from Daniels Land Surveying for approval of a Plat of Survey for William and Kathryn Thayer at 12332 158th Street.
5. Review and Discussion of Proposed Planning and Zoning Commission Rules and Regulations
6. Review and Approval Planning & Zoning Annual Report for 2018
7. Election of Officers for 2019 Commission
8. Other Business
9. Adjournment

Distribution:

Planning and Zoning Commission
Mayor/ City Council
City Manager
City Clerk
General Manager
City Attorney
Warren County Zoning

Bulletin Board
Des Moines Register
Record Herald
Leader
Public Information Coordinator
Dispatch



— PLANNING AND ZONING COMMISSION —

MINUTES OF REGULAR MEETING

January 8, 2019

6:00 P.M.

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

Joe Butler
Al Farris
Ron Fridley
Becky Needles
Bob Ormsby
Jeromy Pribil
Josh Rabe
Sarah Ritchie
Misty Soldwisch

Commission Members Absent: Erin Freeburg

Staff Present: Charlie Dissell, Kristin Brekelmans

Public Present: Melissa Hills, Matt Steding, James McConnell, Larry McConnell, Ross McConnell, Eric Cannon, Tim Dingman, Jake Doering, Bill Krempasky, Todd & Karen Groat, Wanda Spiker

The minutes of the December 11, 2018 meeting were approved on a motion made by Commissioner Rabe and seconded by Commissioner Farris. Question was called for and on voice vote, Chairperson Butler declared the motion carried unanimously.

Consider request from Snyder and Associates for Preliminary Plat approval of the McConnell Subdivision

Charlie Dissell presented the request to the Commission. Staff recommends approval of the McConnell Subdivision Preliminary Plat, with the condition that the following items on the preliminary plat be updated prior to review by the Council (unless noted otherwise): (1) staff and developer work together to tie the future Lot Nine together with the existing lot, prior to final plat approval, so they can never be sold separately, (2) the proposed sanitary sewer line be routed around the dry detention basin, and the preliminary plat be updated prior to review by the Council, and (3) a minimum 85' diameter temporary cul-de-sac be installed at the west end of the East 1st Avenue.

Eric Cannon, with Snyder & Associates, agrees with Staff's recommendations, except for the request for a sanitary sewer line to be routed around the dry detention basin. Mr. Cannon noted this would create a financial burden (\$35K-\$40K) for only eight parcels being developed.

Discussion between the Commission and Mr. Cannon regarding the sanitary sewer continued.

Chairperson Butler asked if there were any further questions or comments to be made. Hearing none, Chairperson Butler called for a motion.

Motion was made by Commissioner Rabe to approve the McConnell Subdivision Preliminary Plat with the following conditions: (1) Staff and developer work together to tie the future Lot 9 together with the existing lot, prior to final plat approval, so they can never be sold separately, and; (2) a minimum 85' diameter temporary cul-de-sac be installed at the west end of the East 1st Avenue, and the preliminary plat be updated prior to review by the Council. This motion was seconded by Commissioner Farris.

Question was called for and on voice vote, Chairperson Butler declared the motion carried unanimously with nine ayes and 0 nays.

Consider request from Civil Engineering Consultants, Inc., on behalf of Doering Properties, LLC for Preliminary Plat and Site Plan approval of the Quail Meadows Townhomes

Charlie Dissell presented the request to the Commission. Mr. Dissell stated that staff recommends approval of this request with the condition that a variance be granted for the design standards of Section 170.13(5) regarding the depth to width ratio of lots, and that the other items noted in the memo are resolved prior to Council reviewing the preliminary plat and site plan. Mr. Dissell noted that most of the other items noted have been resolved by the applicant, but revisions were not received in enough time to get the updated plat and site plan to the Commission.

Melissa Hills, with Civil Engineering Consultants, discussed the plan for utility easements on the Summerset Trail and responded to all review comments and concerns regarding the plat and site plan.

Commission members discussed the change in the existing berm on the west side of the property with Ms. Hills. Other items discussed included the addition of buffer trees and shrubs, depth to width ratios and the options of waivers or requests for variances, square footage and trail easements.

Wanda Spiker, 2000 N 9th Street, Indianola, IA, stated her questions and concerns for this site plan and preliminary plat. Ms. Spiker asked for clarification of where the development is in reference to the existing pond and the berm. Ms. Hills responded to Ms. Spiker and showed on the preliminary plat where the property would be located and the distance from the berm and the pond. Buffers were discussed including the variety of trees and quantity.

Commissioner Farris asked if each unit would be sold or rented. Jake Doering, of Doering Properties, stated that each unit would be sold, not rented.

Bill Krempasky, 2106 N 9th Street, Indianola, IA, stated his concerns for the storm water run off and detention pond. Mr. Krempasky asked if this property would be held under the same covenants as the existing Quail Meadows properties. Mr. Krempasky questioned how this would help with existing issues they are having regarding the flooding of properties from the over flow of the pond. Mr. Krempasky stated concerns for adding additional property draining to this pond, and the effect it would have on capacity the pond could hold or damage to those at a lower slope to the pond.

Ms. Hills showed swale plans on the preliminary plat to Mr. Krempasky.

Discussion between Commission members continued regarding the swale and possible build up in the pond along with resolution options in the future.

Ms. Spiker questioned whether the neighbors would still be able to have access to the pond for fishing and recreation. Ms. Spiker was directed to discuss those questions with the owner of the pond as the Commission does not have authority to grant or force access.

Karen Groat, 2104 N 9th Street, Indianola, IA, stood to speak to the Commission, stating the pond has gone out of its banks twice within the last 12 months. Ms. Groat stated the intake volume is greater than its output volume. Ms. Groat asked that it is evaluated to assure that she does not lose any yard.

Mr. Krempasky spoke to the intake of the pond, noting settlement buildup found near the banks. Mr. Krempasky asked to have that considered during the review of the pond.

Chairperson Butler asked if there were any further questions or comments to be made. Hearing none, Chairperson Butler called for a motion.

Motion was made by Commissioner Rabe to approve the preliminary plat and site plan of Quail Meadows Townhomes, recommending approval of a variance for the design standards of Section 170.13(5) regarding the required depth to width ratio of lots, and with the conditions that all staff comments in the memo are resolved and that a condition to be added requiring overflow calculations be completed. This motion was seconded by Commissioner Ormsby. Question was called for, and on voice vote Chairperson Butler declared the motion carried unanimously with nine ayes and zero nays.

Consider request from the Gilbert Johan Wigeland and Becky Sue Wigeland Trust and the City of Indianola for a vacation and conveyance of the north and south alley lying between 203 and 209 West Second Avenue

Charlie Dissell presented the request to the Commission. Mr. Dissell stated this is part of a D & D property sale and that Staff recommends approval of this vacation of alley.

