



## **PLANNING AND ZONING COMMISSION MEETING**

June 11, 2024

6:00 PM

City Council Chambers

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Approval**
  - A. Approval of the June 11, 2024 agenda.
- 4. Minutes Approval**
  - A. Approval of the May 28, 2024 meeting minutes.
- 5. Public Comment**
- 6. Old Business**
- 7. New Business**
  - A. Consider the request from Phil Steger for recommendation of approval of a preliminary plat for Quail Meadows Plat 5.
  - B. Consider recommendation on a major site plan application for Summercrest Plaza at 302 North Trail Ridge Avenue
  - C. Consider vacation request from Scott Bachof for an alley located west of a residence located at 705 North Howard Street and located in Block 27 of College Addition.
  - D. Consider vacation request from the City of Indianola for vacation of an alley located south and west of the Indianola Public Library located at 207 North B Street and located in Block 6 of the Original Town Plat of Indianola.
  - E. Consider request to amend Chapter 165, regarding construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses.
- 8. Comments**
  - A. Building Permit Report
  - B. Current Projects
- 9. Adjourn**



## PLANNING AND ZONING COMMISSION MEETING

May 28, 2024

6:00 PM

City Council Chambers

Minutes

### 1. Call to Order

The meeting was called to order at 6:02 PM

### 2. Roll Call

Commission members present: Cortney Marmon, Sarah Ritchie, Carrie Woerdeman, Lin Stecker, Justin Noethe, Al Farris.

### 3. Agenda Approval

A. Approval for the May 28th agenda.

Ritchie made a motion to approve the agenda.

Vice seconded the motion.

Motion was passed.

### 4. Minutes Approval

A. Approval of the meeting minutes from April 23rd, 2024.

Farris made a motion to approve the meeting minutes.

Ritchie seconded the motion.

Motion was passed.

### 5. Public Comment

### 6. Old Business

### 7. New Business

A. Consider Recommendation on Amendment to Section 165.06, Zoning Regulations: Site Plan Regulations and Procedures of the Code of Ordinances of Indianola, Iowa.

Shires presented. Farris had questions about the background of the proposed code.

Farris made a motion to approve the agenda item.

Woerdeman seconded the motion.

The motion was passed.

B. Consider Recommendation on Amendment to Section 165.09, Zoning Regulations: Building Design Standards of the Code of Ordinances of Indianola, Iowa.

Ritchie made a motion to approve the agenda item.

Vice seconded the motion.

The motion was passed.

- C. Consider Recommendation on Amendment to the Subdivision Regulations of Chapter 170 of the Code of Ordinances of Indianola, Iowa.

Farris inquired about the Planning Commission reviews regarding signage requirements for notices.

Farris inquired about the importance of preliminary plats versus final plats.

Dissell explained using Quail Meadows as an example.

Woerdeman made a motion to approve the agenda item.

Ritchie seconded the motion.

The motion was passed.

- D. Consider Recommendation on Additions of Chapter 171, Parkland Dedication, to the Code of Ordinances of Indianola, Iowa.

Farris made a motion to approve the agenda item.

Vice seconded the motion.

The motion was passed.

- E. Consider Recommendation on Addition of Chapter 172, Stream Buffer Protection, to the Code of Ordinances of Indianola, Iowa.

Vice made a motion to approve the agenda item.

Ritchie seconded the motion.

The motion was passed.

## **8. Comments**

- A. Building Permit Report
- B. Current Projects

## **9. Adjourn**

Ritchie made a motion to adjourn.

Vice seconded the motion.

The meeting was adjourned at 7:13.



# MEMORANDUM

**To:** Planning and Zoning Commission

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

**Date:** June 11, 2024

**Subject:** Consider the request from Phil Steger for recommendation of approval of a preliminary plat for Quail Meadows Plat 5.

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**Recommendation:** Staff recommends that the Indianola Planning and Zoning Commission move alternative 2, that the request be approved with the following conditions:  
1. All comments provided by staff, in the review comment letter dated May 30, 2024, must be addressed prior to recordation of the plat.

|                     |    |                                |
|---------------------|----|--------------------------------|
| <b>Attachments:</b> | 1. | Staff Report                   |
|                     | 2. | Application                    |
|                     | 3. | Preliminary Plat               |
|                     | 4. | Waiver Requests                |
|                     | 5. | May 30, 2024 - Review Comments |



## COMMUNITY DEVELOPMENT

110 N. First Street, Indianola IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
(515) 961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

# STAFF REPORT

## PLANNING AND ZONING COMMISSION

**Date of Meeting:** June 11, 2024

**Agenda Item:** 7.A Consider the request from Phil Steger for recommendation of approval of a preliminary plat for Quail Meadows Plat 5.

