



PLANNING AND ZONING COMMISSION MEETING

December 13, 2022

6:00 PM

City Council Chambers

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Approval**
 - A. Approval of December's 2022 Planning and Zoning agenda.
- 4. Minutes Approval**
 - A. Approval of November's meeting minutes.
- 5. Public Comment**
- 6. Old Business**
- 7. New Business**
 - A. Consider recommendation on the Comprehensive Plan Amendment for the 6th Street Sub-Area Plan
 - B. Consider recommendation on a major site plan application for a storage units at 1818 N 7th Street
 - C. Consider recommendation on request for approval of a Plat of Survey for Bradley Cooper, on the behalf of Powdered Metal Products LLC, for a property addressed as 1816 N 7th Street
 - D. Consider recommendation on request for approval of a Plat of Survey for Patrick Shepard, on the behalf of Downing Family Investments Inc., for property identified as parcel #490/2413-0663
 - E. Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for property located within two miles of the City of Indianola
 - F. Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for property located within two miles of the City of Indianola
 - G. Consider waiving right to review of a Plat of Survey for Matt Thomas, on behalf of Joseph Greubel, for a property located within two miles of the City of Indianola
 - H. Consider waiving right to review of a Plat of Survey for Matt Thomas, on behalf of Joseph Greubel, for a property located within two miles of the City of Indianola

- I. Consider waiving right to review of a Plat of Survey for Chad Daniels, on the behalf of Vance Overton, for a property located within two miles of the City of Indianola
- J. Consider the request from Steve Darr a minor modification to the Deer Run Planned Unit Development (PUD).
- K. Consider the request from Warren County Historical Society for rezoning from the Single-Family Residential Detached (R-1) and Single-Family Residential Attached (R-2) zoning district to the Highway Commercial (C-2) zoning district for land located at 1206 and 1300 W 2nd Avenue.
- L. Discussion regarding Planning and Zoning meeting schedule for 2023
- M. Consider amendment to P&Z Rules and Regulations regarding meeting dates and times

8. Comments

- A. Building Permit Report
- B. Current Projects

9. Adjourn



PLANNING AND ZONING COMMISSION MEETING

November 8, 2022

6:00 PM

City Council Chambers

Minutes

1. Call to Order

The meeting was called to order at 6:00 PM

2. Roll Call

Board members present: Misty Soldwisch, Al Farris, Jeremy Pribil, Lin Stecker Sarah Ritchie, Bob Ormsby

Staff Present: Charlie Dissel, Emily Rizvic

3. Agenda Approval

A. Approval of November's 2022 Planning and Zoning Meeting Agenda.

Sarah Ritchie made a motion to approve the agenda. Lin Stecker seconded the motion. Motion passed.

4. Minutes Approval

A. Approval of October's meeting minutes.

The meeting minutes for October were approved.

5. Public Comment

6. Old Business

7. New Business

A. Consider recommendation on request for approval of an amendment to Chapter 167 titled '*Sign Code*'.

Chris Shires presented.

Sarah Ritchie made a motion to approve the amendment. Lin Stecker seconded the motion. Passed unanimously.

B. Consider the request from Tim Portzen, on behalf of Downing Family Investments, Inc., for recommendation of approval of a preliminary plat for Heritage Hills 12.

Emily presented.

Jeremy Pribil made a motion to approve. Sarah Ritchie seconded the motion. The motion passed unanimously.

C. Consider the request from Jason Ledden, on the behalf of Indianola Industrial Park LLC. for recommendation of approval of a preliminary plat for Indianola Industrial Park 3.

Jeremy Pribil abstains from voting.

Al Farris made a motion to pass. Bob Ormsby seconded the motion.

- D. Consider the request from Becky Niccum for rezoning from Highway Commercial (C-2) zoning district to the Single-Family Residential Attached (R-2) zoning district for land located at 902 West 3rd Avenue.

Bob Ormsby made a motion to approve. Lin Stecker seconded the motion. Passed unanimously.

- E. Consider recommendation on a major site plan application for a drive-through restaurant at 102 North Jefferson Way.

Jeremy Pribil made a motion to approve. Sarah Ritchie seconded the motion. Passed unanimously.

- F. Discussion regarding future Planning and Zoning meeting schedule for 2023.

A vote is not required for discussions.

8. Comments

- A. Building Permit Report

- B. Current Projects

9. Adjourn

Al Farris made a motion to adjourn the meeting. Sarah Ritchie seconded the motion. The meeting was adjourned at 7:48 PM.



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider recommendation on the Comprehensive Plan Amendment for the 6th Street Sub-Area Plan

Recommendation:

Attachments: 1. 6th Street Sub-Area Plan



CITY OF INDIANOLA
6th Street Sub-Area Plan

DRAFT 12.05.2022



ACKNOWLEDGEMENTS

Prepared For:

Steering Committee

John Parker Jr. - 1st Ward, City Council
Steve Richardson - City Council, At-large
Darren Heater - Warren County Board of Supervisors
Misty Soldwisch - Indianola Planning and Zoning Commission
Doug Bylund - Parks and Recreation Director
Akhilesh Pal - Public Works Director
Charlie Dissell - Community and Economic Development Director
Emily Rizvic - Associate Planner

City Council

Stephanie Erickson, Mayor
John Parker Jr., First Ward
Ron Dalby, 2nd Ward
Gwen Schroder, 3rd Ward
Christina Beach, 4th Ward
Heather Hulen, At Large
Steve Richardson, At Large

Planning & Zoning Commission

Bob Ormsby
Al Farris
Misty Soldwisch
Erin Freeburg
Jeromy Pribil
Cortney Marmon
Lin Stecker
Josh Rabe
Sarah Ritchie

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CHAPTER 1

Introduction

INTRODUCTION

The City of Indianola recognizes the need to create a vision for the future of the Sub-Area to guide growth and development in the heart of the community. The current condition of the Sub-Area provides opportunity to change the site from light industrial to mixed-use commercial and residential. The visioning process for this plan was done with the goal of uniting a community towards the overall goal of improving the community at its core to benefit all community members.

This is accomplished through a thriving district or town center that consists of pedestrian amenities, consumer locations that provide basic necessities, and areas of interest that give residents and visitors alike a reason to linger and stay in the heart of the community. This plan serves as the impetus for creating, focusing, and implementing that vision. This plan is to be used as a guide for the future of the Sub-Area and is not being used to buy or force business owners or residents out of their current establishments.

This vision strives to meet the following objectives for Indianola:

Objective 1 | Identify existing character and condition of the Sub-Area in Indianola. This was done through a driveby survey of the neighborhood and discussed with committee members at the first meeting.

Objective 2 | Identify the desired character of Indianola’s Sub-Area. The steering committee as well as conversations with community members helped to shape the desired vision of the neighborhood.

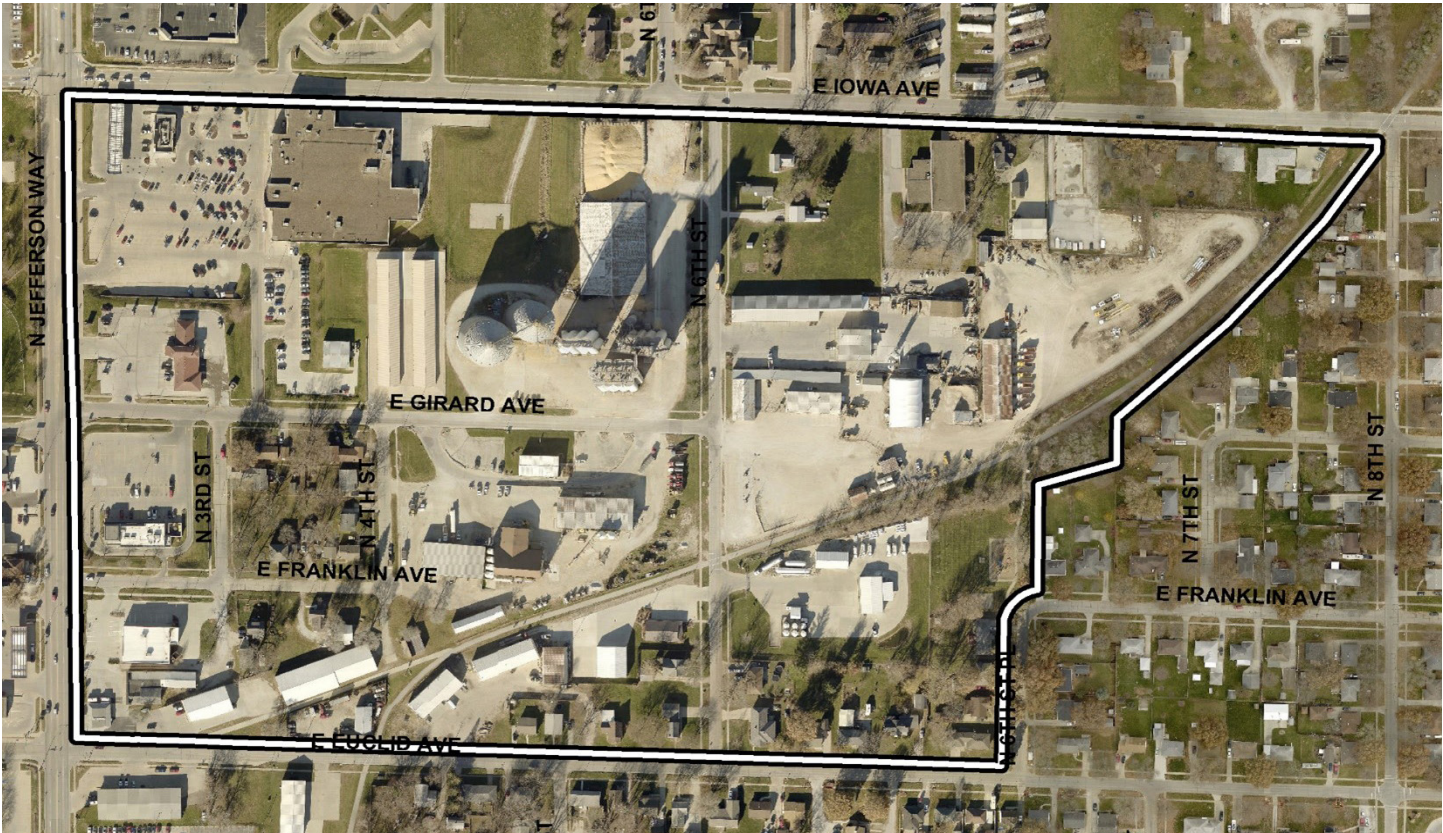
Objective 3 | Create the idea of Placemaking, and how Indianola can fully establish the Sub-Area as a unique and desirable district and neighborhood for residents and visitors alike. Potential concepts for enhancements to the project area were developed using previous plans, public engagement, and meetings with a Project Steering Committee. Suggestions were given to roadway and infrastructure improvements, streetscape enhancements, mixed use development, and the overall appearance and function of the Sub-Area.

Project Schedule

Month(s)	Tasks and Meetings
May - June	Phase 1: Background Analysis + Site Reconnaissance - Kickoff Meeting - Review Relevant Studies/Plans - Existing Conditions Review/Analysis - Economic and Housing Market Review
Jun. - Aug.	Phase 2: Concept Plans - Conceptual Development Scenarios - Detail Concepts - Public Works Space Needs Analysis - Preferred Vision Concept w/ Design Policies
Jun. 30 Jul. 12 Jul. 18	Phase 3: Outreach Plan - Working Group Meeting #1 - Attend P&Z Meeting (#1) - Attend City Council Meeting (#1)
Sept. - Oct.	Phase 4: Implementation Strategy - Timeline - Perform Analysis - Regulating Plan
Aug. 31 Sept. 19 Oct . 6	Phase 3: Outreach Plan - Working Group Meeting #2 - Attend City Council Meeting (#2) - Community Input Workshop
Nov. - Dec.	Phase 5: Sub Area Plan Documents - Plan Document - Marketing Brochure - Regulating Plan
Nov. 30 Dec. 13 Dec. 19	Phase 3: Outreach Plan - Working Group Meeting #3 - Attend P&Z Meeting (#2) - Attend City Council Meeting (#3) Adoption
Final	Deliver Final Plan Document, Brochure, and Map Data

PROJECT AREA

The project site today provides a unique opportunity for development. Surrounded by a developed residential neighborhood on the North, South, and East sides, the middle of the site feels at odds, as it currently favors light industrial buildings and businesses. With Jefferson Way to the West, this site provides a lot of variety in the way that it is currently serving the community, but also in the way that this can be expanded upon. The following plan and study identifies areas of commercial and residential growth in the City of Indianola as well as in the boundaries of this specific location.



Heartland Co-op is located at the center of the site and plays a large role in the feel of the neighborhood. Residents that live in the surrounding homes have made comments that the noise, dust, and constant truck traffic is not ideal. The bike trail cutting through N 6th Street also currently lacks vegetation and is not very inviting.

Dayton Park is a well-loved public facility within the site boundaries. It is a small neighborhood park that features a ball field, a basketball court, a picnic area, playground, portable restrooms, and access to the current Summerset trail.

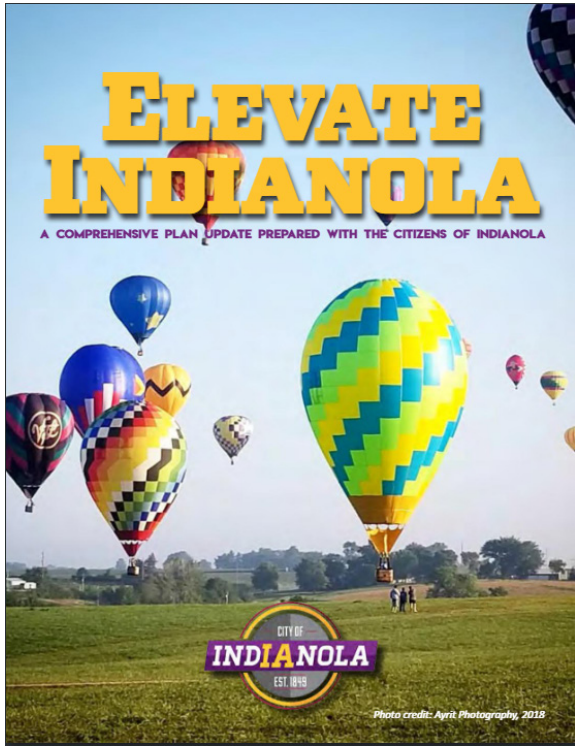


The blocks to the east of the site consist of well-established single-family homes. The neighborhood is relatively quiet and is home to a range of families of different ages and stages of life. Emerson Elementary on the corner of E Euclid and N 8th Street is also a great asset to the neighborhood.



CHAPTER 2
Relevant Studies & Plans

PREVIOUS PLANS & STUDIES



Elevate Indianola (Comprehensive Plan)

Indianola’s updated Comprehensive Plan, Elevate Indianola was prepared in 2020 by Snyder and Associates, along with the Citizens of Indianola. The Plan highlights the opportunities for growth in both commercial and residential, two areas that the Sub-Area Plan focuses on. With the population of Indinaola continuing to grow at a steady rate, there is opportunity to implement more housing and attraction to accomodate both current and future residents. Along with growth, the Comprehensive Plan shows the current zoning as light industrial in the project area, which does not align with the direction provided from this most recent public engagement process.



City of Indianola Capital Improvement Plan

The Plan lists its current priority project as improvements to the library, sanitary and stormwater, street projects, and a few parks. The only project that currently interacts with the project site would be reconstruction and preventative maintenance to E Iowa Avenue running from N Jefferson Way to N 8th Street, which runs alongs the northern border of the project boundary.



2022 Strategic Plan Indianola

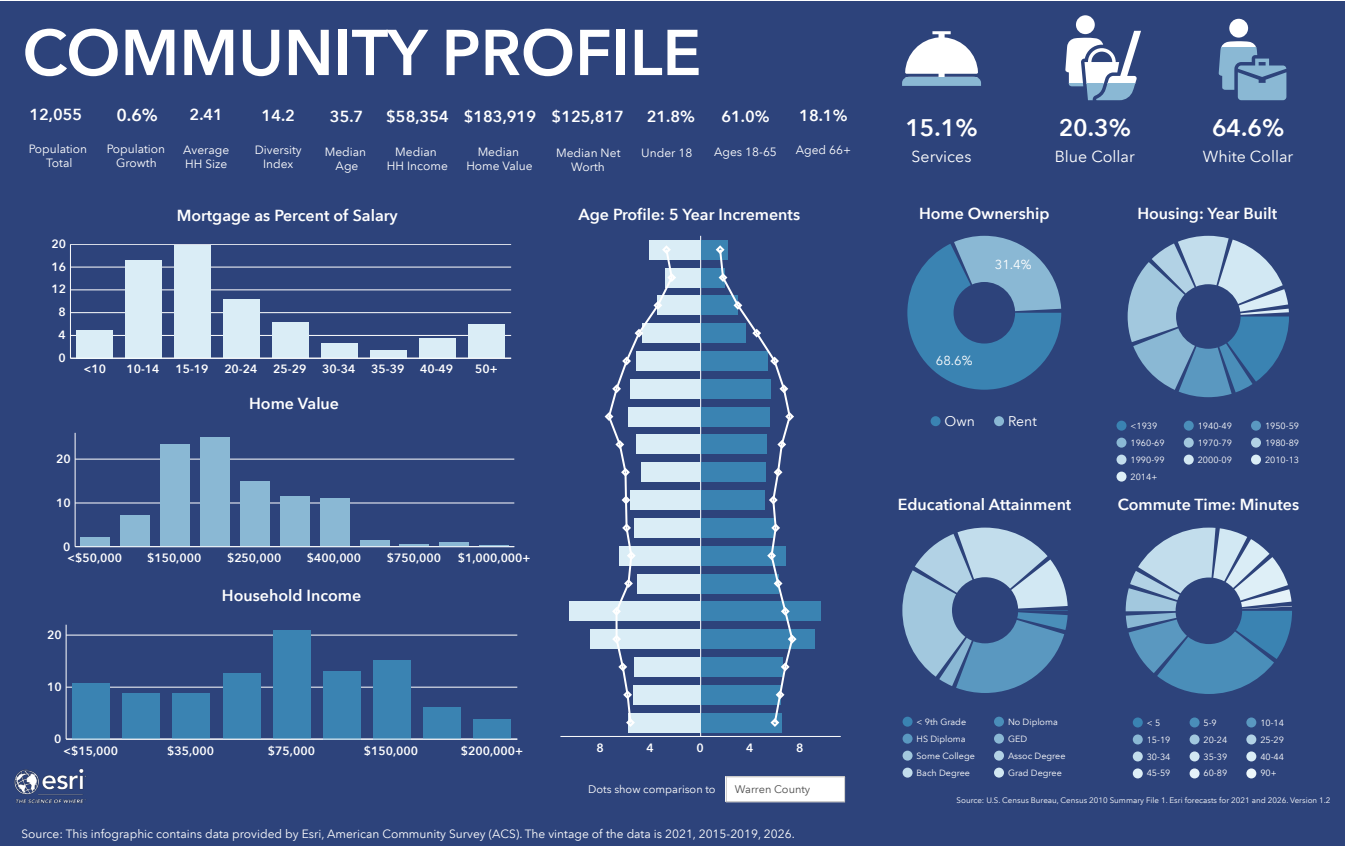
Indianola’s 2022 Strategic Plan builds on many of the previously formed priorities stated in the 2020 Indianola Strategic Plan. The priorities for this plan include the completion of the public facilities study, road paving capital improvement plan, gateway and corridor improvements, public health and animal control, and a staffing plan. Similar to the previous Strategic Plan, this plan also considers integrity, equity, stewardship, transparency, and persistence.

The goals, objectives, and strategies of this plan have guided the overall recommendations identified for this sub area plan.



CHAPTER 3
Existing Conditions

DEMOGRAPHICS & POPULATION (5 Minute Radius)



Local Tapestry

Esri Tapestry Segmentation system divides residential areas around the US into distinct segments based on their socioeconomic and demographic composition.

Knowing a community's tapestry is helpful in knowing who is currently being served and may be helpful in identifying groups of people that are not.

Indianola has a large group of residents that are single or in small families, as well as a decent percentage that are below the age of 35.

Bright Young Professionals
14.3%

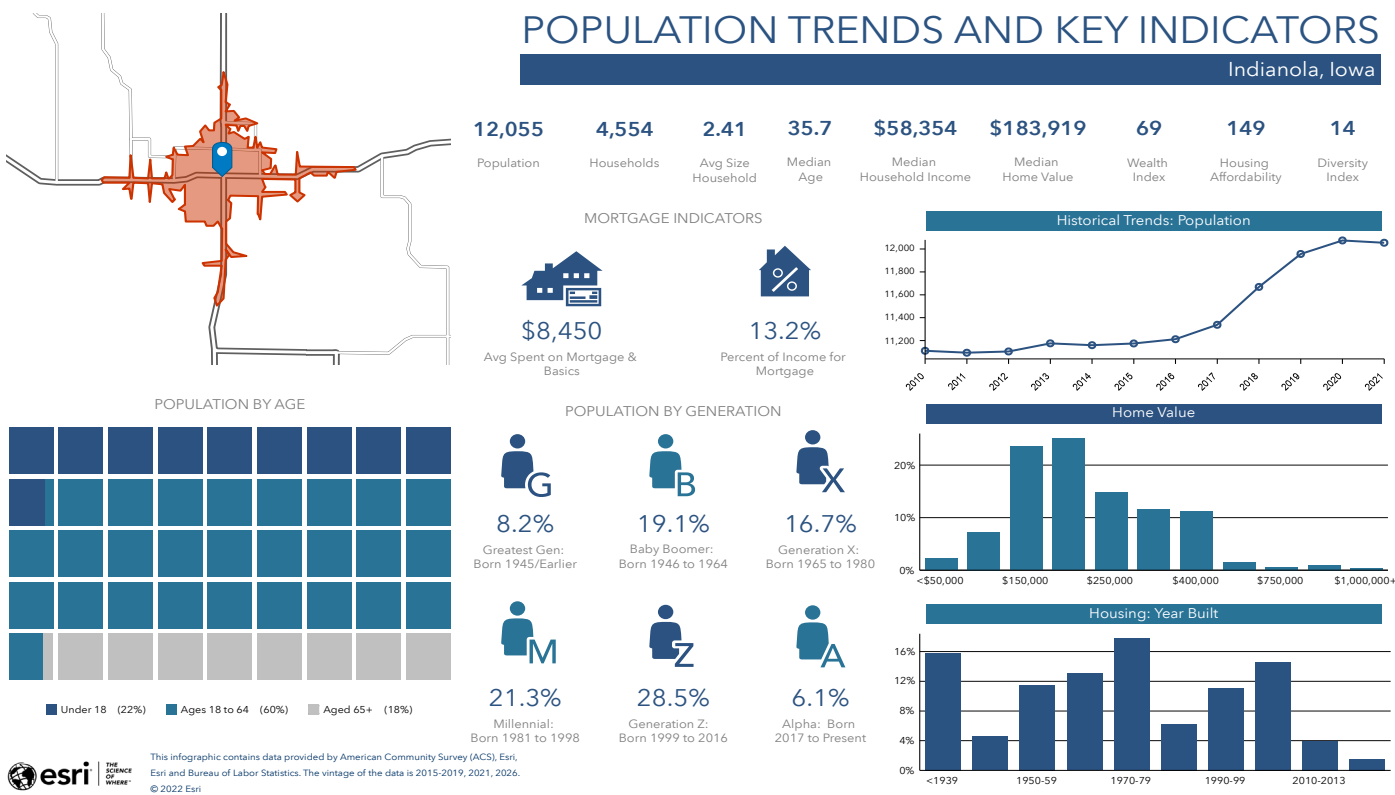


A market such as this can be found in the outskirts of urban metropolitan areas. One-third of the households are under the age of 35 and typically consist of more renters than buyers. This group tends to be very physically active and up to date on new technology.

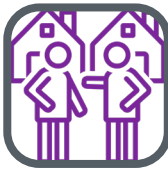
Parks and Rec
13.6%



Parks and Rec consists of homeowners and predominantly two-income married couples approaching retirement age. This market tends to live in well-established, kid friendly neighborhoods.



Old and Newcomers
22.7%



This market consists predominantly of single households. These households are located within renter focused transitional neighborhoods full of residents that are either just beginning their career or are within their retirement stage of life.

Rustbelt Traditions
11.4%



A mix of singles and married couples, this market can often be found living in older single-family developments. Most residents in this group have lived, worked, and played in the same area for years.

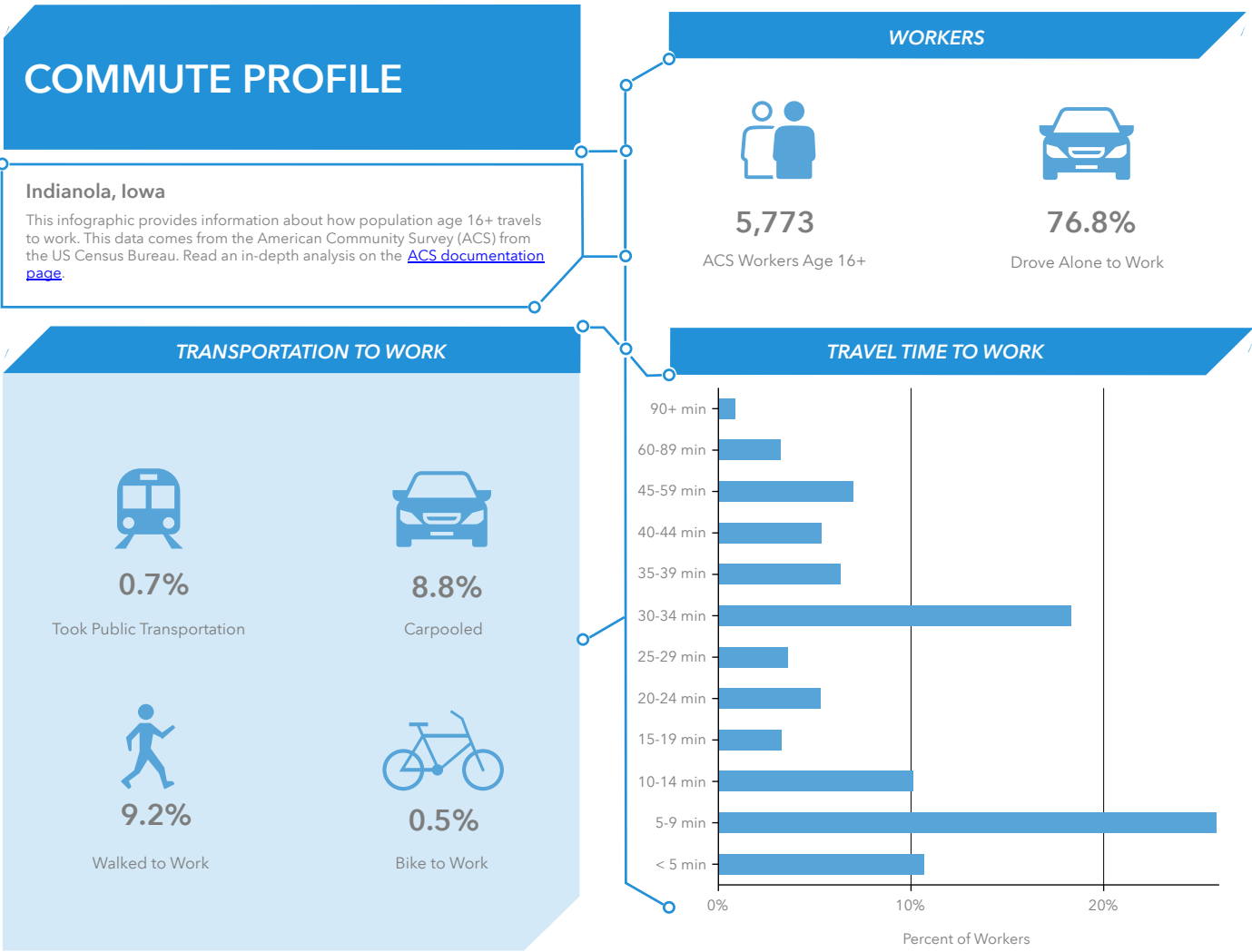
In Style
18%



The In Style market is an urban lifestyle that supports art, travel, and extensive reading. It consists of professional couples or single households without kids. Residents in this market tend to have spare time for their personal interests and homes.

COMMUTE TIMES & OTHER DEMOGRAPHICS

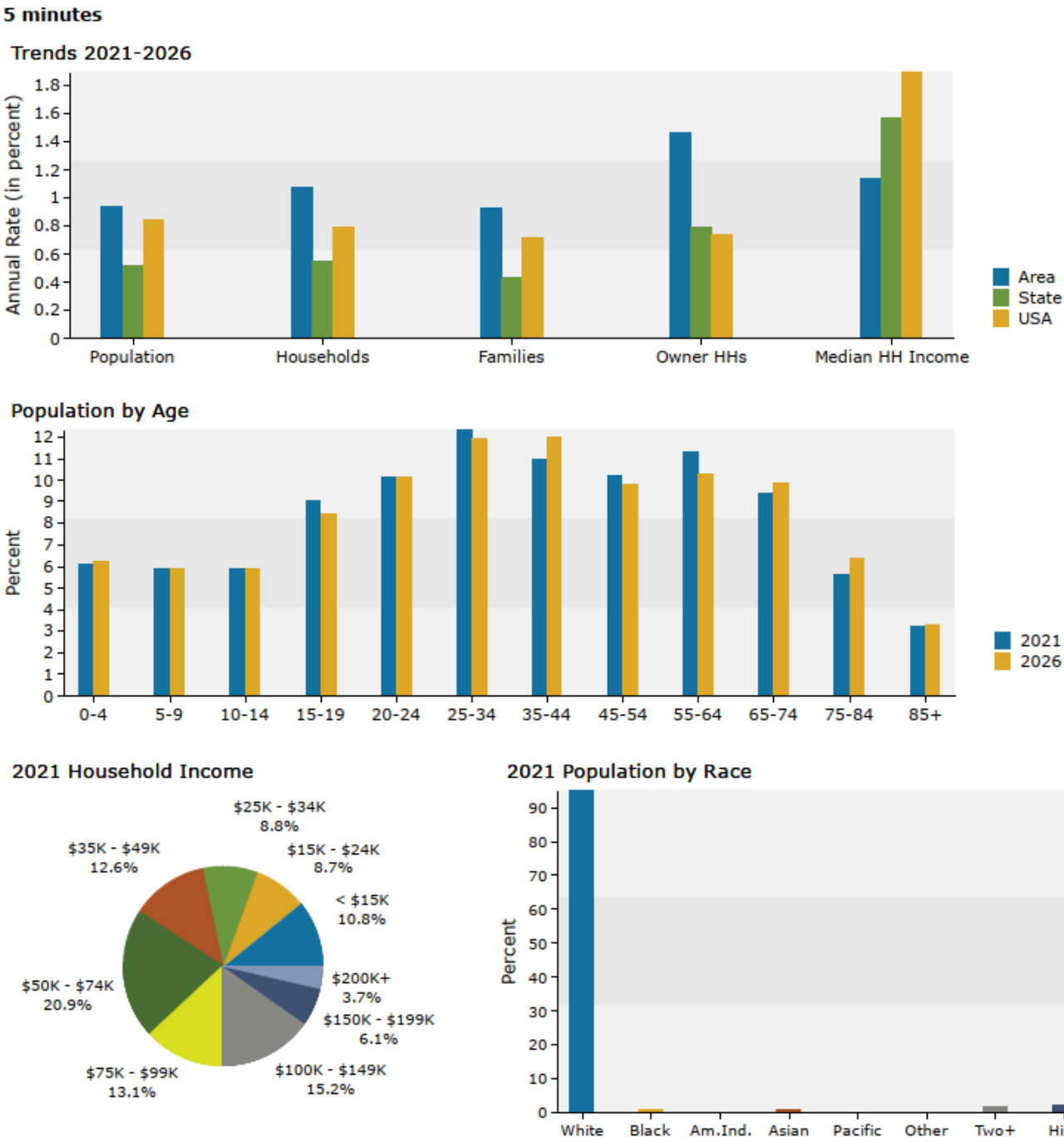
The average working resident in Indianola has an average commute of 5-15 minutes. An interesting statistic is that the second most common commute time is 30-35 minutes, indicating that they most likely work in Des Moines. This indicates that there is a decent percentage of people living in Indianola that either cannot afford to live in the Des Moines Metropolitan Area or employment opportunities in their profession are unavailable in Indianola.



This infographic contains data provided by American Community Survey (ACS). The vintage of the data is 2015-2019.

Source: This infographic contains data provided by American Community Survey (ACS). The vintage of the data is 2015-2019.

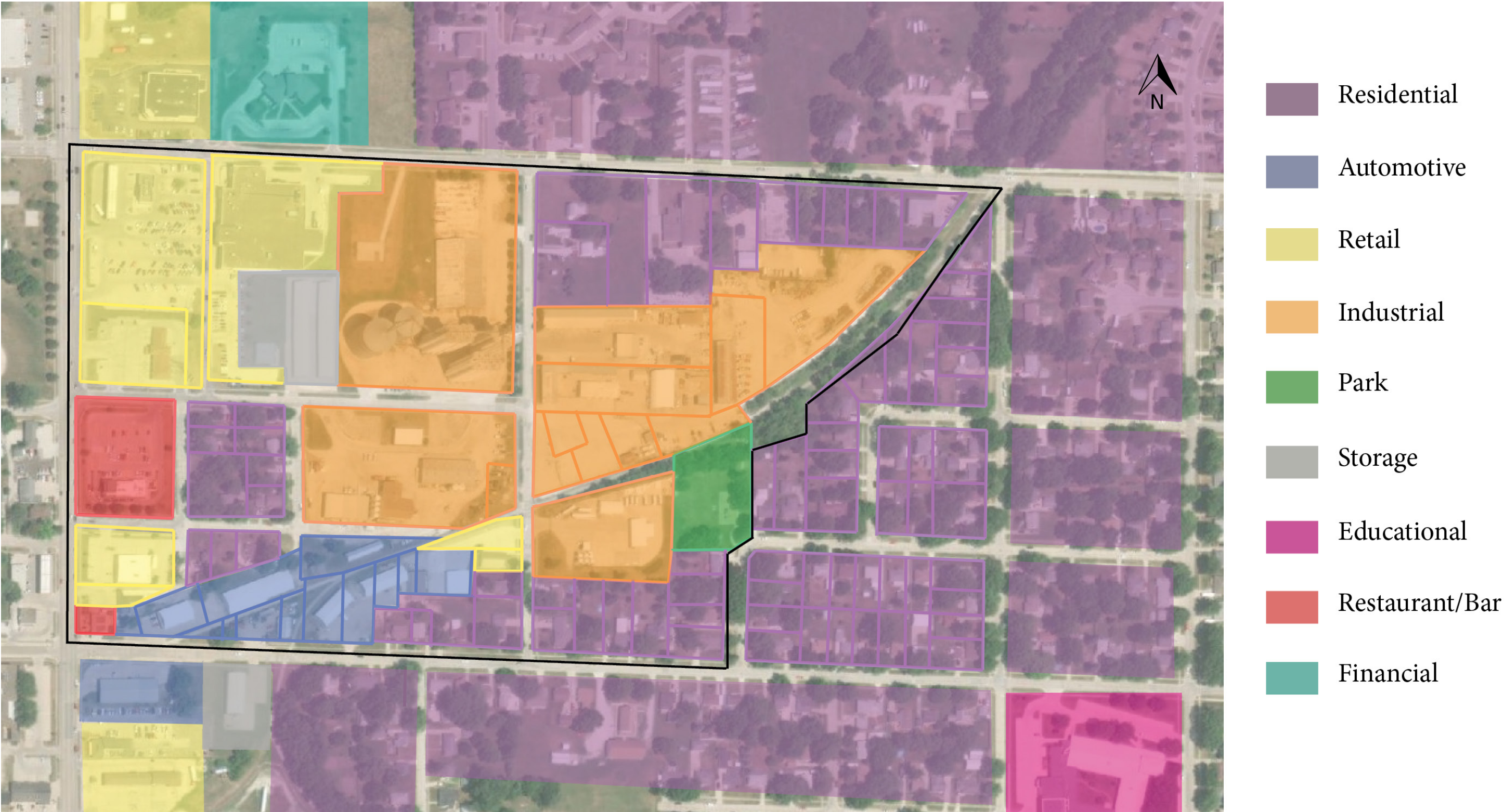
© 2022 Esri





Individual parcels/buildings can have a lasting impression on a person’s perception of an area, both positively and negatively. For instance, a building could be so well-designed, unique, or historically significant that it is the first thing someone thinks of when someone mentions Indianola. Examples of a parcels/buildings that can leave a negative impression would be a poorly designed or empty, public space, a dilapidated building, and a large vacant parcel. The current site is surrounded by a wealth of well-established and maintained residential parcels, while the middle of the site could benefit from some improvements, as there are quite a few dilapidated buildings currently in this area.

CURRENT LAND USE



Current uses inside the Sub-Area include industrial in the center of the site. Commercial and retail can be found along N Jefferson Way to the west, while the east is predominantly residential. The Sub-Area is currently home to multiple automotive businesses to the south, with Summerset Trail cutting both in front and behind these buildings. Emerson Elementary is outside of the boundary of the site, but serves many of the families in the residential neighborhood.



CHAPTER 4
Public Engagement

SWOT ANALYSIS

During the first Steering Committee meeting, members were asked what areas of the site they believed to be strengths, weaknesses, opportunities, and threats. The members identified the following:



Strengths

- Well-established single-family surrounding site
- Popular and successful commercial along Jefferson Way to the west.

Weaknesses

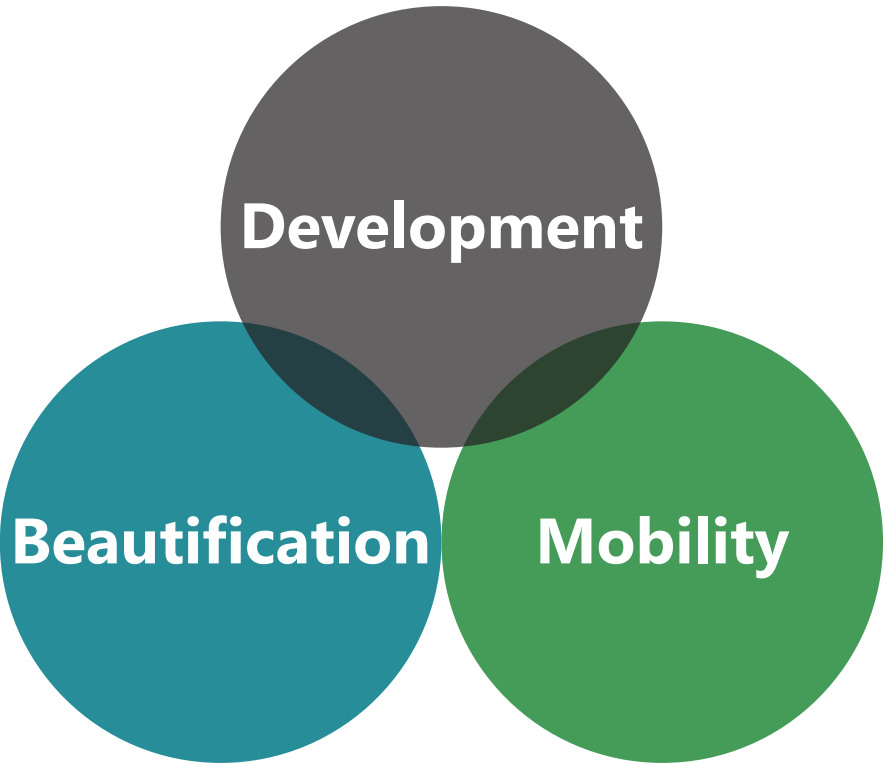
- Current light industrial zoning limits development

Opportunities

- Need for mixed-use
- Summerset Trail
- Multi-family housing
- Removal of industrial business in area
- Relocation of helipad

Threats

- A few dangerous intersections for cars and bicyclists
- Heavy truck traffic in the area



DRAFT CONCEPT OPEN HOUSE

An Open House was organized on October 6th. Resident and property owners within and in proximity of the project area were invited to review plan concepts and provide input. Approximately 12 residents and property owners attended the open house. The follow comments were provided:

Preferred/Likes:

- The idea of Rowhouses and examples shown.
 - Bicycle centered businesses and Summerset Trail focus.
- Bringing more restaurants and retail into the neighborhood.

Concerns/Dislikes:

- Overcrowding of neighborhood if multi-family residential were to be developed.
- Emerson Elementary is currently full and may require expansion with more children attending.
- Traffic flow on Euclid and around Emerson Elementary during dropoff/pickup times is often bad.

6TH STREET SUB-AREA PLAN OPEN HOUSE.

Please join us for an open house event to discuss the future vision of the 6th Street Sub-Area. Light refreshments will be provided.

