



CITY OF INDIANOLA BOARD OF ADJUSTMENT MEETING

April 3, 2024

6:00 PM

City Council Chambers

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Approval**
 - A. Approval of the April 3rd, 2024 agenda.
- 4. Minutes Approval**
 - A. Approval of the meeting minutes for January 3rd, 2024.
- 5. New Business**
 - A. 2024 Annual Election of Officers
 - B. Consider request from Ted Ihnns on behalf of Indianola Community School District for a Special Use Permit for the expansion of a public high school, located at 1304 E 1st Avenue
 - C. Consider request from Ted Ihnns to vary from the 30-foot minimum parking setback from the front property lines by 15-feet, for a front parking setback of 15-feet.
 - D. Consider request from Ted Ihnns to vary from trash enclosure requirements
 - E. Consider request from Paul Horton for a Special Use Permit for new construction of a building associated with a place of worship, located at 1209 W 2nd Avenue
 - F. Board of Adjustment Training
 - G. Annual Report
- 6. Comments**
 - A. Introduction to Planning and Zoning Training - Iowa State University Extension and Outreach
- 7. Adjourn**



MEMORANDUM

To: Board of Adjustment
From:
Date: April 3, 2024
Subject: Approval of the April 3rd, 2024 agenda.

Recommendation:

Attachments: None



CITY OF INDIANOLA BOARD OF ADJUSTMENT MEETING

January 3, 2024

6:00 PM

City Council Chambers

Minutes

1. Call to Order

Meeting was called to order at 6:03 PM.

2. Roll Call

Board members present: Amy Mitchell, Lee Bash, Jane Whalen, Deidre Hoover

Staff members present: Charlie Dissell, Miranda Chadwick

3. Agenda Approval

A. Approval of the January 3rd, 2024 meeting agenda.

Whalen made a motion to approve the agenda.

Hoover seconded the motion.

Motion was passed.

4. Minutes Approval

A. Approval of September 6th, 2023 meeting minutes.

Whalen made a motion to approve the minutes.

Hoover seconded the motion.

Motion was passed.

5. New Business

A. 2024 Annual Election of Officers

This agenda item was moved to the next meeting.

B. Approval of the 2024 Board of Adjustment Calendar

Whalen made a motion to approve the calendar dates for 2024.

Hoover seconded the motion.

Motion was passed.

C. Consider request from Kyle Kruidenier on behalf of Prime Assets Investments LLC for a Special Use Permit to allow for a liquor store at 501 North Jefferson Way.

Whalen made a motion to approve the request.

Hoover seconded the motion.

Motion was passed.

D. Consider request from Parker Signs and Graphics, Inc. to allow for building signage to exceed the maximum allowable size in width and height of 6 feet for letters, symbols, and panel-type signage by 4 feet.

Whalen made a motion to approve the request.
Hoover seconded the motion.
Motion was passed.

6. Comments

7. Adjourn

The meeting was adjourned at 6:30.



MEMORANDUM

To: Board of Adjustment

From: Charlie Dissell, Deputy City Manager Development and Operations, Emily Rizvic, Associate Planner

Date: April 3, 2024

Subject: 2024 Annual Election of Officers

Recommendation:

Attachments: None



MEMORANDUM

To: Board of Adjustment

From: Charlie Dissell, Deputy City Manager Development and Operations, Emily Rizvic, Associate Planner

Date: April 3, 2024

Subject: Consider request from Ted Ihnns on behalf of Indianola Community School District for a Special Use Permit for the expansion of a public high school, located at 1304 E 1st Avenue

Recommendation: Staff recommends that the Indianola Board of Adjustment move alternative 2, to approve the Special Use Permit request with the following conditions:

1. Landscaping associated with Phase 1A and Phase 1B of this proposal must be provided with Phase 2, by August 2029.
2. Should pending variance requests be denied by the Board of Adjustment, the applicant must provide updated documentation and information to the Community Development Department showing consistency and compliance with the City of Indianola Zoning Code.
3. An updated landscaping plan and site plan addressing March 22, 2024, review comments as it relates to landscaping requirements and accessible routes to facilities on site must be provided to the Community Development Department for review.
4. Any areas of issues/concerns with the Stormwater Management Plan and site drainage must be addressed prior to start of construction.

Attachments:

1. Staff Report
2. Application
3. Narrative
4. Site Plan
5. Landscaping Plan
6. Architectural Elevations and Building Layout
7. Phasing Plan
8. Decision and Order



COMMUNITY DEVELOPMENT

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

STAFF REPORT

BOARD OF ADJUSTMENT

Date of Meeting: April 3, 2024

Agenda Item: 5.B Consider request from Ted Ihnns on behalf of Indianola Community School District for a Special Use Permit for the expansion of a public high school, located at 1304 E 1st Avenue.

Application Type: Special Use Permit

Applicant: Ted Ihnns

Property Owner: Indianola Community School District

Property Address/Parcel: 1304 E 1st Avenue (Parcel ID #488/6000-0320, -0317, -0316, #481/7003-0011, and -0010)

Zoning: R-1 '*Single-Family Residential Detached*', R-2 '*Single-Family Residential Attached*', and C-2 '*Highway Commercial*'

Application Summary

Ted Ihnns, on behalf of Indianola Community School District, is requesting a Special Use Permit for the expansion of a public high school. The request is for Phase 1A and Phase 1B of the project and includes the construction of a new southwest parking lot, demolition and reconstruction of the northern parking lot, and other site significant site improvements, including an academic wing and secured entrance.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

165.02 POWERS AND DUTIES OF THE BOARD OF ADJUSTMENT. The Board of Adjustment has the following powers and duties:

C. Special Use Permits - To review and consider approval of a Special Use Permit for a Special Use as identified Permitted and Special Uses Table contained in CHAPTER 165.05 of the Zoning Regulations. The following shall be required:

- i. Special Use Permit Application - A site plan (including 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 Special Use Permit Application fee as established by resolution of the City Council.
- ii. Special Use Permit Procedure - The Special Use Permit 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.
- iii. Special Use Permit Review by Board of Adjustment - 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 Board a copy of the Special Use Permit Application along with a written recommendation as to the application's conformity with the rules and regulations of the city.

- iv. The Board shall subsequently hold a duly noticed public hearing as prescribed by their rules of procedures, and the noticing requirements contained herein, and review the Application for conformity with the zoning regulations and standards. The Board may approve, approve with conditions, or deny the Special Use Permit Application.

ANALYSIS

Subject Property

Ted Ihnns, on behalf of Indianola Community School District (ICSD), is requesting approval of a Special Use Permit (SUP), that would allow the expansion of a public high school, located at 1304 E 1st Avenue.

The site is currently utilized for Indianola Public High School and contains an existing public-school facility on the site. The building was constructed in 1965 and has several subsequent additions since its construction. The site also features ten (10) tennis courts north of the main campus and ball fields, as well as a school bus storage area.

To the north of the property is the McVey Trail. To the east exists several properties. The first is a vacant 1.18-acre ground, owned by the City of Indianola. The second is a vacant 6.77-acre property, which currently has two active development cases, including a plat of survey to divide the ground, and a site plan application for a townhome development. To the south exists several properties, including additional ground owned by ICSD, two properties containing multi-family residential apartments, and a commercial business. To the west exists several single-family residential properties.

There are multiple accesses into the site, including access from South 12th Street, East 1st Avenue, East Salem Avenue, and East Ashland Avenue. The Annual Average Daily Traffic (AADT) for associated streets are provided by the Iowa Department of Transportation and are provided below:

- South 12th Street – 1931 AADT, 1998
- East 1st Avenue – 662 AADT, 1978
- East Salem Avenue – 410 AADT, 2016
- East Ashland Avenue – 640 AADT, 1998

An updated traffic study, as well as a queue analysis for this site has been provided to the Public Works Director.

The subject area does appear to contain environmentally sensitive features, including heavy woodlands near the north and northeast property line. The property also contains a floodplain; however, no work is proposed within the floodplain. The floodplain is generally located along Short Creek, found north of the subject property. According to the Federal Emergency Management Agency (FEMA), the Special Flood Hazard area is categorized as Zone A, without a Base Flood Elevation (BFE).

Future Land Use

According to the “Elevate Indianola” Comprehensive Plan, the future land use of this area is designated as Public/Semi-Public. This land use designation guides for governmental offices, museums and performing arts, libraries and community centers, schools, and institutions, as well as parks, open space, and trails.

The site contains multiple zoning classifications, including R-1 ‘*Single-Family Residential Detached*’, R-2 ‘*Single-Family Residential Attached*’, and C-2 ‘*Highway Commercial*’. Public or

private elementary, middle, or high schools are allowed through Special Use Permit (SUP) in each of the three zoning classifications located on site.

The proposal requests approval of Phase 1A and 1B of the Special Use Permit (SUP). The applicant will be required to return for additional approval from the Board of Adjustment for subsequent phases, Phase 2.

Phase 1A of the proposal includes the construction of a new southwest parking lot, followed by the demolition of the northern parking lot, two tennis courts, and other miscellaneous site demolition. The phase also includes the construction of a new academic wing, northern teacher/faculty parking lot, and perimeter shared drive/access path. The existing northeast stormwater detention basin will be upsized, and a new basin will be provided west of the proposed academic wing. The applicant anticipates that a bulk of this phase will be complete by April 2026.

Phase 1B of the proposal includes the demolition of the southeast portion of the building, and the existing circle drop-off. A new secured entrance will be constructed on the south side of the facility, along with a passenger loading zone. Phase 1B is anticipated to be completed by February 2027.

Phase 2, which is outside of the scope of this review, is anticipated to consist of a new east parking lot, reconstruction of a southern parking lot, a new competition gym, and two new tennis courts. Construction alternatives are provided for parking lot areas, and two additional tennis courts. Phase 2 is anticipated to be complete by June 2029.

The applicant is also requesting two variances, as it relates to trash enclosure requirements on the site and off-street parking setbacks from the road.

FINDINGS OF FACT

165.02(3)(B)(3)(c)(v), in order to approve a Special Use Permit, the Board shall make the following findings:

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

The applicant has provided a site plan and construction documents with their applications, which shows the existing site features at the property and the proposed improvements required to meet the minimum zoning requirements for the site, with the exception of two items that the applicant is requesting variance from. The applicant will be required to update submittal documents to reflect the Decision and Order by the Board of Adjustment, if the request(s) are denied.

The applicant is also proposing that a bulk of landscaping be completed as part of Phase 2 of the project. A condition is recommended by staff to ensure that landscaping associated with Phase 1A and 1B of the project are completed if Phase 2 of the project were to not be undertaken by the ICSD.

This criterion is conditionally met.

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

The subject areas within this proposal equate to approximately 45-acres in size. The site and associated parcels are of adequate size to accommodate the proposed use and site improvements, including setbacks, open space, stormwater management, and off-street parking necessary for site expansion.

This criterion is met.

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

Based on the proposed use, staff does not anticipate that the health, safety, and welfare of citizens would be impacted. The site plan shows improvements to the site, including accessible routes for accessing facilities located on the site, including the tennis courts, greenhouse, parking areas, and associated building. Accessible passenger loading zones are also provided on site for the loading zones located at the north and south side of the building.

The site also shows improvements to overall traffic circulation on the site, by expanding queueing strength at the passenger loading zones, pedestrian crossing improvements, as well as providing fire lanes and access.

Additional review by the City Engineer is required for stormwater management and control. A condition is recommended to reflect as accordingly.

This criterion is conditionally met.

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

Traffic congestion is not anticipated to increase with the proposed use after construction of the expansion. Traffic may increase during the construction of the project but will not continue after it is completed. A traffic study and queuing analysis have been completed and reviewed by the Public Works Department as part of this proposal, with improvements proposed to better existing traffic concerns.

This criterion is met.

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

The proposed expansion would not unduly burden public utilities or increase risk to flooding. Utility contacts have reviewed the request, as well as the City Engineer. Additional review is needed by the City Engineer for stormwater management and control, however no concerns for flooding exists. A condition is recommended as it relates to drainage review on site.

This criterion is conditionally met.

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

The current use is established on the site and has been established since the 60's when the public-school facility was constructed. The associated site improvements are

compatible with the surrounding neighborhood and are not anticipated to diminish or impair established property values or adjoining or surrounding property.

This criterion is met.

7. The issuance of the Special Use Permit will not endanger, jeopardize, or harm the health, safety or welfare of the properties and the community

The proposed expansion and site improvements are not anticipated to harm the health, safety, and welfare of properties or the community. The proposal project has conducted a traffic impact analysis, a queue analysis, and provide a minimum level of improvements to ensure that there is no significant impact to the health, safety, and welfare of the properties and the community.

This criterion is met.

ALTERNATIVES

The City of Indianola Board of Adjustment may consider the following alternatives:

- 1) The City of Indianola Board of Adjustment approves the special use request, as submitted.
- 2) The City of Indianola Board of Adjustment approved the special use request, with conditions.**
- 3) The City of Indianola Board of Adjustment denies the special use request.
- 4) The City of Indianola Board of Adjustment remands the special use request back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Board of Adjustment agenda.

RECOMMENDATION

Staff recommends that the Indianola Board of Adjustment move alternative 2, to approve the Special Use Permit request with the following conditions:

1. Landscaping associated with Phase 1A and Phase 1B of this proposal must be provided with Phase 2, by August 2029.
2. Should pending variance requests be denied by the Board of Adjustment, the applicant must provide updated documentation and information to the Community Development Department showing consistency and compliance with the City of Indianola Zoning Code.
3. An updated landscaping plan and site plan addressing March 22, 2024, review comments as it relates to landscaping requirements and accessible routes to facilities on site must be provided to the Community Development Department for review.
4. Any areas of issues/concerns with the Stormwater Management Plan and site drainage must be addressed prior to start of construction.

BOARD OF ADJUSTMENT APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) Indianola Community School District
(First Name) NA
(Address) 1301 E 2nd Avenue
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-961-9500 (Email) johna.clancy@indianola.k12.ia.us

APPLICANT (if not Property Owner)

(Last Name) lhns
(First Name) Ted
(Address) 1301 E 2nd Avenue
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-961-9500 (Email) ted.lhns@indianola.k12.ia.us

☐ APPEAL

Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$300 per request
- ☐ Written narrative indicating where it is alleged there is error in any order, requirement, decision, or determination made by the Administrative Officer in the enforcement of this Code of Ordinances of Indianola, Iowa .
- ☐ Other Information as required by Director

☒ SPECIAL USE PERMIT

Submittal Requirements:

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

- ☐ Property Address:
1304 E 1st Avenue, Indianola, IA 50125
- ☒ Completed Application
- ☒ Filing Fee: \$300 per request
- ☒ Site Plan and Elevations as outlined in 165.06
- ☒ Written narrative indicating the special use permit sought and response to the criteria outlined in Section 165.02(3)(B)(3)(c)(v) of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

☐ VARIANCE

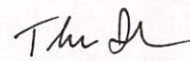
Submittal Requirements:

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

- ☐ Property Address:

- ☐ Completed Application
- ☐ Filing Fee: \$300 per request
- ☐ Site Plan and Elevations
- ☐ Written narrative indicating justification for proposed variance and response to the criteria outlined in Section 165.02(3)(B)(3)(b) 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) Ted lhns

Date 3/15/24

FOR OFFICE USE ONLY:

Code to 45180

Date Received: _____
Receipt No: _____
Receipt Amount: _____
BOA Agenda Date: _____



March 18, 2024

Board of Adjustments
City of Indianola
110 N 1st Street
Indianola, IA 50125

Re: Indianola High School Additions and Renovations - Special Use Permit Narrative
LEI Project No: 92220097.000

To Whom it May Concern,

The Indianola HS Additions and Renovations project consists of two phases – Phase 1A/1B and Phase 2.

Phase 1A includes the construction of a new southwest parking lot, followed by the demolition of the northern parking lot, two (x2) tennis courts, and other miscellaneous site demolition. Construction of a new academic wing, northern teacher/faculty parking lot, and perimeter shared drive/access path. For stormwater management, the existing northeast stormwater detention basin will be upsized, a new detention basin will be constructed west of the proposed academic wing, and an underground system consisting of 10' diameter corrugated metal pipe will be provided at the north end of the site to provide runoff rate control for a large portion of the site. Other site improvements, including a water loop and sanitary sewer extension will be constructed for the facility. Phase 1A is anticipated to be substantially complete by April of 2026.

Phase 1B will then consist of removal of the southeast portion of the building and the existing circle drop-off. A new secured entrance will be constructed on the south side of the facility along with a new parent drop-off with visitor/parent pick-up parking. The demolished academic wing will be replaced with an open landscape area until Phase 2 begins. The existing southeast detention basin will be utilized for runoff from the new drop-off/parking and right of way runoff. Phase 1B is anticipated to be substantially complete by February of 2027.

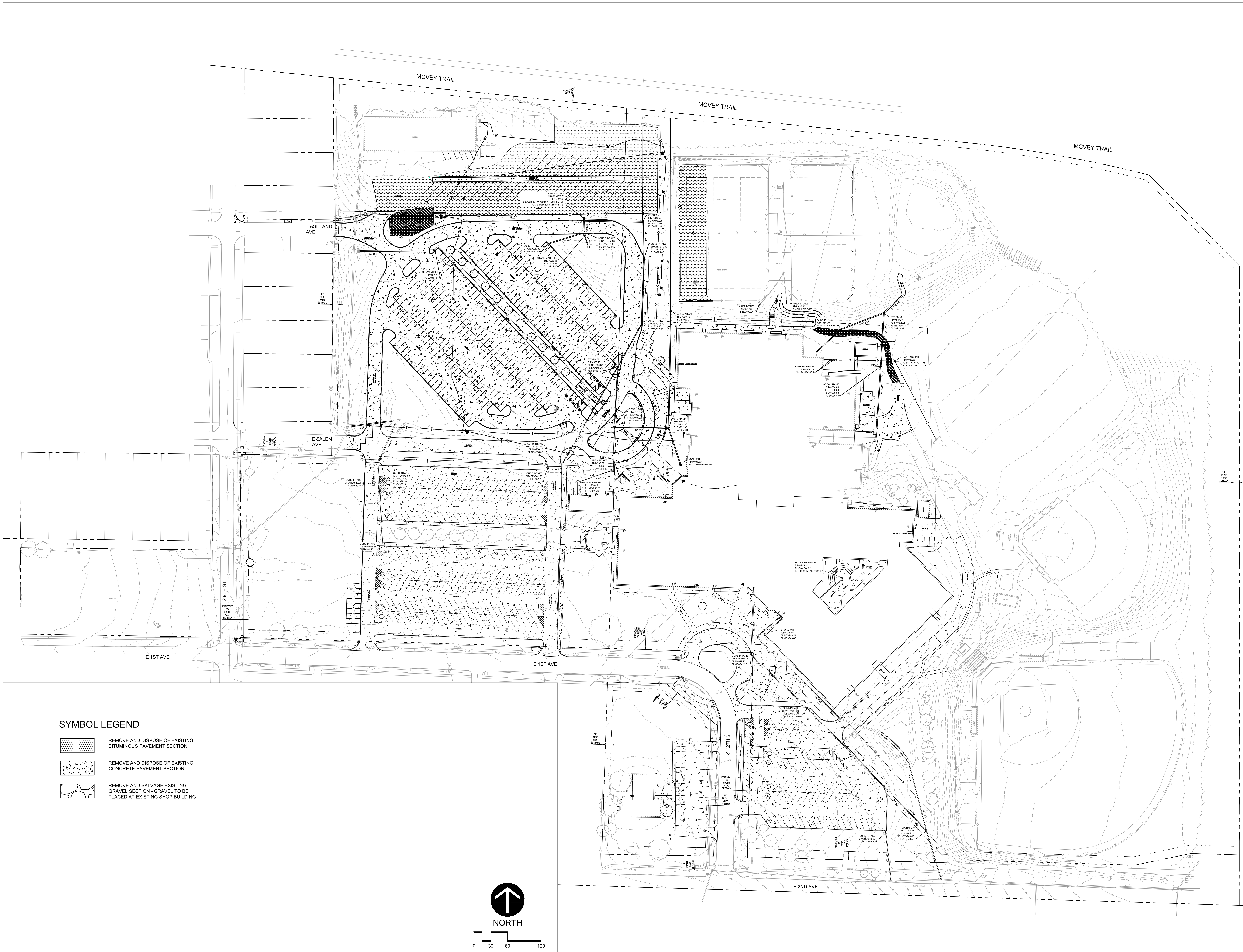
Phase 2 work is anticipated to consist of a new east parking lot, reconstruction of a southern parking lot, a new competition gym, and two (x2) new tennis courts. Construction alternates will consist of a 53 stall parking lot south of the Phase 1A academic wing, an 88 stall parking lot at the east side of S 12th Street, and two (x2) additional tennis courts. The existing SE detention basin will be upsized to accommodate stormwater runoff from new improvements. Phase 2 is currently in the construction document phase and is therefore shown as preliminary – for reference only and is not requested to be fully permitted at this time. Phase 2 is anticipated to be substantially complete by June of 2029.

Sincerely,
Larson Engineering, Inc.

A handwritten signature in dark ink, appearing to read "Gage DeCook".

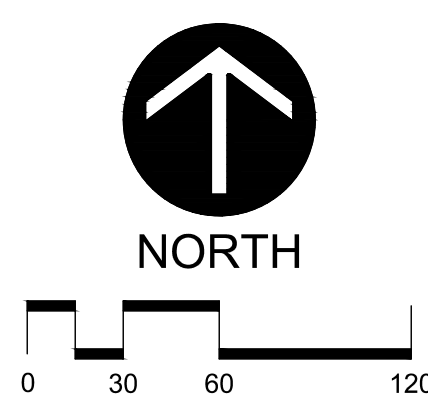
Gage L. DeCook, P.E. (IA)
Civil Project Engineer





SYMBOL LEGEND

- REMOVE AND DISPOSE OF EXISTING BITUMINOUS PAVEMENT SECTION
- REMOVE AND DISPOSE OF EXISTING CONCRETE PAVEMENT SECTION
- REMOVE AND SALVAGE EXISTING GRAVEL SECTION - GRAVEL TO BE PLACED AT EXISTING SHOP BUILDING.

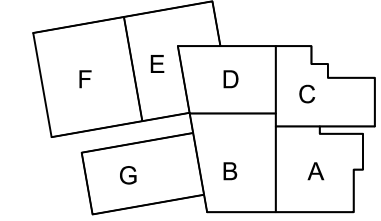


REVISIONS:

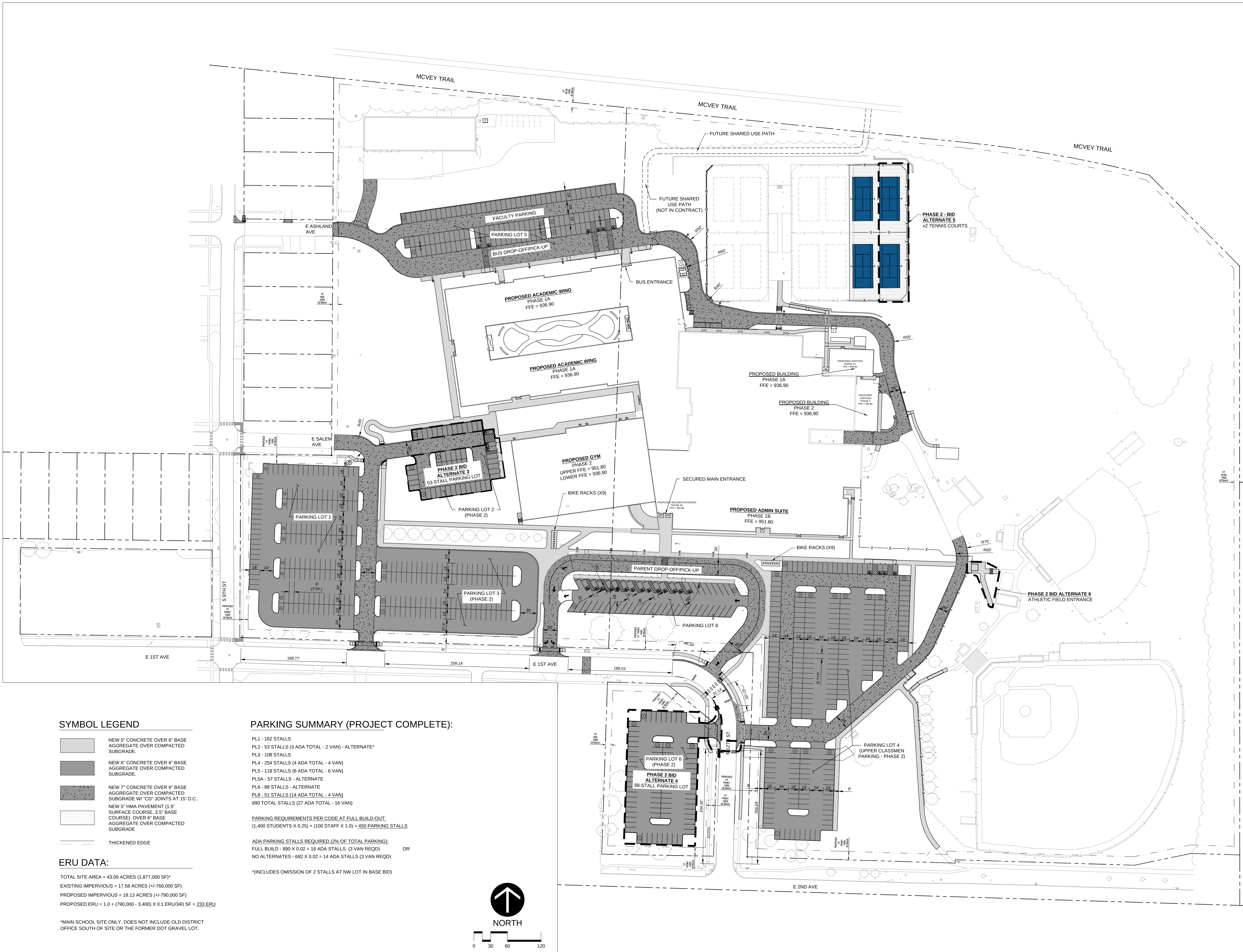
Description	Date	No.
ADD 2	02/06/24	1
ADD 3	02/13/24	2
ADD 4	02/20/24	3
ADD 5	02/27/24	4

OWNER SIGN-OFF:

DATE	NAME



INDIANOLA COMMUNITY SCHOOL DISTRICT
INDIANOLA HIGH SCHOOL ADDITIONS
AND RENOVATIONS
1304 E 1ST AVENUE
INDIANOLA, IA 50125



SYMBOL LEGEND

- NEW 5" CONCRETE OVER 6" BASE AGGREGATE OVER COMPACTED SUBGRADE.
- NEW 6" CONCRETE OVER 6" BASE AGGREGATE OVER COMPACTED SUBGRADE.
- NEW 7" CONCRETE OVER 6" BASE AGGREGATE OVER COMPACTED SUBGRADE W/ "CO" JOINTS AT 15' O.C..
- NEW 5" HMA PAVEMENT (1.5" SURFACE COURSE, 3.5" BASE COURSE) OVER 6" BASE AGGREGATE OVER COMPACTED SUBGRADE
- THICKENED EDGE

ERU DATA:

TOTAL SITE AREA = 43.09 ACRES (1,877,000 SF)
EXISTING IMPERVIOUS = 17.58 ACRES (+/-766,000 SF)
PROPOSED IMPERVIOUS = 18.13 ACRES (+/-790,000 SF)
PROPOSED ERU = 1.0 + (790,000 - 3,400) X 0.1 ERU/340 SF = 233 ERU

*MAIN SCHOOL SITE ONLY. DOES NOT INCLUDE OLD DISTRICT OFFICE SOUTH OF SITE OR THE FORMER DOT GRAVEL LOT.

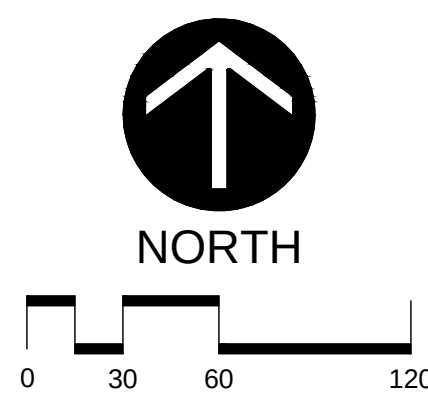
PARKING SUMMARY (PROJECT COMPLETE):

- PL1 - 162 STALLS
- PL2 - 53 STALLS (3 ADA TOTAL - 2 VAN) - ALTERNATE*
- PL3 - 108 STALLS
- PL4 - 254 STALLS (4 ADA TOTAL - 4 VAN)
- PL5 - 118 STALLS (6 ADA TOTAL - 6 VAN)
- PL5A - 57 STALLS - ALTERNATE
- PL6 - 88 STALLS - ALTERNATE
- PL8 - 51 STALLS (14 ADA TOTAL - 4 VAN)
- 890 TOTAL STALLS (27 ADA TOTAL - 16 VAN)

PARKING REQUIREMENTS PER CODE AT FULL BUILD-OUT:
(1,400 STUDENTS X 0.25) + (100 STAFF X 1.0) = 450 PARKING STALLS

ADA PARKING STALLS REQUIRED (2% OF TOTAL PARKING):
FULL BUILD - 890 X 0.02 = 18 ADA STALLS (3 VAN REQD) OR
NO ALTERNATES - 692 X 0.02 = 14 ADA STALLS (3 VAN REQD)

*(INCLUDES OMISSION OF 2 STALLS AT NW LOT IN BASE BID)

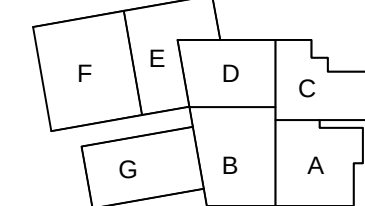


REVISIONS:

Description	Date	No.
ADD 2	02/06/24	2
ADD 3	02/13/24	3
ADD 4	02/20/24	4
ADD 5	02/27/24	5

OWNER SIGN-OFF:

DATE	NAME



INDIANOLA COMMUNITY SCHOOL DISTRICT
**INDIANOLA HIGH SCHOOL ADDITIONS
AND RENOVATIONS**
1304 E 1ST AVENUE
INDIANOLA, IA 50125

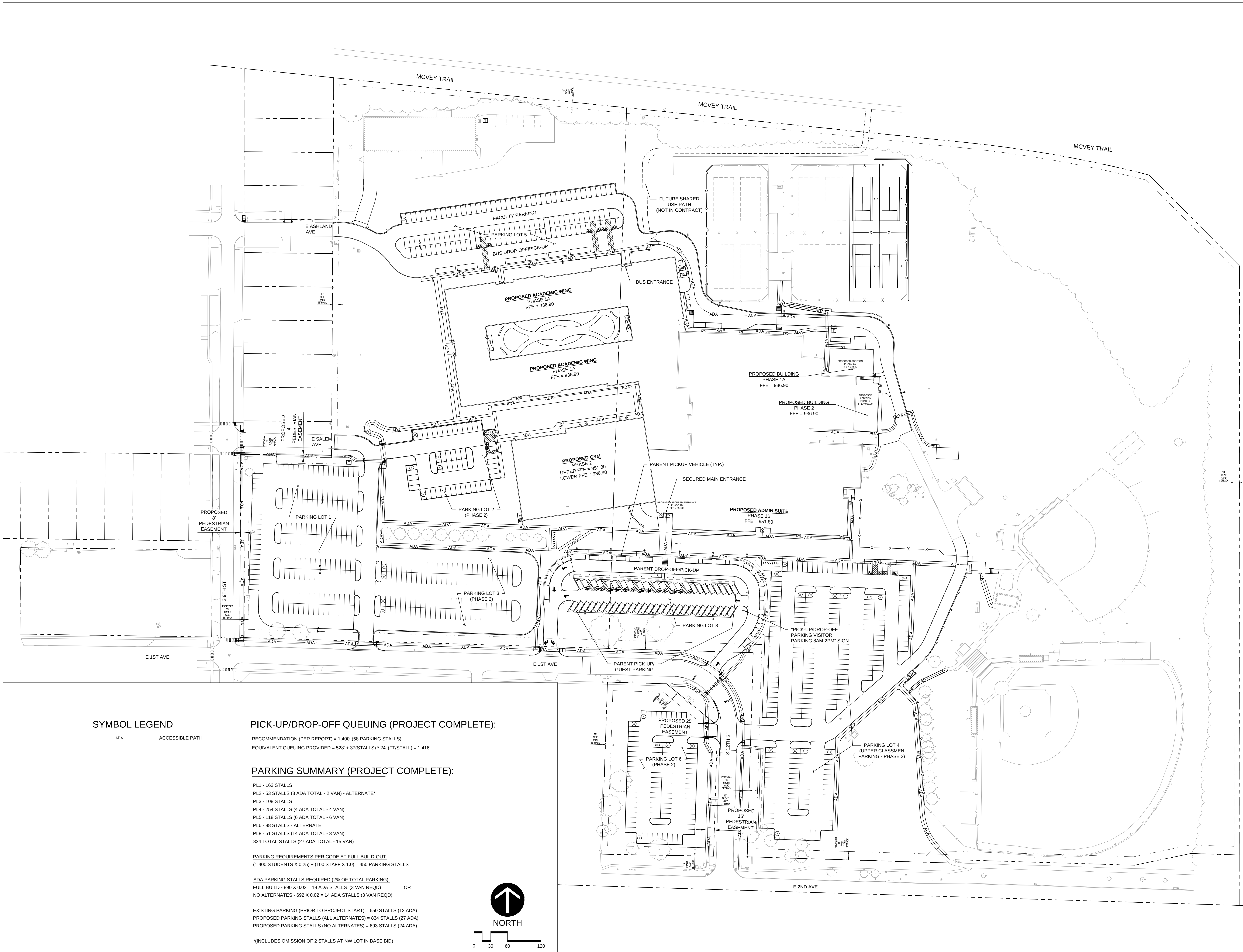
PROJECT NO:
22135

DATE:
01/25/2024

SHEET SET:
BID DOCUMENTS

SHEET NAME:
OVERALL PAVING
PLAN

SHEET:
C-2.1



SYMBOL LEGEND

— ADA — ACCESSIBLE PATH

PICK-UP/DROP-OFF QUEUING (PROJECT COMPLETE):

RECOMMENDATION (PER REPORT) = 1,400' (58 PARKING STALLS)
EQUIVALENT QUEUING PROVIDED = 528' + 37(STALLS) * 24' (FT/STALL) = 1,416'

PARKING SUMMARY (PROJECT COMPLETE):

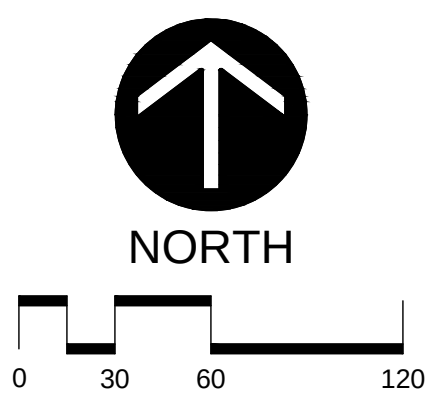
PL1 - 162 STALLS
PL2 - 53 STALLS (3 ADA TOTAL - 2 VAN) - ALTERNATE*
PL3 - 108 STALLS
PL4 - 254 STALLS (4 ADA TOTAL - 4 VAN)
PL5 - 118 STALLS (6 ADA TOTAL - 6 VAN)
PL6 - 88 STALLS - ALTERNATE
PL8 - 51 STALLS (14 ADA TOTAL - 3 VAN)
834 TOTAL STALLS (27 ADA TOTAL - 15 VAN)

PARKING REQUIREMENTS PER CODE AT FULL BUILD-OUT:
(1,400 STUDENTS X 0.25) + (100 STAFF X 1.0) = 450 PARKING STALLS

ADA PARKING STALLS REQUIRED (2% OF TOTAL PARKING):
FULL BUILD - 890 X 0.02 = 18 ADA STALLS (3 VAN REQD) OR
NO ALTERNATES - 692 X 0.02 = 14 ADA STALLS (3 VAN REQD)

EXISTING PARKING (PRIOR TO PROJECT START) = 650 STALLS (12 ADA)
PROPOSED PARKING STALLS (ALL ALTERNATES) = 834 STALLS (27 ADA)
PROPOSED PARKING STALLS (NO ALTERNATES) = 693 STALLS (24 ADA)

*INCLUDES OMISSION OF 2 STALLS AT NW LOT IN BASE BID

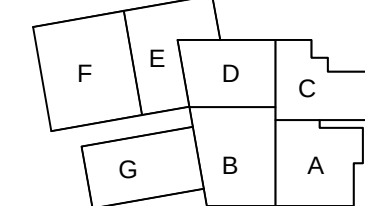


REVISIONS:

Description	Date	No.
ADD 2	02/06/24	2
ADD 3	02/13/24	3
ADD 4	02/20/24	4
ADD 5	02/27/24	5

OWNER SIGN-OFF:

DATE: NAME:



INDIANOLA COMMUNITY SCHOOL DISTRICT
INDIANOLA HIGH SCHOOL ADDITIONS
AND RENOVATIONS
1304 E 1ST AVENUE
INDIANOLA, IA 50125

PROJECT NO:
22135

DATE:
01/25/2024

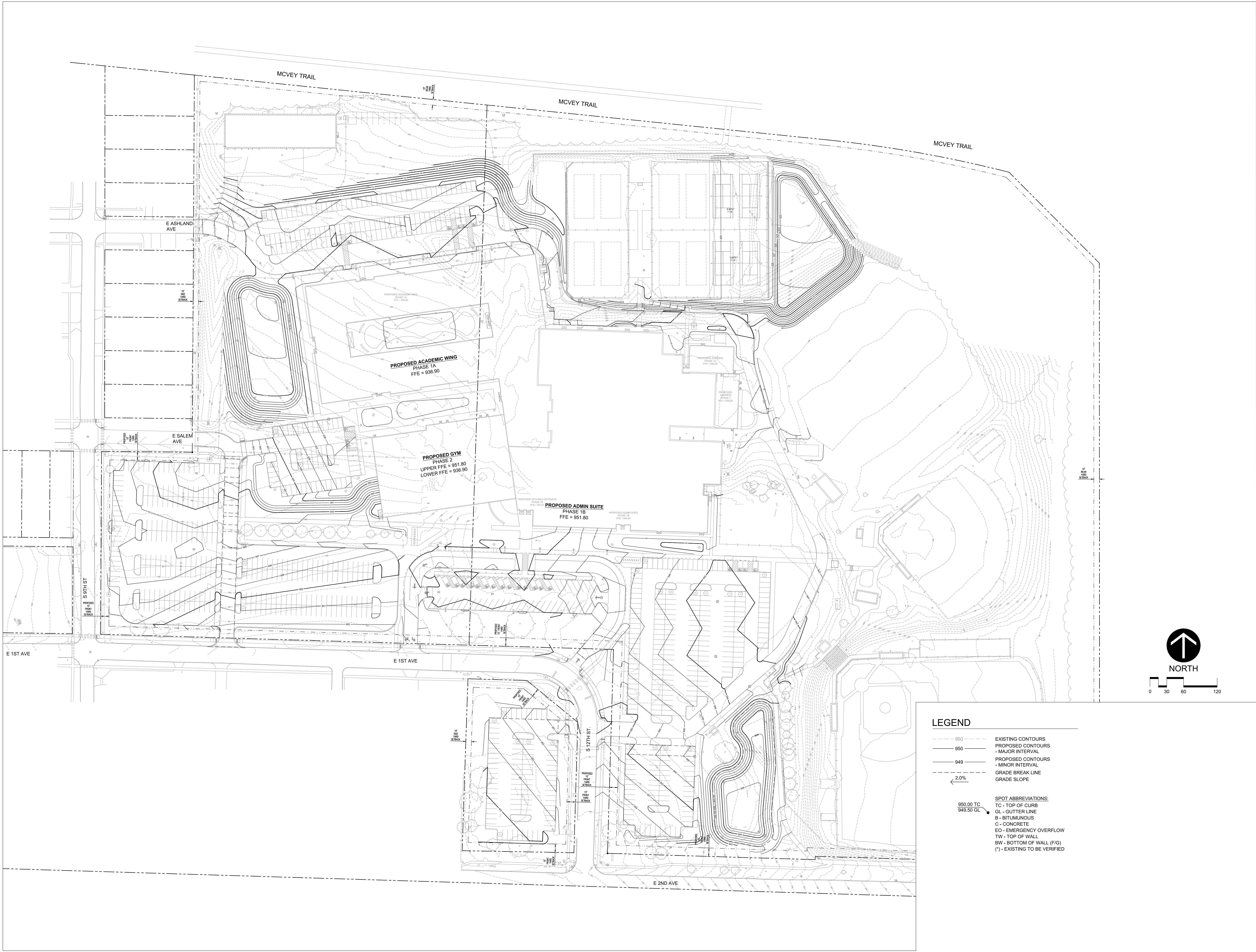
SHEET SET:
BID DOCUMENTS

SHEET NAME:
SITE ACCESSIBILITY
AND CIRCULATION
PLAN

SHEET:

C-2.2

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INVISION
ARCHITECTURE

303 Watson Powell Jr. Way
Suite 200
Des Moines, Iowa 50309
515.633.2941
515.633.2942 Fax
www.invisionarch.com

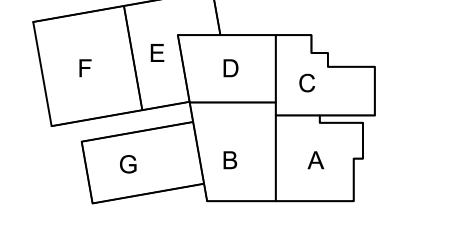
CONSULTANT:
CIVIL
LARSON ENGINEERING, INC.
LANDSCAPE ARCHITECT
JBC
STRUCTURAL
KPFF
MEP
MORRISSEY ENGINEERING, INC.
FOOD SERVICES
RIPPE ASSOCIATES

REVISIONS:

Description	Date	No.
ADD 2	02/06/24	Δ
ADD 3	02/13/24	Δ
ADD 4	02/20/24	Δ
ADD 5	02/27/24	Δ

OWNER SIGN-OFF:

DATE	NAME



INDIANOLA COMMUNITY SCHOOL DISTRICT
**INDIANOLA HIGH SCHOOL ADDITIONS
AND RENOVATIONS**
1304 E 1ST AVENUE
INDIANOLA, IA 50125

PROJECT NO:
22135

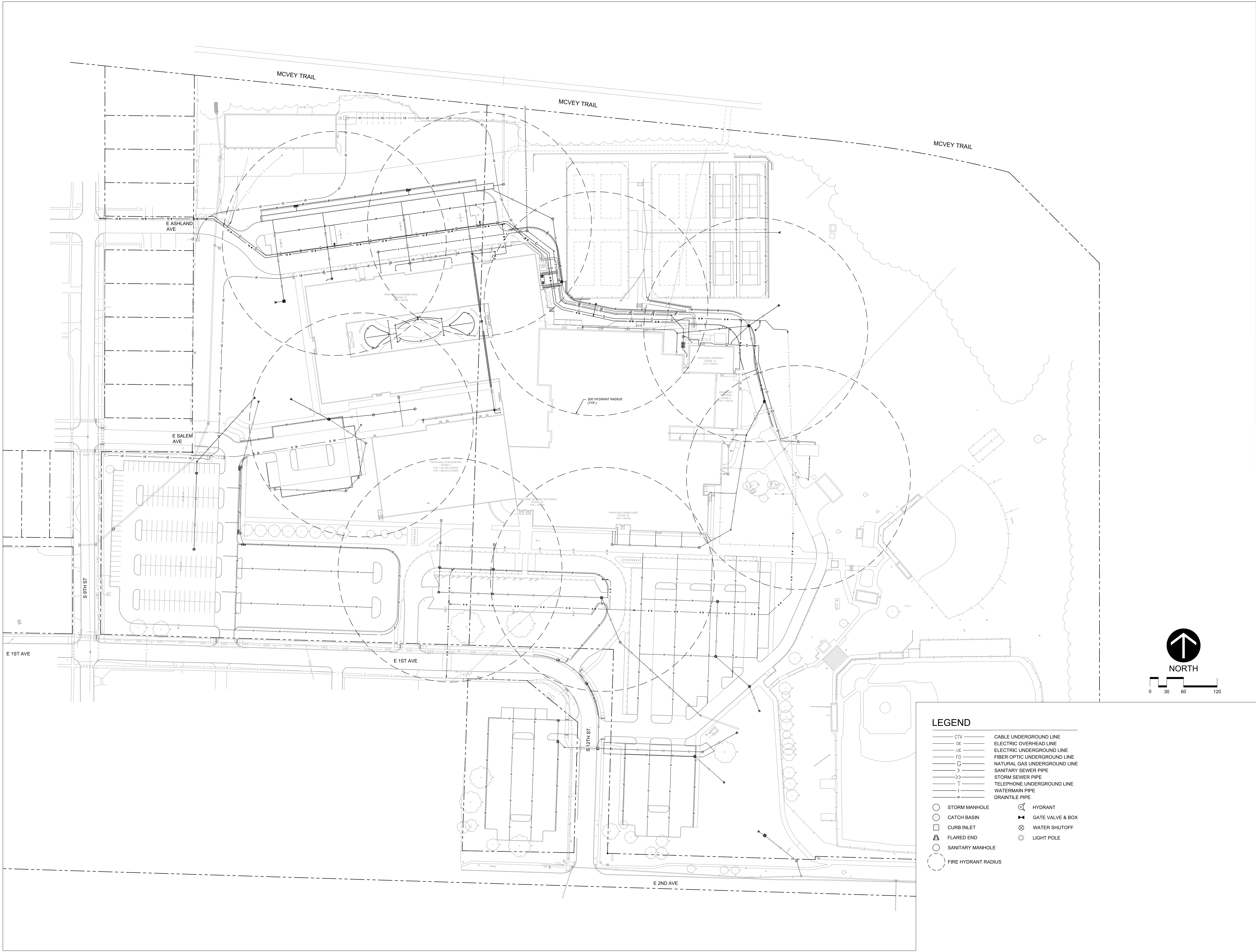
DATE:
01/25/2024

SHEET SET:
BID DOCUMENTS

SHEET NAME:
OVERALL
GRADING PLAN

SHEET:
C-3.1

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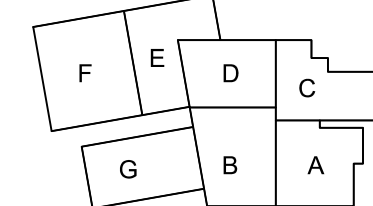
LEGEND

- | | |
|-----------------------|------------------------------|
| — CTV — | CABLE UNDERGROUND LINE |
| — OE — | ELECTRIC OVERHEAD LINE |
| — UE — | ELECTRIC UNDERGROUND LINE |
| — FO — | FIBER OPTIC UNDERGROUND LINE |
| — G — | NATURAL GAS UNDERGROUND LINE |
| — S — | SANITARY SEWER PIPE |
| — SS — | STORM SEWER PIPE |
| — T — | TELEPHONE UNDERGROUND LINE |
| — W — | WATERMAIN PIPE |
| — D — | DRANTILE PIPE |
| ○ STORM MANHOLE | ○ HYDRANT |
| ○ CATCH BASIN | ◀ GATE VALVE & BOX |
| □ CURB INLET | ⊗ WATER SHUTOFF |
| ▲ FLARED END | ☼ LIGHT POLE |
| ○ SANITARY MANHOLE | |
| ○ FIRE HYDRANT RADIUS | |

Revisions:	Description	Date	No.
ADD 2		02/06/24	△
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INDIANOLA HIGH SCHOOL ADDITIONS
AND RENOVATIONS
1304 E 1ST AVENUE
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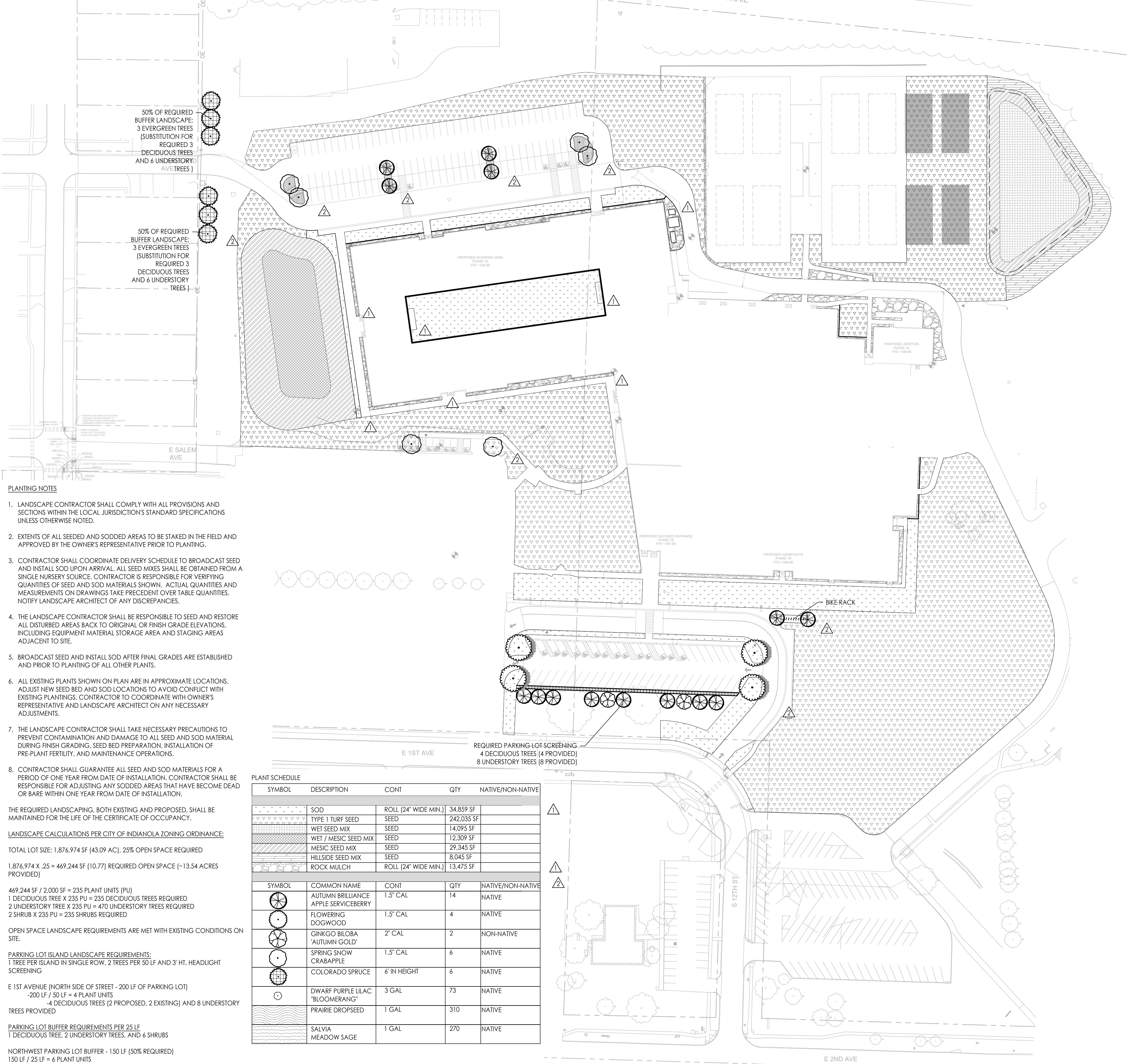
PROJECT NO:
22135

DATE:
01/25/2024

SHEET SET:
BID DOCUMENTS

SHEET NAME:
OVERALL UTILITY
PLAN

SHEET:
C-4.1



PLANTING NOTES

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LANDSCAPE CALCULATIONS PER CITY OF INDIANOLA ZONING ORDINANCE:

TOTAL LOT SIZE: 1,876,974 SF (43.09 AC). 25% OPEN SPACE REQUIRED

1,876,974 X .25 = 469,244 SF (10.77) REQUIRED OPEN SPACE (~13.54 ACRES PROVIDED)

469,244 SF / 2,000 SF = 235 PLANT UNITS (PU)

1 DECIDUOUS TREE X 235 PU = 235 DECIDUOUS TREES REQUIRED

2 UNDERSTORY TREE X 235 PU = 470 UNDERSTORY TREES REQUIRED

2 SHRUB X 235 PU = 235 SHRUBS REQUIRED

OPEN SPACE LANDSCAPE REQUIREMENTS ARE MET WITH EXISTING CONDITIONS ON SITE.