**Application Type:** Preliminary Plat

**Applicant/Property Owner:** Phil Steger (Steger Construction Inc.)

**Property Address/Parcel:** Parcel #486/0704-5000

**Current Zoning:** R-2 '*Single-Family Residential Detached*' Zoning District

### Application Summary

Phil Steger is requesting preliminary plat approval for Quail Meadows Plat 5. The preliminary plat shows a total of fifteen (15) residential lots.

## AERIAL MAP



## APPLICABLE CODE SECTIONS

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

### 170.05 PRELIMINARY PLATTING PROCEDURE

1. The owner or developer of any tract of land to be subdivided shall cause a preliminary plat to be prepared, a plat of the subdivision containing the information specified herein and shall file twelve (12) copies and an electronic copy with the Clerk
2. Preliminary plats shall be filed with the Clerk at least fifteen (15) days prior to scheduled Commission meetings. Adjoining property owners shall be notified of preliminary plats by first class mail at least ten (10) days prior to Commission meetings.
3. The Clerk shall immediately transmit three (3) copies of the preliminary plat to the Commission for study and recommendation.
4. The commission shall examine the plat as to its compliance with this chapter and the comprehensive plan of the City and shall have thirty (30) days to submit a recommendation to the Council provided that the owner or developer may agree to an extension of time not to exceed sixty (60) days. A copy of the recommendation shall be forwarded to the owner or developer.
5. The Council, upon receipt of the Commission's recommendation, or after thirty (30) days, or any extension thereof shall have passed, shall by resolution grant approval or reject the preliminary plat. If the preliminary plat is rejected, the Council will advise the owner or developer of any changes which are desired or should have consideration before approval will be given. Upon making such changes, the developer may resubmit the preliminary plat for approval by the Commission and the Council. Approval of the preliminary plat by the Council shall constitute approval to proceed with the preparation of the final plat but shall not be deemed approval of the subdivision.

### 170.09 PRELIMINARY PLAT REQUIREMENTS

The preliminary plat shall contain the following information:

1. A location map showing:
  - A. The subdivision name
  - B. An outline of the area to be subdivided
  - C. The existing streets and public or community utilities, if any, on adjoining property
  - D. North point and scale
2. A preliminary plat of the subdivision drawn to scale of fifty (50) feet to one (1) inch, provided that if the resulting drawing would be over thirty-six (36) inches in its shortest dimension, a scale of one hundred (100) feet to one (1) inch may be used, said preliminary plat to show:
  - A. The legal description, acreage, and the name of the proposed subdivision

**Agenda Item: 7.A Consider the request from Phil Steger for recommendation of approval of a preliminary plat for Quail Meadows Plat 5.**

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

**170.11 DESIGN STANDARDS – STREETS**

- 1. General Considerations that must comply with the current Iowa Statewide Urban Design Standards for Public Improvements (“SUDAS”).
  - A. The street and alley layout shall provide access to all lots and parcels of land within the subdivision.
  - B. Street jogs of less than 150 feet shall be avoided.
  - C. Cul-de-sacs shall not exceed 700 feet in length.
  - D. New subdivisions shall make provisions for continuation and extension of thoroughfares and collector streets and roads.
  - E. No dead-end streets will be permitted except at subdivision boundaries and in no event shall any dead-end street be in excess of 500 feet.
  - F. Thoroughfare and collector streets in a subdivision shall extend through to the boundaries thereof, unless a terminal point within the subdivision is shown in the master street plan.
  - G. Alleys shall be discouraged in residential areas but shall be provided in commercial and industrial areas unless other suitable public or private access to loading and service areas is provided.
  - H. Intersection of road centerlines shall be between 80 degrees and 100 degrees.
  - I. Intersection of more than two streets at a point shall not be permitted.
  - J. Where parkways or special types of streets are proposed, the Commission may apply special standards for the design of such parkways or streets.
  - K. Proposed streets that are extensions of or in alignment with existing streets shall bear the name of the existing street. Names of new streets shall avoid duplication of or similarity to existing names of streets, or public and semi-public buildings and areas.
  - L. Streets, avenues, places, and courts shall be named in the following manner:

| General Direction | Long Streets | Short Streets |
|-------------------|--------------|---------------|
| North and South   | Streets      | Courts        |
| East and West     | Avenues      | Places        |
| Diagonal          | Roads        | Ways          |
| Curving           | Drives       | Lanes         |