Chairperson Butler asked if there were any further questions or comments to be made. Hearing none, Chairperson Butler called for a motion.

Motion was made by Commissioner Farris to approve the vacation and conveyance of the north and south alley lying between 203 and 209 West Second Avenue. The motion was seconded by Commissioner Soldwisch. Question was called for, and on voice vote Chairperson Butler declared the motion carried unanimously with nine ayes and zero nays

Other Business

Charlie Dissell provided updates regarding current projects, permit numbers, the proposed Highway 92 four to three lane conversion, Square Streetscape and Comprehensive Plan update RFP proposals, sump pump drainage issues, and the upcoming contractors breakfast event. Mr. Dissell reminded members of the Commission that the election of officers will be done during its next meeting.

Kristin Brekelmans advised Commission members that building permit end of year totals and percentages were corrected and were attached to the packet for review.

Meeting adjourned on a motion by Commissioner Ritchie and seconded by Commissioner Needles.

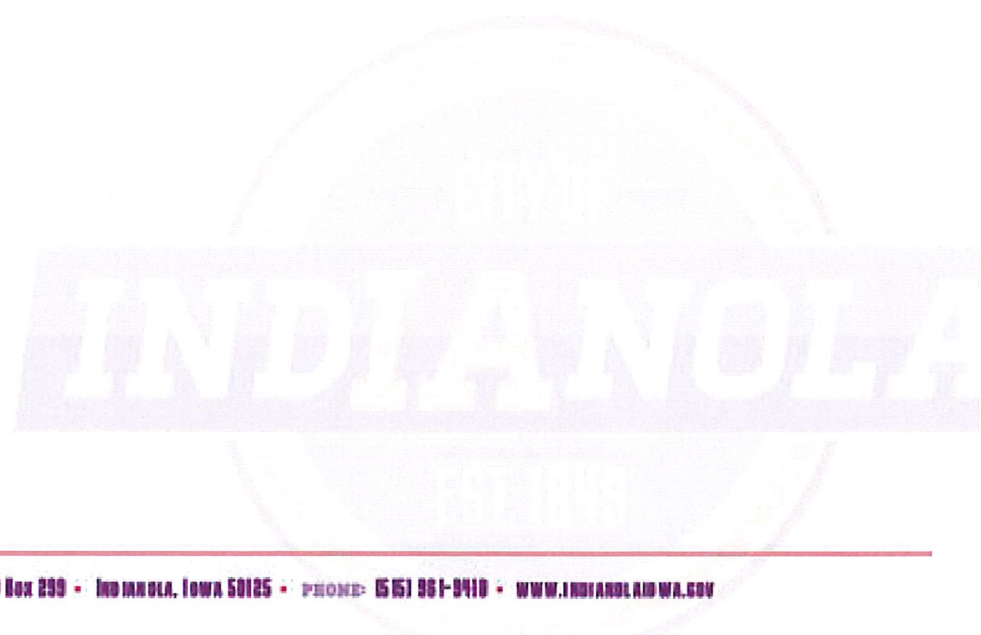
Joe Butler, Chairperson

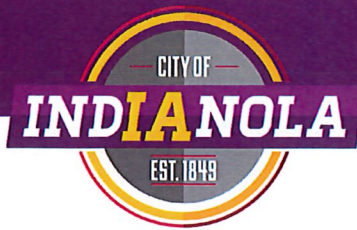
Charlie Dissell,
Director of Community & Economic Development



— PLANNING AND ZONING COMMISSION —

AGENDA ITEM # 4





COMMUNITY DEVELOPMENT

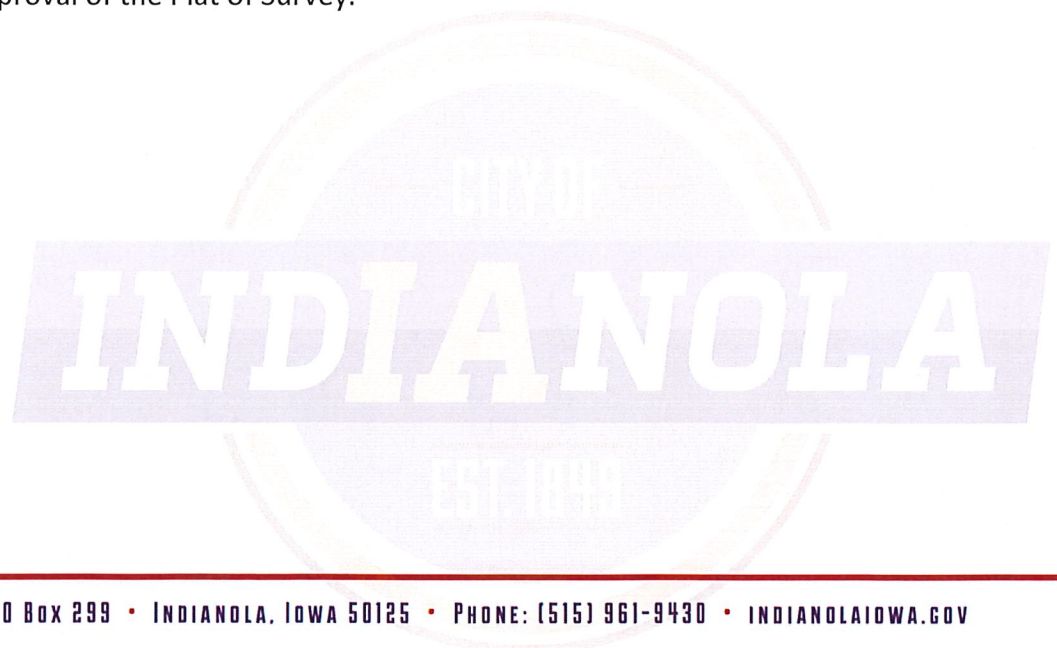
To: Planning and Zoning Commission
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Subject: February 12, 2019 Meeting
Re: Item # 4: Consider request from Daniels Land Surveying for approval of a Plat of Survey for William and Kathryn Thayer at 12332 158th Street.

Daniels Land Surveying, on behalf of William and Kathryn Thayer, has requested approval of a Plat of Survey located at 12332 158th Street. This survey is located outside of the City of Indianola but is located within two (2) miles of the corporate limits.

The Code of Ordinances establishes jurisdictional review for all plats of survey, plats, replats or subdivisions of land of suburban lots within two (2) miles of the corporate limits of the City, for other than agricultural purposes. Such plats shall be submitted to the City Council and the Planning and Zoning Commission, who shall examine the Plat of Survey as to its compliance with the Code and the Comprehensive Plan. The Commission shall submit a recommendation to the City Council within thirty (30) days.