PARKING LOT ISLAND LANDSCAPE REQUIREMENTS:

1 TREE PER ISLAND IN SINGLE ROW, 2 TREES PER 50 LF AND 3' HT. HEADLIGHT SCREENING

E 1ST AVENUE (NORTH SIDE OF STREET - 200 LF OF PARKING LOT)

-200 LF / 50 LF = 4 PLANT UNITS

4 DECIDUOUS TREES (2 PROPOSED, 2 EXISTING) AND 8 UNDERSTORY TREES PROVIDED

PARKING LOT BUFFER REQUIREMENTS PER 25 LF

1 DECIDUOUS TREE, 2 UNDERSTORY TREES, AND 6 SHRUBS

NORTHWEST PARKING LOT BUFFER - 150 LF (50% REQUIRED)

150 LF / 25 LF = 6 PLANT UNITS

6 X 1 DECIDUOUS TREE = 6 DECIDUOUS TREES REQUIRED, 3 PROVIDED

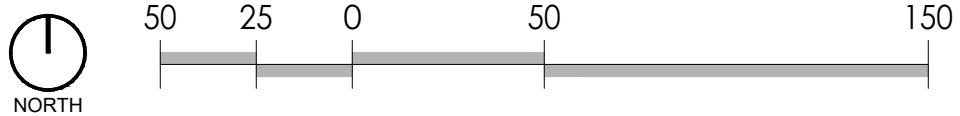
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6 X 2 UNDERSTORY TREES = 12 UNDERSTORY TREES REQUIRED, 6 PROVIDED

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PLANT SCHEDULE

SYMBOL	DESCRIPTION	CONT	QTY	NATIVE/NON-NATIVE
	SOD	ROLL (24" WIDE MIN.)	34,859 SF	
	TYPE 1 TURF SEED	SEED	242,035 SF	
	WET SEED MIX	SEED	14,095 SF	
	WET / MESIC SEED MIX	SEED	12,309 SF	
	MESIC SEED MIX	SEED	29,345 SF	
	HILLSIDE SEED MIX	SEED	8,045 SF	
	ROCK MULCH	ROLL (24" WIDE MIN.)	13,475 SF	
SYMBOL	COMMON NAME	CONT	QTY	NATIVE/NON-NATIVE
	AUTUMN BRILLIANCE APPLE SERVICEBERRY	1.5" CAL	14	NATIVE
	FLOWERING DOGWOOD	1.5" CAL	4	NATIVE
	GINKGO BILOBA 'AUTUMN GOLD'	2" CAL	2	NON-NATIVE
	SPRING SNOW CRABAPPLE	1.5" CAL	6	NATIVE
	COLORADO SPRUCE	6' IN HEIGHT	6	NATIVE
	DWARF PURPLE LILAC "BLOOMERANG"	3 GAL	73	NATIVE
	PRAIRIE DROPSEED	1 GAL	310	NATIVE
	SALVIA MEADOW SAGE	1 GAL	270	NATIVE

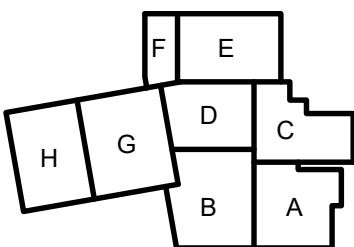


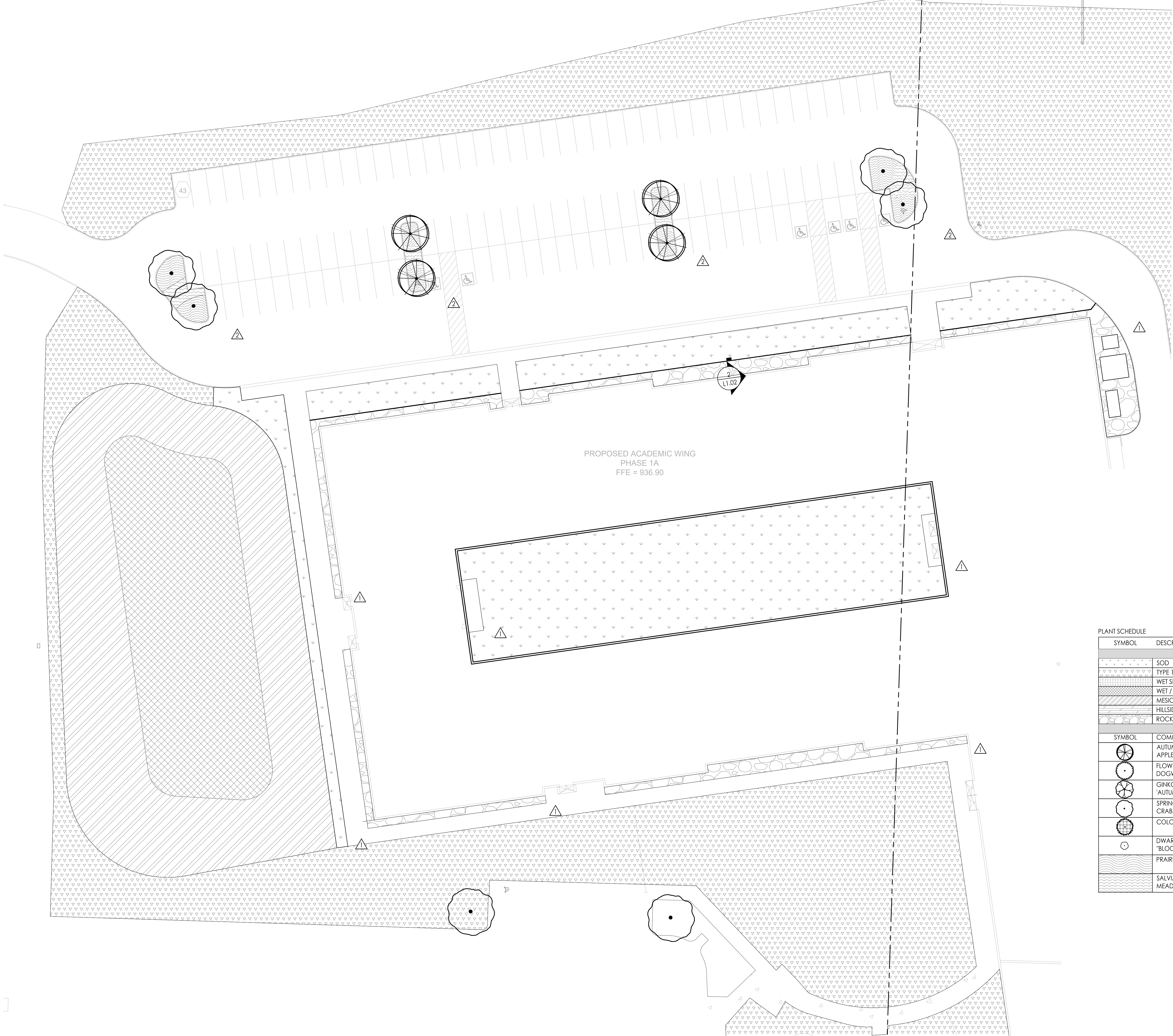
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Description	Date	No.
ADD 04	02/20/24	1
ADD 05	02/23/24	2

OWNER SIGN-OFF:

DATE: NAME:





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OPEN SPACE LANDSCAPE REQUIREMENTS ARE MET WITH EXISTING CONDITIONS ON SITE.

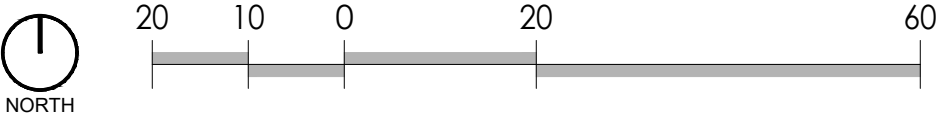
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SYMBOL	COMMON NAME	CONT	QTY	NATIVE/NON-NATIVE
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	FLOWERING DOGWOOD	1.5" CAL	4	NATIVE
	GINKGO BILOBA 'AUTUMN GOLD'	2" CAL	2	NON-NATIVE
	SPRING SNOW CRABAPPLE	1.5" CAL	6	NATIVE
	COLORADO SPRUCE	6' IN HEIGHT	6	NATIVE
	DWARF PURPLE LILAC 'BLOOMERANG'	3 GAL	73	NATIVE
	PRAIRIE DROPSEED	1 GAL	310	NATIVE
	SALVIA MEADOW SAGE	1 GAL	270	NATIVE



INVISION

landscape architecture

303 Watson Powell Jr. Way
Suite 200
Des Moines, Iowa 50309
515.633.2941
515.633.2942 Fax
www.invisionarch.com

CONSULTANT:

CIVIL
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FOOD SERVICE
RIPPE ASSOCIATES

REVISIONS:		
Description	Date	No.
ADD 04	02/20/24	1
ADD 05	02/23/24	2

OWNER SIGN-OFF:

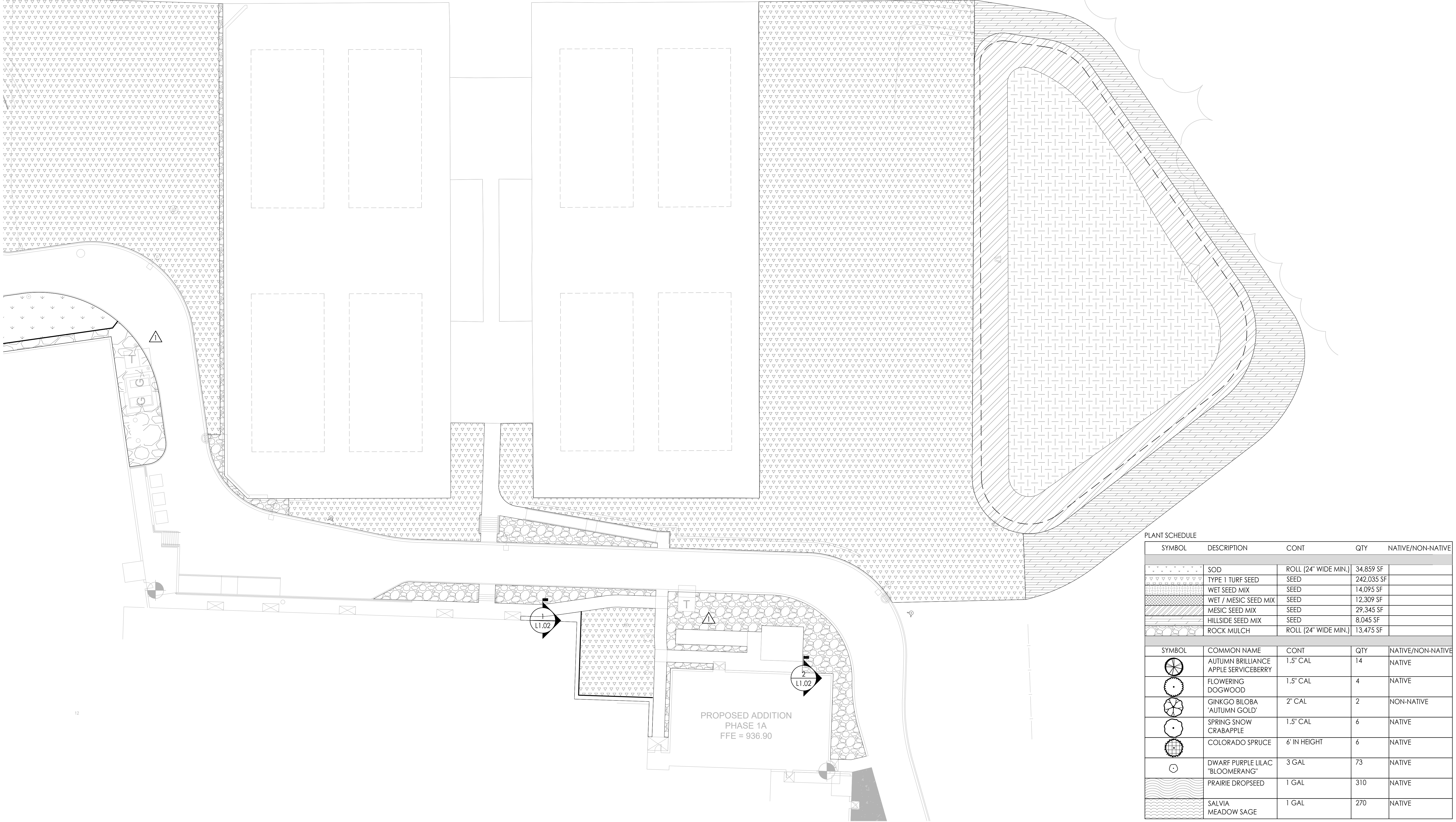
INDIANOLA COMMUNITY SCHOOL DISTRICT
INDIANOLA HIGH SCHOOL
1304 EAST FIRST AVENUE INDIANOLA, IOWA 50125

PROJECT NO:
22135
DATE:
01/25/2024
SHEET SET:
BID DOCUMENTS

SHEET NAME:
PLANTING PLAN
PHASE 1A - WEST

SHEET:
L1.01
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Page 21 of 139



PLANT SCHEDULE				
SYMBOL	DESCRIPTION	CONT	QTY	NATIVE/NON-NATIVE
[Symbol]	SOD	ROLL (24" WIDE MIN.)	34,859 SF	
[Symbol]	TYPE 1 TURF SEED	SEED	242,035 SF	
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[Symbol]	WET / MESIC SEED MIX	SEED	12,309 SF	
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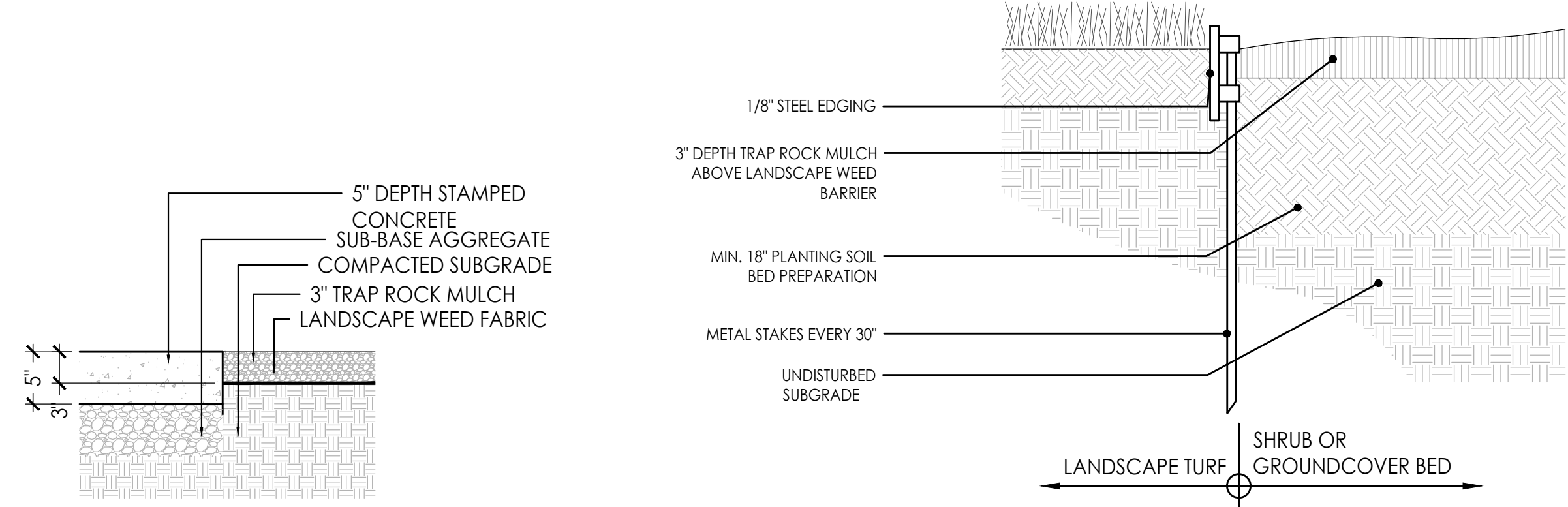
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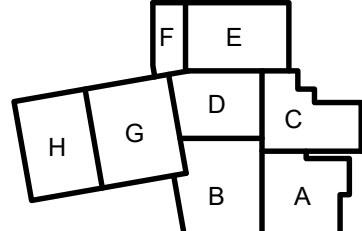
1 MULCH ADJACENT TO PAVEMENT
1" = 1' - 0"

2 BLACK METAL EDGING
3/8" = 1' - 0"

REVISIONS:		
Description	Date	No.
ADD 04	02/20/24	1
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OWNER SIGN-OFF:

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INDIANOLA COMMUNITY SCHOOL DISTRICT

INDIANOLA HIGH SCHOOL

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PROJECT NO:
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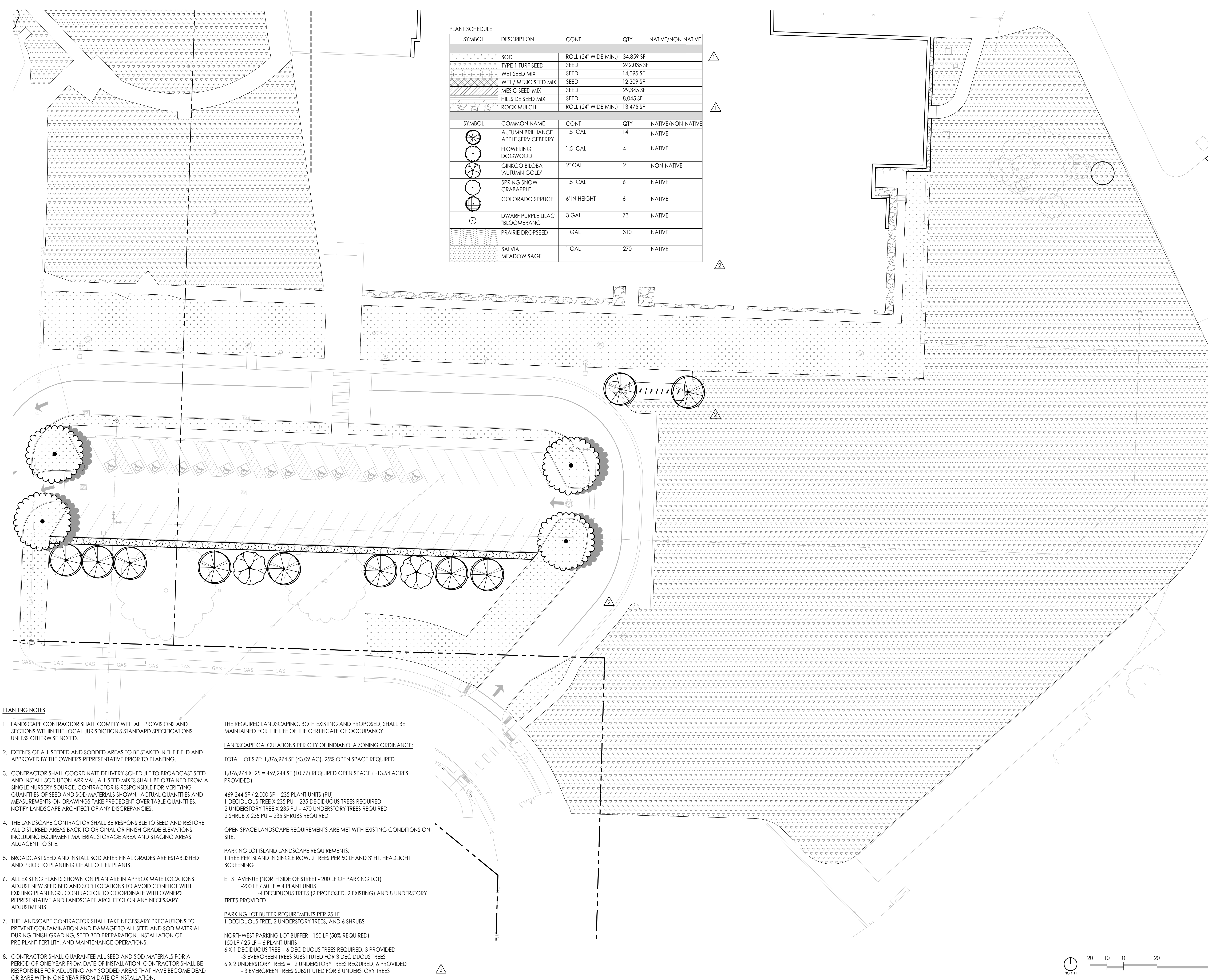
DATE:
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SHEET SET:
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SHEET NAME:
PLANTING PLAN
PHASE 1A - EAST

SHEET:

L1.02
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	SOD	ROLL (24" WIDE MIN.)	34,859 SF	
	TYPE 1 TURF SEED	SEED	242,035 SF	
	WET SEED MIX	SEED	14,095 SF	
	WET / MESIC SEED MIX	SEED	12,309 SF	
	MESIC SEED MIX	SEED	29,345 SF	
	HILLSIDE SEED MIX	SEED	8,045 SF	
	ROCK MULCH	ROLL (24" WIDE MIN.)	13,475 SF	
SYMBOL	COMMON NAME	CONT	QTY	NATIVE/NON-NATIVE
	AUTUMN BRILLIANCE APPLE SERVICEBERRY	1.5" CAL	14	NATIVE
	FLOWERING DOGWOOD	1.5" CAL	4	NATIVE
	GINKGO BILOBA 'AUTUMN GOLD'	2" CAL	2	NON-NATIVE
	SPRING SNOW CRABAPPLE	1.5" CAL	6	NATIVE
	COLORADO SPRUCE	6' IN HEIGHT	6	NATIVE
	DWARF PURPLE LILAC "BLOOMERANG"	3 GAL	73	NATIVE
	PRAIRIE DROPSEED	1 GAL	310	NATIVE
	SALVIA MEADOW SAGE	1 GAL	270	NATIVE

INVISION
LANDSCAPE ARCHITECTS

303 Watson Powell Jr. Way
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CONSULTANT:
CIVIL
LARSON ENGINEERING, INC.

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JBC

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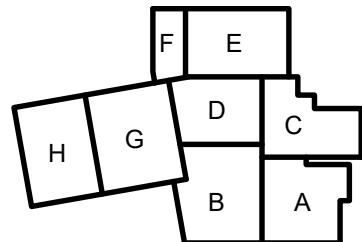
MEP
MORRISSEY ENGINEERING,
INC.
FOOD SERVICE
RIPPE ASSOCIATES

REVISIONS:

Description	Date	No.
ADD 04	02/20/24	1
ADD 05	02/23/24	2

OWNER SIGN-OFF:

DATE: NAME:



INDIANOLA COMMUNITY SCHOOL DISTRICT

INDIANOLA HIGH SCHOOL

1304 EAST FIRST AVENUE INDIANOLA, IOWA 50125

PROJECT NO:
22135

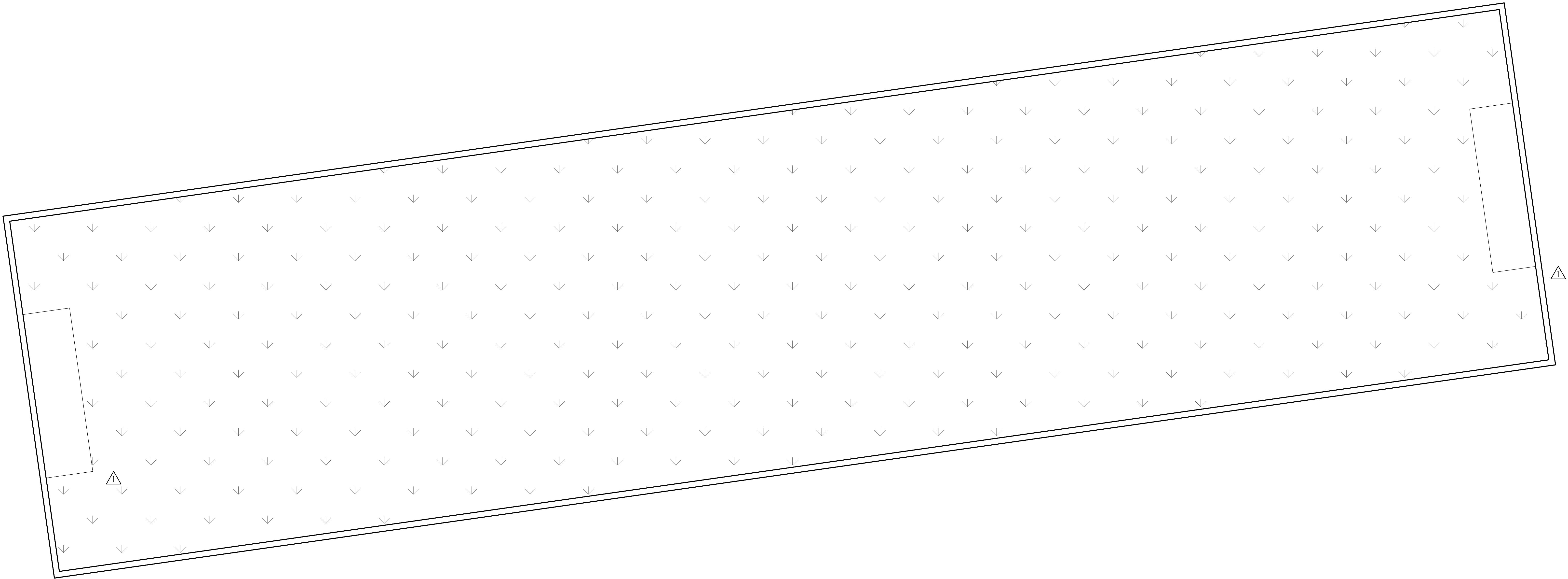
DATE:
01/25/2024

SHEET SET:
BID DOCUMENTS

SHEET NAME:
PLANTING PLAN
PHASE 1B

SHEET:

L1.03
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PLANTING NOTES

1. LANDSCAPE CONTRACTOR SHALL COMPLY WITH ALL PROVISIONS AND SECTIONS WITHIN THE LOCAL JURISDICTION'S STANDARD SPECIFICATIONS UNLESS OTHERWISE NOTED.
2. EXTENTS OF ALL SEEDED AND SODDED AREAS TO BE STAKED IN THE FIELD AND APPROVED BY THE OWNER'S REPRESENTATIVE PRIOR TO PLANTING.
3. CONTRACTOR SHALL COORDINATE DELIVERY SCHEDULE TO BROADCAST SEED AND INSTALL SOD UPON ARRIVAL. ALL SEED MIXES SHALL BE OBTAINED FROM A SINGLE NURSERY SOURCE. CONTRACTOR IS RESPONSIBLE FOR VERIFYING QUANTITIES OF SEED AND SOD MATERIALS SHOWN. ACTUAL QUANTITIES AND MEASUREMENTS ON DRAWINGS TAKE PRECEDENT OVER TABLE QUANTITIES. NOTIFY LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.
4. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE TO SEED AND RESTORE ALL DISTURBED AREAS BACK TO ORIGINAL OR FINISH GRADE ELEVATIONS, INCLUDING EQUIPMENT MATERIAL STORAGE AREA AND STAGING AREAS ADJACENT TO SITE.
5. BROADCAST SEED AND INSTALL SOD AFTER FINAL GRADES ARE ESTABLISHED AND PRIOR TO PLANTING OF ALL OTHER PLANTS.
6. ALL EXISTING PLANTS SHOWN ON PLAN ARE IN APPROXIMATE LOCATIONS. ADJUST NEW SEED BED AND SOD LOCATIONS TO AVOID CONFLICT WITH EXISTING PLANTINGS. CONTRACTOR TO COORDINATE WITH OWNER'S REPRESENTATIVE AND LANDSCAPE ARCHITECT ON ANY NECESSARY ADJUSTMENTS.
7. THE LANDSCAPE CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO PREVENT CONTAMINATION AND DAMAGE TO ALL SEED AND SOD MATERIAL DURING FINISH GRADING, SEED BED PREPARATION, INSTALLATION OF PRE-PLANT FERTILITY, AND MAINTENANCE OPERATIONS.
8. CONTRACTOR SHALL GUARANTEE ALL SEED AND SOD MATERIALS FOR A PERIOD OF ONE YEAR FROM DATE OF INSTALLATION. CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING ANY SODDED AREAS THAT HAVE BECOME DEAD OR BARE WITHIN ONE YEAR FROM DATE OF INSTALLATION.

THE REQUIRED LANDSCAPING, BOTH EXISTING AND PROPOSED, SHALL BE MAINTAINED FOR THE LIFE OF THE CERTIFICATE OF OCCUPANCY.

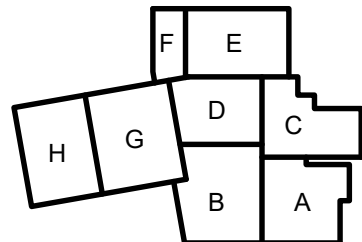
PLANT SCHEDULE

SYMBOL	DESCRIPTION	CONT	QTY
	SOD	ROLL (24" WIDE MIN.)	3,725 SF



Description	Date	No.
ADD 04	02/20/24	Δ
ADD 05	02/23/24	Δ

OWNER SIGN-OFF:
DATE: _____ HAVE: _____



LANDSCAPE CALCULATIONS PER CITY OF INDIANOLA ZONING ORDINANCE

OPEN SPACE LANDSCAPE REQUIREMENTS:

TOTAL LOT SIZE: 1,876,974 SF (43.09 AC), 25% OPEN SPACE REQUIRED

1,876,974 X .25 = 469,244 SF (10.77 AC) REQUIRED OPEN SPACE (~13.54 ACRES PROVIDED)

469,244 SF / 2,000 SF = 235 PLANT UNITS (PU)

1 DECIDUOUS TREE X 235 PU = 235 DECIDUOUS TREES REQUIRED

2 UNDERSTORY TREE X 235 PU = 470 UNDERSTORY TREES REQUIRED

2 SHRUB X 235 PU = 235 SHRUBS REQUIRED

OPEN SPACE LANDSCAPE REQUIREMENTS ARE MET WITH EXISTING CONDITIONS ON SITE.

PARKING LOT ISLAND LANDSCAPE REQUIREMENTS:

1 TREE PER ISLAND IN SINGLE ROW, 2 TREES PER ISLAND IN DOUBLE ROW
SHRUBS/GROUND COVER REQUIRED IN LIEU OF TREES

PARKING LOT SCREENING REQUIREMENTS:

1 DECIDUOUS TREE AND 2 UNDERSTORY TREES PER 50 LF AND 3' HT. HEADLIGHT SCREENING

S 9TH STREET (EAST SIDE OF STREET - 267 LF OF PARKING LOT)

- 267 LF / 50 LF = 5 PLANT UNITS

--5 DECIDUOUS TREES AND 6 UNDERSTORY TREES PROVIDED

E 1ST AVENUE (NORTH SIDE OF STREET - 470 LF OF PARKING LOT)

- 470 LF / 50 LF = 9 PLANT UNITS

--9 DECIDUOUS TREES (7 PROPOSED, 2 EXISTING) AND 18 UNDERSTORY TREES PROVIDED

E 1ST AVENUE (SOUTH SIDE OF STREET - 150 LF OF PARKING LOT)

- 150 LF / 50 LF = 3 PLANT UNITS

--3 DECIDUOUS TREES AND 6 UNDERSTORY TREES PROVIDED

S 12TH STREET (WEST SIDE OF STREET - 244 LF OF PARKING LOT)

- 244 LF / 50 LF = 5 PLANT UNITS

--5 DECIDUOUS TREES AND 10 UNDERSTORY TREES PROVIDED

S 12TH STREET (EAST SIDE OF STREET - 250 LF OF PARKING LOT)

- 250 LF / 50 LF = 5 PLANT UNITS

--6 DECIDUOUS TREES AND 10 UNDERSTORY TREES PROVIDED

E 2ND AVENUE (NORTH SIDE OF STREET - 110 LF OF PARKING LOT)

- 110 LF / 50 LF = 2 PLANT UNITS

--2 EXISTING DECIDUOUS TREES AND 4 UNDERSTORY TREES PROVIDED

PARKING LOT BUFFER REQUIREMENTS PER 25 LF

1 DECIDUOUS TREE, 2 UNDERSTORY TREES, AND 6 SHRUBS

NORTHWEST PARKING LOT BUFFER - 150 LF (50% REQUIRED)

150 LF / 25 LF = 6 PLANT UNITS

6 X 1 DECIDUOUS TREE = 6 DECIDUOUS TREES REQUIRED, 3 PROVIDED

- 3 EVERGREEN TREES SUBSTITUTED FOR 3 DECIDUOUS TREES

6 X 2 UNDERSTORY TREES = 12 UNDERSTORY TREES REQUIRED, 6 PROVIDED

- 3 EVERGREEN TREES SUBSTITUTED FOR 6 UNDERSTORY TREES

SOUTH PARKING LOT BUFFER - 307 LF (50% REQUIRED)

307 LF / 25 LF = 12 PLANT UNITS

12 X 1 DECIDUOUS TREE = 12 DECIDUOUS TREES REQUIRED, 6 PROVIDED

12 X 2 UNDERSTORY TREES = 24 UNDERSTORY TREES REQUIRED, 12 PROVIDED

- 6 UNDERSTORY TREES PROVIDED

- 6 EVERGREEN TREES SUBSTITUTED FOR 12 UNDERSTORY TREES

PLANTING NOTES

1. LANDSCAPE CONTRACTOR SHALL COMPLY WITH ALL PROVISIONS AND SECTIONS WITHIN THE LOCAL JURISDICTIONS STANDARD SPECIFICATIONS UNLESS OTHERWISE NOTED.

2. LOCATIONS OF ALL PLANT MATERIALS TO BE STAKED IN THE FIELD AND APPROVED BY THE OWNER'S REPRESENTATIVE PRIOR TO PLANTING.

3. CONTRACTOR SHALL COORDINATE DELIVERY SCHEDULE AND PLANT TREES UPON ARRIVAL. ALL PLANTS OF THE SAME SPECIES SHALL BE OBTAINED FROM A SINGLE NURSERY SOURCE. CONTRACTOR IS RESPONSIBLE FOR VERIFYING QUANTITIES OF PLANT MATERIALS SHOWN.

4. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE TO SEED AND RESTORE ALL DISTURBED AREAS BACK TO ORIGINAL OR FINISH GRADE ELEVATIONS, INCLUDING EQUIPMENT MATERIAL STORAGE AREA AND STAGING AREAS ADJACENT TO SITE.

5. PLANT TREES AFTER FINAL GRADES ARE ESTABLISHED AND PRIOR TO PLANTING OF ALL OTHER PLANTS.

6. ALL EXISTING PLANTS SHOWN ON PLAN ARE IN APPROXIMATE LOCATIONS. ADJUST NEW PLANTING BED AND TREE LOCATIONS TO AVOID CONFLICT WITH EXISTING PLANTINGS. CONTRACTOR TO COORDINATE WITH OWNER'S REPRESENTATIVE AND LANDSCAPE ARCHITECT ON ANY NECESSARY ADJUSTMENTS.

7. THE LANDSCAPE CONTRACTOR SHALL TAKE NECESSARY PRECAUTIONS TO PREVENT INJURY TO ALL PLANT MATERIAL DURING DIGGING, HANDLING, PLANTING AND MAINTENANCE OPERATIONS.

8. ALL TREE AND SHRUB LANDSCAPE BEDS SHALL HAVE WEED-PREVENTION FABRIC INSTALLED. WEED PREVENTION FABRIC SHALL COVER THE ENTIRE LANDSCAPE BED.

9. CANOPY TREES AND EVERGREEN TREES PLANTED IN A LAWN OR GRASS SETTING SHALL RECEIVE A MINIMUM OF 4" SHREDDED HARDWOOD MULCH UNLESS OTHERWISE SPECIFIED. MULCH AROUND TREES SHALL BE EXTENDED OUT AS FAR AS THE HOLE DUG FOR PLANTING AND SHALL BE PLACED IN SUCH A WAY AS TO FORM A BOWL AT THE BASE OF THE TRUNK ALLOWING WATER TO COLLECT MORE EFFECTIVELY.

10. REMOVE ALL WIRE, TWINE, OR BURLAP FROM THE ROOTBALLS OF STREET TREES PRIOR TO PLANTING.

11. CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF ONE YEAR FROM DATE OF INSTALLATION. CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING ANY TREES THAT HAVE BECOME TILTED WITHIN ONE YEAR FROM DATE OF INSTALLATION. CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF IDENTIFICATION TAGS, CONTAINERS, AND BURLAP ON ALL PLANT MATERIAL PRIOR TO COMPLETION OF THE CONTRACT.

12. THE REQUIRED LANDSCAPING, BOTH EXISTING AND PROPOSED, SHALL BE MAINTAINED FOR THE LIFE OF THE CERTIFICATE OF OCCUPANCY.

13. LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR VERIFYING QUANTITIES OF PLANT MATERIALS AND IMPROVEMENTS SHOWN, ACTUAL QUANTITIES AND MEASUREMENTS ON DRAWINGS TAKE PRECEDENT OVER TABLE QUANTITIES. NOTIFY LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.

LEGEND	
	GROUND COVER PERENNIAL MIX
	SOD
	SYNTHETIC TURF
	DECIDUOUS TREES
	UNDERSTORY TREES
	EVERGREEN TREES
	SHRUBS/GRASSES
	EXISTING TREE
	WET SEED MIX
	WET/MESIC SEED MIX
	MESIC SEED MIX
	HILLSIDE SEED MIX

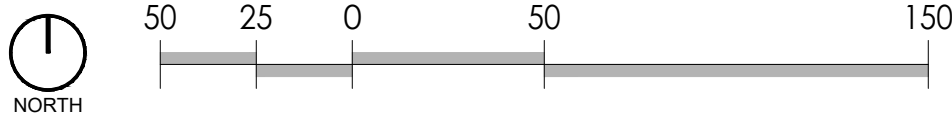
275 LF REQUIRED
PARKING LOT
SCREENING
5 DECIDUOUS
TREES
(5 PROVIDED)
10 UNDERSTORY
TREES
(6 PROVIDED)

50% OF REQUIRED
BUFFER LANDSCAPE:
3 EVERGREEN TREES
(SUBSTITUTION FOR
REQUIRED 3
DECIDUOUS TREES
AND 6 UNDERSTORY
TREES)

50% OF REQUIRED
BUFFER LANDSCAPE:
3 EVERGREEN TREES
(SUBSTITUTION FOR
REQUIRED 3
DECIDUOUS TREES
AND 6 UNDERSTORY
TREES)

REQUIRED PARKING LOT SCREENING
9 DECIDUOUS TREES (9 PROVIDED)
18 UNDERSTORY TREES (18 PROVIDED)

50% OF REQUIRED
LANDSCAPE BUFFER:
6 DECIDUOUS TREES
(12 REQUIRED)
6 UNDERSTORY TREES
PROVIDED (24
REQUIRED)
6 EVERGREEN TREES
(SUBSTITUTED FOR
REMAINING 12
UNDERSTORY TREES)
49 SHRUBS PROPOSED
AS HEADLIGHT
SCREENING (73
REQUIRED)



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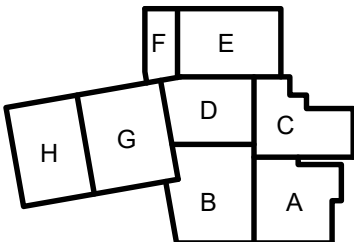
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JBC

STRUCTURAL
KPFF

MEP/E
MORRISSEY ENGINEERING,
INC.
FOOD SERVICE
RIPPE ASSOCIATES

REVISIONS:
Description Date No.

OWNER SIGN-OFF:
DATE NAME



INDIANOLA COMMUNITY SCHOOL DISTRICT

INDIANOLA HIGH SCHOOL

1304 EAST FIRST AVENUE INDIANOLA, IOWA 50125

PROJECT NO:
22135

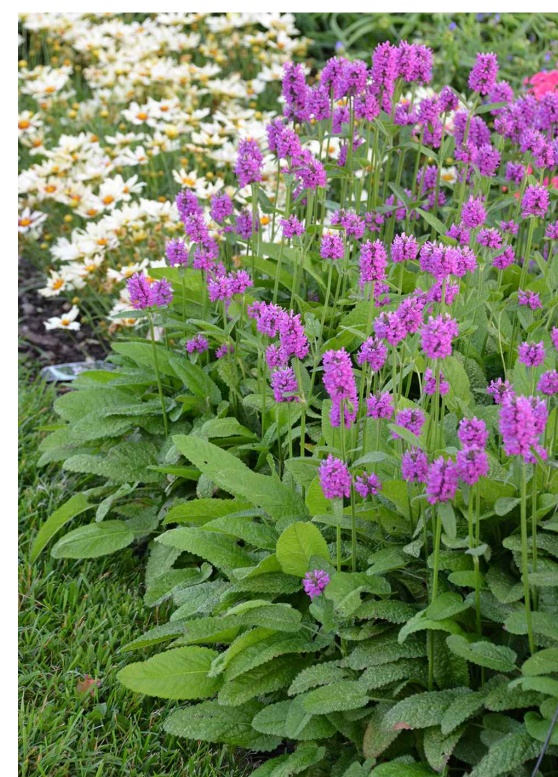
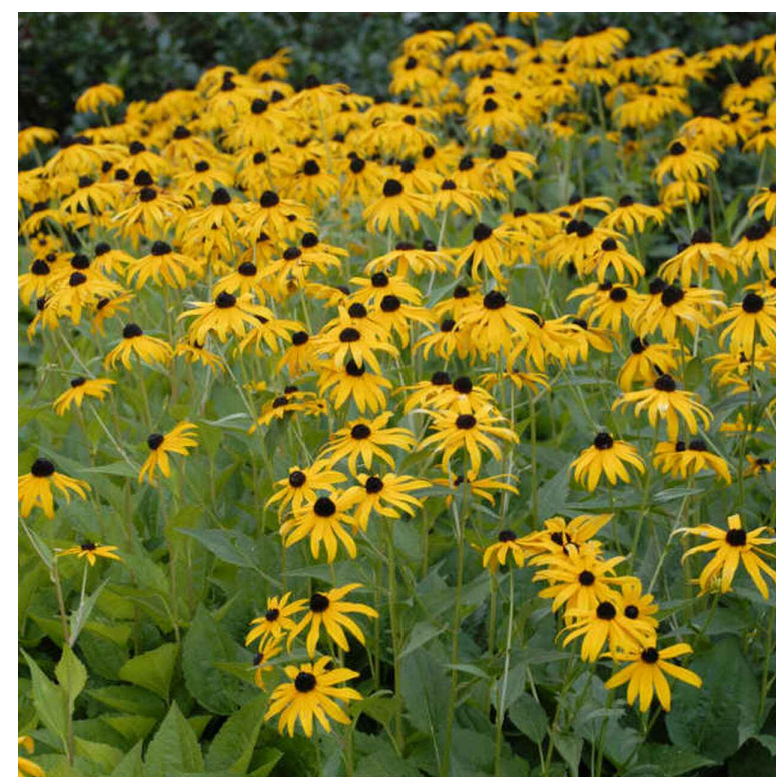
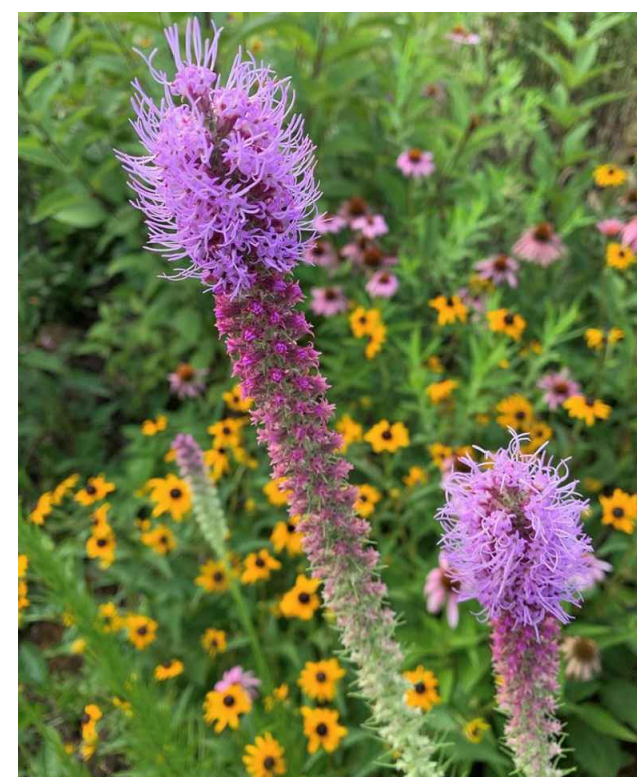
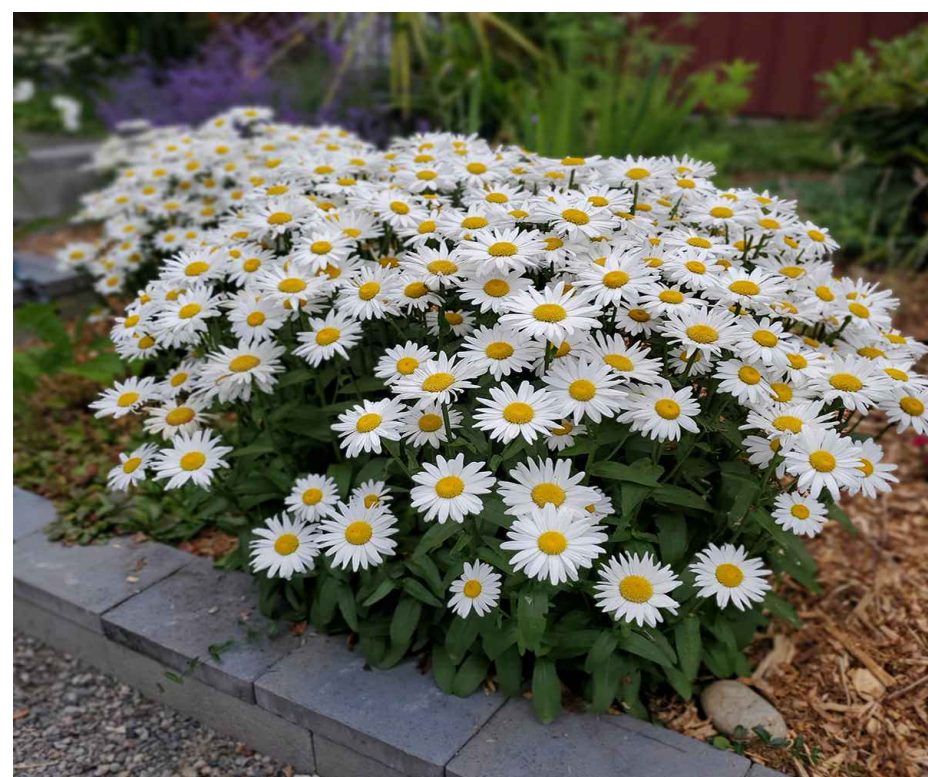
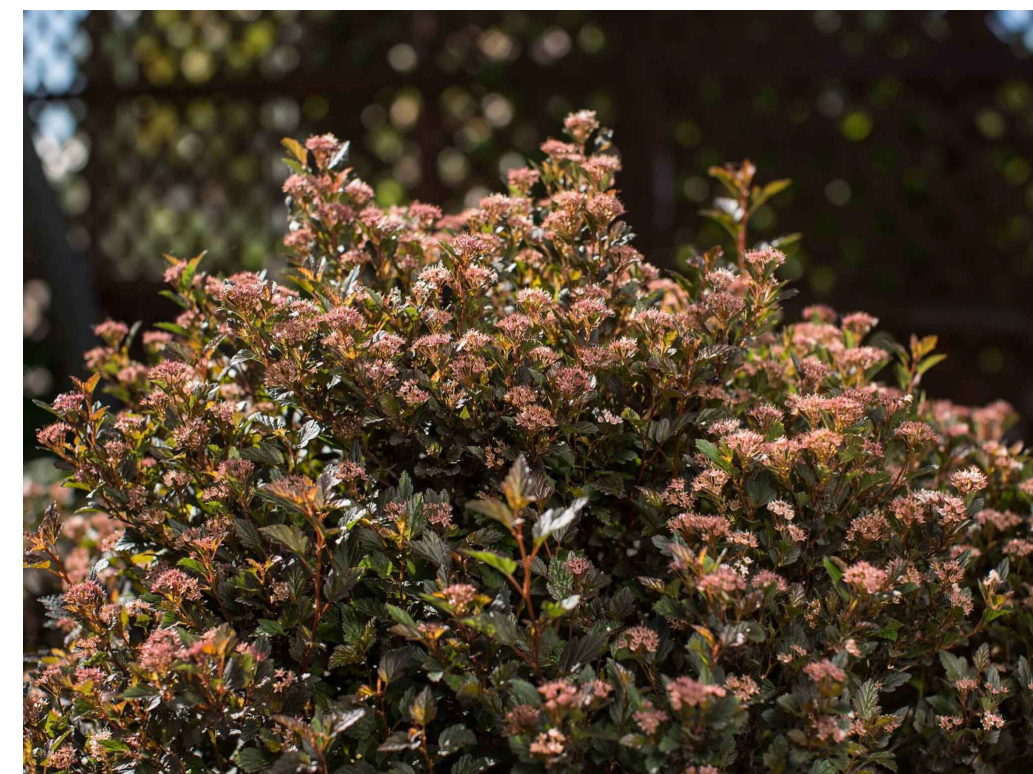
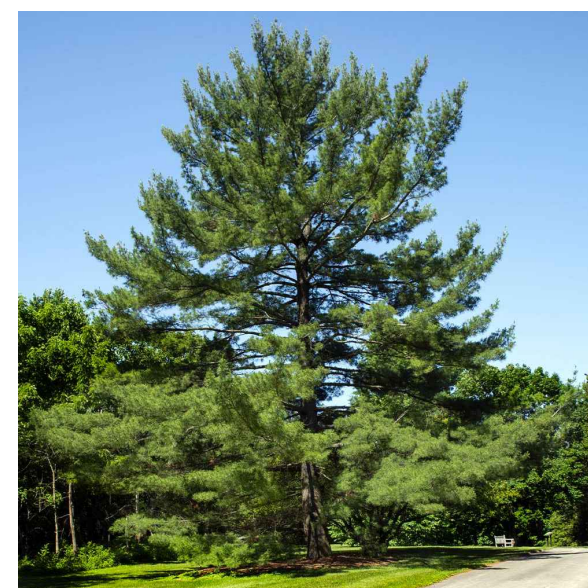
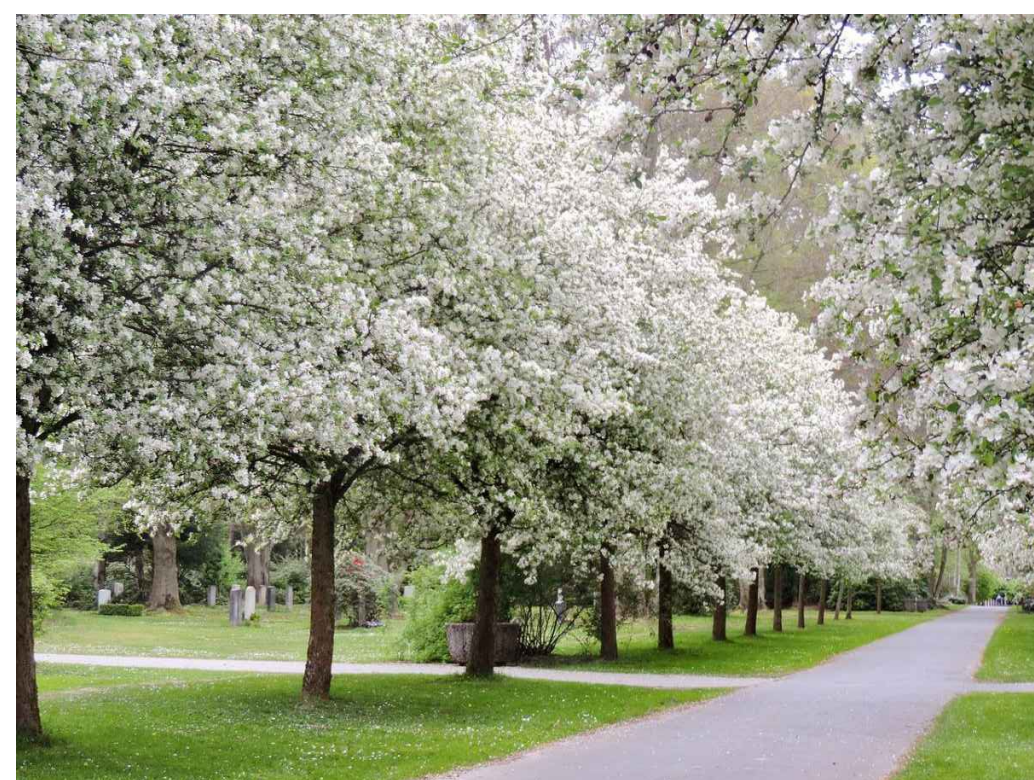
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08.31.2023

SHEET SET:
-

SHEET NAME:
PLANTING PLAN -
OVERALL SITE (PHASE 2)

SHEET:

L3.00
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INVISION
PLANNING | ARCHITECTURE | INTERIORS

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Des Moines, Iowa 50309
515.633.2941
515.633.2942 Fax
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CONSULTANT:
CIVIL
LARSON ENGINEERING, INC.