- 2. Minimum rights-of-way shall be provided as follows:
  - A. Thoroughfares - 100 feet. In addition, access spacing on thoroughfares is as follows: (i) intersection spacing – 600 foot minimum; (ii) entrance spacing – 300 foot minimum; (iii) separation of entrance from intersection – 150 foot minimum.
  - B. Residential collector streets - 70 feet.
  - C. Commercial collector streets - 80 feet.
  - D. Residential streets - 60 feet.
  - E. Cul-de-sacs - 110 feet in diameter.
  - F. Alleys - 20 feet.
- 3. The minimum width of surfacing to be provided shall be as follows:

**Agenda Item: 7.A Consider the request from Phil Steger for recommendation of approval of a preliminary plat for Quail Meadows Plat 5.**

- D. Residential Street – 25 feet or 31 feet within the discretion of the Council.
- E. Cul-de-sacs – 85 feet in diameter.
- F. Alleys – 20 feet.
- G. Sidewalks – 4 feet.

4. Grades. No street grade shall be less than one-half of one percent and shall not exceed the following limits:

- A. Thoroughfare streets – 4 percent.
- B. Collector streets – 6 percent.
- C. Residential streets – 8 percent.

**170.13 DESIGN STANDARDS – LOTS**

1. All lots shall abut on a street or place. Corner lots which abut on a thoroughfare or collector street shall have a minimum radius of 25 feet at the intersection.
2. Sidelines of lots shall approximate right angles to straight street lines and radial angles to curbed street lines except where a variation will provide better lot layout.
3. Lots with double frontage shall be avoided, except in specific locations where good planning indicates their use. In that event a planting screen shall be provided along the rear of the lot.
4. Corner lots shall not be less than 80 feet in width and interior lots shall not be less than 70 feet in width at the building line.
5. Lot depth shall not exceed two and one-half times the width.
6. No lot shall have less area than required by the Zoning Ordinance for the district in which it is located.

**170.14 EASEMENTS**

1. Easement not less than 15 feet in width shall be provided along each side of the front yard lot lines of all lots, and in the case of corner lots, the side street yard, and along such other lot liens as may be required by public and private utility companies.
2. Easements of greater width may be required for trunk lines, pressure lines, open drainage courses or high voltage lines and shall be provided as determined by the utility or Council.
3. Utility easements shall convey to the City, its successors and assigns, the perpetual right within the areas shown on the plat and described in the easement, to construct, reconstruct, operate and maintain electric lines consisting of poles, wires, cables, conduits, fixtures, anchors and other similar equipment, including the right to trim or remove trees within such areas where necessary to secure a clearance of four feet from the wires or poles, together with the right to extend to any telephone, telegraph, electric or power company, the right to use separately or jointly with the City, the areas included in the easement for the purposes above enumerated.

**170.15 PARKS, SCHOOL SITES AND PUBLIC AREAS.**

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

**170.16 NATURAL DRAINAGE COURSES**

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

**170.17 EROSION CONTROL (DESIGN STANDARDS)**

Methods for controlling soil erosion shall be in accordance with current Iowa Department of Natural Resources Standards and requirements of NPDES permit.

**170.19 SANITARY SEWERS**

The subdivider shall at the subdivider's expense provide the subdivision with a complete sanitary sewer system including all necessary pumping stations, force mains, pumping equipment and other appurtenances, which shall connect with a sanitary sewer outlet or treatment facility approved by the Council. The sewers shall extend to the subdivision boundaries as necessary to provide for the extension of the sewers by adjacent property. Where sewers in excess of 15 inches in diameter are required, the additional cost shall be borne by the City.