Section 170.35 of the Code of Ordinances stipulates that improvements within the two-mile control area do not apply to plats of survey. The Comprehensive Plan reserves this area for low density residential.

Staff recommends approval of the Plat of Survey.



DANIELS LAND SURVEYING
22598 18TH AVENUE, NEW VIRGINIA, IOWA 50210 (515) 577-2583

01/17/19

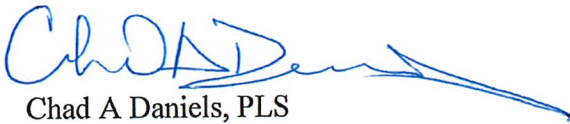
City of Indianola Community Development
110 North First Street
Indianola IA 50125

Enclosed is a Plat of Survey which falls within the City limits of Indianola. After it has been reviewed by your office, please mail the survey and approval letter back to me at the above address.

The owner of this property is William & Kathryn Thayer. They are planning on selling the existing residence to a son and building a new home on Lot 7.

If you have any questions please call.

Sincerely,



Chad A Daniels, PLS
Daniels Land Surveying

COMMUNITY DEVELOPMENT
JAN 23 2019
INDIANOLA, IOWA

PLAT OF SURVEY

INDEX LEGEND

LOCATION: LOTS 6 & 7, WILKINSON SUBDIVISION
W 1/2 OF THE NE 1/4 OF SECTION 33
T 76N, R 23W, WARREN COUNTY, IOWA

OWNER: WILLIAM E & KATHRYN G THAYER
12332 158TH AVE., INDIANOLA IA 50125

SURVEY FOR: (OWNER)

PREPARED BY CHAD A. DANIELS
RETURN TO: DANIELS LAND SURVEYING, 22598 18TH AVE, NEW VIRGINIA IA 50210
515-577-2583

SURVEY LEGEND

() - Recorded Distance/Bearing
— — — — 40' Road Easement
— · — · — Section line
— x — x — Fence line

Monuments

- ▲ - Found section corner
- - Set 1/2" red plastic capped rebar, #17532

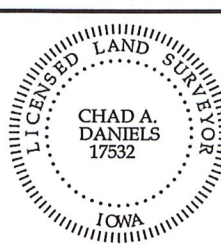
BASIS OF BEARINGS IS IA RCS ZONE 8

DESCRIPTION - PARCEL A:

All of Lot 6 and that part of Lot 7, Wilkinson Subdivision, an Official Subdivision, also known as Auditor's Plat of the West Half of the Northeast Quarter of Section 33, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, described as follows;
Commencing at the Southeast corner of said Wilkinson Subdivision; thence North 00 degrees 26 minutes 24 seconds West, 568.16 feet along the East line of said Subdivision to the Point of Beginning; thence North 00 degrees 26 minutes 24 seconds West, 355.24 feet along said East line to the Northeast corner of said Lot 6; thence North 88 degrees 57 minutes 59 seconds West, 447.00 feet along the North line of said Lot 6 and Lot 7; thence South 12 degrees 38 minutes 29 seconds West, 280.75 feet; thence South 80 degrees 05 minutes 05 seconds East, 518.85 feet to the Point of Beginning, having an area of 3.49 Acres including 0.32 acres of Warren County Road Easement.

NOTE:

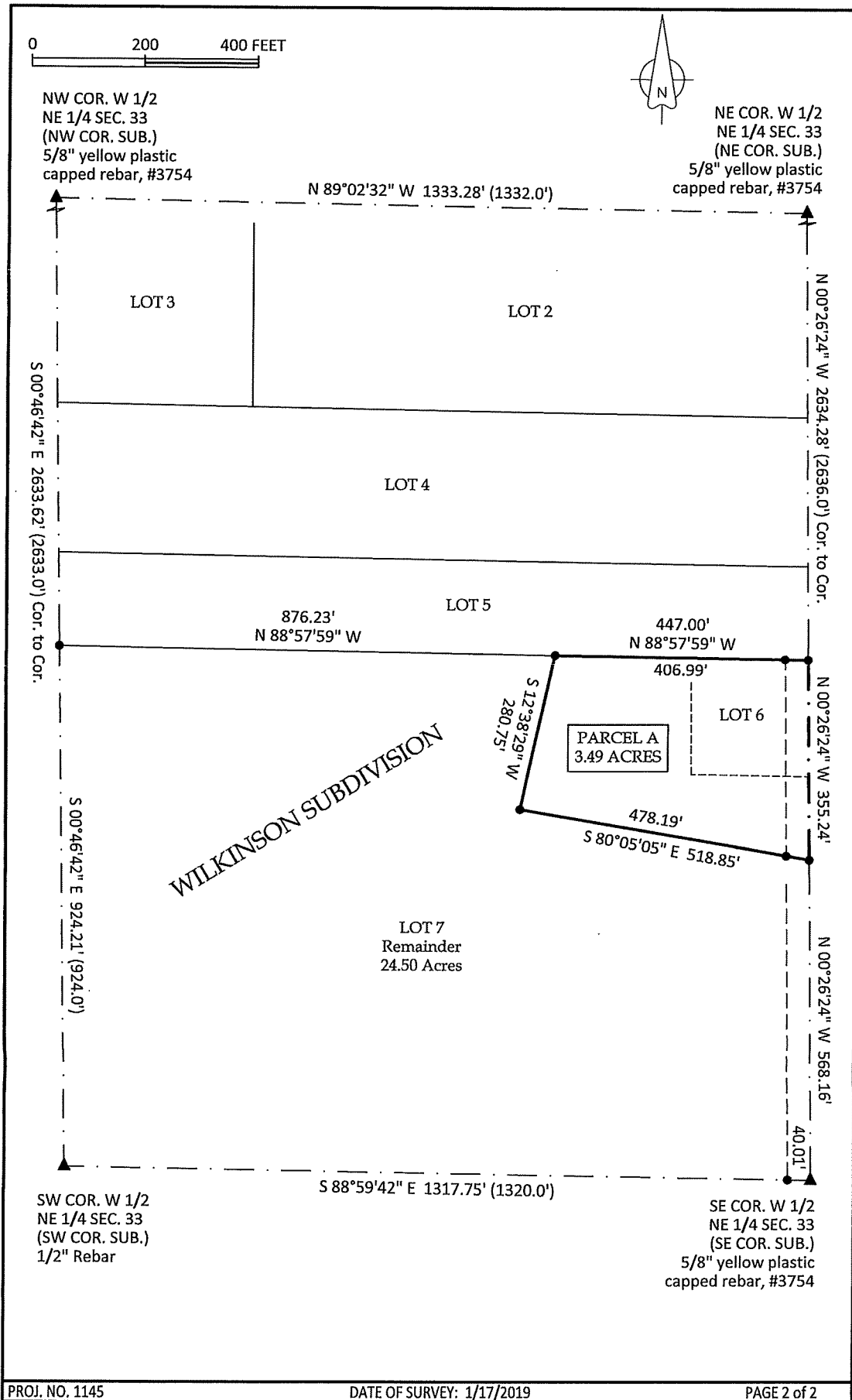
It is the intent of this survey that Lot 6 be replaced and removed from existence as a transferable and taxed tract in the County Records.