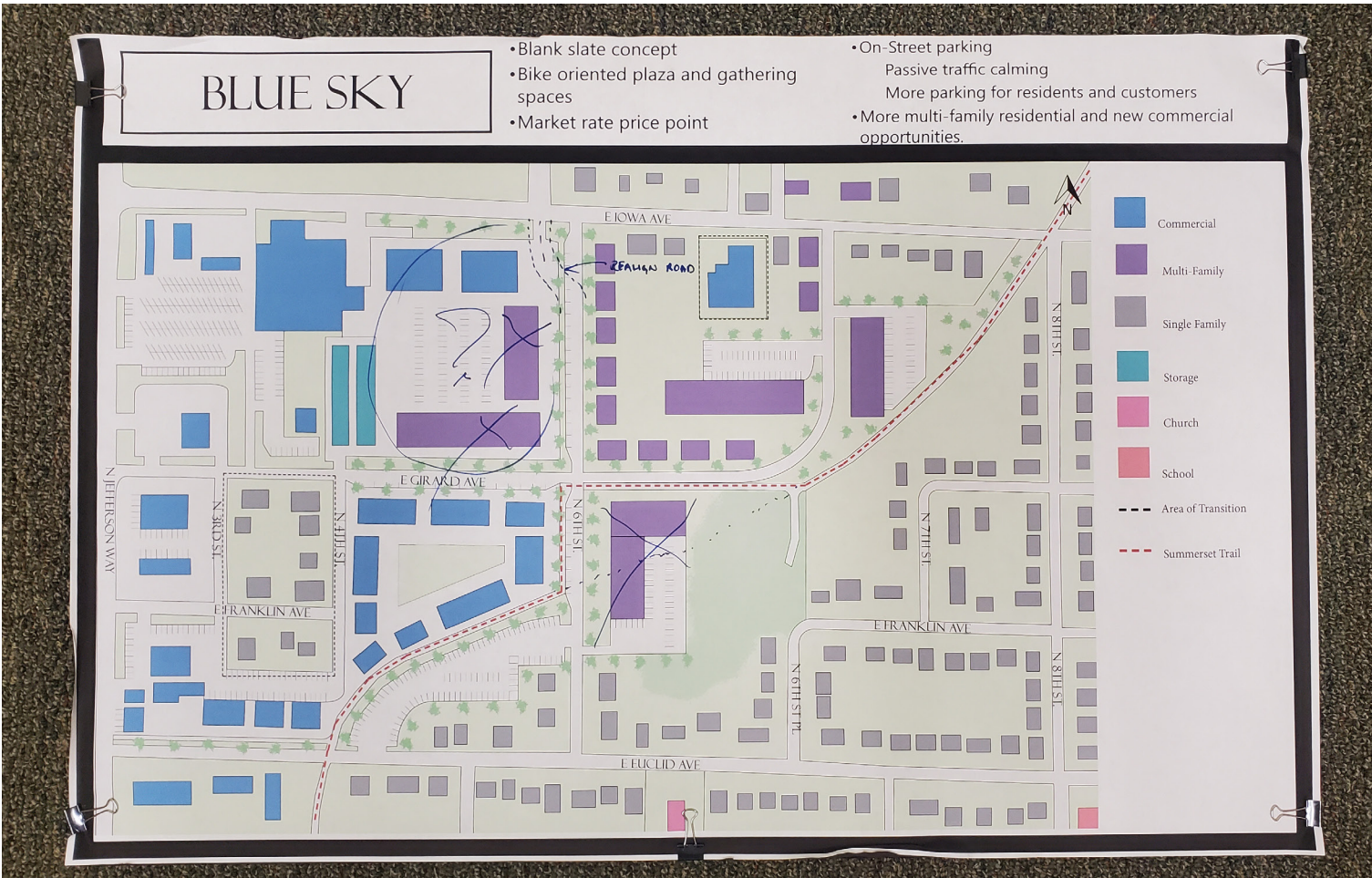
CITY OF INDIANOLA
EST. 1849

CITY OF INDIANOLA, IOWA • 118 NORTH 1ST STREET

COME JOIN OUR OPEN HOUSE!

Thursday, October 6, 2022 at 6:00PM

Emerson Elementary School Gym (1109 E Euclid Avenue).
Please enter through SW Doors





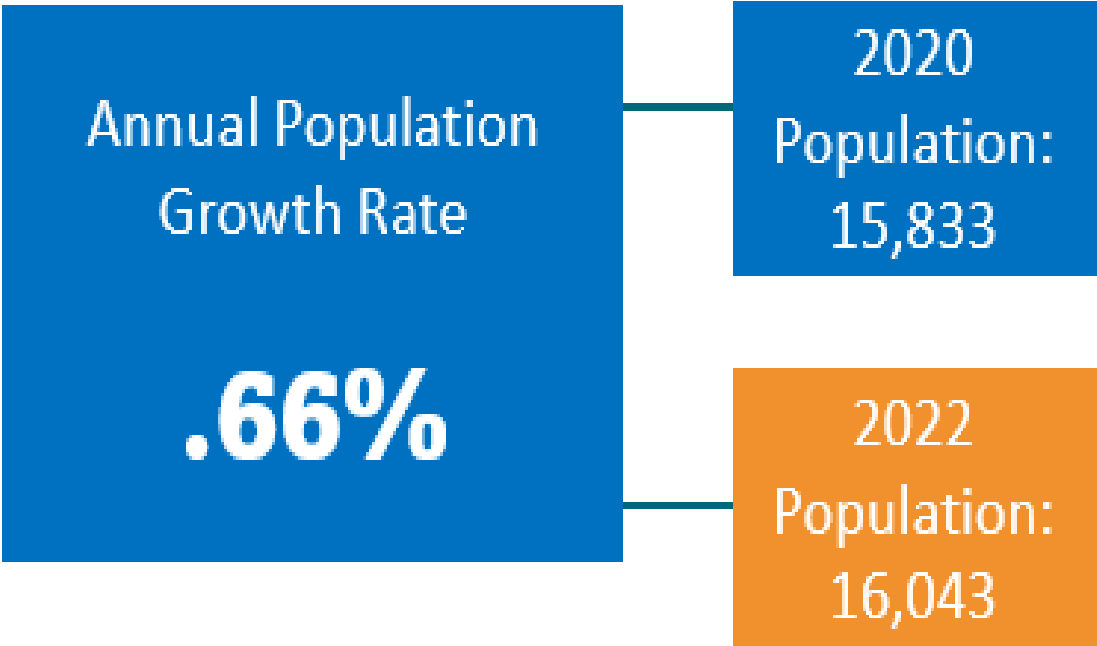
CHAPTER 5
Economic & Housing Market Review

HOUSING MARKET REVIEW

Indianola is projected to grow at a percentage of .66 throughout the next 5 years, meaning that there is a need for additional housing to accomodate future residents. The current housing stock in Indianola is predominantly single-family detached units, which in todays market, is very limiting and often not affordable for a variety of individuals and families. Along with residents willing to commute to Des Moines for work, if affordable housing is not available in Indianola, buyers will seek it elsewhere.

The 2022 Elevate Indianola Comprehensive Plan has goals in place to “provide a variety of attractive housing options for residents, accomodating all income levels in all stages of life.” Providing more medium density and multi-family housing, which is a minority in Indianola, would align with this goal.

Owner Occupied Housing Units by Value	2021		2026	
	Number	Percent	Number	Percent
Total	3,123	100.0%	3,355	100.0%
<\$50,000	70	2.2%	55	1.6%
\$50,000-\$99,999	228	7.3%	186	5.5%
\$100,000-\$149,999	733	23.5%	661	19.7%
\$150,000-\$199,999	782	25.0%	782	23.3%
\$200,000-\$249,999	465	14.9%	520	15.5%
\$250,000-\$299,999	361	11.6%	446	13.3%
\$300,000-\$399,999	349	11.2%	488	14.5%
\$400,000-\$499,999	49	1.6%	87	2.6%
\$500,000-\$749,999	18	0.6%	37	1.1%
\$750,000-\$999,999	31	1.0%	44	1.3%
\$1,000,000-\$1,499,999	5	0.2%	5	0.1%
\$1,500,000-\$1,999,999	0	0.0%	0	0.0%
\$2,000,000+	32	1.0%	44	1.3%



Indianola Housing Stock

Total Housing Units - 6,014

Owner Occupied - 67%

Renter Occupied - 33%

Vacant - 523

Population - 15,833

Housing Units by Type

Total Housing Units - 6,014

Single Family, Detached - 3,804

Single Family, Attached - 453

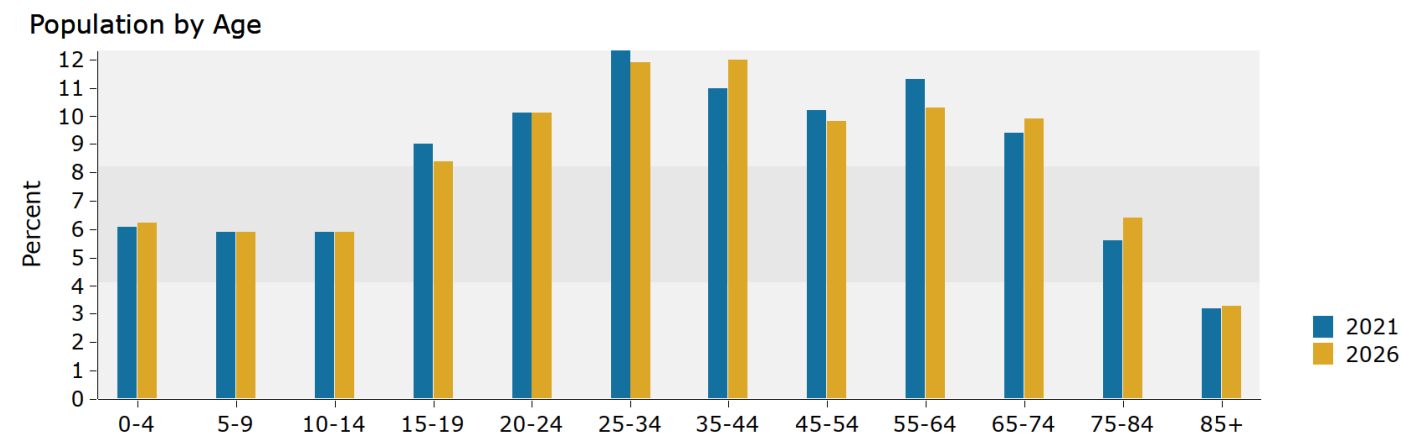
Two Units / Duplex - 120

Multi-Family - 1,534

Mobile Home - 103

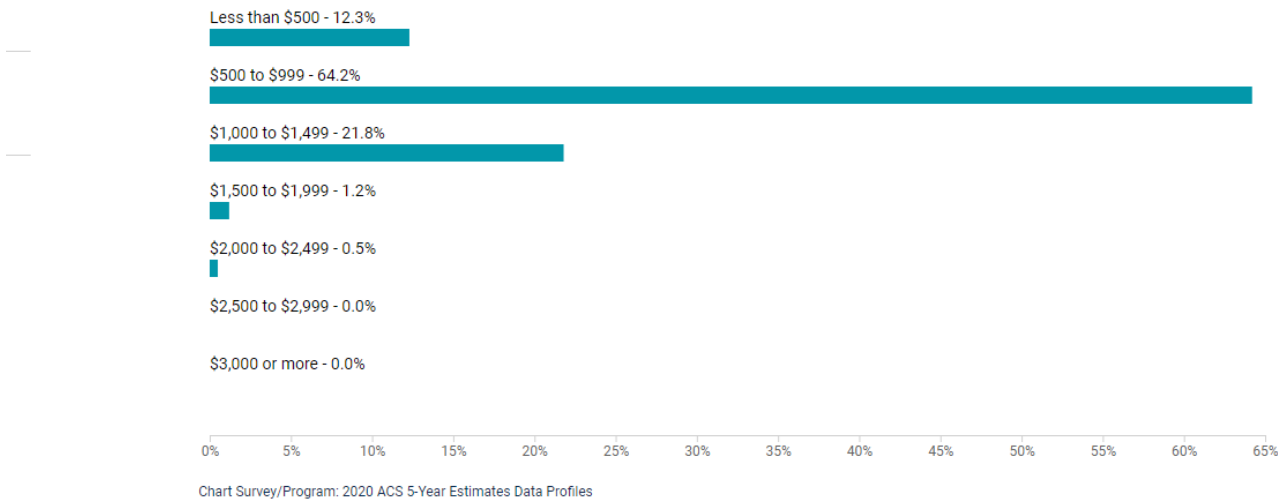
HOUSING MARKET REVIEW

With the population of Indianola projected to continue increasing and a larger percentage of the population being under 40, there is room to expand the multi-family housing market in Indianola. Nationally, prices are continuing to rise and if Indianola hopes to be an attractive location for new graduates and young families, then it needs to be able to accomodate those buyers and renters by providing more affordable housing options.



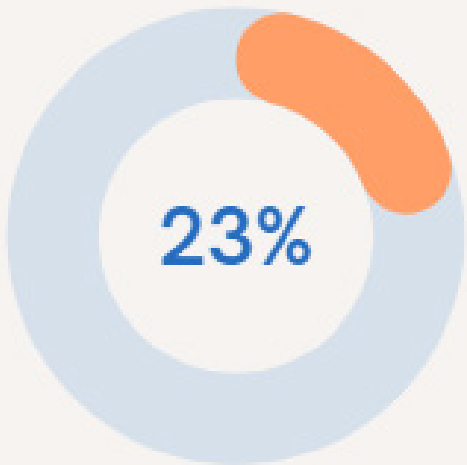
The current population and projected population of Indianola has a large percentage of residents between the ages of 20 - 34. This demographic looks to enter the housing market at a lower price point. In order to provide accessible housing opportunities, multi-family units, whether attached or detached are a more affordable alternative to single-family detached homes.

Occupied Units Paying Rent in Indianola city, Iowa

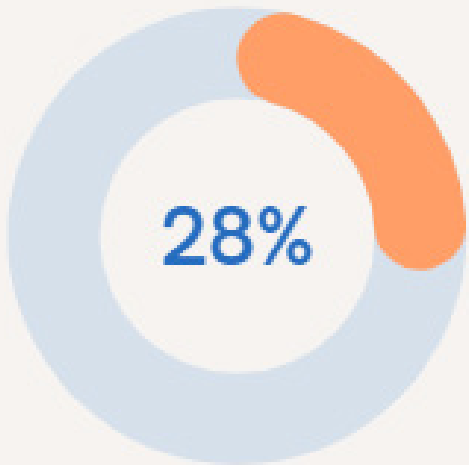


Multi-Family Housing

Increase in Growth Rate since 2017



Residents lived in Multi-Family Units in 2017



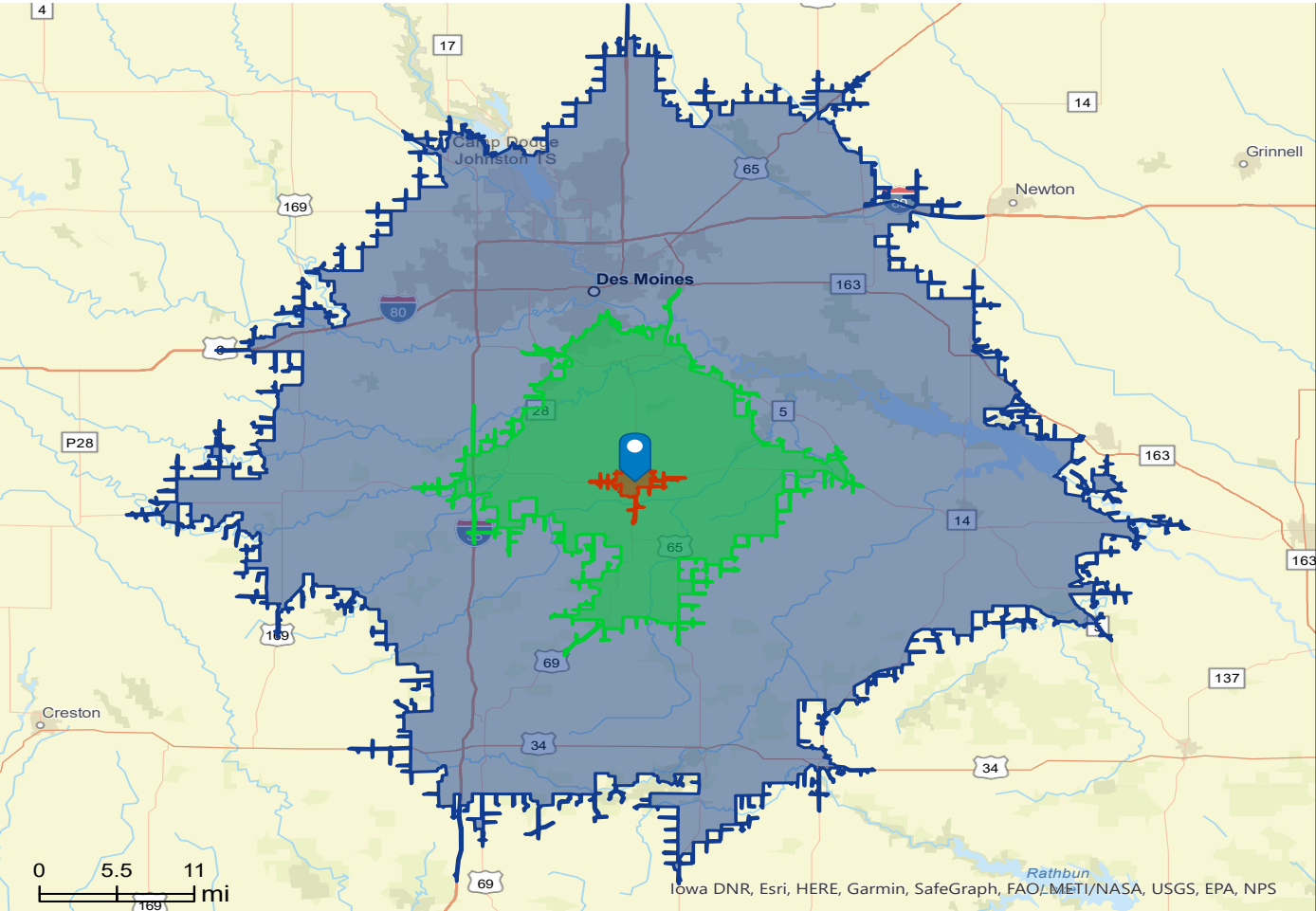
Residents lived in Multi-Family Units in 2020

According to the 2020 Comprehensive Plan, 23% of housing was attributed to multi-family units in Indianola in 2017. When looking at the Census data for 2020, that number has now increased to 28% and is expected to continue growing as single-family detached units continue to increase in price. These numbers show that there is a growing need for Multi-Family housing in Indianola. When at 23% there was a need for 1,161 Multi-Family units, but with a 5% increase, there is now a need for 1,414 units by 2040. The number of needed units will increase if this percentage continues to increase over the years.

National Trends



RETAIL MARKET ANALYSIS



5 minute, 20 minute, and 45 minute radius of Indianola.

ESRI’s Retail MarketPlace data was used to measure retail activity by trade area and to compare retail sales to consumer spending by NAICS industry classification. The retail marketplace analysis is based on three trade areas: 5-minute, 20-minute, and 45-minute drive times from the middle Downtown Indianola. The 5-minute travel time encompasses the entire community of Indianola, while the 20-minute drive time includes smaller communities such as Carlisle, Hartford, Summerset, etc. The 45-minute travel time reaches the metro area of Des Moines.

Based on this analysis, there are some areas of the retail market that have a local demand (customers spending money on that type of retail) that is not met in the area and leaking to other areas outside of Indianola (customers going to other areas to spend money on retail). There is an estimated \$3.8 million in food & drink that is being spend by area residents outside of the City of Indianola.

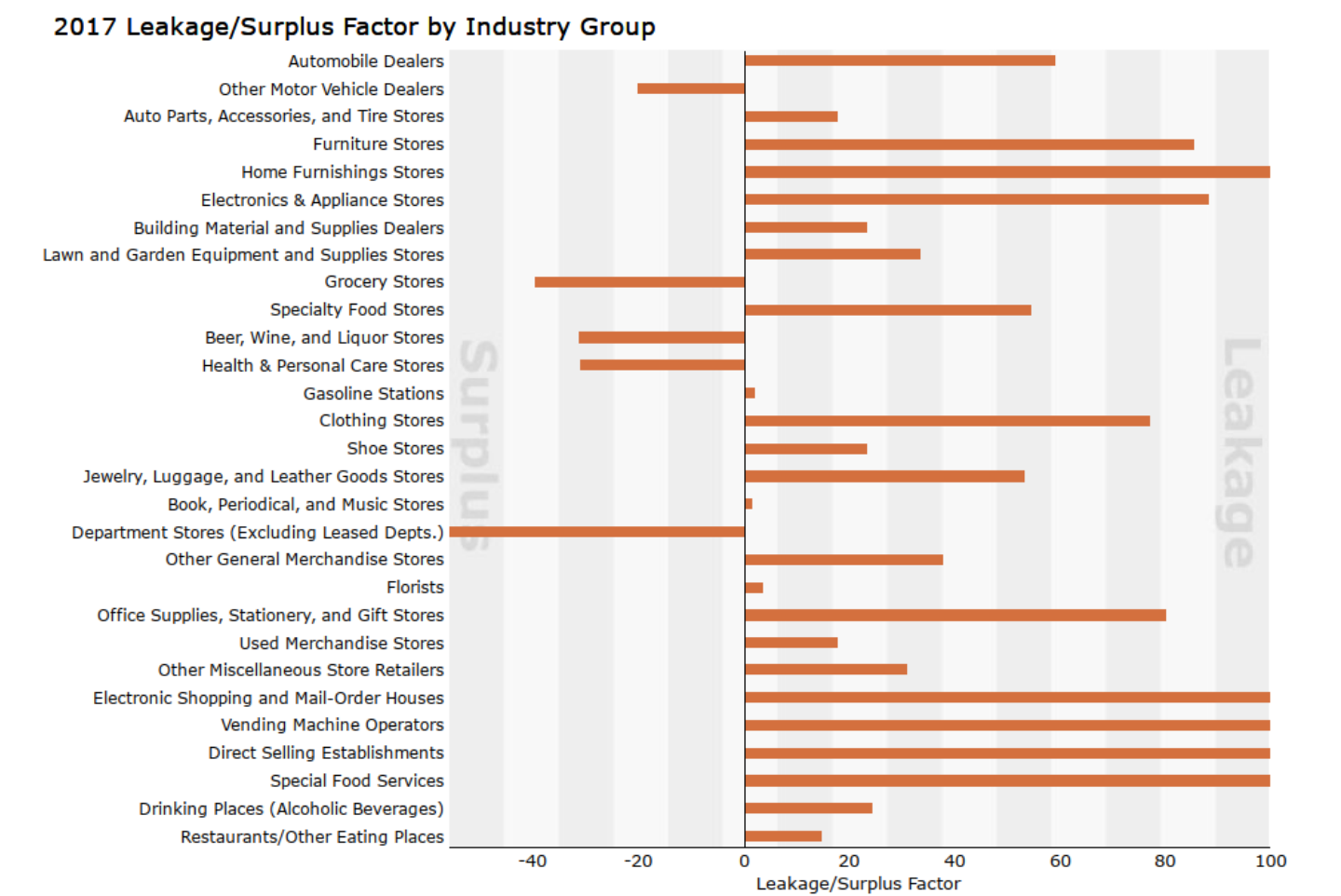
Retail Marketplace Industry Summary

The Retail Marketplace profile for Indianola displays the supply, demand, and retail gap within the retail and commercial market. Indianola has a surplus of other motor vehicle dealers, food & beverage stores, grocery stores, beer, wine, & liquor, health & personal care, general merchandise, and department stores. While these industries are bringing customers into the community for business, the majority of industries are under-supplied at this time.

Although Indianola has a demand for a variety of under-supplied industries, based on the location of the 6th Street Sub-Area and its surrounding neighborhood, industries such as clothing, restaurants, housewares, entertainment, and sporting goods would fit into the already established fabric of this area. N Jefferson Way to the west currently provides food & drink in both restaurants and grocery stores, along with general merchandise. It would be easy to expand and transition these markets into the Sub-Area without causing disruption.

2017 Industry Group	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Motor Vehicle & Parts Dealers	441	\$29,250,813	\$12,966,550	\$16,284,263	38.6	10
Automobile Dealers	4411	\$22,942,812	\$5,882,313	\$17,060,499	59.2	4
Other Motor Vehicle Dealers	4412	\$3,316,891	\$4,995,852	-\$1,678,961	-20.2	2
Auto Parts, Accessories & Tire Stores	4413	\$2,991,109	\$2,088,384	\$902,725	17.8	5
Furniture & Home Furnishings Stores	442	\$3,906,076	\$195,196	\$3,710,880	90.5	1
Furniture Stores	4421	\$2,528,751	\$195,196	\$2,333,555	85.7	1
Home Furnishings Stores	4422	\$1,377,325	\$0	\$1,377,325	100.0	0
Electronics & Appliance Stores	443	\$4,693,518	\$288,102	\$4,405,416	88.4	2
Bldg Materials, Garden Equip. & Supply Stores	444	\$7,898,270	\$4,797,088	\$3,101,182	24.4	6
Bldg Material & Supplies Dealers	4441	\$7,122,134	\$4,410,909	\$2,711,225	23.5	5
Lawn & Garden Equip & Supply Stores	4442	\$776,135	\$386,179	\$389,956	33.5	1
Food & Beverage Stores	445	\$26,323,162	\$58,184,408	-\$31,861,246	-37.7	10
Grocery Stores	4451	\$24,389,573	\$56,348,450	-\$31,958,877	-39.6	7
Specialty Food Stores	4452	\$1,148,500	\$337,916	\$810,584	54.5	1
Beer, Wine & Liquor Stores	4453	\$785,090	\$1,498,042	-\$712,952	-31.2	1
Health & Personal Care Stores	446,4461	\$8,082,796	\$15,328,551	-\$7,245,755	-30.9	8
Gasoline Stations	447,4471	\$14,274,494	\$13,705,791	\$568,703	2.0	4
Clothing & Clothing Accessories Stores	448	\$4,965,353	\$1,155,297	\$3,810,056	62.2	2
Clothing Stores	4481	\$3,168,831	\$405,643	\$2,763,188	77.3	1
Shoe Stores	4482	\$642,493	\$398,568	\$243,925	23.4	1
Jewelry, Luggage & Leather Goods Stores	4483	\$1,154,028	\$351,085	\$802,943	53.3	1
Sporting Goods, Hobby, Book & Music Stores	451	\$3,437,665	\$793,086	\$2,644,579	62.5	3
Sporting Goods/Hobby/Musical Instr Stores	4511	\$2,840,211	\$216,326	\$2,623,885	85.8	1
Book, Periodical & Music Stores	4512	\$597,453	\$576,760	\$20,693	1.8	2
General Merchandise Stores	452	\$23,886,169	\$71,110,715	-\$47,224,546	-49.7	1
Department Stores Excluding Leased Depts.	4521	\$19,576,491	\$69,173,458	-\$49,596,967	-55.9	1
Other General Merchandise Stores	4529	\$4,309,677	\$1,937,256	\$2,372,421	38.0	1
Miscellaneous Store Retailers	453	\$6,179,657	\$2,855,997	\$3,323,660	36.8	9
Florists	4531	\$338,768	\$314,562	\$24,206	3.7	2
Office Supplies, Stationery & Gift Stores	4532	\$1,672,979	\$184,202	\$1,488,777	80.2	1
Used Merchandise Stores	4533	\$956,731	\$666,324	\$290,407	17.9	1
Other Miscellaneous Store Retailers	4539	\$3,211,179	\$1,690,909	\$1,520,270	31.0	5
Nonstore Retailers	454	\$2,775,489	\$0	\$2,775,489	100.0	0
Electronic Shopping & Mail-Order Houses	4541	\$1,837,649	\$0	\$1,837,649	100.0	0
Vending Machine Operators	4542	\$433,266	\$0	\$433,266	100.0	0
Direct Selling Establishments	4543	\$504,573	\$0	\$504,573	100.0	0
Food Services & Drinking Places	722	\$13,696,621	\$9,838,483	\$3,858,138	16.4	26
Special Food Services	7223	\$265,959	\$0	\$265,959	100.0	0
Drinking Places - Alcoholic Beverages	7224	\$1,034,753	\$629,507	\$405,246	24.3	5
Restaurants/Other Eating Places	7225	\$12,395,909	\$9,208,976	\$3,186,933	14.8	21

RETAIL LEAKAGE & SPENDING TRENDS



Retail Leakage / Surplus in the Reference Area
The retail leakage / surplus factors for the Reference Area was pulled from Esri's Community Analyst. This analysis calculates supply (retail sales) estimates to consumers by establishments within the Reference Area. Demand (retail potential) for the Reference Area is also estimated, which is the expected amount spent by consumers at retail establishments with the area.

Per Esri, the Leakage/Surplus Factor presents a snapshot of retail opportunity. This is a measure of the relationship between supply and demand that ranges from +100 (total leakage) to -100 (total surplus). A positive value represents 'leakage' of retail opportunity outside the trade area. A negative value represents a surplus of retail sales, a market where customers are drawn in from outside the trade area.

Figure 1.13 shows the Leakage / Surplus Factor by Industry Sectors for the Reference Area. Table 1.9 summarizes the data by major industry groups.

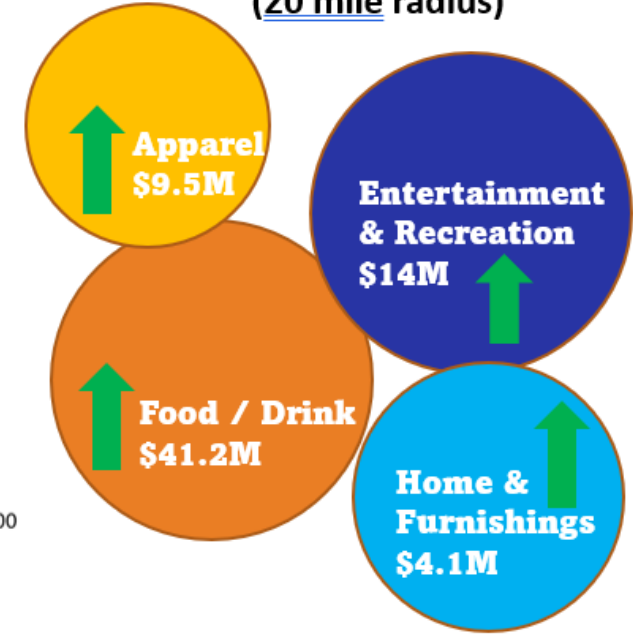
The Reference Area is predominantly residential, which explains the positive "leakage" numbers present within each category. This provides Indianola with opportunity to bring in a variety of stores.

Some examples of retail that are currently in short supply in the City of Indianola are:

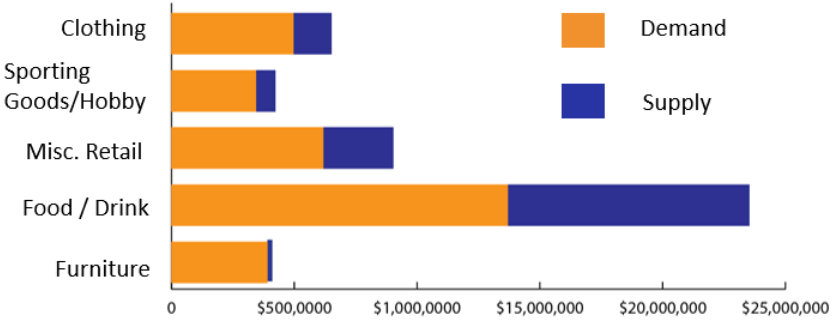
- Home Furnishing
- Clothing
- Restuarants
- Specialty Food
- General Merchandise

2021 Consumer Spending			
Apparel & Services: Total \$	\$8,017,162	\$52,372,410	\$565,837,934
Average Spent	\$1,760.47	\$1,829.67	\$2,118.99
Spending Potential Index	83	86	100
Education: Total \$	\$6,407,299	\$39,525,853	\$436,772,369
Average Spent	\$1,406.96	\$1,380.86	\$1,635.66
Spending Potential Index	82	80	95
Entertainment/Recreation: Total \$	\$12,127,471	\$79,722,672	\$858,035,699
Average Spent	\$2,663.04	\$2,785.17	\$3,213.23
Spending Potential Index	82	86	99
Food at Home: Total \$	\$20,246,451	\$133,279,001	\$1,429,875,118
Average Spent	\$4,445.86	\$4,656.20	\$5,354.70
Spending Potential Index	82	85	98
Food Away from Home: Total \$	\$14,181,747	\$93,192,548	\$1,006,711,968
Average Spent	\$3,114.13	\$3,255.75	\$3,770.00
Spending Potential Index	82	86	99
Health Care: Total \$	\$23,550,562	\$156,335,261	\$1,657,693,236
Average Spent	\$5,171.40	\$5,461.68	\$6,207.84
Spending Potential Index	83	88	100
HH Furnishings & Equipment: Total \$	\$8,505,715	\$56,297,695	\$602,543,048
Average Spent	\$1,867.75	\$1,966.80	\$2,256.45
Spending Potential Index	83	87	100
Personal Care Products & Services: Total \$	\$3,407,675	\$22,271,680	\$239,818,134
Average Spent	\$748.28	\$778.08	\$898.09
Spending Potential Index	83	87	100
Shelter: Total \$	\$75,110,996	\$485,343,606	\$5,268,702,158
Average Spent	\$16,493.41	\$16,955.83	\$19,730.60
Spending Potential Index	82	84	98
Support Payments/Cash Contributions/Gifts in Kind: Total \$	\$9,070,266	\$60,331,157	\$642,214,008
Average Spent	\$1,991.71	\$2,107.71	\$2,405.01
Spending Potential Index	83	88	101
Travel: Total \$	\$9,432,385	\$61,950,802	\$669,262,322
Average Spent	\$2,071.23	\$2,164.30	\$2,506.30
Spending Potential Index	82	86	99
Vehicle Maintenance & Repairs: Total \$	\$4,256,119	\$28,070,386	\$298,861,694
Average Spent	\$934.59	\$980.66	\$1,119.20
Spending Potential Index	84	88	101

Projected Spending Growth by 2026
(20 mile radius)



Current Indianola Supply / Demand Mismatch





CHAPTER 6
Public Works Space Needs Analysis

FACILITY NEEDS ASSESSMENT

The Existing Facility Needs Assessment was completed by Martin Gardner Architecture. MGA worked closely with facility managers and department directors in both the Public Works Department and Parks Department to assess the existing and future space needs of these departments as it relates to the space currently located in the study area.

EXISTING FACILITIES SUMMARY

PUBLIC WORKS SITE

Currently, the public works facilities contain the streets department and parks department. The waste water department has recently constructed new facilities and that department’s needs are presumed to be accommodated except where noted in this report. The streets and parks departments are short on space in most areas for storage of vehicles, materials and equipment. Both departments currently store vehicles outside or under unheated cover. This leads to more exposure of equipment and less comfortable environments for staff operating the vehicles and equipment. Staff is forced to spend a lot of time rearranging equipment both seasonally and for everyday storage of equipment. Office, break room, and other support facilities are inadequate for size and indoor occupant health as these areas are exposed to fumes from the garage. Safety should be improved by providing gas monitoring systems and ventilation as well as proper fire suppression systems. Storage of paint and other chemicals is inadequate due partially to the type of structure it is housed in. Training and meeting facilities are inadequate and currently held in ad hoc space in the garage area. Fueling of vehicles takes place at the neighboring county facility. Should the public works department for the City relocate, it is anticipated that a new fueling station would be constructed at the new location. Both departments need additional dedicated space for executing projects whether it be sign repair, picnic table refurbishing, or other projects. It was noted that a dedicated sleeping area was not needed but having areas where staff can sleep when working long shifts would be helpful, particularly for staff who do not live nearby.

BRUSH AND WASTE

The existing brush facility does not currently have any structures on site and is anticipated to remain that way. Waste hauling is currently executed by a third party.

PICKARD PARK

Pickard Park has a storage building that is used for storage of seasonal items for festivals and holidays as well as storage of items with lower use. A green house is utilized by the city’s horticulturalist whose scope and need for storage has increased due in part to a recent streetscape project in the downtown. This increased need for space will likely cause the phasing out of an annual plant sale. Pickard Park also has outdoor material storage.

PERSONNEL

Current staffing levels are as follows:

Postion	Current	Additional in 10 yrs	Total
Director:	1		1
Streets:			
Full-Time:	8	2	10
Part-Time:	1		1
Seasonal:	3		
Engineering:	0	1-2	2
Full-Time:	4	2	6
Part-Time:	0		
Seasonal:	6	2	8

FACILITY NEEDS ASSESSMENT

EXISTING FACILITY SIZES

The existing facilities consist of primary buildings that house the activities listed above as well as several miscellaneous sheds and small outbuildings. In aggregate, the existing facilities add up to a total of approximately 27,500 SF. An inventory of the departments’ existing equipment was taken with dimensions for each piece of equipment. An example is shown below.

Indianola Public Works Space Needs				
	Streets	Parks	Waste Pollution Control	Total
Current Building Footprints	Buildings at Main Site including office/vehicle storage, and sheds	Buildings at main PW site and Storage, Greenhouse, and Concession/Storage buildings at Pickard Park	Includes space for equipment that is most conveniently stored near Streets department	
	13658	10905		24563
Current Garage Need	40500	6000	1100	47600
Current Non-Garage Need	5800	9800	0	15600
Subtotal	46300	15800	1100	63200
Future Additional Garage Need	12000	4800	0	16800
Future Additional Non-Garage Need	4000	2200	0	6200
Subtotal	16000	7000	0	23000
Total Needs Per Department	62300	22800	1100	86200
Cost Range	\$ 7,476,000	\$ 2,736,000	\$ 132,000	\$ 10,344,000
	\$ 9,345,000	\$ 3,420,000	\$ 165,000	\$ 12,930,000



CHAPTER 7

Vision & Action Plan

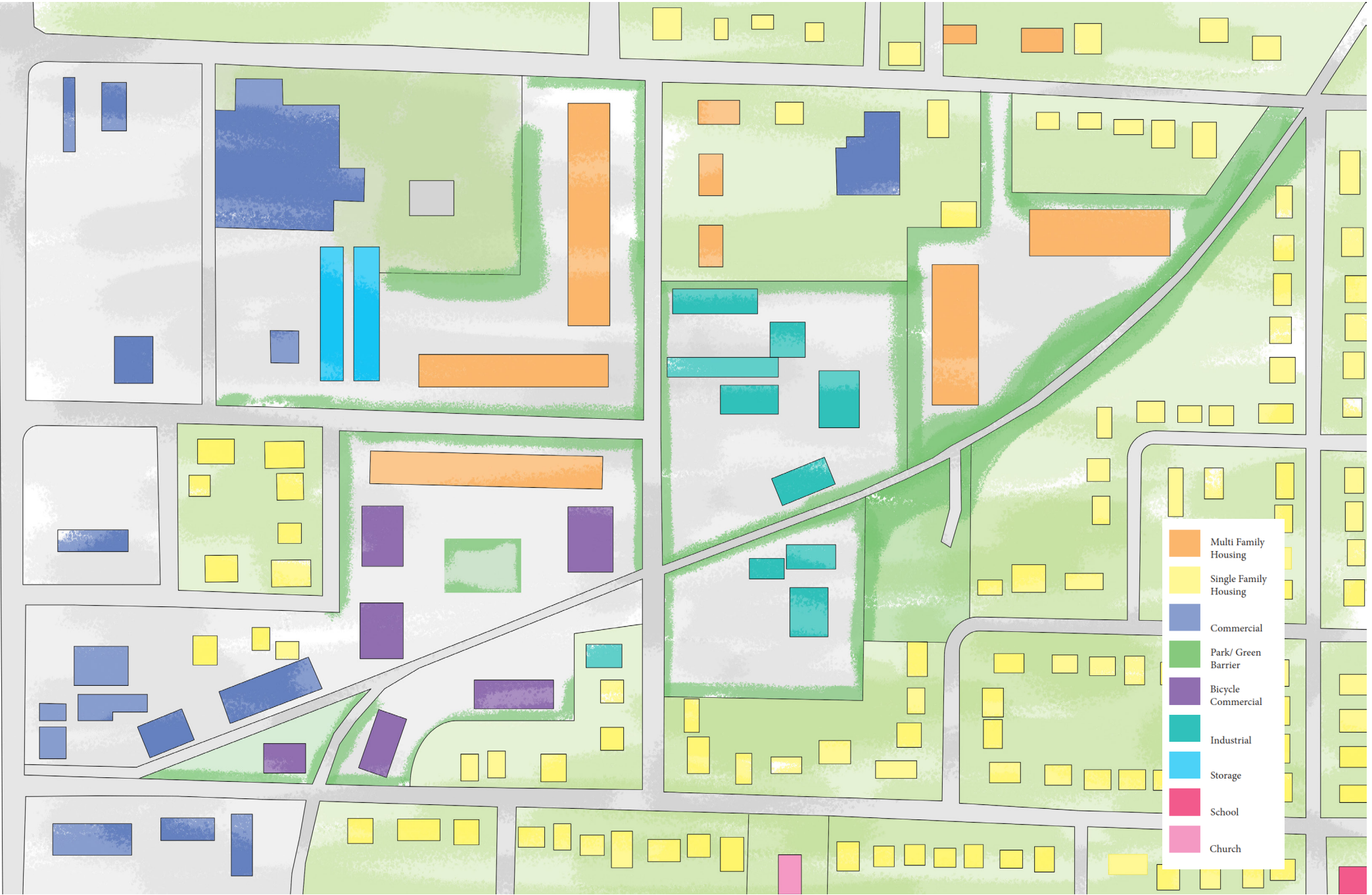
DRAFT CONCEPT A

Concept A focuses on the development along the east side 6th street. Additional housing is recommended, along with the creation of vegetation barriers within the industrial areas and along Summerset Trail to soften the landscape.