LANDSCAPE ARCHITECT
JBC

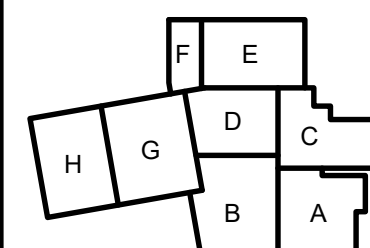
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KPFF

MEPTE
MORRISSEY ENGINEERING,
INC.
FOOD SERVICE
RIPPE ASSOCIATES

REVISIONS:			
Description	Date	No	

OWNER SIGN-OFF:

DATE _____ NAME _____



THIS SHEET CONTAINS COLOR CONTENT - THIS SHEET MUST BE PRINTED IN COLOR TO VIEW CONTENT PROPERLY

INDIANOLA COMMUNITY SCHOOL DISTRICT
INDIANOLA HIGH SCHOOL
1304 EAST FIRST AVENUE INDIANOLA, IOWA 50125

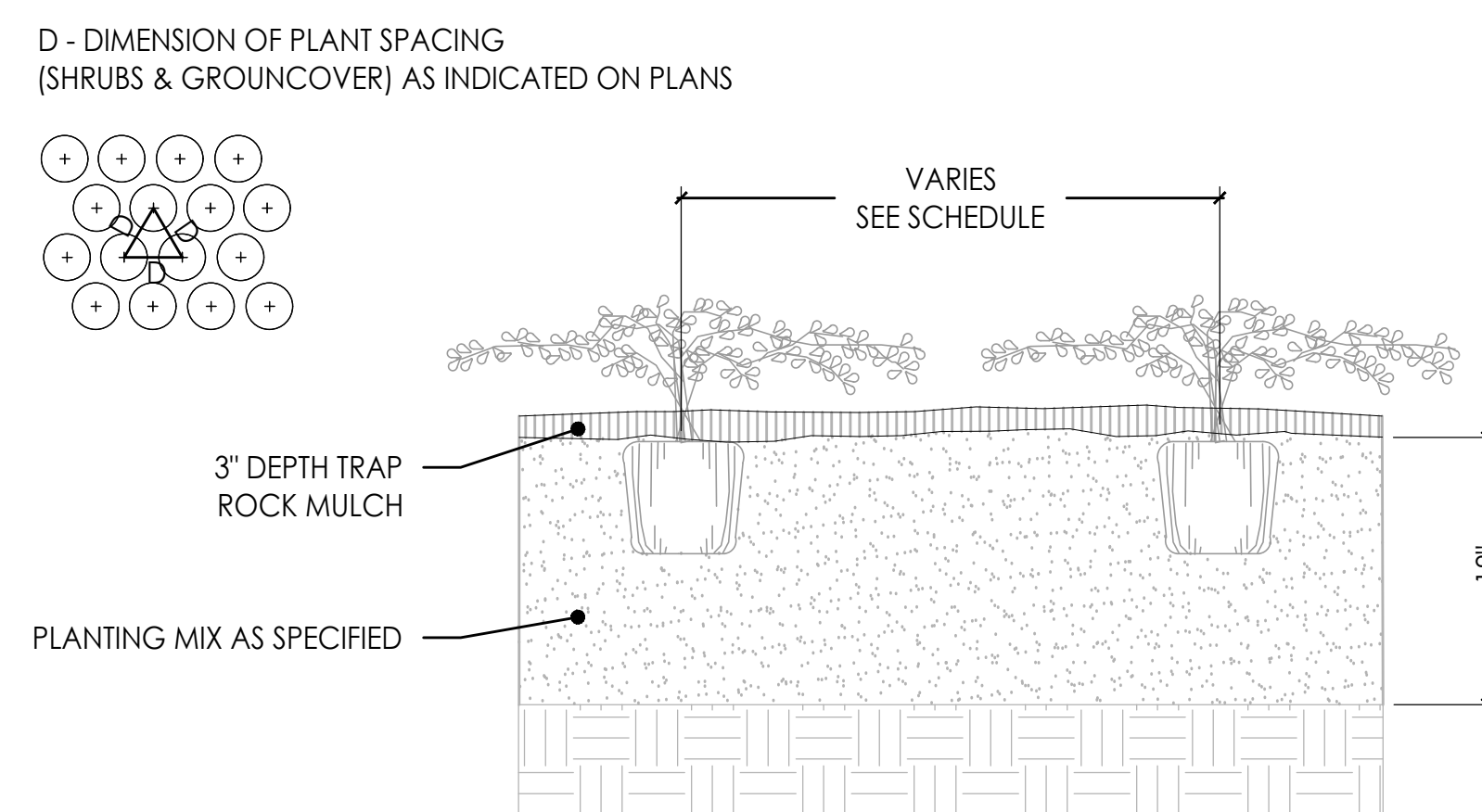
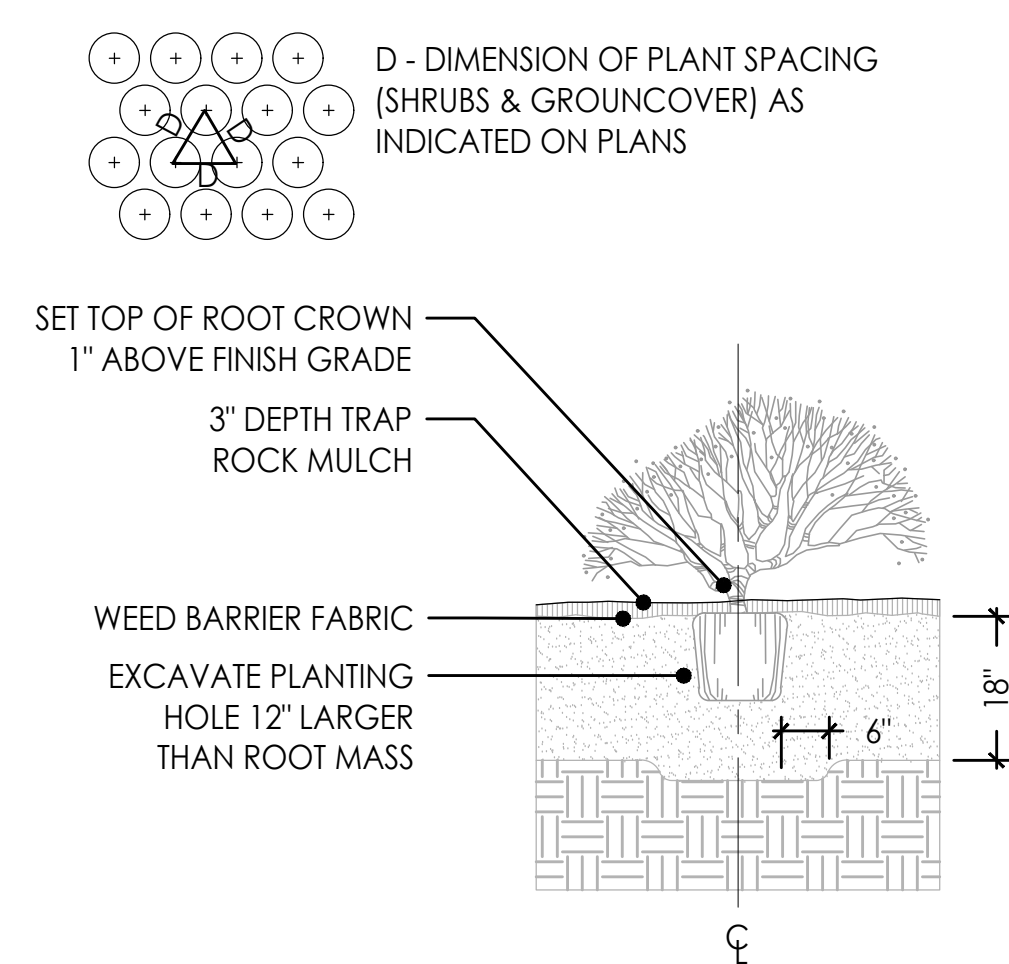
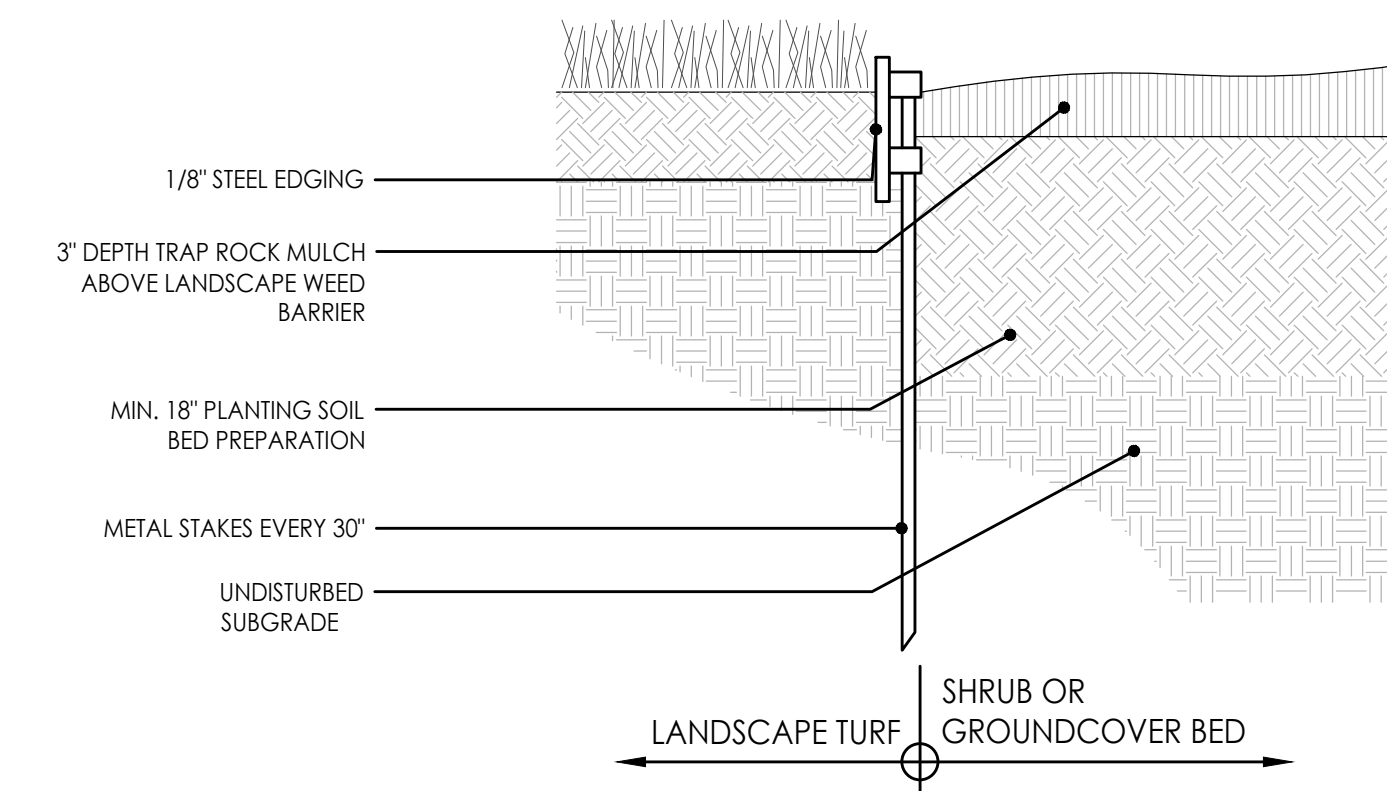
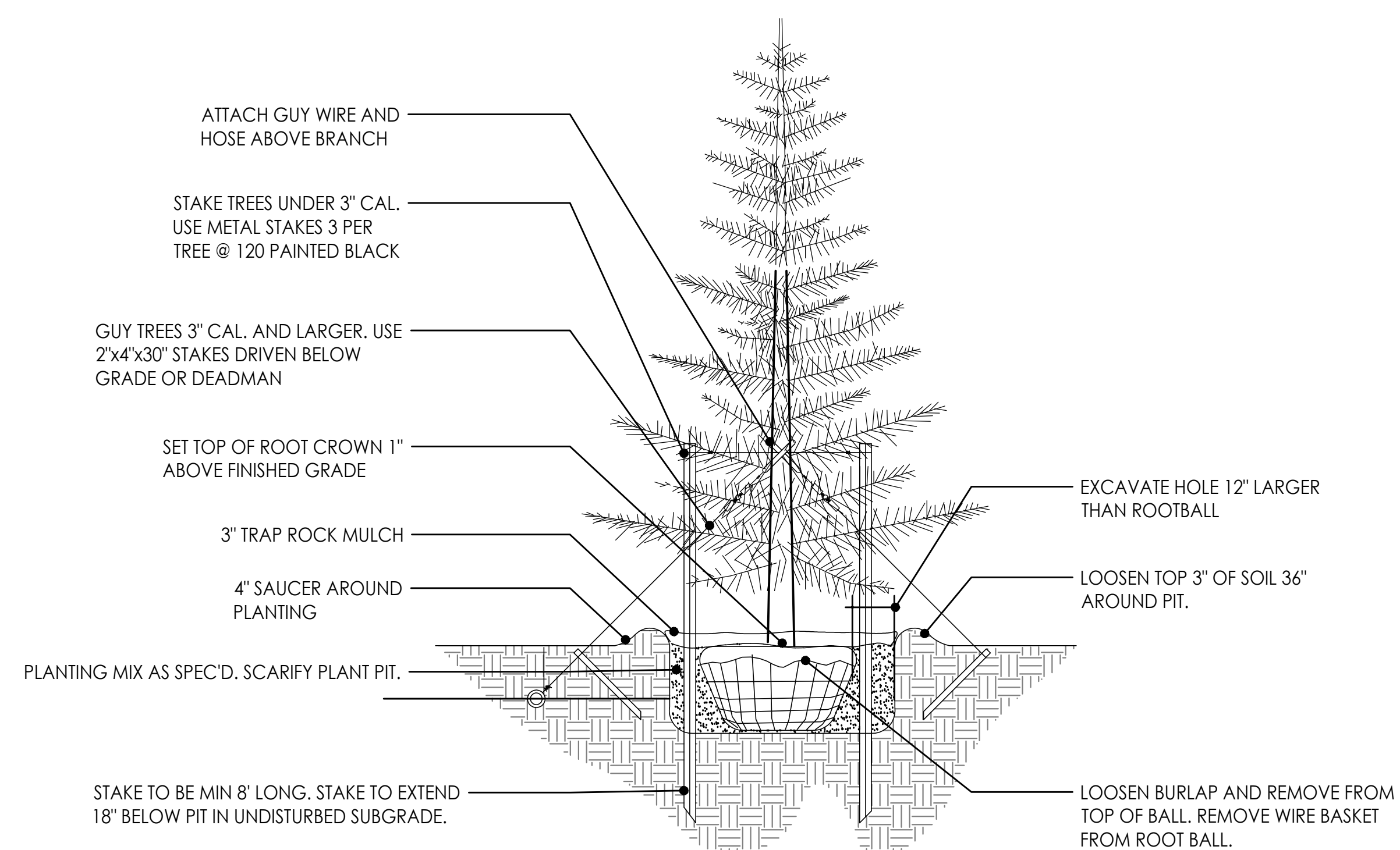
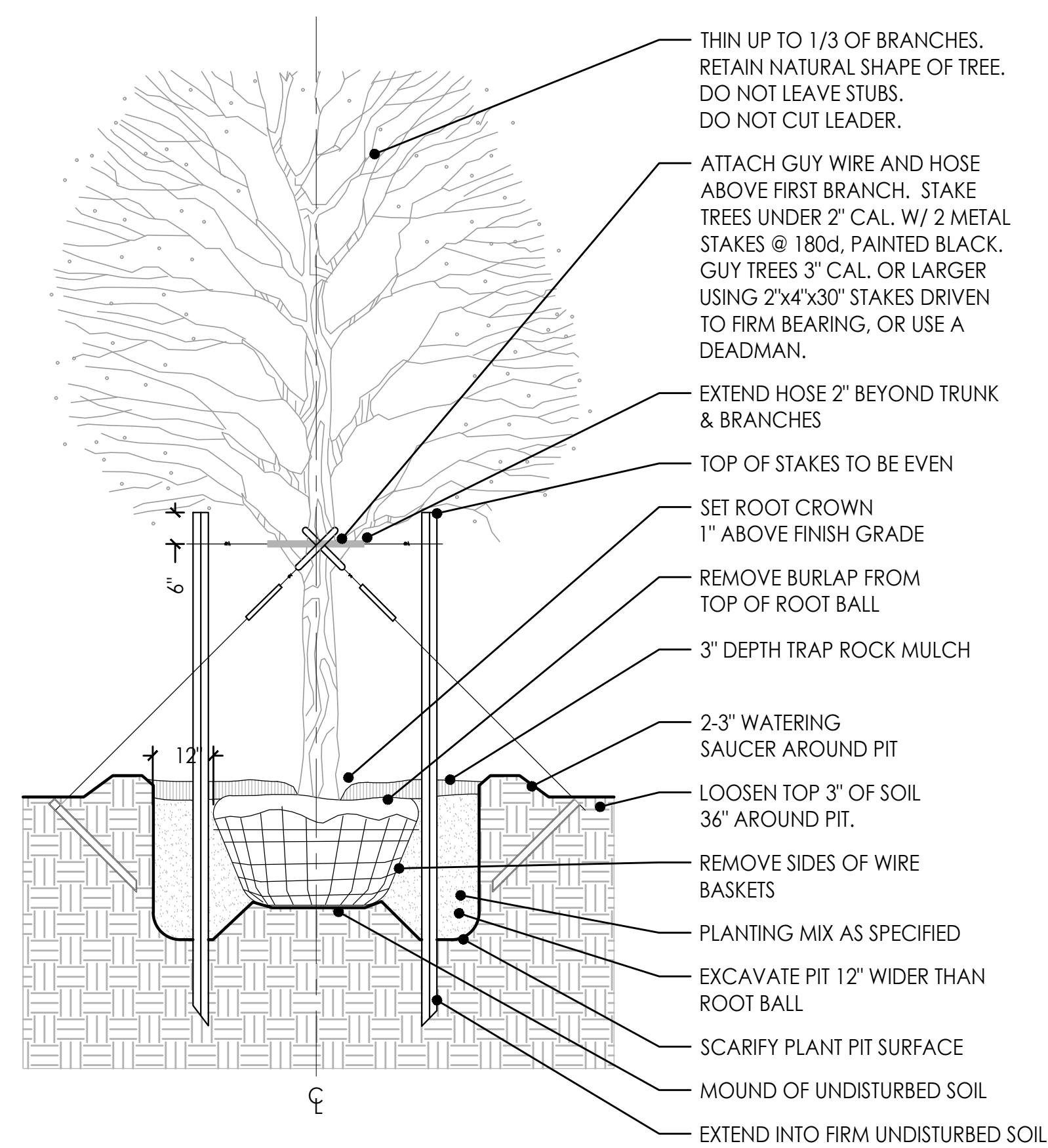
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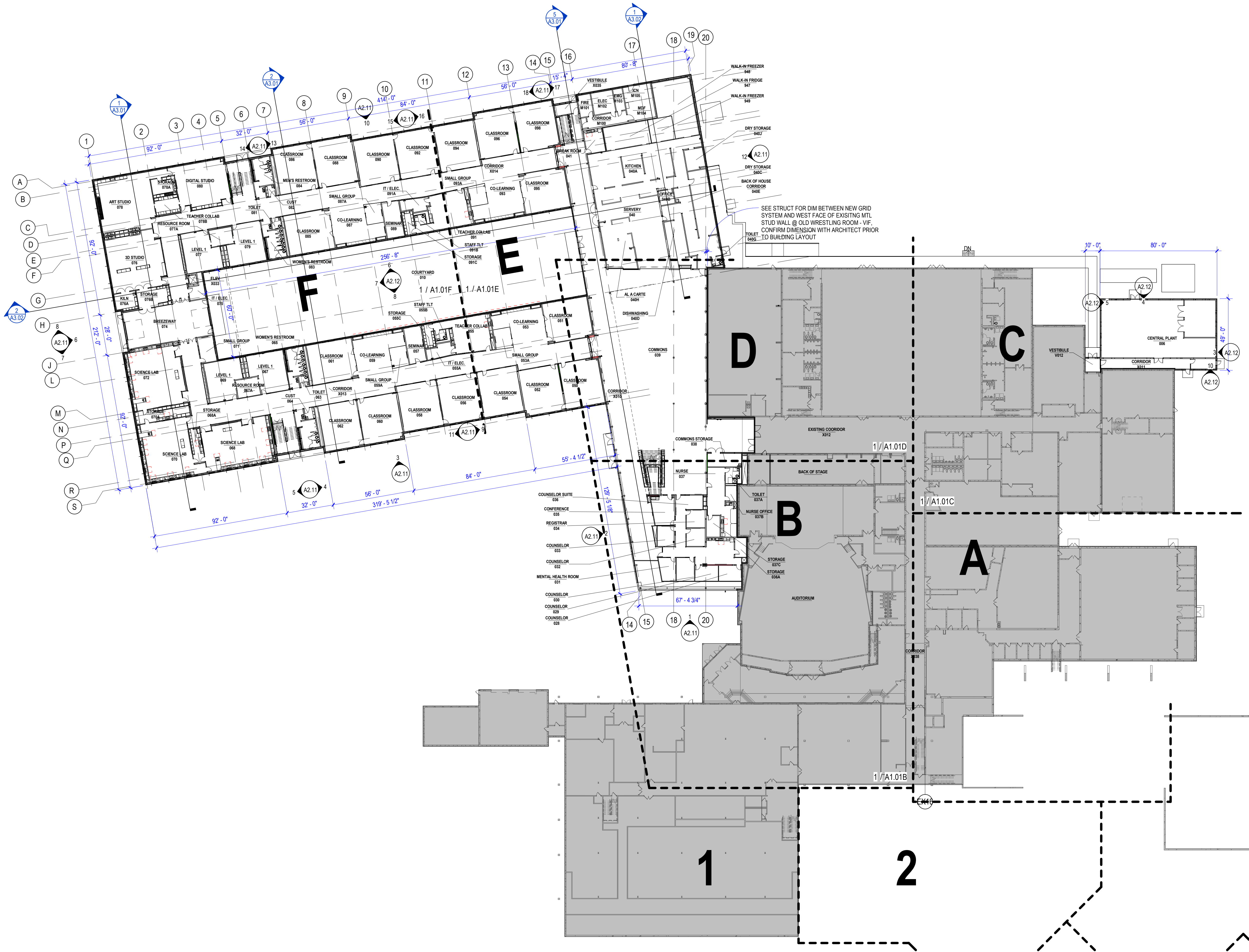
DATE:
08.21.2023

SHEET SET

SHEET NAME:
PLANT PALETTE (PHASE 2)

SHEET:
L4.00
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1 OVERALL LOWER LEVEL PLAN - PHASE 1A
1/32" = 1'-0"

GENERAL EXISTING FLOOR PLAN NOTES:

1. HATCHED AREAS ARE SHOWN FOR REFERENCE ONLY AND ARE GENERALLY OUTSIDE OF PROJECT SCOPE.
2. ALL WALLS WITH SOUND BATT ATTENUATION BLANKETS ARE TO HAVE ACOUSTICAL SEALANT AT TOP AND BOTTOM. SEE WALL TYPES FOR ADDITIONAL REQUIREMENTS.
3. FACE OF NEW WALLS TO ALIGN WITH FACE OF EXISTING ADJACENT WALL, UNO.
4. WALL INFILL AT EXISTING WALLS SHALL BE SIZED TO MATCH EXISTING WALLS FACE OF NEW FINISH TO BE FLUSH WITH EXISTING FINISHED FACE ON EACH SIDE OF WALL.
5. SEE EXTERIOR AND INTERIOR ELEVATIONS FOR FURTHER CLARIFICATION OF MATERIALS / LOCATIONS / FINISHED.
6. PROVIDE FIRE TREATED BLOCKING IN WALLS AS REQUIRED FOR ALL WALL MOUNTED CASEWORK AND OTHER ACCESSORIES.
7. ALL FLOOR MATERIAL CHANGES SHALL OCCUR AT CENTER OF DOOR LEAF.
8. SEE REFLECTED CEILING PLANS FOR LOCATIONS OF FULL HEIGHT WALLS.
9. DASHED LINE IDENTIFIES REMOVAL OF EXISTING SEALANT JOINT, CLEAN ADJOINING SUBSTRATES AND REPLACE BACKER ROD AND SEALANT.

GENERAL FLOOR PLAN NOTES:

1. REFER TO ADDITIONAL NOTES AND REQUIREMENTS ON ALL OTHER DOCUMENTS, OTHER DISCIPLINES AND SPECIFICATIONS.
2. ALL SITE INFO, FIXTURES AND EQUIPMENT SHOWN ON THIS SHEET IS PROVIDED FOR COORDINATION PURPOSES ONLY. THE LAYOUT IS CONSIDERED CONCEPTUAL. REFER TO CIVIL, MECHANICAL, ELECTRICAL, PLUMBING, FIRE SPRINKLER, LIFE-SAFETY, ETC. DOCUMENTS FOR SPECIFIC DESIGN INFORMATION.
3. ALL CONDUITS, PIPES, SPRINKLER MAINS SHOULD BE HELD AS TIGHT AS POSSIBLE TO THE ROOF OR FLOOR DECK ABOVE. NOTHING SHALL BE BELOW THE BOTTOM EDGE OF THE STRUCTURE UNLESS PRIOR APPROVAL IS GRANTED BY THE ARCHITECT OR OWNER. ABSOLUTELY NO OBSTRUCTIONS SHALL PREVENT A FINISHED CEILING HEIGHT NOTED ON THE DRAWINGS IN THOSE AREAS RECEIVING CEILING TREATMENT. PLACEMENT COORDINATION BETWEEN TRADES IS REQUIRED.
4. CAULK & SEAL ALL CONTROL EXPANSION SAWCUT JOINTS AT ALL INTERIOR & EXTERIOR MASONRY & CONCRETE.
5. ALL WALLS WITH SOUND BATT ATTENUATION BLANKETS ARE TO EXTEND TO DECK AND HAVE ACOUSTICAL SEALANT AT TOP AND BOTTOM. SEE WALL TYPES FOR ADDITIONAL REQUIREMENTS.
6. SEE EXTERIOR AND INTERIOR ELEVATIONS FOR FURTHER CLARIFICATION OF MATERIALS / LOCATIONS / FINISHES.
7. PROVIDE FIRE TREATED BLOCKING IN WALLS AS REQUIRED FOR ALL WALL MOUNTED CASEWORK AND OTHER EQUIPMENT & ACCESSORIES.
8. FLOOR MATERIAL CHANGES SHALL OCCUR AT CENTER OF DOOR LEAF UNLESS NOTED OTHERWISE.
9. SEE WALL TYPE SHEET AND REFLECTED CEILING PLANS FOR INFORMATION AND LOCATIONS OF FULL HEIGHT WALLS.
10. REFER TO FINISH PLANS FOR MARKERBOARD TYPES AND LOCATIONS. CENTERED ON WALL UNLESS NOTED OTHERWISE.
11. ALL EQUIPMENT SHOWN FOR REFERENCE ONLY. REFER TO EQUIPMENT SCHEDULE AND PLANS FOR RESPONSIBILITIES.

WALL LEGEND:

- EXISTING WALL
- NEW WALL CONSTRUCTION
- DEMO WALL

THIS SHEET CONTAINS COLOR CONTENT - THIS SHEET MUST BE PRINTED IN COLOR TO VIEW CONTENT PROPERLY

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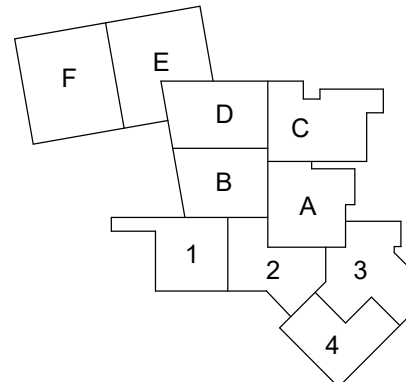
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INC.
FOOD SERVICE
RIPPE ASSOCIATES

REVISIONS:

Description Date No.

OWNER SIGN-OFF:

DATE NAME



INDIANOLA COMMUNITY SCHOOL DISTRICT

INDIANOLA HIGH SCHOOL

1304 EAST FIRST AVENUE INDIANOLA, IOWA 50125

PROJECT NO:
22135

DATE:
01/25/2024

SHEET SET:
BID DOCUMENTS

SHEET NAME:
_PHASE 1A OVERALL
LOWER LEVEL PLAN

SHEET:

A1.01

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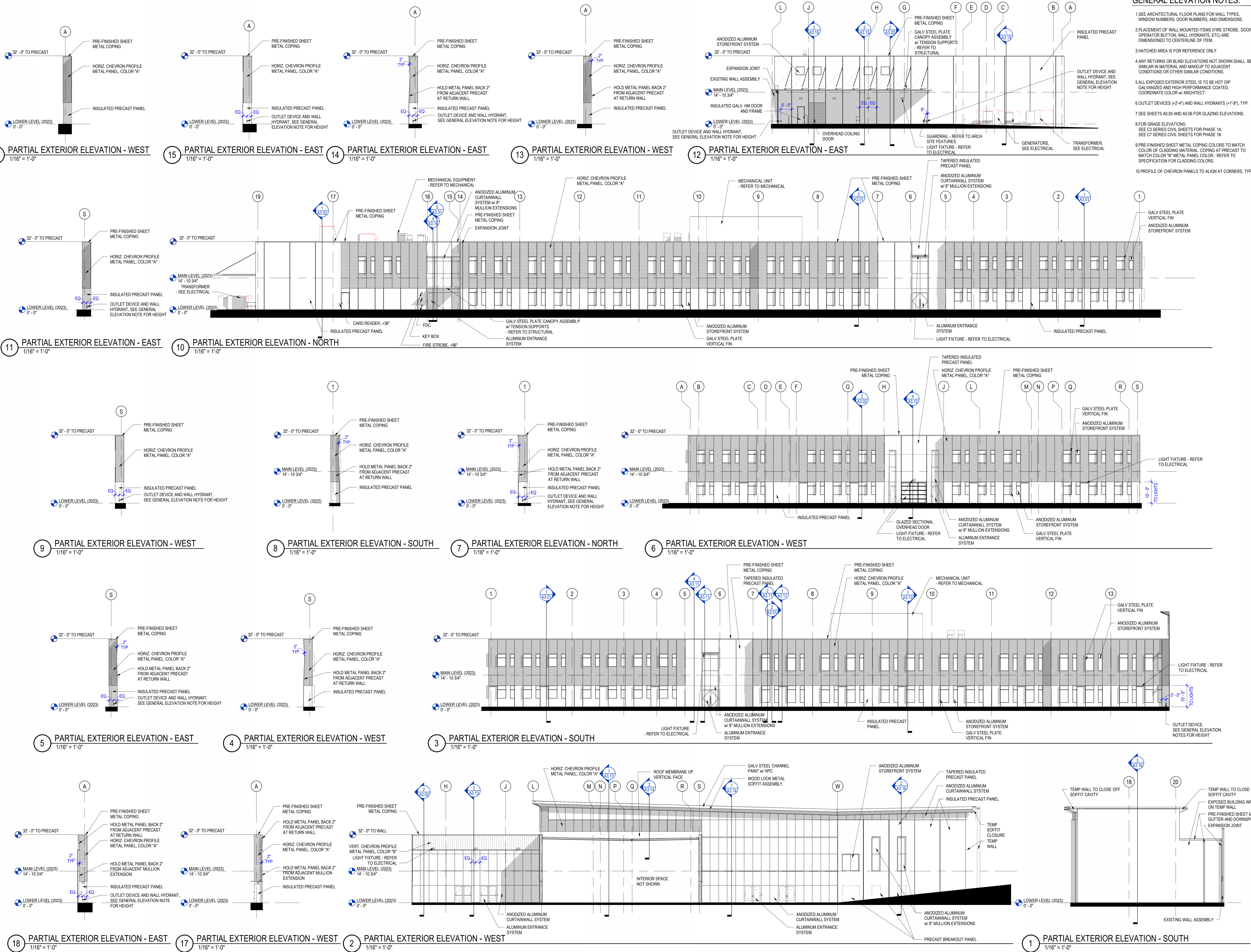


1. HATCHED AREAS ARE SHOWN FOR REFERENCE ONLY AND ARE GENERALLY OUTSIDE OF PROJECT SCOPE.
2. ALL WALLS WITH SOUND BATT ATTENUATION BLANKETS ARE TO HAVE ACoustICAL SEALANT AT TOP AND BOTTOM. SEE WALL TYPES FOR ADDITIONAL REQUIREMENTS.
3. FACE OF NEW WALLS TO ALIGN WITH FACE OF EXISTING ADJACENT WALL, UNO.
4. WALL INFILL AT EXISTING WALLS SHALL BE SIZED TO MATCH EXISTING WALLS FACE OF NEW FINISH TO BE FLUSH WITH EXISTING FINISHED FACE ON EACH SIDE OF WALL.
5. SEE EXTERIOR AND INTERIOR ELEVATIONS FOR FURTHER CLARIFICATION OF MATERIALS / LOCATIONS / FINISHED.
6. PROVIDE FIRE TREATED BLOCKING IN WALLS AS REQUIRED FOR ALL WALL MOUNTED CASEWORK AND OTHER ACCESSORIES.
7. ALL FLOOR MATERIAL CHANGES SHALL OCCUR AT CENTER OF DOOR LEAF.
8. SEE REFLECTED CEILING PLANS FOR LOCATIONS OF FULL HEIGHT WALLS.
9. DASHED LINE IDENTIFIES REMOVAL OF EXISTING SEALANT JOINT. CLEAN ADJOINING SUBSTRATES AND REPLACE BACKER ROD AND SEALANT.

1. REFER TO ADDITIONAL NOTES AND REQUIREMENTS ON ALL OTHER DOCUMENTS, OTHER DISCIPLINES AND SPECIFICATIONS.
2. ALL SITE INFO, FIXTURES AND EQUIPMENT SHOWN ON THIS SHEET IS PROVIDED FOR COORDINATION PURPOSES ONLY. THE LAYOUT IS PLANNED TO ACCOMMODATE ALL CIVIL, MECHANICAL, ELECTRICAL, PLUMBING, FIRE SPRINKLER, LIFE-SAFETY, ETC. REQUIREMENTS FOR SPECIFIC DESIGN INFORMATION.
3. ALL CONDUTITS, PIPES, SPRINKLER MAINS SHOULD BE HELD AS TIGHT AS POSSIBLE TO THE ROOF OR FLOOR DECK ABOVE. NOTHING SHALL BE BELOW THE BOTTOM EDGE OF THE STRUCTURE UNLESS PRIOR APPROVAL IS OBTAINED BY THE ARCHITECT OR THE OWNER. ABSOLUTELY NO OBSTRUCTIONS SHALL PREVENT A FINISHED CEILING HEIGHT. NOTED ON THE DRAWINGS IN ALL LOCATIONS RECEIVING CEILING TREATMENT. PLANNED CEILING COORDINATION REQUIRED. TRAVES ARE REQUIRED.
4. CAULK & SEAL ALL CONTROL-EXPANSION, CONCRETE JOINTS AT ALL INTERSECTIONS OF ROOF/MEMBRANE & SLOPE.
5. ALL WALLS WITH SOUND BATT ATTENUATION BLANKETS ARE TO EXTEND TO DECK AND HAVE ACOUSTICAL SEALING AT TOP AND BOTTOM. SEE WALL TYPES FOR ADDITIONAL REQUIREMENTS.
6. SEE EXTERIOR AND INTERIOR ELEVATIONS FOR FURTHER CLARIFICATION OF MATERIALS / LOCATIONS / FINISHES.
7. PROVIDE FIRE TREATED BLOCKING IN WALLS AS REQUIRED FOR ALL WALL MOUNTED CASEWORK AND OTHER EQUIPMENT & ACCESSORIES.
8. FLOOR MATERIAL CHANGES SHALL OCCUR AT CENTER OF DOOR LEAF UNLESS NOTED OTHERWISE.
9. SEE WALL TYPE SHEET AND REFLECTED CEILING PLANS FOR INFORMATION AND LOCATIONS OF FULL HEIGHT WALLS.
10. REFER TO FINISH PLANS FOR MARKERBOARD TYPES AND LOCATIONS. CENTERED ON WALL UNLESS NOTED OTHERWISE.
11. ALL EQUIPMENT SHOWN FOR REFERENCE ONLY. REFER TO EQUIPMENT SCHEDULE AND PLANS FOR RESPONSIBILITIES.

 EXISTING WALL
 NEW WALL CONSTRUCTION
 DEMO WALL

Autodesk Docs//22135_ICSD_1HS_Add_Reno/22135_ICSD_1HS_Add_Reno.rvt 1/25/2024 12:21:30 PM SHEET RESPONSIBILITY:INITIAL



GENERAL ELEVATION NOTES:

1. SEE ARCHITECTURAL FLOOR PLANS FOR WALL TYPES, WINDOW NUMBERS, DOOR NUMBERS, AND DIMENSIONS.
2. PLACEMENT OF WALL MOUNTED ITEMS (FIRE STROBE, DOOR OPERATOR BUTTON, WALL HYDRANTS, ETC) ARE DIMENSIONED TO CENTERLINE OF ITEM.
3. HATCHED AREA IS FOR REFERENCE ONLY.
4. ANY RETURNS OR BLIND ELEVATIONS NOT SHOWN SHALL BE SIMILAR IN MATERIAL AND MAKEUP TO ADJACENT CONDITIONS OR OTHER SIMILAR CONDITIONS.
5. ALL EXPOSED EXTERIOR STEEL IS TO BE HOT DIP GALVANIZED AND HIGH PERFORMANCE COATED. COORDINATE COLOR W/ ARCHITECT.
6. OUTLET DEVICES (+2'-4") AND WALL HYDRANTS (+1'-8"), TYP.
7. SEE SHEETS A0.05 AND A0.06 FOR GLAZING ELEVATIONS.
8. FOR GRADE ELEVATIONS. SEE C3 SERIES CIVIL SHEETS FOR PHASE 1A. SEE C7 SERIES CIVIL SHEETS FOR PHASE 1B.
9. PRE-FINISHED SHEET METAL COPING COLORS TO MATCH COLOR OF CLADDING MATERIAL. COPING AT PRECAST TO MATCH COLOR "B" METAL PANEL COLOR - REFER TO SPECIFICATION FOR CLADDING COLORS.
10. PROFILE OF CHEVRON PANELS TO ALIGN AT CORNERS, TYP.

INVISION

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CONSULTANT:
CIVIL
LARSON ENGINEERING, INC.

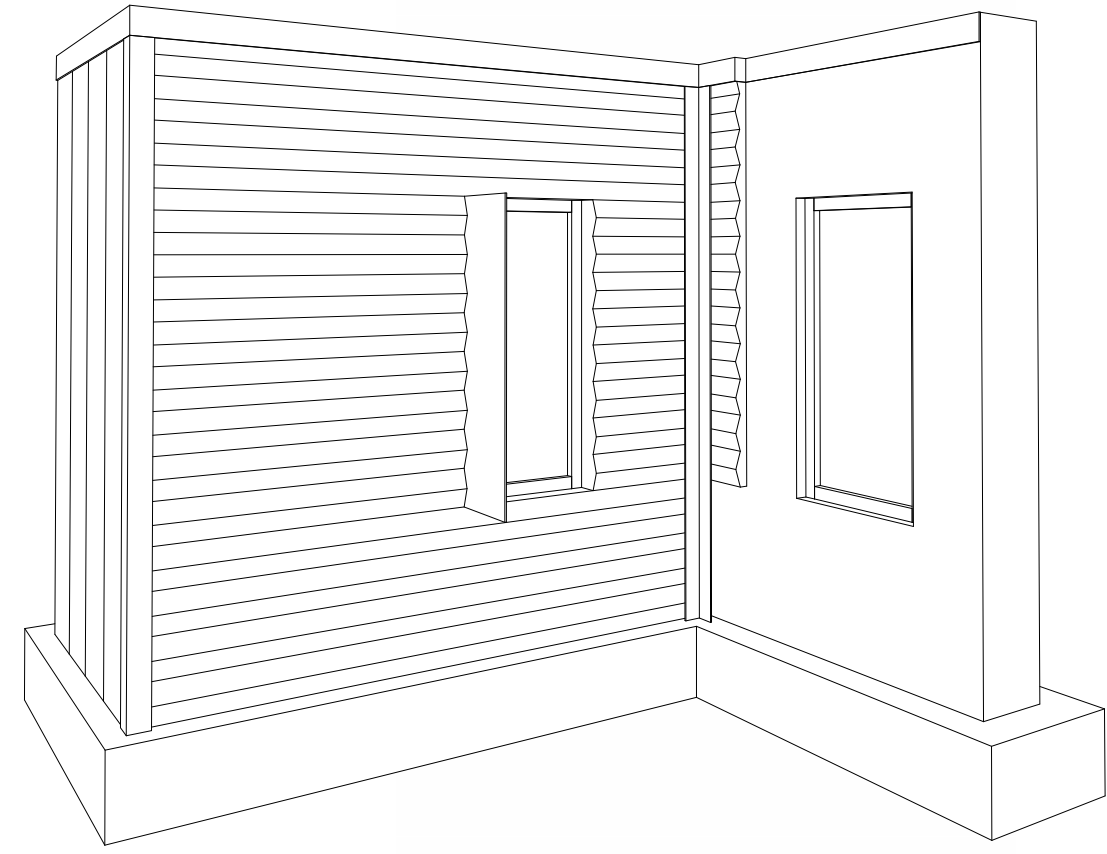
LANDSCAPE ARCHITECT
JBC

STRUCTURAL
KPF

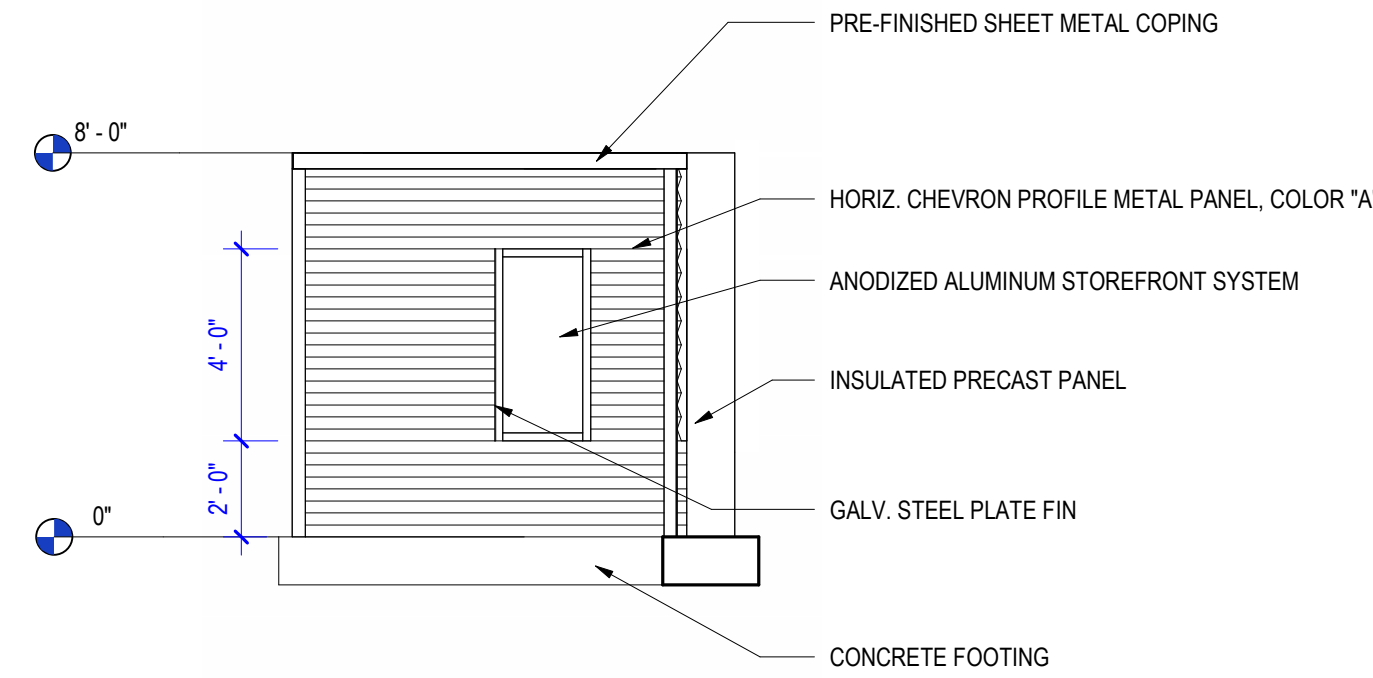
MEP/E
MORRISSEY ENGINEERING,
INC.
FOOD SERVICE
RIPPE ASSOCIATES

REVISIONS:

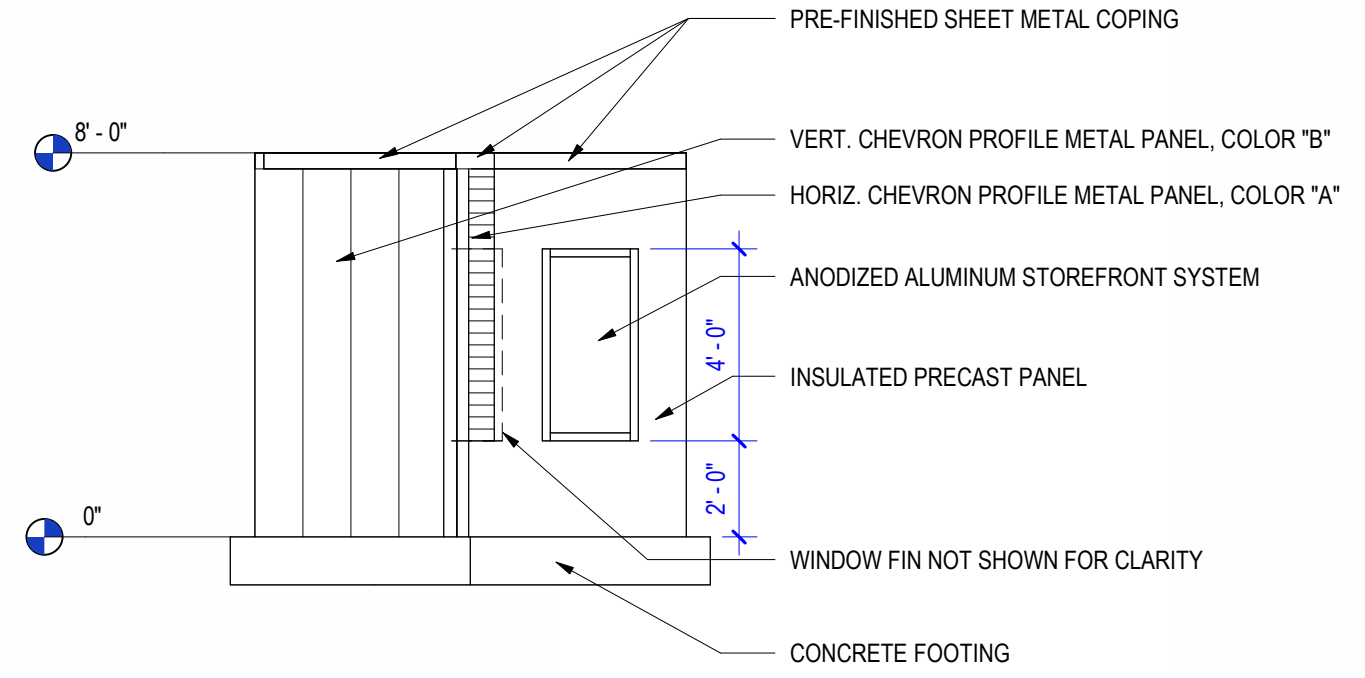
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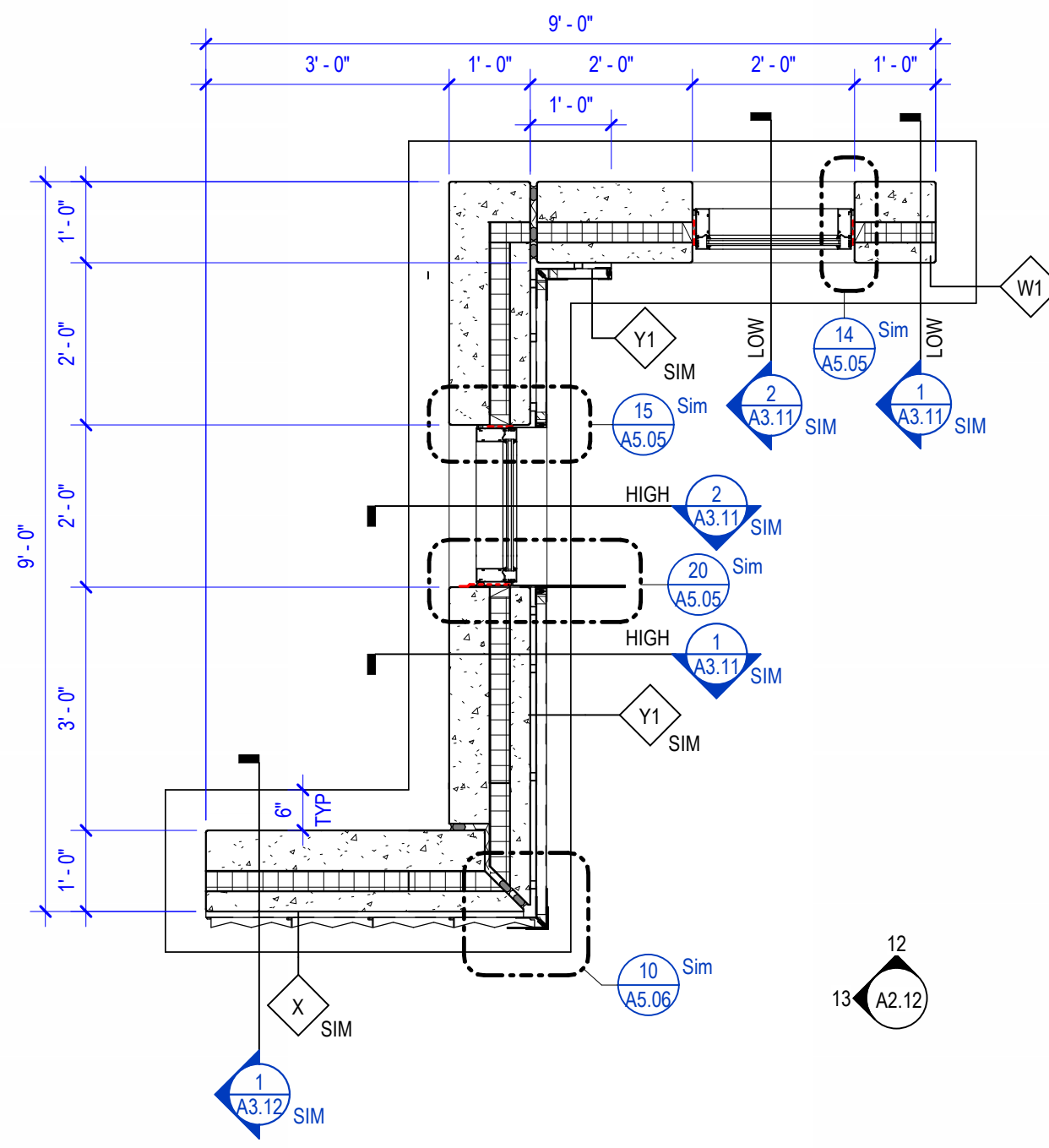
14 3D View MOCK-UP