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

Signed Chad A. Daniels Date 1/17/19
Chad A. Daniels Date

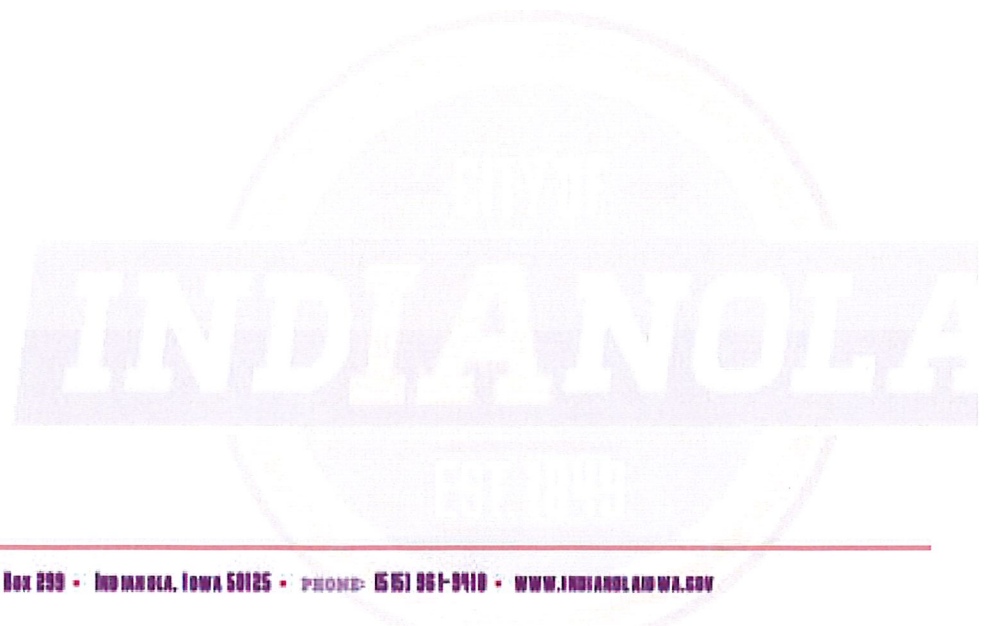
Iowa License No. 17532
My license renewal date is 12-31-2020
Page No.'s covered by this seal: 1 and 2





— PLANNING AND ZONING COMMISSION —

AGENDA ITEM # 5





COMMUNITY DEVELOPMENT

To: Planning and Zoning Commission
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Subject: February 12, 2019 Meeting
Re: Item # 5: Review and Discussion of Proposed Planning and Zoning Commission Rules and Regulations

Section 23.05 (2) of the Code of Ordinances of the City of Indianola, Iowa stipulates that the Planning and Zoning Commission shall adopt rules and regulations governing its organization and procedure as it may deem necessary. Staff has prepared draft rules and regulations for the Planning and Zoning Commission to review and discuss at your February 12 meeting. Staff will gather all feedback from the Planning and Zoning Commission on February 12 and bring back a final draft for approval at a later meeting.





— PLANNING AND ZONING COMMISSION —

Rules and Regulations

Section 1: Creation. Pursuant to the provision of statutes and regulations of the *Iowa Code*, Chapter 23 of the Code of Ordinances of Indianola, Iowa, and as hereinafter set forth, there is hereby created and established a Planning and Zoning Commission consisting of ten (10) members appointed by the City Council. All members of the Planning and Zoning Commission meeting shall serve without compensation.

Section 2: Membership and Terms of Office. All members shall be residents of the City of Indianola. The term of office shall be five (5) years. The expiration date for all terms of office shall be February 1. The five (5) year term of office shall be effective as of February 2. Vacancies shall be filled in the same manner as the original appointee for the unexpired term.

Section 3: Officers. The Planning and Zoning Commission shall annually elect a Chairperson and a Vice-Chairperson from among its members at first calendar meeting of the year.

Section 4: Quorum. A majority of the current membership of the Planning and Zoning Commission shall constitute a quorum and a quorum shall be required to conduct the business of the Planning and Zoning Commission. Actions on items required to be reviewed by the Planning and Zoning Commission shall require a majority vote of the Planning and Zoning Commission membership present at the meeting. At the request of a member of the Planning and Zoning Commission and with approval of the Chairperson, the City may make provisions for members of the Planning and Zoning Commission to participate in a meeting via a conference call or other telecommunication device.

Section 5: Meetings. The Planning and Zoning Commission shall meet monthly on the second Tuesday of each month at 6:00 PM, or on call in the Indianola City Council Chambers. However, the Chairperson, as needed, may revise the time and/or place of meeting, or may call a special meeting, and such changes noted in accordance with the notification procedures contained herein. The Chairperson may request from the Mayor a meeting with the City Council to discuss the Planning and Zoning Commission's proceedings and activities, suggestions for policy and zoning ordinance revisions and other items relating to the Planning and Zoning Commission's duties.

Section 6: Meeting Cancellation

A Planning and Zoning Commission meeting may be canceled due to a lack of substantive agenda items to be addressed, meeting location scheduling conflicts, emergency conditions, inclement weather, or other acts of nature beyond the City's control. It is the responsibility and prerogative of the Chairperson of the Planning and Zoning Commission to cancel such meeting, and the Chairperson will notify the Community and

Economic Development Director or his/her designee who will assume responsibility for notifying the media and persons affected by the cancellation, posting notice of the cancellation as appropriate, and rescheduling the meeting as appropriate. If a scheduled meeting is canceled, the Chairperson may schedule a special meeting of the items scheduled to be conducted at the canceled meeting shall be deferred until such rescheduled meeting.

Section 7: Procedure of Meetings. The Planning and Zoning Commission shall follow the following procedure for each meeting.

1. Call to Order

- a. The Chairperson calls the meeting to order.

2. Roll Call

- a. The recording secretary states each member's name, who responds in turn with "present".

3. Approval of Agenda

- a. The Chairperson determines if there are any changes or additions to the draft agenda. The Chairperson calls for a vote by roll call and the recording secretary calls each name, and the vote is recorded.

4. Approval of minutes

- a. The Chairperson determines if there are any changes or additions to the draft minutes. The Chairperson calls for a vote by roll call and the recording secretary calls each name, and the vote is recorded.