**170.20 PROHIBITED DISCHARGE**

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

**170.21 STORM DRAINS**

1. The subdivider shall, at the subdivider's expense, provide the subdivision with adequate drains, ditches, culverts, complete bridges, storm sewers, intakes and manholes to provide the collection and removal of all surface waters. These improvements shall extend to the boundaries of the subdivision so as to provide for extension by adjoining properties. Where oversize storm sewers or drainage structures are required to serve other areas of the watershed, the additional cost shall be borne by the developer.
2. The subdivider shall, at the subdivider's expense, provide the subdivision with a storm sewer system to adequately handle a five-year rainstorm. The system shall include culverts, ditches, intakes, manholes, or any structure deemed necessary. All such structures shall meet the City of Indianola Standard Specifications. In addition, the subdivider shall, at the subdivider's expense, provide the subdivision with overland

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drainage courses and easements to adequately handle storm water in excess of a five-year rainstorm and up to a 100-year rain storm. For any subdivision containing new streets, the system shall be designed by a licensed engineer registered to practice in the State of Iowa.

- A. Each lot shall be provided with minimum six-inch diameter storm sewer service line that is a minimum of four feet below ground level, stubbed to the property line, unless the Director of Community Development determines that sump lines can be taken to an existing overland drainage area. The sump pump line shall be a minimum of one and one-half inches in diameter.
- B. The storm sewer system line shall be made of reinforced concrete pipe or polyvinyl chloride (PVC) pipe. The sump pump lines shall be made of PVC, PVC Truss, or PVC corrugated pipe. All structures shall be built in accordance with City of Indianola Standard Construction Specifications for Subdivisions.
- C. The storm sewer system shall be large enough to provide for anticipated extension of use to serve additional areas, as set out in Indianola Comprehensive Plan.
- D. Storm sewer service lines shall be connected to the City storm sewer system at intakes, manholes, or directly into the City storm sewer pipe. Tapping storm sewer service lines into the City storm sewers shall be by using approved methods.

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

**170.22 WATER**

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

**170.23 SIDEWALKS**

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

**170.24 MARKERS**

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

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

**170.25 GRADING**

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

**170.26 CURB AND GUTTER**

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

**170.27 EROSION CONTROL (REQUIRED IMPROVEMENTS)**

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

**170.28 SURFACING**

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

**170.29 SPECIFICATIONS**

The type of construction, the materials, the methods, the standards of subdivision improvements and the maintenance bonds shall be in accordance with the specifications found in a bound volume which is entitled Iowa Statewide Urban Design and Specification for Public Improvements which is on file in the Clerk's office. The Council may from time to time amend by resolution the standard construction specifications for subdivisions found in the volume. The Clerk shall keep a record of all amendments made to the specifications. Plans and

**Agenda Item: 7.A Consider the request from Phil Steger for recommendation of approval of a preliminary plat for Quail Meadows Plat 5.**

specifications for subdivisions shall be submitted to the Community Development for approval prior to construction, accompanied by a fee as set by resolution of the City Council, and construction shall not be started until the plans and specifications have been approved.

**170.30 APPROVAL OF PLANS AND SPECIFICATIONS**

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

**170.31 INSPECTION**

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

**170.32 ACCEPTANCE**

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

**170.33 ELECTRICAL SERVICE**

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

**170.34 CHARGE FOR INSTALLATION OF ELECTRICAL SERVICE**

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

**170.36 FEES**

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

## **ANALYSIS**

### **Subject Property**

Phil Steger of Steger Construction Inc. has submitted a preliminary plat application for Quail Meadows Plat 5, located at parcel #486/0704-5000. The preliminary plat shows fifteen (15) residential lots. The property is currently a vacant lot. The property is zoned for the R-2 "*Single-Family Residential Attached*" Zoning District.

To the north of the subject property are two (2) residential lots. To the east exists five (5) residential lots, platted in the Quail Meadows Plat 4 Subdivision. To the south exists a vacant 7.15-acre lot platted in the Summercrest Plat 1 Subdivision, which is anticipated to be developed for additional residential uses. To the west is a vacant 25.7-acre lot zoned for the C-2 'Highway Commercial' Zoning District.

The property fronts along North 8th Court. An Average Annual Daily Traffic (AADT) count from the Iowa Department of Transportation (IDOT) is unavailable at this time.

The property does contain environmentally sensitive features such as heavy woodlands.

### **Future Land Use**

**Agenda Item:** 7.A Consider the request from Phil Steger for recommendation of approval of a preliminary plat for Quail Meadows Plat 5.

According to the “Elevate Indianola” Comprehensive Plan, the future land use of this area is designated as Community Mixed Use, which guides for low to medium density residential uses, commercial uses such as retail, office, restaurants, bars, and personal/business services, overnight accommodations, automobile-oriented uses if compatibility standards are met, and civic/recreational uses.