13 MOCK-UP ELEVATION B
1/4" = 1'-0"



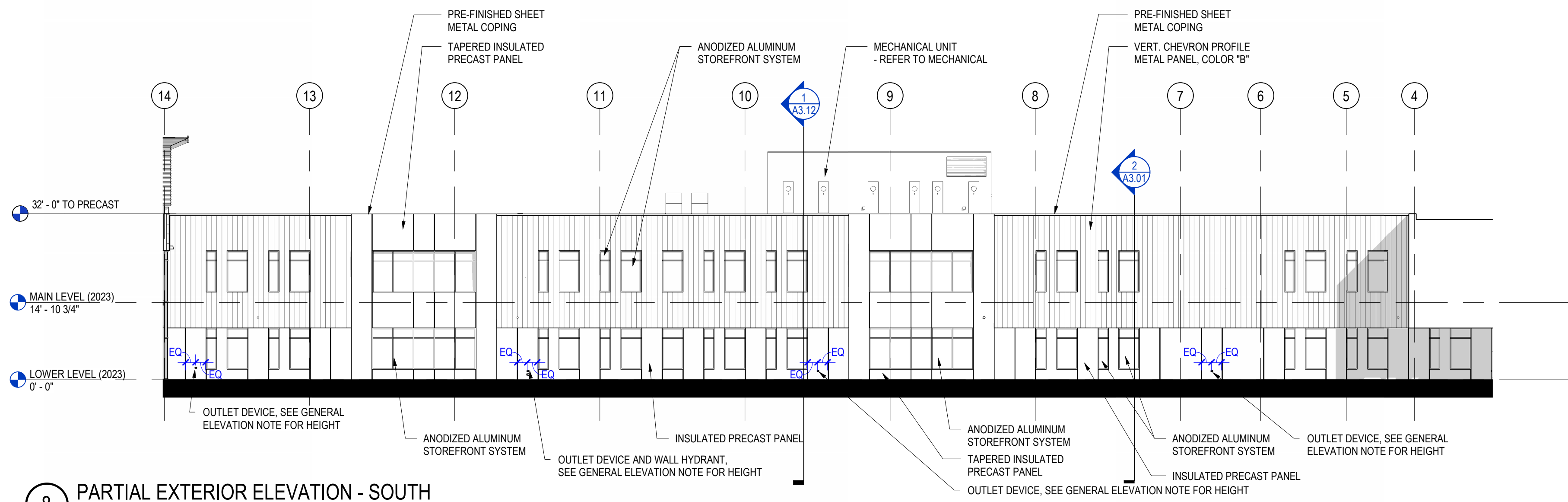
12 MOCK-UP ELEVATION A
1/4" = 1'-0"



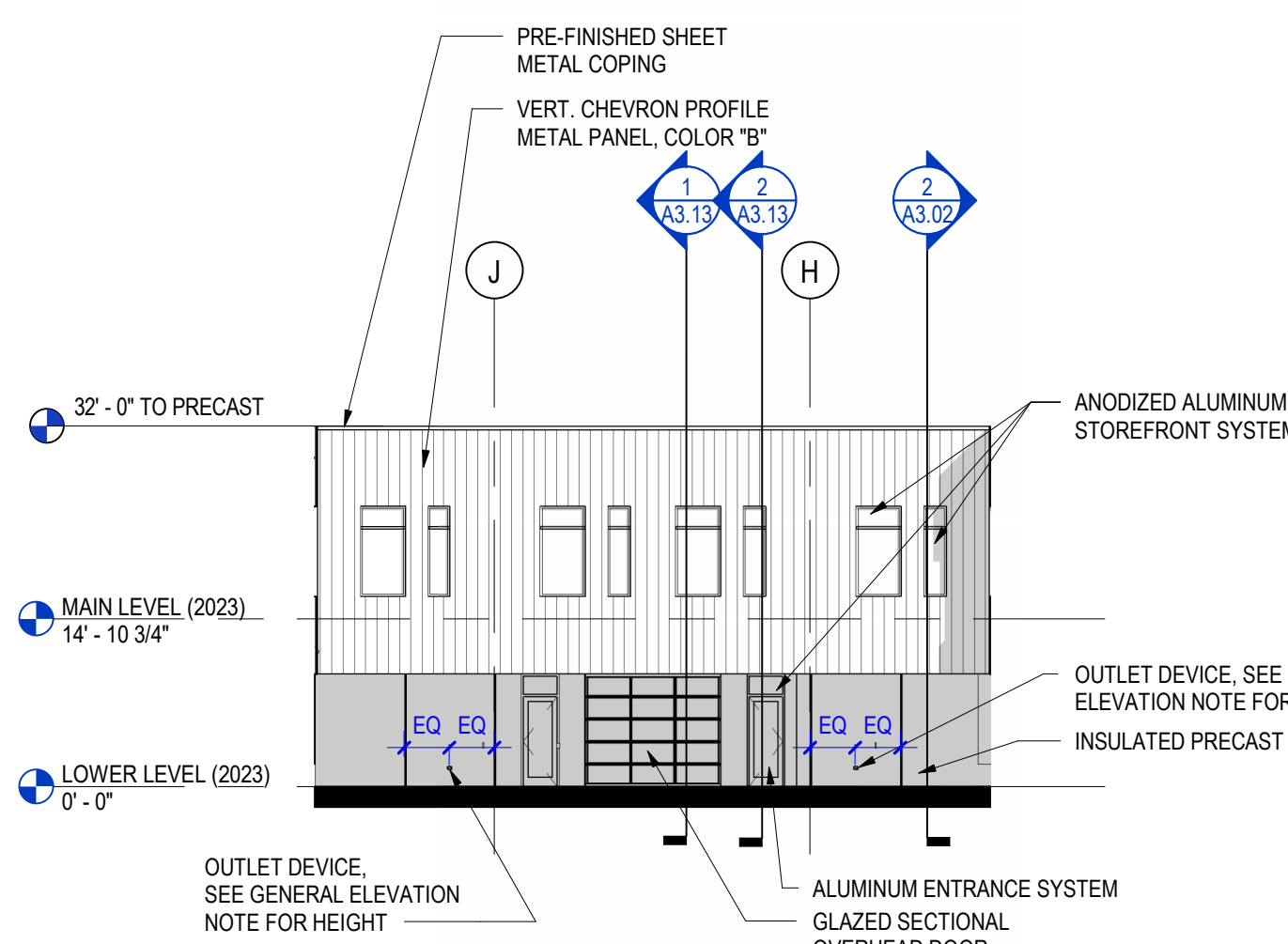
11 MOCK-UP PLAN
1/2" = 1'-0"

GENERAL ELEVATION NOTES:

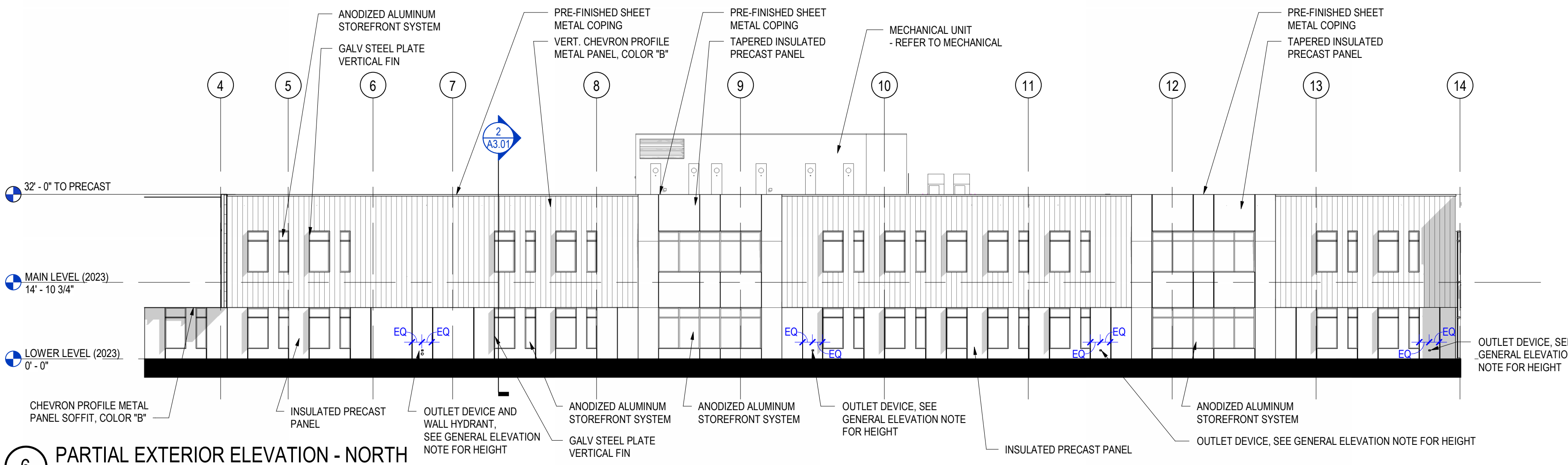
1. SEE ARCHITECTURAL FLOOR PLANS FOR WALL TYPES, WINDOW NUMBERS, DOOR NUMBERS, AND DIMENSIONS.
2. PLACEMENT OF WALL MOUNTED ITEMS (FIRE STROBE, DOOR OPERATOR BUTTON, WALL HYDRANTS, ETC) ARE DIMENSIONED TO CENTERLINE OF ITEM.
3. HATCHED AREA IS FOR REFERENCE ONLY.
4. ANY RETURNS OR BLIND ELEVATIONS NOT SHOWN SHALL BE SIMILAR IN MATERIAL AND MAKEUP TO ADJACENT CONDITIONS OR OTHER SIMILAR CONDITIONS.
5. ALL EXPOSED EXTERIOR STEEL IS TO BE HOT DIP GALVANIZED AND HIGH PERFORMANCE COATED. COORDINATE COLOR w/ ARCHITECT.
6. OUTLET DEVICES (+2'-4") AND WALL HYDRANTS (+1'-8"), TYP.
7. SEE SHEETS A0.05 AND A0.06 FOR GLAZING ELEVATIONS.
8. FOR GRADE ELEVATIONS: SEE C3 SERIES CIVIL SHEETS FOR PHASE 1A. SEE C7 SERIES CIVIL SHEETS FOR PHASE 1B.
9. PRE-FINISHED SHEET METAL COPING COLORS TO MATCH COLOR OF CLADDING MATERIAL. COPING AT PRECAST TO MATCH COLOR "B" METAL PANEL COLOR - REFER TO SPECIFICATION FOR CLADDING COLORS.
10. PROFILE OF CHEVRON PANELS TO ALIGN AT CORNERS, TYP.



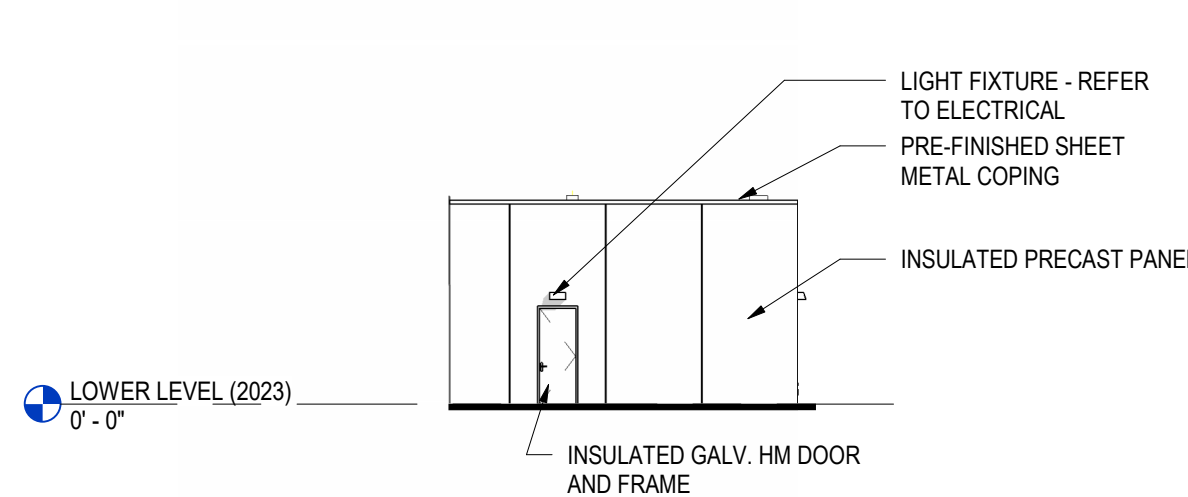
8 PARTIAL EXTERIOR ELEVATION - SOUTH
1/16" = 1'-0"



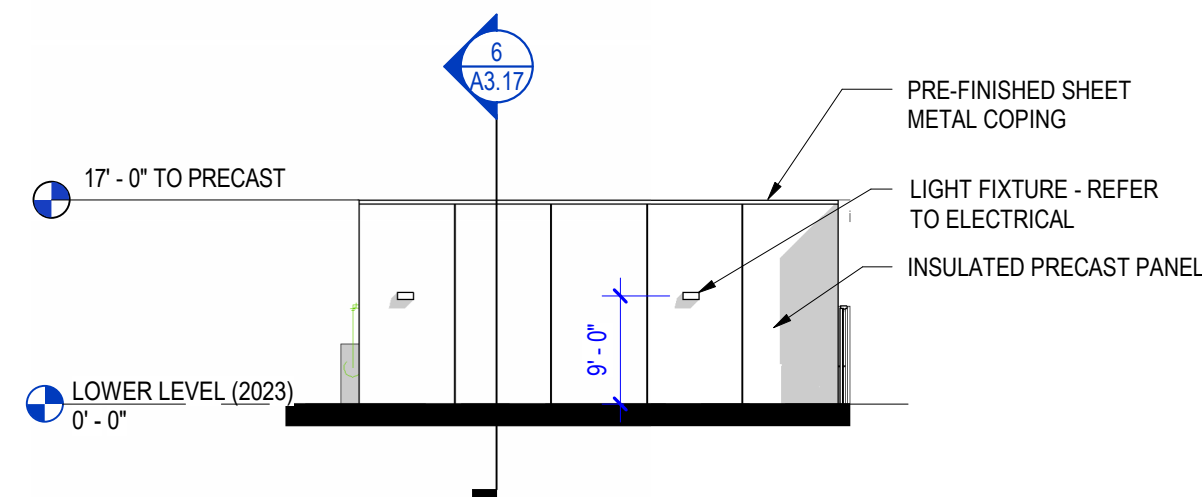
7 PARTIAL EXTERIOR ELEVATION - WEST
1/16" = 1'-0"



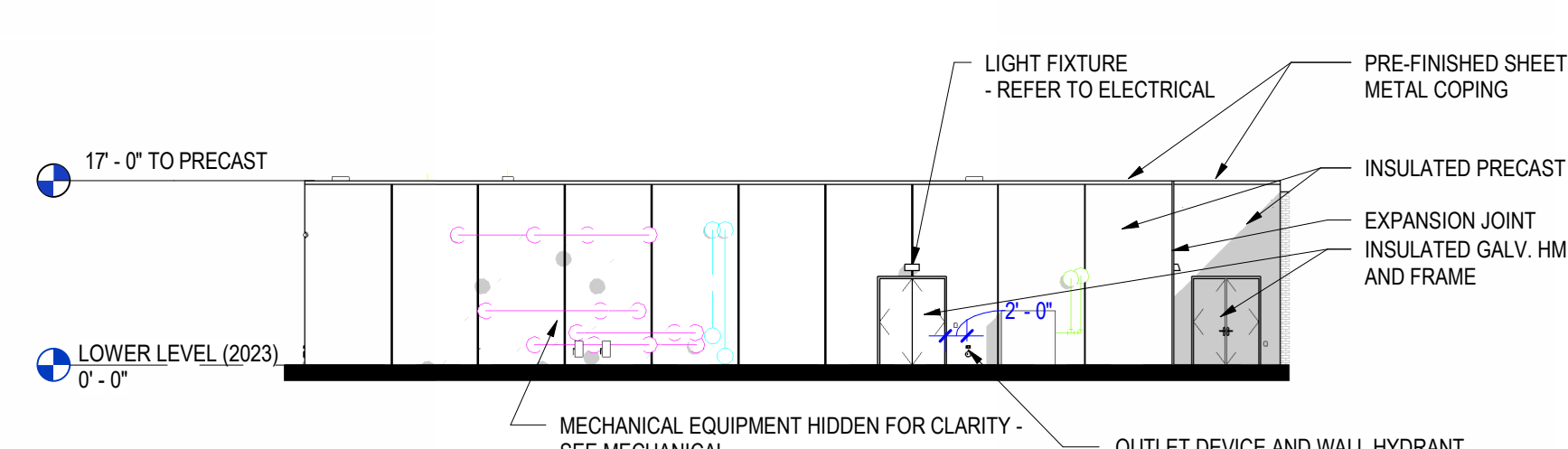
6 PARTIAL EXTERIOR ELEVATION - NORTH
1/16" = 1'-0"



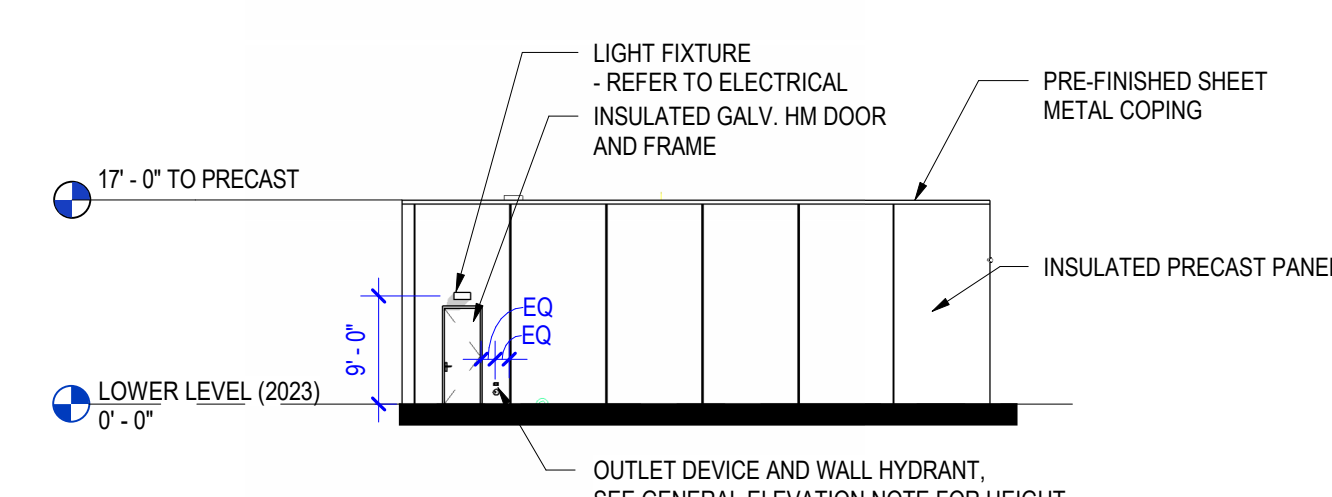
10 PARTIAL EXTERIOR ELEVATION - SOUTH
1/16" = 1'-0"



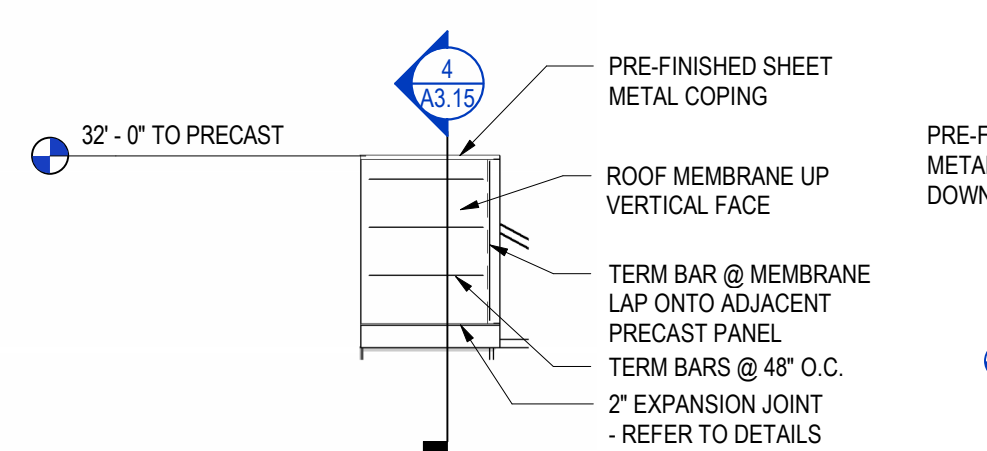
5 PARTIAL EXTERIOR ELEVATION - WEST
1/16" = 1'-0"



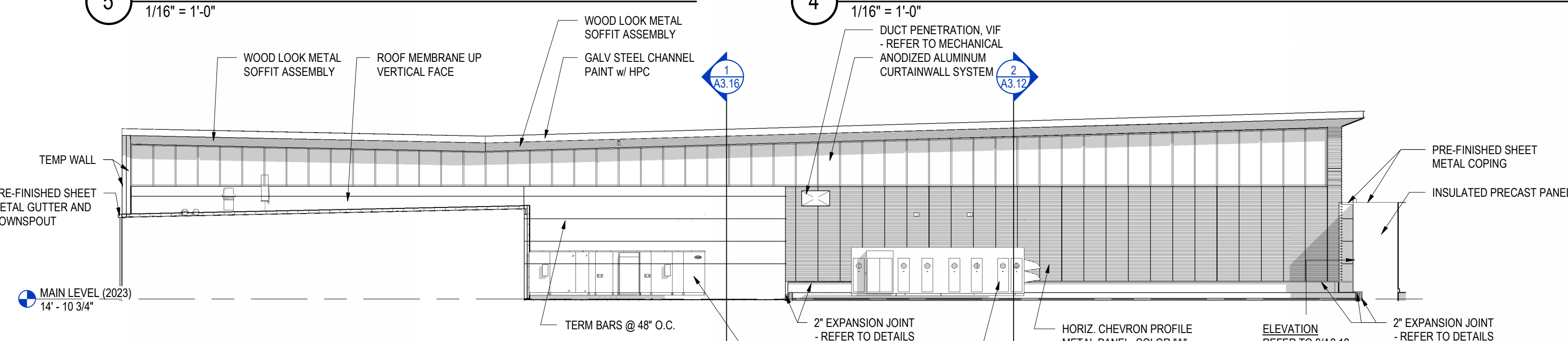
4 PARTIAL EXTERIOR ELEVATION - NORTH
1/16" = 1'-0"



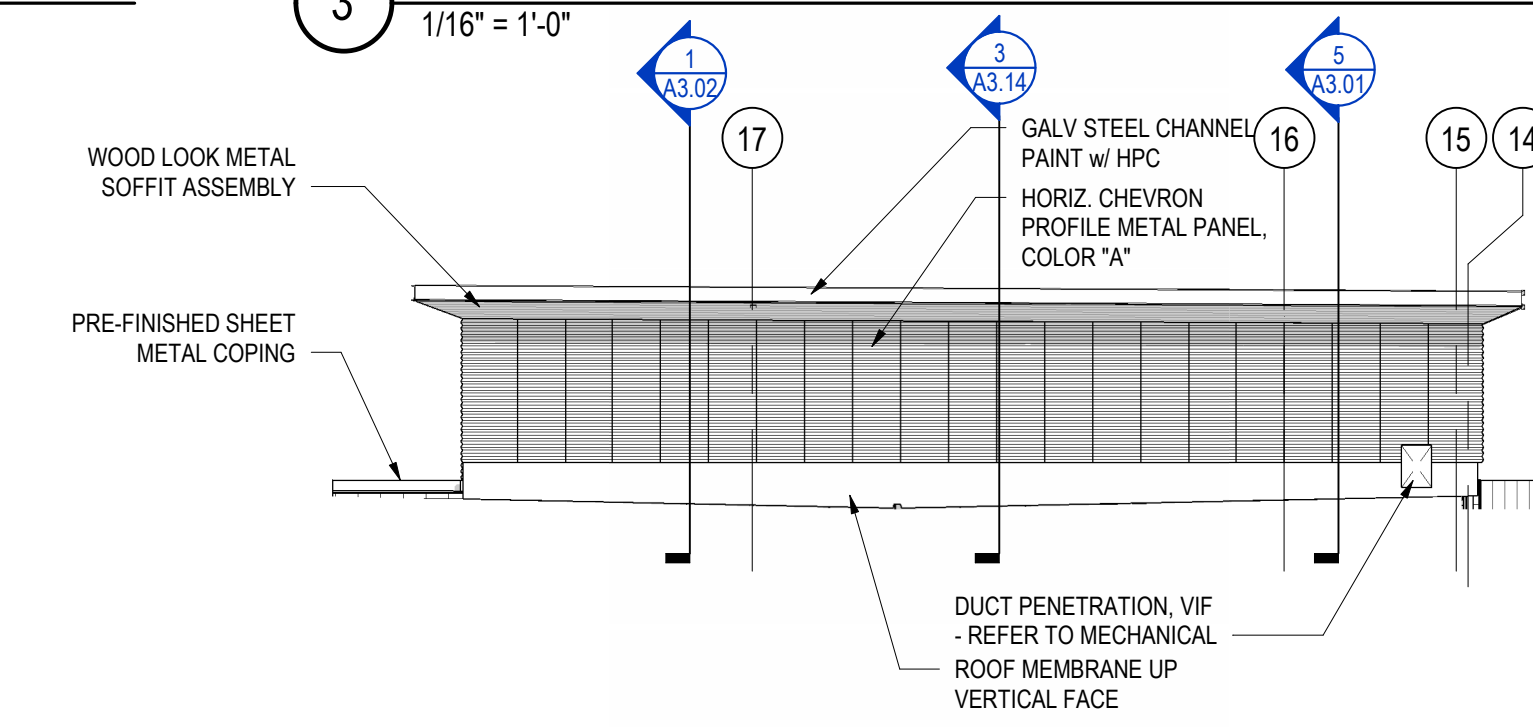
3 PARTIAL EXTERIOR ELEVATION - EAST
1/16" = 1'-0"



9 PARTIAL EXTERIOR ELEVATION - SOUTH
1/16" = 1'-0"



2 PARTIAL EXTERIOR ELEVATION - EAST
1/16" = 1'-0"



1 PARTIAL EXTERIOR ELEVATION - NORTH
1/16" = 1'-0"

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ENGINEERING, INC.
FOOD SERVICE
RIPPE ASSOCIATES

REVISIONS:

Description Date No.

OWNER SIGN-OFF:

DATE NAME

INDIANOLA COMMUNITY SCHOOL DISTRICT

INDIANOLA HIGH SCHOOL

1304 EAST FIRST AVENUE INDIANOLA, IOWA 50125

PROJECT NO:
22135

DATE:
01/25/2024

SHEET SET:
BID DOCUMENTS

SHEET NAME:
PHASE 1A EXTERIOR
ELEVATIONS &
MOCK-UP

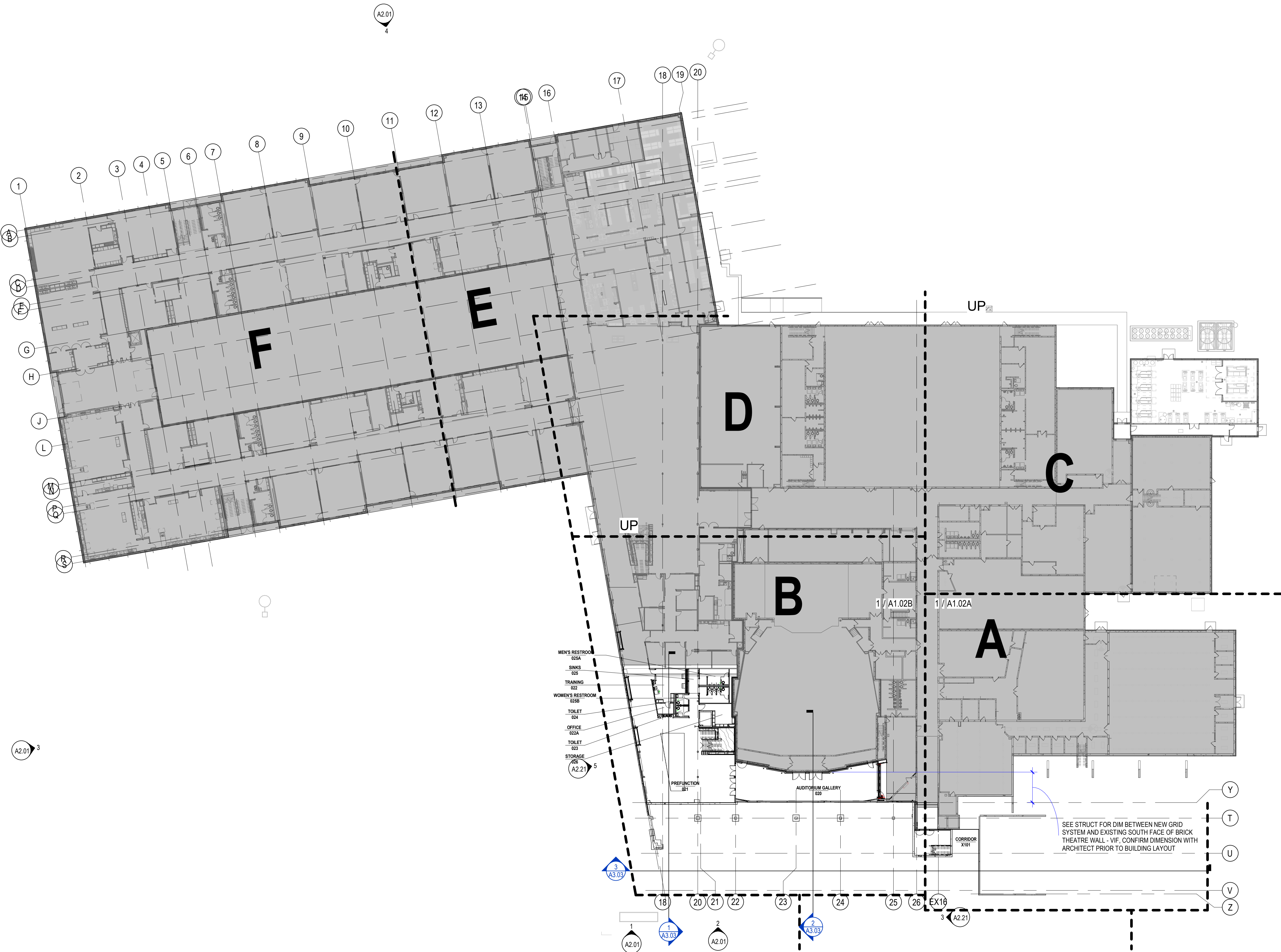
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A2.12

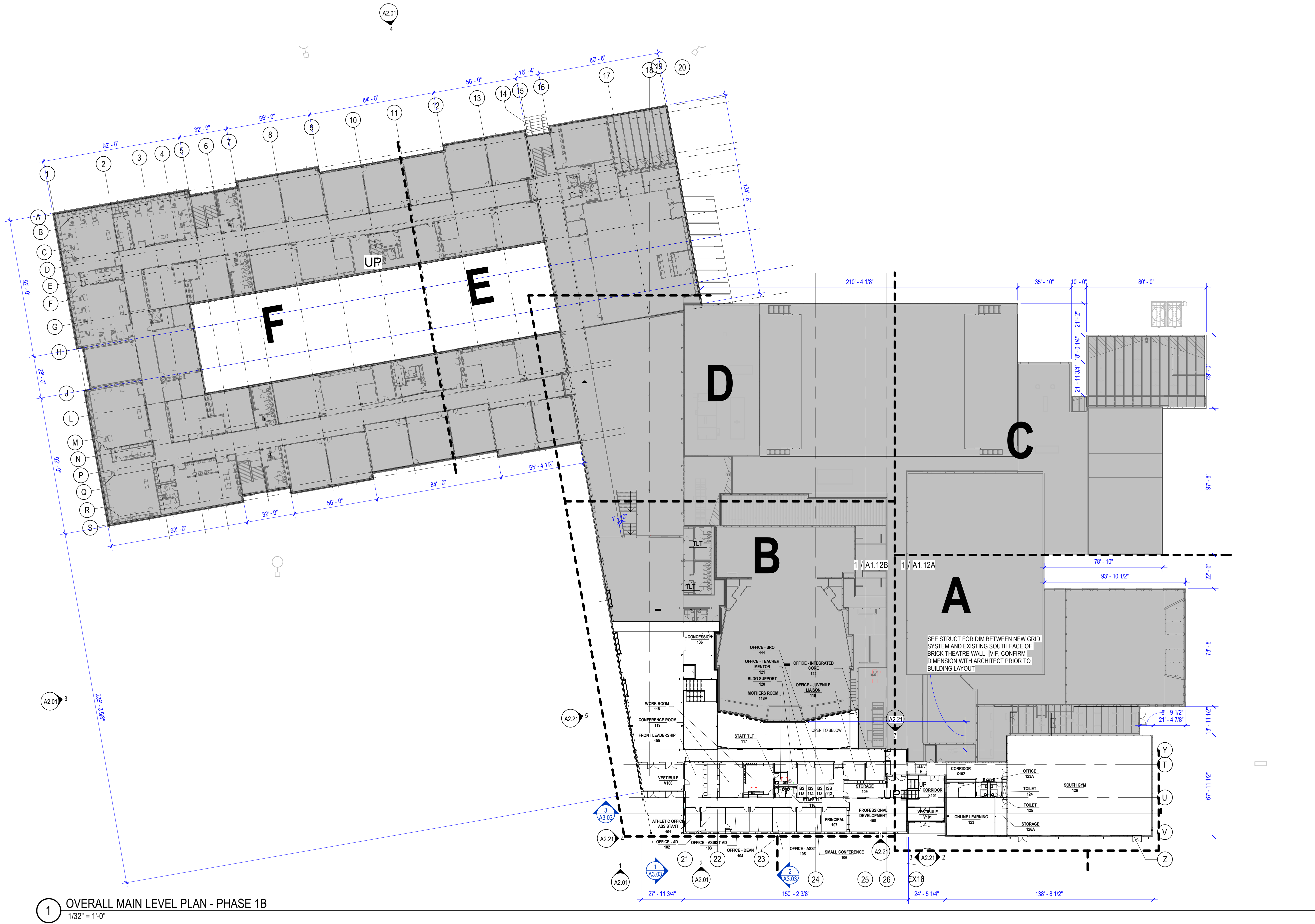
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 EXISTING WALL
 NEW WALL CONSTRUCTION
 DEMO WALL

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1 OVERALL LOWER LEVEL PLAN - PHASE 1B
1/32" = 1'-0"



GENERAL EXISTING FLOOR PLAN NOTES:

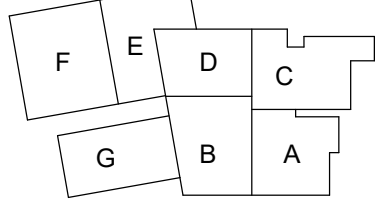
- HATCHED AREAS ARE SHOWN FOR REFERENCE ONLY AND ARE GENERALLY OUTSIDE OF PROJECT SCOPE.
- ALL WALLS WITH SOUND BATT ATTENUATION BLANKETS ARE TO HAVE ACOUSTICAL SEALANT AT TOP AND BOTTOM. SEE WALL TYPES FOR ADDITIONAL REQUIREMENTS.
- FACE OF NEW WALLS TO ALIGN WITH FACE OF EXISTING ADJACENT WALL, UNO.
- WALL INFILL AT EXISTING WALLS SHALL BE SIZED TO MATCH EXISTING WALLS FACE OF NEW FINISH TO BE FLUSH WITH EXISTING FINISHED FACE ON EACH SIDE OF WALL.
- SEE EXTERIOR AND INTERIOR ELEVATIONS FOR FURTHER CLARIFICATION OF MATERIALS / LOCATIONS / FINISHES.
- PROVIDE FIRE TREATED BLOCKING IN WALLS AS REQUIRED FOR ALL WALL MOUNTED CASEWORK AND OTHER ACCESSORIES.
- ALL FLOOR MATERIAL CHANGES SHALL OCCUR AT CENTER OF DOOR LEAF.
- SEE REFLECTED CEILING PLANS FOR LOCATIONS OF FULL HEIGHT WALLS.
- DASHED LINE IDENTIFIES REMOVAL OF EXISTING SEALANT JOINT, CLEAN ADJOINING SUBSTRATES AND REPLACE BACKER ROD AND SEALANT.

GENERAL FLOOR PLAN NOTES:

- REFER TO ADDITIONAL NOTES AND REQUIREMENTS ON ALL OTHER DOCUMENTS, OTHER DISCIPLINES AND SPECIFICATIONS.
- ALL SITE INFO, FIXTURES AND EQUIPMENT SHOWN ON THIS SHEET IS PROVIDED FOR COORDINATION PURPOSES ONLY. THE LAYOUT IS CONSIDERED CONCEPTUAL. REFER TO CIVIL, MECHANICAL, ELECTRICAL, PLUMBING, FIRE SPRINKLER, LIFE SAFETY, ETC. DOCUMENTS FOR SPECIFIC DESIGN INFORMATION.
- ALL CONDUITS, PIPES, SPRINKLER MAINS SHOULD BE HELD AS TIGHT AS POSSIBLE TO THE ROOF OR FLOOR DECK ABOVE. NOTHING SHALL BE BELOW THE BOTTOM EDGE OF THE STRUCTURE UNLESS PRIOR APPROVAL IS GRANTED BY THE ARCHITECT OR OWNER. ABSOLUTELY NO OBSTRUCTIONS SHALL PREVENT A FINISHED CEILING HEIGHT. NOTED ON THE DRAWINGS IN THOSE AREAS RECEIVING CEILING TREATMENT. PLACE COORDINATION BETWEEN TRADES IS REQUIRED.
- CAULK & SEAL ALL CONTROL-EXPANSION, SAWCUT JOINTS AT ALL INTERIOR & EXTERIOR MASONRY & CONCRETE.
- ALL WALLS WITH SOUND BATT ATTENUATION BLANKETS ARE TO EXTEND TO DECK AND HAVE ACOUSTICAL SEALANT AT TOP AND BOTTOM. SEE WALL TYPES FOR ADDITIONAL REQUIREMENTS.
- SEE EXTERIOR AND INTERIOR ELEVATIONS FOR FURTHER CLARIFICATION OF MATERIALS / LOCATIONS / FINISHES.
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- SEE WALL TYPE SHEET AND REFLECTED CEILING PLANS FOR INFORMATION AND LOCATIONS OF FULL HEIGHT WALLS.
- REFER TO FINISH PLANS FOR MARKERBOARD TYPES AND LOCATIONS. CENTERED ON WALL UNLESS NOTED OTHERWISE.
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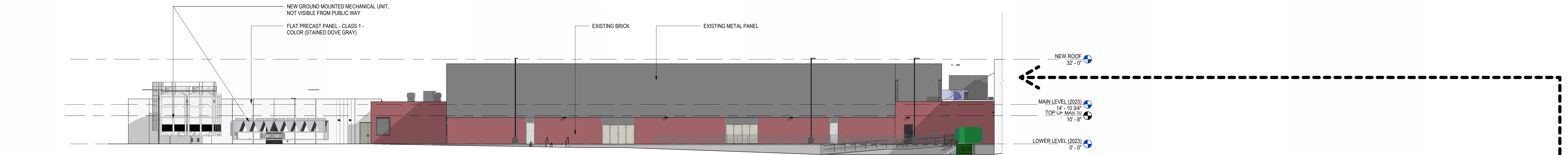
WALL LEGEND:

- EXISTING WALL
- NEW WALL CONSTRUCTION
- DEMO WALL

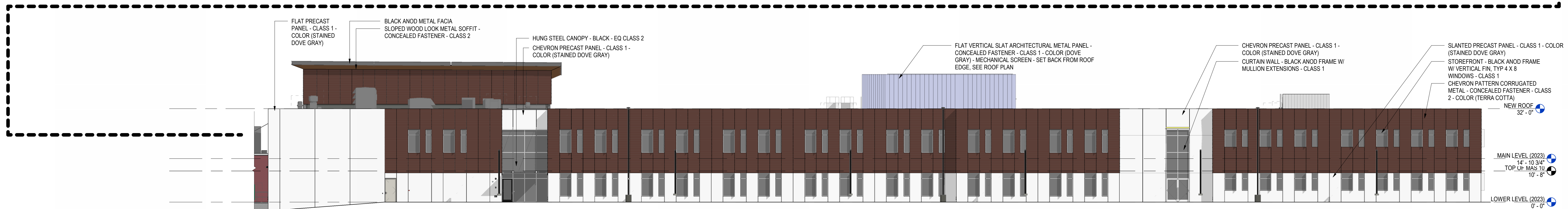


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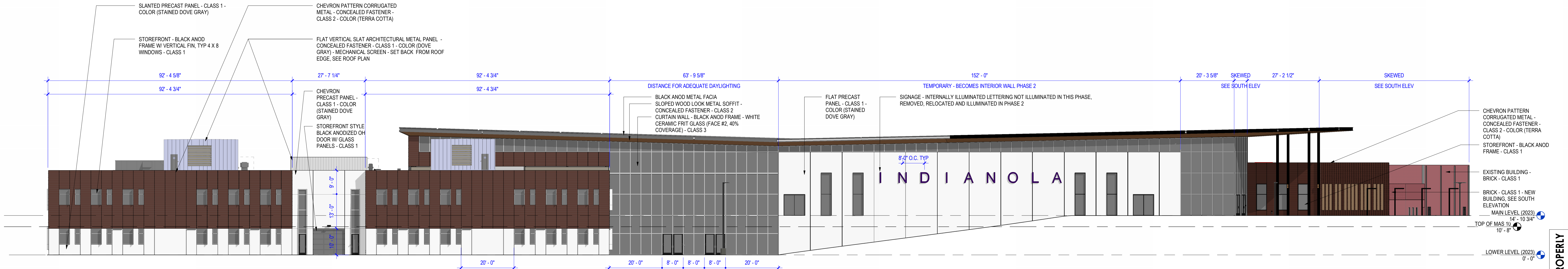
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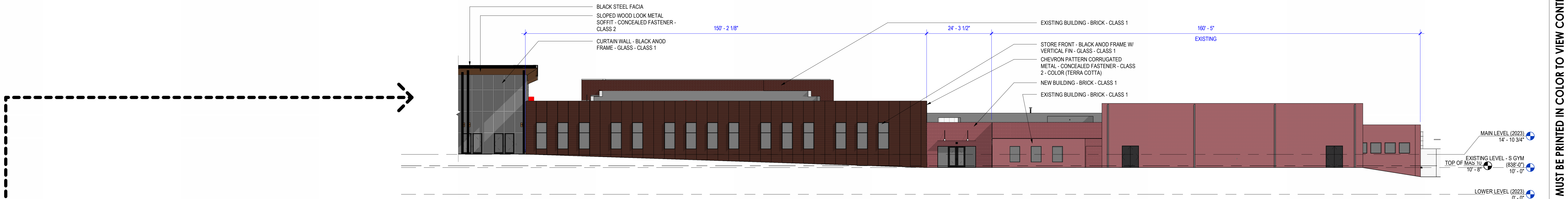
5 OVERALL NORTH ELEVATION PHASE 1 COMPLETE - EAST
1/16" = 1'-0"



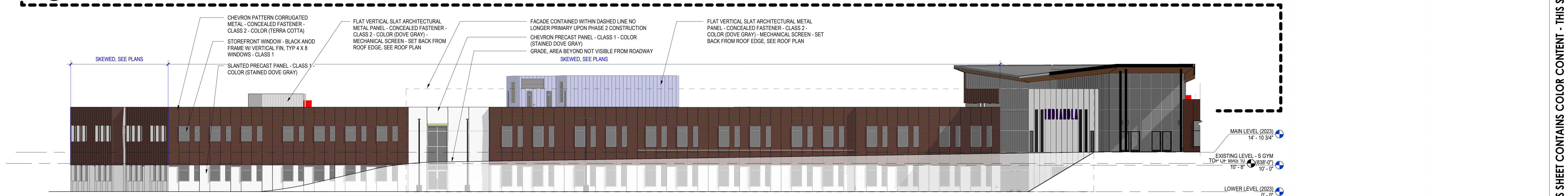
4 OVERALL NORTH ELEVATION PHASE 1 COMPLETE - WEST
1/16" = 1'-0"



3 OVERALL WEST ELEVATION PHASE 1 COMPLETE
1/16" = 1'-0"



2 OVERALL SOUTH ELEVATION PHASE 1 COMPLETE - EAST
1/16" = 1'-0"



1 OVERALL SOUTH ELEVATION PHASE 1 COMPLETE - WEST
1/16" = 1'-0"

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ARCHITECTURE

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LARSON ENGINEERING, INC.

LANDSCAPE ARCHITECT
JBC

STRUCTURAL
KPFF

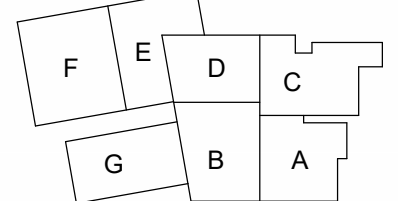
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MORRISSEY ENGINEERING,
INC.
FOOD SERVICE
RIPPE ASSOCIATES

REVISIONS:

Description Date No.