DRAFT CONCEPT B

Concept B focuses on the redevelopment and demolition of the Heartland Coop site. Medium density residential would go in its place, along with a small district surrounding Summerset Trail containing bicycle centered businesses.



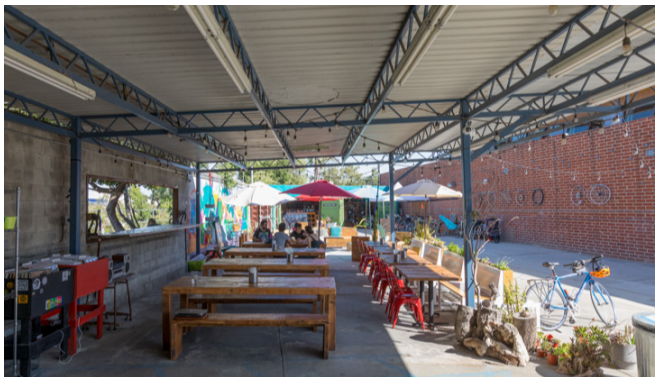
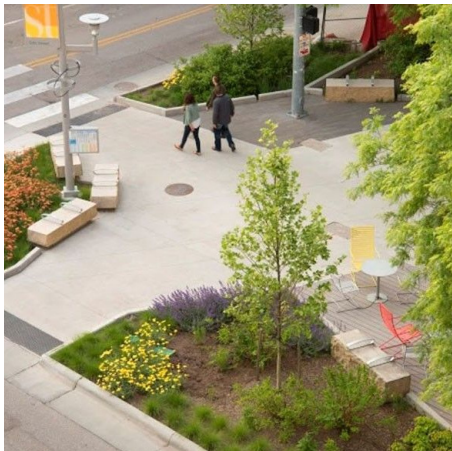
DRAFT CONCEPT C

Concept C works with Heartland Coop remaining in it's current location and developing low and medium density housing to the east of 6th street. A small district is also created to the south, along Summerset Trail for bicycle centered businesses.



DRAFT CONCEPT D

Concept D is a blank slate concept where Heartland Coop, Warren County Oil, and the City are all removed from the area. Here, there is opportunity for low and medium density housing along both sides of 6th street, as well as a mixed-use district to the south along Summerset Trail.

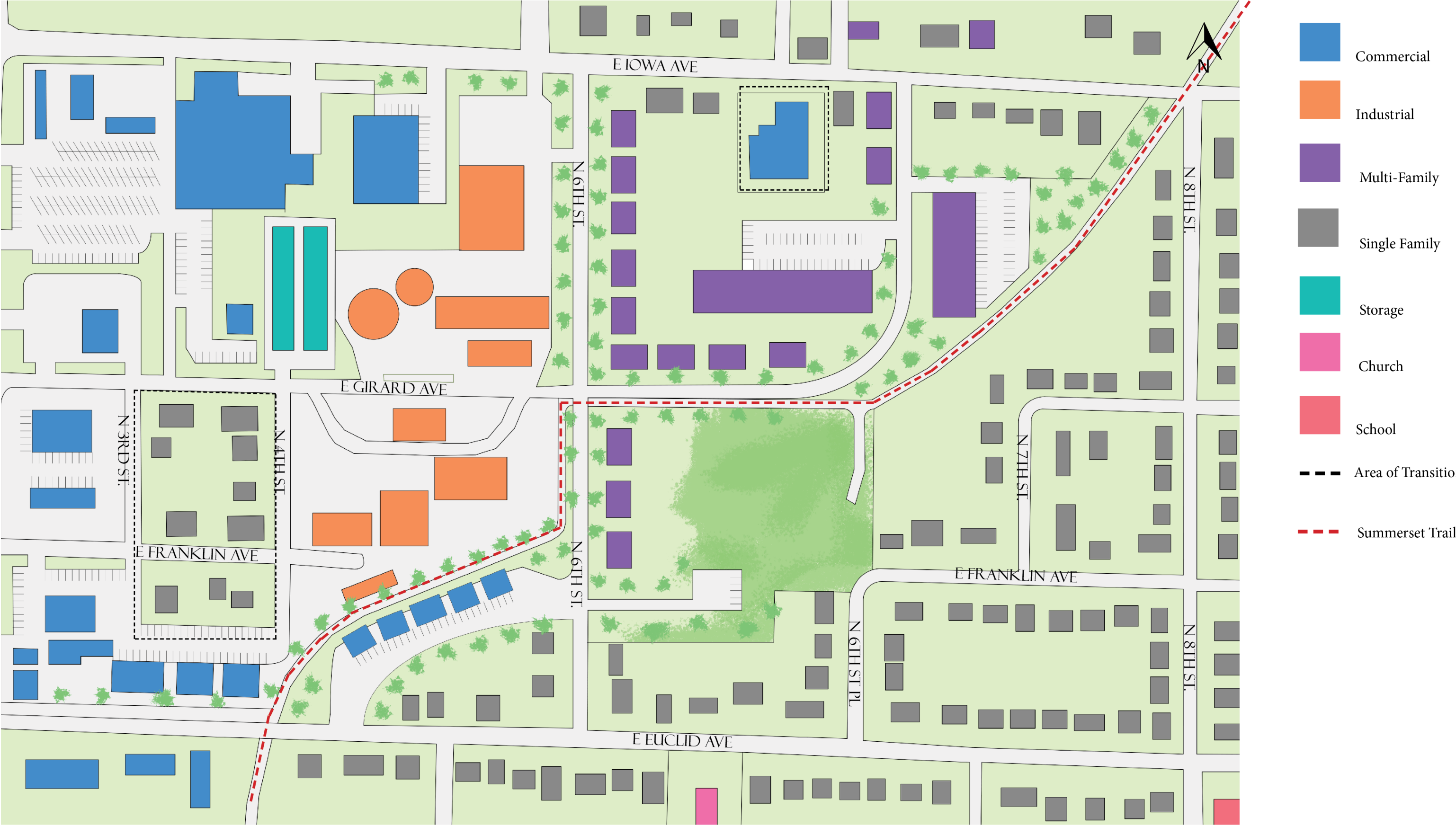


REVISED CONCEPTS

Two draft concepts were shown to the public during the Open House on October 6th. The first (The Towers) concept depicted the 6th Street Sub-Area as Heartland Co-op and all of its structures remaining in their current location. The second concept (Blue Sky) showed the site with all structures belong to Heartland Coop removed, to create a blank-slate.

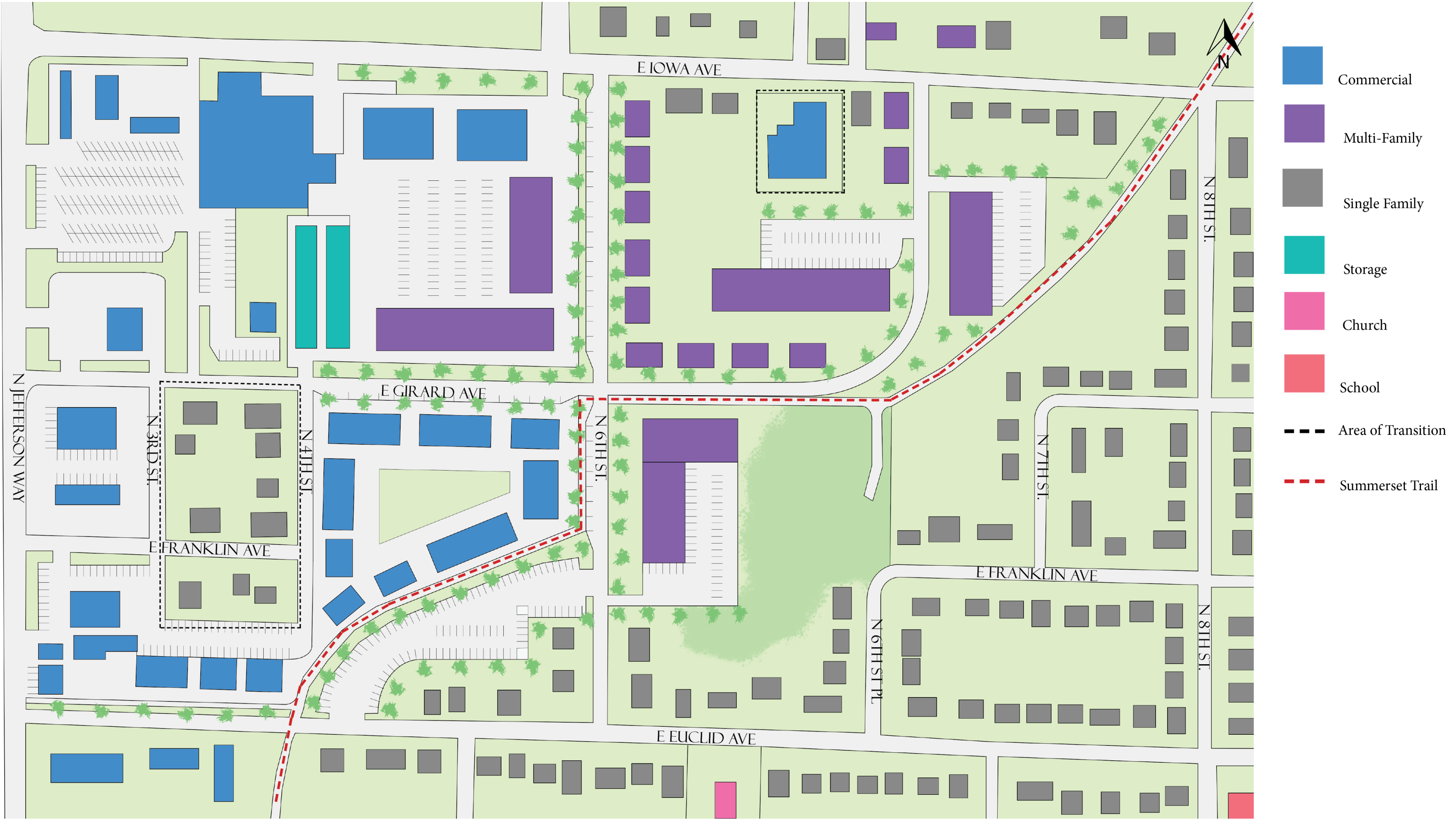
“THE TOWERS” CONCEPT BASED ON FEEDBACK

This concept depicts Heartland Co-op’s structures remaining intact, thus creating the need for a light industrial aesthetic throughout the site. Low and medium density housing is recommended along the east side of 6th street and a small strip of commercial businesses with parking are located along the rerouted Summerset Trail. Dayton Park is also expanded into the Warren County Oil site.



“BLUE SKY” CONCEPT BASED ON FEEDBACK

This concept depicts the site as starting from a blank-slate with all industrial removed. More opportunities for medium density can be seen placed along 6th Street as well as behind the single-family homes along E Iowa Avenue. A commercial plaza has been placed along the rerouted Summerset Trail with accomodating parking and Dayton Park is also expanded to the west a bit.



FINAL CONCEPTS

TWO FINAL CONCEPTS

The 6th Street Sub-Area in Indianola is a unique area with a lot of potential for redevelopment. Due to the current zoning and businesses within the project area there is an element of unknown when it comes to who and what may choose to stay or leave over the next 20 years.

Many factors can influence how citizens perceive a neighborhood in their community. These factors combine to create the urban fabric, which can be simplified into three categories: districts, streets, and individual parcels & buildings. Studying the existing urban context provides insight on what properties are assets to enhance versus those that are strong candidates for redevelopment in order to revitalize the project site.

The biggest challenge in the Sub-Area are the current industrial buildings. These currently limit the potential use going forward and also disrupt the surrounding residential neighborhood. These areas do provide great opportunities for reuse and redevelopment, whether commercial or residential and the existing industrial atmosphere of this area is a unique feature that could be utilized to create the identifiable character that is needed to create a district.

A District is a cohesive area with an identifiable character. Building uses, types, and styles establish the overall character of this area. Indianola’s Sub-Area has a good mix of uses (i.e. residential, retail, light industrial, and automotive), although it cannot currently be called a district due to its lack of cohesiveness. Other disadvantages of this area include the building conditions for many of the structures are in fair condition or below, the dust and noise pollution from the current industrial businesses, and the lack of green areas and vegetation. The strengths of this area come from it’s location, being right off of N Jefferson Way, which has strong, successful commercial businesses, and the well-established single-family neighborhood, which quiets the traffic and allows for natural greenery.

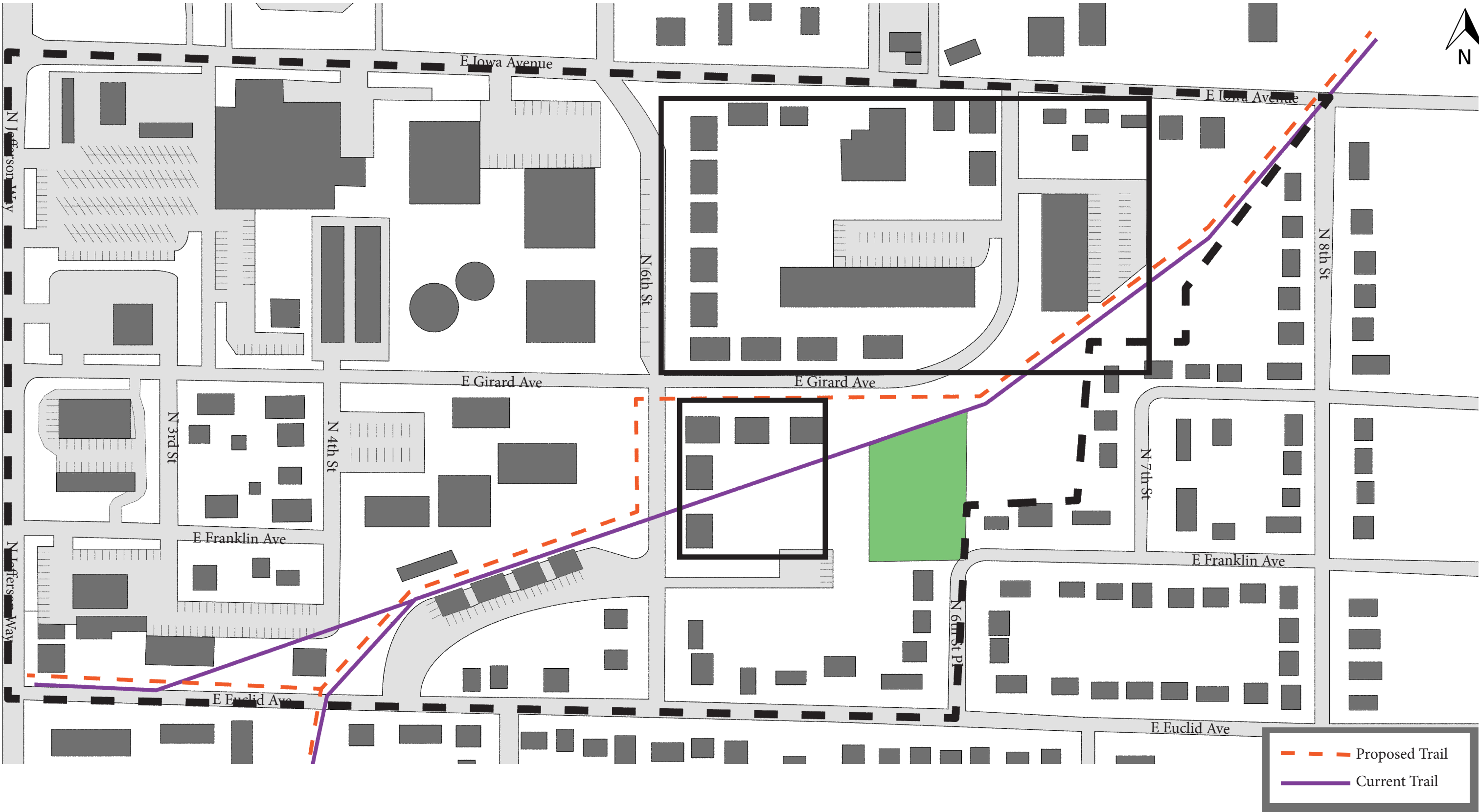
Two final concepts were developed for the Sub-Area due to the unique conditions of the site. With Heartland Co-op having such a large prescence, it was important to develop both a concept with it entirely removed and also with its buildings remaining. The ultimate goal of the site would be to relocate the Co-op to outside of Indianola where it would have room to expand and would not interfere with the urban traffic and development of its current location. If Heartland Co-op were not able to be entirely removed due to cost or their desire to stay where they are, it would be important to embrace the industrial elemements, but do so in such a way that the rest of the area does not suffer because of it. Both concepts address the addition of multi-family and higher density housing, commercial and retail development opportunities, parking, greenspace and park expansion, and road and trail redevelopment.



THE TOWERS

CO-OP CONCEPT

THE TOWERS HOUSING DEVELOPMENT OPPORTUNITIES



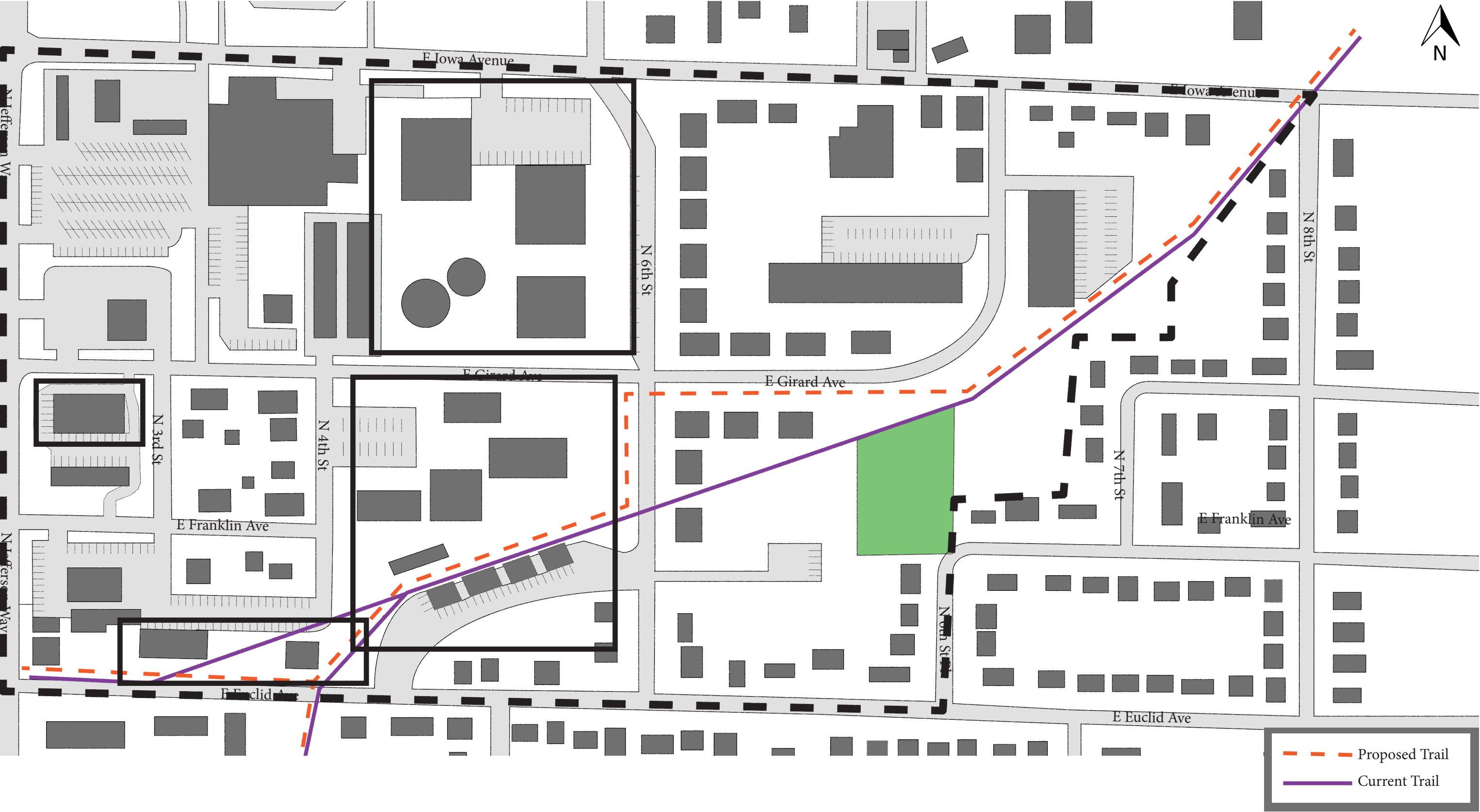
THE TOWERS HOUSING DEVELOPMENT RECOMMENDATIONS

The following recommendations were made according to feedback recieved and data collected showing both a need and opportunity for the development of higher density housing within Indianola. The 6th Street Sub-Area provides a great opportunity for this housing as it's location is ideal, due to the commercial to the west and single-family residential to the east.

- Encourage the development of multi-family residential such as row-houses or duplexes along N 6th Street.
- Encourage the development of lower-density apartment buildings (20 units or less per acre).
- Work to reduce housing barriers for current and future residents.
- Consider acquiring the lot on the corner of N 6th Street and E Iowa Avenue and sell to developer looking to do multi-family residential.



THE TOWERS COMMERCIAL DEVELOPMENT OPPORTUNITIES



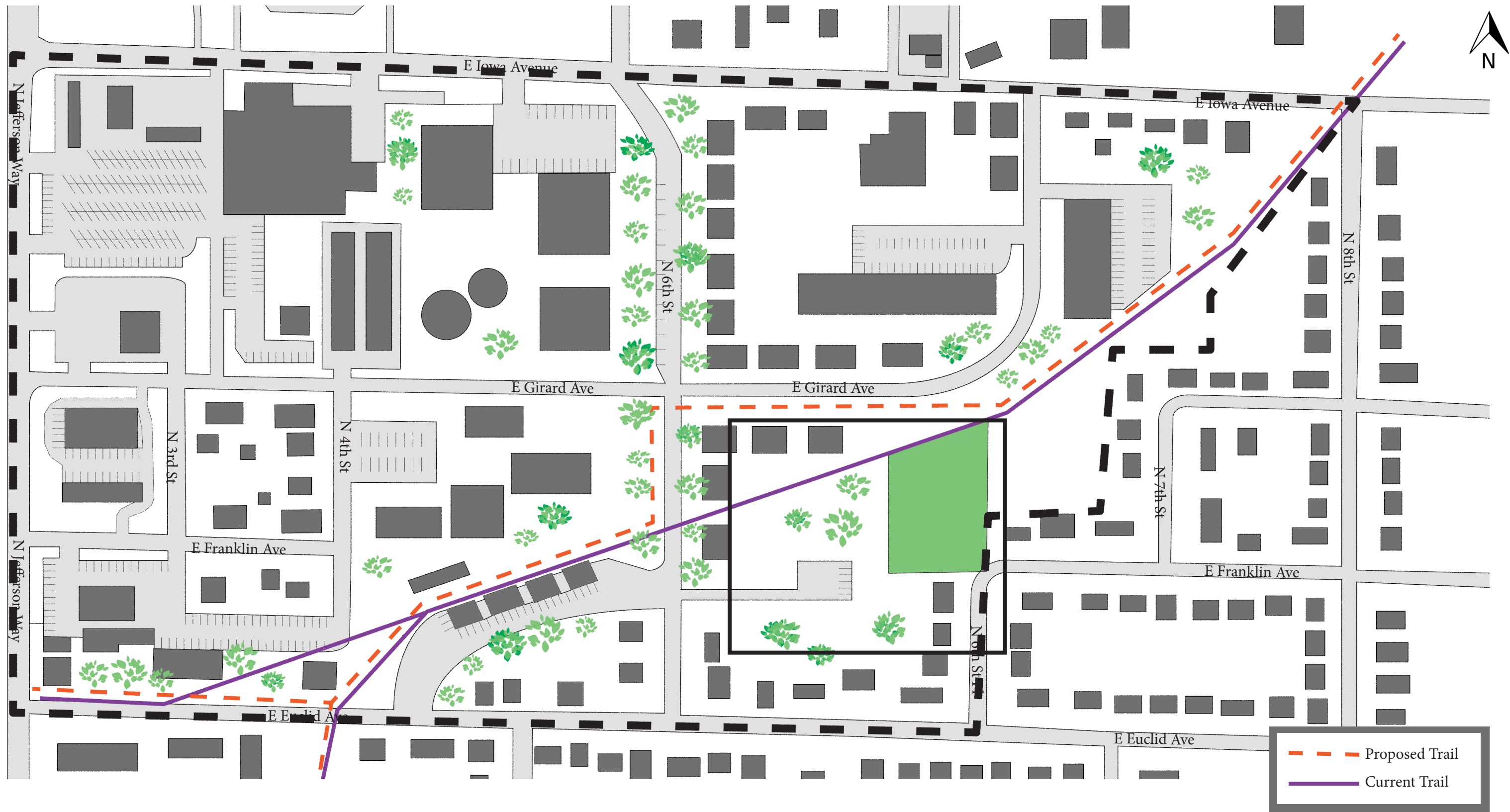
THE TOWERS COMMERCIAL DEVELOPMENT RECOMMENDATIONS

The following recommendations were made according to feedback recieved and data collected showing both a need and opportunity for commercial development within Indianola. The 6th Street Sub-Area is an ideal location due to its close proximity to commercial businesses along N Jefferway Way. Summerset Trail cutting through the site is an additional benefit as it provides the unique opportunity for the development of bicycle centered businesses as an attraction and destination.

- Work with Heartland Co-op to relocate and purchase their current parcels.
- Conduct a feasibility study of the Co-op facilities to see how much work and money would need to go into repair.
- Promote the adaptive reuse of Co-op grain elevator and silos.
- Explore the idea of putting a mural on the grain elevator and/or silos.
- Work with business owners along E Euclid to consider moving or selling their parcel to allow for development of commercial businesses.
- Work with business owners along E Euclid to add landscaping/trees along property edge.
- Promote the area as having an industrial edge when appealing to developers.



THE TOWERS PARK, GREENSPACE & VEGETATION OPPORTUNITIES



THE TOWERS PARK, GREENSPACE & VEGETATION RECOMMENDATIONS

The following recommendations were made according to feedback recieved and data collected showing both a need and opportunity for the development and expansion of green spaces within the 6th Street Sub-Area. Dayton Park is a well-loved facility that should expand with the growth of the rest of the site to accomodate the urban development.

- Consider expanding Dayton Park into the current Warren County Oil site.
- Work with a local artist to design an interactive sculpture, preferably metal or with an industrial flare.
- Implement prairie-style landscaping that requires low maintenance but adds character.
- Explore the idea of adding a walking path through the park.
- Add lighting along Summerset Trail and throughout Dayton Park.
- Consider additional benches and seating on the perimeter of the green space.
- Place trees and plantings along sidewalks where possible to soften the landscape.
- Place vegetation barriers along Summerset Trail and along N 6th Street.
- Consider shading devices overtop sections of Summerset Trail.



THE TOWERS LAND USE MAP



BLUE SKY

NO CO-OP CONCEPT

BLUE SKY HOUSING DEVELOPMENT OPPORTUNITIES



BLUE SKY HOUSING DEVELOPMENT RECOMMENDATIONS

The following recommendations were made according to feedback recieved and data collected showing both a need and opportunity for the development of higher density housing within Indianola. The 6th Street Sub-Area provides a great opportunity for this housing as it's location is ideal, due to the commercial to the west and single-family residential to the east.

- Encourage the development of multi-family residential such as row-houses or duplexes.
- Encourage the development of lower-density apartment buildings (20 units or less per acre).
- Encourage the development of mixed-use buildings with residential above and commercial below.
- Work to reduce housing barriers for current and future residents.
- Develop the lot on the corner of N 6th Street and E Iowa Avenue with multi-family residential.



BLUE SKY COMMERCIAL DEVELOPMENT OPPORTUNITIES



BLUE SKY COMMERCIAL DEVELOPMENT RECOMMENDATIONS

The following recommendations were made according to feedback recieved and data collected showing both a need and opportunity for commercial development within Indianola. The 6th Street Sub-Area is an ideal location due to its close proximity to commercial businesses along N Jefferway Way. Summerset Trail cutting through the site is an additional benefit as it provides the unique opportunity for the development of bicycle centered businesses as an attraction and destination.

- Develop Heartland Co-op parcel between N 6th Street and E Euclid Avenue with retail, entertainment opportunities, and food & drink establishments.
- Encourage development of a small pedestrian mall/district with retail and restaurants. Consider both chains and local restaurant options.
- Promote bicycle centered businesses i.e. repair, rental, bicycle themed restaurant, etc.
- Work with businesses owners along E Euclid to add landscaping/trees along property edge.
- Attain or assist in relocating the businesses along E Euclid Avenue and sell to developers looking for commercial opportunities that would fit better with the desired vision.
- Develop an identity and aesthetic for the area (industrial edge, modern stone, classic brick, etc.)



BLUE SKY PARK, GREENSPACE & VEGETATION OPPORTUNITIES



BLUE SKY PARK, GREENSPACE & VEGETATION RECOMMENDATIONS

The following recommendations were made according to feedback recieved and data collected showing both a need and opportunity for the development and expansion of green spaces within the 6th Street Sub-Area. Dayton Park is a well-loved facility that should expand with the growth of the rest of the site to accomodate the urban development.

- Consider expanding Dayton Park into the current Warren County Oil site.
- Work with a local artist to design an interactive sculpture, preferably metal or with an industrial flare.
- Implement prairie-style landscaping that requires low maintenance but adds character.
- Explore the idea of adding a walking path through the park.
- Consider additional benches and seating on the perimeter of the green space.
- Place trees and plantings along sidewalks where possible to soften the landscape.
- Place vegetation barriers along Summerset Trail and along N 6th Street.



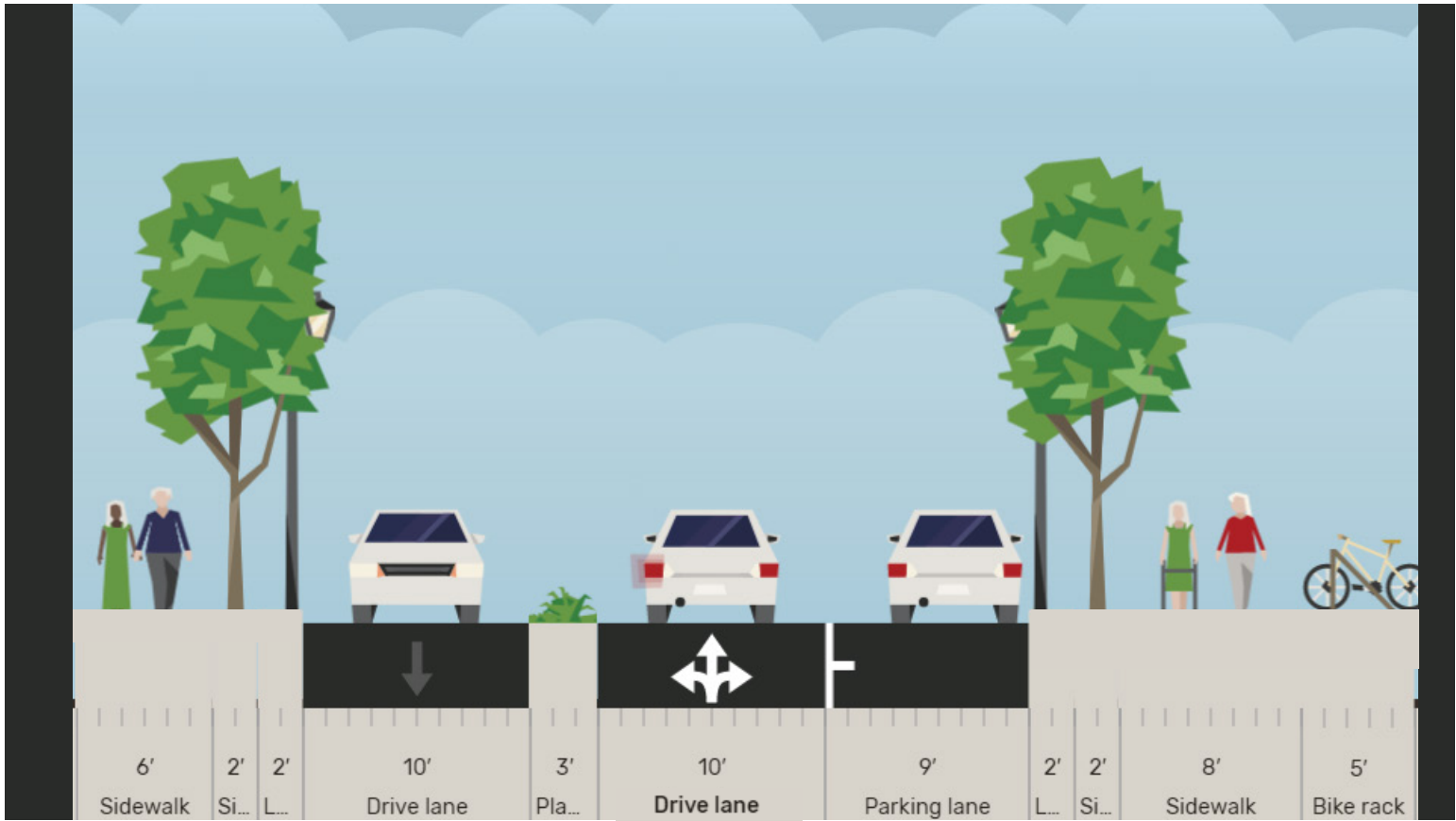
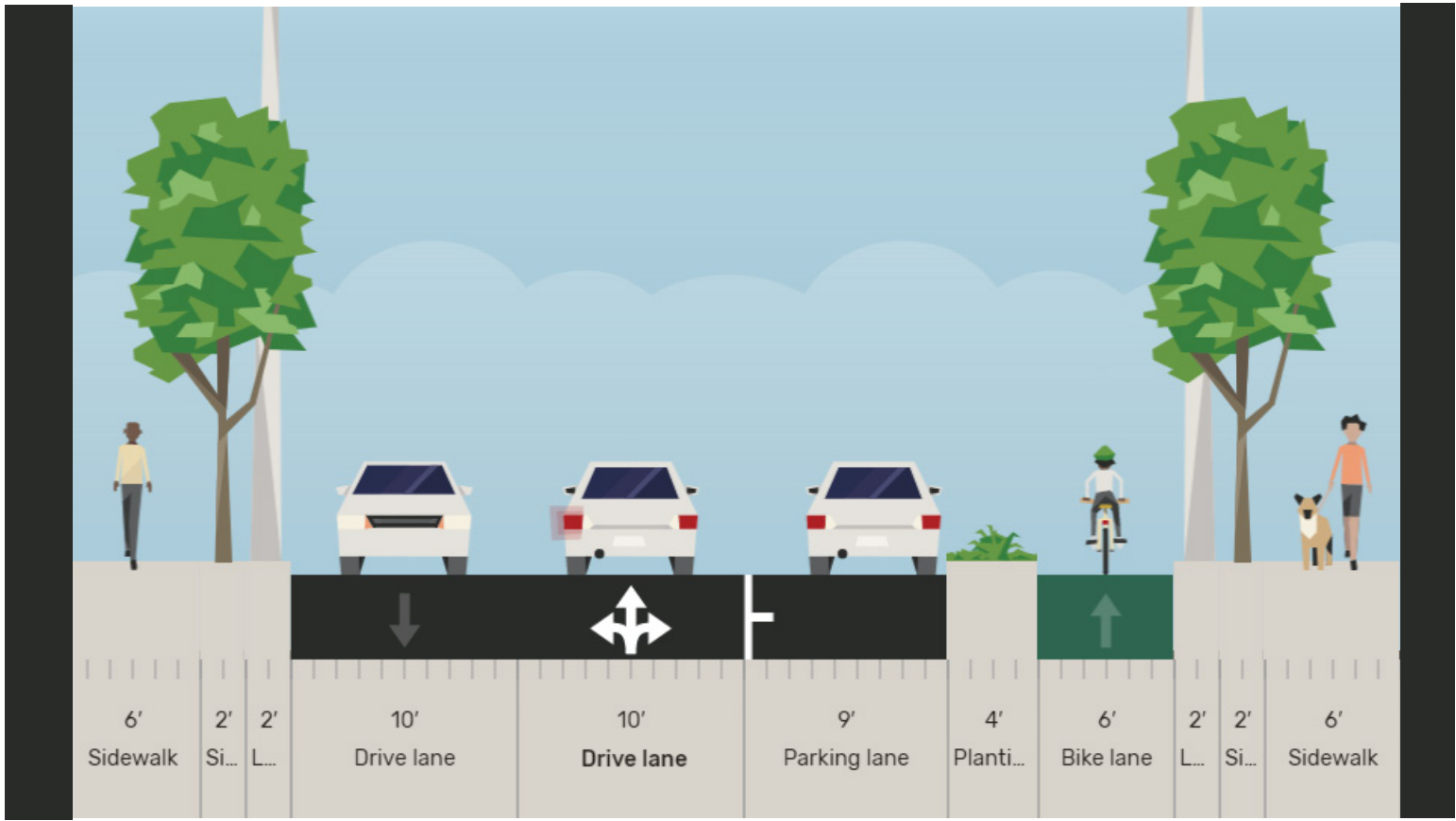
BLUE SKY LAND USE MAP



THE TOWERS & BLUE SKY STREET RECOMMENDATIONS

The following recommendations were made according to feedback recieved and data collected showing both a need and opportunity for the development and redevelopment of streets within the 6th Street Sub-Area. The current roads are narrow and in need of traffic calming to slow the speed of vehicles in the area. There are also safety concerns with multiple intersections due to a lack of signage and signals.

- Realign 6th Street to meet
- Reconstruct N 6th Street with a parking lane to slow traffic as well as provide on-street parking.
- Consider expanding E Girard Avenue to the east of N 6th Street and connecting it to E Iowa Avenue to create more accessibility and development opportunities.
- Add light flashes and pedestrian controlled signals to the intersection of N 6th Street and E Girard Avenue.



THE TOWERS & BLUE SKY SUMMSERSET TRAIL RECOMMENDATIONS

The following recommendations were made according to feedback recieved and data collected showing both a need and opportunity for the development and redevelopment of Summerset Trail within the 6th Street Sub-Area. Safety concerns have been brought up in regards to the trail crossing in the middle of 6th Street. The trail also lacks vegetation and lighting.

- Consider rerouting the Summerset Trail to connect at the intersection of N 6th Street and E Girard Avenue to improve safety and visibility.
- Promote the development of bicycle centered businesses along Summerset Trail.
- Implement artistic and well-placed bike racks and lockable storage pods along Summerset trail and near popular businesses and destinations.
- Place lighting along Summerset Trail.
- Place signage along Summerset Trail.
- Consider adding more benches and seating with shading devices along Summerset Trail.
- Add a tune up station along Summerset Trail for bicyclists.