5. Public Comments

- a. This is time for members of the public present to address to Planning and Zoning Commission regarding matters not on the agenda. Also, correspondences received by staff regarding items not on the agenda are brought forth to the Planning and Zoning Commission at this time.

6. Old Business

- a. This includes review of motions and business not settled at the last meeting when it was adjourned.
- b. If there is old business, each item is acted upon individually.

7. New Business

- a. At this point, the Planning and Zoning Commission is considering new business. Each item listed on the agenda is addressed separately.
 - i. The Chairperson first directs staff to present the case.
 - ii. Once staff is finished, the Chairperson asks the Planning and Zoning Commission members if there are any questions for staff.
 - iii. Once all questions have been reviewed, the Chairperson then allows the applicant to present.
 - iv. Once applicant is finished, the Chairperson asks the Planning and Zoning Commission members if there are any questions for the applicant.
 - v. Once all questions have been reviewed, the Chairperson asks whether any members of the public wish to address the Planning and Zoning Commission regarding this application. The Chairperson may rule repetitious comments out of order and may limit the amount of time each member of the public has to speak.
 - vi. Once all public members have been given the opportunity to speak, the Chairperson asks the Planning and Zoning Commission if there are any additional questions of staff or the applicant.
 - vii. After all questions are answered, the Chairperson will ask for a motion. Once a motion has been stated, the Chairperson asks for a second to the motion. After motion has been made and seconded, the Chairperson restates the motion for the record.

- viii. The motion may be changed through an amendment. If no amendments are proposed, and the discussion has ended, the Chairperson calls for a vote by roll call and the recording secretary calls each name, and the vote is recorded.
 - ix. Once the recording secretary has completed roll call vote, the Chairperson announces the results.
 - x. The Chairperson may address the applicant with an overview of the result of all motion (i.e., "the Planning and Zoning Commission has approved/recommended for approval your application to the City Council. Please coordinate the next steps with the staff.)
- b. The same procedure is used for the next new business item.

8. Comments

- a. This item on the agenda allows the planning and zoning Planning and Zoning Commission members to note any announcements or offer comments regarding items not on the agenda.
- b. This item on the agenda allows the staff to note any announcements or offer comments regarding items not on the agenda.

9. Adjournment

- a. The Chairperson asks if there is any further business, and if not, the Chairperson may adjourn the meeting. If the Planning and Zoning Commission wishes to adjourn the meeting before all business is completed, the meeting must be adjourned by motion, and a second is required.

Section 8: Amending Motions. Motions can be amended only by the following:

- 1) Inserting or adding a word, phrase or sentence;
- 2) Striking out a word, phrase or sentence;
- 3) Striking out and inserting (substituting) words, phrases, sentences or paragraphs.

After a main motion has been made and seconded, any member can propose an amendment, after being recognized by the Chairperson, by stating, "I move to amend the motion by...". Each proposed amendment must be seconded by another member to proceed. If there is a statement, the Chairperson states the main motion and the amendment, so members will understand how the proposed amendment will change the main motion. The Chairperson then ask for Planning and Zoning Commission discussion on the proposed amendment. After the discussion has ended, a vote on the proposed amendment is taken. A roll call vote is then taken, and the Chairperson announces the outcome of the vote.

Section 9: Ex-parte Contacts. Any contact though e-mail, phone, in-person, or in such similar fashion that a Planning and Zoning Commission member may have with a party involved, or potentially involved, in a matter before the Planning and Zoning Commission and outside of the meeting is known as an "ex-parte" contact. Any substantive information or facts that a Planning and Zoning Commission member may receive during those contacts that relates to the matter at hand shall be made a part of the public record so that it can be available for consideration or challenge by all interested parties. This shall be done by way of a public statement by the Planning and Zoning Commission member prior to the presentation of the matter under consideration at the Planning and Zoning Commissions meeting.

Section 10: Conflict of Interest. A Planning and Zoning Commission member shall abstain if the member believes there is a conflict of interest, particularly if the conflict is of a financial nature or otherwise. A member who elects to abstain from voting shall discuss the reason for the abstention with the Planning and Zoning Commission prior to the presentation of the matter under consideration. During the presentation and discussion of the matter under consideration, a member who plans to abstain from voting should remove him/herself from the proceedings and from taking any action on the issue or attempting to persuade any

other member of the Planning and Zoning Commission to act in any specific direction. Planning and Zoning Commission members may not receive any type of gift for their own personal use or enjoyment related to transaction of their official Planning and Zoning Commission duties.

Section 11: Continuances. The Planning and Zoning Commission may continue a case until the next scheduled meeting to enable additional testimony to be heard, a site visit, or for other good cause by an affirmative vote of a majority of the members present and voting.

Section 12: Removal of Planning and Zoning Commission Members. Planning and Zoning Commission members are appointed by the City Council and may be removed at any time in accordance to Section 5.09 of the Code of Ordinances of Indianola, Iowa. The Chairperson may recommend to the City Council that a Planning and Zoning Commission member be removed for failure, (1) to attend three consecutive meetings or (2) to attend at least 1/2 of the meetings within any 12-month period.

Section 13: Notification Procedures. Notice of the time and place of the meetings shall be posted in the display case at the north entrance of City Hall and shall also be posted on the City's website. Notice shall be posted no later than twenty-four hours before the scheduled meeting, but every effort shall be made to post the agenda once it has been finalized by staff and meeting packets have been dispersed to the Commission. If a member of the news media has filed a request for notice with the City, they should also be notified in the same manner as outlined in this section.

ADOPTED:

REVISED:

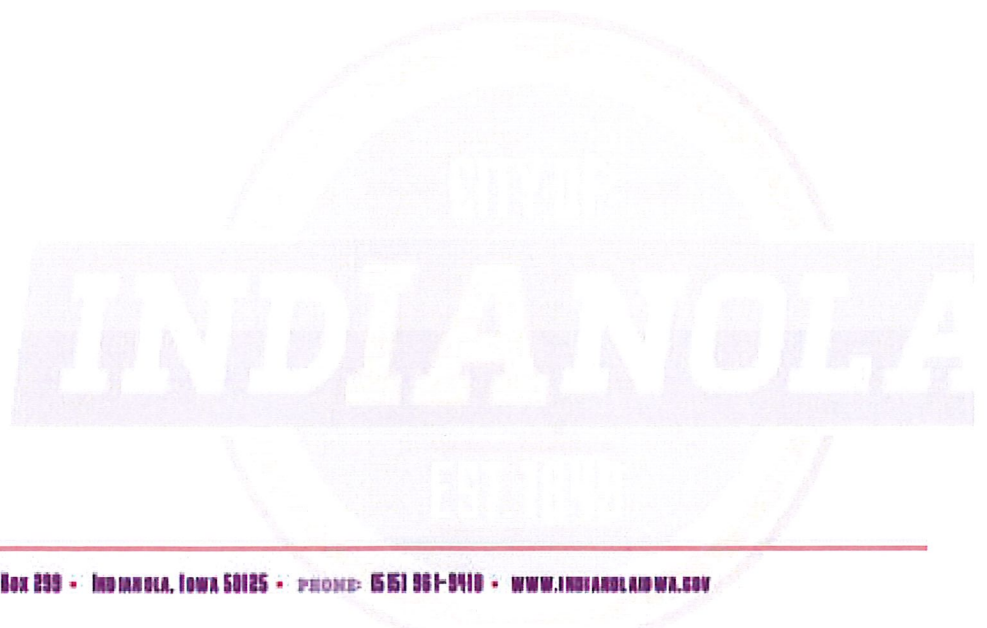
Joe Butler, Chairperson

Charlie Dissell,
Director of Community & Economic Development



— PLANNING AND ZONING COMMISSION —

AGENDA ITEM # 6





— PLANNING AND ZONING COMMISSION —

Annual Report – 2018

Authority: Indianola Ordinance Chapter 23
Code of Iowa Chapter 392.1

Planning and Zoning Commission Members:

<u>Name</u>	<u>Present</u>	<u>Absent</u>	<u>Term Expires</u>
Joe Butler	10	2	02/01/23
Al Farris	12	0	02/01/19
Erin Freeberg	3	0	02/01/23
Ron Fridley	9	3	02/01/21
Becky Needles	11	1	02/01/21
Doug Opie	4	5	02/01/18
Bob Ormsby	8	4	02/01/23
Jeromy Pribil	3	0	02/01/23
Josh Rabe	12	0	02/01/22
Sarah Ritchie	6	6	02/01/22
Misty Soldwisch	9	3	02/01/19

The City Council added two new members to the Planning and Zoning Commission in 2018; Erin Freeberg and Jeromy Pribil. Doug Opie resigned from the Commission in 2018.

The Planning and Zoning Commission elected its 2018 Officers as Chairperson Joe Butler and Vice Chairperson Josh Rabe.

The Planning and Zoning Commission held eleven (11) regularly scheduled meetings and one (1) special meeting in 2018. The Planning and Zoning Commission reviewed twenty-three (23) requests which included:

- Six (6) rezoning requests
- Five (5) zoning ordinance amendments
- Three (3) preliminary plats
- Three (3) final plats
- Two (2) sidewalk waivers
- One (1) sidewalk waiver due to natural/physical conditions and limitations
- One (1) subdivision and site plan ordinance amendment
- One (1) alternate method of approval of a site plan
- One (1) alley vacation and conveyance

The Planning and Zoning Commission reviewed twenty-three (23) requests and forwarded twenty-two (22) requests to the City Council. Alternate methods of approval of a site plan are reviewed and approved by the Planning and Zoning Commission, so that case was not forwarded to the City Council.

The Planning and Zoning Commission forwarded twenty-two (22) requests to the City Council; twenty-one (21) were recommendations of approval, and one (1) was a recommendation of denial.

The City Council ultimately approved twenty (20) of the twenty-one (21) recommendations of approval from the Planning and Zoning Commission. The request that was not approved was withdrawn by the applicant prior to City Council consideration. The City Council approved the one (1) recommendation of denial by the Planning and Zoning Commission.

A brief review of each meeting and request follows:

January 09, 2018

Site Plan Ordinance / Subdivision Ordinance Amendment

- Consider amendment to buffer requirements of Chapter 170 Subdivision Ordinance and Chapter 166 Site Plan Ordinance.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

February 13, 2018

Rezoning Requests

- Consider request from Mike Vanderpool and Mike Rosenberger to Rezone from R-3 to C-2.
 - Planning and Zoning Commission postponed request
- Consider request from Missouri Valley Line Constructors, Ward Trueblood and Robin Mc Cord Eyberg Et Al to rezone from A-1 to M-2
 - Planning and Zoning Commission recommended approval
 - Planning and Zoning Commission rescinded approval

Zoning Amendments

- Consider request from Missouri Valley Contractors to amend M-2 zoning to allow residential units in conjunction with schooling and training facilities for contractors, industrial trades and other uses permitted in M-2 zoning.
 - Planning and Zoning Commission took no action
- Consider Amendment to C-2 zoning to clarify permitted uses
 - Planning and Zoning Commission recommended approval
 - City Council approved request

March 13, 2018

Rezoning Requests

- Consider request from Mike Vanderpool of Hidden Springs LLC and Mike & Sarah Rosenberger of TRM Disposal LLC to rezone from R-3 to C-2.
 - Planning and Zoning Commission recommended approval with conditions
 - Item withdrawn by applicant prior to City Council
- Consider request from Missouri Valley JATC to rezone property from A-1 to M-1
 - Planning and Zoning Commission recommended approval with conditions
 - City Council approved request

Zoning Amendments

- Consider request from Missouri Valley JATC to Amend M-1 zoning to allow School & Training Facilities for Contractor and Industrial Trades as a Permitted Principal Use.
 - Planning and Zoning Commission recommended approval with special requirements
 - City Council approved request

- Consider request from Missouri Valley JATC to Amend M-1 zoning to allow Student Housing for School and Training Facilities for Contractor and Industrial Trades as a Permitted Principal Use.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

April 10, 2018

Alternate Method of Approval – Site Plan Ordinance

- Consider request from St. Thomas Aquinas Catholic Church located at 210 R63 Hwy
 - Planning and Zoning Commission approved

May 8, 2018

Final Plat

- Consider Final Plat of Heritage Hills #9
 - Planning and Zoning Commission approved with changes
 - City Council approved request

May 15, 2018 – Special Meeting

Preliminary Plats

- Consider the Preliminary Plat of Deer Creek Plat 2
 - Planning and Zoning Commission approved with variance
 - City Council approved request
- Consider the Preliminary Plat of Deer Creek Plat 3
 - Planning and Zoning Commission approved with changes
 - City Council approved request

Final Plat

- Consider Final Plat Deer Creek Plat 2
 - Planning and Zoning Commission approved with variance
 - City Council approved request
- Consider Final Plat of Deer Creek Plat 3
 - Planning and Zoning Commission approved with conditions
 - City Council approved request

June 12, 2018

Rezoning Request

- Consider request from Jake Doering to rezone Lot 21 Quail Meadows Plat 1 from M-1 to R-3
 - Planning and Zoning Commission recommended approval to include an update to future land use map of the Comprehensive Plan.
 - City Council approved request

Zoning Amendment

- Consider request from Barbara Yearous to Amend R-1 zoning 165.09 #4 special exception use.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