OWNER SIGN-OFF:

DATE NAME



INDIANOLA COMMUNITY SCHOOL DISTRICT

INDIANOLA HIGH SCHOOL

1304 EAST FIRST AVENUE INDIANOLA, IOWA 50125

PROJECT NO:
22135

DATE:
01/25/2024

SHEET SET:
BID DOCUMENTS

SHEET NAME:
PHASE 18 OVERALL
EXTERIOR ELEVATIONS

SHEET:

A2.01

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New Construction Primary Façade	Precast	Metal		Brick	SF, Black Anod	CW, Black Anod		Mech Screen - Metal Panel	Overhead Door	Overhang (SF in elevation)	Exposed membrane				Roofing Class 2	NOTES		
	Class 1	Class 2	Class 2	Class 1	Class 1	Class 1	Class 3	Class 2	N/A	Class 2	Class 4							
		Redwood Chevron - HORZ	Regal White Chevron - VERT		Clear	Clear	White Frit	Regal White Chevron - VERT	Clear Glass	Mtl Panel (Wood Look)	membrane							
												Total Class 1&2	Total Class 3&4	Total				
South	2,973 18%	8,163 50%	- 0%	780 5%	2,634 16%	1,051 6%	0 0%	612 4%	- 0%	70 0%	- 0%	16,283 100%	- 0%	16,283 100%	Sectional OH Door is consistent with surrounding storefront, EQ to Class 1 Class 3&4 materials less than 50% allowed			
West	6,267 34%	4,433 24%	- 0%	- 0%	1,396 8%	1,780 10%	3148 17%	772 4%	120 1%	600 3%	- 0%	15,368 83%	3,148 17%	18,516 100%				
North	6,188 37%	7,088 42%	- 0%	- 0%	2,112 13%	597 4%	0 0%	612 4%	- 0%	110 1%	- 0%	16,707 100%	- 0%	16,707 100%				
East	4,332 97%	- 0%	- 0%	- 0%	64 0%	- 0%	- 0%	- 0%	80 0%	- 0%	- 0%	4,476 100%	- 0%	4,476 100%				
Total Project	19,760	19,684	-	780	6,206	3,428	3,148	1,996	200	780	-	52,834	3,148	55,982				85,420
TOTAL Area Percentage	35%	35%	0%	1%	11%	6%	6%	4%	0%	1%	0%	94%	6%	100%	80%	20%	100%	

Metal Panel, Redwood Chevron - Basis of Design	https://www.morincorp.com/us/en/products/wall-systems/concealed-series/concealed-z12/	Color: Red Wood
Metal Panel, Regal White Chevron - Basis of Design	https://www.morincorp.com/us/en/products/wall-systems/concealed-series/concealed-z12/	Color: Regal White, used in courtyard only, not a primary façade
Brick		Fired Ckay Brick, Full Veneer Masonry Wall System to match existing
Store Front - Basis of Design	https://obe.com/products/series-6000-thermal-multiplane/	Glazing: Clear, Frame: Black Anod
Curtain Wall, Clear - Basis of Design	https://obe.com/products/reliance-it/	Glazing: Clear, Frame: Black Anod
Curtain Wall, Frit - Basis of Design	https://obe.com/products/reliance-it/	Glazing 1/8" white 100% opaque 3/16" clear repeting horizontal line pattern #2 surface, Frame: Black Anod
Mech Screen, Metal Panel - Basis of Design	https://www.morincorp.com/us/en/products/wall-systems/concealed-series/concealed-z12/	Color: Regal White
Overhead Doors - Basis of Design	https://www.overheaddoor.com/Documents/commercial-aluminum-door-systems-brochure.pdf	Design consistent w/ storfront
Overhang, Wood Look Metal Panel - Basis of Design	https://ap.hunterdouglas.asia/cb/product/metal-ceiling-linear/box-series	Color: Swamp Cypress
Exposed Membrane		Not used on Primary Facades



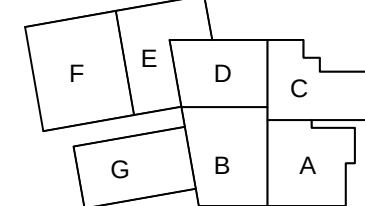
EXISTING PARKING SUMMARY:		
PL1	- 8 STALLS	
PL2	- 81 STALLS	
PL3	- 139 STALLS	
PL4	- 100 STALLS (4 ADA)	
PL5	- 322 STALLS (8 ADA)	
650 TOTAL STALLS (12 ADA)		

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INC.
FOOD SERVICES
RIPPE ASSOCIATES

REVISIONS:		
Description	Date	No.
ADD 2	02/06/24	2
ADD 3	02/13/24	3
ADD 4	02/20/24	4
ADD 5	02/27/24	5

OWNER SIGN-OFF:	
DATE	NAME



INDIANOLA COMMUNITY SCHOOL DISTRICT
**INDIANOLA HIGH SCHOOL ADDITIONS
AND RENOVATIONS**
1304 E 1ST AVENUE
INDIANOLA, IA 50125

PROJECT NO:
22135
DATE:
01/25/2024
SHEET SET:
BID DOCUMENTS
SHEET NAME:
EXISTING SITE
SHEET:
EX-01
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PHASE 0 PARKING SUMMARY:
PL2 - 81 STALLS
PL3 - 139 STALLS
PL4 - 100 STALLS (4 ADA)
PL5 - 322 STALLS (8 ADA)
642 TOTAL STALLS (12 ADA)

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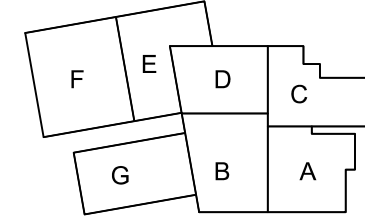
CONSULTANT:
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LANDSCAPE ARCHITECT
JBC
STRUCTURAL
KPFF
MEP
MORRISSEY ENGINEERING, INC.
FOOD SERVICES
RIPPE ASSOCIATES

REVISIONS:

Description	Date	No.
ADD 2	02/06/24	1
ADD 3	02/13/24	2
ADD 4	02/20/24	3
ADD 5	02/27/24	4

OWNER SIGN-OFF:

DATE	NAME



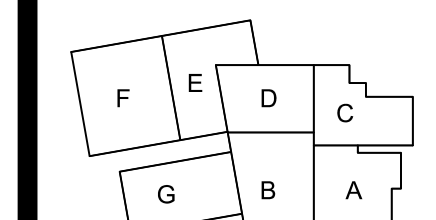
INDIANOLA COMMUNITY SCHOOL DISTRICT
**INDIANOLA HIGH SCHOOL ADDITIONS
AND RENOVATIONS**
1304 E 1ST AVENUE
INDIANOLA, IA 50125

PROJECT NO:
22135
DATE:
01/25/2024
SHEET SET:
BID DOCUMENTS
SHEET NAME:
PHASE 0
CONSTRUCTION

SHEET:
EX-02

Description	Date	No
ADD 2	02/06/24	2
ADD 3	02/13/24	3
ADD 4	02/20/24	4
ADD 5	02/27/24	5

OWNER SIGN-OFF:



INDIANOLA COMMUNITY SCHOOL DISTRICT
INDIANOLA HIGH SCHOOL ADDITIONS
AND RENOVATIONS
1304 E 1ST AVENUE
INDIANOLA, IA 50125

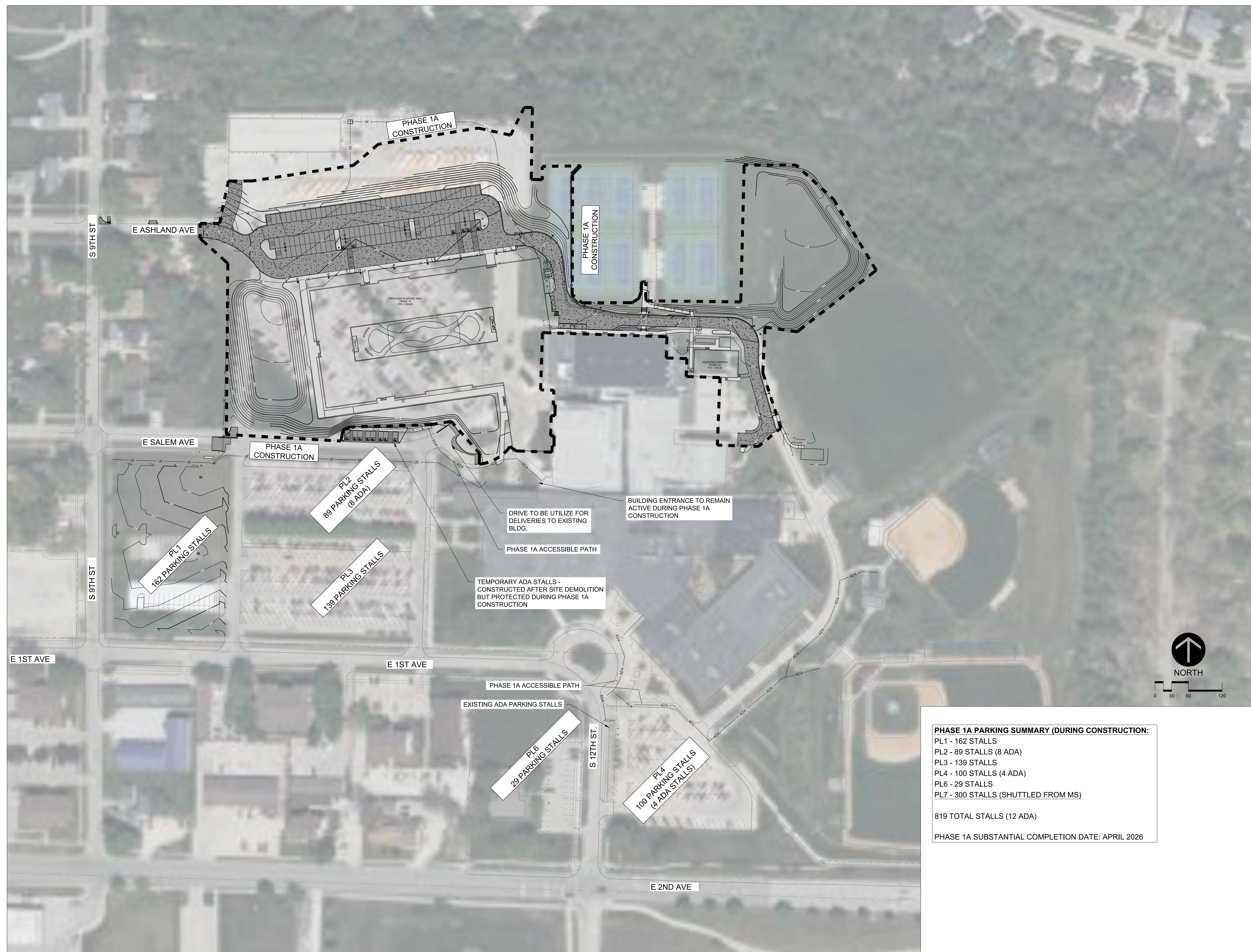
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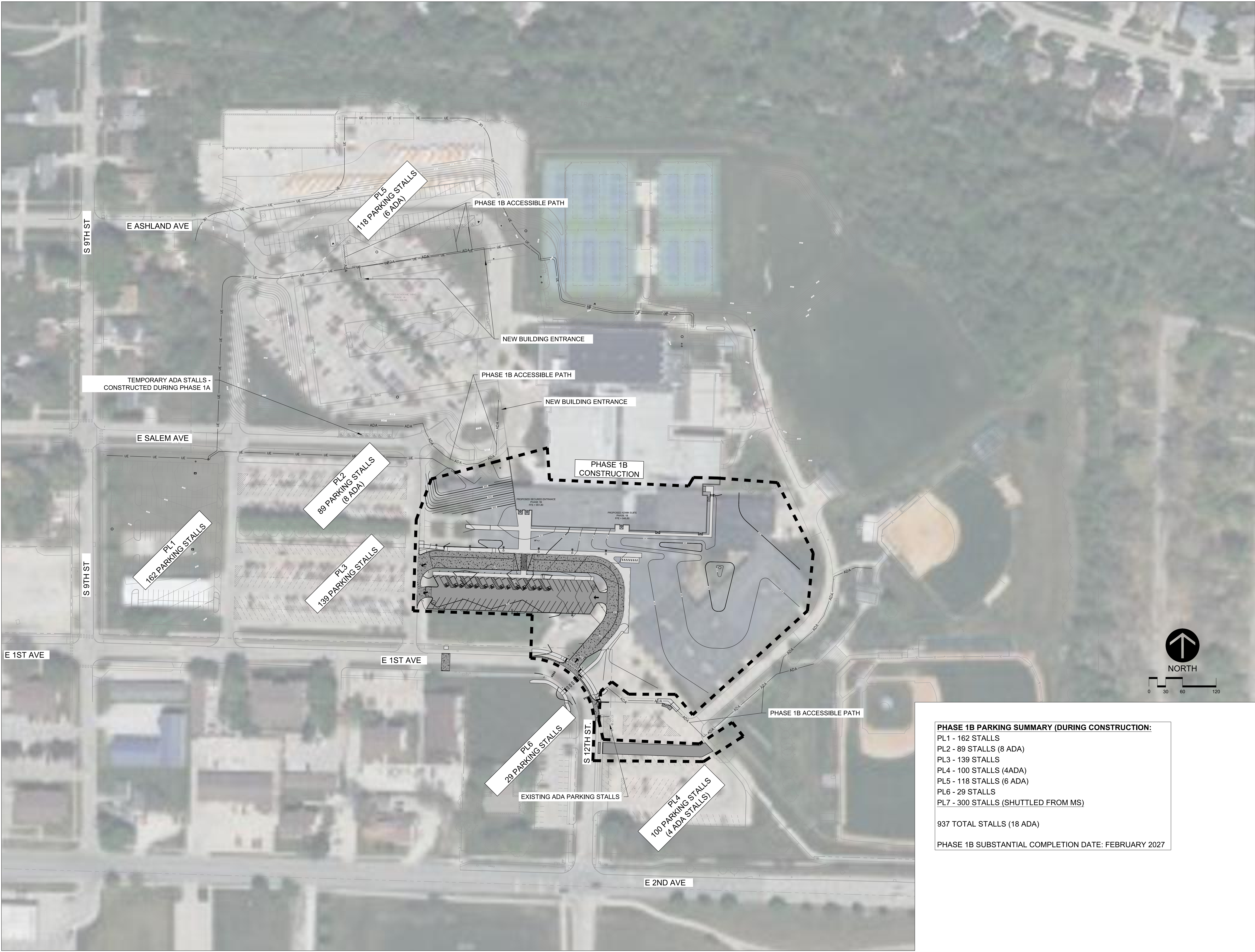
DATE:
01/25/2024

SHEET SET:
BID DOCUMENTS

SHEET NAME:
PHASE 1A
CONSTRUCTION

SHEET:
EX-03





PHASE 1B PARKING SUMMARY (DURING CONSTRUCTION):

- PL1 - 162 STALLS
- PL2 - 89 STALLS (8 ADA)
- PL3 - 139 STALLS
- PL4 - 100 STALLS (4ADA)
- PL5 - 118 STALLS (6 ADA)
- PL6 - 29 STALLS
- PL7 - 300 STALLS (SHUTTLED FROM MS)

937 TOTAL STALLS (18 ADA)

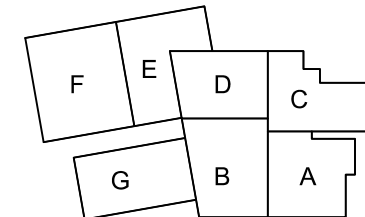
PHASE 1B SUBSTANTIAL COMPLETION DATE: FEBRUARY 2027

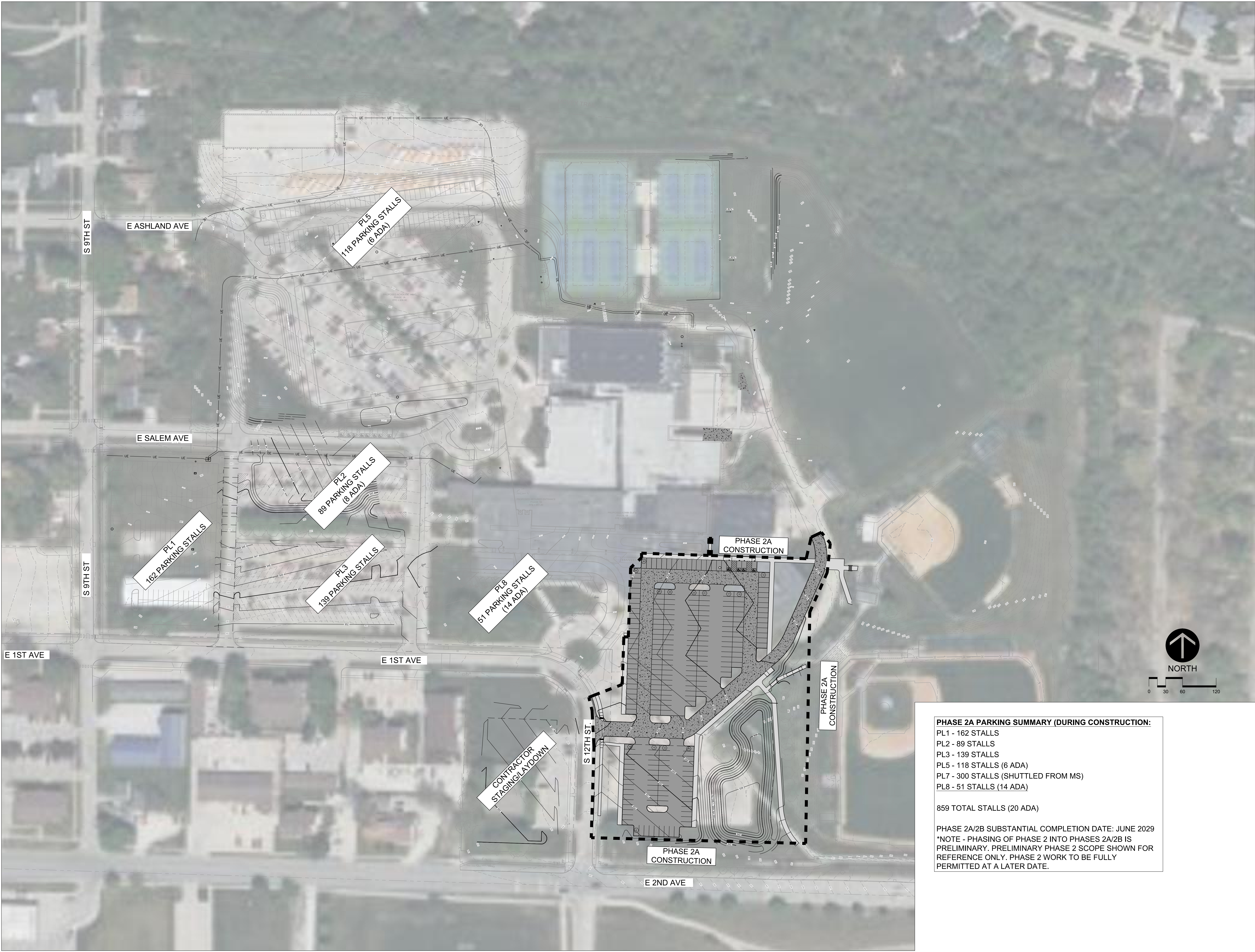
REVISIONS:

Description	Date	No.
ADD 2	02/06/24	2
ADD 3	02/13/24	3
ADD 4	02/20/24	4
ADD 5	02/27/24	5

OWNER SIGN-OFF:

DATE	NAME





PHASE 2A PARKING SUMMARY (DURING CONSTRUCTION:

- PL1 - 162 STALLS
- PL2 - 89 STALLS
- PL3 - 139 STALLS
- PL5 - 118 STALLS (6 ADA)
- PL7 - 300 STALLS (SHUTTLED FROM MS)
- PL8 - 51 STALLS (14 ADA)

859 TOTAL STALLS (20 ADA)

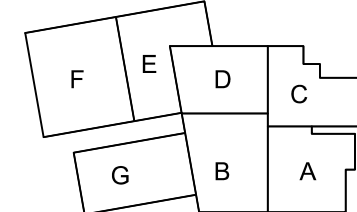
PHASE 2A/2B SUBSTANTIAL COMPLETION DATE: JUNE 2029
*NOTE - PHASING OF PHASE 2 INTO PHASES 2A/2B IS PRELIMINARY. PRELIMINARY PHASE 2 SCOPE SHOWN FOR REFERENCE ONLY, PHASE 2 WORK TO BE FULLY PERMITTED AT A LATER DATE.

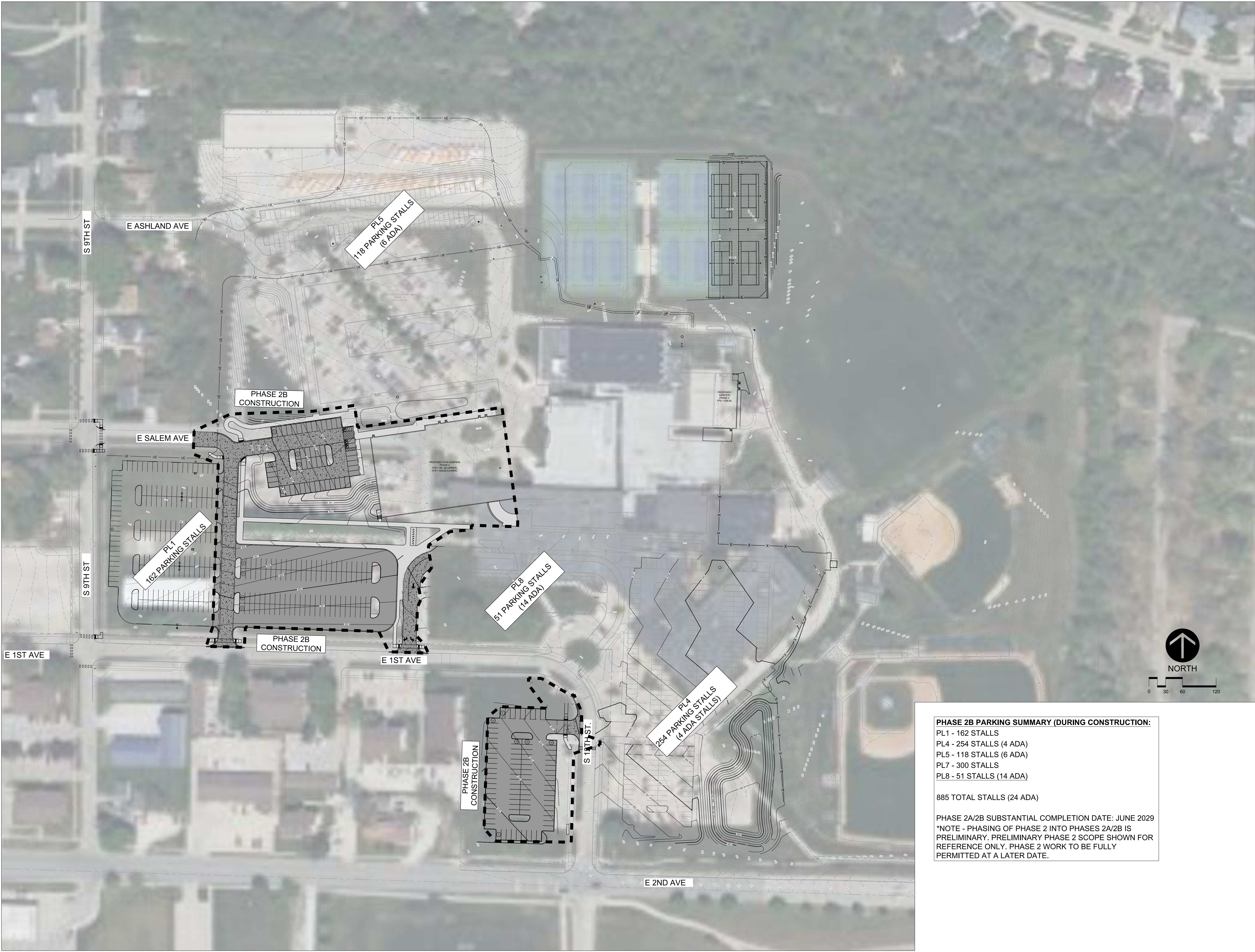
REVISIONS:

Description	Date	No.
ADD 2	02/06/24	1
ADD 3	02/13/24	2
ADD 4	02/20/24	3
ADD 5	02/27/24	4

OWNER SIGN-OFF:

DATE	NAME





PHASE 2B PARKING SUMMARY (DURING CONSTRUCTION:
PL1 - 162 STALLS
PL4 - 254 STALLS (4 ADA)
PL5 - 118 STALLS (6 ADA)
PL7 - 300 STALLS
PL8 - 51 STALLS (14 ADA)

885 TOTAL STALLS (24 ADA)

PHASE 2A/2B SUBSTANTIAL COMPLETION DATE: JUNE 2029
*NOTE - PHASING OF PHASE 2 INTO PHASES 2A/2B IS PRELIMINARY. PRELIMINARY PHASE 2 SCOPE SHOWN FOR REFERENCE ONLY. PHASE 2 WORK TO BE FULLY PERMITTED AT A LATER DATE.

INVISION
ARCHITECTURE
303 Watson Powell Jr. Way
Suite 200
Des Moines, Iowa 50309
515.633.2941
515.633.2942 Fax
www.invisionarch.com

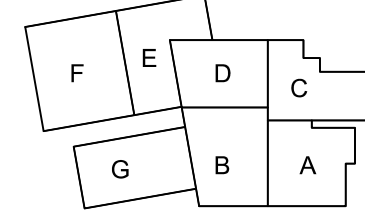
CONSULTANT:
CIVIL
LARSON ENGINEERING, INC
LANDSCAPE ARCHITECT
JBC
STRUCTURAL
KPF
MEP
MORRISSEY ENGINEERING,
INC.
FOOD SERVICES
RIPPE ASSOCIATES

REVISIONS:

Description	Date	No.
ADD 2	02/06/24	1
ADD 3	02/13/24	2
ADD 4	02/20/24	3
ADD 5	02/27/24	4

OWNER SIGN-OFF:

DATE	NAME

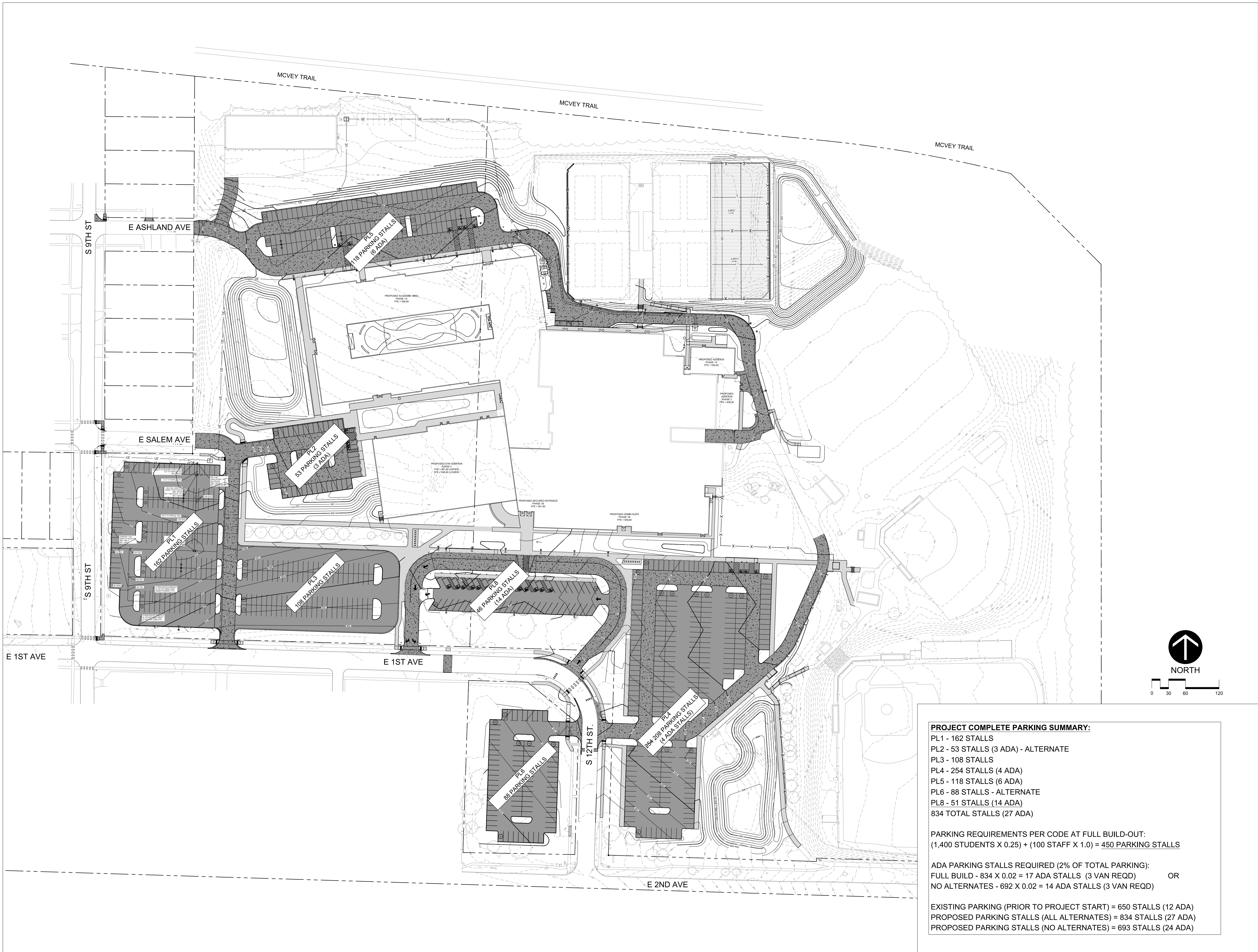


INDIANOLA COMMUNITY SCHOOL DISTRICT
**INDIANOLA HIGH SCHOOL ADDITIONS
AND RENOVATIONS**
1304 E 1ST AVENUE
INDIANOLA, IA 50125

PROJECT NO:
22135
DATE:
01/25/2024
SHEET SET:
BID DOCUMENTS

SHEET NAME:
PHASE 2B
CONSTRUCTION

SHEET:
EX-06



PROJECT COMPLETE PARKING SUMMARY:

- PL1 - 162 STALLS
- PL2 - 53 STALLS (3 ADA) - ALTERNATE
- PL3 - 108 STALLS
- PL4 - 254 STALLS (4 ADA)
- PL5 - 118 STALLS (6 ADA)
- PL6 - 88 STALLS - ALTERNATE
- PL8 - 51 STALLS (14 ADA)
- 834 TOTAL STALLS (27 ADA)

PARKING REQUIREMENTS PER CODE AT FULL BUILD-OUT:
(1,400 STUDENTS X 0.25) + (100 STAFF X 1.0) = 450 PARKING STALLS

ADA PARKING STALLS REQUIRED (2% OF TOTAL PARKING):
FULL BUILD - 834 X 0.02 = 17 ADA STALLS (3 VAN REQD) OR
NO ALTERNATES - 692 X 0.02 = 14 ADA STALLS (3 VAN REQD)

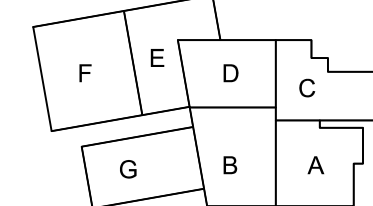
EXISTING PARKING (PRIOR TO PROJECT START) = 650 STALLS (12 ADA)
PROPOSED PARKING STALLS (ALL ALTERNATES) = 834 STALLS (27 ADA)
PROPOSED PARKING STALLS (NO ALTERNATES) = 693 STALLS (24 ADA)

REVISIONS:

Description	Date	No.
ADD 2	02/06/24	1
ADD 3	02/13/24	2
ADD 4	02/20/24	3
ADD 5	02/27/24	4

OWNER SIGN-OFF:

DATE	NAME



INDIANOLA COMMUNITY SCHOOL DISTRICT
**INDIANOLA HIGH SCHOOL ADDITIONS
AND RENOVATIONS**
1304 E 1ST AVENUE
INDIANOLA, IA 50125

PROJECT NO:
22135

DATE:
01/25/2024

SHEET SET:
BID DOCUMENTS

SHEET NAME:
PROJECT COMPLETE

SHEET:
EX-07

CITY OF INDIANOLA, IOWA

BOARD OF ADJUSTMENT

IN THE MATTER OF THE APPLICATION OF:

Ted Ihnns, on behalf of Indianola Community School District, for a special use permit, under the terms of Section 165.02 (3)(B)(3)(c) of the Code of Ordinances of Indianola, Iowa, that would permit an expansion of a public or private elementary, middle, or high school located at 1304 E 1st Avenue.

FINDINGS OF FACT

The City of Indianola, Iowa Board of Adjustment has reached the following Findings of Fact:

- 1. The property identified as 1304 E 1st Avenue, including parcels #488/6000-0320, -0317, -0316, #481/7003-0011, and -0010, is owned by the Indianola Community School District.*
- 2. The aforementioned properties are owned by the Indianola Community School District.*
- 3. The aforementioned properties are in multiple zoning districts, including the R-1 'Single-Family Residential Detached' Zoning District, R-1 'Single-Family Residential Attached' Zoning District, and the C-2 'Highway Commercial' Zoning District.*
- 4. Public or private elementary, middle, or high schools require approval of a Special Use Permit from the Board of Adjustment.*

DECISION

According to Section 165.02 (3)(B)(3)(c) of the Code of Ordinances of Indianola, Iowa to review and consider approval of a Special Use Permit for a Special Use as identified Permitted and Special Uses Table contained in CHAPTER 165.05 of the Zoning Regulations. The following shall be required:

- i. Special Use Permit Application - A site plan (including 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 Special Use Permit Application fee as established by resolution of the City Council.
- ii. Special Use Permit Procedure - The Special Use Permit 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.
- iii. Special Use Permit Review by Board of Adjustment - 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 Board a copy of the Special Use Permit Application along with a written recommendation as to the application's conformity with the rules and regulations of the city.
- iv. The Board shall subsequently hold a duly noticed public hearing as prescribed by their rules of procedures, and the noticing requirements contained herein, and review the

- Application for conformity with the zoning regulations and standards. The Board may approve, approve with conditions, or deny the Special Use Permit Application.
- v. Findings for Approval - In order to approve a Special Use Permit, the Board shall make the following findings:
 - 1. The proposed use, site improvements, and site plan comply with the minimum requirements of the zoning district in which it is proposed to be located;
 - 2. The property is of adequate size to accommodate the proposed use and site improvements including setbacks, open space, stormwater management, and off-street parking;
 - 3. The proposed use and site improvements will not unduly impact the health, safety, and general welfare of persons residing or working in adjoining property or surrounding area;
 - 4. The proposed use and site improvements shall not unduly increase traffic congestion;
 - 5. The proposed use and site improvements will not unduly burden public utilities or increase risk to flooding;
 - 6. The proposed use and site improvements are compatible with the surrounding neighborhood and shall not diminish or impair established property values in adjoining or surrounding property; and,
 - 7. The issuance of the Special Use Permit will not endanger, jeopardize or harm the health, safety or welfare of the properties and the community.
 - vi. Expiration of Special Use Permit Approval - All Special Use Permit approvals shall expire and terminate 24-months after the date of the Board approval unless a building permit has been issued for the construction provided for in the related site plan. In the event the building permit for the construction provided for in the related site plan expires or is canceled, then such site plan approval shall thereupon terminate.

Analysis of Code Criteria

Ted Ihnns, on behalf of Indianola Community School District (ICSD), is requesting approval of a Special Use Permit (SUP), that would allow the expansion of a public high school, located at 1304 E 1st Avenue.

The proposal shows an expansion to the existing public high school campus, located on the site. The scope of the site development and scheduled improvements are phased out. Phase 1A of the proposal includes the construction of a new southwest parking lot, followed by the demolition of the northern parking lot, two tennis courts, and other miscellaneous site demolition. The phase also includes the construction of a new academic wing, northern teacher/faculty parking lot, and a perimeter shared drive/access path.

Phase 1B of the proposal includes the demolition of the southeast portion of the building, and the existing circle drop-off. A new secured entrance will be constructed on the south side of the facility, along with a passenger loading zone.

Phase 2, which is outside of the scope of this review, is anticipated to consist of a new east parking lot, reconstruction of a southern parking lot, a new competition gym, and two new tennis courts. Construction alternatives are provided for parking lot areas, and two additional tennis courts.

A traffic study and queue analysis was submitted for review by the Public Works Director.

ORDER

MOTION:

Move to approve the request from Ted Ihnns, on behalf of Indianola Community School District, for a special use permit, under the terms of Section 165.02 (3)(B)(3)(c) of the Code of Ordinances of Indianola, Iowa, that would permit an expansion of a public or private elementary, middle, or high school located at 1304 E 1st Avenue with the following conditions:

- 1. Landscaping associated with Phase 1A and Phase 1B of this proposal must be provided with Phase 2, by August 2029.***
- 2. Should pending variance requests be denied by the Board of Adjustment, the applicant must provide updated documentation and information to the Community Development Department showing consistency and compliance with the City of Indianola Zoning Code.***
- 3. An updated landscaping plan and site plan addressing March 22, 2024, review comments as it relates to landscaping requirements and accessible routes to facilities on site must be provided to the Community Development Department for review.***
- 4. Any areas of issues/concerns with the Stormwater Management Plan and site drainage must be addressed prior to start of construction.***

VOTE:(_____) (_____)

WHEREFORE, it is ordered that the application from Ted Ihnns, on behalf of Indianola Community School District, for a special use permit, under the terms of Section 165.02 (3)(B)(3)(c) of the Code of Ordinances of Indianola, Iowa, that would permit an expansion of a public or private elementary, middle, or high school located at 1304 E 1st Avenue, is hereby **conditionally approved** as evidence by the Board's finding that all code criteria **have** been met as required by the Code of Ordinances of Indianola, Iowa; and

WHEREFORE, any taxpayer, or any officer, department, board or bureau of the City, or any person or persons jointly or severally aggrieved by any decision of the Board may present to a court of record a petition, pursuant to Iowa Code 17A.19, duly verified, setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the court within thirty (30) days after the filing of the decision in the office of the Board.

Ordered this 3rd day of April 2024

Chairperson
Board of Adjustment
City of Indianola, Iowa

FILING DATE:



MEMORANDUM

To: Board of Adjustment

From: Charlie Dissell, Deputy City Manager Development and Operations, Emily Rizvic, Associate Planner

Date: April 3, 2024

Subject: Consider request from Ted Ihnns to vary from the 30-foot minimum parking setback from the front property lines by 15-feet, for a front parking setback of 15-feet.

Recommendation: Staff recommends that the Indianola Board of Adjustment move alternative 1, to approve the variance request, as submitted.

Attachments:

1. Staff Report
2. Application
3. Narrative and Exhibits
4. Applicant Findings of Fact Responses
5. Decision and Order



COMMUNITY DEVELOPMENT

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

STAFF REPORT

BOARD OF ADJUSTMENT

Date of Meeting: April 3, 2024

Agenda Item: 5.C Consider request from Ted Ihnns to vary from the 30-foot minimum parking setback from the front property lines by 15-feet, for a front parking setback of 15-feet.

Application Type: Variance

Applicant and Property Owner: Ted Ihnns, Indianola Community School District

Property Address/Parcel: 1304 E 1st Avenue (Parcel ID #488/6000-0320, -0317, -0316, #481/7003-0011, and -0010)

Zoning: R-1 'Single-Family Residential Detached', R-2 'Single-Family Residential Attached', and C-2 'Highway Commercial'

Application Summary

Ted Ihnns, on behalf of the Indianola Community School District, is requesting a variance to reduce the minimum required front parking setback of 30-feet by 15-feet, for a total front parking setback of 15-feet. Such setback would not conform to Section 165.07.3.B of the City of Indianola Zoning Code.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

165.02(3)(B) POWERS AND DUTIES OF THE BOARD OF ADJUSTMENT. The Board of Adjustment has the following powers and duties:

3. Variances: Conditions Governing Applications; Procedures. To authorize upon appeal in specific cases such variance from the terms of this chapter as will not be contrary to the public interest where, owing to the special conditions, a literal enforcement of the provisions of this chapter would result in unnecessary hardship. A variance from the terms of this chapter shall not be granted by the Board of Adjustment unless and until:

A. A written application of a variance is submitted demonstrating:

- (1) That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;
- (2) That literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter;
- (3) That the special conditions and circumstances do not result from the actions of the applicant;
- (4) That granting the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of land, structures or buildings in other districts shall be considered grounds for the issuance of a variance.

B. Notice of public hearing shall be given as in subsection 2(B) above.

C. The public hearing shall be held. Any party may appear in person, or by agent or by attorney.

D. The Board of Adjustment shall make findings that the requirements of paragraph A of this subsection have been met by the applicant for a variance.

Agenda Item: 5.D Consider request from Ted Ihnns to vary from the 30-foot minimum parking setback from the front property lines by 15-feet, for a front parking setback of 15-feet.

E. The Board of Adjustment shall further make a finding that the reasons set forth in the application justify the granting of the variance, and that the variance is the minimum variance that will make possible the reasonable use of the land, building or structure.

F. The Board of Adjustment shall further make a finding that the granting of the variance will be in harmony with the general purpose and intent of this chapter, and will not be injurious to the neighborhood, or otherwise detrimental to the public welfare.

In granting any variance, the Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with this chapter. Violations of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this chapter and punishable under Section 165.23 of this chapter. Under no circumstances shall the Board of Adjustment grant a variance to allow a use not permissible under the terms of this chapter in the district involved, or any use expressly or by implication prohibited by the terms of this chapter in said district.

165.07.3.B Setbacks

(1) No parking or loading area shall be constructed within a required buffer.

(2) Parking is prohibited within the required parking lot setback areas. However, parking is permitted upon the individual driveway of a Single-Family, Two-Family, or Townhouse or Row Dwelling, provided no vehicle or trailer overhangs, crosses, or encroaches upon a sidewalk or street right-of-way.

(3) Parking Setback Table. The following table identifies the setback requirements for all parking and loading areas. All setbacks are measured from edge of paving.

OFF-STREET PARKING AND LOADING AREA SETBACK TABLE										
REQUIRED SETBACKS	ZONING DISTRICT									
	A-1	R-1	R-2	R-3	R-4	C-1	C-2	C-3	M-1	M-2
Front Yard Setback	30ft	30ft	30ft	30ft	30ft	15ft	15ft	5ft	15ft	15ft
Side Yard Setback ¹	10ft ²	10ft ²	10ft ²	10ft ²	10ft	10ft	10ft	5ft	10ft	10ft
Rear Yard Setback ³	10ft	10ft	10ft	10ft	10ft	10ft	10ft	10ft	10ft	10ft
¹ No side yard setback required between adjoining parcels that share a driveway or have interconnected parking lots.										
² Side yard setback is 1 ft for individual driveways of single-family, two-family, and townhouse or row dwellings.										
³ Rear yard setback is required from any alley line. A 20ft setback is required for garaged that face an alley.										

ANALYSIS

Subject Property

Ted Ihnns, on behalf of the Indianola Community School District, is requesting a variance to reduce the minimum required front parking setback of 30-feet by 15-feet, for a total front parking setback of 15-feet. Such setback would not conform to Section 165.07.3.B of the City of Indianola Zoning Code.

The site is currently utilized for Indianola Public High School and contains an existing public-school facility on the site. The building was constructed in 1965 and has several subsequent additions since its construction. The site also features ten (10) tennis courts north of the main campus and ball fields, as well as a school bus storage area.

To the north of the property is the McVey Trail. To the east exists several properties. The first is a vacant 1.18-acre ground, owned by the City of Indianola. The second is a vacant 6.77-acre property, which currently has two active development cases, including a plat of survey to divide the ground, and a site plan application for a townhome development. To the south exists several properties, including additional ground owned by ICSD, two properties containing multi-family residential apartments, and a commercial business. To the west exists several single-family residential properties.

There are multiple accesses into the site, including access from South 12th Street, East 1st Avenue, East Salem Avenue, and East Ashland Avenue. The Annual Average Daily Traffic (AADT) for associated streets are provided by the Iowa Department of Transportation and are provided below:

- South 12th Street – 1931 AADT, 1998
- East 1st Avenue – 662 AADT, 1978
- East Salem Avenue – 410 AADT, 2016
- East Ashland Avenue – 640 AADT, 1998

An updated traffic study relating to this site will be or has been provided.

The subject area does appear to contain environmentally sensitive features, including heavy woodlands near the north and northeast property line. The property also contains a floodplain; however, no work is proposed within the floodplain. The floodplain is generally located along Short Creek, found north of the subject property. According to the Federal Emergency Management Agency (FEMA), the Special Flood Hazard area is categorized as Zone A, without a Base Flood Elevation (BFE).

Future Land Use

According to the “Elevate Indianola” Comprehensive Plan, the future land use of this area is designated as Public/Semi-Public. This land use designation guides for governmental offices, museums and performing arts, libraries and community centers, schools, and institutions, as well as parks, open space, and trails.

The site contains multiple zoning classifications, including R-1 ‘Single-Family Residential Detached’, R-2 ‘Single-Family Residential Attached’, and C-2 ‘Highway Commercial’. Public or private elementary, middle, or high schools are allowed through Special Use Permit (SUP) in each of the three zoning classifications located on site.

The variance application would allow for the front parking lot setback to be reduced from the required 30-foot setback by 15-feet, for a total front parking lot setback of 15-feet.

FINDINGS OF FACT

According to Section 165.02.3.B.(3)b. of Indianola’s Zoning Code, in deciding whether to grant a variance request, the Board of Adjustment shall consider all the following legal principles. **All legal principles shall be satisfied in order for the Board of Adjustment to grant a variance.**

- That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;**

Staff Comment: This finding of fact asks for the Board to find whether special conditions or circumstances exist which are peculiar to the land and which are not applicable to other lands in the same zoning district. The subject area is split-zoned, with zoning classifications including R-1, R-2, and C-2. The property is unique compared to other properties within these zoning districts due to the established use and traffic volumes entering and exiting the site. These conditions and circumstances are unique to the site and its use affiliated with the public school district.

This criterion is met.

Applicant Comment: Stormwater runoff from portions of East 1st Avenue and South 12th Street currently drains to the school's parcel at the intersection of the aforementioned streets at which stormwater runoff is conveyed through the school's site. While conveyance of stormwater from public right-of-way (ROW) through a private site is atypical, it is necessary based on the topography. Due to the capacity of the existing storm sewer network available to the site, additional on-site stormwater detention is necessary to not inundate existing facilities. Reducing the front yard setback allows the detention basin to be expanded to accommodate stormwater runoff from the public ROW.

Additionally, the secured entrance and student parking are proposed south of the building. A reduction in the front yard parking setback allows approximately 42 more parking stalls to be constructed on the main school parcel – reducing the need for parking on adjacent sites and reducing the number of pedestrians crossing the ROW.

- ii. **That literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter. This finding of fact asks if the applicant would be deprived of a right commonly enjoyed by other properties within the zoning district;**

Staff Comment: This finding of fact asks whether the applicant would be deprived of a right that is commonly enjoyed by other properties within the same zoning district, under the terms of this chapter. The established use on site generates a number of daily users that is atypical from other developments within R-1, R-2 and C-2 Zoning Districts. Should a variance be denied, the applicant would be deprived of adequate parking facilities on site that reaches the level of service needed for educational and sporting activities. For these reasons, staff finds that this finding of fact may be viewed favorably.

This criteria is met.

Applicant Comment: As noted above, conveyance of public stormwater runoff through a private site is not common. However, this additional stormwater conveyance adversely affects the school site by requiring additional on-site detention, as noted above.

- iii. **That the special conditions and circumstances do not result from the actions of the applicant;**

Staff Comment: This finding of fact asks whether conditions or hardship experienced by the applicant are self-imposed. While the site was developed by the property owner, zoning code regulations were not adopted in its current capacity at the time of

development. The building was initially constructed in 1965 and has since had subsequent additions and alterations made to the school campus. Siting of parking lot areas at the level needed to service the site is limited due to the need for stormwater management practices on site and topographic conditions.

Staff finds that this finding of fact may be viewed favorably.

This criteria is met.

Applicant Comment: The site is currently developed, as such, the constraints and drainage patterns are unable to be significantly changed.

- iv. **That granting the variance request will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of land, structures, or buildings in other districts shall be considered grounds for the issuance of a variance.**

Staff Comment: This finding of fact asks whether a special privilege would be granted to the applicant that is otherwise denied to other lands, structures, or buildings within the same zoning district. Variances are granted when a hardship for a property owner occurs, which simultaneously disenfranchises the property owner from a right that other property owners within the same zoning district commonly have. If this variance were to be granted, staff does not find that a special right or privilege would be granted to the property that other properties within the R-1, R-2, and C-2 Zoning District do not have. Likewise, staff finds that the applicant may be disenfranchised if the request is not approved, because the applicant may not have adequate parking stalls with safe accessible routes to the campus to match the level of service the site provides.

This criteria is met.

Applicant Comment: School facilities provide a unique combination of high peak vehicular traffic and pedestrian access simultaneously, whereas other facilities such as multi-family buildings do not. Allowing the variance will increase public safety by minimizing the number of pedestrians that may otherwise have to cross the ROW from parking lots on adjacent parcels. Considering other educational facilities within the City of Indianola, there is a precedence for approving a reduced front yard setback.

SUMMARY OF FINDINGS

The following summary of findings are provided as reasonings to deny the variance request:

- 1) The variance request is favorable towards all findings of fact, outlined in the Zoning Code.
- 2) The property is unique due to the characteristics of the site and the established use on the site.
- 3) Granting the variance would not provide a right and privilege that other properties do not
- 4) The property owner may be disenfranchised to adequate parking stalls with safe accessible routes to the campus that matches the level of service the site provides.
- 5) The proposed signage meets the intent and purpose of the City of Indianola Zoning Code.
- 6) A hardship could exist if the request is denied, as the applicants would not be able to make reasonable economical use of the land.

If the variance were to be denied, the Board of Adjustment should be prepared to summarize, for inclusion in the minutes of the meetings, its reasons to deny, which will serve as the applications decision and order.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200-feet of the subject property regarding the variance request on March 22, 2024. No comments were received at the time of the writing of this report.

ALTERNATIVES

The City of Indianola Board of Adjustment may consider the following alternatives:

- 1) The City of Indianola Board of Adjustment approves the variance request, as submitted.**
- 2) The City of Indianola Board of Adjustment approved the variance request, with conditions.
- 3) The City of Indianola Board of Adjustment denies the variance request.
- 4) The City of Indianola Board of Adjustment remands the variance request back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Board of Adjustment agenda.

RECOMMENDATION

Staff recommends that the Indianola Board of Adjustment move alternative 1, to approve the variance request, as submitted.

BOARD OF ADJUSTMENT APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) Indianola Community School District
(First Name) NA
(Address) 1301 E 2nd Avenue
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-961-9500 (Email) johna.clancy@indianola.k12.ia.us

APPLICANT (if not Property Owner)

(Last Name) lhns
(First Name) Ted
(Address) 1301 E 2nd Avenue
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-961-9500 (Email) ted.lhns@indianola.k12.ia.us

☐ APPEAL

Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$300 per request
- ☐ Written narrative indicating where it is alleged there is error in any order, requirement, decision, or determination made by the Administrative Officer in the enforcement of this Code of Ordinances of Indianola, Iowa.
- ☐ Other Information as required by Director

☐ SPECIAL USE PERMIT

Submittal Requirements:

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

- ☐ Property Address: _____
- ☐ Completed Application
- ☐ Filing Fee: \$300 per request
- ☐ Site Plan and Elevations as outlined in 165.06
- ☐ Written narrative indicating the special use permit sought and response to the criteria outlined in Section 165.02(3)(B)(3)(c)(v) of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

☒ VARIANCE Front Yard Setback

Submittal Requirements:

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

- ☒ Property Address: 1304 E 1st Avenue, Indianola, IA 50125
- ☒ Completed Application
- ☒ Filing Fee: \$300 per request
- ☒ Site Plan and Elevations
- ☒ Written narrative indicating justification for proposed variance and response to the criteria outlined in Section 165.02(3)(B)(3)(b) 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 Ted Ihns
Name (printed) Ted Ihns

Date 3/15/24

FOR OFFICE USE ONLY: Code to 45180

Date Received: _____
Receipt No: _____
Receipt Amount: _____
BOA Agenda Date: _____



March 18, 2024

Board of Adjustments
City of Indianola
110 N 1st Street
Indianola, IA 50125

Re: Indianola High School Additions and Renovations – BOA Variance Requests
LEI Project No: 92220097.000

To Whom it May Concern,

The Indianola High School Additions and Renovations project located at 1304 E 1st Avenue includes building demolition, building additions/renovations, and parking lot improvements. The proposed project generates two items of which a variance is requested:

Variance Request #1 – Off-Street Front Yard Parking Setback:

Portions of the existing school site is zoned as R-1/R-2 requiring a front yard parking setback of 30' per City Code 165.07.3.B.(3). A variance is requested to reduce the front yard parking setback from 30 feet to 15 feet. This variance request would match the front yard setback of a C/M district and exceed the requirement for a side/rear district of all zoning districts. Additionally, the proposed 15-foot setback would provide a greater parking setback than that currently provided for the site and would match the setbacks of similar education facilities within Indianola. Exhibits EX-01 and EX-02 have been provided to illustrate the existing and proposed parking lot locations for comparison. Most notably, exhibit EX-02 shows the existing parking lot (in red) with dimensions noting the existing parking to be approximately 12' beyond the property line on the east side of South 12th Street. The proposed Parking Lot #4 will provide thirty additional feet of separation between the edge of the sidewalk and the roadway. Please see the Findings of Facts Response letter for additional information on the request.