IMPLEMENTATION ACTION PLAN MATRIX



Land Use & Redevelopment

Recommendation	Priority	Responsible Parties	Potential Funding Sources
Continue conversations with Heartland Co-op.	ongoing	City	
Evaluate brownfield funding	High	City	EPA
Look for new location for Warren County Oil	Low	City	
Look for new location for Indianola City Public Works Department	High	City	
Consider rezoning the sub-area to be neighborhood residential and commercial	Mid	City/P&Z	
Consider making the subarea a TIF district	High	City	
Consider reaching out to local/regional developers with marketing brochure	High	City	
Find developers looking to build low and medium density housing (duplexes, rowhouses, and 25 unit or less per acre apartments)	ongoing	City	

Road/Streetscape Improvements & Beautification

Recommendation	Priority	Responsible Parties	Potential Funding Sources
Consider redevelopment of N 6th Street with the addition of street parking	Low	City	
Explore extending E Girard Avenue past N 6th Street and connecting it to E Iowa Avenue	Low	City	
Realign 6th Street at E Iowa Avenue	Mid	City	

Parks, Greenspace, and Vegetation

Recommendation	Priority	Responsible Parties	Potential Funding Sources
Consider expanding Dayton Park west if Warren County Oil were to relocate	Ongoing	City	
Explore opportunities to implement vegetation barriers along Summerset Trail within the project boundary	Ongoing	City	REAP, Trees Forever

Summerset Trail

Explore rerouting Summerset Trail to Cross N 6th Street where it currently meets E Girard Avenue	Mid	City	
Consider a marketing plan to market Summerset Trail connection to Des Moines to the Metro and Regional Area	High	City/Chamber	



APPENDIX

SPACE NEEDS SIZE BUNDLER TABLE

110 North 1st Street
Indianola, Iowa 50125
Akhilesh Pal
515-961-9415
apal@indianolaiowa.gov

Kyle Martin, AIA
319-200-8493
kylem@martingardnerarch.com

LOGO and MGA Info?					METHOD		SIZE BUNDLER				SIZE BUNDLER				SIZE BUNDLER							
							WHO should complete this form?				WHO should complete this form?				WHO should complete this form?							
					The method of calculation can be performed with known dimensions or desired occupancy																	
					Place a "1" in the field for the method		Existing Space				Existing Needs				Future Expansion							
							Each Bundle represents an option, phase, or variant of spaces that allow flexibility and choice within the program				Each Bundle represents an option, phase, or variant of spaces that allow flexibility and choice within the program				Each Bundle represents an option, phase, or variant of spaces that allow flexibility and choice within the program							
							WHEN is this form due?				WHEN is this form due?				WHEN is this form due?							
							WHY is this exercise important?				WHY is this exercise important?				WHY is this exercise important?							
							Update the Gross Factor based on type of building. Complete space dimensions or SF/Person based on the calculation method for each			TOTAL SF	Update the Gross Factor based on type of building. Complete space dimensions or SF/Person based on the calculation method for each			TOTAL SF	Update the Gross Factor based on type of building. Complete space dimensions or SF/Person based on the calculation method for each			TOTAL SF				
							HOW do you complete this			27,561	HOW do you complete this			49,830	HOW do you complete this			6,079				
								GROSS	10%	2,506		1	GROSS	120%	27,180		1	GROSS	120%	3,316		
SPACE NAMER (referenced forward)					X	X	QTY	Net SF				25,055	QTY	Net SF		22,650		QTY	Net SF		2,763	
LEVEL 1	LEVEL 2	SPACE	AREA	DESCRIPTION AND PROCESSES	L X W	SF/Person	#	X	Y	Net SF		#	X	Y	Net SF		#	X	Y	Net SF		
Streets	0	Heated Building	0	0			1	50	160	8000					0					0		
0	0	Unheated Building	0	0			1	80	30	2400					0					0		

SPACE NEEDS SIZE BUNDLER TABLE

Parks	0	Heated Building	0	0			1	60	60	3600				0				0
0	0	0	0	0						0				0				0
0	0	0	0	0						0				0				0
Pickard Park	0	Greenhouse	0	0			1	35	75	2625			1	35	75			2625
0	0	Storage Building	0	0			1	30	60	1800			1	30	60			1800
0	0	Outdoor Storage	0	0			1	45	24	1080			1	45	24			1080
0	0	Concession/Storage	0	0			1	45	65	2925			1	45	65			2925
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Public Works	Streets Specific	Vehicle Storage/Equipment	0	0						0								0
0	0	0	Dump/Drive	Ram 3500						0			1	19	9			171
0	0	0	Drive	F250						0			1	26	9			234
0	0	0	Drive	Ram 3500						0			1	24	9			216
0	0	0	Concrete work	F450						0			1	32	11			352
0	0	0	Sign Installs	F350						0			1	19	9			171
0	0	0	Plow	HV						0			1	37	14			518
0	0	0	Plow	7300						0			1	35	14			490
0	0	0	Plow	7300						0			1	36	14			504
0	0	0	Plow	7300						0			1	36	14			504
0	0	0	Plow	VHD						0			1	38	14			532
0	0	0	Plow	114SD						0			1	48	14			672
0	0	0	Plow	114SD						0			1	50	14			700
0	0	0	Sander	FSHX16X50XSS						0			1	22	9			198
0	0	0	Sander	FSHX16X50XSS						0			1	24	9			216
0	0	0	Sander	8X304SS						0			1	12	6			72
0	0	0	Dump Box	0						0			1	22	9			198
0	0	0	Concrete Mixer	MCD6-100						0			1	30	10			300
0	0	0	Loader	Case 621E						0			1	24	10			240
0	0	0	Mini Loader	CAT 908M						0			1	20	8			160
0	0	0	Roller	CAT CB334E						0			1	12	6			72
0	0	0	Skid Loader	Bobcat 763						0			1	11	6			66
0	0	0	Sweeper	Elgin Whirlwind						0			1	24	11			264
0	0	0	Road Grader	622 GP						0			1	34	12			408
0	0	0	Snow Blower	WK800						0			1	9	10			90
0	0	0	Backhoe	580 Super N						0			1	24	8			192
0	0	0	Skid Loader	SVL95-2S						0			5	13	7			455
0	0	0	Concrete Saw	Target						0			1	10	6			60
0	0	0	Dowler	Minnich						0			1	10	4			40
0	0	0	Air Compressor	D185DA4T						0			1	18	6			108
0	0	0	Crack Sealer	Crafco SS125						0			1	18	8			144
0	0	0	Water Trailer	0						0			1	23	10			230
0	0	0	Paint Trailer	0						0			1	28	10			280
0	0	0	Barricade Trailer	0						0			1	26	10			260
0	0	0	Tilt Bed Trailer	0						0			1	32	10			320
0	0	0	20 ton Trailer	0						0			1	32	10			320
0	0	0	Push Blade	0						0			1	10	16			160
0	0	0	Push Blade	0						0			1	12	12			144
0	0	0	Push Blade	0						0			1	10	16			160
0	0	0	Vacuum Trailer	TVP-1000						0								0
0	0	0	Concrete Grinder	LAF5436						0								0
0	0	0	Paint Trailer	Enclosed						0								0
0	0	0	Plow Truck	0						0								0
0	0	0	Plow Truck	0						0								0
0	0	0	Pickup Truck	0						0								0
0	0	0	Camera Truck	F450						0			1	27	9			243
0	0	0	Jet Truck	1083						0			1	41	10			410

SPACE NEEDS SIZE BUNDLER TABLE

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SPACE NEEDS SIZE BUNDLER TABLE

[illegible]



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider recommendation on a major site plan application for a storage units at 1818 N 7th Street

Recommendation:

- Attachments:**
- 1. 1. Staff Report
 - 2. 2. Application
 - 3. 3. Site Plan
 - 4. 4. Elevations
 - 5. 5. Photometrics
 - 6. 6. Lighting Specifications



COMMUNITY DEVELOPMENT

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

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: December 13, 2022

Agenda Item: 7.B Consider recommendation on a major site plan application for a storage units at 1818 N 7th Street

Application Type: Major Site Plan

Applicant: Bradley Cooper (Cooper and Crawford)

Property Owner: Powdered Metal Products

Property Address/Parcel: 1818 N 7th Street

Current Zoning: M-2 'General Industrial' Zoning District

Comprehensive Plan Designation: Industrial

Application Summary

Bradley Cooper, on behalf of Powdered Metal Products, is requesting approval for a major site plan application for a property located at 1818 N 7th Street. The request would allow for a 13,500 square foot storage unit building. A total of 33,385 square feet of impervious surface is proposed at the site.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

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, 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.

Agenda Item: 7.C to consider recommendation on a major site plan application for storage units at 1818 N 7th Street

- 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

Subject Property

Bradley Cooper of Cooper and Crawford, on the behalf of Powdered Metal Products, has submitted a major site plan application for a property located at 1818 North Jefferson Way, currently a 2.09-acre lot. A plat of survey request has also been submitted to divide said lot into a 0.996-acre lot. The submitted site plan proposes a new 13,500 square foot storage unit building, and would increase impervious surface at the site by 33,385 square feet.

Chapter 165.07 requires one (1) off-street parking space per twenty (20) storage units and one (1) space per employee at the maximum working shift. A total of three (3) parking spaces is proposed on the site plan, including (1) ADA-accessible handicap space.

A minimum of 15% of open space is required for the site, meaning 6,508 square feet of open space is required. The site requires one (1) deciduous shade tree, two (2) deciduous ornamental trees, and two (2) shrubs per 2,000 square feet of required open space. The applicant shows three (3) shade trees, 6 ornamental trees, and 6 shrubs on the landscaping plan (Sheet 3), meeting minimum landscaping requirements. The site plan does not contain any floodplain or environmentally sensitive features such as a stream or waterway.

The submitted elevations show that the front endwall elevation, which is the primary, street-facing façade, contains stone veneer (Class 1) and cement board siding (Class 1) materials. The elevations show returns at the corner of the building for the stone veneer shown on the façade. The

primary façade contains of 56.7% class 1 materials. The remaining materials include ‘OH Door’ (43.3%).

Staff has reviewed the plat as to its conformance to the City of Indianola’s Zoning Code. Additionally, the site plan has been routed to the development review team (consisting of city departments and related agencies) for review.

Future Land Use

According to the “Elevate Indianola” Comprehensive Plan, the future land use of this area is designated as Industrial, which guides for uses such as office and warehouse buildings, manufacturing and other industrial uses, accessory and support uses, such as restaurants to serve adjacent office parks, outdoor storage or operations when screened from public rights-of-way and adjacent properties, and lastly parks, open space, and trails.

COMMENTS FROM THE GENERAL PUBLIC

No notification letters were sent out as part of this request. No public comments have been submitted at the time of writing this report.

FINDINGS OF FACT

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

The applicant has provided a site plan with their application that shows the proposed use and proposed site improvements. The proposed site plan is consistent with Indianola’s Zoning Code and Site Plan requirements. All members of the City’s development review team have reviewed this site plan, including Community Development, Fire, Parks and Recreation, Public Works, Water Pollution Control, and IMU Electric, Fiber, and water.

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

The site is a 0.996-acre lot. The site plan has been reviewed for proposed setbacks, open space requirements, stormwater management, and off-street parking. The site meets the minimum 15% open space requirement.

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 areas

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

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

The property fronts North 7th Street, a local road and contains one access to this street. Traffic congestion is not anticipated to increase unduly.

v. 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 in this area. The impervious surface area on the site is proposed to increase by 33,385 square feet.

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

The subject property and all abutting properties are zoned for the M-2 'General Industrial' zoning district. This zoning and proposed future uses are consistent with the guided use indicated on the future land use map for the City of Indianola. Proposed site improvements should not diminish or impair established property values to adjoining or surrounding property.

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

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 recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the 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 Indianola Planning and Zoning Commission move alternative 1, that the request 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) Chad
(First Name) Hall
(Address) 1417 E. Commercial St.
(City) Algona (State) IA (Zip) 50511
(Phone) 515-295-35 (Email) chad@algonamarine.com

APPLICANT (if not Property Owner)

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

☐ 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: 1816 N. 7th Street
- ☒ Filing Fee: \$225, plus OEC
- ☐ Current Zoning: _____
- ☐ 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 Bradley R. Cooper

Name (printed) Bradley R. Cooper, P.E.

Date 7-21-22

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

Date Received: _____

Receipt No: _____

Receipt Amount: _____

NOTES

1. All parking lots, drive aisles, and driveways shall be marked and signed per the standards within the Manual on Uniform Traffic Control Devices (MUTCD).

SHEET INDEX

SHEET 1	DIMENSION PLAN
SHEET 2	GRADING/UTILITY PLAN
SHEET 3	LANDSCAPE PLAN
SHEET 4	DETAILS

SITE AREAS

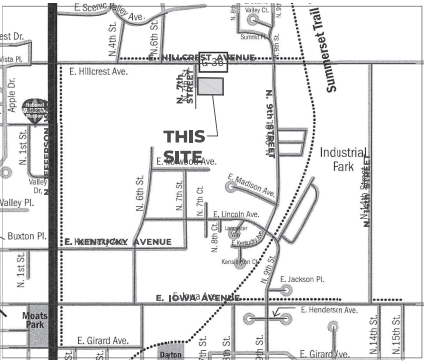
BUILDINGS	13,500 S.F.	31%
PAVING	19,885 S.F.	46%
OPEN SPACE	9,996 S.F.	23%
TOTAL	43,381 S.F.	100%

ERU CALCULATION

TOTAL IMPERVIOUS AREA = 33,385 S.F. / 3,400 S.F. = 9.8 ERU

SITE LIGHTING

SITE LIGHTING SHALL BE WALL PACK MOUNTED DOWNCAST FIXTURES.



VICINITY SKETCH

NORTH
SCALE: 1"=1,500'

SITE PLAN
1818 N. 7th
STREET

OWNER/APPLICANT

POWERED METAL PRODUCTS, LLC
1816 N. 7th STREET
INDIANOLA, IOWA 50125

ZONING

M-2 GENERAL INDUSTRIAL DISTRICT

LAND USE

EXISTING: VACANT
PROPOSED: STORAGE FACILITY (IN-DOOR ONLY)

SETBACKS AND REGULATIONS

FRONT - 35'
REAR - 35'
SIDE - 20'
MAX. BUILDING HEIGHT: 50'
MIN. BUILDING SEPARATION: 20'
MIN. OPEN SPACE: 15%
MIN. LOT STREET FRONTAGE : 40'

PARKING REQUIREMENTS

REQUIRED: 1 SPACE PER 20 STORAGE UNITS + 1 SPACE PER EMPLOYEE AT MAX. SHIFT = 3 SPACES
PROPOSED: 3 SPACES (INCLUDES 1 HANDICAP SPACE)
SIGNAGE TO COMPLY WITH SEC. 165.07(3)(A)(7) OF INDIANOLA CITY CODE

LEGAL DESCRIPTION

LOT 2, HILLCREST INDUSTRIAL PARK PLAT 2, AN OFFICIAL PLAT, CITY OF INDIANOLA, WARREN COUNTY, IOWA, CONTAINING 2.09 ACRES MORE OR LESS.

LEGEND

EXISTING/PROPOSED	PLAT BOUNDARY
W 8"	WATER MAIN & SIZE
SAN 8"	SANITARY SEWER & SIZE
ST 8"	STORM SEWER & SIZE
UG6	UNDERGROUND ELECTRIC CABLE
UGT	UNDERGROUND TELEPHONE CABLE
CTV	UNDERGROUND CABLE TV
G 4	GAS MAIN & SIZE
MANHOLE	MANHOLE
INTAKE	INTAKE
HYDRANT	HYDRANT
PP/LP	POWER POLE/LIGHT POLE
PP/LP	UTILITY BOX/TELEPHONE RISER
990	EXISTING CONTOURS
990	PROPOSED CONTOURS
X X X	SILT FENCE OR APPROVED FILTRATION SOCK
CLOUD	TREES

CERTIFICATION

	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.
	BRADLEY R. COOPER, IOWA LICENSE NO. 12980 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2023 PAGES OR SHEETS COVERED BY THIS SEAL: Sheets 1 - 4

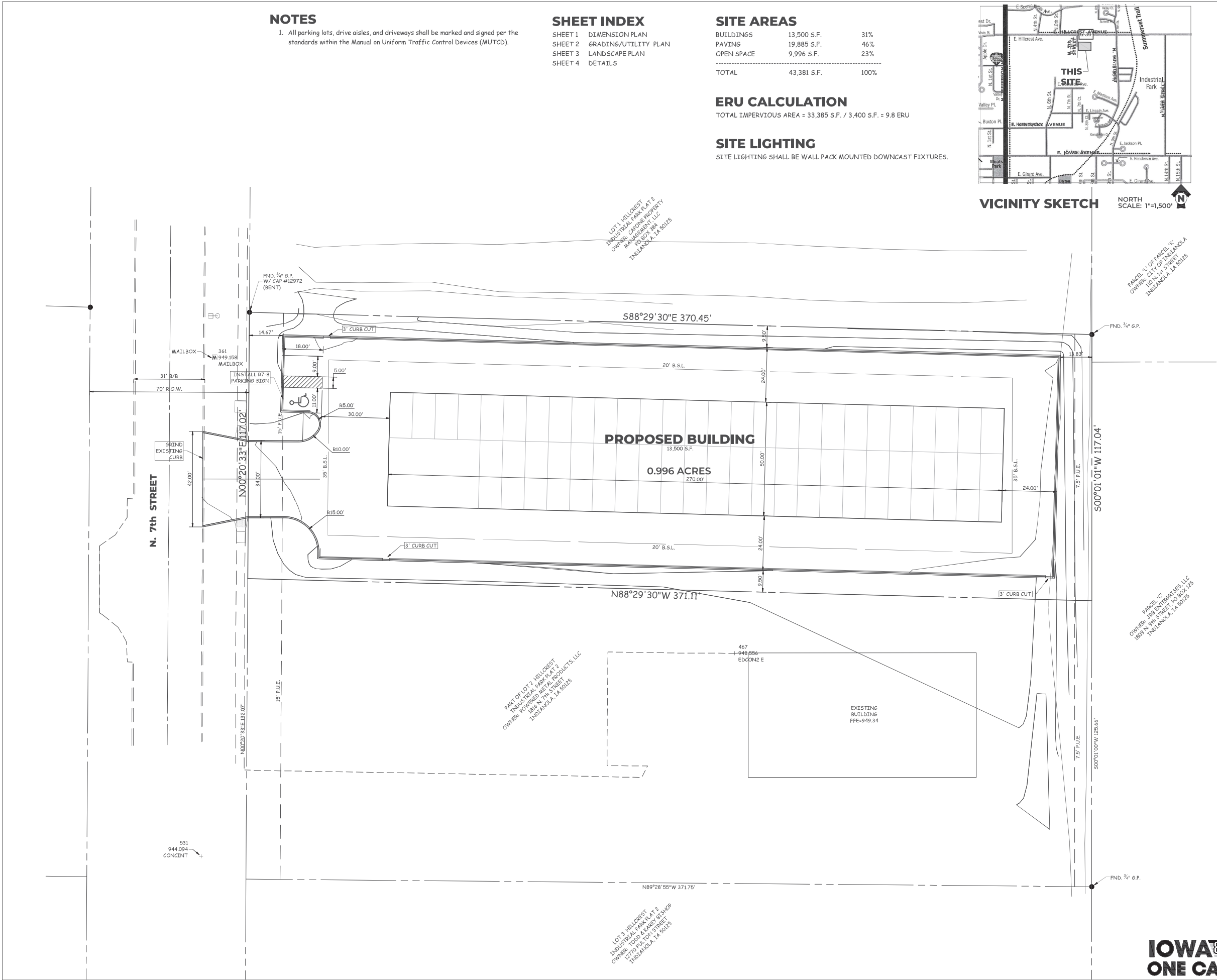
COOPER CRAWFORD & Associates
Civil Engineers & Land Surveyors
475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345

DATE: 6-28-2022
REVISIONS: 8-25-2022

JOB NUMBER
CC 2626

AS-BUILT: ---
DIMENSION PLAN
1818 N. 7th STREET

SHEET 1 OF 4



NOTES

- 1. ALL PAVING SHOWN IS 6" P.C.C.
- 2. ALL PAVEMENT MARKINGS AND SIGNAGE MUST BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
- 3. ALL WORK SHALL BE DONE IN ACCORDANCE WITH 2022 SUDAS STANDARD SPECIFICATIONS AND CITY OF INDIANOLA SUDAS SUPPLEMENTAL SPECIFICATIONS.

QUANTITIES

1	EA. CONCRETE WASHOUT BASKET
1	EA. DUMPSTER
1	EA. PORTABLE TOILET
1	EA. HAZARDOUS CHEMICAL STORAGE AREA
505	LF. SILT FENCE
18.5	C.Y. OF STABILIZED CONSTRUCTION ENTRANCE

UTILITIES

ELECTRIC	INDIANOLA MUNICIPAL UTILITIES MIKE METCALF 515-962-5305 mmetcalf@indianolaiaowa.gov
FIBER OPTIC	INDIANOLA MUNICIPAL UTILITIES KURT RIPPERGER 515-962-5283 kripperger@indianolaiaowa.gov
SANITARY SEWER	CITY OF INDIANOLA RICH GRAVES 515-961-9416 rgraves@indianolaiaowa.gov
STORM SEWER	INDIANOLA PUBLIC WORKS AKHILESH PAL, PUBLIC WORKS DIRECTOR 515-961-9415 apal@indianolaiaowa.gov
WATER	INDIANOLA MUNICIPAL UTILITIES LOU ELBERT 515-962-5330 lelbert@indianolaiaowa.gov

SITE PLAN
1818 N. 7th STREET

EROSION & POLLUTION CONTROL NOTES

1. THE SUBCONTRACTOR RESPONSIBLE FOR EROSION AND POLLUTION CONTROL SHALL CARRY OUT THE MEASURES DETAILED ON THIS SITE PLAN.
2. CONTROLS MUST BE IN GOOD OPERATING CONDITION UNTIL THE CONSTRUCTION ACTIVITY IS COMPLETE AND FINAL STABILIZATION HAS BEEN REACHED.
3. THE SUBCONTRACTOR SHALL INSPECT THE SITE AT MINIMUM ONCE EVERY 7 DAYS AND WITHIN 24 HOURS OF THE END OF A 1-INCH OR GREATER RAINFALL. ALL DISTURBED AREAS OF THE SITE, AREAS OF MATERIAL STORAGE, LOCATIONS WHERE VEHICLES ENTER/EXIT THE SITE, ALL OF THE EROSION AND SEDIMENT CONTROLS THAT ARE IDENTIFIED AS PART OF THIS PLAN AND ACCESSIBLE DISCHARGE LOCATIONS MUST BE INSPECTED.
4. THE SUBCONTRACTOR IS TO TAKE NECESSARY ACTIONS TO CORRECT DEFICIENCIES FOUND DURING INSPECTIONS AS SOON AS PRACTICAL BUT IN NO CASE LATER THAN 7 DAYS AFTER THE INSPECTION IN WHICH THE DEFICIENCY WAS FOUND.
5. THE SUBCONTRACTOR SHALL KEEP LOG AND PREPARE WEEKLY REPORTS DETAILING THE INSPECTIONS AND MEASURES TAKEN TO CORRECT ANY AND ALL DEFICIENCIES FOUND IN THE EROSION AND POLLUTION CONTROL MEASURES. THE REPORTS SHALL CONFORM TO THE STANDARDS SET BY THE IOWA DEPARTMENT OF NATURAL RESOURCES. COPIES OF THESE REPORTS SHALL BE FORWARDED TO THE DEVELOPER AND TO COOPER CRAWFORD & ASSOCIATES, L.L.C.
6. AFTER INITIAL GRADING PRIOR TO UTILITY CONSTRUCTION - ALL DISTURBED AREAS OUTSIDE OF THE PROPOSED R.O.W.'S ARE TO HAVE TEMPORARY SEEDING AND MULCHING (SEE SEEDING DETAIL FOR TIMETABLE). CONTRACTOR AND SUBS ARE TO TRY TO MINIMIZE DISTURBANCE TO THESE SEEDED AREAS THROUGH THE USE OF SPECIFIC ACCESS ROUTES WITHIN THE SITE.
7. DURING CONSTRUCTION, IF IT BECOMES EVIDENT THAT A DISTURBED AREA WILL NOT BE DISTURBED FOR 14 DAYS, IT SHALL BE STABILIZED IMMEDIATELY.
8. PERMANENT SEEDING TO BE DONE IMMEDIATELY AFTER FINAL GRADING.
9. ANY FAILED AREAS OF SEEDING/MULCHING SHALL BE REAPPLIED.
10. ANY SOIL OR SPILL WASHED, TRACKED OR DROPPED ONTO ADJOINING RIGHT-OF-WAYS AND PROPERTY WILL BE CLEANED UP BY THE OWNER/CONTRACTOR WITHIN 24 HOURS.
11. SILT FENCING IS TO BE INSPECTED ONCE A WEEK AND AFTER EACH RAINSTORM, LOOK FOR UNDERCUTTING AND FAILURES IN FABRIC. REPLACE/REPAIR AS NECESSARY.
12. ADDITIONAL SILT FENCING (TO THAT SHOWN ON THIS PLAN) MAY BE REQUIRED IN AREAS WHERE EROSION IS EVIDENT.
13. SILT FENCING IS TO BE CLEANED UP WHEN THEY HAVE LOST 50% OF THEIR CAPACITY.
14. ALL INTAKES SHALL HAVE SILT FENCING PRIOR TO PAVING AND INLET FILTERS AFTER PAVING. THESE FILTERS REMAIN IN PLACE UNTIL THE SITE HAS A PERMANENT PERENNIAL GROUND COVER.
15. ALL INTAKES SHALL BE COVERED DURING CONSTRUCTION TO PREVENT SEDIMENTATION DEPOSITS WITHIN THE STORM SEWER.
16. IN THE EVENT THAT SEEDING/MULCHING DOES NOT OCCUR PRIOR TO WINTER, ALL DISTURBED AREAS WILL BE MULCHED.
17. TOPSOIL IS TO BE RE-SPREAD IN ACCORDANCE WITH GENERAL PERMIT #2.

LEGEND

EXISTING/PROPOSED	PLAT BOUNDARY
8"	WATER MAIN & SIZE
8"	SANITARY SEWER & SIZE
8"	STORM SEWER & SIZE
8"	UNDERGROUND ELECTRIC CABLE
8"	UNDERGROUND TELEPHONE CABLE
8"	UNDERGROUND CABLE TV
4"	GAS MAIN & SIZE
MANHOLE	MANHOLE
INTAKE	INTAKE
HYDRANT	HYDRANT
PP/LP	POWER POLE/LIGHT POLE
PP/LP	UTILITY BOX/TELEPHONE RISER
990	EXISTING CONTOURS
990	PROPOSED CONTOURS
X	SILT FENCE OR APPROVED FILTRATION SOCK
CLOUD	TREES



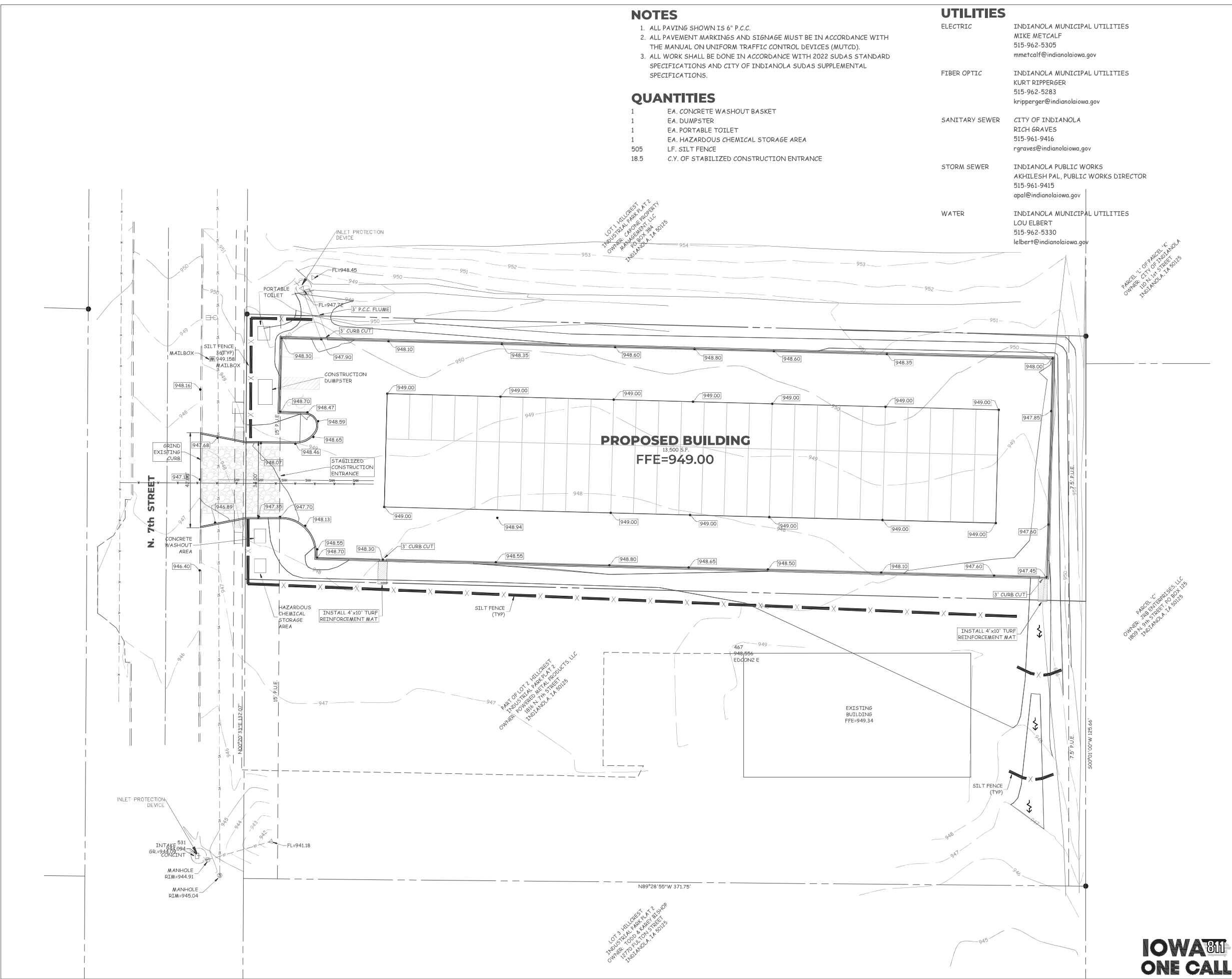
COOPER CRAWFORD & Associates
Civil Engineers & Land Surveyors
475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345

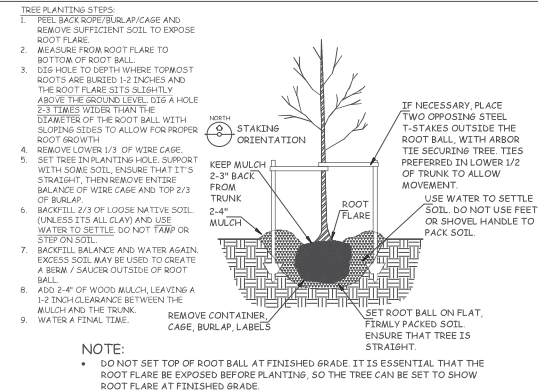
DATE: 6-28-2022
REVISIONS: 8-25-2022

JOB NUMBER
CC 2626

AS-BUILT: ---
GRADING/UTILITY PLAN
1818 N. 7th STREET

SHEET
2 OF 4





DECIDUOUS TREE PLANTING & STAKING DETAIL

NO SCALE

SHRUB PLANTING DETAIL

NO SCALE

OPEN SPACE LANDSCAPE REQUIREMENTS

BASED ON 15% REQUIRED OPEN SPACE = 6,508 S.F.
REQUIRED: 1 DECIDUOUS SHADE TREE, 2 DECIDUOUS ORNAMENTAL TREES, AND 2 SHRUBS PER 2,000 S.F. REQUIRED OPEN SPACE.

3 DECIDUOUS SHADE TREES
6 DECIDUOUS ORNAMENTAL TREES
6 SHRUBS

PROPOSED: 3 DECIDUOUS SHADE TREES
6 DECIDUOUS ORNAMENTAL TREES
6 SHRUBS

PLANTING SCHEDULE

COUNT	KEY	Botanical Name/COMMON NAME	SIZE	CONDITION	REMARKS
2	GT	Gleditsia tricanthos 'Shademaster'	2" Cal.	TS/B&B	See Plan
2	AR	Acer Rubrum RED MAPLE	3" Cal.	TS/B&B	See Plan
3	CC	Crataegus crusgalli 'Inermis'	4'-5' ht.	TS/B&B	See Plan
3	MP	Malus species 'Prairiefire'	4'-5' ht.	TS/B&B	See Plan
6	EA	Euonymus alatus 'Compactus'	12"-18" ht.	Cont.	See Plan
6	SG	Spirea bumalda 'Goldflame'	12"-18" ht.	Cont.	See Plan

SITE PLAN

1818 N. 7th STREET

LANDSCAPE NOTES

1. ALL SITE WORK, SODDING AND LANDSCAPING SHALL BE IN ACCORDANCE WITH 2022 EDITION OF SUDAS AND CITY OF INDIANOLA SUDAS SUPPLEMENTAL SPECIFICATIONS.
2. THE LOCATIONS AND DIMENSIONS SHOWN ON THE PLANS FOR EXISTING FACILITIES ARE IN ACCORDANCE WITH AVAILABLE INFORMATION WITHOUT UNCOVERING AND MEASURING. THE ENGINEER DOES NOT GUARANTEE THE ACCURACY OF THIS INFORMATION OR THAT ALL EXISTING UNDERGROUND FACILITIES ARE SHOWN. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT ALL PUBLIC AND/OR PRIVATE UTILITIES SERVING THE AREA TO DETERMINE THE PRESENT EXTENT AND EXACT LOCATION OF THEIR FACILITIES BEFORE BEGINNING WORK.
3. THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT THE UTILITIES OR STRUCTURES AT THE SITE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE OWNERS OF UTILITIES OR STRUCTURES CONCERNED BEFORE STARTING WORK. THE CONTRACTOR SHALL NOTIFY THE PROPER UTILITY IMMEDIATELY UPON BREAKING OR DAMAGE TO ANY UTILITY LINE OR APPURTENANCE, OR THE INTERRUPTION OF THEIR SERVICE. THE CONTRACTOR SHALL NOTIFY THE PROPER UTILITY INVOLVED. IF EXISTING UTILITY LINES ARE ENCOUNTERED THAT CONFLICT IN LOCATION WITH NEW CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE ENGINEER SO THAT THE CONFLICT MAY BE RESOLVED.
4. ALL PLANT MATERIAL SHALL AT LEAST MEET MINIMUM REQUIREMENTS SHOWN IN THE "AMERICAN STANDARD FOR NURSERY STOCK" (ANSI Z60.1-1990).
5. THE CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF ONE YEAR FROM THE DATE OF INSTALLATION.
6. THE CONTRACTOR SHALL REMOVE THE TREE STAKES ONE YEAR AFTER INSTALLATION.
7. NO PLANT MATERIAL SHALL BE SUBSTITUTED WITHOUT AUTHORIZATION OF THE LANDSCAPE ARCHITECT.
8. ALL TREES, SHRUBS, BEDS AND GROUND COVERS SHALL BE MULCHED WITH AT LEAST 3 INCHES SHREDDED BARK MULCH.
9. ONE WEEK PRIOR TO INSTALLATION, THE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT.
10. THE CONTRACTOR SHALL STAKE LOCATION OF PLANTS FOR LANDSCAPE ARCHITECT'S APPROVAL BEFORE DIGGING HOLES.
11. ALL DECIDUOUS TREES SHALL BE PLANTED AT LEAST 5 FEET FROM R.O.W, AND CONIFEROUS TREES AT LEAST 10 FEET FROM R.O.W.
12. ALL LANDSCAPING SHALL BE INSTALLED WITH THIS CONTRACT.
13. THE PROPERTY OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL BUFFER PARK AND OPEN SPACE LANDSCAPING.
14. ALL AREAS SHALL BE TURF OR PLANTINGS UNLESS OTHERWISE INDICATED.
15. ALL BUFFER AND OPEN SPACE LANDSCAPING SHALL BE INSTALLED PRIOR TO FINAL OCCUPANCY.

LEGEND

EXISTING/PROPOSED	PLAT BOUNDARY
— W —	6" WATER MAIN & SIZE
— SAN —	8" SANITARY SEWER & SIZE
— ST —	8" STORM SEWER & SIZE
— UGE —	UNDERGROUND ELECTRIC CABLE
— UGT —	UNDERGROUND TELEPHONE CABLE
— CTV —	UNDERGROUND CABLE TV
— G —	4" GAS MAIN & SIZE
○	MANHOLE
□	INTAKE
▽	HYDRANT
○ PP/LP	POWER POLE/LIGHT POLE
□ PP/LP	UTILITY BOX/TELEPHONE RISER
990	EXISTING CONTOURS
990	PROPOSED CONTOURS
✕	SILT FENCE OR APPROVED FILTRATION SOCK
☁	TREES



COOPER CRAWFORD & Associates
Civil Engineers & Land Surveyors
475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345

DATE: 6-28-2022
REVISIONS: 8-25-2022

JOB NUMBER
CC 2626

AS-BUILT: ---

LANDSCAPE PLAN
1818 N. 7th STREET

SHEET
3 OF 4

IOWA ONE CALL

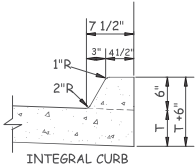
NOTES

- 1. ALL PAVING SHOWN IS 6" P.C.C.
- 2. ALL PAVEMENT MARKINGS AND SIGNAGE MUST BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).

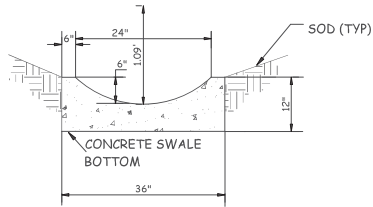
UTILITIES

ELECTRIC	INDIANOLA MUNICIPAL UTILITIES MIKE METCALF 515-962-5305 mmetcalf@indianolaiaowa.gov
FIBER OPTIC	INDIANOLA MUNICIPAL UTILITIES KURT RIPPERGER 515-962-5283 kripperger@indianolaiaowa.gov
SANITARY SEWER	CITY OF INDIANOLA RICH GRAVES 515-961-9416 rgraves@indianolaiaowa.gov
STORM SEWER	INDIANOLA PUBLIC WORKS AKHILESH PAL, PUBLIC WORKS DIRECTOR 515-961-9415 apal@indianolaiaowa.gov
WATER	INDIANOLA MUNICIPAL UTILITIES LOU ELBERT 515-962-5330 lelbert@indianolaiaowa.gov

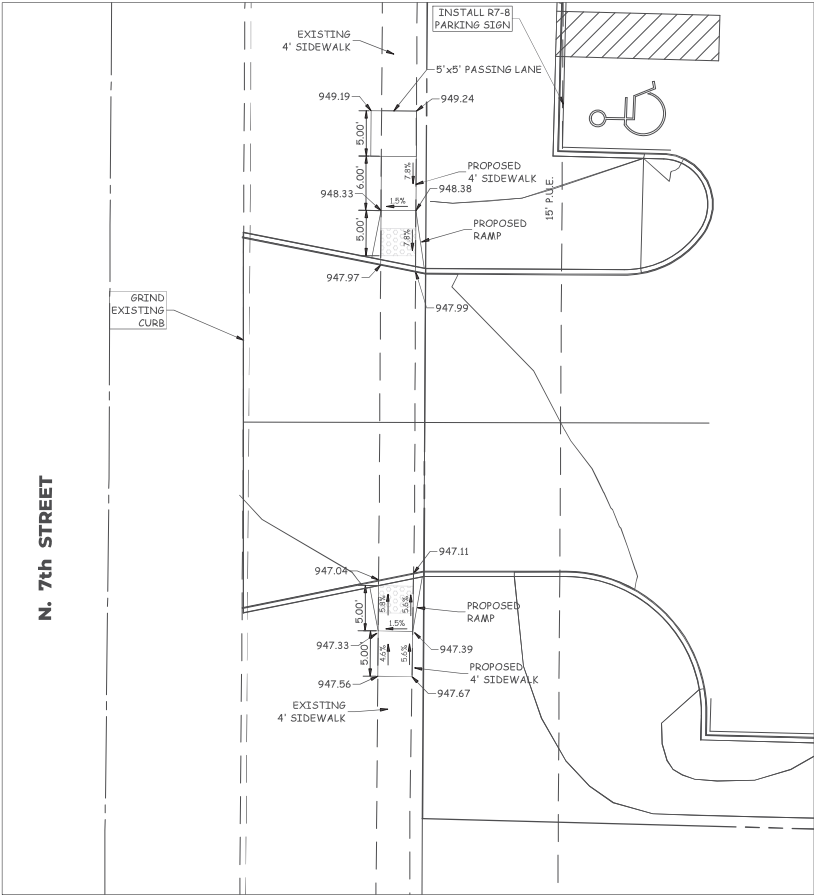
SITE PLAN
1818 N. 7th STREET



CURB DETAIL
NO SCALE



CONCRETE FLUME DETAIL
NO SCALE



SIDEWALK RAMP DETAIL
SCALE: 1"=10' (GRADES @ TOP OF SLAB)

LEGEND

EXISTING/PROPOSED

- PLAT BOUNDARY
- W 8" WATER MAIN & SIZE
- SAN 8" SANITARY SEWER & SIZE
- ST 8" STORM SEWER & SIZE
- UGE UNDERGROUND ELECTRIC CABLE
- UGT UNDERGROUND TELEPHONE CABLE
- CTV UNDERGROUND CABLE TV
- G 4 GAS MAIN & SIZE
- MANHOLE
- INTAKE
- HYDRANT
- PP/LP POWER POLE/LIGHT POLE
- PP/LP UTILITY BOX/TELEPHONE RISER
- 990 EXISTING CONTOURS
- 990 PROPOSED CONTOURS
- X SILT FENCE OR APPROVED FILTRATION SOCK
- TREES

COOPER CRAWFORD & Associates
Civil Engineers & Land Surveyors

475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345

DATE: 6-28-2022
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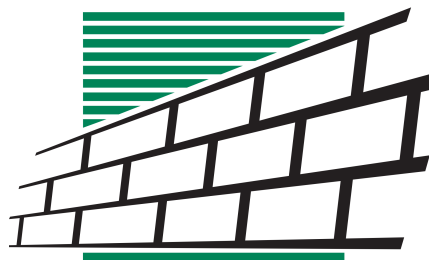
JOB NUMBER
CC 2626

AS-BUILT: ---

DETAILS
1818 N. 7th STREET

SHEET
4 OF 4





MSE

Mortarless Systems Engineering, Inc.
325 Alliance Place NE
Rochester, MN 55906
(507) 535-3503

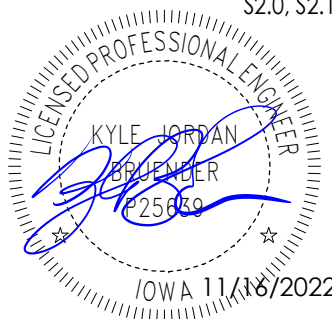
REV. NO.	REVISION	DATE
1	REVISIONS PER G.C.	11/03/2022
2	EXTERIOR FINISH REV.	11/04/2022
3	FACADE MATERIALS	11/16/2022

PROJECT NUMBER:	22-0353
DRAWN BY:	TODD K
REVIEWED BY:	KYLE B
ENGINEERED BY:	KYLE B
DATE:	10/26/2022

THIS DOCUMENT IS THE PROPERTY OF MORTARLESS SYSTEMS ENGINEERING AND MAY NOT BE USED, COPIED, OR DUPLICATED WITHOUT PRIOR WRITTEN CONSENT.