Quail Meadows Plat 5 is proposing fifteen (15) residential lots, and proposing an extension of North 7<sup>th</sup> Street southernly, which would allow for a thorough connection to the parcel to the south, part of Summercrest Plat 1.

## COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on May 31, 2024. At the time of writing this report, no public comment has been received.

## ALTERNATIVES

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

- 1) The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.
- 2) **The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.**
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

## RECOMMENDATION

Staff recommends that the Indianola Planning and Zoning Commission move alternative 2, that the request be approved with the following conditions:

1. All comments provided by staff, in the review comment letter dated May 30, 2024, must be addressed prior to recordation of the plat.

# LAND DIVISION APPLICATION

## Community Development

110 North 1<sup>st</sup> Street, Indianola, Iowa 50125-0299  
(515) 961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)



### PROPERTY OWNER

(Last Name) Steger  
(First Name) Phil  
(Address) 1425 Warrior Run Dr.  
(City) Norwalk (State) IA (Zip) 50211  
(Phone) (515) 988-6027 (Email) psteger412@aol.com

### APPLICANT (if not Property Owner)

(Last Name) \_\_\_\_\_  
(First Name) \_\_\_\_\_  
(Address) \_\_\_\_\_  
(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_  
(Phone) \_\_\_\_\_ (Email) \_\_\_\_\_

### ☐ PLAT OF SURVEY

#### Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$125 per request
- ☐ Proposed plat of survey (hard copy)
- ☐ Proposed plat of survey (electronic copy)
- ☐ Legal description (electronic in word format)
- ☐ Other Information as required by Director

### ☒ PRELIMINARY PLAT

#### Submittal Requirements:

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

- ☒ Completed Application
- ☒ Filing Fee: \$350, plus \$10.00 for each lot in excess of 10 lots, land plus Outside Engineering
- ☒ Proposed preliminary plat (hard copy)
- ☒ Proposed preliminary plat (electronic copy)
- ☒ Legal description (electronic in word format)
- ☒ All items as required by Section 170.09 of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

### ☒ FINAL PLAT

#### Submittal Requirements:

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

- ☒ Completed Application
- ☒ Filing Fee: \$200, plus \$10.00 for each lot in excess of 10 lots, land plus Outside Engineering
- ☒ Proposed plat of survey (hard copy)
- ☒ Proposed plat of survey (electronic copy)
- ☒ Legal description (electronic in word format)
- ☒ All items as required by Section 170.10 of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