Variance Request #2 – Omission of Trash Enclosure:

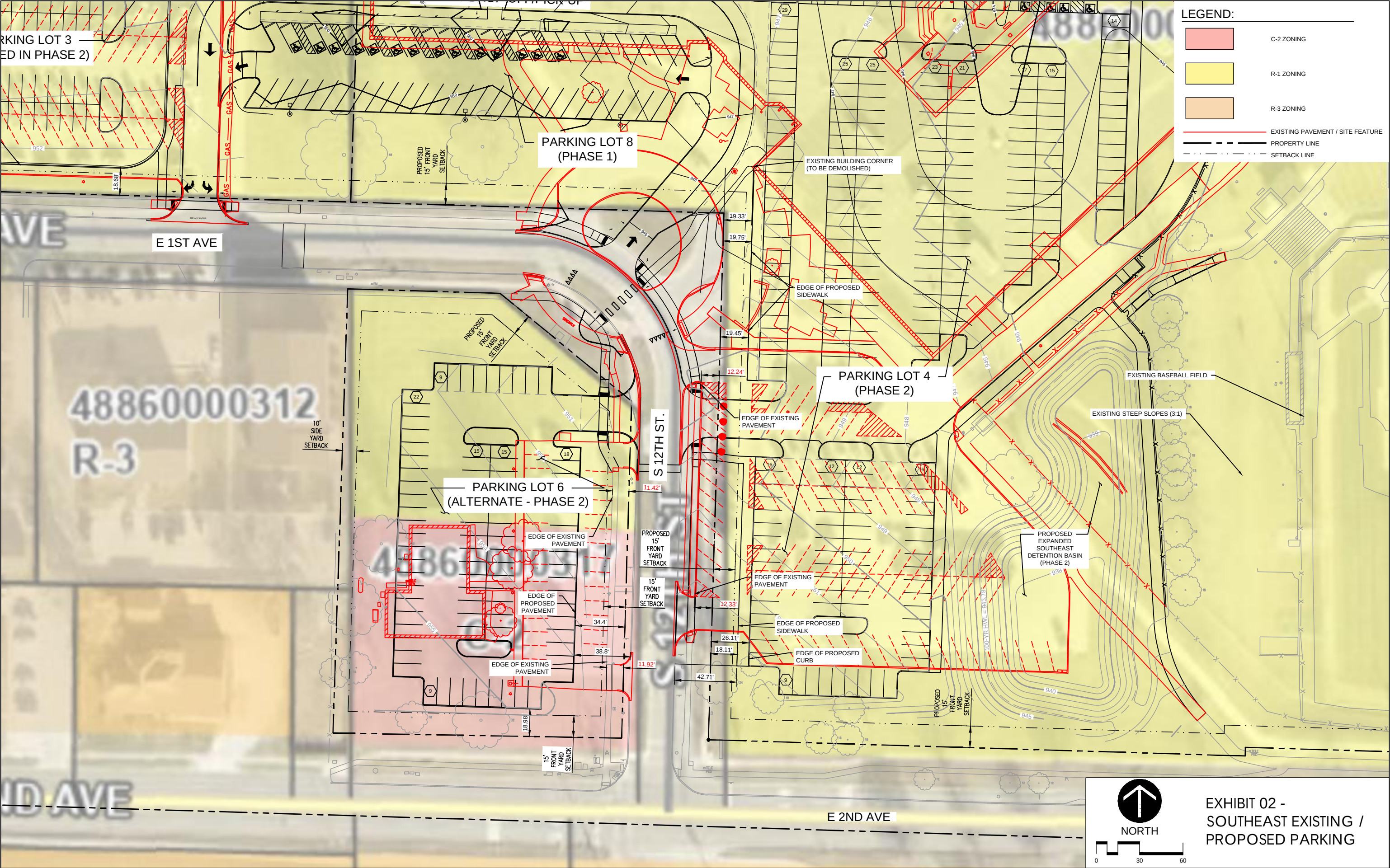
City Code 165.05.H.(2) requires that all outdoor trash and recycling receptacles, dumpsters, etc. be screened on all side by the use of a permanent enclosure with gates for disposal trash access. However, no trash enclosures are proposed due to the nature of the large commercial kitchen and loading dock. The dock where dumpsters are located have been adequately screened from neighboring properties and public ways by the way of the building and the existing timber to the North and East – as shown in attached exhibit EX-03. A variance is requested to waive the requirement for a trash enclosure.

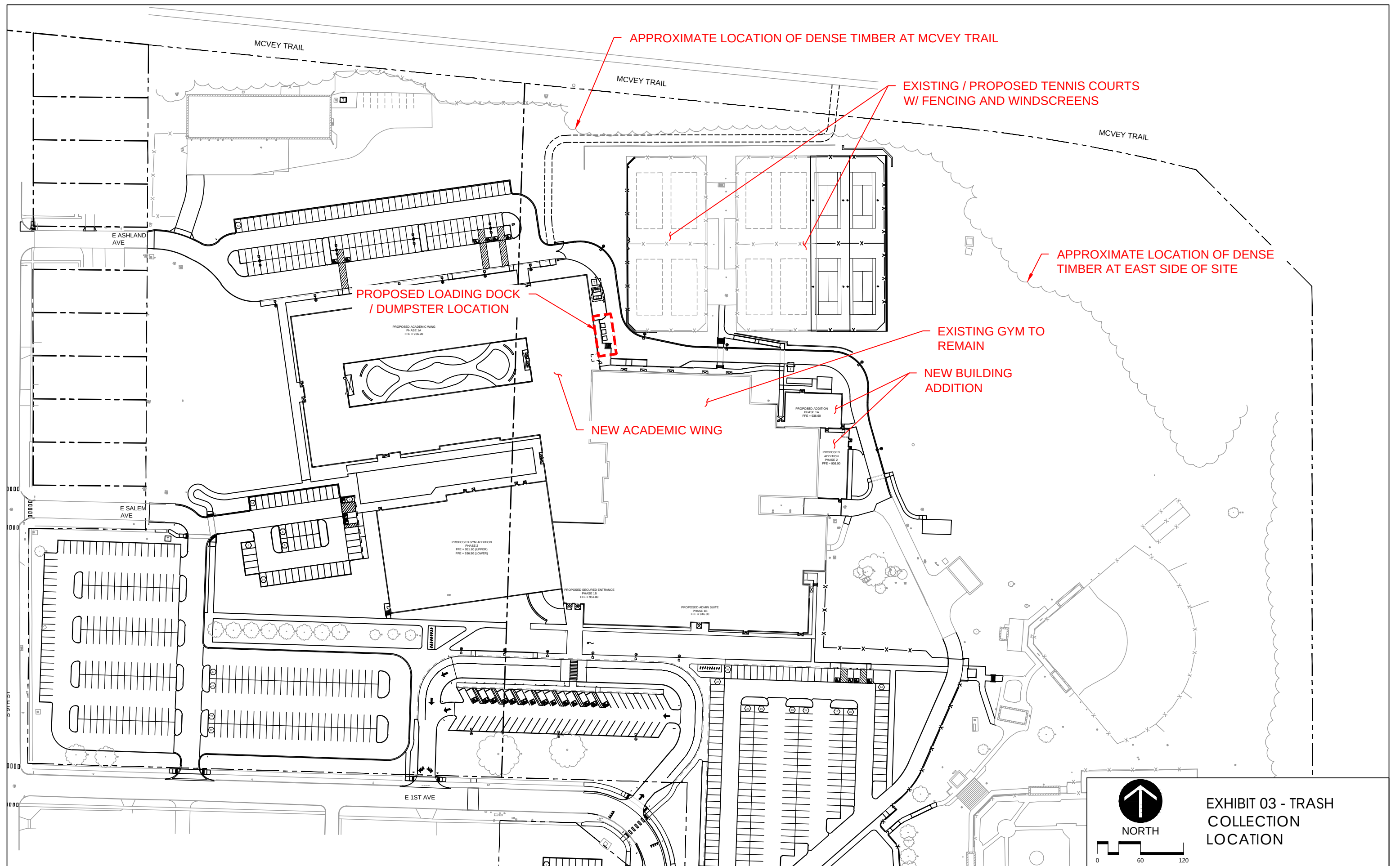
Sincerely,
Larson Engineering, Inc.

A handwritten signature in dark ink, appearing to read "Gage DeCook", is written over a light blue horizontal line.

Gage L. DeCook, P.E. (IA)
Civil Project Engineer









March 18, 2024

Board of Adjustments
City of Indianola
110 N 1st Street
Indianola, IA 50125

Re: Indianola High School Additions and Renovations – BOA Findings of Facts Response
LEI Project No: 92220097.000

To Whom it May Concern,

The Indianola High School Additions and Renovations project located at 1304 E 1st Avenue includes building demolition, building additions/renovations, and parking lot improvements. The proposed project generates two items for which a variance is being requested: Variance Request #1 which includes reduction of the off-street front yard parking setback and Variance Request #2 which includes omission of a trash enclosure. The following finding of facts responses are provided:

Variance Request #1 – Off-Street Front Yard Parking Setback:

- i. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district.

Response: Stormwater runoff from portions of East 1st Avenue and South 12th Street currently drains to the school's parcel at the intersection of the aforementioned streets at which stormwater runoff is conveyed through the school's site. While conveyance of stormwater from public right-of-way (ROW) through a private site is atypical, it is necessary based on the topography. Due to the capacity of the existing storm sewer network available to the site, additional on-site stormwater detention is necessary to not inundate existing facilities. Reducing the front yard setback allows the detention basin to be expanded to accommodate stormwater runoff from the public ROW.

Additionally, the secured entrance and student parking are proposed south of the building. A reduction in the front yard parking setback allows approximately 42 more parking stalls to be constructed on the main school parcel – reducing the need for parking on adjacent sites and reducing the number of pedestrians crossing the ROW.

- ii. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance.

Response: As noted above, conveyance of public stormwater runoff through a private site is not common. However, this additional stormwater conveyance adversely effects the school site by requiring additional on-site detention, as noted above.

- iii. That the special conditions and circumstances do not result from the actions of the applicant.

Response: The site is currently developed, as such, the constraints and drainage patterns are unable to be significantly changed.

- iv. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in other districts shall be considered grounds for issuance of a variance.

Response: School facilities provide a unique combination of high peak vehicular traffic and pedestrian access simultaneously, whereas other facilities such as multi-family buildings do not. Allowing the variance will increase public safety by minimizing the number of pedestrians that may otherwise have to cross the ROW from parking lots on adjacent parcels. Considering other educational facilities within the city of Indianola, there is a precedence for approving a reduced front yard setback.

Variance Request #2 – Omission of Trash Enclosure:

- i. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district.

Response: The proposed trash locations are intended to be at the back side of the building near the commercial kitchen and loading dock and is immediately adjacent to the access drive/fire lane. Gates from a trash enclosure would protrude into the access drive/fire lane. Furthermore, given the location of the trash collection containers, screening is provided by the building, the timber, and the tennis courts from view of adjacent properties.

- ii. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance.

Response: It is believed that adequate screening for trash collection containers is provided by site features other than a trash enclosure. Allowing this variance provides additional maneuvering space for deliveries, fire trucks, and any other vehicle using the access drive.

- iii. That the special conditions and circumstances do not result from the actions of the applicant.

Response: The special condition is created by the placement of the proposed trash facilities in relation to existing site features and adjacent parcels.

- iv. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in other districts shall be considered grounds for issuance of a variance.

Response: The last line of City Code 165.05.H.(2) states "The enclosure shall be located out of public view and constructed to visibly screen the views from the adjoining properties." Granting of this variance will not confer special privilege as the proposed trash collection containers are still being screened from view of adjoining properties, therefore satisfying the intent of the code section.

Sincerely,
Larson Engineering, Inc.



Gage L. DeCook, P.E. (IA)
Civil Project Engineer

CITY OF INDIANOLA, IOWA

BOARD OF ADJUSTMENT

IN THE MATTER OF THE APPLICATION OF:

Ted Ihnns, on behalf of Indianola Community School District, for a variance under the terms of Section 165.02(3)(B) of the Code of Ordinances of Indianola, Iowa, to reduce the minimum required front parking setback of 30-feet by 15-feet, for a total front parking setback of 15-feet, to which if allowed as requested, would not be in conformity with the requirements of Section 165.07.3.B(3) of the City of Indianola Zoning Code.

FINDINGS OF FACT

The City of Indianola, Iowa Board of Adjustment has reached the following Findings of Fact:

- 1. The property identified as 1304 E 1st Avenue, including parcels #488/6000-0320, -0317, -0316, #481/7003-0011, and -0010, is owned by the Indianola Community School District.*
- 2. The aforementioned properties are in multiple zoning districts, including the R-1 'Single-Family Residential Detached' Zoning District, R-1 'Single-Family Residential Attached' Zoning District, and the C-2 'Highway Commercial' Zoning District.*
- 3. City Code Section 165.07.3.B(3) requires that off-street parking and loading areas for the R-1 and R-2 Zoning District be setback from the front property line by 30-feet.*
- 4. A variance is requested in order to reduce the minimum required front parking setback of 30-feet for areas within the R-1 and R-2 Zoning District by 15-feet, for a total front parking setback of 15-feet.*
- 5. The property is unique due to the characteristics of the site and the established use on the site.*
- 6. The proposed off-street parking meets the intent and purpose of the City of Indianola Zoning Code.*
- 7. The variance request is found to be favorable towards all findings of fact, outlined in the Zoning Code.*

DECISION

According to Section 165.02(3)(B)(3)(b) of the Code of Ordinances of Indianola, Iowa to grant a variance from the terms of the Zoning Ordinance when a property owner can show that the owner's property was acquired in good faith and where by reason of exceptional narrowness, shallowness, or shape of a specific piece of property, or where by reason of exceptional topographical conditions or other extraordinary or exceptional situation, the strict application of the terms of the Zoning Ordinance actually prohibits the use of such property in a manner reasonably similar to that of other property in the same district, and where the Board is satisfied under the evidence before it that a literal enforcement of the provisions of the Zoning Ordinance would result in unnecessary hardship; provided, however, all variations granted under this clause shall be in harmony with the general purpose and intent of the Zoning Ordinance. Furthermore, the following findings shall be made in order to grant a variance:

- i. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;
- ii. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;
- iii. That the special conditions and circumstances do not result from the actions of the applicant;
- iv. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures or buildings in other districts shall be considered grounds for the issuance of a variance.

In granting any variance, the Board may prescribe appropriate conditions and safeguards in conformity with this Ordinance. Violation of any such conditions and safeguards shall be deemed a violation of this Ordinance. Under no circumstances shall the Board grant a variance to allow a use not permissible under the terms of the Zoning Ordinance in the district involved, or any use expressly or by implication prohibited by the terms of the Zoning Ordinance in said district. If relevant and applicable, the Board may prescribe a time limit within which the action for which the variance is required shall begin or be completed, or both. Failure to begin or complete, or both, such action within the time limit shall void the variance. If no time limit is set by the Board and if relevant to the variance, then the granted variances shall become void eighteen months after the date of the Board approval unless a building permit has been issued for the construction provided for by the variance. In the event the building permit for the construction provided for by the variance expires or is canceled, then the variance approval shall become void.

Analysis of Code Criteria

Ted Ihnns, on behalf of Indianola Community School District, for a variance under the terms of Section 165.02(3)(B) of the Code of Ordinances of Indianola, Iowa, to reduce the minimum required front parking setback of 30-feet by 15-feet, for a total front parking setback of 15-feet, to which if allowed as requested, would not be in conformity with the requirements of Section 165.07.3.B(3) of the City of Indianola Zoning Code.

The site is currently utilized for Indianola Public High School and contains an existing public-school facility on the site. The building was constructed in 1965 and has had several subsequent additions since its construction. The site also features ten (10) tennis courts north of the main campus and ball fields, as well as a school bus storage area.

The purpose and intent of the City of Indianola Zoning Code is to prevent traffic congestion and provide for proper traffic safety. Due to the use established on the site, as well as existing site characteristics and stormwater management needs, a reduction in off-street parking setbacks for those areas currently zoned for the R-1 and R-1 Zoning Districts would be consistent with the purpose and intent of the City of Indianola Zoning Code.

ORDER

MOTION:

Move to approve the request from Ted Ihnns, on behalf of Indianola Community School District, for a variance under the terms of Section 165.02(3)(B) of the Code of Ordinances of Indianola, Iowa, to reduce the minimum required front parking setback of 30-feet by 15-feet, for a total front parking setback of 15-feet, to which if allowed as requested, would not be in conformity with the requirements of Section 165.07.3.B(3) of the City of Indianola Zoning Code.

VOTE:(–) (–)

WHEREFORE, it is ordered that the application from Ted Ihnns, on behalf of Indianola Community School District, for a variance under the terms of Section 165.02(3)(B) of the Code of Ordinances of Indianola, Iowa, to reduce the minimum required front parking setback of 30-feet by 15-feet, for a total front parking setback of 15-feet, to which if allowed as requested, would not be in conformity with the requirements of Section 165.07.3.B(3) of the City of Indianola Zoning Code. is hereby **approved**, as evidence by the Board's finding that all code criteria **have** been met as required by the Code of Ordinances of Indianola, Iowa; and

WHEREFORE, any taxpayer, or any officer, department, board or bureau of the City, or any person or persons jointly or severally aggrieved by any decision of the Board may present to a court of record a petition, pursuant to Iowa Code 17A.19, duly verified, setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the court within thirty (30) days after the filing of the decision in the office of the Board.

Ordered this 3rd day of April 2024

Chairperson
Board of Adjustment
City of Indianola, Iowa

FILING DATE:



MEMORANDUM

To: Board of Adjustment

From: Charlie Dissell, Deputy City Manager Development and Operations, Emily Rizvic, Associate Planner

Date: April 3, 2024

Subject: Consider request from Ted Ihnns to vary from trash enclosure requirements

Recommendation: Staff recommends that the Indianola Board of Adjustment move alternative 3, to deny the variance request.

Attachments:

1. Staff Report
2. Application
3. Narrative and Exhibits
4. Applicant Findings of Fact Responses
5. Decision and Order



COMMUNITY DEVELOPMENT

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

STAFF REPORT

BOARD OF ADJUSTMENT

Date of Meeting: April 3, 2024

Agenda Item: 5.D Consider request from Ted Ihnns to vary from trash enclosure requirements

Application Type: Variance

Applicant and Property Owner: Ted Ihnns, Indianola Community School District

Property Address/Parcel: 1304 E 1st Avenue (Parcel ID #488/6000-0320, -0317, -0316, #481/7003-0011, and -0010)

Zoning: R-1 'Single-Family Residential Detached', R-2 'Single-Family Residential Attached', and C-2 'Highway Commercial'

Application Summary

Ted Ihnns, on behalf of the Indianola Community School District, is requesting a variance to vary from trash enclosure requirements, which requires that trash enclosures be enclosed with a permanent enclosure with gates for disposal trash access. Such proposal would not conform to Section 165.05.H.(2) of the City of Indianola Zoning Code.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

165.02(3)(B) POWERS AND DUTIES OF THE BOARD OF ADJUSTMENT. The Board of Adjustment has the following powers and duties:

3. Variances: Conditions Governing Applications; Procedures. To authorize upon appeal in specific cases such variance from the terms of this chapter as will not be contrary to the public interest where, owing to the special conditions, a literal enforcement of the provisions of this chapter would result in unnecessary hardship. A variance from the terms of this chapter shall not be granted by the Board of Adjustment unless and until:

A. A written application of a variance is submitted demonstrating:

- (1) That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;
- (2) That literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter;
- (3) That the special conditions and circumstances do not result from the actions of the applicant;
- (4) That granting the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of land, structures or buildings in other districts shall be considered grounds for the issuance of a variance.

B. Notice of public hearing shall be given as in subsection 2(B) above.

C. The public hearing shall be held. Any party may appear in person, or by agent or by attorney.

D. The Board of Adjustment shall make findings that the requirements of paragraph A of this subsection have been met by the applicant for a variance.

E. The Board of Adjustment shall further make a finding that the reasons set forth in the application justify the granting of the variance, and that the variance is the minimum variance that will make possible the reasonable use of the land, building or structure.

F. The Board of Adjustment shall further make a finding that the granting of the variance will be in harmony with the general purpose and intent of this chapter, and will not be injurious to the neighborhood, or otherwise detrimental to the public welfare.

In granting any variance, the Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with this chapter. Violations of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this chapter and punishable under Section 165.23 of this chapter. Under no circumstances shall the Board of Adjustment grant a variance to allow a use not permissible under the terms of this chapter in the district involved, or any use expressly or by implication prohibited by the terms of this chapter in said district.

165.05.H Trash and Recycling Collection. The following trash and recycling collection standards shall apply to all sites excluding agricultural uses, single-family dwellings, two-family dwellings, and townhouse dwellings:

- (1) Provisions Required. All buildings and dwellings shall have adequate provisions for the collection of trash, grease, and recyclable materials with sufficient numbers and locations of collection containers as determined by the Zoning Administrator, at their sole discretion.
- (2) Screening of Collection Containers. All outdoor trash and recycling receptacles, dumpsters, and grease collection containers shall be opaquely screened on all sides by the use of a permanent enclosure, with gates for disposal truck access. The enclosure shall be constructed of permanent materials, such as textured block, split faced concrete block, brick, or stone. Colors shall be compatible with the dominant architectural materials of buildings on site and shall be integral to a building on site whenever possible. The enclosure shall be located out of public view and constructed to visibly screen the views from the adjoining properties.

ANALYSIS

Subject Property

Ted Ihnns, on behalf of the Indianola Community School District, is requesting a variance to vary from trash enclosure requirements, which requires that trash enclosures be enclosed with a permanent enclosure with gates for disposal trash access. Such proposal would not conform to Section 165.05.H.(2) of the City of Indianola Zoning Code.

The site is currently utilized for Indianola Public High School and contains an existing public-school facility on the site. The building was constructed in 1965 and has several subsequent additions since its construction. The site also features ten (10) tennis courts north of the main campus and ball fields, as well as a school bus storage area.

To the north of the property is the McVey Trail. To the east exists several properties. The first is a vacant 1.18-acre ground, owned by the City of Indianola. The second is a vacant 6.77-acre property, which currently has two active development cases, including a plat of survey to divide the ground, and a site plan application for a townhome development. To the south exists several properties, including additional ground owned by ICSD, two properties containing multi-family residential apartments, and a commercial business. To the west exists several single-family residential properties.

There are multiple accesses into the site, including access from South 12th Street, East 1st Avenue, East Salem Avenue, and East Ashland Avenue. The Annual Average Daily Traffic (AADT) for associated streets are provided by the Iowa Department of Transportation and are provided below:

- South 12th Street – 1931 AADT, 1998

- East 1st Avenue – 662 AADT, 1978
- East Salem Avenue – 410 AADT, 2016
- East Ashland Avenue – 640 AADT, 1998

An updated traffic study relating to this site will be or has been provided.

The subject area does appear to contain environmentally sensitive features, including heavy woodlands near the north and northeast property line. The property also contains a floodplain; however, no work is proposed within the floodplain. The floodplain is generally located along Short Creek, found north of the subject property. According to the Federal Emergency Management Agency (FEMA), the Special Flood Hazard area is categorized as Zone A, without a Base Flood Elevation (BFE).

Future Land Use

According to the “Elevate Indianola” Comprehensive Plan, the future land use of this area is designated as Public/Semi-Public. This land use designation guides for governmental offices, museums and performing arts, libraries and community centers, schools, and institutions, as well as parks, open space, and trails.

The site contains multiple zoning classifications, including R-1 ‘Single-Family Residential Detached’, R-2 ‘Single-Family Residential Attached’, and C-2 ‘Highway Commercial’. Public or private elementary, middle, or high schools are allowed through Special Use Permit (SUP) in each of the three zoning classifications located on site.

The variance, if approved, would allow the applicant to vary from trash enclosure requirements, which requires that trash enclosures be enclosed with a permanent enclosure with gates for disposal trash access. The proposed location for all outdoor trash and recycling receptacles and dumpsters is proposed near the north elevation of the building, south of the tennis courts and near the loading docks.

FINDINGS OF FACT

According to Section 165.02.3.B.(3)b. of Indianola’s Zoning Code, in deciding whether to grant a variance request, the Board of Adjustment shall consider all the following legal principles. **All legal principles shall be satisfied in order for the Board of Adjustment to grant a variance.**

- That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;**

Staff Comment: This finding of fact asks for the Board to find whether special conditions or circumstances exist which are peculiar to the land and which are not applicable to other lands in the same zoning district. While the proposed location of waste facilities is generally located out of public view, all properties, excluding agricultural uses, single-family dwellings, two-family dwellings, and townhouse dwellings, require that on new or redeveloped sites, that the trash enclosure be located out of public view. Likewise, a permanent enclosure is required regardless of whether the enclosure is or is not located out of public view.

In this specific instance, the property is an existing site, proposed for redevelopment for an expansion on the site. An area is currently shown for the proposed siting of waste containers, east of the proposed academic wing construction that would be constructed as part of Phase 1A.

The applicant may relocate or find alternatives to the construction of the trash enclosure to ensure that the gates from the trash enclosure do not protrude into the required access drive/fire lane, but is making the choice not to out of desire. Alternatives include alternative gate systems such as sliding gates, utilizing self-closing gates, or site management to ensure that the gate doors are maintained and closed to prevent encroachment into the drive.

As a result, staff cannot find that this finding of fact is found favorably.

This criterion is not met.

Applicant Comment: The proposed trash locations are intended to be at the back side of the building near the commercial kitchen and loading dock and is immediately adjacent to the access drive/fire lane. Gates from a trash enclosure would protrude into the access drive/fire lane. Furthermore, given the location of the trash collection containers, screening is provided by the building, the timber, and the tennis courts from view of adjacent properties.

- ii. **That literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter. This finding of fact asks if the applicant would be deprived of a right commonly enjoyed by other properties within the zoning district;**

Staff Comment: This finding of fact asks whether the applicant would be deprived of a right that is commonly enjoyed by other properties within the same zoning district, under the terms of this chapter. Properties within the established zoning districts that are newly developed or redeveloped, triggering site planning, are required to construct a trash enclosure, as well as locate the enclosure out of public view. If this variance application were approved, the applicant would have a right that other properties do not have.

Likewise, the strict application of the enclosure requirement does not constitute an unnecessary hardship on the applicant, but more of an inconvenience, because the property owner can still make a reasonable and economically viable use of the property, if required to conform to zoning code requirements relating to trash enclosurement.

As stated in the analysis of Finding of Fact I, the applicant is requesting the variance out of desire rather than from the requirements. Alternatives exist for the applicant in terms of construction and/or location of the trash enclosure that would continue to balance property rights if opted. The applicant may relocate or find alternatives to the construction of the trash enclosure, but is making the choice not to. Alternatives to the construction could include alternative gate systems such as sliding gates, or site management to ensure that the gate doors are maintained closed.

The purpose and intent of the City of Indianola Zoning Code is to protect the public health and welfare within the City. An approval of the variance could adversely affect the order, convenience, and/or general welfare, as generally, a trash enclosure will aid containing waste and preventing waste from travelling to neighboring properties, as well as provide a preventative measure for rodents and pests by providing that barrier. Similarly, the enclosure would contain the waste collection containers by ensuring that the containers themselves are not moved on site and located within the access drive and fire lane.

A trash enclosure would be required for other properties within residential, commercial, and industrial properties, that do not have an expressed exception, regardless of location and siting of the trash enclosure. Should the applicant be granted the variance, a property right would be given to the property owner that would not be permitted for other properties, including those of similar scale and size. As a result, staff finds that this finding of fact can be seen as unfavorable.

This criteria is not met.

Applicant Comment: It is believed that adequate screening for trash collection containers is provided by site features other than a trash enclosure. Allowing this variance provides additional maneuvering space for deliveries, fire trucks, and any other vehicle using the access drive.

iii. That the special conditions and circumstances do not result from the actions of the applicant;

Staff Comment: This finding of fact asks whether conditions or hardship experienced by the applicant are self-imposed. The site is currently being redeveloped by the property owner. While some conditions and circumstances are preexisting, when a major site plan is proposed, the property is required to be brought up into conformity as reasonably possible.

As also mentioned previously, the strict application of requiring a trash enclosure does not constitute as an unnecessary hardship upon the applicant, but more of an inconvenience, as the property owner can still make reasonable and economically viable use of the property, if required to conform to zoning code requirements.

Additionally, the applicant may consider alternative options that would meet the intent and purpose of the City of Indianola Zoning Code and related trash enclosure requirements.

This criteria is not met.

Applicant Comment: The special condition is created by the placement of the proposed trash facilities in relation to existing site features and adjacent parcels.

iv. That granting the variance request will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of land, structures, or buildings in other districts shall be considered grounds for the issuance of a variance.

Staff Comment: This finding of fact asks whether a special privilege would be granted to the applicant that is otherwise denied to other lands, structures, or buildings within the same zoning district. Variances are granted when a hardship for a property owner occurs, which simultaneously disenfranchises the property owner from a right that other property owners within the same zoning district commonly have.

If this variance were to be granted, staff finds that a special right or privilege would be granted to the property that other properties within the Zoning District do not have and would be administratively denied in the building permit process.

In general, properties proposed to be redeveloped are required to be brought up to conformity with Zoning Code regulations and requirements, including the requirement for trash enclosurement. This code applies to all applicable non-residential uses within a residential zoning district, as well as commercial and industrial properties.

Similarly, granting this variance would set a precedent for future redevelopment of existing sites, including large-scale developments, by omitting the enclosure requirement simply because it is located in the rear yard of the property, as this siting is already required by code.

Additionally, while trash enclosures provide an aesthetic treatment, they do provide a multitude of benefits to promote the health, safety, and wellness of users on site as well as contain trash within a consolidated area. Firstly, permanent enclosures are required in order to contain waste facilities into one centralized area to prevent encroachment onto circulatory routes, such as the access drive and fire lane located adjacent to the proposed location. Secondly, enclosures are required as a preventative measure for rodents and pests, especially for facilities that contain commercial kitchens and may encounter greater amounts of food related waste than other uses may relate.

For those reasons, staff finds that this finding of fact cannot be viewed favorably.

This criteria is not met.

Applicant Comment: The last line of City Code 165.05.H.(2) states “The enclosure shall be located out of public view and constructed to visibly screen the views from adjoining properties.” Granting of this variance will not confer special privilege as the proposed trash collection containers are still being screened from view of adjoining properties, therefore satisfying the intent of the code section.

SUMMARY OF FINDINGS

The following summary of findings are provided as reasonings to deny the variance request:

- 1) The variance request is not favorable towards one or more findings of fact, outlined in the Zoning Code.
- 2) The variance is not created by the regulations and arises from an action (desire) of the applicant to omit construction of a trash enclosure.
- 3) While visibility from adjacent properties and the public road right-of-way would be limited, trash enclosures serve to contain trash and waste receptacles in a consolidated area to prevent encroachment onto circulatory routes, such as the adjacent access drive and fire lane.
- 4) Trash enclosures serve as a preventative measure for rodents and pests, especially for facilities that may encounter greater amounts of food related waste.
- 5) Granting the variance would provide a right and privilege that other properties do not have.
- 6) Deviation from the Zoning Code Regulations would not be in harmony with the intent and purpose of the Zoning Code, which is to protect the public health and welfare within the City of Indianola.
- 7) An unnecessary hardship does not exist if the request is denied, as the applicant has other avenues, and the property owner can still make reasonable and economically viable use of the property.

If the variance were to be approved, the Board of Adjustment should be prepared to summarize, for inclusion in the minutes of the meetings, its reasons to approve, which will serve as the applications decision and order.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200-feet of the subject property regarding the variance request on March 22, 2024. No comments were received at the time of the writing of this report.

ALTERNATIVES

The City of Indianola Board of Adjustment may consider the following alternatives:

- 1) The City of Indianola Board of Adjustment approves the variance request, as submitted.
- 2) The City of Indianola Board of Adjustment approved the variance request, with conditions.
- 3) The City of Indianola Board of Adjustment denies the variance request.**
- 4) The City of Indianola Board of Adjustment remands the variance request back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Board of Adjustment agenda.

RECOMMENDATION

Staff recommends that the Indianola Board of Adjustment move alternative 3, to deny the variance request.

BOARD OF ADJUSTMENT APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) Indianola Community School District
(First Name) NA
(Address) 1301 E 2nd Avenue
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-961-9500 (Email) johna.clancy@indianola.k12.ia.us

APPLICANT (if not Property Owner)

(Last Name) lhns
(First Name) Ted
(Address) 1301 E 2nd Avenue
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-961-9500 (Email) ted.lhns@indianola.k12.ia.us

☐ APPEAL

Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$300 per request
- ☐ Written narrative indicating where it is alleged there is error in any order, requirement, decision, or determination made by the Administrative Officer in the enforcement of this Code of Ordinances of Indianola, Iowa.
- ☐ Other Information as required by Director

☐ SPECIAL USE PERMIT

Submittal Requirements:

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

- ☐ Property Address: _____
- ☐ Completed Application
- ☐ Filing Fee: \$300 per request
- ☐ Site Plan and Elevations as outlined in 165.06
- ☐ Written narrative indicating the special use permit sought and response to the criteria outlined in Section 165.02(3)(B)(3)(c)(v) of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director



VARIANCE

Trash Enclosure

Submittal Requirements:

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

- ☒ Property Address: 1304 E 1st Avenue, Indianola, IA 50125
- ☒ Completed Application
- ☒ Filing Fee: \$300 per request
- ☒ Site Plan and Elevations
- ☒ Written narrative indicating justification for proposed variance and response to the criteria outlined in Section 165.02(3)(B)(3)(b) 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) Ted lhns

Date 3/15/24

FOR OFFICE USE ONLY:

Code to 45180

Date Received: _____
Receipt No: _____
Receipt Amount: _____
BOA Agenda Date: _____



March 18, 2024

Board of Adjustments
City of Indianola
110 N 1st Street
Indianola, IA 50125

Re: Indianola High School Additions and Renovations – BOA Variance Requests
LEI Project No: 92220097.000

To Whom it May Concern,

The Indianola High School Additions and Renovations project located at 1304 E 1st Avenue includes building demolition, building additions/renovations, and parking lot improvements. The proposed project generates two items of which a variance is requested:

Variance Request #1 – Off-Street Front Yard Parking Setback:

Portions of the existing school site is zoned as R-1/R-2 requiring a front yard parking setback of 30' per City Code 165.07.3.B.(3). A variance is requested to reduce the front yard parking setback from 30 feet to 15 feet. This variance request would match the front yard setback of a C/M district and exceed the requirement for a side/rear district of all zoning districts. Additionally, the proposed 15-foot setback would provide a greater parking setback than that currently provided for the site and would match the setbacks of similar education facilities within Indianola. Exhibits EX-01 and EX-02 have been provided to illustrate the existing and proposed parking lot locations for comparison. Most notably, exhibit EX-02 shows the existing parking lot (in red) with dimensions noting the existing parking to be approximately 12' beyond the property line on the east side of South 12th Street. The proposed Parking Lot #4 will provide thirty additional feet of separation between the edge of the sidewalk and the roadway. Please see the Findings of Facts Response letter for additional information on the request.

Variance Request #2 – Omission of Trash Enclosure:

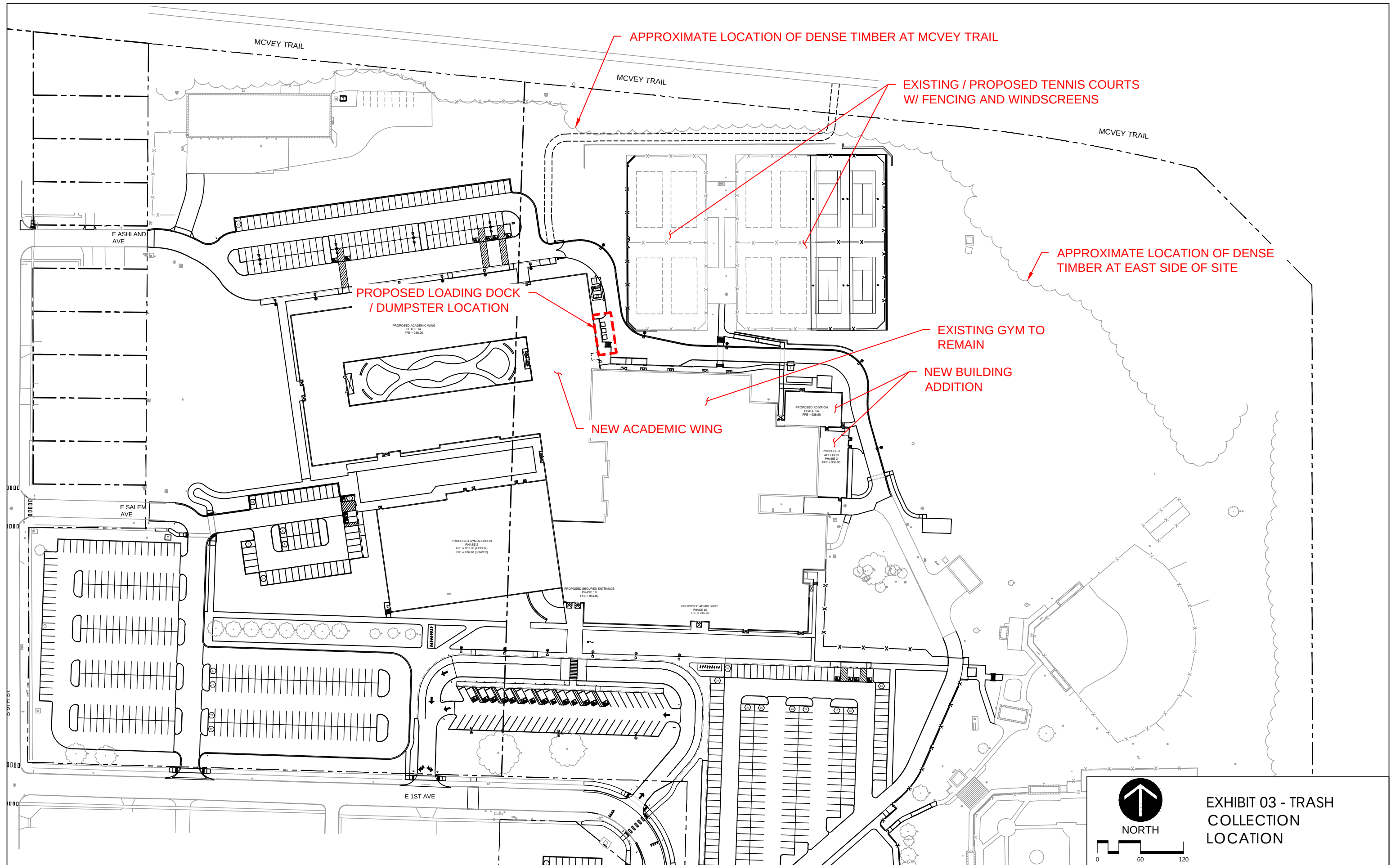
City Code 165.05.H.(2) requires that all outdoor trash and recycling receptacles, dumpsters, etc. be screened on all side by the use of a permanent enclosure with gates for disposal trash access. However, no trash enclosures are proposed due to the nature of the large commercial kitchen and loading dock. The dock where dumpsters are located have been adequately screened from neighboring properties and public ways by the way of the building and the existing timber to the North and East – as shown in attached exhibit EX-03. A variance is requested to waive the requirement for a trash enclosure.

Sincerely,
Larson Engineering, Inc.

A handwritten signature in black ink, appearing to read "Gage DeCook".

Gage L. DeCook, P.E. (IA)
Civil Project Engineer







March 18, 2024

Board of Adjustments
City of Indianola
110 N 1st Street
Indianola, IA 50125

Re: Indianola High School Additions and Renovations – BOA Findings of Facts Response
LEI Project No: 92220097.000

To Whom it May Concern,

The Indianola High School Additions and Renovations project located at 1304 E 1st Avenue includes building demolition, building additions/renovations, and parking lot improvements. The proposed project generates two items for which a variance is being requested: Variance Request #1 which includes reduction of the off-street front yard parking setback and Variance Request #2 which includes omission of a trash enclosure. The following finding of facts responses are provided:

Variance Request #1 – Off-Street Front Yard Parking Setback:

- i. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district.

Response: Stormwater runoff from portions of East 1st Avenue and South 12th Street currently drains to the school's parcel at the intersection of the aforementioned streets at which stormwater runoff is conveyed through the school's site. While conveyance of stormwater from public right-of-way (ROW) through a private site is atypical, it is necessary based on the topography. Due to the capacity of the existing storm sewer network available to the site, additional on-site stormwater detention is necessary to not inundate existing facilities. Reducing the front yard setback allows the detention basin to be expanded to accommodate stormwater runoff from the public ROW.

Additionally, the secured entrance and student parking are proposed south of the building. A reduction in the front yard parking setback allows approximately 42 more parking stalls to be constructed on the main school parcel – reducing the need for parking on adjacent sites and reducing the number of pedestrians crossing the ROW.

- ii. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance.

Response: As noted above, conveyance of public stormwater runoff through a private site is not common. However, this additional stormwater conveyance adversely effects the school site by requiring additional on-site detention, as noted above.

- iii. That the special conditions and circumstances do not result from the actions of the applicant.

Response: The site is currently developed, as such, the constraints and drainage patterns are unable to be significantly changed.

- iv. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in other districts shall be considered grounds for issuance of a variance.

Response: School facilities provide a unique combination of high peak vehicular traffic and pedestrian access simultaneously, whereas other facilities such as multi-family buildings do not. Allowing the variance will increase public safety by minimizing the number of pedestrians that may otherwise have to cross the ROW from parking lots on adjacent parcels. Considering other educational facilities within the city of Indianola, there is a precedence for approving a reduced front yard setback.

Variance Request #2 – Omission of Trash Enclosure:

- i. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district.

Response: The proposed trash locations are intended to be at the back side of the building near the commercial kitchen and loading dock and is immediately adjacent to the access drive/fire lane. Gates from a trash enclosure would protrude into the access drive/fire lane. Furthermore, given the location of the trash collection containers, screening is provided by the building, the timber, and the tennis courts from view of adjacent properties.

- ii. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance.

Response: It is believed that adequate screening for trash collection containers is provided by site features other than a trash enclosure. Allowing this variance provides additional maneuvering space for deliveries, fire trucks, and any other vehicle using the access drive.

- iii. That the special conditions and circumstances do not result from the actions of the applicant.

Response: The special condition is created by the placement of the proposed trash facilities in relation to existing site features and adjacent parcels.

- iv. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in other districts shall be considered grounds for issuance of a variance.

Response: The last line of City Code 165.05.H.(2) states "The enclosure shall be located out of public view and constructed to visibly screen the views from the adjoining properties." Granting of this variance will not confer special privilege as the proposed trash collection containers are still being screened from view of adjoining properties, therefore satisfying the intent of the code section.

Sincerely,
Larson Engineering, Inc.



Gage L. DeCook, P.E. (IA)
Civil Project Engineer

CITY OF INDIANOLA, IOWA

BOARD OF ADJUSTMENT

IN THE MATTER OF THE APPLICATION OF:

Ted Ihnns, on behalf of Indianola Community School District, for a variance under the terms of Section 165.02(3)(B) of the Code of Ordinances of Indianola, Iowa, to vary from trash enclosure requirements which requires trash enclosures to be enclosed with a permanent enclosure, to which if allowed as requested, would not be in conformity with the requirements of Section 165.05.H(2) of the City of Indianola Zoning Code.

FINDINGS OF FACT

The City of Indianola, Iowa Board of Adjustment has reached the following Findings of Fact:

- 1. The property identified as 1304 E 1st Avenue, parcel #488/6000-0320, is owned by the Indianola Community School District.*
- 2. The property identified as 1304 E 1st Avenue, parcel #488/6000-0320, is located within the R-1 'Single-Family Residential Detached' Zoning District.*
- 3. City Code Section 165.05.H(2) requires that collection containers, including outdoor trash and recycling receptacles, dumpsters, and grease collection containers, shall be opaquely screened by a permanent enclosure, with gates for disposal truck access.*
- 4. City Code Section 165.05.H(2) also requires that the enclosure be located out of public view and constructed to visibly screen the views from the adjoining properties.*
- 5. A variance is requested in order to vary from the required enclosure of collection containers.*
- 6. The variance request is not found favorable towards all findings of fact, outlined in the Zoning Code.*
- 7. The variance is not created by the regulations and arises from an action (desire) of the applicant to omit construction of a trash enclosure.*
- 8. Granting the variance would provide a right and privilege that other properties do not have.*
- 9. Deviation from the Zoning Code Regulations would not be in harmony with the intent and purpose of the Zoning Code, which is to protect the public health and welfare within the City of Indianola.*
- 10. An unnecessary hardship does not exist if the request is denied, as the applicant has other avenues, and the property owner can still make reasonable and economically viable use of the property.*

DECISION

According to Section 165.02(3)(B)(3)(b) of the Code of Ordinances of Indianola, Iowa to grant a variance from the terms of the Zoning Ordinance when a property owner can show that the owner's property was acquired in good faith and where by reason of exceptional narrowness, shallowness, or shape of a specific piece of property, or where by reason of exceptional topographical conditions or other extraordinary or exceptional situation, the strict application of

the terms of the Zoning Ordinance actually prohibits the use of such property in a manner reasonably similar to that of other property in the same district, and where the Board is satisfied under the evidence before it that a literal enforcement of the provisions of the Zoning Ordinance would result in unnecessary hardship; provided, however, all variations granted under this clause shall be in harmony with the general purpose and intent of the Zoning Ordinance. Furthermore, the following findings shall be made in order to grant a variance:

- i. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;
- ii. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;
- iii. That the special conditions and circumstances do not result from the actions of the applicant;
- iv. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures or buildings in other districts shall be considered grounds for the issuance of a variance.

In granting any variance, the Board may prescribe appropriate conditions and safeguards in conformity with this Ordinance. Violation of any such conditions and safeguards shall be deemed a violation of this Ordinance. Under no circumstances shall the Board grant a variance to allow a use not permissible under the terms of the Zoning Ordinance in the district involved, or any use expressly or by implication prohibited by the terms of the Zoning Ordinance in said district. If relevant and applicable, the Board may prescribe a time limit within which the action for which the variance is required shall begin or be completed, or both. Failure to begin or complete, or both, such action within the time limit shall void the variance. If no time limit is set by the Board and if relevant to the variance, then the granted variances shall become void eighteen months after the date of the Board approval unless a building permit has been issued for the construction provided for by the variance. In the event the building permit for the construction provided for by the variance expires or is canceled, then the variance approval shall become void.

Analysis of Code Criteria

Ted Ihnns, on behalf of Indianola Community School District, for a variance under the terms of Section 165.02(3)(B) of the Code of Ordinances of Indianola, Iowa, to vary from trash enclosure requirements which requires trash enclosures to be enclosed with a permanent enclosure, to which if allowed as requested, would not be in conformity with the requirements of Section 165.05.H(2) of the City of Indianola Zoning Code.

The site is currently utilized for Indianola Public High School and contains an existing public-school facility on the site. The building was constructed in 1965 and has several subsequent additions since its construction. The site also features ten (10) tennis courts north of the main campus and ball fields, as well as a school bus storage area.

In general, properties proposed to be redeveloped are required to be brought up to conformity with Zoning Code regulations and requirements, including the requirement for trash enclosure.

This code applies to all applicable non-residential uses within a residential zoning district, as well as commercial and industrial properties.

The purpose and intent of the City of Indianola Zoning Code is to protect the public health and welfare within the City. An approval of the variance could adversely affect the order, convenience, and/or general welfare, as generally, a trash enclosure will aid containing waste and preventing waste from travelling to neighboring properties, as well as provide a preventative measure for rodents and pests by providing that barrier. Similarly, the enclosure would contain the waste collection containers by ensuring that the containers themselves are not moved on site and located within the access drive and fire lane.

ORDER

MOTION:

Move to deny the request from Ted Ihnns, on behalf of Indianola Community School District, for a variance under the terms of Section 165.02(3)(B) of the Code of Ordinances of Indianola, Iowa, to vary from trash enclosure requirements which requires trash enclosures to be enclosed with a permanent enclosure, to which if allowed as requested, would not be in conformity with the requirements of Section 165.05.H(2) of the City of Indianola Zoning Code.

VOTE:(–) (–)

WHEREFORE, it is ordered that the application from Ted Ihnns, on behalf of Indianola Community School District, for a variance under the terms of Section 165.02(3)(B) of the Code of Ordinances of Indianola, Iowa, to vary from trash enclosure requirements which requires trash enclosures to be enclosed with a permanent enclosure, to which if allowed as requested, would not be in conformity with the requirements of Section 165.05.H(2) of the City of Indianola Zoning Code. is hereby **denied**, as evidence by the Board's finding that all code criteria **have not** been met as required by the Code of Ordinances of Indianola, Iowa; and

WHEREFORE, any taxpayer, or any officer, department, board or bureau of the City, or any person or persons jointly or severally aggrieved by any decision of the Board may present to a court of record a petition, pursuant to Iowa Code 17A.19, duly verified, setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the court within thirty (30) days after the filing of the decision in the office of the Board.

Ordered this 3rd day of April 2024

Chairperson
Board of Adjustment
City of Indianola, Iowa

FILING DATE:



MEMORANDUM

To: Board of Adjustment

From: Charlie Dissell, Deputy City Manager Development and Operations, Emily Rizvic, Associate Planner

Date: April 3, 2024

Subject: Consider request from Paul Horton for a Special Use Permit for new construction of a building associated with a place of worship, located at 1209 W 2nd Avenue

Recommendation: Staff recommends that the Indianola Board of Adjustment move alternative 1, to approve the Special Use Permit request as submitted.

Attachments:

1. Staff Report
2. Application
3. Written Narrative
4. Site and Building Plan
5. Decision and Order



COMMUNITY DEVELOPMENT

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

STAFF REPORT

BOARD OF ADJUSTMENT

Date of Meeting: April 3, 2024

Agenda Item: 5.E Consider request from Paul Horton for a Special Use Permit for new construction of a building associated with a place of worship, located at 1209 W 2nd Avenue.

Application Type: Special Use Permit

Applicant: Paul Horton

Property Owner: Indianola Regular Baptist Church

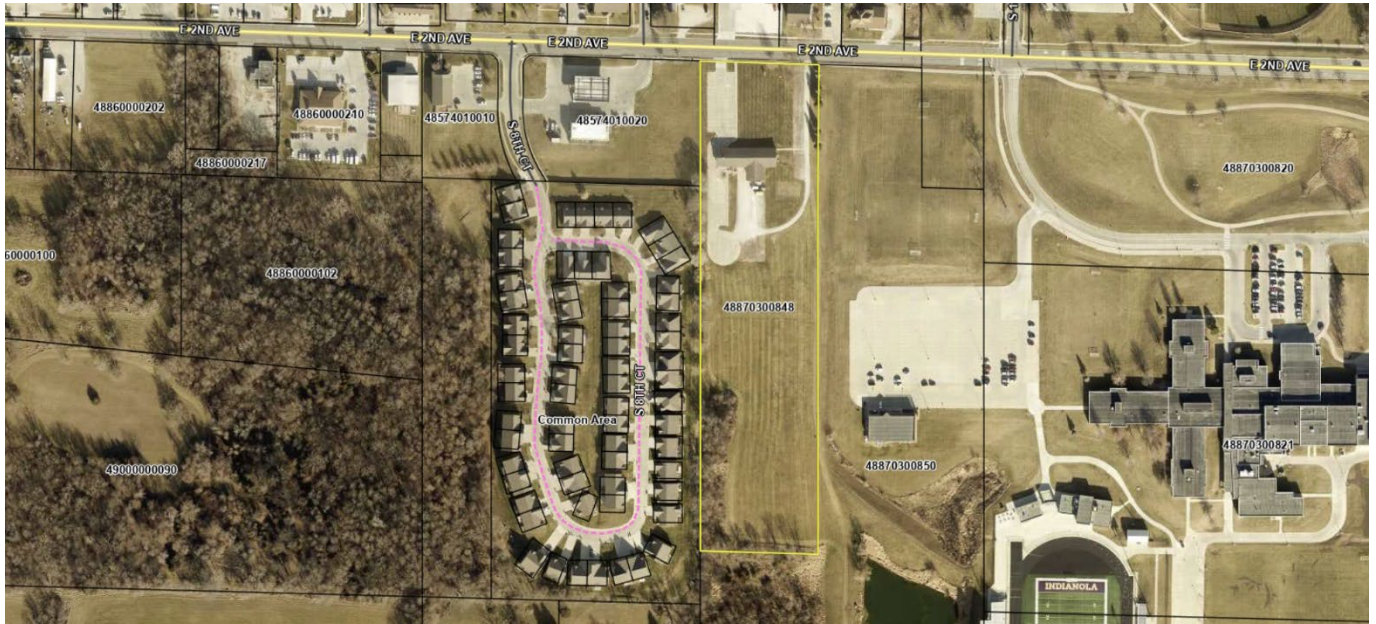
Property Address/Parcel: 1209 W 2nd Avenue (Parcel ID #488/7030-0848)

Zoning: R-2 '*Single-Family Residential Attached*', and C-2 '*Highway Commercial*', and A-1 '*Agricultural*'

Application Summary

Paul Horton, on behalf of Indianola Regular Baptist Church, is requesting a Special Use Permit to permit the construction of a 38'x72' (2,736 square foot) building. The structure is proposed for storage of items associated with the place of worship.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

165.02 POWERS AND DUTIES OF THE BOARD OF ADJUSTMENT. The Board of Adjustment has the following powers and duties:

C. Special Use Permits - To review and consider approval of a Special Use Permit for a Special Use as identified Permitted and Special Uses Table contained in CHAPTER 165.05 of the Zoning Regulations. The following shall be required:

- i. Special Use Permit Application - A site plan (including 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 Special Use Permit Application fee as established by resolution of the City Council.
- ii. Special Use Permit Procedure - The Special Use Permit 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.
- iii. Special Use Permit Review by Board of Adjustment - 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 Board a copy of the Special Use Permit Application along with a written recommendation as to the application's conformity with the rules and regulations of the city.