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.

Kyle Jordan Bruender
Licence #: P25639
My license renewal date is December 31, 2022.
Pages or sheets covered by this seal: S0.0, S1.0, S1.1, S2.0, S2.1, S3.0



PROJECT NAME:

INDIANOLA
STORAGE

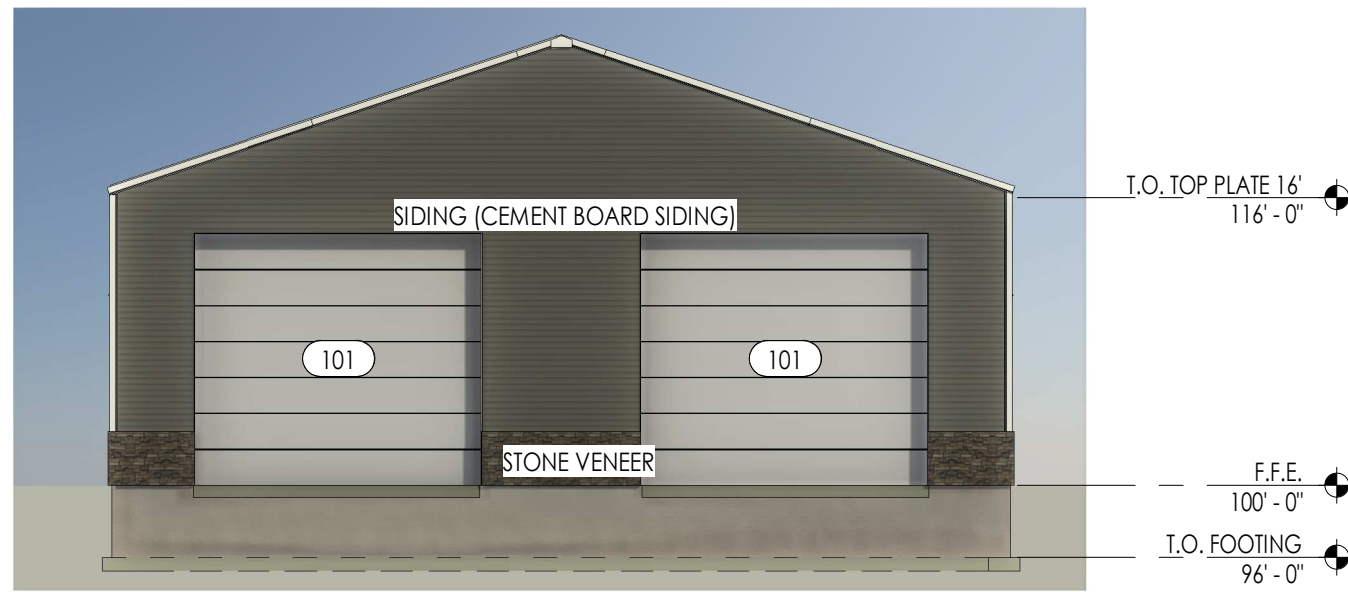
INDIANOLA IOWA

SHEET NAME:

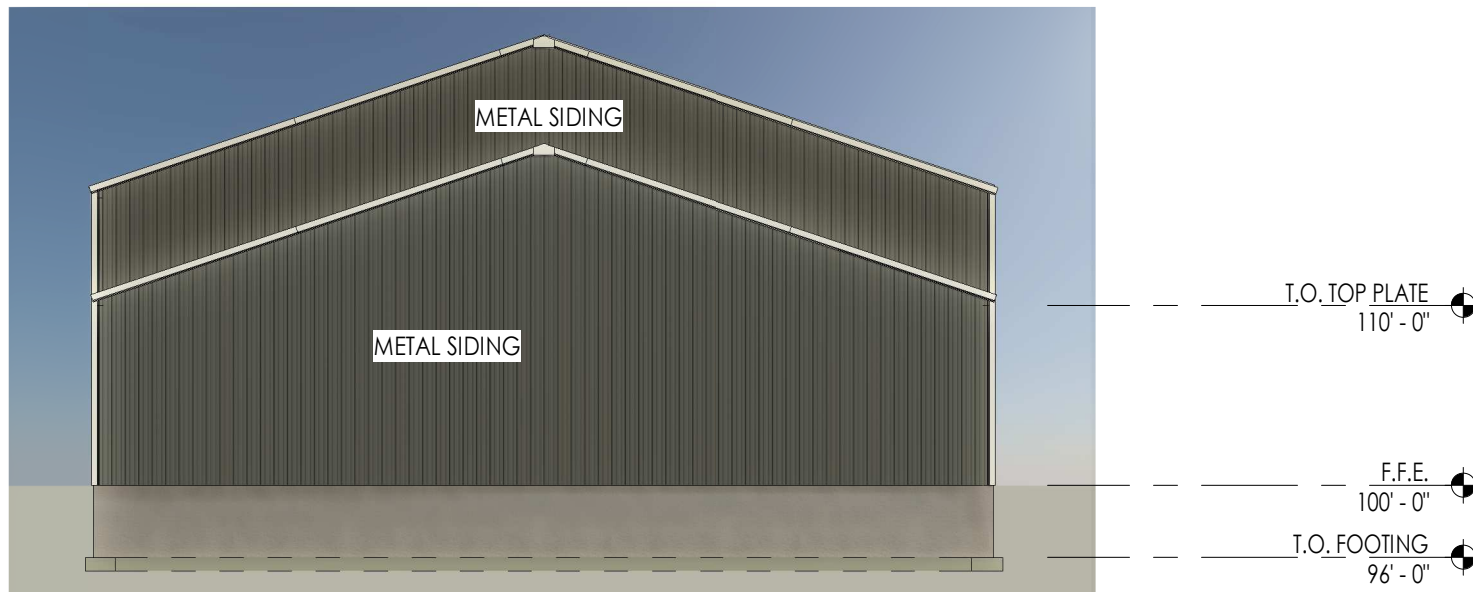
ELEVATIONS

SHEET NUMBER:

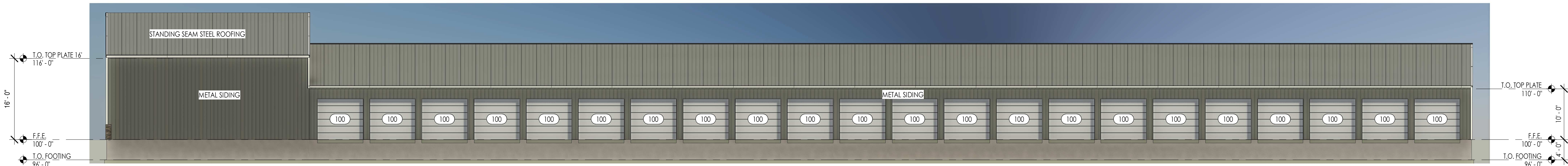
S3.0



1 FRONT ENDWALL ELEVATION
3/32" = 1'-0"



2 BACK ENDWALL ELEVATION
3/32" = 1'-0"



3 RIGHT SIDEWALL ELEVATION
3/32" = 1'-0"



4 LEFT SIDEWALL ELEVATION
3/32" = 1'-0"

FACADE MATERIALS			
MATERIAL	SQUARE FOOTAGE	PERCENT	CLASS
FRONT ENDWALL (1/S3.0)			
STONE VENEER	55 SF	5.3%	1
CEMENT BOARD SIDING	533 SF	51.4%	1
OH DOOR	448 SF	43.3%	1
TOTAL			
	1036 SF	100%	
BACK ENDWALL (2/S3.0)			
METAL SIDING	1036 SF	100%	1
RIGHT SIDEWALL (3/S3.0)			
METAL SIDING	1353 SF	46.0%	1
OH DOOR	1584 SF	53.9%	1
STONE VENEER	3 SF	.1%	1
TOTAL			
	2940 SF	100%	
LEFT SIDEWALL (4/S3.0)			
METAL SIDING	1353 SF	46.0%	1
OH DOOR	1584 SF	53.9%	1
STONE VENEER	3 SF	.1%	1
TOTAL			
	2940 SF	100%	
ROOF			
STANDING SEAM METAL ROOFING	14272 SF	100%	1

DESCRIPTION

The patented Lumark Crosstour™ LED Wall Pack Series of luminaires provides an architectural style with super bright, energy efficient LEDs. The low-profile, rugged die-cast aluminum construction, universal back box, stainless steel hardware along with a sealed and gasketed optical compartment make the Crosstour impervious to contaminants. The Crosstour wall luminaire is ideal for wall/surface, inverted mount for façade/canopy illumination, post/bollard, site lighting, floodlight and low level pathway illumination including stairs. Typical applications include building entrances, multi-use facilities, apartment buildings, institutions, schools, stairways and loading docks test.

SPECIFICATION FEATURES

Construction

Slim, low-profile LED design with rugged one-piece, die-cast aluminum hinged removable door and back box. Matching housing styles incorporate both a small and medium design. The small housing is available in 12W, 18W and 26W. The medium housing is available in the 38W model. Patented secure lock hinge feature allows for safe and easy tool-less electrical connections with the supplied push-in connectors. Back box includes three half-inch, NPT threaded conduit entry points. The universal back box supports both the small and medium forms and mounts to standard 3-1/2" to 4" round and octagonal, 4" square, single gang and masonry junction boxes. Key hole gasket allows for adaptation to junction box or wall. External fin design extracts heat from the fixture surface. One-piece silicone gasket seals door and back box. Minimum 5" wide pole for site lighting application. Not recommended for car wash applications.

Optical

Silicone sealed optical LED chamber incorporates a custom engineered mirrored anodized reflector providing high-efficiency illumination. Optical assembly includes impact-resistant tempered glass and meets IESNA requirements for full cutoff compliance. Available in seven lumen packages; 5000K, 4000K and 3000K CCT.

Electrical

LED driver is mounted to the die-cast housing for optimal heat sinking. LED thermal management system incorporates both conduction and natural convection to transfer heat rapidly away from the LED source. 12W, 18W, 26W and 38W series operate in -40°C to 40°C [-40°F to 104°F]. High ambient 50°C models available. Crosstour luminaires maintain greater than 89% of initial light output after 72,000 hours of operation. Three half-inch NPT threaded conduit entry points allow for thru-branch wiring. Back box is an authorized

electrical wiring compartment. Integral LED electronic driver is standard 0-10V dimming. 120-277V 50/60Hz or 347V 60Hz models.

Finish

Crosstour is protected with a Super durable TGIC carbon bronze or summit white polyester powder coat paint. Super durable TGIC powder coat paint finishes withstand extreme climate conditions while providing optimal color and gloss retention of the installed life. Options to meet Buy American and other domestic preference requirements.

Warranty

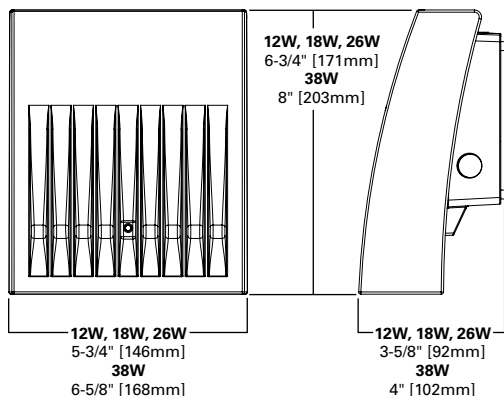
Five-year warranty.



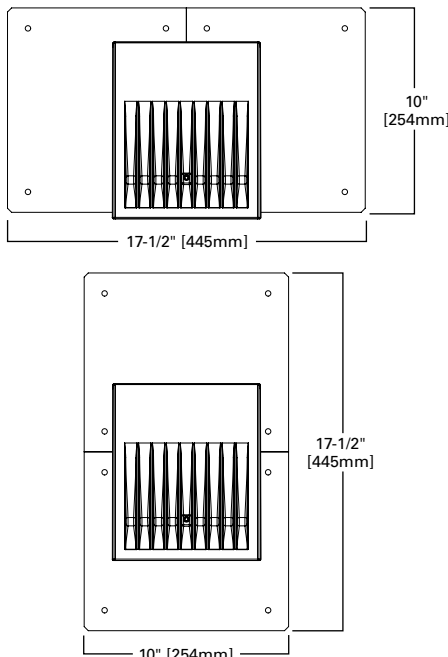
XTOR CROSSTOUR LED

APPLICATIONS:
WALL / SURFACE
POST / BOLLARD
LOW LEVEL
FLOODLIGHT
INVERTED
SITE LIGHTING

DIMENSIONS



ESCUTCHEON PLATES



CERTIFICATION DATA

Dark Sky Approved (Fixed mount, Full cutoff, and 3000K CCT only)
UL/cUL Wet Location Listed
LM79 / LM80 Compliant
ROHS Compliant
ADA Compliant
NOM Compliant Models
IP66 Ingress Protection Rated
Title 24 Compliant
DesignLights Consortium® Qualified*

TECHNICAL DATA

40°C Maximum Ambient Temperature
External Supply Wiring 90°C Minimum

EPA

Effective Projected Area (Sq. Ft.):
XTOR1B, XTOR2B, XTOR3B=0.34
XTOR4B=0.45

SHIPPING DATA:

Approximate Net Weight:
3.7 – 5.25 lbs. [1.7 – 2.4 kgs.]

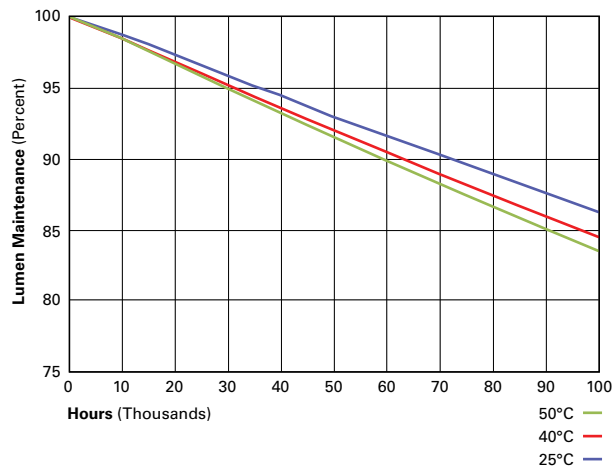
POWER AND LUMENS BY FIXTURE MODEL

LED Information	XTOR1B	XTOR1B-W	XTOR1B-Y	XTOR2B	XTOR2B-W	XTOR2B-Y	XTOR3B	XTOR3B-W	XTOR3B-Y	XTOR4B	XTOR4B-W	XTOR4B-Y
Delivered Lumens (Wall Mount)	1,418	1,396	1,327	2,135	2,103	1,997	2,751	2,710	2,575	4,269	4,205	3,995
Delivered Lumens (With Flood Accessory Kit) ¹	1,005	990	940	1,495	1,472	1,399	2,099	2,068	1,965	3,168	3,121	2,965
B.U.G. Rating ²	B1-U0-G0	B1-U0-G0	B1-U0-G0	B1-U0-G0	B1-U0-G0	B1-U0-G0	B1-U0-G0	B1-U0-G0	B1-U0-G0	B2-U0-G0	B2-U0-G0	B2-U0-G0
CCT (Kelvin)	5,000	4,000	3,000	5,000	4,000	3,000	5,000	4,000	3,000	5,000	4,000	3,000
CRI (Color Rendering Index)	70	70	70	70	70	70	70	70	70	70	70	70
Power Consumption (Watts)	12W	12W	12W	18W	18W	18W	26W	26W	26W	38W	38W	38W

NOTES: 1 Includes shield and visor. 2 B.U.G. Rating does not apply to floodlighting.

LUMEN MAINTENANCE

Ambient Temperature	TM-21 Lumen Maintenance (72,000 Hours)	Theoretical L70 (Hours)
XTOR1B Model		
25°C	> 90%	255,000
40°C	> 89%	234,000
50°C	> 88%	215,000
XTOR2B Model		
25°C	> 89%	240,000
40°C	> 88%	212,000
50°C	> 87%	196,000
XTOR3B Model		
25°C	> 89%	240,000
40°C	> 88%	212,000
50°C	> 87%	196,000
XTOR4B Model		
25°C	> 89%	222,000
40°C	> 87%	198,000
50°C	> 87%	184,000



CURRENT DRAW

Voltage	Model Series			
	XTOR1B	XTOR2B	XTOR3B	XTOR4B
120V	0.103A	0.15A	0.22A	0.34A
208V	0.060A	0.09A	0.13A	0.17A
240V	0.053A	0.08A	0.11A	0.17A
277V	0.048A	0.07A	0.10A	0.15A
347V	0.039A	0.06A	0.082A	0.12A

ORDERING INFORMATION

Sample Number: XTOR2B-W-WT-PC1

Series ¹	LED Kelvin Color	Housing Color	Options (Add as Suffix)	Accessories (Order Separately) ⁸
XTOR1B =Small Door, 12W XTOR2B =Small Door, 18W XTOR3B =Small Door, 26W XTOR4B =Medium Door, 38W BAA-XTOR1B =Small Door, 12W, Buy American Act Compliant ⁷ TAA-XTOR1B =Small Door, 12W Trade Agreements Act Compliant ⁷ BAA-XTOR2B =Small Door, 18W, Buy American Act Compliant ⁷ TAA-XTOR2B =Small Door, 18W, Trade Agreements Act Compliant ⁷ BAA-XTOR3B =Small Door, 26W, Buy American Act Compliant ⁷ TAA-XTOR3B =Small Door, 26W, Trade Agreements Act Compliant ⁷ BAA-XTOR4B =Medium Door, 38W, Buy American Act Compliant ⁷ TAA-XTOR4B =Medium Door, 38W, Trade Agreements Act Compliant ⁷	[Blank] =Bright White (Standard), 5000K W =Neutral White, 4000K Y =Warm White, 3000K	[Blank] =Carbon Bronze (Standard) WT =Summit White BK =Black BZ =Bronze AP =Grey GM =Graphite Metallic DP =Dark Platinum	PC1 =Photocontrol 120V ² PC2 =Photocontrol 208-277V ^{2,3} 347V =347V ⁴ HA =50°C High Ambient ⁴	WG/XTOR =Wire Guard ⁵ XTORFLD-KNC =Knuckle Floodlight Kit ⁶ XTORFLD-TRN =Trunnion Floodlight Kit ⁶ XTORFLD-KNC-WT =Knuckle Floodlight Kit, Summit White ⁶ XTORFLD-TRN-WT =Trunnion Floodlight Kit, Summit White ⁶ EWP/XTOR =Escutcheon Wall Plate, Carbon Bronze EWP/XTOR-WT =Escutcheon Wall Plate, Summit White

NOTES:

- DesignLights Consortium® Qualified and classified for both DLC Standard and DLC Premium, refer to www.designlights.org for details.
- Photocontrols are factory installed.
- Order PC2 for 347V models.
- Thru-branch wiring not available with HA option or with 347V. XTOR3B not available with HA and 347V or 120V combination.
- Wire guard for wall/surface mount. Not for use with floodlight kit accessory.
- Floodlight kit accessory supplied with knuckle (KNC) or trunnion (TRN) base, small and large top visors and small and large impact shields.
- Only product configurations with these designated prefixes are built to be compliant with the Buy American Act of 1933 (BAA) or Trade Agreements Act of 1979 (TAA), respectively. Please refer to [DOMESTIC PREFERENCES](#) website for more information. Components shipped separately may be separately analyzed under domestic preference requirements.
- Accessories sold separately will be separately analyzed under domestic preference requirements. Consult factory for further information.

STOCK ORDERING INFORMATION

Domestic Preferences ¹	12W Series	18W Series	26W Series	38W Series
[Blank] =Standard	XTOR1B =12W, 5000K, Carbon Bronze	XTOR2B =18W, 5000K, Carbon Bronze	XTOR3B =26W, 5000K, Carbon Bronze	XTOR4B =38W, 5000K, Carbon Bronze
BAA =Buy American Act	XTOR1B-WT =12W, 5000K, Summit White	XTOR2B-W =18W, 4000K, Carbon Bronze	XTOR3B-W =26W, 4000K, Carbon Bronze	XTOR4B-W =38W, 4000K, Carbon Bronze
TAA =Trade Agreements Act	XTOR1B-PC1 =12W, 5000K, 120V PC, Carbon Bronze	XTOR2B-WT =18W, 5000K, Summit White	XTOR3B-WT =26W, 5000K, Summit White	XTOR4B-WT =38W, 5000K, Summit White
	XTOR1B-W =12W, 4000K, Carbon Bronze	XTOR2B-PC1 =18W, 5000K, 120V PC, Carbon Bronze	XTOR3B-PC1 =26W, 5000K, 120V PC, Carbon Bronze	XTOR4B-PC1 =38W, 5000K, 120V PC, Carbon Bronze
		XTOR2B-W-PC1 =18W, 4000K, 120V PC, Carbon Bronze	XTOR3B-W-PC1 =26W, 4000K, 120V PC, Carbon Bronze	XTOR4B-W-PC1 =38W, 4000K, 120V PC, Carbon Bronze
		XTOR2B-347V =18W, 5000K, Carbon Bronze, 347V	XTOR3B-347V =26W, 5000K, Carbon Bronze, 347V	XTOR4B-347V =38W, 5000K, Carbon Bronze, 347V
		XTOR2B-WT-PC1 =18W, 5000K, 120V PC, Summit White	XTOR3B-PC2 =26W, 5000K, 208-277V PC, Carbon Bronze	

NOTES:

- Only product configurations with these designated prefixes are built to be compliant with the Buy American Act of 1933 (BAA) or Trade Agreements Act of 1979 (TAA), respectively. Please refer to [DOMESTIC PREFERENCES](#) website for more information. Components shipped separately may be separately analyzed under domestic preference requirements.



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider recommendation on request for approval of a Plat of Survey for Bradley Cooper, on the behalf of Powdered Metal Products LLC, for a property addressed as 1816 N 7th Street

Recommendation:

Attachments:

1. 1. Staff Report - Plat
2. 2. Application
3. 3. Plat of Survey (Recorded)



COMMUNITY DEVELOPMENT

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

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: December 13, 2022

Agenda Item: 7.C Consider recommendation on request for approval of a Plat of Survey for Bradley Cooper, on the behalf of Powdered Metal Products LLC, for a property addressed as 1816 N 7th Street

Application Type: Plat of Survey

Applicant: Bradley Cooper

Property Owner: Powdered Metal Products

Property Address/Parcel: 1816 N 7th Street (Parcel #483/3600-0020)

Current Zoning: M-2 'General Industrial' Zoning District

Comprehensive Plan Designation: Industrial

Application Summary

Bradley Cooper, on the behalf of property owner Powdered Metal Products LLC, is requesting plat of survey approval for a property located within city limits and addressed as 1816 N 7th Street. This plat of survey divides the property, creating Parcel 'F'. This application was submitted in conjunction with a site plan application for storage units.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

170.06 FINAL PLATTING PROCEDURE

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

170.10 FINAL PLAT REQUIREMENTS

The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.
2. The plat shall be drawn to the scale of 50 feet to one inch, provided that if the resulting drawing would be over 36 inches in its shortest dimension, a scale of 100 feet to one inch may be used. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
 - A. Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one foot in 3,000 feet.

Agenda Item: 7.D Consider recommendation on request for approval of a Plat of Survey for Bradley Cooper, on the behalf of Powdered Metal Products LLC, for a property addressed as 1816 N 7th Street

- B. Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.
 - C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.
 - D. Accurate metes and bounds description of the boundary.
 - E. Street names.
 - F. Complete curve notes for all curves included in the plat.
 - G. Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
 - H. Lot numbers and dimensions.
 - I. Accurate locations and descriptions of easements for utilities and any limitations on such easements.
 - J. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
 - K. Building lines and dimensions.
 - L. The location, type, material and size of all monuments and markers.
 - M. The name of the subdivision.
 - N. The name and address of the owner and the subdivider.
 - O. North point, scale, and date.
 - P. Certification by a registered land surveyor of the State of Iowa.
 - Q. Certification of dedication of streets, easements and other public property.
 - R. A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
 - S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.
4. The final plat shall be accompanied by the following instruments:
- A. A statement by the proprietors and their spouses, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgments of deeds. The statement by the proprietors may also include a dedication to the public of all lands within the plat that are designated for streets, alleys, parks, open areas, school property, or other public use, if the dedication is approved by the Council.
 - B. A statement by the Auditor approving the name or title on the subdivision plat.
 - C. Either (i) a certificate bearing the approval of the Council stating that all improvements and installations in the subdivision required by this chapter have been made or installed in accordance with the City specifications, or (ii) a certificate from the owner or developer stating that all improvements required by this chapter shall be made or installed in accordance with City specifications before an occupancy compliance certificate is issued under the Zoning Ordinance, except as otherwise provided for in this chapter.
 - D. A petition by the subdivider to the Council to provide the necessary improvements and to assess the costs thereof against the subdivided property in accordance with the requirements regarding special assessments, provided, however, that the subdivider or property owners shall furnish the necessary waivers to permit the assessment of the entire cost of the improvement plus the necessary and reasonable cost of the assessment proceedings against the platted property even though the total amount exceeds the statutory limitations. The final plat shall state that the subdivider, the grantees, assignees and successors in interest agree that public services including but not limited to street maintenance, snow removal, rubbish, refuse and garbage collection will not be extended to this subdivision until the improvements have been completed and accepted by the City.
 - E. Easement(s) for Overland Drainage and/or Public Storm Sewer is required by and shall be in a form approved by the City.

Agenda Item: 7.D Consider recommendation on request for approval of a Plat of Survey for Bradley Cooper, on the behalf of Powdered Metal Products LLC, for a property addressed as 1816 N 7th Street

F. A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements.

5. The final plat shall also be accompanied by the following at the time it is presented for filing at the Warren County Recorder's Office.

A. A statement from the mortgage holders or lienholders, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgment of deeds. An affidavit and bond as provided for in Section 354.12 of the Code of Iowa may be recorded in lieu of the consent of the mortgage or lienholder. When a mortgage or lienholder consents to the subdivision, a release of mortgage or lien shall be recorded for any areas conveyed to the City or dedicated to the public.

B. An opinion by an attorney-at-law who has examined the abstract of title of the land being platted. The opinion shall state the names of the proprietors and holders of mortgages, liens or other encumbrances on the land being platted and shall note the encumbrances, along with any bonds securing the encumbrances. Utility easements shall not be construed to be encumbrances for the purpose of this section.

C. A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.

The Council or Commission may request drafts or copies of any of the above instruments for examination at the time of processing the final plat if, in their opinion, the review of such instruments is deemed necessary to properly evaluate the proposed subdivision.

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 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:

General Direction	Long Streets	Short Streets
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 foot minimum; (ii) entrance spacing – 300 foot minimum; (iii) separation of entrance from intersection – 150 foot minimum.
- 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:

- 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.

170.13 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 two and one-half 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 four 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.

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.

170.19 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 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-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-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-inch diameter storm sewer service line that is a minimum of four 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 one-half inches in diameter.

Agenda Item: 7.D Consider recommendation on request for approval of a Plat of Survey for Bradley Cooper, on the behalf of Powdered Metal Products LLC, for a property addressed as 1816 N 7th Street

- 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 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 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 24 inches in length as follows:

1. Set in concrete three 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 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 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 inches is deemed necessary by the Council, the additional cost shall be born 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, accompanied by a fee as set by resolution of the City Council, 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 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, set backs, 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 ELECTRICAL 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 Code of Iowa 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 Code of Iowa 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.

170.36 FEES

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as set by Resolution of the City Council.

170.38 ENFORCEMENT

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

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

ANALYSIS

Subject Property

Bradley Cooper has submitted a plat of survey application, on the behalf of property owner Powdered Metal Products, for a property addressed as 1816 N 7th Street (Parcel #483-3600-0020). The subject property currently contains a metal warehouse. The applicant is requesting the plat of survey to divide the property to create Parcel 'F'. The applicant intends on using such lot to create additional storage units. For additional information regarding future land uses for the site, please review Agenda Item 7.C *'Consider recommendation on a major site plan application for storage units at 1818 N 7th Street'*.

Future Land Use

According to the "Elevate Indianola" Comprehensive Plan, the future land use of this area is designated as Industrial, which guides for uses such as office and warehouse buildings, manufacturing and other industrial uses, accessory and support uses, such as restaurants to serve adjacent office parks, outdoor storage or operations when screened from public rights-of-way and adjacent properties, and lastly parks, open space, and trails.

The proposed plat of survey, if approved, would create Parcel 'F'. The applicant has submitted a site plan application for the parcel to create storage units.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on November 30, 2022. No comments have been received by the general public at the time of writing this report.

ALTERNATIVES

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

- 1) **The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the 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 Indianola Planning and Zoning Commission move alternative 1, that the request be approved, 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) Powdered Metal Products
(First Name) _____
(Address) 1816 N. 7th Street
(City) Indianola (State) IA (Zip) 50125
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

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

☒ PLAT OF SURVEY

Submittal Requirements:

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

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

☐ PRELIMINARY PLAT

Submittal Requirements:

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

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

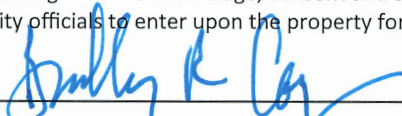
☐ FINAL PLAT

Submittal Requirements:

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

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

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

Signature 

Name (printed) Bradley R. Cooper, P.E.

Date 7-21-22

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

Date Received: _____

Receipt No: _____

Receipt Amount: _____

INDEX LEGEND

LOCATION : PART OF LOT 2, HILLCREST INDUSTRIAL PARK PLAT 2
REQUESTOR: POWDERED METAL PRODUCTS, LLC
PROPRIETOR: POWDERED METAL PRODUCTS, LLC
SURVEYOR: KEVEN J. CRAWFORD, L.S.
COMPANY: COOPER CRAWFORD & ASSOCIATES, LLC
475 S. 50th STREET, SUITE 800
WEST DES MOINES, IOWA 50265
RETURN TO : KEVEN J. CRAWFORD, L.S.

Instrument #: 2022-10800
11/22/2022 02:54:56 PM Total Pages: 1
XPS PLAT OF SURVEY
Recording Fee: \$ 7.00
Polly Wright, Recorder, Warren County Iowa

PLAT OF SURVEY

PREPARED FOR
POWDERED METAL PRODUCTS, LLC
1816 N. 7th STREET
INDIANOLA, IOWA 50125

APPROVED BY WARREN COUNTY AUDITOR
DATE THIS 22 DAY OF November 20 22
Traci VanderLinden AUDITOR
Rodlip Jacay DEPUTY

LEGAL DESCRIPTION - PARCEL 'F'

A part of Lot 2, Hillcrest Industrial Park Plat 2, the NE 1/4 of the NW 1/4 of Section 19 Township 76 North Range 23 West of the 5th P.M., an official plat, city of Indianola, Warren County, Iowa, that is more particularly described as follows:

Beginning at the Northwest corner of Lot 2, Hillcrest Industrial Park Plat 2, an official plat, city of Indianola, Warren County, Iowa; thence S88°29'30"E, 370.45 feet along the North line of said Lot 2, to the Northeast corner of said Lot 2; thence S00°01'01"W, 117.04 feet along the East line of said Lot 2; thence N88°29'30"W, 371.11 feet, to the West line of said Lot 2, and to the East right-of-way line of N. 7th Street, as it is presently established; thence N00°20'33"E, 117.02 feet along said West line of Lot 2, and along said East right-of-way line, to the Northwest corner of said Lot 2, and the Point of Beginning.

Said tract of land contains 0.996 acres more or less.

Said tract of land being subject to any and all easements of record.

SURVEYOR'S NOTES

1. THIS SURVEY HAS AN ERROR OF CLOSURE OF LESS THAN 1 IN 10,000.
2. LOT CORNERS SHALL BE SET WITHIN ONE YEAR OF RECORDING.
3. BEARINGS ARE BASED ON AN ASSUMED BEARING.
4. FIELD WORK COMPLETED ON JUNE 27, 2022.

CERTIFICATION

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.

KEVEN J. CRAWFORD
13156
IOWA

KEVEN J. CRAWFORD, PLS. IOWA LICENSE NO. 13156
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2022
PAGES OR SHEETS COVERED BY THIS SEAL:
This sheet only

LEGEND

- ▲ PLAT BOUNDARY
- SECTION CORNER
- FOUND CORNER AS NOTED
- SET CORNER 5/8" IR W/ YELLOW CAP #13156
- I.R. IRON ROD
- G.P. GAS PIPE
- D. DEEDED DISTANCE
- M. MEASURED DISTANCE
- R. PREVIOUSLY RECORDED DISTANCE
- P.U.E. PUBLIC UTILITY EASEMENT



COOPER CRAWFORD & Associates
Civil Engineers & Land Surveyors
475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345

0 25 50
SCALE: 1"=50'
DATE: 7-6-2022
JOB NUMBER
CC
2626



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider recommendation on request for approval of a Plat of Survey for Patrick Shepard, on the behalf of Downing Family Investments Inc., for property identified as parcel #490/2413-0663

Recommendation:

Attachments:

1. 1. Staff Report
2. 2. Application
3. 3. Plat of Survey 'Parcel G'



COMMUNITY DEVELOPMENT

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

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: December 13, 2022

Agenda Item: 7.D Consider recommendation on request for approval of a Plat of Survey for Patrick Shepard, on the behalf of Downing Family Investments Inc., for property identified as parcel #490/2413-0663

Application Type: Plat of Survey

Applicant: Patrick Shepard (Civil Engineering Consultants)

Property Owner: Downing Family Investments Inc.

Property Address/Parcel: #490/2413-0663

Current Zoning: PUD 'Planned Unit Development' Zoning District

Comprehensive Plan Designation: Parks and Recreation

Application Summary

Patrick Shepard of Civil Engineering Consultants, on the behalf of property owner Downing Family Investments, is requesting plat of survey approval for property identified as parcel #490/2413-0663. This property is located within the City of Indianola's corporate limits.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

170.06 FINAL PLATTING PROCEDURE

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

170.10 FINAL PLAT REQUIREMENTS

The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.
2. The plat shall be drawn to the scale of 50 feet to one inch, provided that if the resulting drawing would be over 36 inches in its shortest dimension, a scale of 100 feet to one inch may be used. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
 - A. Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one foot in 3,000 feet.
 - B. Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.
 - C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.
 - D. Accurate metes and bounds description of the boundary.
 - E. Street names.

Agenda Item: 7.E Consider recommendation on request for approval of a Plat of Survey for Patrick Shepard, on the behalf of Downing Family Investments Inc., for property identified as parcel #490/2413-0663

- F. Complete curve notes for all curves included in the plat.
 - G. Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
 - H. Lot numbers and dimensions.
 - I. Accurate locations and descriptions of easements for utilities and any limitations on such easements.
 - J. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
 - K. Building lines and dimensions.
 - L. The location, type, material and size of all monuments and markers.
 - M. The name of the subdivision.
 - N. The name and address of the owner and the subdivider.
 - O. North point, scale, and date.
 - P. Certification by a registered land surveyor of the State of Iowa.
 - Q. Certification of dedication of streets, easements and other public property.
 - R. A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
 - S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.
4. The final plat shall be accompanied by the following instruments:
- A. A statement by the proprietors and their spouses, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgments of deeds. The statement by the proprietors may also include a dedication to the public of all lands within the plat that are designated for streets, alleys, parks, open areas, school property, or other public use, if the dedication is approved by the Council.
 - B. A statement by the Auditor approving the name or title on the subdivision plat.
 - C. Either (i) a certificate bearing the approval of the Council stating that all improvements and installations in the subdivision required by this chapter have been made or installed in accordance with the City specifications, or (ii) a certificate from the owner or developer stating that all improvements required by this chapter shall be made or installed in accordance with City specifications before an occupancy compliance certificate is issued under the Zoning Ordinance, except as otherwise provided for in this chapter.
 - D. A petition by the subdivider to the Council to provide the necessary improvements and to assess the costs thereof against the subdivided property in accordance with the requirements regarding special assessments, provided, however, that the subdivider or property owners shall furnish the necessary waivers to permit the assessment of the entire cost of the improvement plus the necessary and reasonable cost of the assessment proceedings against the platted property even though the total amount exceeds the statutory limitations. The final plat shall state that the subdivider, the grantees, assignees and successors in interest agree that public services including but not limited to street maintenance, snow removal, rubbish, refuse and garbage collection will not be extended to this subdivision until the improvements have been completed and accepted by the City.
 - E. Easement(s) for Overland Drainage and/or Public Storm Sewer is required by and shall be in a form approved by the City.
 - F. A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements.
5. The final plat shall also be accompanied by the following at the time it is presented for filing at the Warren County Recorder's Office.

Agenda Item: 7.E Consider recommendation on request for approval of a Plat of Survey for Patrick Shepard, on the behalf of Downing Family Investments Inc., for property identified as parcel #490/2413-0663

- A. A statement from the mortgage holders or lienholders, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgment of deeds. An affidavit and bond as provided for in Section 354.12 of the Code of Iowa may be recorded in lieu of the consent of the mortgage or lienholder. When a mortgage or lienholder consents to the subdivision, a release of mortgage or lien shall be recorded for any areas conveyed to the City or dedicated to the public.
- B. An opinion by an attorney-at-law who has examined the abstract of title of the land being platted. The opinion shall state the names of the proprietors and holders of mortgages, liens or other encumbrances on the land being platted and shall note the encumbrances, along with any bonds securing the encumbrances. Utility easements shall not be construed to be encumbrances for the purpose of this section.
- C. A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.

The Council or Commission may request drafts or copies of any of the above instruments for examination at the time of processing the final plat if, in their opinion, the review of such instruments is deemed necessary to properly evaluate the proposed subdivision.

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 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:

General Direction	Long Streets	Short Streets
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:

Agenda Item: 7.E Consider recommendation on request for approval of a Plat of Survey for Patrick Shepard, on the behalf of Downing Family Investments Inc., for property identified as parcel #490/2413-0663

- A. Thoroughfares - 100 feet. In addition, access spacing on thoroughfares is as follows: (i) intersection spacing – 600 foot minimum; (ii) entrance spacing – 300 foot minimum; (iii) separation of entrance from intersection – 150 foot minimum.
- 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:

- 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.

170.13 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 two and one-half 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 four 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.

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.

170.19 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 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-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-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-inch diameter storm sewer service line that is a minimum of four 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 one-half 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 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 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 24 inches in length as follows:

1. Set in concrete three 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 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 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 inches is deemed necessary by the Council, the additional cost shall be born 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, accompanied by a fee as set by resolution of the City Council, 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 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, set backs, 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 ELECTRICAL 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 Code of Iowa 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 Code of Iowa 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

Agenda Item: 7.E Consider recommendation on request for approval of a Plat of Survey for Patrick Shepard, on the behalf of Downing Family Investments Inc., for property identified as parcel #490/2413-0663

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.