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

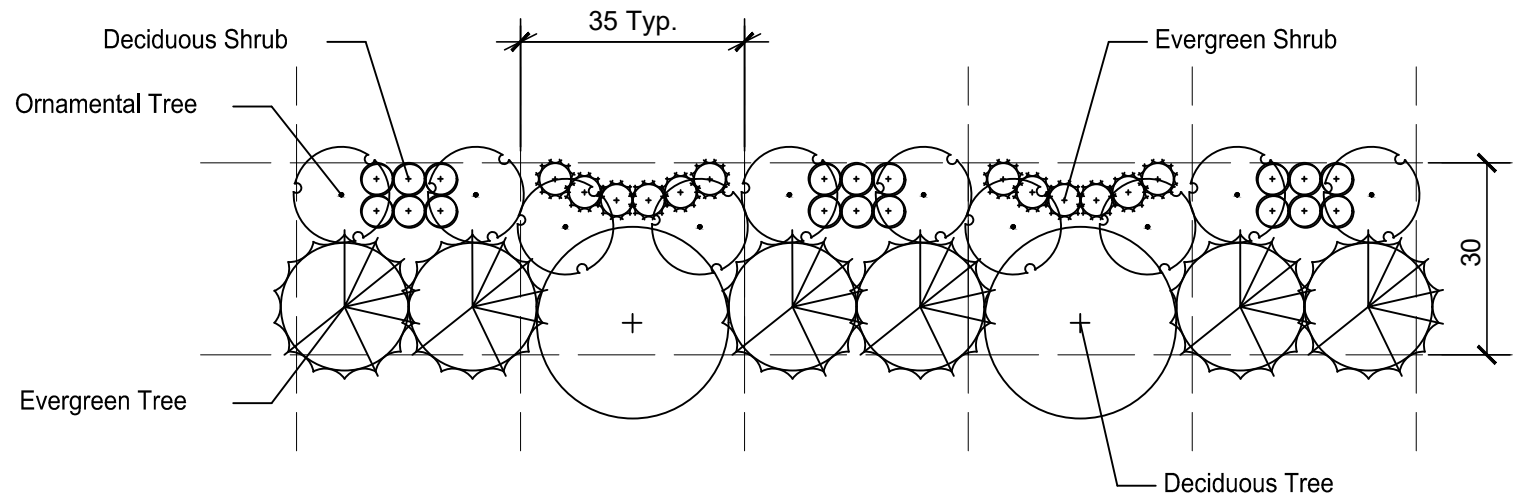
Signature \_\_\_\_\_

Name (printed) \_\_\_\_\_ Date \_\_\_\_\_

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

Date Received: \_\_\_\_\_  
Receipt No: \_\_\_\_\_  
Receipt Amount: \_\_\_\_\_

# QUAIL MEADOWS PLAT 5 PRELIMINARY PLAT



Typical 30' Landscape Buffer

THE DEVELOPER IS ELIGIBLE TO RECEIVE CREDIT FOR EXISTING MATURE TREES AND SHRUBS LOCATED WITHIN THE REQUIRED BUFFER AREA. THE NUMBER AND TYPE OF LANDSCAPE MATERIAL TO BE CREDITED WILL BE AS MUTUALLY AGREED UPON BY THE CITY AND DEVELOPER WHEN THE ACTUAL PLAT PLANS ARE BEING DEVELOPED FOR QUAIL MEADOWS PLAT 5.

CURVE TABLE

| CURVE NO. | Δ         | RADIUS  | ARC LENGTH | TANGENT | CHORD BEARING/LENGTH |
|-----------|-----------|---------|------------|---------|----------------------|
| C1        | 34°15'52" | 450.00' | 269.11'    | 138.72' | N20°22'30"E 265.12'  |
| C2        | 34°19'53" | 485.00' | 290.61'    | 149.81' | N20°20'29"E 286.28'  |
| C3        | 34°11'11" | 415.00' | 247.62'    | 127.62' | S20°24'51"W 243.96'  |
| C4        | 8°23'14"  | 415.00' | 60.75'     | 30.43'  | S33°18'49"W 60.70'   |
| C5        | 12°53'58" | 415.00' | 93.43'     | 46.91'  | S22°40'13"W 93.24'   |
| C6        | 12°53'58" | 415.00' | 93.43'     | 46.91'  | S9°46'14"W 93.24'    |
| C7        | 5°34'19"  | 485.00' | 47.17'     | 23.60'  | S34°43'16"W 47.15'   |
| C8        | 9°27'03"  | 485.00' | 80.00'     | 40.09'  | S27°12'35"W 79.91'   |
| C9        | 9°27'03"  | 485.00' | 80.00'     | 40.09'  | S17°45'32"W 79.91'   |
| C10       | 9°51'28"  | 485.00' | 83.44'     | 41.83'  | S8°06'17"W 83.34'    |