- iv. The Board shall subsequently hold a duly noticed public hearing as prescribed by their rules of procedures, and the noticing requirements contained herein, and review the Application for conformity with the zoning regulations and standards. The Board may approve, approve with conditions, or deny the Special Use Permit Application.

ANALYSIS

Subject Property

Paul Horton, on behalf of Indianola Regular Baptist Church, is requesting approval of a Special Use Permit (SUP), that would allow new construction of a 38'x72' (2,736 square foot) building at 1209 W 2nd Avenue. The property currently contains a building constructed in the 1980's and is utilized as a place of worship.

To the north of the property are two properties, one utilized commercially and the other multi-family residential. To the east and south exist grounds owned by the Indianola Community School District (ICSD). To the west exists several properties associated with the Meadows condominium regime. These properties consist of bi-attached residential structures.

The site is accessed from East 2nd Avenue (HWY 92). According to the Iowa Department of Transportation (IDOT), the Annual Average Daily Traffic (AADT) for this portion of HWY 92 is 6,200 as of 2022.

The subject area contains heavy woodlands near the southwest property lines.

Zoning Analysis

The primary façade for the structure is located on the north elevation of the proposed building. The primary façade is required to utilize at least three different class 1 or class 2 materials. The applicant is proposing brick along the primary façade. Two distinctively different color of brick will be provided on the façade, counting as two façade materials necessary for the Class 1 and Class 2 materials. The applicant is also providing limited applications of clear glass along the façade.

The structure will be located south of the existing building and will meet minimum setback requirements for the established zoning. Any new pavement on the site will be paved – no new gravel will be allowed as part of the project.

Future Land Use

According to the "Elevate Indianola" Comprehensive Plan, the future land use of this area is designated as Public/Semi-Public. This land use designation guides for governmental offices, museums and performing arts, libraries and community centers, schools, and institutions, as well as parks, open space, and trails.

The site contains multiple zoning classifications; however, the scope of the project is sited within areas zoned for the A-1 '*Agricultural*' Zoning District.

The proposal requests approval of new construction of a 38'x72' (2,736 square foot) building at 1209 W 2nd Avenue. The applicant has indicated that the use of the structure will be for storage of materials and items associated with the established use on site (place of worship). Storage is proposed to include display equipment, vehicle(s), and seating and tables.

FINDINGS OF FACT

165.02(3)(B)(3)(c)(v), in order to approve a Special Use Permit, the Board shall make the following findings:

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

The applicant has provided a site plan with their application, which shows the existing site features at the property. The site has an established use and building on site, classified as a place of worship.

The primary façade for the structure is located on the north elevation of the proposed building. The primary façade is required to utilize at least three different class 1 or class 2 materials. The applicant is proposing brick along the primary façade. Two distinctively different colors of brick will be provided on the façade, counting as two façade materials necessary for the Class 1 and Class 2 materials. The applicant is also providing limited applications of clear glass along the façade.

The structure will be located south of the existing building and will meet minimum setback requirements for the established zoning. Any new pavement on the site will be paved – no new gravel will be allowed as part of the project.

This criterion is met.

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

The subject area of the site is 7.58-acres in size, The site is of adequate size to accommodate the proposed use and expansion while maintaining zoning code requirements.

This criterion is met.

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

Based on the proposed use and existing uses on the site, staff does not anticipate that the health, safety, and welfare of citizens would be impacted.

This criterion is met.

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

Traffic congestion is not anticipated to increase in correlation to the proposed construction and proposed use of the structure.

This criterion is met.

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

The proposed expansion would not unduly burden public utilities or increase risk to flooding. Utility contacts have reviewed the request, as well as the City Engineer. Additional review is needed by the City Engineer for stormwater management and control, however no concerns for flooding exists. A condition is recommended as it relates to drainage review on site.

This criterion is met.

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

The current use is established on the site. The associated site improvements are compatible with the surrounding neighborhood and characteristics and are not anticipated to diminish or impair established property values or adjoining or surrounding property.

This criterion is met.

7. The issuance of the Special Use Permit will not endanger, jeopardize, or harm the health, safety or welfare of the properties and the community

The proposed expansion and site improvements are not anticipated to harm the health, safety, and welfare of properties or the community.

This criterion is met.

ALTERNATIVES

The City of Indianola Board of Adjustment may consider the following alternatives:

- 1) The City of Indianola Board of Adjustment approves the special use request, as submitted.**
- 2) The City of Indianola Board of Adjustment approved the special use request, with conditions.
- 3) The City of Indianola Board of Adjustment denies the special use request.
- 4) The City of Indianola Board of Adjustment remands the special use request back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Board of Adjustment agenda.

RECOMMENDATION

Staff recommends that the Indianola Board of Adjustment move alternative 1, to approve the Special Use Permit request as submitted.

BOARD OF ADJUSTMENT APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) Regular Baptist Church
(First Name) _____
(Address) 1209 E 2nd Ave
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-961-7089 (Email) Indianola.cb.church@gmail.com

APPLICANT (if not Property Owner)

(Last Name) Horton Robinson Const Inc
(First Name) _____
(Address) 15826 Kennedy
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-202-3867 (Email) paul@hortonrobinson.com

☐ APPEAL

Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$300 per request
- ☐ Written narrative indicating where it is alleged there is error in any order, requirement, decision, or determination made by the Administrative Officer in the enforcement of this Code of Ordinances of Indianola, Iowa.
- ☐ Other Information as required by Director

☒ SPECIAL USE PERMIT

Submittal Requirements:

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

- ☒ Property Address: 1209 E 2nd Ave
- ☒ Completed Application
- ☒ Filing Fee: \$300 per request
- ☒ Site Plan and Elevations as outlined in 165.06
- ☐ Written narrative indicating the special use permit sought and response to the criteria outlined in Section 165.02(3)(B)(3)(c)(v) of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

☐ VARIANCE

Submittal Requirements:

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

- ☐ Property Address: _____
- ☐ Completed Application
- ☐ Filing Fee: \$300 per request
- ☐ Site Plan and Elevations
- ☐ Written narrative indicating justification for proposed variance and response to the criteria outlined in Section 165.02(3)(B)(3)(b) 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 Paul Horton

Name (printed) Paul Horton

Date 2/20/2024

FOR OFFICE USE ONLY:

Code to 45180

Date Received: _____

Receipt No: _____

Receipt Amount: _____

BOA Agenda Date: _____

City of Indianola Board of Adjustment,

This is a written narrative explaining the use of the proposed structure located at Regular Baptist Church, 1209 E 2nd Avenue, Indianola, Iowa. The proposed building is 38' x 72'. This proposed building's purpose is for storage for Regular Baptist Church. Such storage would include church belongings including extra tables, chairs, church vehicle, other common storage materials, and replica of Noah's ark. This display is disassembled and stored for the Iowa State Fair and transported to the fair, where it is assembled and returned once a year.

We are submitting a special-use permit request because it was a City of Indianola requirement.

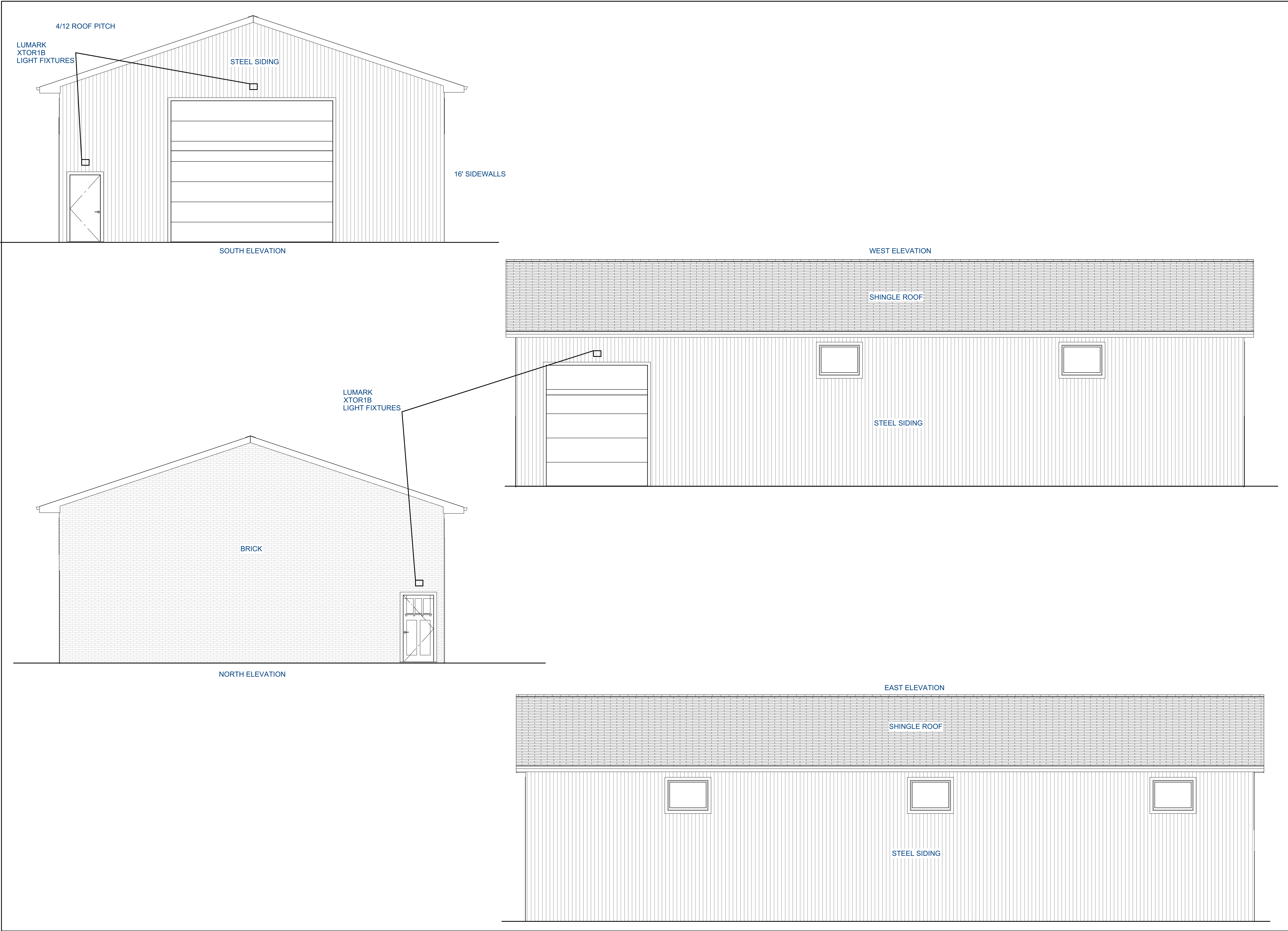
The north elevation of this proposed structure will be 23' tall at the peak. The existing church is 24' tall at the peak.

Thank you for your consideration regarding this matter.

Paul Horton, Horton Robinson Construction Inc.

515-202-3867

paul@hortonrobinsonconstruction.com



2 of 3
SCALE: 1/4" = 1'
HORTON HOME PLANS
PROJECT: 1209 E 2nd Ave Indianola, IA 50125
BUILDER: HORTON-ROBINSON CONSTRUCTION INC. 515-961-0626 INDIANOLA, IA
THIS PLAN IS NOT CERTIFIED BY A STRUCTURAL ENGINEER. IT HAS NO WARRANTY OR REPRESENTATION EITHER EXPRESSED OR IMPLIED TO THE STRUCTURAL PORTION OF THIS DESIGN. FOR QUESTIONS CONCERNING STRUCTURAL QUALITY AND STRENGTH, PLEASE REFER THIS DRAWING TO A STRUCTURAL ENGINEER.
SQUARE FOOTAGE
MAIN FLOOR 2736 SF
DATE: 03-17-2024

HORTON HOME PLANS

PROJECT:
1209 E 2nd Ave
Indianola, IA 50125

BUILDER:
**HORTON-ROBINSON
CONSTRUCTION INC.**
515-961-0626
INDIANOLA, IA

THIS PLAN IS NOT CERTIFIED BY A STRUCTURAL ENGINEER. IT HAS NO WARRANTY OR REPRESENTATION EITHER EXPRESSED OR IMPLIED TO THE STRUCTURAL PORTION OF THIS DESIGN. FOR QUESTIONS CONCERNING STRUCTURAL QUALITY AND STRENGTH, PLEASE REFER THIS DRAWING TO A STRUCTURAL ENGINEER.

SQUARE
FOOTAGE

MAIN FLOOR
2736 SF

DATE: 03-17-2024

CITY OF INDIANOLA, IOWA

BOARD OF ADJUSTMENT

IN THE MATTER OF THE APPLICATION OF:

Paul Horton, on behalf of Indianola Regular Baptist Church, for a special use permit, under the terms of Section 165.02 (3)(B)(3)(c) of the Code of Ordinances of Indianola, Iowa, that would permit a building associated with a place of worship located at 1209 W 2nd Avenue.

FINDINGS OF FACT

The City of Indianola, Iowa Board of Adjustment has reached the following Findings of Fact:

- 1. The property at 1209 W 2nd Avenue is owned by Indianola Regular Baptist Church.*
- 2. The property at 1209 W 2nd Avenue contains multiple zoning districts, including R-2, Single-Family Residential Attached, C-2, Highway Commercial, and A-1, Agricultural/Open Space Zoning District. The scope of the proposal is located within the A-1 Zoning District.*
- 3. Membership or religion organization, social club or lodge, and other place of public assembly such as a place of worship require approval of a Special Use Permit from the Board of Adjustment.*

DECISION

According to Section 165.02 (3)(B)(3)(c) of the Code of Ordinances of Indianola, Iowa to review and consider approval of a Special Use Permit for a Special Use as identified Permitted and Special Uses Table contained in CHAPTER 165.05 of the Zoning Regulations. The following shall be required:

- i. Special Use Permit Application - A site plan (including 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 Special Use Permit Application fee as established by resolution of the City Council.
- ii. Special Use Permit Procedure - The Special Use Permit 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.
- iii. Special Use Permit Review by Board of Adjustment - 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 Board a copy of the Special Use Permit Application along with a written recommendation as to the application's conformity with the rules and regulations of the city.
- iv. The Board shall subsequently hold a duly noticed public hearing as prescribed by their rules of procedures, and the noticing requirements contained herein, and review the Application for conformity with the zoning regulations and standards. The Board may approve, approve with conditions, or deny the Special Use Permit Application.

- v. Findings for Approval - In order to approve a Special Use Permit, the Board shall make the following findings:
 - 1. The proposed use, site improvements, and site plan comply with the minimum requirements of the zoning district in which it is proposed to be located;
 - 2. The property is of adequate size to accommodate the proposed use and site improvements including setbacks, open space, stormwater management, and off-street parking;
 - 3. The proposed use and site improvements will not unduly impact the health, safety, and general welfare of persons residing or working in adjoining property or surrounding area;
 - 4. The proposed use and site improvements shall not unduly increase traffic congestion;
 - 5. The proposed use and site improvements will not unduly burden public utilities or increase risk to flooding;
 - 6. The proposed use and site improvements are compatible with the surrounding neighborhood and shall not diminish or impair established property values in adjoining or surrounding property; and,
 - 7. The issuance of the Special Use Permit will not endanger, jeopardize or harm the health, safety or welfare of the properties and the community.
- vi. Expiration of Special Use Permit Approval - All Special Use Permit approvals shall expire and terminate 24-months after the date of the Board approval unless a building permit has been issued for the construction provided for in the related site plan. In the event the building permit for the construction provided for in the related site plan expires or is canceled, then such site plan approval shall thereupon terminate.

Analysis of Code Criteria

Paul Horton, on behalf of Indianola Regular Baptist Church, is requesting approval of a special use permit to allow for the construction of a 38'x72' (2,736 square foot) building. The structure is proposed for storage of items associated with the place of worship. Storage is proposed to include display equipment, vehicle(s), and seating and tables.

The primary façade for the structure is located on the north elevation of the proposed building. The primary façade is required to utilize at least three different class 1 or class 2 materials. The applicant is proposing brick along the primary façade. Two distinctively different color of brick will be provided on the façade, counting as two façade materials necessary for the Class 1 and Class 2 materials. The applicant is also providing limited applications of clear glass along the façade.

The structure will be located south of the existing building and will meet minimum setback requirements for the established zoning. Any new pavement on the site will be paved – no new gravel will be allowed as part of the project.

The site contains multiple zoning classifications; however, the scope of the project is sited within areas zoned for the A-1 'Agricultural' Zoning District.

ORDER

MOTION:

Move to approve the request from Paul Horton, on behalf of Indianola Regular Baptist Church, for a special use permit, under the terms of Section 165.02 (3)(B)(3)(c) of the Code of Ordinances of Indianola, Iowa, that would permit a building associated with a place of worship located at 1209 W 2nd Avenue, as submitted.

VOTE:(_____ - _____) (_____ - _____)

WHEREFORE, it is ordered that the application from Paul Horton, on behalf of Indianola Regular Baptist Church, for a special use permit, under the terms of Section 165.02 (3)(B)(3)(c) of the Code of Ordinances of Indianola, Iowa, that would permit a building associated with a place of worship located at 1209 W 2nd Avenue, is hereby approved as evidence by the Board's finding that all code criteria have been met as required by the Code of Ordinances of Indianola, Iowa; and

WHEREFORE, any taxpayer, or any officer, department, board or bureau of the City, or any person or persons jointly or severally aggrieved by any decision of the Board may present to a court of record a petition, pursuant to Iowa Code 17A.19, duly verified, setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the court within thirty (30) days after the filing of the decision in the office of the Board.

Ordered this 3rd day of April 2024

Chairperson
Board of Adjustment
City of Indianola, Iowa

FILING DATE:



MEMORANDUM

To: Board of Adjustment
From:
Date: April 3, 2024
Subject: Board of Adjustment Training

Recommendation:

Attachments: None



MEMORANDUM

To: Board of Adjustment

From: Charlie Dissell, Deputy City Manager Development and Operations, Emily Rizvic, Associate Planner

Date: April 3, 2024

Subject: Annual Report

Recommendation: Staff recommends that the Board of Adjustment receive and file.

Attachments: 1. 2023 Annual Report



2023 COMMUNITY DEVELOPMENT ANNUAL REPORT



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DIRECTORS LETTER

2023 was a record year for Indianola's development and growth. For the fourth consecutive year, permit valuations reached new heights, adding over \$43 million in valuation to our community.

That is a testament to the dedication and commitment of our volunteers that sit on our Boards and Commissions, our City Council, key collaborators and economic partners and our staff. This support undeniably led us to the achievements we see today and continue to lead us toward new heights.

This year saw the adoption and implementation of new programs and policies such as the Downtown Façade and Interior Improvement grant, which provided funding assistance to over six property owners. We continue to see an investment in our historic square through revitalization efforts.

The Rental Inspection and Certification Program also continued, phasing in rental housing units within Ward 1 and Ward 3. Nearly 830 rental units were inspected and certified by our inspectors, ensuring that our rental housing is safe for our community.

Our progress on increasing transparency and providing accessible information to the public has increased in bandwidth. The launching of a new interactive map allows for the public to view current development cases throughout the city and understand the proposal scope. In addition, strides were made to improve communication on our website to provide information to assist builders and homeowners with construction projects.

Construction and development processes are now streamlined through an online permitting software, allowing builders to apply for permits from the comfort of their home or

outside of city working hours. This software allows for the applicant to review staff comments as well as the status of the permit at their convenience.

This annual report celebrates Indianola's evolution and innovation throughout 2023, and the level of impact and investment the city has in providing a high quality of life for residents, laborers and children in our community. In 2024, we will preserve and improve upon the quality of life and community pride through the development of a Housing Needs Assessment and Gateway Study, as well as continuing our efforts toward completing the "Elevate Indianola" Comprehensive Plan's Implementation Plan.

Thank you to all of our Boards and Commissions, our City Council, key collaborators and economic partners and staff for their critical efforts in the healthy development of our community.



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

COMMUNITY DEVELOPMENT DEPARTMENT

The department's mission statement is to contribute to public safety and community vitality by ensuring safe, quality structures compliant with code, providing excellent customer service in a timely manner, and being consistent and open to feedback and change. We are sensitive to meeting community needs, treating everyone fairly and equitably, creating a balance of development and hometown feel resulting in our customers being proud to be a part of our city.

The City of Indianola Community Development Department is responsible for a wide range of services regarding the physical development of the city such as new construction and land development. The Department consists of five staff members:

- **Department Director:** Charlie Dissell
- **Administrative Assistant:** Miranda Chadwick
- **Associate Planner:** Emily Rizvić
- **Building Official:** Tim Little
- **Code Enforcement Officer:** Mike Visser

The Administrative Assistant supports every aspect of the work that the Community Development Department does and maintains the interface between the public and the services that the Department provides, including organizing and supporting public meetings and hearings, publishing monthly/quarterly reports and record management.

The Associate Planner is responsible for application intake and pre-screening applications to ensure all submittal requirements are included, responding to planning and zoning inquiries as well as processing and reviewing land use applications.

The Building Official reviews permit applications for new construction, alterations and additions as well as conduct inspections to ensure that the built environment is safe and accessible.

The Code Enforcement Officer inspects rental housing and ensures that properties continue to comply with land use and zoning ordinances, health and housing codes, sign code and uniform building and fire codes to protect public health, safety and welfare within the community.

CITY OF INDIANOLA COMMUNITY DEVELOPMENT DEPARTMENT



MIRANDA CHADWICK
Administrative Assistant



EMILY RIZVIĆ
Associate Planner



TIM LITTLE
Building Official



MIKE VISSER
Code Enforcement
Officer

BOARDS AND COMMISSIONS

The Community Development Department provides staff support to the Planning and Zoning Commission (P&Z), Board of Adjustment (BOA) and Downtown Square Commission (DSC). These Boards and Commissions comprise of volunteers that dedicate their personal time to provide input on policies that shape our government and community.

The Planning and Zoning Commission (P&Z) is responsible for making decisions and recommendations regarding the development of the community. The Commission reviews development cases such as subdivision maps and development plans, annexation requests, rezoning and code-related amendments.

The Board of Adjustment (BOA) is tasked with upholding the integrity of the City of Indianola Zoning Regulations and the “Elevate Indianola” Comprehensive Plan. The Board makes decisions on applications for Special Use Permits and Variances. The Board also hears appeals concerning decisions and interpretations made by Community Development staff.

The Downtown Square Commission (DSC) is trusted with ensuring a vibrant and flourishing downtown center. The Commission reviews Special Event Applications, Right-of-Way Leases and Sidewalk Use Agreements in relation to the Downtown Indianola Square. When funding is available, the Commission serves as a reviewing body for the Downtown Façade and Interior Improvement Grant Program that is provided by the city to downtown properties and businesses.

To learn about opportunities in serving on a Commission or Board, please contact the Community Development Department.

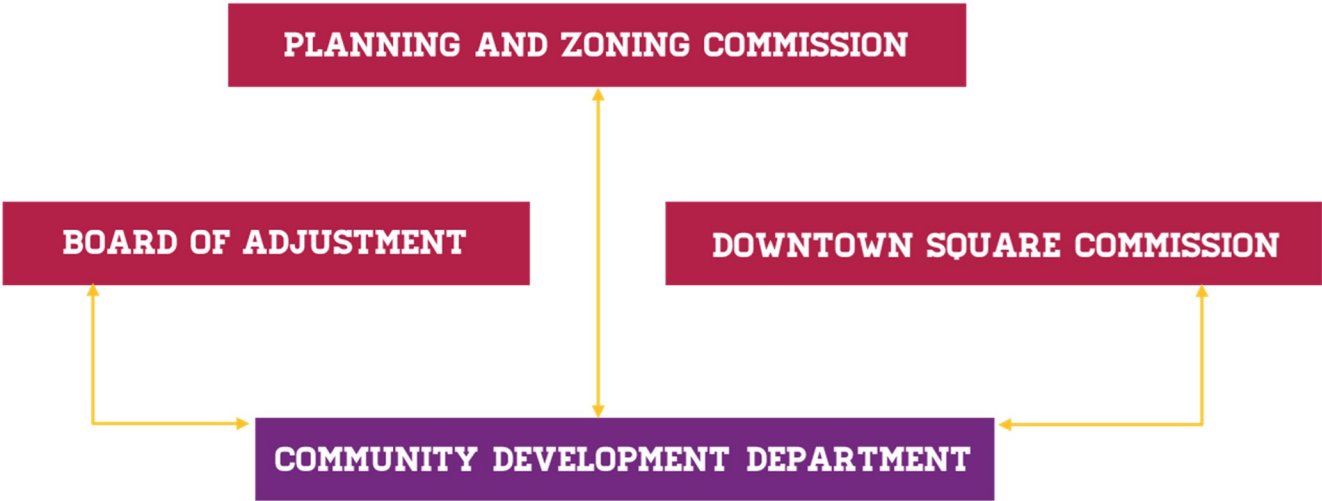


Figure 1.1: Board and Commissions where Community Development staff support is provided.

DEVELOPMENT PROJECT LOCATIONS

2023 was filled with new construction projects and planning projects for the Indianola community. The investment level throughout the city proves to continue a steady tradition of slow and steady sustainable growth patterns.

DESCRIPTIONS

1. IMU Ground Solar Energy System

Indianola Municipal Utilities requests a special use permit and variance application to allow for an electrical power distribution station. The application would allow for 10,464 module solar panels at the property.

2. Medicap Site Plan • 2105 N 3rd Lane

This 2,750-square-foot project proposes a new pharmacy with drive-up services.

3. Champion Xpress Site Plan • 1807 N Jefferson Way

This plan proposes a new 4,350-square-foot carwash facility.

4. Trubank Site Plan • 1401 N Jefferson Way

This 15,050-square-foot building rebuilds a new banking facility for TruBank.

5. Executive Laser Wash Site Plan • 2001 N 4th Street

Site plan approval for a new 9,891-square-foot car wash facility.

6. Multi-Tenant Building Site Plan • 1004 N Jefferson Way

This plan includes a new multi-tenant commercial building to house T-Mobile and 1 additional retail-use.

7. Pipsy's Site Plan • 1010 N Jefferson Way

This site plan proposes an approximate 5,324-square-foot building for a daycare.

8. Charlotte's Kitchen Site Plan • 102 N Jefferson Way

This site plan proposes additional impervious surface at an existing site to allow for a drive-thru restaurant facility.

9. Spirits World Special Use Permit • 410 S Jefferson Way

This special use permit proposes the development of an existing building to allow for a liquor retail store.

10. Indianola Industrial Park Site Plan

This subdivision provides 4 parcels for future industrial development.

11. Sternquist Site Plan • 1601 E Orchard Place

A new 18,000-square-foot industrial building for manufacturing.

12. DeYarman Ford Expansion • 2406 N Jefferson Way

This major site plan proposes additional impervious surface area to expand the current use by providing a Vehicle Display Lot, that will include an Electric Vehicle charging station.

13. Indianola School District Site Plan • 403 S 15th St

This plan includes a new auxiliary building and bus parking south of the Indianola Middle School campus.

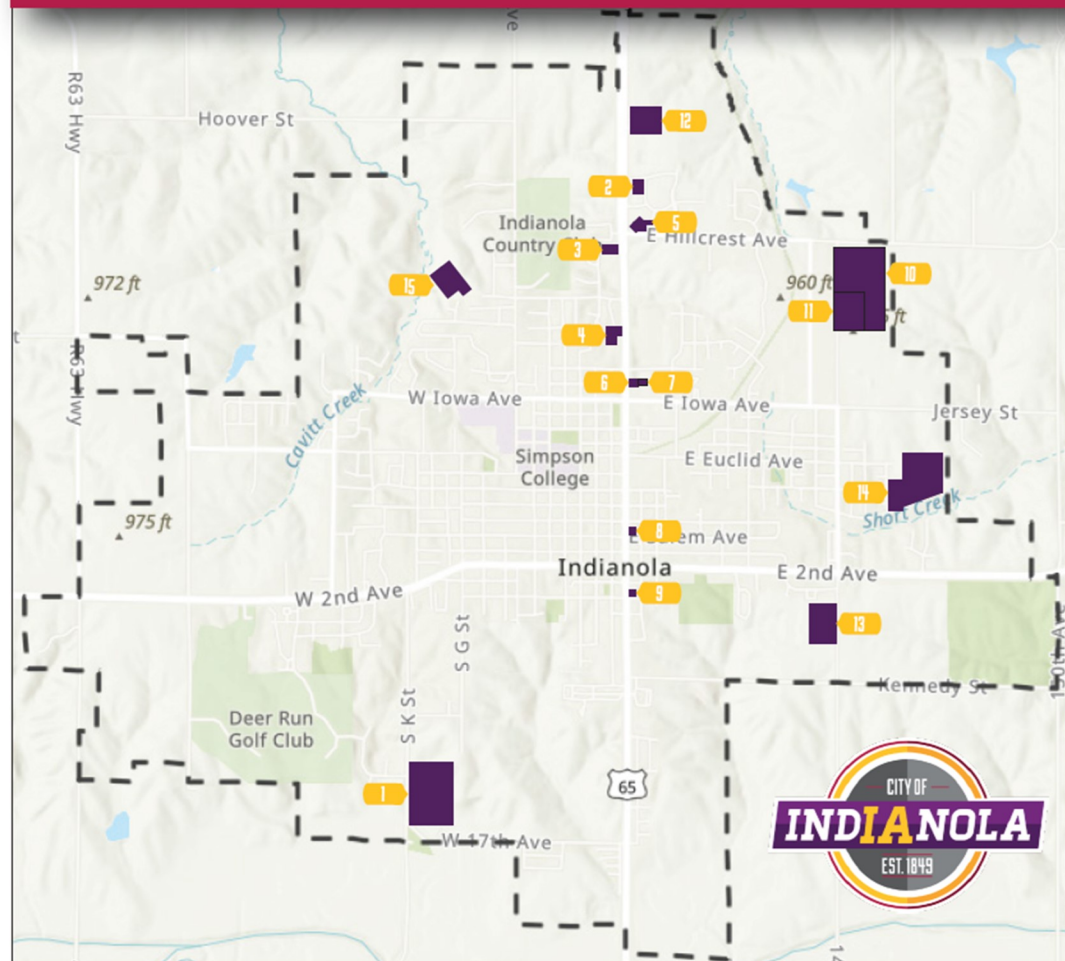
14. Ashton Park Subdivision

This subdivision proposes 76 residential lots.

15. Heritage Hills 12 Subdivision

This residential subdivision proposes 13 residential lots.

2023 DEVELOPMENT PROJECT LOCATIONS



CODE ENFORCEMENT

A total of 318 code enforcement cases were opened for the year, with approximately 330 property maintenance and code violations observed. This number stays similar to the number of code enforcement cases opened for the previous year. Code enforcement complaints are in higher volumes during the warmer seasons (May through August). Approximately 70 were abated by the city.

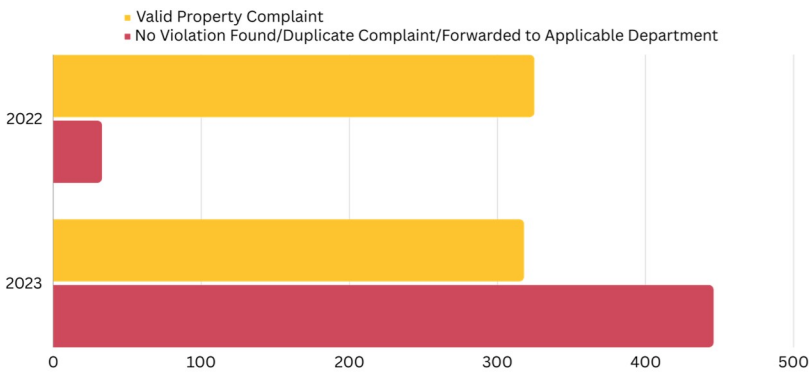
In 2023, staff did see a significant number of invalid cases submitted online throughout the year. This includes complaints that were not within the purview of the Community Development Department or instances where duplicate complaints were submitted when open cases on the area of concern were under review. by staff. Other times, complaints were submitted where upon windshield inspection, no violation was found. Many invalid cases/no violation cases were submitted out of retaliation, in response to original city action on the complainants' properties, including 255 submitted by one complainant. Staff continued to operate in normal condition, investigating each complaint thoroughly and acting where substantiated.

Two appeals were reviewed and adjudicated by the Board of Adjustment regarding code enforcement cases. Please see the Board of Adjustment section of this report for further details.

COMPLAINTS RECEIVED AND FILED BY CITY

The following data shows a comparison between the number of complaints received that were found to be within the Community Development Department's purview and those that were found to be invalid complaints. Invalid complaints include those where jurisdiction is of another department (such as the Indianola Police Department), no violation was found upon windshield inspection or where an active case was already opened.

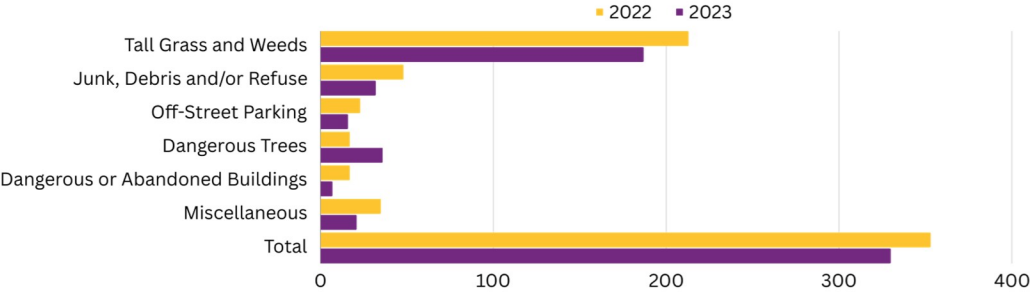
FIGURE 1.2: COMPARISON OF COMPLAINTS RECEIVED (2022-2023)



CODE ENFORCEMENT CASES CATEGORIZED

The following data categorizes the types of code enforcement cases received by staff and compares to the previous year. The most common complaint received by staff is regarding tall grass and weeds.

FIGURE 1.3: CODE ENFORCEMENT CASES BY CATEGORY (2022-2023)



BUILDING PERMITS

Though the overall number of building permits has decreased by 26% since its peak in 2020, the overall value of new construction, remodels, alterations and additions has increased by three quarters. Several new developments are anticipated to increase permitting and valuation in future years. Indianola is positioned for continued growth and a destination for families and visitors.

In addition to new developments on the horizon, there are available lots from development sites since 2018. There are 81 developable lots within the community for new construction.

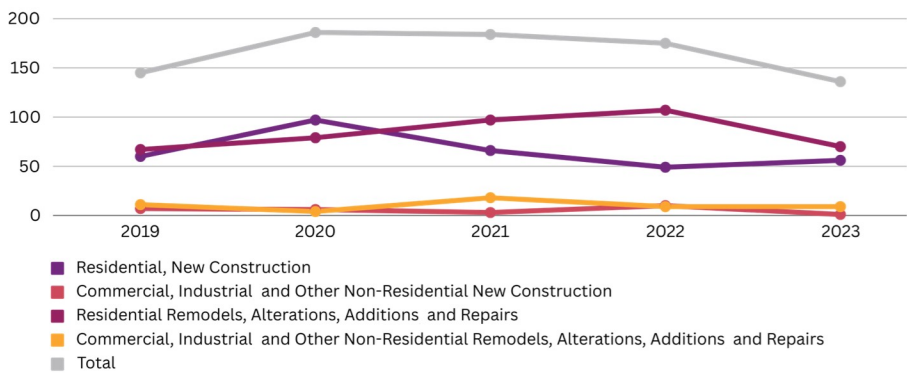
In addition to new construction, 2023 saw 31 sign permit applications, signifying new businesses and places being brought to the community (as well as expansions of existing sites).



BUILDING PERMITS

The following chart shows the total number of building permits submitted, classified by type. A total of 136 building permits were approved in 2023. This count does not include mechanical or plumbing permits.

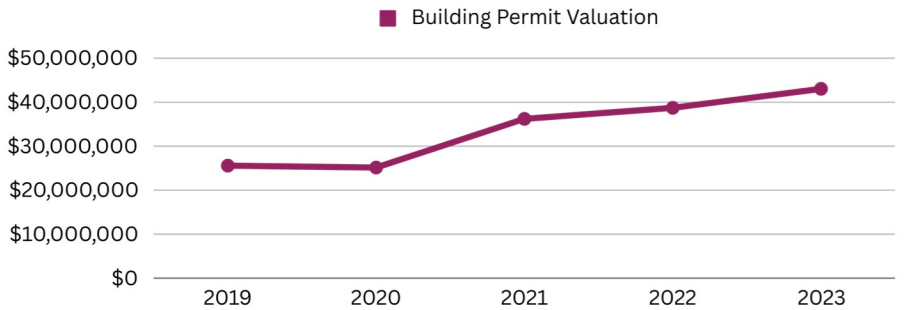
FIGURE 1.4: NUMBER OF BUILDING PERMITS BY TYPE (2019-2023)



TOTAL ADDED VALUATION PER YEAR

The following chart shows the total valuation added each year through building permits.

FIGURE 1.5: BUILDING PERMIT VALUATION (2019-2023)



RENTAL HOUSING

Indianola’s Rental Housing and Certification Program was adopted in 2021 after the city reached a population threshold of 15,000 in 2020. This threshold triggered a requirement of adopting a residential rental housing code to meet state requirements.

Rental properties and non-owner occupied residential units are required to be registered and inspected through the Rental Housing Registration and Certification program. An inspection is generally required every two years.

Rental properties within Indianola started to be phased into the program on July 1, 2022. Rental properties within Ward 1 and Ward 3 have passed their due date to register. Wards 2 and 4 are required to register by June 30, 2024. Rental properties were notified of the requirement through a series of mailings and notices.

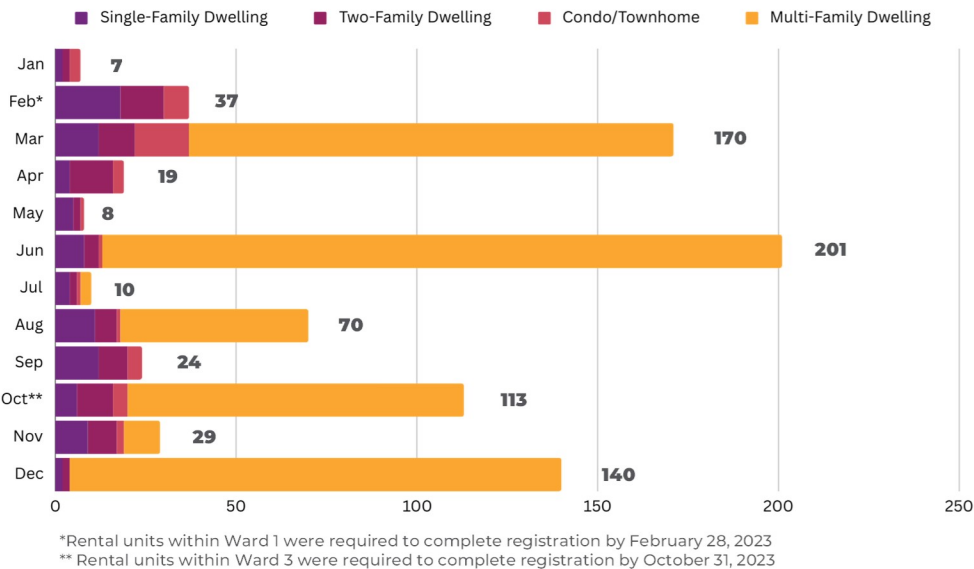
A total of 199 unique properties were registered in 2023 for the program, with 828 housing units being inspected and certified. A total of 2 rental properties were infractioned for failure to obtain certification under the program.



CERTIFICATION OF RENTAL HOUSING PER UNIT IN 2023

The following data shows the number of rental housing units certified under Indianola’s Rental Housing and Certification Program. A total of 828 rental units were certified in 2023 through 199 unique properties.

FIGURE 1.6: NUMBER OF CERTIFIED RENTAL HOUSING UNITS IN 2023 BY MONTH



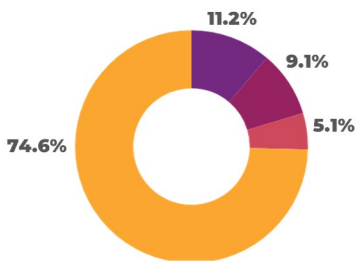
BREAKDOWN OF CERTIFICATION BY HOUSING TYPE

The following data shows the breakdown of rental housing certifications by housing type (i.e., Single-Family Dwelling, Two-Family Dwelling (Duplex), Multi-Family Dwelling (Apartments) and Condominiums/Townhomes).

FIGURE 1.7: PERCENTAGE OF RENTAL HOUSING CERTIFICATIONS

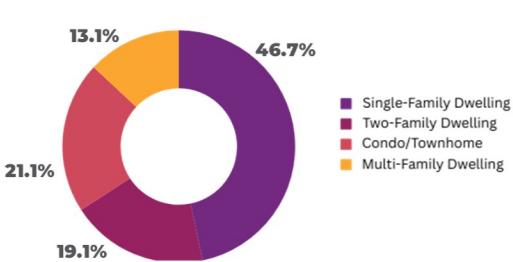
BY UNIT

This shows the total amount of certified rental units.



BY PROPERTY

This shows the amount of certifications by unique properties.



WEBSITE ANALYTICS AND ORGANIZATION

Website analytics for Community Development webpages were first recorded and tracked in March 2023. In this period, the Community Development website gathered over 13,997 page views, with the following top visited pages:

- **Community Development Main Page:** 3.2K
- **Current Development Projects:** 2.6K
- **Planning and Zoning Commission:** 1.4K
- **City Zoning Map:** 916
- **Rental Housing:** 823

5,000 distinct users were recorded on the site with approximately 911 returning users. Most users (1.4K) are located within the City of Indianola at the time of accessing the website. Other users are noted in the Des Moines metro area or other places within the Midwest such as Chicago, Minneapolis and Omaha.

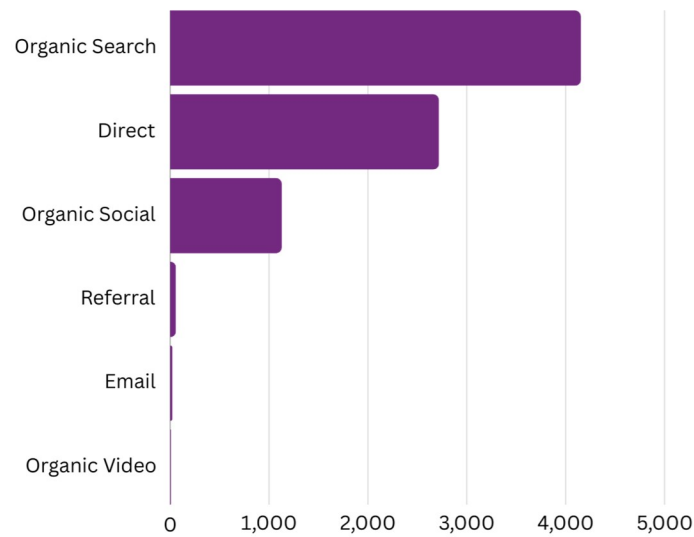
In 2023, the Community Development Department added new webpages available to increase transparency and accessibility of information to the public. This included creating a virtual [Long-Range Planning Library](#) where Comprehensive Plans and Studies are publicly available.

The website also hosts a new [FAQ Building Permit and Inspections Portal](#), where property owners and builders can learn and understand permitting requirements for construction projects.

USER ACQUISITION

The following data shows how users are accessing the website. The most common method is by doing an organic search through a search engine. The second is by direct URL.

FIGURE 1.8: Breakdown of User Acquisition to Community Development Webpages in 2023.

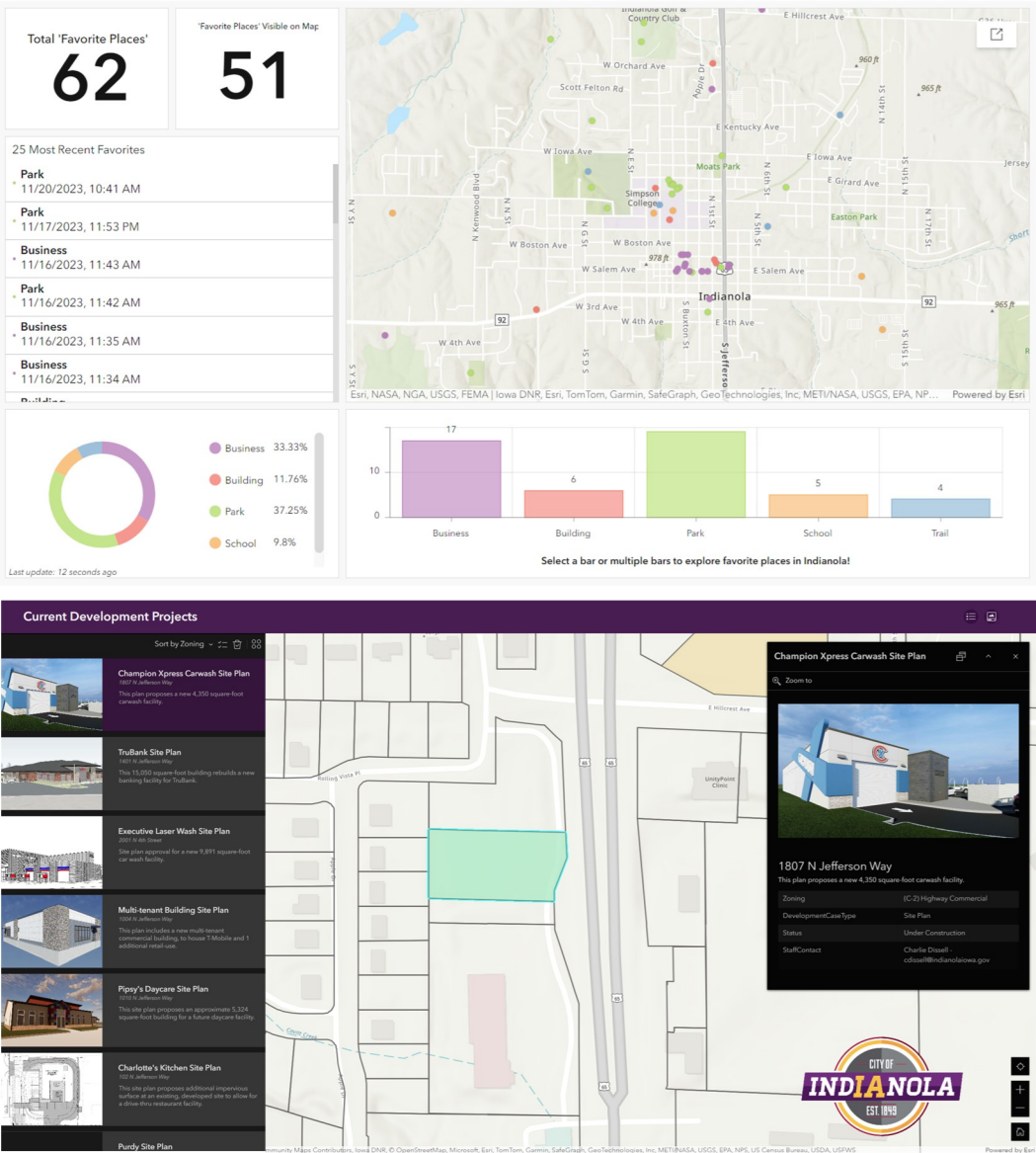


GEOGRAPHIC INFORMATION SYSTEMS (GIS)

In an effort to increase transparency and aid in the understanding and visualization of project proposals that may affect the community, the Department launched a [new interactive web-based application](#) that allows the public to track development proposals. Since launch, the app has generated almost 10,000 views and averages 26 views per day.

The web-based map is built using Esri Experience Builder and allows citizens to view and track the progress of active development cases within the city. The map tool is user-friendly and easy to navigate: It offers detailed information about each project and, where available, includes development renderings and photos. The development cases shown on the map includes land divisions, site plans, variances and special use permit applications. The map does not include short-duration projects, or minor utility/private work performed in the right-of-way.

The City also celebrated GIS Day on November 15, 2023 with an [educational online activity](#) available to the public. The activity walked through users on what GIS is and is used for, as well as its capabilities through a mapping activity. The activity asked residents to map their favorite places within Indianola. These places were then analyzed as users progressed through the application. Sixty-two ‘favorite places’ were recorded on the map, including places such as Buxton Park and the Downtown Indianola Square.



Top: Screen capture of results from the online mapping activity for GIS Day celebrated on November 15, 2023.
Bottom: Screen capture of Current Development Projects map, an interactive web-based application showcasing development proposals within the City of Indianola.

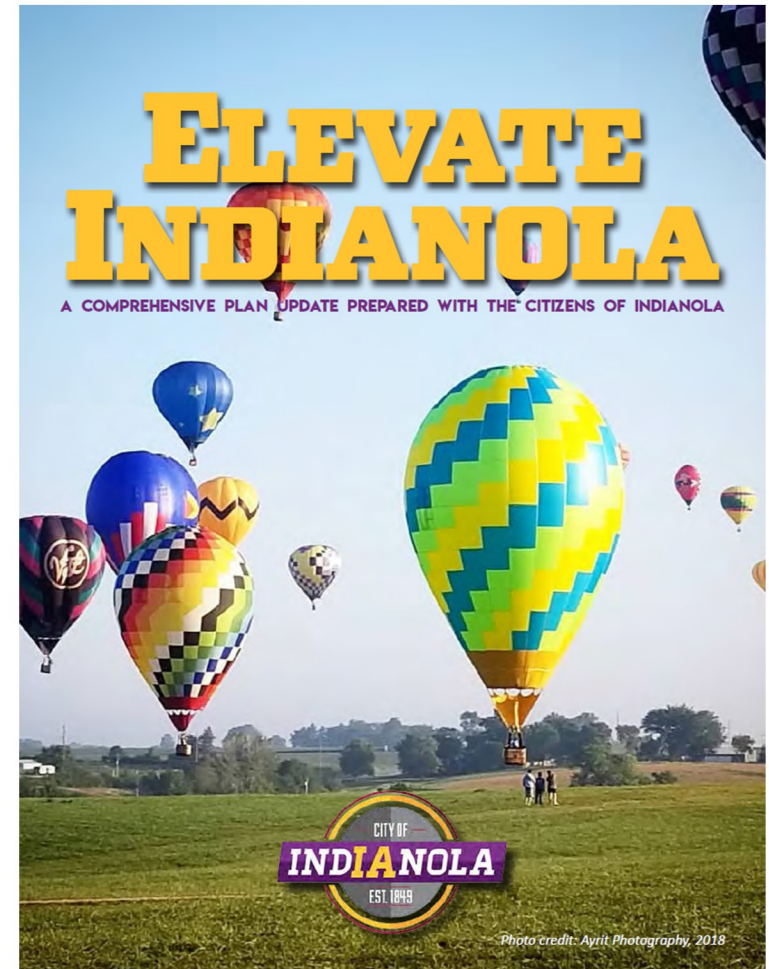
COMP PLAN UPDATE

The comprehensive plan is the community's visual guide to future planning. It includes a long-range planning policy to guide decisions about the development of a community. A comprehensive plan includes a Future Land Use Map (FLUM), which describes the types of uses, intensity and spatial arrangements for areas within the city. These land use designations help us achieve a vision described in the Comprehensive Plan.