170.36 FEES

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as set by Resolution of the City Council.

170.38 ENFORCEMENT

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

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

ANALYSIS

Subject Property

Patrick Shepard of Civil Engineering Consultants has submitted a plat of survey application, on the behalf of property owner Downing Family Investments Inc, for a parcel identified as #490/2413-0663. This plat of survey application was required as part of the Heritage Hills 12 Preliminary Plat application.

To the north and west of the subject property is a parcel consisting of approximately 51-acres, known as the Indianola Country Club. To the east exists a 0.28-acre vacant lot. To the south exists a 15.61-acre vacant lot. The nearest street is West Scenic Valley Drive, a local road with an Average Annual Daily Traffic (AADT) of 640, according to the Iowa Department of Transportation (IDOT) in 1998.

The subject property does appear to contain environmentally sensitive features, as it is heavily wooded. There is no floodplain or waterways on the property.

Future Land Use

The 'Elevate Indianola' Comprehensive Plan shows the subject parcel's future land use as Parks and Recreation. This future land use designation calls for parks and open space, recreational facilities, trails and trailheads, and golf courses.

The proposed plat of survey, if approved, would create Parcel G. The proposed split is to separate the parcel from the remaining portions of the parcel, that are not contiguous in location to each other. These areas are separated by the Indianola Country Club.



COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on November 23, 2022. No comments have been received by the general public at the time of writing this report.

ALTERNATIVES

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

- 1) **The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the 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 Indianola Planning and Zoning Commission move alternative 1, that the request be approved, 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) Downing Family Investments Inc
(First Name) _____
(Address) 509 E Scenic Valley Ave
(City) Indianola (State) IA (Zip) 50125
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Civil Engineering Consultants
(First Name) Attn: Patrick Shepard
(Address) 2400 86th Street #12
(City) Urbandale (State) IA (Zip) 50322
(Phone) 515-276-4884 (Email) _____



PLAT OF SURVEY

Submittal Requirements:

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

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



PRELIMINARY PLAT

Submittal Requirements:

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

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



FINAL PLAT

Submittal Requirements:

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

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

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

Signature PShepard

Name (printed) Patrick Shepard

Date 10-25-22

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

Date Received: _____

Receipt No: _____

Receipt Amount: _____

PLAT OF SURVEY
PARCEL 'G'
INDIANOLA, IOWA

Civil Engineering Consultants, Inc.
2400 86th Street, Unit 12, Des Moines, Iowa 50322
515.276.4884, Fax: 515.276.7084, mail@ceclac.com



DATE:	OCT. 24, 2022
DATE OF SURVEY:	JULY 6, 2021
DESIGNED BY:	PJS
DRAWN BY:	JDS

SW1/4 SW1/4
SEC. 13-76-24
INDIANOLA, IOWA
COVER

SHEET
OF 2

E0651

PROPERTY OWNER:
DOWNING FAMILY INVESTMENTS INC
509 E SCENIC VALLEY AVE
INDIANOLA IA 50125

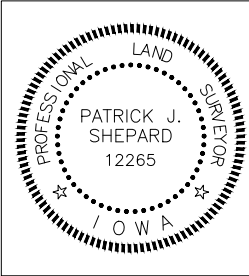
PREPARED FOR:
DOWNING FAMILY INVESTMENTS INC
509 E SCENIC VALLEY AVE
INDIANOLA IA 50125

PROFESSIONAL
LAND SURVEYOR:
CIVIL ENGINEERING CONSULTANTS, INC.
ATTN: PATRICK J SHEPARD, PLS
2400 86TH STREET, SUITE 12
URBANDALE, IA 50322
PHONE: (515) 276-4884
EMAIL: SHEPARD@CECLAC.COM

LEGAL DESCRIPTION:
A PARCEL OF LAND IN THE SW1/4, SW1/4 OF SECTION 13, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

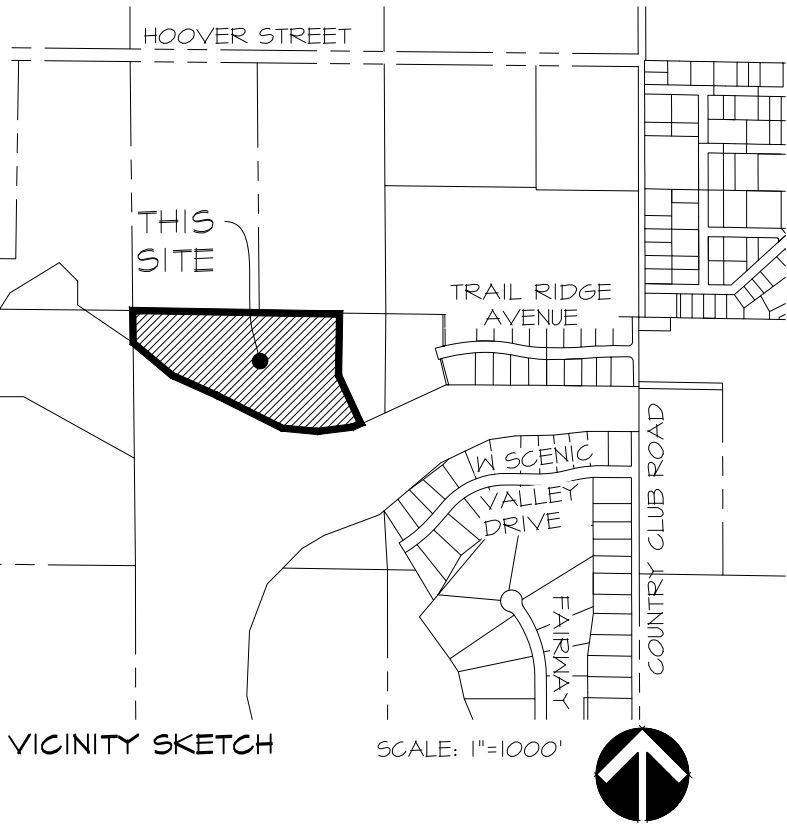
BEGINNING AT THE NW CORNER OF SAID SW1/4, SW1/4; THENCE S89°03'20"E, 1097.61 FEET ALONG THE NORTH LINE OF THE SAID SW1/4, SW1/4 TO A POINT, SAID POINT BEING THE NW CORNER OF HERITAGE HILLS PLAT 10, AN OFFICIAL PLAT RECORDED IN BOOK 2020, PAGE 07108 AT THE WARREN COUNTY RECORDER'S OFFICE; THENCE S00°59'02"W, 317.67 FEET ALONG THE WEST LINE OF SAID PLAT 10 TO A POINT; THENCE S24°44'01"E, 277.00 FEET ALONG SAID WEST LINE TO THE SW CORNER OF SAID PLAT 10, SAID POINT ALSO BEING ON THE NORTH LINE OF HERITAGE HILLS PLAT 5, AN OFFICIAL PLAT RECORDED IN BOOK 2002, PAGE 13227 AT THE WARREN COUNTY RECORDER'S OFFICE; THENCE S65°56'21"W, 45.86 FEET ALONG THE NORTH LINE OF SAID PLAT 5 TO A POINT; THENCE S82°52'46"W, 184.95 FEET ALONG SAID NORTH LINE TO A POINT; THENCE N84°38'39"W, 186.20 FEET ALONG SAID NORTH LINE TO A POINT; THENCE N63°18'49"W, 640.83 FEET ALONG SAID NORTH LINE TO A POINT; THENCE N55°05'25"W, 271.21 FEET ALONG SAID NORTH LINE TO THE NW CORNER OF SAID PLAT 5, SAID POINT ALSO BEING ON THE WEST LINE OF SAID SW1/4, SW1/4 OF SECTION 13; THENCE N00°43'43"W, 168.55 FEET ALONG SAID WEST LINE TO THE POINT OF BEGINNING AND CONTAINING 11.78 ACRES MORE OR LESS.

CERTIFICATION



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED 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.
PATRICK J. SHEPARD, IOWA LICENSE NO. 12265, DATE 10-26-22
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2023
PAGES OR SHEETS COVERED BY THIS SEAL:

1 & 2



DRAWING INDEX

SHEET #	SHEET TITLE
1	COVER
2	PLAT OF SURVEY

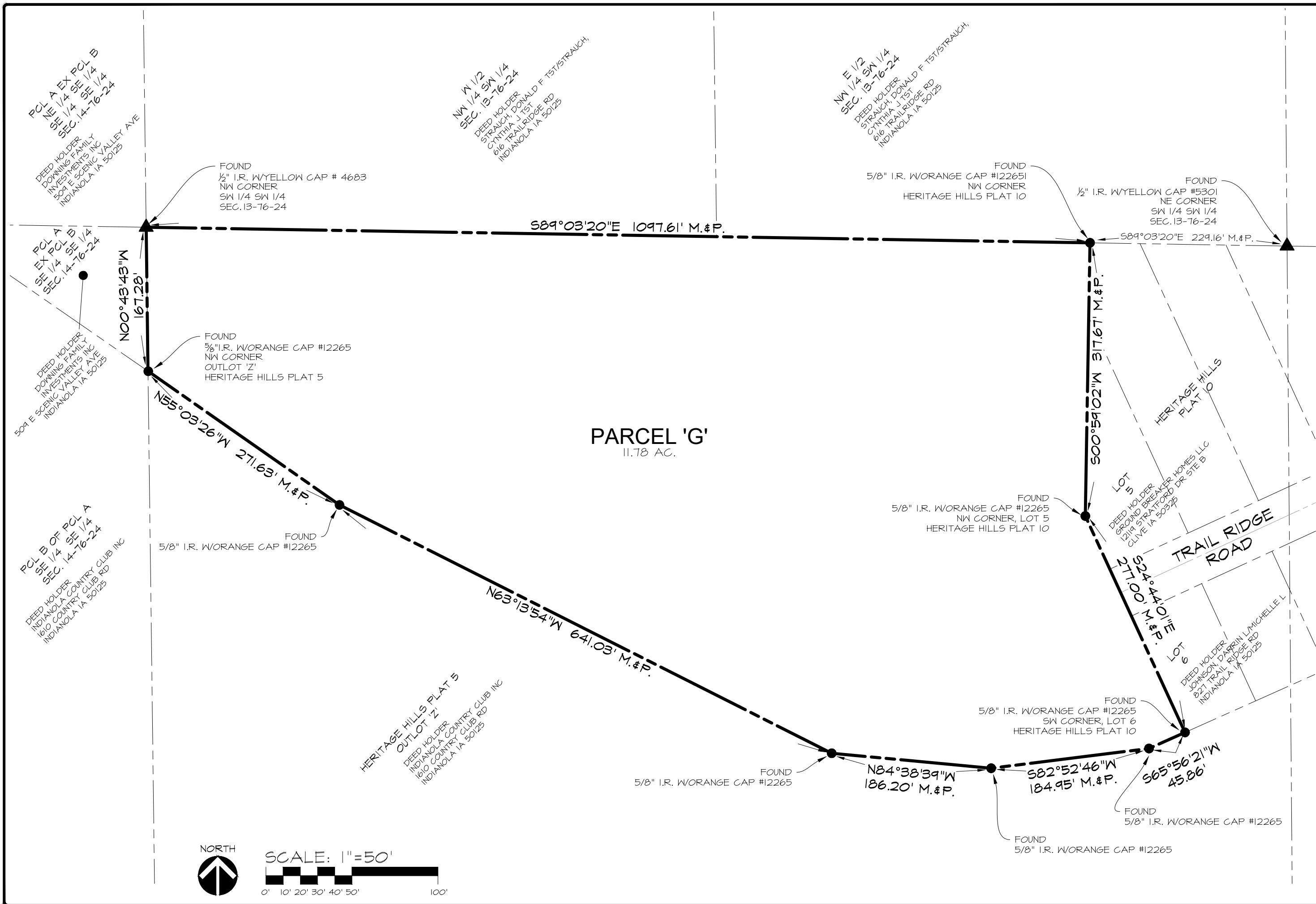
NOTES:
1. THE PLAT OF SURVEY BEARINGS ARE BASED ON THE NAD 1983 IOWA STATE PLANE SOUTH ZONE GRID NORTH CALCULATED FROM THE IOWA DEPARTMENT OF TRANSPORTATION REAL TIME NETWORK.

PURPOSE FOR PLAT OF SURVEY:
THIS SURVEY IS BEING PREPARED TO CREATE A NEW PARCEL.

INDEX LEGEND					
COUNTY: WARREN					
	SECTION	TOWNSHIP	RANGE	1/4	1/4
ALIQUOT PART:	13	76	24	SW	SW
PROPRIETOR (S):	DOWNING FAMILY INVESTMENTS INC 509 E SCENIC VALLEY AVE INDIANOLA IA 50125				
REQUESTED BY:	DOWNING FAMILY INVESTMENTS, INC.				
COMPANY LAND SURVEYOR & RETURN TO:	CIVIL ENGINEERING CONSULTANTS, INC ATTN: PATRICK J SHEPARD 2400 86TH STREET, SUITE 12, URBANDALE, IA 50322 PHONE: 515-276-4884				

LEGEND	
●	FOUND CORNERS
○	SET PROPERTY CORNER (5/8" I.R. W/ORANGE CAP #12265 UNLESS OTHERWISE NOTED)
---	PROPERTY BOUNDARY LINES
---	PARCEL LINES
---	EXISTING LOT OR TAX PARCEL LINES
---	ORIGINAL PLAT LOT LINES
---	EASEMENT LINES
D.	DEEDED BEARING & DISTANCE
P.	PREVIOUSLY RECORDED BEARING & DISTANCE
M.	MEASURED BEARING & DISTANCE
I.R.	IRON ROD
I.P.	IRON PIPE
BK. XXX, PG. XXX	COUNTY RECORDER'S INDEXING BOOK
P.U.E.	PUBLIC UTILITY EASEMENT
R.O.W.	RIGHT-OF-WAY
P.O.B.	POINT OF BEGINNING
930	ADDRESS

Q:\E-FILES\E-8000\ES651\ C3D Drawings\Plat of Survey\ES651 POS.dwg, 10/25/2022 7:51:30 AM, jsmith, 1:1



Civil Engineering Consultants, Inc.

2400 86th Street, Unit 12, Des Moines, Iowa 50322
515.276.4884 • Fax: 515.276.7084 • mail@cecinc.com

CEC

DATE:	OCT. 24, 2022
DESIGNED BY:	PJS
DRAWN BY:	JDS

SW 1/4 SW 1/4
SEC. 13-76-24
INDIANOLA, IOWA

PLAT OF SURVEY

SHEET
2
OF 2

E8651



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for property located within two miles of the City of Indianola

Recommendation:

Attachments:

1. 1. Staff Report
2. 2. Application
3. 3. Plat of Survey
4. 4. Legal Description



COMMUNITY DEVELOPMENT

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

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: December 13, 2022

Agenda Item: 7.E Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for property located within two miles of the City of Indianola

Application Type: Plat of Survey

Applicant: Chad Daniels

Property Owner: Verlee Jeanne Bishop

Property Address/Parcel: #140/0014-0460, #140/0014-0440

Current Zoning: A-1 'Agricultural' Zoning District (Unincorporated – Warren County)

Comprehensive Plan Designation: Agriculture

Application Summary

Chad Daniels, on the behalf of property owner Verlee Jeanne Bishop, is requesting plat of survey approval for property identified as parcel #140/0014-0460 and #140/0014-0440. This property is located outside of Indianola's corporate limits but within the two-mile jurisdictional boundary of Indianola.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

170.06 FINAL PLATTING PROCEDURE

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

170.10 FINAL PLAT REQUIREMENTS

The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.
2. The plat shall be drawn to the scale of 50 feet to one inch, provided that if the resulting drawing would be over 36 inches in its shortest dimension, a scale of 100 feet to one inch may be used. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
 - A. Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one foot in 3,000 feet.
 - B. Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.

Agenda Item: 7.F Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for a property located within two miles of the City of Indianola

- C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.
 - D. Accurate metes and bounds description of the boundary.
 - E. Street names.
 - F. Complete curve notes for all curves included in the plat.
 - G. Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
 - H. Lot numbers and dimensions.
 - I. Accurate locations and descriptions of easements for utilities and any limitations on such easements.
 - J. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
 - K. Building lines and dimensions.
 - L. The location, type, material and size of all monuments and markers.
 - M. The name of the subdivision.
 - N. The name and address of the owner and the subdivider.
 - O. North point, scale, and date.
 - P. Certification by a registered land surveyor of the State of Iowa.
 - Q. Certification of dedication of streets, easements and other public property.
 - R. A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
 - S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.
4. The final plat shall be accompanied by the following instruments:
- A. A statement by the proprietors and their spouses, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgments of deeds. The statement by the proprietors may also include a dedication to the public of all lands within the plat that are designated for streets, alleys, parks, open areas, school property, or other public use, if the dedication is approved by the Council.
 - B. A statement by the Auditor approving the name or title on the subdivision plat.
 - C. Either (i) a certificate bearing the approval of the Council stating that all improvements and installations in the subdivision required by this chapter have been made or installed in accordance with the City specifications, or (ii) a certificate from the owner or developer stating that all improvements required by this chapter shall be made or installed in accordance with City specifications before an occupancy compliance certificate is issued under the Zoning Ordinance, except as otherwise provided for in this chapter.
 - D. A petition by the subdivider to the Council to provide the necessary improvements and to assess the costs thereof against the subdivided property in accordance with the requirements regarding special assessments, provided, however, that the subdivider or property owners shall furnish the necessary waivers to permit the assessment of the entire cost of the improvement plus the necessary and reasonable cost of the assessment proceedings against the platted property even though the total amount exceeds the statutory limitations. The final plat shall state that the subdivider, the grantees, assignees and successors in interest agree that public services including but not limited to street maintenance, snow removal, rubbish, refuse and garbage collection will not be extended to this subdivision until the improvements have been completed and accepted by the City.
 - E. Easement(s) for Overland Drainage and/or Public Storm Sewer is required by and shall be in a form approved by the City.

Agenda Item: 7.F Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for a property located within two miles of the City of Indianola

F. A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements.

5. The final plat shall also be accompanied by the following at the time it is presented for filing at the Warren County Recorder's Office.

A. A statement from the mortgage holders or lienholders, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgment of deeds. An affidavit and bond as provided for in Section 354.12 of the Code of Iowa may be recorded in lieu of the consent of the mortgage or lienholder. When a mortgage or lienholder consents to the subdivision, a release of mortgage or lien shall be recorded for any areas conveyed to the City or dedicated to the public.

B. An opinion by an attorney-at-law who has examined the abstract of title of the land being platted. The opinion shall state the names of the proprietors and holders of mortgages, liens or other encumbrances on the land being platted and shall note the encumbrances, along with any bonds securing the encumbrances. Utility easements shall not be construed to be encumbrances for the purpose of this section.

C. A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.

The Council or Commission may request drafts or copies of any of the above instruments for examination at the time of processing the final plat if, in their opinion, the review of such instruments is deemed necessary to properly evaluate the proposed subdivision.

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 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:

General Direction	Long Streets	Short Streets
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 foot minimum; (ii) entrance spacing – 300 foot minimum; (iii) separation of entrance from intersection – 150 foot minimum.
- 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:

- 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.

170.13 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 two and one-half 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 four 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.

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.

170.19 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 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-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-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-inch diameter storm sewer service line that is a minimum of four 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 one-half inches in diameter.

Agenda Item: 7.F Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for a property located within two miles of the City of Indianola

- 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 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 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 24 inches in length as follows:

1. Set in concrete three 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

Agenda Item: 7.F Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for a property located within two miles of the City of Indianola

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 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 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 inches is deemed necessary by the Council, the additional cost shall be born 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, accompanied by a fee as set by resolution of the City Council, 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 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, set backs, 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 ELECTRICAL 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 Code of Iowa 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 Code of Iowa 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.

170.36 FEES

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as set by Resolution of the City Council.

170.38 ENFORCEMENT

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

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

ANALYSIS

Subject Property

Chad Daniels has submitted a plat of survey application, on the behalf of property owner Verlee Jeanne Bishop, for parcels #140/0014-0460 and #140/0014-0440. The first parcel, -0460, is a 38.79-net-acres, located on the corner of Hoover Street and 110th Avenue. The second parcel is a 39-net-acre lot, which takes access off of 110th Avenue. Both parcels are aliquot parcels and are in row-crop production.

To the north of the subject properties is a 39-acre aliquot lot in row-crop production and containing heavy woodlands and a waterway. To the east exists two vacant aliquot lots. These lots contain environmentally sensitive features including woodlands, streams, and floodplain. To the south exists an aliquot parcel containing woodlands, streams, and a lake/pond. To the west exists four parcels: The first is a 38-acre aliquot parcel that contains a single-family dwelling. The remainder portions of this parcel are in row-crop production. The second is a 26.94-acre lot that is in row-crop production and contains a series of agricultural buildings. The third is a 2.06-acre lot and contains a single-family dwelling. The last parcel is 10.57-acres and contains a single-family dwelling. This parcel also has woodlands and a stream.

The first parcel, which is a corner lot, fronts both 110th Avenue and Hoover Street. Hoover is considered a major arterial road. Major arterial roads are high capacity roadways that primarily provide for the movement of through traffic and limit access to adjacent land. When the road is part of the State or County Road system, they serve to move regional through traffic. Major arterials typically provide four to five lanes for traffic and turn lanes, are often spaced one-mile to two-miles

apart and have a higher speed limit ranging from 35 to 55 miles per hour (mph). Major arterials also have limited access spacing with lower capacity roads and site entrances, generally between ½ to ¾ mile spacing. Facilities for biking and walking, when deemed necessary, should have a comfortable buffer from vehicle travel lanes. According to the Iowa Department of Transportation (IDOT), this portion of Hoover Street has an Annual Average Daily Traffic (AADT) of 230 vehicles, as of 2012.

The second parcel fronts 110th Avenue, a major collector road. Major collectors are moderate-capacity streets that primarily serve to connect the local street network to major arterials. Such roadways will typically have two lanes for traffic with a speed limit ranging from 25 to 35 miles per hour and may provide on-street parking on one side of the street. Future development of these streets should provide minimum access spacing between 300-400 feet, or a typical city block. They should be designed to accommodate people biking and walking, typically through the use of sidewalks and bike lanes. Sidepath trails may be appropriate in circumstances where there are no (or very few) driveways. According to the IDOT, 110th Avenue has an AADT of 25 vehicles, as of 2012.

The subject property does contain environmentally sensitive features. This includes heavy woodlands and waterways including ponds, lakes, and streams. Streams located on the property appear to be a tributary of Cavitt Creek.

Future Land Use

The 'Elevate Indianola' Comprehensive Plan shows the subject parcel's future land use is Agricultural. This future land use designation calls for agricultural and conservational uses, along with rural housing. The subject parcels are located within Indianola's Annexation Priority Area and is considered high priority. Priority annexation areas are those areas that have been identified by the city for future growth, due to site suitability and proximity to services such as utilities and transportation.

The proposed plat of survey, if approved, would adjust the boundary line between the two parcels and create Parcel D. The plat of survey shows 40' of future road right-of-way, should the parcel ever be annexed into city limits and widening of 110th avenue is needed.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on November 23, 2022. No comments have been received by the general public at the time of writing this report.

ALTERNATIVES

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

- 1) The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.

Agenda Item: 7.F Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for a property located within two miles of the City of Indianola

- 4) The City of Indianola Planning and Zoning Commission remands the 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 Indianola Planning and Zoning Commission move alternative 1, that the request be approved, 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) Bishop
(First Name) Verlee Jeanne
(Address) 9534 R63 Hwy
(City) Indianola (State) IA (Zip) 50125
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Daniels
(First Name) Chad
(Address) 22470 18th Ln
(City) New Virginia (State) IA (Zip) 50210
(Phone) 515 577 2583 (Email) PLS17532@gmail.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

Chad A Daniels
Name (printed) Chad A Daniels

Date

16 Nov 2022

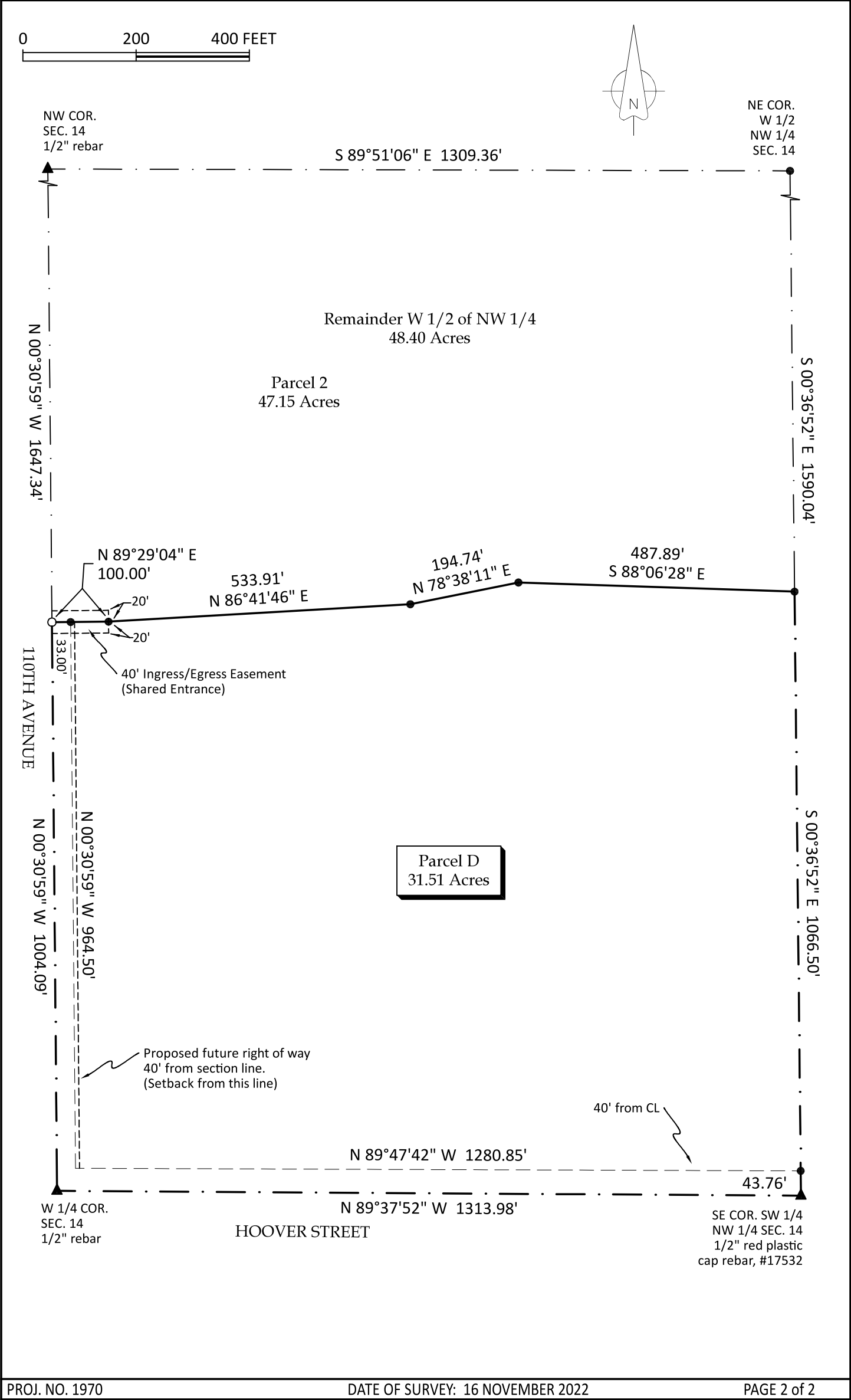
FOR OFFICE USE ONLY: Code to 45685 (prelim & final)
Code to 45686 (plat of survey)

Date Received: _____

Receipt No: _____

Receipt Amount: _____

PLAT OF SURVEY		SURVEY LEGEND () - Recorded Distance/Bearing — — — — Road Easement — · — · — Section line — x — x — Fence line Monuments ▲ - Found section corner ● - Set 1/2" red plastic capped rebar, #17532 ○ - Set 12" spike w/ brass washer, #17532 BASIS OF BEARINGS IS IA RCS ZONE 8
INDEX LEGEND LOCATION: SW ¼ OF NW ¼ OF SECTION 14 T 76N, R 24W, WARREN COUNTY, IOWA OWNER: VERLEE JEANE BISHOP, ET AL 9534 R63 HWY., INDIANOLA IA 50125 SURVEY FOR: LUKE SKINNER PREPARED BY CHAD A. DANIELS DANIELS LAND SURVEYING, 22470 18TH LN, NEW VIRGINIA IA 50210 RETURN TO: 515-577-2583		
DESCRIPTION - PARCEL D: That part of the Southwest Quarter of the Northwest Quarter of Section 14, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows; Beginning at the West Quarter corner of said Section 14; thence North 00 degrees 30 minutes 59 seconds West, 1004.09 feet along the West line of said Southwest Quarter of the Northwest Quarter; thence North 89 degrees 29 minutes 04 seconds East, 100.00 feet; thence North 86 degrees 41 minutes 46 seconds East, 533.91 feet; thence North 78 degrees 38 minutes 11 seconds East, 194.74 feet; thence South 88 degrees 06 minutes 28 seconds East, 487.89 feet to the East line of said Southwest Quarter of the Northwest Quarter; thence South 00 degrees 36 minutes 52 seconds East, 1066.50 feet to the Southeast corner of said Southwest Quarter of the Northwest Quarter; thence North 89 degrees 37 minutes 52 seconds West, 1313.98 feet to the Point of Beginning, having an area of 31.51 Acres including 1.99 Acres of Road Easement. DESCRIPTION - INGRESS/EGRESS EASEMENT: A 40 foot wide Ingress/Egress Easement across that part of the Southwest Quarter of the Northwest Quarter of Section 14, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, the centerline is described as follows; Beginning at the Northwest corner of Parcel D; thence North 89 degrees 29 minutes 04 seconds East, 100.00 feet to the terminus of said Easement.		
PROJ. NO. 1970		CHAD A. DANIELS 17532 IOWA 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 Professional Land Surveyor under the laws of the State of Iowa. Signed  29 NOV 22 Chad A. Daniels Date Iowa License No. 17532 My license renewal date is 12-31-2022 Page No.'s covered by this seal: 1 and 2
DATE OF SURVEY: 16 NOVEMBER 2022		PAGE 1 of 2



DESCRIPTION - PARCEL D:

That part of the Southwest Quarter of the Northwest Quarter of Section 14, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows;

Beginning at the West Quarter corner of said Section 14; thence North 00 degrees 30 minutes 59 seconds West, 1004.09 feet along the West line of said Southwest Quarter of the Northwest Quarter; thence North 89 degrees 29 minutes 04 seconds East, 100.00 feet; thence North 86 degrees 41 minutes 46 seconds East, 533.91 feet; thence North 78 degrees 38 minutes 11 seconds East, 194.74 feet; thence South 88 degrees 06 minutes 28 seconds East, 487.89 feet to the East line of said Southwest Quarter of the Northwest Quarter; thence South 00 degrees 36 minutes 52 seconds East, 1066.50 feet to the Southeast corner of said Southwest Quarter of the Northwest Quarter; thence North 89 degrees 37 minutes 52 seconds West, 1313.98 feet to the Point of Beginning, having an area of 31.51 Acres including 1.99 Acres of Road Easement.

DESCRIPTION - INGRESS/EGRESS EASEMENT:

A 40 foot wide Ingress/Egress Easement across that part of the Southwest Quarter of the Northwest Quarter of Section 14, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, the centerline is described as follows;

Beginning at the Northwest corner of Parcel D; thence North 89 degrees 29 minutes 04 seconds East, 100.00 feet to the terminus of said Easement.



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for property located within two miles of the City of Indianola

Recommendation:

- Attachments:**
- 1. 1. Staff Report
 - 2. 2. Application
 - 3. 3. Plat of Survey



COMMUNITY DEVELOPMENT

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

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: December 13, 2022

Agenda Item: 7.F Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for property located within two miles of the City of Indianola

Application Type: Plat of Survey

Applicant: Chad Daniels

Property Owner: Verlee Jeanne Bishop

Property Address/Parcel: 9534 R63 Highway -- Parcels #140/0015-0620, #140/0015-0417

Current Zoning: A-1 'Agricultural' Zoning District (Unincorporated – Warren County)

Comprehensive Plan Designation: Community mixed-use

Application Summary

Chad Daniels, on the behalf of property owner Verlee Jeanne Bishop, is requesting plat of survey approval for property identified as parcel #140/0015-0620 and #140/0015-0417. This property is located outside of Indianola's corporate limits but within the two-mile jurisdictional boundary of Indianola.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

170.06 FINAL PLATTING PROCEDURE

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

170.10 FINAL PLAT REQUIREMENTS

The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.
2. The plat shall be drawn to the scale of 50 feet to one inch, provided that if the resulting drawing would be over 36 inches in its shortest dimension, a scale of 100 feet to one inch may be used. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
 - A. Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one foot in 3,000 feet.

Agenda Item: 7.G Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for a property located within two miles of the City of Indianola

- B. Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.
 - C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.
 - D. Accurate metes and bounds description of the boundary.
 - E. Street names.
 - F. Complete curve notes for all curves included in the plat.
 - G. Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
 - H. Lot numbers and dimensions.
 - I. Accurate locations and descriptions of easements for utilities and any limitations on such easements.
 - J. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
 - K. Building lines and dimensions.
 - L. The location, type, material and size of all monuments and markers.
 - M. The name of the subdivision.
 - N. The name and address of the owner and the subdivider.
 - O. North point, scale, and date.
 - P. Certification by a registered land surveyor of the State of Iowa.
 - Q. Certification of dedication of streets, easements and other public property.
 - R. A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
 - S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.
4. The final plat shall be accompanied by the following instruments:
- A. A statement by the proprietors and their spouses, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgments of deeds. The statement by the proprietors may also include a dedication to the public of all lands within the plat that are designated for streets, alleys, parks, open areas, school property, or other public use, if the dedication is approved by the Council.
 - B. A statement by the Auditor approving the name or title on the subdivision plat.
 - C. Either (i) a certificate bearing the approval of the Council stating that all improvements and installations in the subdivision required by this chapter have been made or installed in accordance with the City specifications, or (ii) a certificate from the owner or developer stating that all improvements required by this chapter shall be made or installed in accordance with City specifications before an occupancy compliance certificate is issued under the Zoning Ordinance, except as otherwise provided for in this chapter.
 - D. A petition by the subdivider to the Council to provide the necessary improvements and to assess the costs thereof against the subdivided property in accordance with the requirements regarding special assessments, provided, however, that the subdivider or property owners shall furnish the necessary waivers to permit the assessment of the entire cost of the improvement plus the necessary and reasonable cost of the assessment proceedings against the platted property even though the total amount exceeds the statutory limitations. The final plat shall state that the subdivider, the grantees, assignees and successors in interest agree that public services including but not limited to street maintenance, snow removal, rubbish, refuse and garbage collection will not be extended to this subdivision until the improvements have been completed and accepted by the City.
 - E. Easement(s) for Overland Drainage and/or Public Storm Sewer is required by and shall be in a form approved by the City.

Agenda Item: 7.G Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for a property located within two miles of the City of Indianola

F. A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements.

5. The final plat shall also be accompanied by the following at the time it is presented for filing at the Warren County Recorder's Office.

A. A statement from the mortgage holders or lienholders, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgment of deeds. An affidavit and bond as provided for in Section 354.12 of the Code of Iowa may be recorded in lieu of the consent of the mortgage or lienholder. When a mortgage or lienholder consents to the subdivision, a release of mortgage or lien shall be recorded for any areas conveyed to the City or dedicated to the public.

B. An opinion by an attorney-at-law who has examined the abstract of title of the land being platted. The opinion shall state the names of the proprietors and holders of mortgages, liens or other encumbrances on the land being platted and shall note the encumbrances, along with any bonds securing the encumbrances. Utility easements shall not be construed to be encumbrances for the purpose of this section.

C. A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.

The Council or Commission may request drafts or copies of any of the above instruments for examination at the time of processing the final plat if, in their opinion, the review of such instruments is deemed necessary to properly evaluate the proposed subdivision.

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 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:

General Direction	Long Streets	Short Streets
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 foot minimum; (ii) entrance spacing – 300 foot minimum; (iii) separation of entrance from intersection – 150 foot minimum.
- 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:

- 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.

170.13 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 two and one-half 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 four 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.

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.

170.19 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 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-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-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-inch diameter storm sewer service line that is a minimum of four 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 one-half inches in diameter.

Agenda Item: 7.G Consider recommendation on request for approval of a Plat of Survey for Chad Daniels, on the behalf of Verlee Bishop, for a property located within two miles of the City of Indianola

- 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 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 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 24 inches in length as follows:

1. Set in concrete three 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 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 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 inches is deemed necessary by the Council, the additional cost shall be born 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, accompanied by a fee as set by resolution of the City Council, 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 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, set backs, 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 ELECTRICAL 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 Code of Iowa 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 Code of Iowa 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.

170.36 FEES

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as set by Resolution of the City Council.

170.38 ENFORCEMENT

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

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

ANALYSIS

Subject Property

Chad Daniels has submitted a plat of survey application, on the behalf of property owner Verlee Jeanne Bishop, for parcels #140/0015-0620 and #140/0015-0417. Parcel #140/0015-0620 is addressed as 9534 R63 Highway, and contains a single-family dwelling built in 1957.

To the north of the subject properties is a 36.33-acre lot, containing a single-family dwelling. The remaining portions are under row-crop production. To the east is a 36.78-acre aliquot parcel in row-crop production. Aerial imagery shows a creek that runs through the parcel. To the south exists two parcels: the first is a 0.86-acre lot containing a single-family dwelling. The second is a 35.17-acre lot containing agricultural structures. The property is under row-crop production. To the west exists a 39-acre aliquot parcel, in row-crop production. This property is owned by Verlee Bishop.

The properties front County Highway R63, a major arterial road. Major arterial roads are high capacity roadways that primarily provide for the movement of through traffic and limit access to adjacent land. When the road is part of the State or County Road system, they serve to move regional through traffic. Major arterials typically provide four to five lanes for traffic and turn lanes, are often spaced one-mile to two-miles apart and have a higher speed limit ranging from 35 to 55 miles per hour (mph). Major arterials also have limited access spacing with lower capacity roads and site entrances, generally between ½ to ¼ mile spacing. Facilities for biking and walking, when deemed necessary, should have a comfortable buffer from vehicle travel lanes. According to the Iowa Department of Transportation (IDOT), this portion of R63 has an Annual Average Daily Traffic (AADT) of 2650 vehicles, as of 2016.

The subject property does not appear to contain environmentally sensitive features. The property is currently under row-crop/agricultural production.

Future Land Use

The 'Elevate Indianola' Comprehensive Plan shows the subject parcel's future land use as community mixed-use. This future land use designation calls for low/medium density residential uses (up to 15 dwelling units per gross acre), commercial uses including retail, office, restaurants and bars, overnight accommodations, automobile-oriented uses when compatible, civic uses and places of worship, and parks and open spaces. The subject parcels are located within Indianola's Annexation Priority Area and is considered high priority. Priority annexation areas are those areas that have been identified by the city for future growth, due to site suitability and proximity to services such as utilities and transportation.

The proposed plat of survey, if approved, would create Parcel G. The applicant has indicated that the proposed split is to split off the single-family dwelling from the agricultural portions of the property, with the intention of selling the lot.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on November 23, 2022. No comments have been received by the general public at the time of writing this report.