July 10, 2018

No meeting held

August 14, 2018

Zoning Amendments

- Consider request from Kacee West and Preston West to add "athletic training facility" to M-2 permitted uses and structures.
 - Planning and Zoning Commission recommended approval with off street parking requirement
 - City Council approved request
- Consider Request from Vance Overton for side-walk waiver due to natural/physical conditions and limitations for the property located at 206/208 South H Street.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

September 11, 2018

Preliminary Plat

- Consider request from Autumn Ridge Development for the approval of the revised Preliminary Plat 3
 - Planning and Zoning Commission tabled this item unanimously

October 09, 2018

Preliminary Plat

- Consider request from Autumn Ridge Development for the approval of the revised Preliminary Plat 3
 - Planning and Zoning Commission recommended approval with conditions
 - City Council approved request

Rezoning Requests

- Consider request from Kristy Kappelman to rezone the property listed 506 W 2nd Ave from R-2 to C-2
 - Planning and Zoning Commission recommended approval
 - City Council approved request
- Consider request from Tim Phillips to rezone 2508 N Jefferson Way from A-1 to C-2
 - Planning and Zoning Commission recommended approval
 - City Council approved request

November 13, 2018

Vacation of Alley

- Consider request from Tim Davison for vacation and conveyance of alleyway
 - Planning and Zoning Commission recommended approval
 - City Council approved request

Rezoning Request

- Consider request from Tim Davison to rezone 308 E 1st Ave from R-2 to C-2.
 - Planning and Zoning Commission recommended approval
 - City Council approved request

December 11, 2018

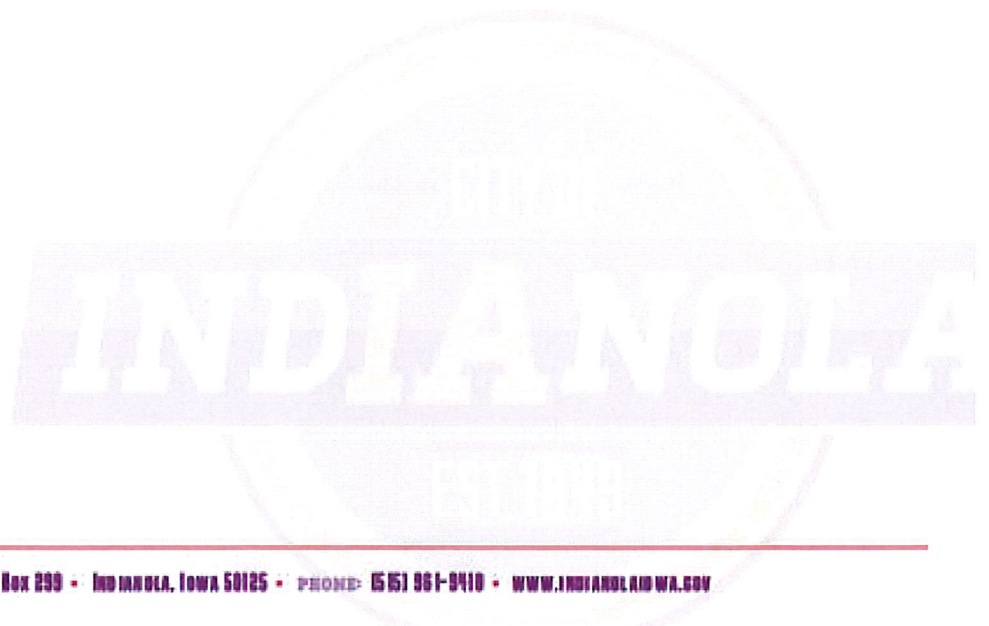
Sidewalk Waiver

- Consider request from Don & Regina Bendon for a waiver to the sidewalk construction requirements at 1210 South R Street.
 - Planning and Zoning Commission recommended denial
 - City Council approved request



— PLANNING AND ZONING COMMISSION —

AGENDA ITEM # 7



INDIANOLA PLANNING & ZONING COMMISSION

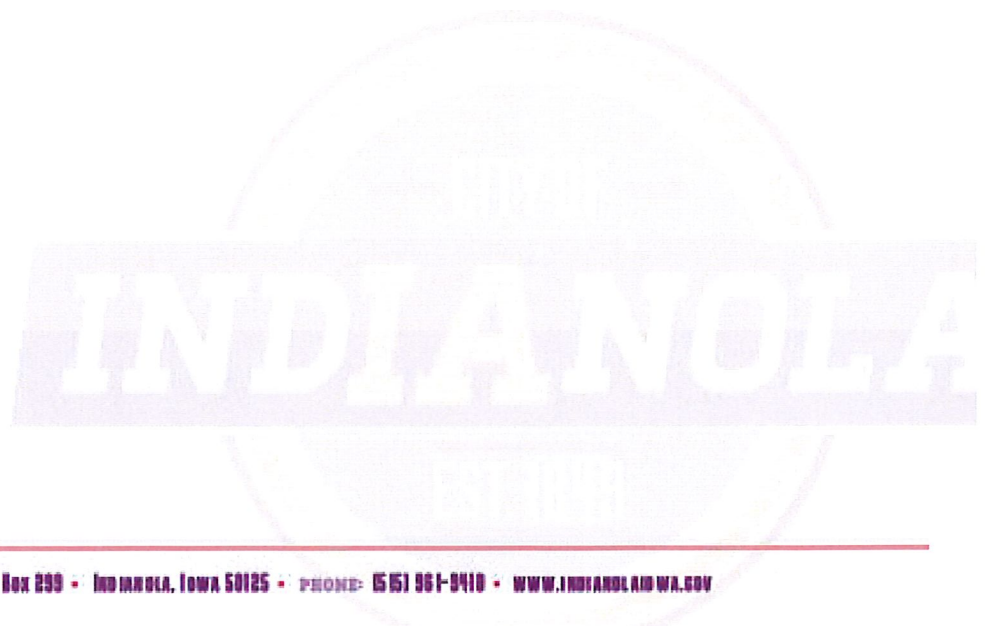
<u>Year</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>	<u>Secretary</u>	<u>Year</u>	<u>Chairperson</u>	<u>Co-Chairperson</u>	<u>Secretary</u>
1947	Wm. Buxton III	J.C. Hickman	Loyd VanPatten	1986	Neale Sinclair	Edna Mae Finck	Kay Vinson
1948	Wm. Buxton III	J.C. Hickman	Loyd VanPatten	1987	Neale Sinclair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

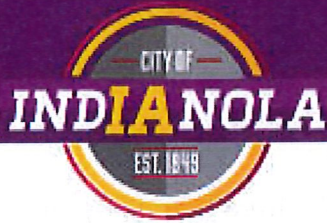


— PLANNING AND ZONING COMMISSION —

AGENDA ITEM # 8

OTHER BUSINESS





— PLANNING AND ZONING COMMISSION —

To: Planning and Zoning Commission
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Subject: Current Projects Update-February 12, 2019

The purpose of this memorandum is to provide a brief synopsis of different projects that may be of interest to Commissioners. Staff can update to include other projects that you may have questions about.