An implementation matrix helps cities bring to life the vision outlined in the Comprehensive Plan. This tool allows the city to pursue measurable and strategic actions and policies that help the city and community meet their goals and desired outcomes.

This year, the City of Indianola accomplished the following goal benchmarks:

- **EARLY 2023, THE CITY REINSTATED THE DOWNTOWN FAÇADE AND INTERIOR IMPROVEMENT GRANT PROGRAM TO SUPPORT BUILDING MAINTENANCE, RESTORATION, PRESERVATION, AND REVITALIZATION IN THE DOWNTOWN INDIANOLA SQUARE — ACTION ITEM ED-4-A(III)**
- **IN NOVEMBER 2023, THE CITY APPLIED TO THE COMMUNITY DEVELOPMENT BLOCK GRANT DOWNTOWN REVITALIZATION FUND. THIS PROGRAM WILL PROVIDE AN \$1 MILLION-PLUS INVESTMENT INTO THE DOWNTOWN INDIANOLA SQUARE ON ELIMINATING BLIGHT AND PRESERVING HISTORIC DOWNTOWN BUILDINGS IF AWARDED — ACTION ITEM ED-4-A(II)**
- **HIRE A COMMUNICATIONS AND MARKETING PROFESSIONAL FOR THE CITY — ACTION ITEM CS-2B(IV)**



COMP PLAN UPDATE

The Implementation Matrix provides measurable and strategic actions and policies to help the city and community meet the goals and desired outcomes shown in the Comprehensive Plan. There are 162 tasks within the plan, with nearly half completed or in progress/ongoing.

The Matrix consists of five categories, including Economic Development, Housing and Neighborhoods, Transportation, Community Services and Environment and Sustainability. The

City has made progress in the Economic Development category, through the Downtown Façade and Interior Improvement Grant Program and applying to the Community Development Block Grant (CDBG) Downtown Revitalization Grant (DTR).

COMPLETION BY CATEGORY

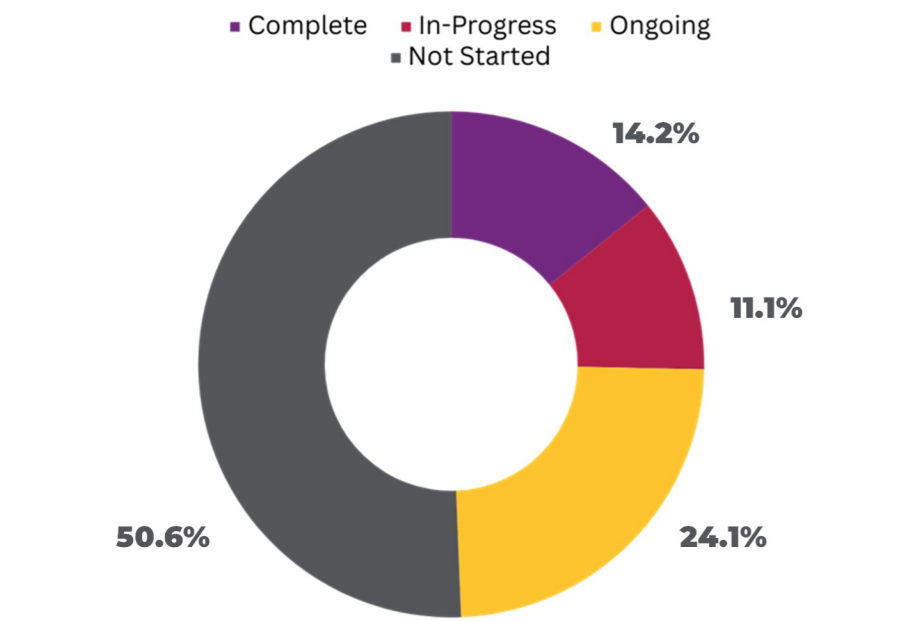
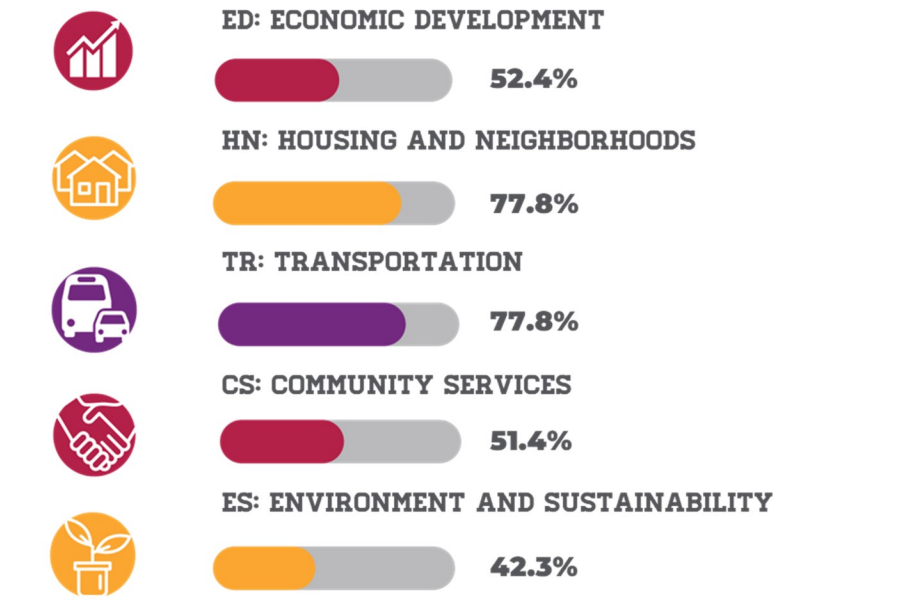
The Implementation Matrix is broken down into five categories: Economic Development, Housing and Neighborhoods, Transportation, Community Services, and Environment and Sustainability. The following shows completion of action items based on category:

IMPLEMENTATION MATRIX COMPLETION STATUS

The following shows the status of completion for the Comprehensive Plan's Implementation Matrix. With 162 tasks, the City has completed or started nearly half of the action items.

FIGURE 1.9: COMPLETION OF IMPLEMENTATION STRATEGIES AND TASKS, BY CATEGORY.

FIGURE 1.10: PERCENTAGE OF COMPLETION OF ALL IMPLEMENTATION STRATEGIES AND TASKS.



COMPREHENSIVE PLAN UPDATES

C	= Complete		= Not Started
IP	= In Progress		= Ongoing

		Status
GOAL ED-1: ATTRACT, RETAIN, AND EXPAND COMMERCIAL AND INDUSTRIAL BUSINESSES.		
ED-1-A: ESTABLISH A BUSINESS-FRIENDLY ENVIRONMENT	Develop new and expand relationships with economic development partners, such as colleges, school districts, non-profits, and lenders to provide resources to support business growth	
	Identify workforce development needs to satisfy market demands	
	Develop financial incentives to support business development	
	Review site development and business licensing procedures to identify opportunities to streamline applications and reduce review timelines	
	Use land use and zoning regulations in a variety of scenarios, including mixed uses and home-based businesses to attract diverse businesses	C
	Maintain use of landscaped buffers between incompatible uses	C
	Develop a code that uses architecture and urban design to establish compatibility between existing and future land uses	C
ED-1-B: PROACTIVELY SEEK NEW BUSINESSES THAT WILL DIVERSIFY AND STRENGTHEN THE ECONOMY	Identify sites suitable for new restaurants and market those sites to restaurateurs	
	Work with the Iowa Economic Development Authority to designate "Certified Sites" which are ready for industrial development	O
	Identify sites suitable for new, licensed, child daycare centers and market those to existing and future providers	
	Establish a business incubator	
	Support development of businesses that relate to the nearby parks, conservation, and recreational resources, such as equipment rental, overnight accommodations, restaurants, convenience stores, transportation services, and tour operators	
GOAL ED-2: ENCOURAGE AND SUPPORT LOCAL BUSINESSES		
ED-2-A: USE CITYWIDE MARKETING TO PROMOTE TOURISM AND LOCAL BUSINESSES	Develop a brand and update the logo for the city	
	Use the brand and logo in marketing (e.g., signage, maps, website, social media, individual business marketing etc.)	
	Use public relations to generate interest in downtown (e.g. Interesting facts, business owner profiles, historical anniversaries, etc.)	
	Establish a Convention & Visitors Bureau and hire a Tourism Director	
	Use existing services (e.g. Travel Iowa, Google Maps) to promote local businesses and special events	

COMPREHENSIVE PLAN UPDATES

C	= Complete		= Not Started
IP	= In Progress		= Ongoing

			Status
GOAL ED-2: ENCOURAGE AND SUPPORT LOCAL BUSINESSES (CONTINUED)			
ED-2-C: REVIEW ZONING CODES TO MAKE SURE THAT THEY ARE UP-TO-DATE WITH CURRENT DEVELOPMENT BEST PRACTICES	Develop architectural standards to improve building appearance		O
	Incorporate more landscaping and streetscaping standards to improve views from roadway and walkability of neighborhoods		O
GOAL ED-3: MAKE THE DOWNTOWN SQUARE A VIBRANT AND ACTIVE RETAIL NODE			
ED-3-A: PROACTIVELY SEEK NEW BUSINESSES THAT WILL DIVERSIFY AND STRENGTHEN THE ECONOMY	Create a customized brand and logo specifically for the downtown square, but which relates to the city logo		C
	Explore shared marketing campaigns, including print, radio, and social media		
	Market the downtown square in special events throughout the city		O
	Establish a standard of cross-promotion		
	Install public art (e.g., murals, sculptures, interactive exhibits, selfie stations, etc.) to support the brand and establish a unique sense of place		IP
ED-3-B: DEVELOP THE DOWNTOWN STREETSCAPE DESCRIBED IN THE CITY SQUARE MASTER PLAN	Implement a customized wayfinding system that includes signage from Highway 92 and Highway 65		IP
	Explore unique design elements for the wayfinding system that could include archway/gateway elements		IP
	Implement a phased approach to extend the common design elements of the streetscape into other areas of the downtown		
	Pursue the grant funding opportunities to finance the streetscape enhancement project		IP
	Allow for outdoor dining and limited outdoor sales		C
ED-3-C: USE SPECIAL EVENTS TO DRAW PEOPLE TO THE SQUARE	Use North Howard Street as a community gathering space in conjunction with the new Justice Center		O
	Establish an event committee for keeping the square programmed throughout the year		O
	Create a new signature event in downtown		C
	Support businesses ability to host experiential events to draw customers		O
ED-3-D: SUPPORT AN ONGOING DOWNTOWN BUSINESS ASSOCIATION	Meet on a monthly basis		O
	Establish an email distribution list for businesses and support organizations, including a city representative		O
	Offer regular tours of each business		
	Develop goals and action plans for the Downtown Square Business Association		

COMPREHENSIVE PLAN UPDATES

C	= Complete		= Not Started
IP	= In Progress		= Ongoing

			Status
GOAL ED-4: ENHANCE AND STABILIZE THE HISTORICAL VALUE OF THE DOWNTOWN SQUARE AND HISTORIC BUILDINGS CITYWIDE			
ED-4-A: OFFER PROGRAMS FOR BUILDING MAINTENANCE, RESTORATION, PRESERVATION, AND REVITALIZATION	Apply for a Community Catalyst Building Remediation Grant to spur further development		O
	Consider applying for a CDBG Downtown Revitalization Fund grant from the Iowa Economic Development Authority for historically sensitive façade improvements		C
	Reinstate the former Façade Grant program, possibly modifying program parameters to meet current needs, including business signage		C
	Research minimum maintenance agreements to assist with deferred maintenance issues		
	Establish design and landscaping standards to create a desired transition in aesthetic between the Downtown Square and surrounding area		
GOAL HN-1: PROVIDE A VARIETY OF ATTRACTIVE HOUSING OPTIONS FOR RESIDENTS, ACCOMODATING ALL INCOME LEVELS AND IN ALL STAGES OF LIFE			
HN-1-A: INCREASE THE AVAILABILITY OF HOUSING TARGETED TOWARD HOUSEHOLDS EARNING MORE THAN THE CITY'S MEDIAN INCOME	Maintain and promote tax abatement for new housing		O
	Maintain and promote tax abatement for renovations and upgrades to housing		O
	Reevaluate housing needs to determine if the tax abatement programs continue to be justified in their current form		IP
HN-1-B: ENSURE THAT HOUSING STOCK IS SAFE AND ATTRACTIVE	Establish property maintenance standards that address safety, maintenance, parking, and aesthetics		O
	Develop a policy for identification, notification, and required compliance timeline for properties that are in violation		O
	Consider a forgivable loan program for safety and repair of exterior elements that could compromise the health and well-being of the occupants, such as roofs, windows, and doors		
	Partner with nonprofit agencies to provide residential clean up, maintenance, and repair services		
	Develop an official neighborhood association program in which residents can organize and be recognized by the City as representatives for their neighborhoods		
	Create a neighborhood improvement mini-grant program for neighborhood associations to be awarded funds for beautification and improvement projects on public property		
	Establish building and site design criteria for multifamily development and major modifications to existing developments		C
	Adopt a City Housing Code in compliance with Section 364.17 of the Iowa Code once the city reaches a population of 15,000, as determined by the decennial census		C

COMPREHENSIVE PLAN UPDATES

C	= Complete	■	= Not Started
IP	= In Progress	O	= Ongoing

		Status
GOAL HN-1: PROVIDE A VARIETY OF ATTRACTIVE HOUSING OPTIONS FOR RESIDENTS, ACCOMODATING ALL INCOME LEVELS AND IN ALL STAGES OF LIFE (CONTINUED)		
HN-1-C: EXPAND THE VARIETY OF HOUSING TYPES	Create a mixed use zoning district for the area surrounding downtown and for neighborhoods (Neighborhood Mixed Use) that allows for a combination of residential and limited office or limited retail uses	C
	Create a mixed use zoning district for transportation nodes and corridors (Community Mixed Use) that allows for medium/high density residential, office, and commercial use	C
	Amend the zoning code to allow for accessory dwelling units in existing neighborhoods and new developments	C
	Amend the zoning code to allow for smaller lot sizes and smaller setbacks	C
	Amend the zoning and subdivision regulations to allow for cluster development techniques, particularly for the purpose of preservation of natural areas, provision of parks or open space, or urban agricultural uses	IP
	Evaluate the potential of tiny housing and various cooperative housing models	IP
	Promote mixed-density housing developments	O
GOAL TR-1: ENABLE ALL AGES AND ABILITIES TO MOVE ABOUT THE CIY WITHOUT THEIR OWN VEHICLE		
TR-1-A: DEVELOP A NON-MOTORIZED CONNECTIVITY FOR TRANSPORTATION PURPOSES	Adopt a complete streets policy	■
	Develop trails that separate bicyclists and pedestrians from the roadway and connect trip ends to commercial, residential, educational, and recreational destinations	O
	Develop codes or policies that provide end of trip bicycle facilities, such as bicycle parking in compliance with guidelines provided by the Association of Pedestrian and Bicycle Professionals	■
	Evaluate the need for sidewalks and crosswalks where currently lacking and in new developments	O
	Prepare a bicycle and pedestrian master plan covering engineering, education, enforcement, encouragement, equity, and evaluation of the system	■
TR-1-B: SUPPORT MOTORIZED TRAVEL WITHOUT INDIVIDUAL MOTORIZED VEHICLE OWNERSHIP	Create a city licensing system to enable transportation network companies to provide on-call transportation services	■
	Revise the zoning code to establish licensing requirements and specify parking areas for car-share programs	■
	Advertise the option of DART's RideShare Vanpooling program and provide a park and ride location	■
	Coordinate with DART to extend the Heart of Iowa Regional Transit Agency (HIRTA) operating hours to include the evenings and weekend	■
	Coordinate with DART to evaluate the potential of bus service to Des Moines	■

COMPREHENSIVE PLAN UPDATES

C	= Complete		= Not Started
IP	= In Progress		= Ongoing

			Status
GOAL TR-2: CONTINUE TO EXPAND AND IMPROVE THE STREET NETWORK TO IMPROVE TRANSPORTATION SAFETY, EFFICIENCY, EQUITABLE MOBILITY, AND ESTABLISH COMMUNITY CHARACTER			
TR-2-A: EVALUATE EXISTING ROADWAYS AND MAKE NECESSARY IMPROVEMENTS	Create a pavement management plan to guide road repairs		C
	Create a detailed transportation system master plan		
	Identify problematic areas and necessary improvements		O
	Continue coordination with the Iowa DOT on signal operation		O
	Evaluate the sidewalk network for gaps and the need for improved crossings, with focus on areas near schools and community services		O
	Evaluate the bicycle network for gaps, with focus on connections to commercial, residential, educational, and recreational destinations and recommended improvements		O
	Consider Intelligent Transportation Systems (ITS) to improve the network transportation network		
	Reevaluate the city's road classifications		O
TR-2-B: PROMOTE DEVELOPMENT OF A GRID STREET NETWORK	Extend streets into priority growth areas while maintaining a grid pattern		O
	Prioritize the extension of Hoover Street between Country Club Road and US Highway 65/69		IP
	Require all streets in new subdivisions to be connected whenever feasible		O
	Adopt access management plans for the existing and future arterial streets to maintain the capacity of those streets		
	Prioritize the development of access management plans for East Hillcrest Avenue and Hoover Street		IP
	Manage access to Highway 92 and 65/69 for new development and redevelopment		O
	Establish a policy to identify when there should be a city contribution to road improvements or new road construction that is necessary to support new development, rather than being completely funded by the developer		
TR-2-C: USE THE STREET DESIGN TO ESTABLISH A CHARACTER FOR THE CITY AND NEIGHBORHOODS	Bury utilities with all new development and with redevelopment whenever possible		O
	Revise the street tree ordinance, including tree planting guidelines, to improve aesthetics while ensuring that street trees will not interfere with utilities, sidewalks, or the adjacent roadway		IP
	Plant street trees adjacent to all publicly-owned properties whenever possible		
	Adopt a zoning overlay to establish the parkway design guidelines		
	Develop and use Complete Streets and traffic calming policies and design guidelines for new streets and rehabilitation of existing streets		

COMPREHENSIVE PLAN UPDATES

C	= Complete	■	= Not Started
IP	= In Progress	O	= Ongoing

			Status
GOAL CS-1: PROVIDE HIGH QUALITY EDUCATION AT ALL LEVELS FOR ALL MEMBERS OF THE COMMUNITY			
CS-1-A: ENSURE THAT HIGH SCHOOL STUDENTS ARE PREPARED FOR COLLEGE, POST-SECONDARY TRAINING, OR THE WORKFORCE	Maintain AP course offerings, concurrent credit courses, and partnership with the DMACC Career Academy		
	Increase career technical education course opportunities and partnerships such as registered apprenticeships and school-to-work programs		
CS-1-B: ENRICH THE WORKFORCE	Increase and promote a diversity of trainings, classes, and certifications		
	Offer mentoring programs for personal and professional development		
	Support business associations and networking programs, including city representatives on committees		
CS-1-C: PROMOTE AND ACCOMMODATE LIFELONG LEARNING	Allow businesses to incorporate on-site child care		C
	Consider pre-school programming through the City		
	Provide retirement age and senior classes		O
GOAL CS-2: CONTINUALLY AIM TO IMPROVE PUBLIC COMMUNITY SERVICES			
CS-2-A: IMPROVE AND EXPAND LOCAL LIBRARY FACILITIES AND OPERATIONS	Expand library spaces to accommodate entrepreneurship and small business work space/programming		
	Develop a plan for future expansion of library facilities		IP
	Dedicate annual funding to the enhancement of library services, media, and technology		
CS-2-B: MAINTAIN A HIGH LEVEL OF COMMUNICATION WITH THE COMMUNITY	Provide proactive and transparent communication, easy-to-access information and materials about government activities and policies		O
	Strengthen communication with underserved groups		
	Craft communication materials to promote existing services		O
	Hire a communications and marketing professional for the City		C
CS-2-C: ENSURE THAT THE HEALTH NEEDS, BOTH PHYSICAL AND MENTAL, OF ALL RESIDENTS ARE BEING MET	Provide common medical services locally		

COMPREHENSIVE PLAN UPDATES

C	= Complete	■	= Not Started
IP	= In Progress	O	= Ongoing

			Status
GOAL CS-2: CONTINUALLY AIM TO IMPROVE PUBLIC COMMUNITY SERVICES (CONTINUED)			
CS-2-D: ENSURE THAT PUBLIC UTILITIES ARE SUFFICIENT TO SERVE EXISTING AND FUTURE NEEDS	Conduct a potable water service infrastructure study to determine where to invest in upgrades to facilitate growth and redevelopment		
	Follow through with the development of the Water Resource Recovery Facility		C
	Complete a feasibility study of the South Plant service area, including adjoining growth areas, to address capacity issues in the system		C
	Maintain the inflow and infiltration policy		O
	Maintain the Collection Systems Maintenance Policy		O
	Complete a hydraulic analysis and feasibility study for all sanitary service areas in the city at least every five years		
	Continue to build and expand the Fiber Optic System		O
	Prepare for the Stormwater Utility Audit		C
	Explore the best practices of refuse, recycling, and lawn waste collection, including the location of the City's brush facility		
GOAL CS-3: PROVIDE HIGH QUALITY PARKS AND RECREATION AMENITIES FOR ALL RESIDENTS OF ALL AGES AND ABILITIES			
CS-3-A: MAINTAIN AND IMPROVE EXISTING PARK AMENITIES AND ADD AMENITIES TO NEW PARKS	Adopt a citywide Park System Master Plan to direct active and passive recreation facilities and programs		IP
	Dedicate annual funding in the Capital Improvement Plan		O
	Inspect grounds, facilities, and equipment to ensure compliance with safety standards		
	Add at least 1 splash pad/wading pool by 2025		
	Add at least 1 enclosed shelter for year-round rentals by 2030		
CS-3-B: CONNECT THE EXISTING AND FUTURE PARK SYSTEM WITH RECREATIONAL TRAILS	Apply for trail grants on an annual basis		
	Require dedication of recreational trail easements concurrent with plat approvals by 2021		IP
	Continue to refer to the 2008 Trails Master Plan for trail design details		O
CS-3-C: PROVIDE PARK SPACE AT A RATE OF 16 ACRES PER 1,000 POPULATION AND LOCATED WITHIN A 1/2 MILE WALK OF EVERY RESIDENT	Modify the parkland dedication ordinance to include maintenance of 16 parkland acres / 1,000 population; minimum acreage, location, and accommodation of amenities; and mechanisms for dedication in lieu of land by 2023		IP
	Develop parks concurrent with new residential development to meet level of service needs		IP

COMPREHENSIVE PLAN UPDATES

C	= Complete		= Not Started
IP	= In Progress		= Ongoing

			Status
GOAL ES-1: PROMOTE THE USE OF RENEWABLE ENERGY SOURCES			
ES-1-A: REDUCE GREENHOUSE GAS EMISSIONS	Conduct an energy audit of all public buildings to identify areas for improvement		
	Create a city-wide climate action plan		
	Promote biking, walking and transit for transportation purposes		
	Incorporate electric vehicles and/or those powered by other renewable energy sources into the City's vehicle fleet		
ES-1-B: PROMOTE RENEWABLE ENERGY PRODUCTION SUCH AS SMALL SCALE WIND AND SOLAR	Promote the small scale wind energy code		
	Amend the zoning code to allow solar panels		C
	Incorporate renewable energy technologies in public projects		
	Create programs to improve energy efficiency and promote use of renewable energy sources		
GOAL ES-2: PROMOTE SUSTAINABLE BUILDING DEVELOPMENT AND GREEN INFRASTRUCTURE			
ES-2-A: PROMOTE SUSTAINABLE DEVELOPMENT PRACTICES	Develop a list of environmentally sustainable practices and resource tools for implementation (e.g. bioswales/rain gardens, native plantings, recycled/repurposed or renewable building materials, rainwater harvesting, gray water systems, renewable energy production, permeable pavers, etc.)		
	Provide education for city staff, elected officials, developers, and property owners on the benefits and resources for sustainable development		
	Integrate environmental sustainability elements in all public projects and strive for LEED certification		
	Create a fast-track review process for private projects incorporating environmentally sustainable elements		
	Develop an incentive program for private projects to incorporate sustainable development practices and to obtain LEED certification		
	Develop a rain barrel program		
GOAL ES-3: PRESERVE AND RESTORE NATURAL RESOURCES AND WILDLIFE HABITATS			
ES-3-A: PROTECT WETLANDS, PRAIRIES, STREAM CORRIDORS, AND OTHER WILDLIFE HABITAT	Create a natural resource zoning district to establish protection measures		
	Acquire environmentally sensitive land for protection		
	Enter into conservation easement agreements with private land owners		
	Foster community connection, access and awareness of natural resources through wildlife parks, trails, and programs		
	Develop watershed management plans and best practices		

COMPREHENSIVE PLAN UPDATES

C	= Complete	■	= Not Started
IP	= In Progress	O	= Ongoing

		Status
GOAL ES-3: PRESERVE AND RESTORE NATURAL RESOURCES AND WILDLIFE HABITATS (CONTINUED)		
ES-3-B: Expand urban tree canopy	Establish an annual tree-planting program for public and private properties	
	Adopt a tree preservation ordinance	C
	Establish minimum landscaping standards for new developments	C
ES-3-C: Discourage sprawled urban development of open space and agricultural land	Provide incentives for redevelopment (using existing buildings) and infill over greenfield development	
	Create a transfer of development rights program	
	Reevaluate the Annexation Moratorium Agreement with City of Des Moines and Warren County in 2025	
GOAL ES-4: REDUCE THE NEGATIVE EFFECTS OF HAZARDS AND IMPROVE THE RESPONSE AND RECOVERY TIME OF HAZARDS		
ES-4-A: Reduce the extent of property losses on properties with current and future development and reduce the likelihood of personal injury or loss of life	Ensure that public infrastructure and critical assets are protected from hazards	
	Use the most effective approaches to protect buildings from flooding, including acquisition or relocation where warranted	
	Use the most effective approaches to protect buildings from other hazards using both structural and non-structural methods	
	Ensure that building codes protect against fire, severe storms, and other hazards	O
	Use zoning and building codes to regulate the nature of development in hazard-prone areas	O
	Educate the public on self-protection measures for their properties and their personal safety	
	Ensure that emergency shelters are well-equipped and available for all residents in need	O
ES-4-B: Improve public response to hazards and make recovery easier	Enhance the continuity of government during and after storms by prioritizing the recovery of governmental buildings and essential services	IP
	Enhance cross-agency and intra- and inter- county communications	IP
	Review and then either continue, enhance, or establish mutual aid agreements, training, and exercises	IP
	Ensure proper and adequate equipment for first responders	O
	Continue to participate in the Warren County Hazard Mitigation Plan updates	O

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PLANNING AND ZONING COMMISSION



COMMISSION MEMBERS

The Planning and Zoning Commission consists of up to nine seated members.

To learn about opportunities in serving on the Commission, please contact the Community Development Department.



RESPONSIBILITIES

The Commission is responsible for providing recommendations to the City Council regarding land use and development cases.

This includes rezonings, site plans, subdivision plats, and zoning code amendments.



MEETINGS

The Commission meets twice a month. Meetings are livestreamed on the City of Indianola's YouTube Channel and can be accessed at any time.

Watch online: [youtube.com/CityofIndianolaIowa](https://www.youtube.com/CityofIndianolaIowa)



PLANNING AND ZONING COMMISSION

Over 40 development cases were reviewed by staff and the Planning and Zoning Commission. Plat of Survey applications were the most common application type for the year, many being located outside of city jurisdiction in Warren County, but within the two-mile jurisdictional boundary. Land division applications in 2023 were temporarily held on a moratorium, as the county developed a new land use plan and zoning ordinance. Notable cases received and reviewed include:

- **EMERALD BAY PLANNED UNIT DEVELOPMENT**
- **DEER RUN PLANNED UNIT DEVELOPMENT**
- **KENTUCKY RIDGE PLANNED UNIT DEVELOPMENT**
- **WESLEYLIFE VILLAGE PLANNED UNIT DEVELOPMENT**
- **PIPSY’S DAYCARE SITE PLAN**
- **DEYARMAN FORD EXPANSION SITE PLAN**
- **STERNQUIST SITE PLAN**

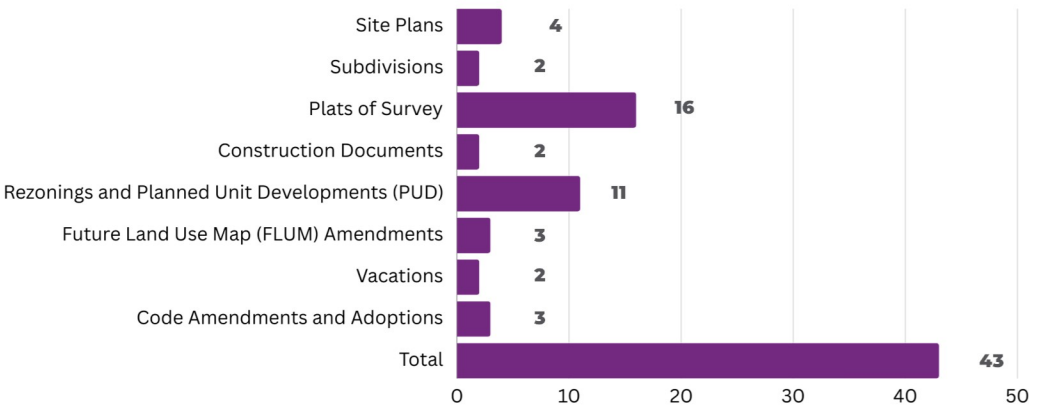
In addition to development cases, the Planning and Zoning Commission reviewed multiple administrative and policy guidelines and code amendments, including the [6th Street Sub-Area Plan](#), zoning code updates to the sign code and commercial vehicle parking in residential neighborhoods.

In 2024, look out for a Housing Study and Needs Assessment, a Gateway Improvement Study and future updates to the zoning code — including the land division code.

OVERVIEW OF PLANNING AND DEVELOPMENT CASES

The following data shows the number of Planning and Development cases, by type, in 2023. Plat of Surveys were the most common case submitted in the year, many being out of City jurisdiction. A total of 43 cases were reviewed.

FIGURE 2.1: BREAKDOWN OF DEVELOPMENT CASES IN 2023, BY TYPE.



PLANNING AND ZONING COMMISSION

P	= Present
AE	= Absence—Excused
UE	= Absence—Unexcused

2023 OVERVIEW

The Planning and Zoning Commission met a total of 14 times in 2023. The commission welcomed four new P&Z members: Carrie Woerdeman, Mellisa Sones, Jake Vice and Justin Noethe. Welcome to P&Z and thank you for your time in volunteering!

THANK YOU FOR YOUR SERVICE!

Your involvement as an active Commission member helps to shape the future of our city. The role of a Commission member plays a pivotal role in advising on key issues, influencing policy decisions, and making a positive impact on our community's direction.

Thank you for your voluntary service on the City of Indianola Planning and Zoning Commission!

- **JOSH RABE (2014)**
- **BOB ORMSBY (2018)**
- **MELLISA SONES (2023)**

Thank you for thinking Indianola first by serving to make an impact in our community!

	1/10	1/24	2/28	3/14	3/28	4/11	5/09	5/23	7/25	8/22	9/26	10/10	11/14	12/12
Cortney Marmon	P	P	P	P	P	P	P	P	P	AE	P	P	P	
Excused Absences: 1											Attendance 92%			
Sarah Ritchie	AE	P	P	P	P	P	P	AE	AE	P	P	AE	AE	
Excused Absences: 5											Attendance 62%			
Al Farris	P	P	AE	P	P	P	P	P	P	P	P	P	P	
Excused Absences: 1											Attendance 92%			
Misty Darling	P	P	P	P	AE	AE	AE	P	AE	P	P	P	P	
Excused Absences: 4											Attendance 70%			
Lin Stecker	P	P	P	AE	AE	P	AE	P	P	P	AE	P	P	
Excused Absences: 4											Attendance 70%			
Carrie Woerdeman	*	*	P	P	P	P	AE	P	P	P	AE	AE	P	
Excused Absences: 3											Attendance 72%			
Mellisa Sones*	*	*	*	*	*	*	*	*	P	P	P	P	*	
Excused Absences: 0											Attendance 100%			
Jake Vice	*	*	*	*	*	*	*	*	P	P	P	AE	P	
Excused Absences: 1											Attendance 80%			
Justin Noethe	*	*	*	*	*	*	*	*	*	*	*	P	P	
Excused Absences: 0											Attendance 100%			
Josh Rabe*	P	AE	AE	P	P	P	*	*	*	*	*	*	*	
Excused Absences: 2											Attendance 66%			
Bob Ormsby*	P	P	P	P	AE	P	P	AE	*	*	*	*	*	
Excused Absences: 2											Attendance 75%			

*Indicates that the Commission member was not seated into the position at the time of the meeting.

PLANNING AND ZONING COMMISSION

A	= Approve	AWC	= Approve with Conditions
D	= Deny	WA	= Waive Authority

2023 P&Z AGENDA ITEMS		Staff Recommendation	P&Z Recommendation	Council Action
SITE PLANS				
RES No. #2023-022	Pipsy's Daycare Site Plan	AWC	AWC	AWC
-	Many Hands for Haiti Minor Site Plan	A	-	-
RES No. #2023-180	DeYarman Ford Site Plan	AWC	AWC	AWC
RES No. #2023-243	Sternquist Site Plan	AWC	AWC	AWC
SUBDIVISIONS				
RES No. #2023-088	Laura's Timber Ridge Subdivision	A	A	A
RES No. #2023-236	Indianola Industrial Park 3	A	A	A
PLATS OF SURVEY				
RES No. #2023-040	Schletzbaum Plat of Survey #1	WA	WA	WA
RES No. #2023-041	Schletzbaum Plat of Survey #2	WA	WA	WA
RES No. #2023-042	Schletzbaum Plat of Survey #3	WA	WA	WA
RES No. #2023-043	Schletzbaum Plat of Survey #4	WA	WA	WA
RES No. #2023-045	TS Investments Plat of Survey	A	A	A
RES No. #2023-060	Westbrook Plat of Survey	WA	WA	WA
RES No. #2023-071	Warren County Plat of Survey	A	A	A
RES No. #2023-110	Higgins Plat of Survey	WA	WA	WA
RES No. #2023-116	Henry Plat of Survey	A	A	A
-	Reynolds-Yoder Plat of Survey	D	A	D
RES No. #2023-130	Deer Run Plat of Survey	A	A	A
RES No. #2023-129	Inception Group Plat of Survey	A	A	A
RES No. #2023-179	Sanford Plat of Survey	A	AWC	AWC
RES No. #2023-177	Walters Plat of Survey	WA	WA	WA
RES No. #2023-197	Phillips Plat of Survey	WA	WA	WA
RES No. #2023-242	Wilkens-Andrus Plat of Survey	A	A	A

Continued on the next page.

PLANNING AND ZONING COMMISSION

A	= Approve	AWC	= Approve with Conditions
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2023 P&Z AGENDA ITEMS		Staff Recommendation	P&Z Recommendation	Council Action
CONSTRUCTION DOCUMENTS				
-	Indianola Industrial Park 3	A	-	-
-	Indianola Mixed Use Ditch Improvements	A	-	-
REZONING AND PLANNED UNIT DEVELOPMENT (PUD)				
ORD No. #1704	Niccum Rezoning from C-2 to R-2	A	A	A
RES No. #2023-008	Deer Run PUD Modification	A	A	A
ORD No. #1706	Warren County Historical Society Rezoning from R-1 to C-2	A	A	A
ORD No. #1707	Missouri Valley PUD	A	A	A
ORD No. #1709	WesleyLife Village PUD	A	A	A
RES No. #2023-127	Summercrest PUD Modification	A	A	A
ORD No. #1719	Sanford Rezoning from A-1 to R-1	A	AWC	AWC
-	Emerald Bay PUD	AWC	AWC	-
-	Deer Run PUD	AWC	AWC	-
-	Kentucky Ridge PUD	AWC	AWC	-
-	6th Street Sub-Area Rezoning	A	A	-
FUTURE LAND USE MAP (FLUM) AMENDMENTS				
RES No. #2023-009	6th Street Sub-Area Plan	A	A	-
-	Emerald Bay FLUM Amendment	A	A	-
-	Deer Run FLUM Amendment	A	A	-
VACATIONS				
RES No. #2023-230	Wickett Vacation	A	A	A
RES No. #2023-201	East Boston ROW Vacation	A	A	A
CODE AMENDMENTS AND ADOPTIONS				
RES No. #2023-009	Comprehensive Plan Amendment for 6th Street Sub-Area Plan	A	A	A
ORD No. #1701	Indianola Sign Code	A	A	A
-	Commercial Parking in Residential Zoning Districts	A	A	A
				TOTAL: 43

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BOARD OF ADJUSTMENT



BOARD MEMBERS

The Board of Adjustment consists of up to five seated members.

To learn about opportunities in serving on the Board, please contact the Community Development Department.



RESPONSIBILITIES

The Board is responsible for upholding the integrity of the City of Indianola Zoning Regulations and the “Elevate Indianola” Comprehensive Plan.

The Board does this through hearing variance and special use permit requests, as well as hearing appeals to staff decisions.



MEETINGS

The Board meets once a month. Meetings are livestreamed on the City of Indianola’s YouTube Channel and can be accessed at any time.

Watch online: [youtube.com/CityofIndianolaIowa](https://www.youtube.com/CityofIndianolaIowa)



BOARD OF ADJUSTMENT

The Board of Adjustment saw 15 cases in 2023 — 10 of which were variances to the zoning code and three special use permit applications. Notable cases received and reviewed include the following:

- **INDIANOLA MUNICIPAL UTILITIES SPECIAL USE PERMIT APPLICATION FOR THE DEVELOPMENT OF A LARGE-SCALE SOLAR ARRAY SYSTEM.**
- **AULAKH SPECIAL USE PERMIT APPLICATION FOR LIQUOR RETAIL SALES**

In addition to these development cases, the Board also heard two appeal cases. These appeal cases were regarding violation determinations made by Community Development staff:

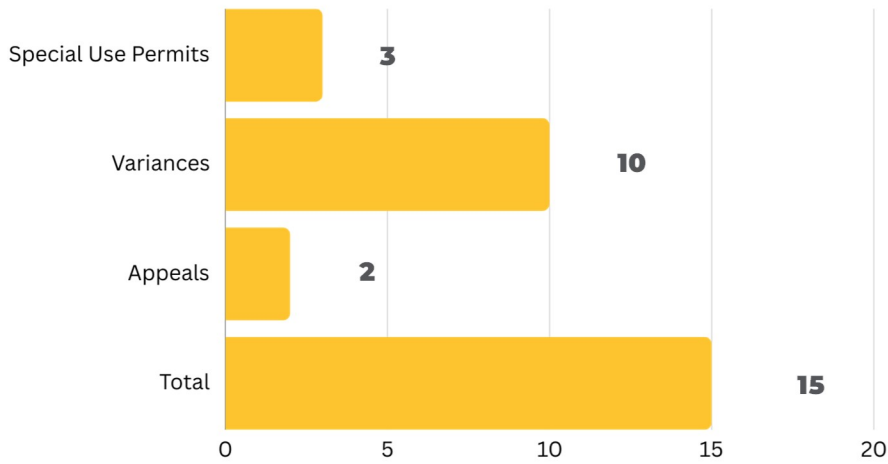
- **APPEAL REGARDING REQUIRED FIRE AND BUILDING CODE SAFETY REQUIREMENTS FOR RESIDENTIAL TENANT UNITS. THE BOARD OF ADJUSTMENT STAYED STAFF DECISION.**
- **APPEAL REGARDING VIOLATION DETERMINATION ON VACANT PROPERTY SOUTH OF TOWN. THE BOARD OF ADJUSTMENT STAYED STAFF DECISION.**

In these appeal cases, the Board of Adjustment decided to stay staff interpretation, or the case was withdrawn by the applicant.

OVERVIEW OF BOARD OF ADJUSTMENT CASES

The following shows the number of Board of Adjustment cases, by type, in 2023. A total of 15 cases were reviewed by the Board.

FIGURE 3.1: BREAKDOWN OF BOARD OF ADJUSTMENT CASES IN 2023 BY TYPE.



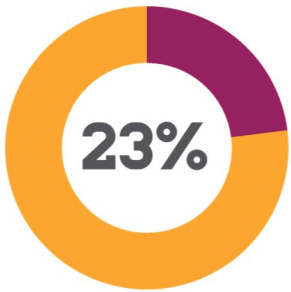
BOARD OF ADJUSTMENT ACTIONS

In three separate occasions, the Board of Adjustment voted in contrast to staff recommendation. These cases consisted of requests for a variance.

FIGURE 3.2: PERCENTAGE OF DEVELOPMENT CASES WHERE BOARD VOTED IN CONTRAST TO STAFF RECOMMENDATION

23% OF DEVELOPMENT CASES WERE VOTED IN CONTRAST TO STAFF RECOMMENDATION

Cases included requests for oversized accessory structures and accessory structures to be placed and located within the front yard area.



BOARD OF ADJUSTMENT

2023 OVERVIEW

The Board of Adjustment met a total of eight times in 2023. The board welcomed one new BOA member: Deidre Hoover. Welcome to the Board of Adjustment and thank you for your time in volunteering!

THANK YOU FOR YOUR SERVICE!

Your involvement as an active Board member helps to shape the future of our city. The role of a Board member plays a pivotal role in advising on key issues, influencing policy decisions and making a positive impact on our community's direction.

Thank you for your voluntary service on the City of Indianola Board of Adjustment!

► BILL METTEE (2019)

Thank you for thinking Indianola first by serving to make an impact in our community!

P	= Present
AE	= Absence—Excused
UE	= Absence—Unexcused

	1/4	2/1	4/5	5/3	6/7	7/5	8/2	9/6
Rene Soldwisch	P	AE	P	P	P	P	AE	P
Excused Absences: 1						Attendance 75%		
Amy Mitchell	P	P	AE	P	P	P	P	AE
Excused Absences: 5						Attendance 75%		
Jane Whalen	P	P	P	P	AE	P	P	P
Excused Absences: 1						Attendance 87%		
Lee Bash	P	P	P	P	P	AE	P	P
Excused Absences: 4						Attendance 87%		
Bill Mettee	P	P	*	*	*	*	*	*
Excused Absences: 0						Attendance 100%		
Deidre Hoover	*	*	*	*	*	*	*	*
Excused Absences: 0						Attendance N/A		

*Indicates that the Board member was not seated into the position at the time of the meeting.

BOARD OF ADJUSTMENT

A	= Approve	AWC	= Approve with Conditions
D	= Deny	S	= Stayed Staff Decision

2023 BOA AGENDA ITEMS		Staff Recommendation	BOA Action
SPECIAL USE PERMITS			
	Brown Special Use Permit for Ground Mounted Solar Array System	A	A
	Indianola Municipal Utilities (IMU) Special Use Permit for Large Scale Ground Mounted Solar Energy System	AWC	AWC
	Aulakh Special Use Permit for Liquor Store	AWC	AWC
VARIANCES			
	Brown Variance for Ground Mounted Solar Array System Location	A	A
	Huston Variance for Rear-yard Setback	A	A
	McKelvey Variance for Oversized Accessory Structure on Vacant Lot	D	D
	McKelvey Variance for Accessory Structure on Vacant Lot	D	D
	Robinson Variance for Gravel Driveway	D	D
	Horstman-Rosenberger Variance for Oversized Accessory Structure	D	A
	Horstman-Rosenberger Variance for Accessory Structure in Front Yard	AWC	AWC
	Da Costa Variance to Minimum Driveway Separation Requirements	A	A
	Schulte-Fox Variance for an Oversized Accessory Structure	D	A
	Schulte-Fox Variance for an Accessory Structure in Front Yard	D	AWC
APPEALS			
CASE #2023-6	Smothers Appeal on Violation Determination	-	S
CASE #2023-11	McKelvey Appeal on Zoning and Violation Determination	-	*
		TOTAL: 15	

*Applicant withdrew application.

DOWNTOWN SQUARE COMMISSION



COMMISSION MEMBERS

The Downtown Square Commission consists of up to nine seated members.

To learn about opportunities in serving on the Commission, please contact the Community Development Department.



RESPONSIBILITIES

The Commission is responsible for providing recommendations to the City Council regarding events and the use of Indianola's Downtown Square.

This includes sidewalk use agreements, right-of-way leases and special event applications.



MEETINGS

The Commission meets once a month. Meetings are livestreamed on the City of Indianola's YouTube Channel and can be accessed at any time.

Watch online: [youtube.com/CityofIndianolaIowa](https://www.youtube.com/CityofIndianolaIowa)



DOWNTOWN SQUARE COMMISSION

It's happening in the Square! The Downtown Square Commission reviewed nine Special Event Applications, attracting community members and tourism to the City center. In addition, big strides were made to revitalizing the Square. Take a look back at all that was accomplished in 2023:

- **REINSTATEMENT OF THE DOWNTOWN FAÇADE AND INTERIOR IMPROVEMENT PROGRAM**

This program allowed property owners and businesses to apply for up to \$25,000 in grant funding, with the goal of maintaining, preserving, or improving aesthetics downtown. The program works to build a destination where local businesses can thrive and people of all backgrounds can connect, create and celebrate.

- **APPROVAL OF THE DOWNTOWN SQUARE DESIGN GUIDELINES**
- **DOWNTOWN SQUARE RECONSTRUCTION PROJECT NEARING COMPLETION.**

Phase 8/9 (north and south alleyways) of the Downtown Square Reconstruction Project finished in September 2023. The last remaining Phases 5 and 6 (east and west alleyways) are anticipated to be finished in 2024.

- **APPLICATION TO THE DOWNTOWN REVITALIZATION PROGRAM (CDBG)**

The City of Indianola has engaged the Des Moines Area Metropolitan Planning Organization (MPO) and Curtis Architecture and Design P.C for a project seeking funding under the Community Development Block Grant (CDBG) Program. This project will rehabilitate facades within the Downtown Square and revitalize downtown buildings, if awarded.

In 2024, watch out for the completion of the Downtown Square Reconstruction Project, including the east and west alleyways, updates regarding the City's application to the DTR CDBG Grant, and the Main Street Iowa Program!



Top: Preliminary design rendering for 126 North Howard Street, as part of the DTR CDBG Application
Bottom: Lighting being installed at 216 West Salem Avenue (Bob's Custom Trophies), as part of a grant awarded to renovate the existing storefront

DOWNTOWN SQUARE COMMISSION

P	= Present
AE	= Absence—Excused
UE	= Absence—Unexcused

2023 OVERVIEW

The Downtown Square Commission met a total of 8 times in 2023. The commission welcomed one new commission member, Leslie Held. Welcome to the Downtown Square Commission and thank you for your time in volunteering!

THANK YOU FOR YOUR SERVICE!

Your involvement as an active Commission member helps to shape the future of our city. The role of a Commission member plays a pivotal role in advising on key issues, influencing policy decisions and making a positive impact on our community's direction.

Thank you for your voluntary service on the City of Indianola Downtown Square Commission!

- **ERICA ROBERTS (2022)**
- **KAMIE HAYNES (2022)**
- **ERIN FREEBURG (2022)**

Thank you for thinking Indianola first by serving to make an impact in our community!

	1/17	2/21	3/21	4/18	5/16	6/20	8/15	11/28	
Amanda Ripperger	P	P	P	P	P	P	P		
Excused Absences: 0						Attendance 100%			
Tim Bryan	AE	AE	AE	P	P	P	AE		
Excused Absences: 1						Attendance 0%			
Leslie Held	*	*	P	P	AE	AE	P		
Excused Absences: 2						Attendance 0%			
Jaime Parrott	AE	P	P	P	P	P	P	P	
Excused Absences: 1						Attendance 87%			
Marvin Gribbins	P	P	AE	P	P	P	AE		
Excused Absences: 2						Attendance 75%			
Doug Gaumer	AE	P	P	P	P	AE	P		
Excused Absences: 2						Attendance 75%			
Erin Freeburg*	P	P	AE	AE	AE	AE	*	*	
Excused Absences: 4						Attendance 33%			
Kamie Haynes*	P	P	P	P	P	P	*	*	
Excused Absences: 0						Attendance 100%			
Rob Keller	P	P	P	P	P	AE	P		
Excused Absences: 1						Attendance 87%			
Erica Roberts*	P	P	AE	*	*	*	*	*	
Excused Absences: 0						Attendance N/A			

*Indicates that the Commission member was not seated into the position at the time of the meeting.

DOWNTOWN SQUARE COMMISSION

A = Approve **AWC** = Approve with Conditions
D = Deny

2023 DSC AGENDA ITEMS		Staff Recommendation	DSC Recommendation	Council Action
SIDEWALK USE AGREEMENTS				
	Copper and Fringe Temporary Sidewalk Sign	A	A	A
	Brickhouse Tavern Temporary Sidewalk Signs and Outdoor Seating Area	A	A	A
	Willowmoon Apothecary Temporary Sidewalk Sign	A	A	A
	Adorn Temporary Sidewalk Sign	A	A	A
	Feed and Foster Temporary Sidewalk Sign	A	A	A
	Tiny Tots and Teens Temporary Sidewalk Sign	A	A	A
	West Hill Brewery Temporary Sidewalk Sign	A	A	A
	Pageturners Temporary Sidewalk Sign	A	A	A
RIGHT-OF-WAY LEASE				
RES No. #2023-064	Brickhouse Tavern Streetery	A	A	A
RES No. #2023-065	The Local Vine Streetery	A	A	A
SPECIAL EVENT APPLICATIONS				
	American Legion's 'Veterans Day Parade'	A	A	A
	Indianola Hometown Pride's 'Hometown Pride Parade'	A	A	A
	Indianola Chamber of Commerce 'Chamber Concert Series'	A	A	A
	Indianola Downtown Merchants 'Ridiculous Days'	A	A	A
	Warren County Historical Society's Annual Log Cabin Festival Parade	A	A	A
	Indianola Parks and Recreation's Annual Children's Costume Party	A	A	A
	West Hill Brewing Companies' Oktoberfest	A	A	A
	Indianola Downtown Merchants 'Wine, Witches, and Brews'	A	A	A
	Indianola Downtown Merchants 'Home for the Holidays'	A	A	A
CODE AMENDMENTS AND ADOPTIONS				
ORD No. #1713	Sidewalk Use Regulations	A	A	A
ORD No. #1715	Snow Emergency Regulations in the Downtown Square	A	A	A
RES No. #2023-015	Downtown Square Design Guidelines	A	A	A
				TOTAL: 21



COMMUNITY DEVELOPMENT CONTACT INFO

 110 N 1st Street, Indianola, IA 50125

 comdev@indianolaiowa.gov

 515-961-9430

 www.indianolaiowa.gov/community-development





MEMORANDUM

To: Board of Adjustment

From:

Date: April 3, 2024

Subject: Introduction to Planning and Zoning Training - Iowa State University Extension and Outreach

Recommendation:

Attachments: None