ALTERNATIVES

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

- 1) **The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the 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 Indianola Planning and Zoning Commission move alternative 1, that the request be approved, 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) Bishop
(First Name) Verlee Jeanne
(Address) 9534 R63 Hwy
(City) Indianola (State) IA (Zip) 50125
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Daniels
(First Name) Chad
(Address) 22470 18th Ln
(City) New Virginia (State) IA (Zip) 50210
(Phone) 515 577 2583 (Email) PLS17532@gmail.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

Chad A Daniels
Name (printed) Chad A Daniels

Date

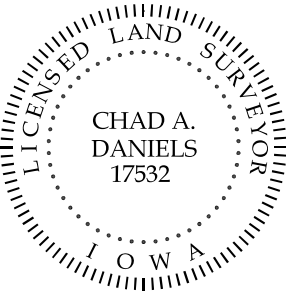
16 Nov 2022

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

Date Received: _____

Receipt No: _____

Receipt Amount: _____

PLAT OF SURVEY			SURVEY LEGEND () - Recorded Distance/Bearing — — — — Road Easement — · — · — Section line — x — x — Fence line Monuments ▲ - Found section corner ● - Set 1/2" red plastic capped rebar, #17532 ○ - Set mag nail w/ brass washer, #17532 BASIS OF BEARINGS IS IA RCS ZONE 8																										
INDEX LEGEND LOCATION: SE ¼ OF NW ¼ AND NE ¼ OF SW ¼ OF SECTION 15 T 76N, R 24W, WARREN COUNTY, IOWA OWNER: VERLEE JEANE BISHOP, ET AL 9534 R63 HWY., INDIANOLA IA 50125 SURVEY FOR: LUKE SKINNER PREPARED BY CHAD A. DANIELS DANIELS LAND SURVEYING, 22470 18TH LN, NEW VIRGINIA IA 50210 RETURN TO: 515-577-2583																													
DESCRIPTION - PARCEL G: That part of the Northeast Quarter of the Southwest Quarter and the Southeast Quarter of the Northwest Quarter of Section 15, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows; Beginning at the Center of said Section 15; thence South 00 degrees 08 minutes 14 seconds East, 173.36 feet along the East line of said Northeast Quarter of the Southwest Quarter; thence South 47 degrees 30 minutes 36 seconds West, 147.90 feet; thence North 83 degrees 59 minutes 49 seconds West, 169.25 feet; thence North 87 degrees 06 minutes 47 seconds West, 267.65 feet; thence North 01 degrees 24 minutes 28 seconds West, 275.95 feet; thence South 88 degrees 58 minutes 25 seconds East, 550.94 feet to the East line of said Southeast Quarter of the Northwest Quarter; thence South 00 degrees 28 minutes 22 seconds East, 23.92 feet to the Point of Beginning, having an area of 3.49 Acres including 0.29 Acres of Road Easement.																													
<table><tr><td></td><td colspan="3">AREA BY TRACT:</td></tr><tr><td>TRACT:</td><td>NET (AC):</td><td>R.O.W. (AC):</td><td>TOTAL (AC):</td></tr><tr><td>SE NW</td><td>0.28</td><td>0.03</td><td>0.31</td></tr><tr><td>NE SW</td><td>2.92</td><td>0.26</td><td>3.18</td></tr><tr><td colspan="4"> </td></tr><tr><td>TOTAL</td><td>3.20</td><td>0.29</td><td>3.49</td></tr></table>				AREA BY TRACT:			TRACT:	NET (AC):	R.O.W. (AC):	TOTAL (AC):	SE NW	0.28	0.03	0.31	NE SW	2.92	0.26	3.18					TOTAL	3.20	0.29	3.49			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 Professional Land Surveyor under the laws of the State of Iowa. Signed  2 DEC 22 Chad A. Daniels Date Iowa License No. 17532 My license renewal date is 12-31-2022 Page No.'s covered by this seal: 1 and 2
	AREA BY TRACT:																												
TRACT:	NET (AC):	R.O.W. (AC):	TOTAL (AC):																										
SE NW	0.28	0.03	0.31																										
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TOTAL	3.20	0.29	3.49																										
PROJ. NO. 1969		DATE OF SURVEY: 2 DECEMBER 2022		PAGE 1 of 2																									



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider waiving right to review of a Plat of Survey for Matt Thomas, on behalf of Joseph Greubel, for a property located within two miles of the City of Indianola

Recommendation:

Attachments:

1. 1. Staff Report
2. 2. Application
3. 3. Plat of Survey
4. 4. Legal Description



COMMUNITY DEVELOPMENT

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

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: December 13, 2022

Agenda Item: 7.H Consider waiving right to review of a Plat of Survey for Matt Thomas, for a property located within two miles of the City of Indianola

Application Type: Plat of Survey

Applicant: Matt Thomas

Property Owner: Joseph Greubel

Property Address/Parcel: 130/0027-0441

Current Zoning: A-1 'Agricultural' Zoning District (Unincorporated – Warren County)

Comprehensive Plan Designation: No Designation

Application Summary

Matt Thomas, on the behalf of Joseph Greubel, is requesting plat of survey approval for his property identified as parcel # 130/0027-0441. This property is located outside of Indianola's corporate limits but within the two-mile jurisdictional boundary of Indianola.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

170.06 FINAL PLATTING PROCEDURE

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

170.10 FINAL PLAT REQUIREMENTS

The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.
2. The plat shall be drawn to the scale of 50 feet to one inch, provided that if the resulting drawing would be over 36 inches in its shortest dimension, a scale of 100 feet to one inch may be used. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
 - A. Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one foot in 3,000 feet.
 - B. Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.
 - C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.

Agenda Item: 7.H Consider waiving right to review of a Plat of Survey for Matt Thomas, for a property located within two miles of the City of Indianola

- D. Accurate metes and bounds description of the boundary.
 - E. Street names.
 - F. Complete curve notes for all curves included in the plat.
 - G. Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
 - H. Lot numbers and dimensions.
 - I. Accurate locations and descriptions of easements for utilities and any limitations on such easements.
 - J. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
 - K. Building lines and dimensions.
 - L. The location, type, material and size of all monuments and markers.
 - M. The name of the subdivision.
 - N. The name and address of the owner and the subdivider.
 - O. North point, scale, and date.
 - P. Certification by a registered land surveyor of the State of Iowa.
 - Q. Certification of dedication of streets, easements and other public property.
 - R. A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
 - S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.
4. The final plat shall be accompanied by the following instruments:
- A. A statement by the proprietors and their spouses, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgments of deeds. The statement by the proprietors may also include a dedication to the public of all lands within the plat that are designated for streets, alleys, parks, open areas, school property, or other public use, if the dedication is approved by the Council.
 - B. A statement by the Auditor approving the name or title on the subdivision plat.
 - C. Either (i) a certificate bearing the approval of the Council stating that all improvements and installations in the subdivision required by this chapter have been made or installed in accordance with the City specifications, or (ii) a certificate from the owner or developer stating that all improvements required by this chapter shall be made or installed in accordance with City specifications before an occupancy compliance certificate is issued under the Zoning Ordinance, except as otherwise provided for in this chapter.
 - D. A petition by the subdivider to the Council to provide the necessary improvements and to assess the costs thereof against the subdivided property in accordance with the requirements regarding special assessments, provided, however, that the subdivider or property owners shall furnish the necessary waivers to permit the assessment of the entire cost of the improvement plus the necessary and reasonable cost of the assessment proceedings against the platted property even though the total amount exceeds the statutory limitations. The final plat shall state that the subdivider, the grantees, assignees and successors in interest agree that public services including but not limited to street maintenance, snow removal, rubbish, refuse and garbage collection will not be extended to this subdivision until the improvements have been completed and accepted by the City.
 - E. Easement(s) for Overland Drainage and/or Public Storm Sewer is required by and shall be in a form approved by the City.
 - F. A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements.

Agenda Item: 7.H Consider waiving right to review of a Plat of Survey for Matt Thomas, for a property located within two miles of the City of Indianola

5. The final plat shall also be accompanied by the following at the time it is presented for filing at the Warren County Recorder's Office.

- A. A statement from the mortgage holders or lienholders, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgment of deeds. An affidavit and bond as provided for in Section 354.12 of the Code of Iowa may be recorded in lieu of the consent of the mortgage or lienholder. When a mortgage or lienholder consents to the subdivision, a release of mortgage or lien shall be recorded for any areas conveyed to the City or dedicated to the public.
- B. An opinion by an attorney-at-law who has examined the abstract of title of the land being platted. The opinion shall state the names of the proprietors and holders of mortgages, liens or other encumbrances on the land being platted and shall note the encumbrances, along with any bonds securing the encumbrances. Utility easements shall not be construed to be encumbrances for the purpose of this section.
- C. A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.

The Council or Commission may request drafts or copies of any of the above instruments for examination at the time of processing the final plat if, in their opinion, the review of such instruments is deemed necessary to properly evaluate the proposed subdivision.

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 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:

General Direction	Long Streets	Short Streets
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 foot minimum; (ii) entrance spacing – 300 foot minimum; (iii) separation of entrance from intersection – 150 foot minimum.
- 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:

- 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.

170.13 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 two and one-half 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 four 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.

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.

170.19 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 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-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-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-inch diameter storm sewer service line that is a minimum of four 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 one-half 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 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 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 24 inches in length as follows:

1. Set in concrete three 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 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 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 inches is deemed necessary by the Council, the additional cost shall be born 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, accompanied by a fee as set by resolution of the City Council, 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 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, set backs, 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 ELECTRICAL 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 Code of Iowa 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 Code of Iowa 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.

170.36 FEES

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as set by Resolution of the City Council.

170.38 ENFORCEMENT

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

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

ANALYSIS

Subject Property

Matt Thomas has submitted a plat of survey application, on the behalf of property owner Joseph Greubel, for parcel #130/0027-0441, a vacant 28-acre lot, that is currently used for row crop production. This plat of survey would create parcel AQ and AR.

To the north of the property is a 23.46-acre lot containing heavy woodlands and a lake. To the east exists two lots: The first is a 9.86-acre lot used for agricultural purposes. The second is a 7.06-acre lot currently under row-crop production and owned by Joseph Greubel. To the south are two lots: the first is a 16.51-acre lot in row-crop production and the second is a 5-acre lot containing a single-family dwelling. To the west exists a 10-acre lot in row-crop production.

The property currently fronts Highway 92, a major arterial road. Major arterials are high-capacity roadways that primarily provide for the movement of through traffic and limit access to adjacent land. When the road is part of the State or County Road system, they serve to move regional through traffic. Major arterials typically provide four to five lanes for traffic and turn lanes, are often spaced one-mile to two-miles apart and have a higher speed limit ranging from 35 to 55 miles per hour (mph). Major arterials also have limited access spacing with lower capacity roads and site entrances, generally between $\frac{1}{2}$ to $\frac{1}{4}$ mile spacing. Facilities for biking and walking, when deemed necessary, should have a comfortable buffer from vehicle travel lanes. According to the Iowa Department of Transportation (IDOT), this portion of Highway 92 has an Annual Average Daily Traffic (AADT) of 5,800 vehicles, as of 2021.

The subject property does not contain any sensitive environmental features including floodplain, major waterways, or dense woodlands. The site is currently in agricultural production.

Future Land Use

The subject property for the plat of survey has not been assigned a future land use designation within the "Elevate Indianola" Comprehensive Plan. Additionally, the subject property is located outside of Indianola's Annexation Priority Area. Priority annexation areas are those areas that have

been identified by the city for future growth, due to site suitability and proximity to services such as utilities and transportation.

The proposed plat of survey, if approved, would create parcel AQ and AR. The applicant has indicated that this split would be to create additional lots for sale.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on November 23, 2022. No comments have been received by the general public at the time of writing this report.

ALTERNATIVES

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

- 1) **The City of Indianola Planning and Zoning Commission recommends approving a resolution waiving the City's subdivision authority.**
- 2) The City of Indianola Planning and Zoning Commission recommends declining to waive the City's subdivision authority.
- 3) The City of Indianola Planning and Zoning Commission remands the 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 Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

LAND DIVISION APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) GREUBER
(First Name) JOE
(Address) 811 1/2 S SEPPERSON ST.
(City) INDIANOLA (State) IA (Zip) 50125
(Phone) 515-229-4821 (Email) qualplumbing@gmail.com

APPLICANT (if not Property Owner)

(Last Name) THOMAS
(First Name) MATT
(Address) 6230 90th AVENUE
(City) INDIANOLA (State) IA (Zip) 50125
(Phone) 515-494-6663 (Email) MATT@cds-eng.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 WILL CALL IN W/ CREDIT CARD
- ☐ Proposed plat of survey (hard copy)
- ☒ Proposed plat of survey (electronic copy)
- ☐ Legal description (electronic in word format)
- ☐ Other Information as required by Director

PARCEL "AQ" & PARCEL "AR"
IN NW 1/4, NW 1/4 SEC. 27-26-23

☐ 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 Matthew J. Thomas - LAND SURVEYOR
Name (printed) Matthew J. Thomas

Date 10/24/2022

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

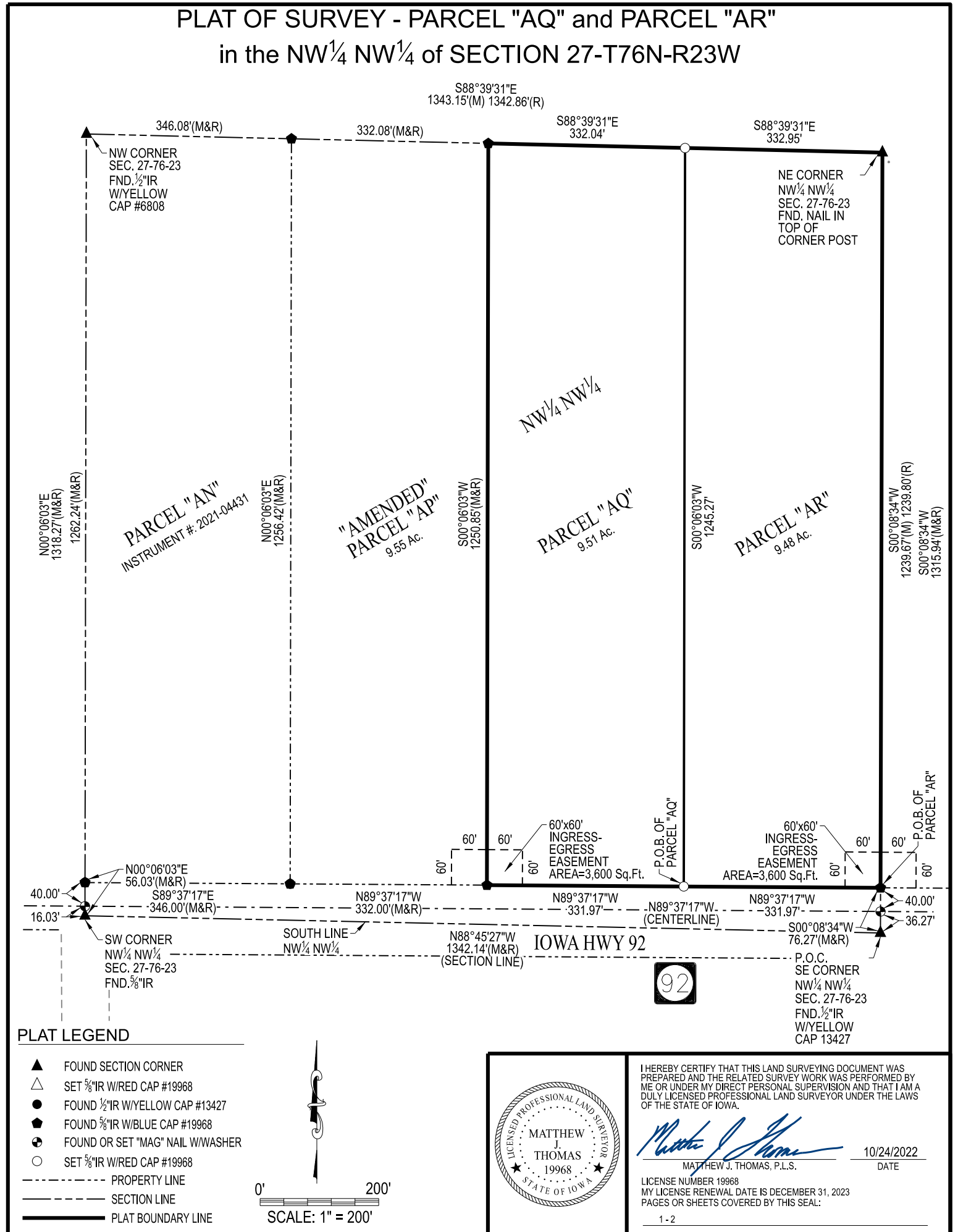
Date Received: _____
Receipt No: _____
Receipt Amount: _____

COUNTY: WARREN
LOCATION: PARCEL "AQ" AND PARCEL "AR" IN THE NW¹/₄ NW¹/₄
IN SECTION 27, TOWNSHIP 76 NORTH, RANGE 23 WEST

SURVEY FOR PROPRIETOR:
JOE GREUBEL
811½ S JEFFERSON ST
INDIANOLA, IOWA 50125

PREPARED BY & RETURN TO:
MATTHEW J. THOMAS, PLS
CIVIL DESIGN ADVANTAGE, LLC
4121 NW URBANDALE DRIVE
URBANDALE, IOWA 50322
PH:515-369-4400

DATE OF SURVEY: 09/23/2022



PLAT OF SURVEY - PARCEL "AQ" and PARCEL "AR"
in the NW¹/₄ NW¹/₄ of SECTION 27-T76N-R23W

LEGAL DESCRIPTION: PARCEL "AQ"

A parcel of land now included in and forming a part of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, more particularly described as follows:

Commencing at the Southeast Corner of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa; thence North 00°08'34" East along the East Line of the Northeast Quarter of the Northwest Quarter of said Section 27, a distance of 76.27 feet to a point on the North Right-of-Way Line of Iowa Highway 92; thence North 89°37'17" West along the North Right-of-Way Line of Iowa Highway 92, a distance of 331.97 feet to the Point of Beginning; thence continuing North 89°37'17" West along the North Right-of-Way Line of Iowa Highway 92, a distance of 331.97 feet; thence North 00°06'03" East, a distance of 1250.85 feet to a point on the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27; thence South 88°39'31" East along the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27, a distance of 332.04 feet; thence South 00°06'03" West, a distance of 1245.27 feet to the Point of Beginning, containing 9.51 Acres, subject to all easements, restrictions and covenants of record.

LEGAL DESCRIPTION: PARCEL "AR"

A parcel of land now included in and forming a part of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, more particularly described as follows:

Commencing at the Southeast Corner of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa; thence North 00°08'34" East along the East Line of the Northeast Quarter of the Northwest Quarter of said Section 27, a distance of 76.27 feet to the Point of Beginning and a point on the North Right-of-Way Line of Iowa Highway 92; thence North 89°37'17" West along the North Right-of-Way Line of Iowa Highway 92, a distance of 331.97 feet; thence North 00°06'03" East, a distance of 1245.27 feet to a point on the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27; thence South 88°39'31" East along the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27, a distance of 332.95 feet to the Northeast Corner of the Northwest Quarter of the Northwest Quarter of said Section 27; thence South 00°08'34" West along the East Line of the Northwest Quarter of the Northwest Quarter of said Section 27, a distance of 1239.67 feet to the Point of Beginning, containing 9.48 Acres, subject to all easements, restrictions and covenants of record.

LEGAL DESCRIPTION: PARCEL "AQ"

A parcel of land now included in and forming a part of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, more particularly described as follows:

Commencing at the Southeast Corner of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa; thence North 00°08'34" East along the East Line of the Northeast Quarter of the Northwest Quarter of said Section 27, a distance of 76.27 feet to a point on the North Right-of-Way Line of Iowa Highway 92; thence North 89°37'17" West along the North Right-of-Way Line of Iowa Highway 92, a distance of 331.97 feet to the Point of Beginning; thence continuing North 89°37'17" West along the North Right-of-Way Line of Iowa Highway 92, a distance of 331.97 feet; thence North 00°06'03" East, a distance of 1250.85 feet to a point on the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27; thence South 88°39'31" East along the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27, a distance of 332.04 feet; thence South 00°06'03" West, a distance of 1245.27 feet to the Point of Beginning, containing 9.51 Acres, subject to all easements, restrictions and covenants of record.

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MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider waiving right to review of a Plat of Survey for Matt Thomas, on behalf of Joseph Greubel, for a property located within two miles of the City of Indianola

Recommendation:

Attachments:

1. 1. Staff Report
2. 2. Application
3. 3. Plat of Survey
4. 4. Legal Description



COMMUNITY DEVELOPMENT

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

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: December 13, 2022

Agenda Item: 7.H Consider waiving right to review of a Plat of Survey for Matt Thomas, for a property located within two miles of the City of Indianola

Application Type: Plat of Survey

Applicant: Matt Thomas

Property Owner: Joseph Greubel

Property Address/Parcel: 130/0027-0441

Current Zoning: A-1 'Agricultural' Zoning District (Unincorporated – Warren County)

Comprehensive Plan Designation: No Designation

Application Summary

Matt Thomas, on the behalf of Joseph Greubel, is requesting plat of survey approval for his property identified as parcel # 130/0027-0441. This property is located outside of Indianola's corporate limits but within the two-mile jurisdictional boundary of Indianola.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

170.06 FINAL PLATTING PROCEDURE

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

170.10 FINAL PLAT REQUIREMENTS

The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.
2. The plat shall be drawn to the scale of 50 feet to one inch, provided that if the resulting drawing would be over 36 inches in its shortest dimension, a scale of 100 feet to one inch may be used. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
 - A. Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one foot in 3,000 feet.
 - B. Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.
 - C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.

Agenda Item: 7.H Consider waiving right to review of a Plat of Survey for Matt Thomas, for a property located within two miles of the City of Indianola

- D. Accurate metes and bounds description of the boundary.
 - E. Street names.
 - F. Complete curve notes for all curves included in the plat.
 - G. Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
 - H. Lot numbers and dimensions.
 - I. Accurate locations and descriptions of easements for utilities and any limitations on such easements.
 - J. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
 - K. Building lines and dimensions.
 - L. The location, type, material and size of all monuments and markers.
 - M. The name of the subdivision.
 - N. The name and address of the owner and the subdivider.
 - O. North point, scale, and date.
 - P. Certification by a registered land surveyor of the State of Iowa.
 - Q. Certification of dedication of streets, easements and other public property.
 - R. A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
 - S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.
4. The final plat shall be accompanied by the following instruments:
- A. A statement by the proprietors and their spouses, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgments of deeds. The statement by the proprietors may also include a dedication to the public of all lands within the plat that are designated for streets, alleys, parks, open areas, school property, or other public use, if the dedication is approved by the Council.
 - B. A statement by the Auditor approving the name or title on the subdivision plat.
 - C. Either (i) a certificate bearing the approval of the Council stating that all improvements and installations in the subdivision required by this chapter have been made or installed in accordance with the City specifications, or (ii) a certificate from the owner or developer stating that all improvements required by this chapter shall be made or installed in accordance with City specifications before an occupancy compliance certificate is issued under the Zoning Ordinance, except as otherwise provided for in this chapter.
 - D. A petition by the subdivider to the Council to provide the necessary improvements and to assess the costs thereof against the subdivided property in accordance with the requirements regarding special assessments, provided, however, that the subdivider or property owners shall furnish the necessary waivers to permit the assessment of the entire cost of the improvement plus the necessary and reasonable cost of the assessment proceedings against the platted property even though the total amount exceeds the statutory limitations. The final plat shall state that the subdivider, the grantees, assignees and successors in interest agree that public services including but not limited to street maintenance, snow removal, rubbish, refuse and garbage collection will not be extended to this subdivision until the improvements have been completed and accepted by the City.
 - E. Easement(s) for Overland Drainage and/or Public Storm Sewer is required by and shall be in a form approved by the City.
 - F. A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements.

Agenda Item: 7.H Consider waiving right to review of a Plat of Survey for Matt Thomas, for a property located within two miles of the City of Indianola

5. The final plat shall also be accompanied by the following at the time it is presented for filing at the Warren County Recorder's Office.

- A. A statement from the mortgage holders or lienholders, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgment of deeds. An affidavit and bond as provided for in Section 354.12 of the Code of Iowa may be recorded in lieu of the consent of the mortgage or lienholder. When a mortgage or lienholder consents to the subdivision, a release of mortgage or lien shall be recorded for any areas conveyed to the City or dedicated to the public.
- B. An opinion by an attorney-at-law who has examined the abstract of title of the land being platted. The opinion shall state the names of the proprietors and holders of mortgages, liens or other encumbrances on the land being platted and shall note the encumbrances, along with any bonds securing the encumbrances. Utility easements shall not be construed to be encumbrances for the purpose of this section.
- C. A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.

The Council or Commission may request drafts or copies of any of the above instruments for examination at the time of processing the final plat if, in their opinion, the review of such instruments is deemed necessary to properly evaluate the proposed subdivision.

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 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:

General Direction	Long Streets	Short Streets
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 foot minimum; (ii) entrance spacing – 300 foot minimum; (iii) separation of entrance from intersection – 150 foot minimum.
- 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:

- 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.

170.13 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 two and one-half 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 four 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.

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.

170.19 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 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-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-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-inch diameter storm sewer service line that is a minimum of four 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 one-half 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 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 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 24 inches in length as follows:

1. Set in concrete three 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 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 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 inches is deemed necessary by the Council, the additional cost shall be born 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, accompanied by a fee as set by resolution of the City Council, 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 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, set backs, 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 ELECTRICAL 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 Code of Iowa 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 Code of Iowa 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.

170.36 FEES

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as set by Resolution of the City Council.

170.38 ENFORCEMENT

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

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

ANALYSIS

Subject Property

Matt Thomas has submitted a plat of survey application, on the behalf of property owner Joseph Greubel, for parcel #130/0027-0441, a vacant 28-acre lot, that is currently used for row crop production. This plat of survey would create parcel AQ and AR.

To the north of the property is a 23.46-acre lot containing heavy woodlands and a lake. To the east exists two lots: The first is a 9.86-acre lot used for agricultural purposes. The second is a 7.06-acre lot currently under row-crop production and owned by Joseph Greubel. To the south are two lots: the first is a 16.51-acre lot in row-crop production and the second is a 5-acre lot containing a single-family dwelling. To the west exists a 10-acre lot in row-crop production.

The property currently fronts Highway 92, a major arterial road. Major arterials are high-capacity roadways that primarily provide for the movement of through traffic and limit access to adjacent land. When the road is part of the State or County Road system, they serve to move regional through traffic. Major arterials typically provide four to five lanes for traffic and turn lanes, are often spaced one-mile to two-miles apart and have a higher speed limit ranging from 35 to 55 miles per hour (mph). Major arterials also have limited access spacing with lower capacity roads and site entrances, generally between $\frac{1}{2}$ to $\frac{1}{4}$ mile spacing. Facilities for biking and walking, when deemed necessary, should have a comfortable buffer from vehicle travel lanes. According to the Iowa Department of Transportation (IDOT), this portion of Highway 92 has an Annual Average Daily Traffic (AADT) of 5,800 vehicles, as of 2021.

The subject property does not contain any sensitive environmental features including floodplain, major waterways, or dense woodlands. The site is currently in agricultural production.

Future Land Use

The subject property for the plat of survey has not been assigned a future land use designation within the "Elevate Indianola" Comprehensive Plan. Additionally, the subject property is located outside of Indianola's Annexation Priority Area. Priority annexation areas are those areas that have

been identified by the city for future growth, due to site suitability and proximity to services such as utilities and transportation.

The proposed plat of survey, if approved, would create parcel AQ and AR. The applicant has indicated that this split would be to create additional lots for sale.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on November 23, 2022. No comments have been received by the general public at the time of writing this report.

ALTERNATIVES

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

- 1) **The City of Indianola Planning and Zoning Commission recommends approving a resolution waiving the City's subdivision authority.**
- 2) The City of Indianola Planning and Zoning Commission recommends declining to waive the City's subdivision authority.
- 3) The City of Indianola Planning and Zoning Commission remands the 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 Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

LAND DIVISION APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) GREUBER
(First Name) JOE
(Address) 811 1/2 S SEPPERSON ST.
(City) INDIANOLA (State) IA (Zip) 50125
(Phone) 515-229-4821 (Email) qualplumbing@gmail.com

APPLICANT (if not Property Owner)

(Last Name) THOMAS
(First Name) MATT
(Address) 6230 90th AVENUE
(City) INDIANOLA (State) IA (Zip) 50125
(Phone) 515-494-6663 (Email) MATT@cds-eng.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 WILL CALL IN W/ CREDIT CARD
- ☐ Proposed plat of survey (hard copy)
- ☒ Proposed plat of survey (electronic copy)
- ☐ Legal description (electronic in word format)
- ☐ Other Information as required by Director

PARCEL "AQ" & PARCEL "AR"
IN NW 1/4, NW 1/4 SEC. 27-76-23

☐ 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 Matthew J. Thomas - LAND SURVEYOR
Name (printed) Matthew J. Thomas

Date 10/24/2022

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

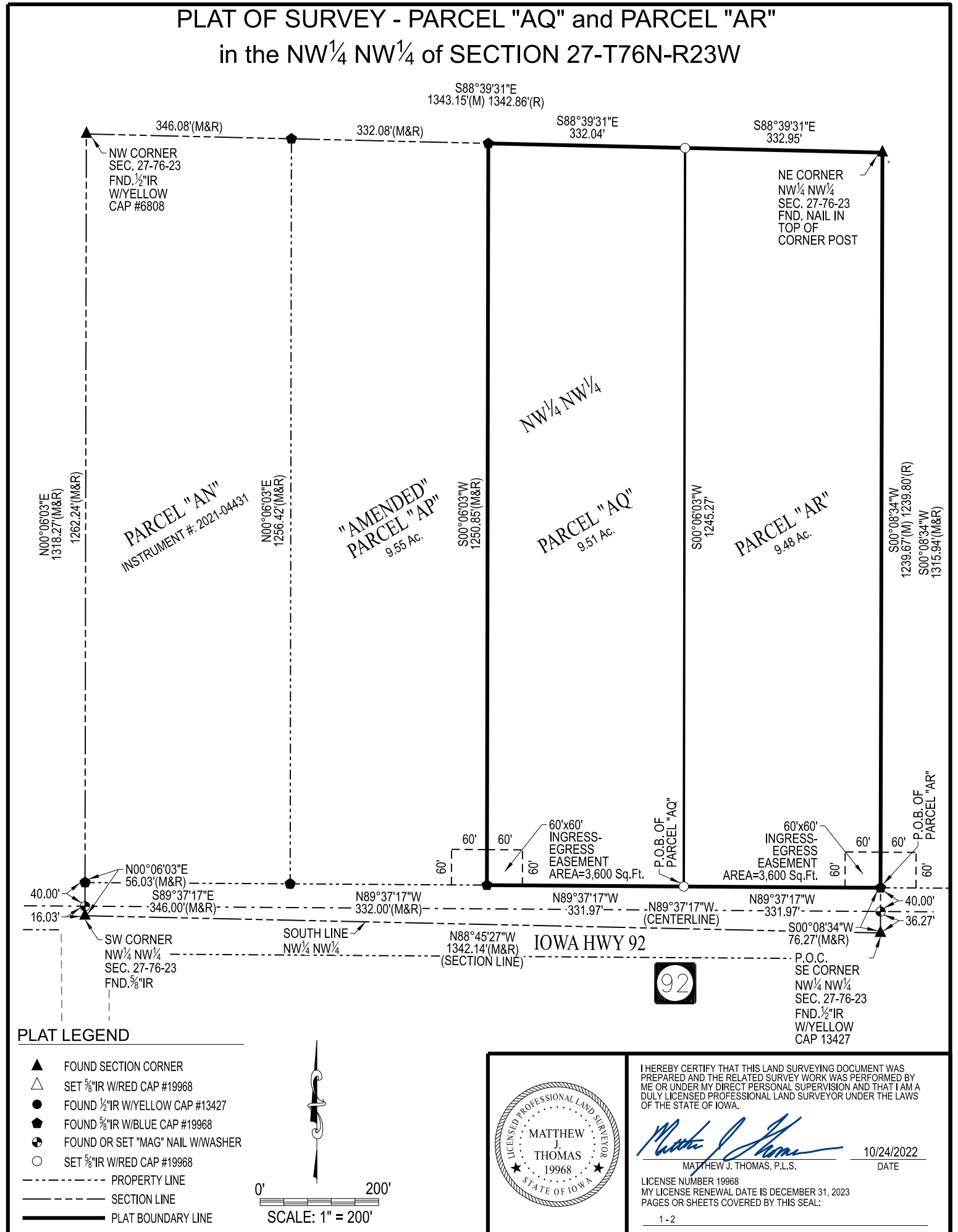
Date Received: _____
Receipt No: _____
Receipt Amount: _____

COUNTY: WARREN
LOCATION: PARCEL "AQ" AND PARCEL "AR" IN THE NW¹/₄ NW¹/₄
IN SECTION 27, TOWNSHIP 76 NORTH, RANGE 23 WEST

SURVEY FOR PROPRIETOR:
JOE GREUBEL
811½ S JEFFERSON ST
INDIANOLA, IOWA 50125

PREPARED BY & RETURN TO:
MATTHEW J. THOMAS, PLS
CIVIL DESIGN ADVANTAGE, LLC
4121 NW URBANDALE DRIVE
URBANDALE, IOWA 50322
PH:515-369-4400

DATE OF SURVEY: 09/23/2022



PLAT OF SURVEY - PARCEL "AQ" and PARCEL "AR"
in the NW¹/₄ NW¹/₄ of SECTION 27-T76N-R23W

LEGAL DESCRIPTION: PARCEL "AQ"

A parcel of land now included in and forming a part of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, more particularly described as follows:

Commencing at the Southeast Corner of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa; thence North 00°08'34" East along the East Line of the Northeast Quarter of the Northwest Quarter of said Section 27, a distance of 76.27 feet to a point on the North Right-of-Way Line of Iowa Highway 92; thence North 89°37'17" West along the North Right-of-Way Line of Iowa Highway 92, a distance of 331.97 feet to the Point of Beginning; thence continuing North 89°37'17" West along the North Right-of-Way Line of Iowa Highway 92, a distance of 331.97 feet; thence North 00°06'03" East, a distance of 1250.85 feet to a point on the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27; thence South 88°39'31" East along the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27, a distance of 332.04 feet; thence South 00°06'03" West, a distance of 1245.27 feet to the Point of Beginning, containing 9.51 Acres, subject to all easements, restrictions and covenants of record.

LEGAL DESCRIPTION: PARCEL "AR"

A parcel of land now included in and forming a part of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, more particularly described as follows:

Commencing at the Southeast Corner of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa; thence North 00°08'34" East along the East Line of the Northeast Quarter of the Northwest Quarter of said Section 27, a distance of 76.27 feet to the Point of Beginning and a point on the North Right-of-Way Line of Iowa Highway 92; thence North 89°37'17" West along the North Right-of-Way Line of Iowa Highway 92, a distance of 331.97 feet; thence North 00°06'03" East, a distance of 1245.27 feet to a point on the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27; thence South 88°39'31" East along the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27, a distance of 332.95 feet to the Northeast Corner of the Northwest Quarter of the Northwest Quarter of said Section 27; thence South 00°08'34" West along the East Line of the Northwest Quarter of the Northwest Quarter of said Section 27, a distance of 1239.67 feet to the Point of Beginning, containing 9.48 Acres, subject to all easements, restrictions and covenants of record.

LEGAL DESCRIPTION: PARCEL "AQ"

A parcel of land now included in and forming a part of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, more particularly described as follows:

Commencing at the Southeast Corner of the Northwest Quarter of the Northwest Quarter of Section 27, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa; thence North 00°08'34" East along the East Line of the Northeast Quarter of the Northwest Quarter of said Section 27, a distance of 76.27 feet to a point on the North Right-of-Way Line of Iowa Highway 92; thence North 89°37'17" West along the North Right-of-Way Line of Iowa Highway 92, a distance of 331.97 feet to the Point of Beginning; thence continuing North 89°37'17" West along the North Right-of-Way Line of Iowa Highway 92, a distance of 331.97 feet; thence North 00°06'03" East, a distance of 1250.85 feet to a point on the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27; thence South 88°39'31" East along the North Line of the Northwest Quarter of the Northwest Quarter of said Section 27, a distance of 332.04 feet; thence South 00°06'03" West, a distance of 1245.27 feet to the Point of Beginning, containing 9.51 Acres, subject to all easements, restrictions and covenants of record.

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MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider waiving right to review of a Plat of Survey for Chad Daniels, on the behalf of Vance Overton, for a property located within two miles of the City of Indianola

Recommendation:

Attachments:

1. 1. Staff Report
2. 2. Application
3. 3. Plat of Survey
4. 4. Legal Description



COMMUNITY DEVELOPMENT

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

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: December 13, 2022

Agenda Item: 7.I Consider waiving right to review of a Plat of Survey for Chad Daniels, on the behalf of Vance Overton, for a property located within two miles of the City of Indianola

Application Type: Plat of Survey

Applicant: Chad Daniels

Property Owner: Vance Overton

Property Address/Parcel: 140/0032-0620

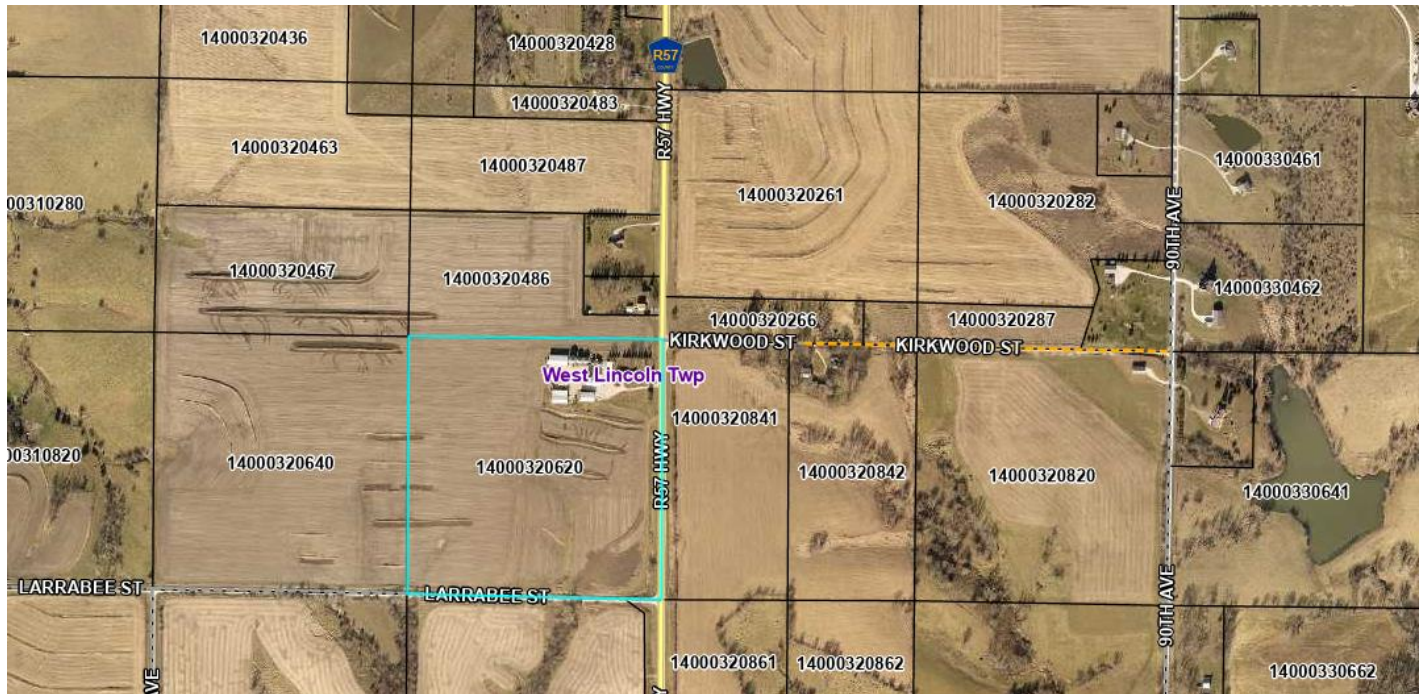
Current Zoning: A-1 'Agricultural' Zoning District (Unincorporated – Warren County)

Comprehensive Plan Designation: No Designation

Application Summary

Chad Daniels, on the behalf of Vance Overton, is requesting plat of survey approval for his property identified as parcel # 140/0032-0620. This property is located outside of Indianola's corporate limits but within the two-mile jurisdictional boundary of Indianola.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

170.06 FINAL PLATTING PROCEDURE

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

170.10 FINAL PLAT REQUIREMENTS

The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.
2. The plat shall be drawn to the scale of 50 feet to one inch, provided that if the resulting drawing would be over 36 inches in its shortest dimension, a scale of 100 feet to one inch may be used. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
 - A. Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one foot in 3,000 feet.

Agenda Item: 7.I Consider waiving right to review of a Plat of Survey for Chad Daniels, on the behalf of Vance Overton, for a property located within two miles of the City of Indianola

- B. Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.
- C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.
- D. Accurate metes and bounds description of the boundary.
- E. Street names.
- F. Complete curve notes for all curves included in the plat.
- G. Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
- H. Lot numbers and dimensions.
- I. Accurate locations and descriptions of easements for utilities and any limitations on such easements.
- J. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
- K. Building lines and dimensions.
- L. The location, type, material and size of all monuments and markers.
- M. The name of the subdivision.
- N. The name and address of the owner and the subdivider.
- O. North point, scale, and date.
- P. Certification by a registered land surveyor of the State of Iowa.
- Q. Certification of dedication of streets, easements and other public property.
- R. A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
- S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.