- McConnell Subdivision Preliminary Plat
 - City Council approved on January 22, 2019
- Quail Meadows Townhomes Preliminary Plat
 - City Council approved on January 22, 2019
 - Developer working with Warren County Conservation on easements for sanitary sewer crossing along Summerset Trail.
- Prairie Glynn Plat 2
 - Construction plans have been submitted and are being reviewed.
- Autumn Ridge Subdivision
 - City has met with Developer concerning a possible development agreement for Autumn Ridge Plat 3.
- Groggy Dog (116 W Ashland Ave)
 - Opened of December 21, 2018 with a temporary CO to open establishment without food sales was issued. Final CO was issued January 30 after hood suppression system passed final inspection.
- Edward Jones (126 W Ashland Ave)
 - Plans were submitted for a new tenant space on February 4.
- West Hills Brewery (219 W Salem Ave)
 - City staff held a pre-application meeting with business owners on January 25
 - Plans submitted for a new brewery on January 30.
- Missouri Valley JATC Training Facility
 - City staff held a pre-application meeting with business owners, contractor and architect for the proposed new facility at the corner of East Iowa Avenue and North 15th Street.
- Kappelman Appliance (506 W 2nd Ave)
 - D&D property
 - On February 1, Justin Kappelman notified the City of his intention to terminate the development agreement with the City for this project.

- Chumbley's Auto (110 S Jefferson Way)
 - Staff meet with Tim Davison on January 11 to have preliminary discussions about the business addition.
- Gritt Performance (983 E Hillcrest Ave)
 - Site Plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
- 410 South Jefferson Way
 - D&D property
 - Site plan has been submitted for this project with comments returned to the applicant
 - Building permit has been issued.
- 204 West Salem
 - Staff conducted a walkthrough of this project on January 24 reviewing what permits and inspections were needed.
- Items included from last month with no change
 - New Heights Church
- Other Items
 - City Council received a presentation from the Iowa DOT regarding the proposed 4-lane to 3-lane conversion on Hwy 92 on the east side of town. The City Council has decided to not support this proposal.
 - Staff and Legal Counsel has begun a review of Sewer Connections Fee Districts
 - Interviews for the vacant Building Official took place the week of January 25.
 - The City Council approved a professional service agreement with Snyder and Associates for the Comprehensive Plan Update on February 4.
 - The City Council approved a professional service agreement with Bolton and Menk, Inc. for the Square Streetscape Plan on February 4.
 - The City hosted a contractor's breakfast on Thursday, January 17, 2019.
 - Building permit reports and listings were included in your packets for the month of January.

**CITY OF INDIANOLA
BUILDING PERMITS**

Copy to: Mayor,
Council,
Trustees, CM,

January-19

<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u>Amount</u>	<u>Average</u>	<u>Non-Taxable</u>
101	Single Family Home	0	\$0		\$0
102	Single Family Attach	0	\$0		\$0
103	Two Family	0	\$0		\$0
104	Three or More Families	0	\$0		\$0
322	Service Stations	0	\$0		\$0
324	Office	0	\$0		\$0
328	Non-resident buildings	1	\$150,000		\$0
329	Pool	0	\$0		\$0
434	Residential Add/Alt	4	\$52,800		\$0
437	Non-residential add/alt	0	\$0		\$0
438	Res garage/carports	2	\$21,000		\$0
645	Demo - sfd	1	\$0		\$0
649	Demo - commercial	0	\$0		\$0
January Total		8	\$223,800		\$0
<u>Residential Value</u>		<u>Commercial Value</u>		<u>All Non-Taxable</u>	
33.0%		67.0%		0.0%	

YEAR TO DATE TOTAL

<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u>Amount</u>	<u>Average</u>	<u>Non-Taxable</u>
101	Single Family Home	0	\$0	#DIV/0!	
102	Single Family Attach	0	\$0	#DIV/0!	
103	Two Family	0	\$0	#DIV/0!	
104	Three or More Families	0	\$0	#DIV/0!	
322	Service Stations	0	\$0	#DIV/0!	
324	Office	0	\$0	#DIV/0!	
328	Non-resident buildings	1	\$150,000	\$150,000	
329	Pool	0	\$0	#DIV/0!	
434	Residential add/alt	4	\$52,800	\$13,200	
437	Non-residential add/alt	0	\$0	#DIV/0!	
438	Res garage/carports	2	\$21,000	\$10,500	
645	Demo - sfd	1	\$0	\$0	
649	Demo - commercial	0	\$0	#DIV/0!	
YTD TOTAL		8	\$223,800	\$27,975	
<u>Residential Value</u>		<u>Commercial Value</u>		<u>All Non-Taxable</u>	
33.0%		67.0%		0.0%	

BUILDING & ZONING
Building Permit Detail

January 2019

434	1	Brandon Frericks Basement Finish 314 N 17th Street 29-76-23 ASHTON PARK PLAT 4 LOT 10	\$4800	1/3/2019
438	2	Bellagio Construction Garage Addition 402 W 1st Street South 90 Lot 12 & s 90 of East Lot 11 Block 16 Jones & Windles Addition	\$6000	1/14/2019
434	3	Zoo Bar / Jesse Forbes Basement Alteration 102 W Ashland Ave 25-76-24 INDIANOLA OTP W 7 1/2' LOT 22 & E 1/2 LOT 21 EX E 10' N 67' & W 7/12 S 8' LOT 23 LOWER FLOOR BLK 8	\$2000	1/15/2019
434	4	Dan Gripp Foundation Repair 906 W Boston Ave 25-76-24 Homedale E 75' W 150' Lot 3 BLK 9	\$11000	1/16/2019
328	5	Kenneth McCoy Commerical Building 410 S Jefferson Way 30-76-23 Haworths Add S 35' Lot 10 & Lot 11 Blk 4	\$150000	1/16/2019
438	6	Scott Johnston Garage 410 W Ashland Ave 25-76-24 James & Windles Add Lot 7 @ W 15ft	\$15000	1/16/2019
645	7	Curtis White Demolition 402 W 1st Street South 90 Lot 12 & s 90 of East Lot 11 Block 16 Jones & Windles Addition	\$0	1/17/2019

BUILDING & ZONING
Building Permit Detail

January 2019

434	8	Construction by Cambron Basement Finish 400 S 8th Ct #14 30-76-23 The Meadows Plat 1 Phase III Lot 3 Unit 14	\$35000	1/21/2019
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