4. The final plat shall be accompanied by the following instruments:

- A. A statement by the proprietors and their spouses, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgments of deeds. The statement by the proprietors may also include a dedication to the public of all lands within the plat that are designated for streets, alleys, parks, open areas, school property, or other public use, if the dedication is approved by the Council.
- B. A statement by the Auditor approving the name or title on the subdivision plat.
- C. Either (i) a certificate bearing the approval of the Council stating that all improvements and installations in the subdivision required by this chapter have been made or installed in accordance with the City specifications, or (ii) a certificate from the owner or developer stating that all improvements required by this chapter shall be made or installed in accordance with City specifications before an occupancy compliance certificate is issued under the Zoning Ordinance, except as otherwise provided for in this chapter.
- D. A petition by the subdivider to the Council to provide the necessary improvements and to assess the costs thereof against the subdivided property in accordance with the requirements regarding special assessments, provided, however, that the subdivider or property owners shall furnish the necessary waivers to permit the assessment of the entire cost of the improvement plus the necessary and reasonable cost of the assessment proceedings against the platted property even though the total amount exceeds the statutory limitations. The final plat shall state that the subdivider, the grantees, assignees and successors in interest agree that public services including but not limited to street maintenance, snow removal, rubbish, refuse and garbage collection will not be extended to this subdivision until the improvements have been completed and accepted by the City.
- E. Easement(s) for Overland Drainage and/or Public Storm Sewer is required by and shall be in a form approved by the City.

Agenda Item: 7.I Consider waiving right to review of a Plat of Survey for Chad Daniels, on the behalf of Vance Overton, for a property located within two miles of the City of Indianola

F. A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements.

5. The final plat shall also be accompanied by the following at the time it is presented for filing at the Warren County Recorder's Office.

A. A statement from the mortgage holders or lienholders, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgment of deeds. An affidavit and bond as provided for in Section 354.12 of the Code of Iowa may be recorded in lieu of the consent of the mortgage or lienholder. When a mortgage or lienholder consents to the subdivision, a release of mortgage or lien shall be recorded for any areas conveyed to the City or dedicated to the public.

B. An opinion by an attorney-at-law who has examined the abstract of title of the land being platted. The opinion shall state the names of the proprietors and holders of mortgages, liens or other encumbrances on the land being platted and shall note the encumbrances, along with any bonds securing the encumbrances. Utility easements shall not be construed to be encumbrances for the purpose of this section.

C. A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.

The Council or Commission may request drafts or copies of any of the above instruments for examination at the time of processing the final plat if, in their opinion, the review of such instruments is deemed necessary to properly evaluate the proposed subdivision.

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 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:

Agenda Item: 7.I Consider waiving right to review of a Plat of Survey for Chad Daniels, on the behalf of Vance Overton, for a property located within two miles of the City of Indianola

General Direction	Long Streets	Short Streets
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 foot minimum; (ii) entrance spacing – 300 foot minimum; (iii) separation of entrance from intersection – 150 foot minimum.
- 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:

- 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.

170.13 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 two and one-half 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 four 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.

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.

170.19 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 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-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-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-inch diameter storm sewer service line that is a minimum of four 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 one-half 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.

Agenda Item: 7.I Consider waiving right to review of a Plat of Survey for Chad Daniels, on the behalf of Vance Overton, for a property located within two miles of the City of Indianola

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 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 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 24 inches in length as follows:

1. Set in concrete three 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 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 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 inches is deemed necessary by the Council, the additional cost shall be born 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, accompanied by a fee as set by resolution of the City Council, 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 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, set backs, 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 ELECTRICAL SERVICE

Agenda Item: 7.I Consider waiving right to review of a Plat of Survey for Chad Daniels, on the behalf of Vance Overton, for a property located within two miles of the City of Indianola

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 Code of Iowa 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 Code of Iowa 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.

170.36 FEES

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as set by Resolution of the City Council.

170.38 ENFORCEMENT

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

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

ANALYSIS

Subject Property

Chad Daniels has submitted a plat of survey application, on the behalf of property owner Vance Overton, for parcel #140/0032-062, a 37.96-net-acre aliquot parcel, that contains a single-family dwelling built in 1965. The site also contains multiple accessory structures used for agricultural purposes. The property is also currently under row-crop production. This plat of survey application would parcel off a section of land to create a buildable lot for a future dwelling.

To the north of the property is a 14.86-acre flag lot currently under row-crop production owned by Vance and Ruth Overton. To the east is an 18-acre lot under row-crop production. To the south is a 36.84-acre lot under row-crop production. containing a single-family dwelling and retention pond. The second is a 12.88-acre lot in row-crop production. To the west is a 38-acre lot in row-crop production, owned by Vance and Ruth Overton.

The property currently fronts County Highway R57, a major collector road. The Department of Transportation (IDOT) reports an Annual Average Daily Traffic (AAFT) of 810 vehicles, as of 2016.

The subject property does not contain any sensitive environmental features including floodplain, major waterways, or dense woodlands. Besides those areas containing structures, the site is in agricultural production.

Future Land Use

The subject property for the plat of survey has not been assigned a future land use designation within the "Elevate Indianola" Comprehensive Plan. Additionally, the subject property is located outside of Indianola's Annexation Priority Area. Priority annexation areas are those areas that have

Agenda Item: 7.I Consider waiving right to review of a Plat of Survey for Chad Daniels, on the behalf of Vance Overton, for a property located within two miles of the City of Indianola

been identified by the city for future growth, due to site suitability and proximity to services such as utilities and transportation.

The applicant has indicated that the new parcel would be to create a buildable lot for a future dwelling.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on November 23, 2022. No comments from the general public have been received, during the writing of this staff report.

ALTERNATIVES

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

- 1) **The City of Indianola Planning and Zoning Commission recommends approving a resolution waiving the City's subdivision authority.**
- 2) The City of Indianola Planning and Zoning Commission recommends declining to waive the City's subdivision authority.
- 3) The City of Indianola Planning and Zoning Commission remands the 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 Indianola Planning and Zoning Commission move alternative 1, that the request be approved, 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) Overton
(First Name) Vance
(Address) 12542 R57 Hwy
(City) Indianola (State) IA (Zip) 50125
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Daniels
(First Name) Chad
(Address) 22470 18th Ln
(City) New Virginia (State) IA (Zip) 50210
(Phone) 515 577 2583 (Email) PLS17532@gmail.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) Chad A Daniels

Date 9 Nov 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		SURVEY LEGEND () - Recorded Distance/Bearing — — — — Road Easement — · — · — Section line — x — x — Fence line Monuments ▲ - Found section corner ● - Set 1/2" red plastic capped rebar, #17532 ○ - Set Mag Nail w/ brass washer, #17532 0100200 FEET BASIS OF BEARINGS IS IA RCS ZONE 8	
INDEX LEGEND LOCATION: NE ¼ OF SE ¼ OF SECTION 32 T 76N, R 24W, WARREN COUNTY, IOWA OWNER: VANCE & RUTH OVERTON REV TRUST 12542 R57 HWY., INDIANOLA IA 50125 SURVEY FOR: KYLE OVERTON PREPARED BY CHAD A. DANIELS DANIELS LAND SURVEYING, 22470 18TH LN, NEW VIRGINIA IA 50210 RETURN TO: 515-577-2583			
DESCRIPTION - PARCEL J: That part of the Northeast Quarter of the Southwest Quarter of Section 32, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows; Commencing at the Southeast corner of said Northeast Quarter of the Southwest Quarter; thence North 00 degrees 05 minutes 46 seconds East, 242.56 feet along the East line of said Northeast Quarter of the Southwest Quarter to the Point of Beginning; thence North 00 degrees 05 minutes 46 seconds East, 304.77 feet along said East line; thence North 89 degrees 54 minutes 14 seconds West, 361.33 feet; thence South 00 degrees 05 minutes 46 seconds West, 304.77 feet; thence South 89 degrees 54 minutes 14 seconds East, 361.33 feet to the Point of Beginning, having an area of 2.53 Acres including 0.53 Acres of Road Easement.		Parcel J 2.53 Acres Easement recorded Book 94 Pages 538-544. Note: The road was designed using Metric system. S 00°05'46" W 304.77' N 89°54'14" W 361.33' S 89°54'14" E 361.33' N 00°05'46" E 304.77' N 00°05'46" E 304.77' N 00°05'46" E 242.56' (23 m) 75.46' 75.46' 813.11' R57 HIGHWAY CENTER, SEC. 32 Cut 'X' SE COR. NE 1/4 SW 1/4 SEC. 32 PK Nail in lead plug	
PROJ. NO. 1962		LICENSED LAND SURVEYOR CHAD A. DANIELS 17532 I O W A 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 Professional Land Surveyor under the laws of the State of Iowa. Signed Chad A. Daniels 9 NOV 22 Iowa License No. 17532 My license renewal date is 12-31-2022 Page No.'s covered by this seal: 1	
DATE OF SURVEY: 7 NOVEMBER 2022		PAGE 1 of 1	

DESCRIPTION - PARCEL J:

That part of the Northeast Quarter of the Southwest Quarter of Section 32, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows;

Commencing at the Southeast corner of said Northeast Quarter of the Southwest Quarter; thence North 00 degrees 05 minutes 46 seconds East, 242.56 feet along the East line of said Northeast Quarter of the Southwest Quarter to the Point of Beginning; thence North 00 degrees 05 minutes 46 seconds East, 304.77 feet along said East line; thence North 89 degrees 54 minutes 14 seconds West, 361.33 feet; thence South 00 degrees 05 minutes 46 seconds West, 304.77 feet; thence South 89 degrees 54 minutes 14 seconds East, 361.33 feet to the Point of Beginning, having an area of 2.53 Acres including 0.53 Acres of Road Easement.



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider the request from Steve Darr a minor modification to the Deer Run Planned Unit Development (PUD).

Recommendation:

Attachments:

1. 1. Staff Report
2. 2. Application
3. 3. Written Request
4. 4. Subject Parcels
5. 5. Public Comment #1



COMMUNITY DEVELOPMENT

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

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: December 13, 2022

Agenda Item: 7.J Consider the request from Steve Darr a minor modification to the Deer Run Planned Unit Development (PUD).

Application Type: Minor PUD Amendment

Applicant: Steve Darr

Property Owner: DFM Development LLC

Property Address/Parcel: #481/9506-0030, #481-9506-0020, #481-9506-0010

Current Zoning: PUD 'Planned Unit Development' Zoning District

Comprehensive Plan Designation: Low / Medium Density Residential

Application Summary

Steve Darr is requesting a minor modification to the Deer Run Planned Unit Development. The applicant is requesting the rezoning to allow for 2-unit townhomes as outlined in the R-2 Zoning District.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

165.02.5 AMENDMENTS

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

A. Request by Petition

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

B. City Council Referral

The owner of a property may submit a written request to the Zoning Administrator for their property to be rezoned. If the requested rezoning is not consistent with the adopted Comprehensive Plan, the property owner may further request the Comprehensive Plan be amended as part of the requested rezoning. The Zoning Administrator will then present this request to the City Council, who, at their discretion, may adopt a motion to refer the request to the Zoning Commission for consideration at a duly noticed public meeting in accordance with their procedures and the noticing requirements contained herein. The findings and recommendations of the Zoning Commission shall then be forwarded to the City Council for consideration and action. The City Council may further by motion forward their own request to the Zoning Commission to review and consider an amendment to the adopted Comprehensive Plan, the rezoning of a given property or properties, or amendments to the zoning regulations.

C. Zoning Commission Disapproval or Protest Petition

In case the proposed amendment, supplement or change is disapproved by the Zoning Commission, or a protest is presented duly signed by the owners of twenty percent (20%) or more either of the area of the lots included in such proposed change, or of those

Agenda Item: 7.J to consider the request from Steve Darr a minor modification to the Deer Run Planned Unit Development (PUD).

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

D. Public Hearing Noticing

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

E. Filing Fees

Before any action is taken as provided in this section, the owner or owners of the property requesting the proposed change in the district regulations or district boundaries shall pay to the City Clerk the fee as established by resolution of the City Council.

165.05(1)(K) REGULATIONS BY ZONING DISTRICT – PLANNED UNIT DEVELOPMENT (PUD)

F. Modifications

Any application by the property owner or owners for modification to an approved PUD shall first be reviewed by the Planning and Zoning Commission. Said proposed modification, along with a report from the Planning and Zoning Commission, shall then be forwarded to the City Council with appropriate recommendations. The City Council shall then take such appropriate action on the proposed modification and their decision shall be final.

No modification may be considered that is more than a ten percent (10%) increase in density or change of uses of the site without a public hearing by the Planning and Zoning Commission and City Council, as required for a rezoning. A public hearing may be held by the Planning and Zoning Commission or City Council on any requested modification. All modifications and adjustments shall be recorded at the Office of the Warren County Recorder.

ANALYSIS

Subject Property

The Deer Run Plat 6 area was zoned to a Planned Residential District in April of 2002 and was amended in July 2004 to allow for seven (7) four-unit townhomes. In 2015, the zoning and land use was again amended when the final plat was recorded, indicating that Lots 1-3 within the Deer Run Plat 6 development are to be occupied by single-family dwellings (note 6).

To the north of the subject property exists a single-family dwelling. To the east exists a golf course. To the south exists a bi-attached townhome. To the west exists approximately 18 acres of agricultural land in row-crop production.

The property fronts South Y Street, a major collector road. Major collectors are moderate-capacity streets that primarily serve to connect the local street network to arterials. Such roadways 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. According to the Iowa Department of Transportation (IDOT), this local street has an Annual Average Daily Traffic (AADT) of 610. This AADT was last counted in 2011.

Future Land Use

According to the "Elevate Indianola" Comprehensive Plan, the future land use of this area is designated as low to medium density residential, which calls for a density of up to 15 dwelling units per gross acre and single-family detached and attached dwellings, multi-family dwellings and apartments, and student housing.

The applicant is proposing the rezoning request to amend use regulations to allow for two-family dwellings and/or townhome development on the three residential lots. The applicant has indicated that the duplexes would be similar in nature to those directly south of the properties.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on November 23, 2022. The city has received the following comments regarding the request:

1. Please see the Building and Covenant Compliance agreement dated July 1, 2016. This agreement was entered into by all parties in good faith and clearly states that only single-family homes would be built on the lots in question, in compliance with Deer Run Plat 2 Covenants. As per our phone conversation you [Charlie Dissell] would see that all members of the Planning and Zoning Commission would receive a copy of this document prior to the December 13th Meeting. Please let it be known that we strongly oppose any amendment to this agreement. (Submitted from Larry Perry, Former Homeowner Association President, and resident at 814 S Y Street)

ALTERNATIVES

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

- 1) **The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the 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 Indianola Planning and Zoning Commission move alternative 1, that the request be approved.

LAND USE CHANGE APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) DFM Development LLC
(First Name) _____
(Address) PO Box 21009
(City) DS Moines (State) IA (Zip) 50321
(Phone) (515) 559-6703 (Email) _____

APPLICANT (if not Property Owner)

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

☐ COMPREHENSIVE PLAN AMENDMENT

Submittal Requirements:

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

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

☒ REZONING

Submittal Requirements:

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

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

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

Signature _____

Name (Printed) Steve Darr

Date 10-6-22

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

Date Received: _____

Receipt No: _____

Receipt Amount: _____

October 6, 2022

Indianola Planning & Zoning Commission and City Council
110 N first Street
Indianola, IA 50125

To The Commission:

We respectfully request that the PUD be amended for Lots 1-3 in Deer Run Plat 6 to allow for 2-unit townhomes as outlined in zoning R-2.

Thank you,

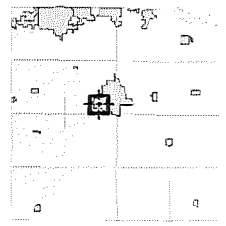


Steve Darr, President
DFM Development LLC / Darwen LLC
Owner, Lots 1, 2, 3

10-6-22
Date



Overview



Legend

Roads

-  Interstate
-  Highway
-  Ramp
-  County Gravel
-  County Level B
-  County Level C
-  City Gravel
-  City Street
-  Private Street
-  <all other values>

-  Corporate Limits
-  Parcels
-  Political Township

Major Roads

-  County Hwy
-  State Hwy
-  US Hwy
-  Interstate
-  Water

Parcel ID	48195060010	Alternate ID	48195040700/0702	Owner Address	DFM DEVELOPMENT LC/ DARWEN LLC
Sec/Twp/Rng	n/a	Class	R		PO BOX 21009
Property Address		Acreage	n/a		DES MOINES, IA 50321
District	48300				
Brief Tax Description	26-76-24INDIANOLADEER RUN PLAT 6 LOT 1				
	(Note: Not to be used on legal documents)				

Disclaimer:

The maps included in this website do not represent a survey and are compiled from official records, including plats, surveys, recorded deeds, and contracts, and only contain information required for government purposes. No warranties, expressed or implied, are provided for the data herein, its use or its interpretation. Warren County assumes no responsibility for use or interpretation of the data. Any person that relies on any information obtained from this site does so at his or her own risk. All critical information should be independently verified.

The 2,000 Foot Buffers layer is for law enforcement guidance only, and is based on the best information available at the time it was prepared. This layer should not be considered to be a complete and accurate representation of the locations of every school or child care facility, and will be changed as new information is available. The registered offender is responsible for ensuring that proposed residence is in compliance with the law, and may not rely solely on this layer. The registered offender should seek legal advice from a licensed attorney if needed.

Date created: 10/27/2022
Last Data Uploaded: 10/27/2022 3:32:21 AM

Developed by  **Schneider**
GEOSPATIAL

October 6, 2022

Indianola Planning & Zoning Commission and City Council
110 N first Street
Indianola, IA 50125

To The Commission:

We respectfully request that the PUD be amended for Lots 1-3 in Deer Run Plat 6 to allow for 2-unit townhomes as outlined in zoning R-2.

Thank you,

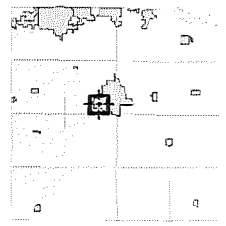


Steve Darr, President
DFM Development LLC / Darwen LLC
Owner, Lots 1, 2, 3

10-6-22
Date



Overview



Legend

Roads

-  Interstate
-  Highway
-  Ramp
-  County Gravel
-  County Level B
-  County Level C
-  City Gravel
-  City Street
-  Private Street
-  <all other values>

-  Corporate Limits
-  Parcels
-  Political Township

Major Roads

-  County Hwy
-  State Hwy
-  US Hwy
-  Interstate
-  Water

Parcel ID	48195060010	Alternate ID	48195040700/0702	Owner Address	DFM DEVELOPMENT LC/ DARWEN LLC
Sec/Twp/Rng	n/a	Class	R		PO BOX 21009
Property Address		Acreage	n/a		DES MOINES, IA 50321
District	48300				
Brief Tax Description	26-76-24INDIANOLADEER RUN PLAT 6 LOT 1				
	(Note: Not to be used on legal documents)				

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The 2,000 Foot Buffers layer is for law enforcement guidance only, and is based on the best information available at the time it was prepared. This layer should not be considered to be a complete and accurate representation of the locations of every school or child care facility, and will be changed as new information is available. The registered offender is responsible for ensuring that proposed residence is in compliance with the law, and may not rely solely on this layer. The registered offender should seek legal advice from a licensed attorney if needed.

Date created: 10/27/2022
Last Data Uploaded: 10/27/2022 3:32:21 AM

Developed by  **Schneider**
GEOSPATIAL

PREPARED BY & RETURN TO: ^HLARRY PERRY HOA PRESIDENT - 814 S.Y ST INDIANOLA, IA 50125 - 515-321-5833

Warren County, Iowa
Polly J. Glascock Recorder
Fee Book 2016-6090
07/22/2016 @10:00AM # Pages 1
XMS MISCELLANEOUS
Total Fees: \$17.00



July 1, 2016

Subject: Building & Covenant Compliance

\$7.00 + \$10.00 ps
pd

Dear Madam or Sir:

Per the "Agreement to Agree" between DFM and the current townhome owners, DFM is providing written acknowledgement and consent to the following:

DFM assures and guarantees the Owners of property at Deer Run Town Homes that DFM nor any future successor, developer or assignee of any kind, will not change or deviate from the Amended and Restated Declaration of Covenants recorded at the Warren County Court House on May 12, 2016.

And, that DFM further guarantees that the Declaration of Covenants, Conditions and Restrictions for Deer Run Plat 2, known as the West 10th Street Covenants, will be strictly adhered to for single family homes to be built on the three North lots and four South lots adjacent to Deer Run Town Homes. This guarantee will apply to any developer, successor or assignee that would build a home on these lots.

Any of this language can be amended by mutual written consent between DFM and the Home Owners Association.

Best Regards,

A handwritten signature in black ink, appearing to read "Matthew J. Mausser", written in a cursive, flowing style.

Matthew J. Mausser
President
DFM Development



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider the request from Warren County Historical Society for rezoning from the Single-Family Residential Detached (R-1) and Single-Family Residential Attached (R-2) zoning district to the Highway Commercial (C-2) zoning district for land located at 1206 and 1300 W 2nd Avenue.

Recommendation:

Attachments:

1. 1. Staff Report
2. 2. Application
3. 3. Rezoning map
4. 4. Legal Description



COMMUNITY DEVELOPMENT

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

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: December 13, 2022

Agenda Item: 7.K Consider the request from Warren County Historical Society for rezoning from the Single-Family Residential Detached (R-1) and Single-Family Residential Attached (R-2) zoning district to the Highway Commercial (C-2) zoning district for land located at 1206 and 1300 W 2nd Avenue.

Application Type: Rezoning

Applicant: Warren County Historical Society

Property Owner: City of Indianola

Property Address/Parcel: 1206 and 1300 W 2nd Avenue (Parcels #488/7026-0901; #488/6000-1220; and #481/9000-0040)

Current Zoning: R-1 'Single-Family Residential Detached' and R-2 'Single-Family Residential Attached' Zoning District

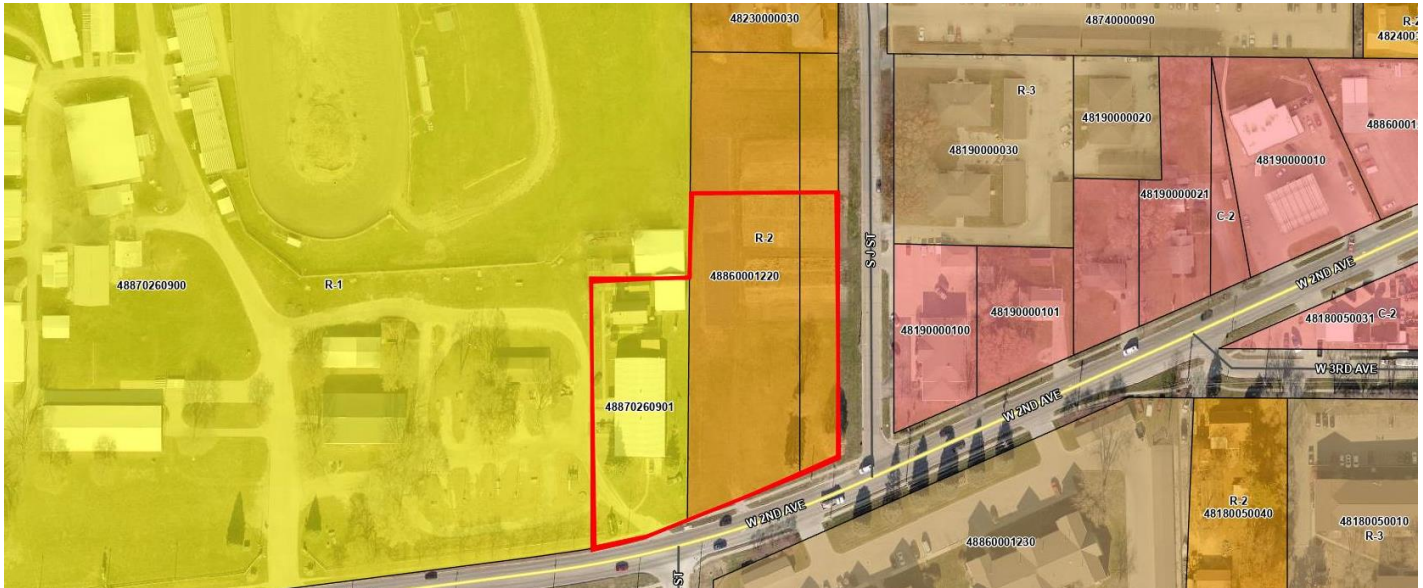
Proposed Zoning: C-2 'Highway Commercial' Zoning District

Comprehensive Plan Designation: Public / Semi Public; Low Density Residential

Application Summary

The Warren County Historical Society is requesting rezoning property addressed as 1206 and 1300 West 2nd Avenue from the R-1 and R-2 zoning district to the C-2 zoning district. The applicant is requesting the rezoning to reflect existing uses on the property where the museum is located, and to rezone adjacent property to allow for future expansion.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

Agenda Item: 7.K to consider the request from Warren County Historical Society for rezoning from the Single-Family Residential Detached (R-1) and Single-Family Residential Attached (R-2) zoning district to the Highway Commercial (C-2) zoning district for land located at 1206 and 1300 W 2nd Avenue.

additional property shall be filed with or considered by the Council until one year shall have elapsed from the date of filing of the first petition.

D. Public Hearing Noticing

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

E. Filing Fees

Before any action is taken as provided in this section, the owner or owners of the property requesting the proposed changed in the district regulations or district boundaries shall pay to the City Clerk the fee as established by resolution of the City Council.

ANALYSIS

Subject Property

The Warren County Historical Society has submitted a rezoning request for properties identified as 1206 and 1300 W 2nd Avenue. If approved, the rezoning request would amend the zoning for this parcel from R-1 '*Single-Family Residential Detached*' and R-2 '*Single-Family Residential Detached*' to C-2 '*Highway Commercial*'. One of the properties included in the request currently contains the Warren County Historical Society Museum.



Figure 1. Street view of parcel containing museum and adjacent vacant parcels.

The property fronts West 2nd Avenue, a major arterial road. According to the Iowa Department of Transportation (IDOT), this road has an Annual Average Daily Traffic (AADT) of 11,300 as of 2021. The subject property also fronts along South J Street, a minor collector with an AADT of 930 as of 2016.

Future Land Use

According to the "Elevate Indianola" Comprehensive Plan, the portion of land where the existing museum is located on is designated for public/semi public use, guiding for uses such as governmental offices and related, museums and performing arts, libraries and community centers, schools, institutions, and educational buildings, and lastly parks and open space.

The portion immediately east of the museum guides for low-density residential, which calls for a density of 2-5 dwelling units per gross acre and uses such as single-family detached dwellings, accessory dwelling units, non-traditional single-family forms, and civic uses/places of worship.

The request, if approved, would rezone the parcel where the museum is currently located, in its entirety and would only rezone portions of the vacant property. The request would allow for future expansion of the museum.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on December 2, 2022. No public comments were received at the time this staff report was written.

ALTERNATIVES

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

- 1) The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the 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 Indianola Planning and Zoning Commission move alternative 1, that the request be approved.

LAND USE CHANGE APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) Warren County Historical Society
(First Name) _____
(Address) 1400 2nd Ave West POB 256
(City) Indianola (State) Ia (Zip) 50047
(Phone) 515.961.8085 (Email) contact@warrencountyhistory.org

APPLICANT (if not Property Owner)

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

☐ COMPREHENSIVE PLAN AMENDMENT

Submittal Requirements:

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

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

☒ REZONING

Submittal Requirements:

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

- ☒ Completed Application
- ☒ Property Address: 1206 and 1300 W 2nd Ave
- ☒ Filing Fee: \$250
- ☒ Current Zoning: R-1& R-2 Proposed Zoning: C-2
- ☒ Legal description (electronic in word format)
- ☐ All items as required by Section 165.02(5) of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

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

Signature

Debbie Larrison, President

Name (printed)

Debbie Larrison, President

Date

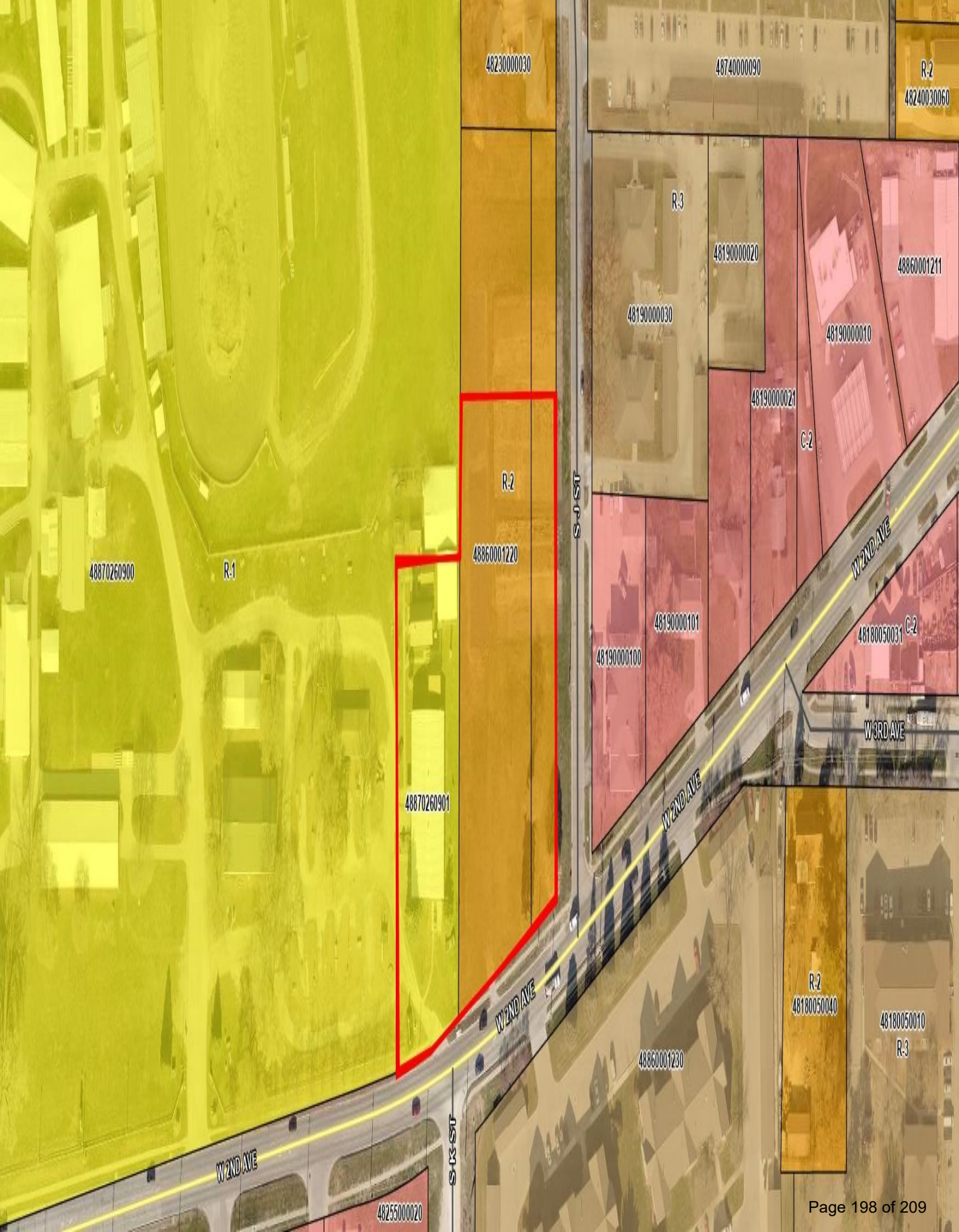
11/29/22

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

Date Received: _____

Receipt No: _____

Receipt Amount: _____



4823000030

4874000090

R-2
48240030060

R-3

4819000020

48860001211

4819000030

4819000010

4819000021

C-2

R-2

48860001220

S 1ST ST

W 2ND AVE

48870260900

R-1

48190000101

48190000100

48180050031

C-2

W 3RD AVE

48870260901

W 2ND AVE

R-2
48180050040

48180050010
R-3

48860001230

W 2ND AVE

S 1ST ST

48255000020

Legal Description:

Beginning 267' South of the NE Corner of the NE SE of Section 26, Township 76 North, Range 24 West of the 5th PM, Warren County, Iowa, thence 120' West, 331' South, 120' East, 331' North to the Point of Beginning, subject to easements and right-of-way of record;

and

Outlot One Hundred Twenty-two (122) of Auditor's Plat of Outlots to the City of Indianola, Iowa, subject to easements of record and excepting the north 170', excepting the north 170';

and

Part of Lots 4, 5 and 11, Day's Outlots, City of Indianola, Iowa described as follows: Beginning at the Northwest corner of said Lot 4, thence East 48.0 feet to the West right-of-way of South J St.; thence South 01° 01' East along said right-of-way 501.9 feet to the right-of-way of Highway 92; thence South 64° 43' West along said right-of-way 56.2 feet; thence North along the West side of said Lots 11, 5 and 4 a distance of 525.5 feet to the point of beginning. Said tract contains .565 of an acre, more or less, subject to easements of record, and excepting the north 170';



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Discussion regarding Planning and Zoning meeting schedule for 2023

Recommendation:

Attachments:

1. 1. Memorandum
2. 2. 2023 P&Z Submittal and Meeting Dates



COMMUNITY DEVELOPMENT

To: Planning and Zoning Commission
From: Emily Rizvic, Associate Planner
Charlie Dissell, Director
Date: December 7, 2022
Subject: Discussion regarding Planning and Zoning meeting schedule for 2023

Background

The City of Indianola Planning and Development Commission currently meets once a month, for a total of approximately 12 meetings per year. For the 2023 session, the commission met the 2nd Tuesday of each month, beginning at 6:00 p.m. This discussion is to discuss future meeting schedules for the Planning and Zoning Commission meetings in 2023.

Cities Reoccurring Meeting Dates and Times

The following are reoccurring dates and times that other cities within the Des Moines Metro Area hosts Planning and Zoning Commission meetings:

Municipality	Number of Meetings per Month	Reoccurring meeting days and time
Altoona	1	4 th Tuesday at 6:30 PM
Ankeny *	2	1 st and 3 rd Monday at 6:30 PM
Bondurant	2	2 nd and 4 th Thursday at 6:00 PM
Clive	1	1 st Thursday at 5:30 PM
Des Moines	2	1 st and 3 rd Thursday at 6:00 PM
Grimes	1	1 st Tuesday at 5:30 PM
Johnston *	2	2 nd and last Monday at 7:00 PM
Norwalk	2	2 nd and 4 th Monday at 5:45 PM
Pleasant Hill *	1	1 st Monday at 5:30 PM
Urbandale	2-3	Every other Monday at 5:30 PM
Waukee	2	2 nd and 4 th Tuesday at 6:00 PM
West Des Moines *	2	2 nd and 4 th Monday at 5:30 PM
Windsor Heights	N/A – Held as needed	N/A – 5:30 PM

* Meeting schedules are adjusted for observed holidays

City Observed Holidays

The following is a list of holidays that the city observes. On these dates, City Hall is closed to the public. These observed holidays can be found in the City of Indianola Employee Handbook.

- New Year's Day – January 1, 2023 (Sunday)*
- Memorial Day – May 29, 2023 (Monday)
- President's Day – February 20, 2023 (Monday)

- Labor Day – September 4, 2023 (Monday)
- Thanksgiving Day – November 23-24 (Thursday and Friday)
- Independence Day – July 4, 2023 (Tuesday)
- Christmas Day – December 24-26 (Monday and Tuesday)

2023 Planning & Zoning Commission Calendar

Meeting DATE 6:00 PM	REVIEW DEADLINE	NOTICES Mailed SIGN Posted	AGENDA PACKET to Commission	Draft MINUTES Complete	CITY COUNCIL 6:00 PM (Site Plans, Subdivisions)	CITY COUNCIL 6:00 PM (Public Hearings)	CITY COUNCIL 6:00 PM (Ordinance Approval)
1/10/2023	12/27/2022	12/30/2022	1/6/2023	1/13/2023	1/17/2023	2/6/2023	3/6/2023
1/24/2023	1/9/2023	1/13/2023	1/20/2023	1/27/2023	2/6/2023	2/21/2023	3/20/2023
2/14/2023	1/30/2023	2/3/2023	2/10/2023	2/17/2023	2/21/2023	3/20/2023	4/17/2023
2/28/2023	2/13/2023	2/17/2023	2/24/2023	3/3/2023	3/6/2023	4/3/2023	5/1/2023
3/14/2023	2/27/2023	3/3/2023	3/10/2023	3/17/2023	3/20/2023	4/17/2023	5/15/2023
3/28/2023	3/13/2023	3/17/2023	3/24/2023	3/31/2023	4/3/2023	5/1/2023	6/5/2023
4/11/2023	3/27/2023	3/31/2023	4/7/2023	4/14/2023	4/17/2023	5/15/2023	6/19/2023
4/25/2023	4/10/2023	4/14/2023	4/21/2023	4/28/2023	5/1/2023	6/5/2023	7/3/2023
5/9/2023	4/24/2023	4/28/2023	5/5/2023	5/12/2023	5/15/2023	6/5/2023	7/3/2023
5/23/2023	5/8/2023	5/12/2023	5/19/2023	5/26/2023	6/5/2023	7/3/2023	9/7/2023
6/13/2023	5/30/2023	6/2/2023	6/9/2023	6/16/2023	6/19/2023	7/17/2023	8/21/2023
6/27/2023	6/12/2023	6/16/2023	6/23/2023	6/30/2023	7/3/2023	8/7/2023	9/5/2023
7/11/2023	6/26/2023	6/30/2023	7/7/2023	7/14/2023	7/17/2023	8/7/2023	9/5/2023
7/25/2023	7/10/2023	7/14/2023	7/21/2023	7/28/2023	8/7/2023	9/5/2023	10/2/2023
8/8/2023	7/24/2023	7/28/2023	8/4/2023	8/11/2023	8/21/2023	9/5/2023	10/2/2023
8/22/2023	8/7/2023	8/11/2023	8/18/2023	8/25/2023	9/5/2023	10/2/2023	11/6/2023
9/12/2023	8/28/2023	9/1/2023	9/8/2023	9/15/2023	9/18/2023	10/16/2023	11/6/2023
9/26/2023	9/11/2023	9/15/2023	9/22/2023	9/29/2023	10/2/2023	11/6/2023	12/4/2023
10/10/2023	9/25/2023	9/29/2023	10/6/2023	10/13/2023	10/16/2023	11/6/2023	12/4/2023
10/24/2023	10/9/2023	10/13/2023	10/20/2023	10/27/2023	11/6/2023	12/4/2023	1/2/2024
11/14/2023	10/30/2023	11/3/2023	11/10/2023	11/17/2023	11/20/2023	12/18/2023	1/16/2024
11/28/2023	11/13/2023	11/17/2023	11/22/2023	12/1/2023	12/4/2023	1/2/2024	2/5/2024
12/12/2023	11/27/2023	12/1/2023	12/8/2023	12/15/2023	12/18/2023	1/2/2024	2/5/2024
12/27/2023	12/11/2023	12/15/2023	12/22/2023	12/29/2023	1/2/2024	1/16/2024	2/20/2024



MEMORANDUM

To: Planning and Zoning Commission

From:

Date: December 13, 2022

Subject: Consider amendment to P&Z Rules and Regulations regarding meeting dates and times

Recommendation:

Attachments: 1. PZC Rules and Regulations_20221213



— PLANNING & 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 nine (9) 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 of the members of the Commission shall commence on July 1 beginning with appointments made in 2020 and shall be five (5) years, or until a successor is appointed but in no event more than six (6) months following the end of the term. The terms of not more than one-third of the members will expire in any one year. 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 bi-monthly on the second and fourth 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: ___ May 14, 2019

REVISED: ___ March 10, 2020

___ December 13, 2022

~~Josh Rabe~~ Misty Soldwisch, Chairperson

Charlie Dissell,
Director of Community & Economic Development



Community Development

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

Nov 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	1	1	\$270,000.00	\$270,000.00	
102	Single Family Attach	0	0	\$0.00		
103	Two Family	0	0			
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	1		\$1,200,000.00	\$0.00	
329	Pool	0				
434	Residential Add/Alt	4		\$69,767.00	\$17,441.75	
437	Non-residential add/alt	0		\$0.00	#DIV/0!	
438	Res garage/carports	0		\$0.00		
645	Demo - sfd	1		\$0.00		
649	Demo - commercial	0		\$0.00		
November Total		7	1	\$1,539,767.00		
Residential Value		Commercial Value		All Non-Taxable		
22.1%		77.9%		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	40	40	\$14,559,771.00	\$363,994.28	
102	Single Family Attach	0	0	\$0.00		
103	Two Family	1	1	\$375,000.00		
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	7		\$8,349,540.00	\$1,192,791.43	
329	Pool	9		\$557,785.00		
434	Residential add/alt	95		\$891,119.89	\$9,380.21	
437	Non-residential add/alt	7		\$3,240,500.00	\$462,928.57	
438	Res garage/carports	10		\$197,600.00		
645	Demo - sfd	7		\$0.00		
649	Demo - commercial	1		\$0.00		
YTD TOTAL		177	41	\$28,171,315.89		
Residential Value		Commercial Value		All Non-Taxable		
58.9%		41.1%		0.0%		