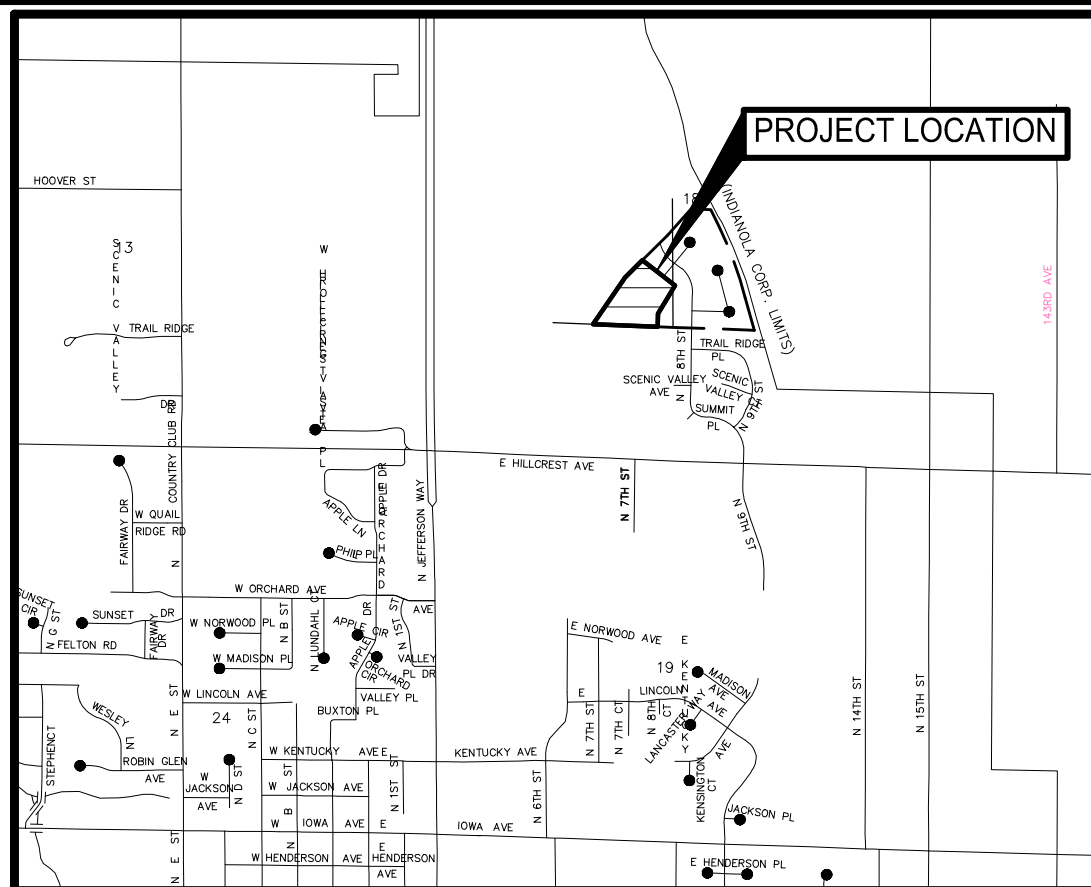
## NOTES

1. PROPER EROSION CONTROL TECHNIQUES WILL BE COMPLETED DURING CONSTRUCTION.
2. A 30' LANDSCAPE BUFFER IS REQUIRED BETWEEN RESIDENTIAL AND COMMERCIAL ZONING DISTRICTS.
3. PUBLIC IMPROVEMENTS TO BE INSTALLED TO SUDAS STANDARDS AND CITY OF INDIANOLA SUPPLEMENTAL SPECIFICATIONS.
4. DEVELOPER RESPONSIBLE TO INSTALL STREETLIGHTS IN THE PLAT.
5. REGIONAL STORM WATER DETENTION PROVIDED IN DETENTION BASIN CONSTRUCTED WITH QUAIL MEADOWS PLAT 3.

EXISTING TREES AND VEGETATION BEHIND THE 100' CLEARING LIMIT INTENDED TO REMAIN UNDISTURBED DURING PLAT CONSTRUCTION.

QUAIL MEADOWS PL AT 5 AND THE ADJACENT SUMMER CREST PLAT TO BE CONSTRUCTED CONCURRENTLY. THE NEED TO CONSTRUCT THE TEMPORARY TURN AROUND WILL BE RE-EVALUATED PRIOR TO FINAL PLAT APPROVAL.

100' x 100' TEMPORARY TURN AROUND AND SNOW STORAGE EASEMENT



VICINITY MAP  
INDIANOLA, IOWA

## PLAT DESCRIPTION

OUTLOT "Z", QUAIL MEADOWS - PLAT 4, AN OFFICIAL PLAT, CITY OF INDIANOLA, WARREN COUNTY, IOWA AND CONTAINING 7.60 ACRES (330,906 S.F.).

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

## OWNER/DEVELOPER

STEGER CONSTRUCTION, INC.  
1425 WARRIOR RUN DRIVE  
NORWALK, IOWA 50211  
CONTACT: PHIL STEGER  
EMAIL: PSTEGE412@AOL.COM  
PHONE: 515-988-6027

## ZONING

R-2 SINGLE FAMILY RESIDENTIAL ATTACHED

## BULK REGULATIONS

FRONT YARD SETBACKS = 25'  
REAR YARD SETBACKS = 30'  
SIDE YARD SETBACKS:  
ONE & TWO FAMILY = 8'  
MULTI-FAMILY, 3-12 UNITS = 10'  
MULTI-FAMILY, OVER 12 UNITS = 15'  
SIDE STREET, CORNER LOT = 20'  
MINIMUM LOT WIDTH = 60'  
MINIMUM LOT AREA = 7200 SF  
MAXIMUM HEIGHT = 4 STORIES OR 50'

## STATEMENT OF UTILITIES

WATER - 8" WATER: INDIANOLA MUNICIPAL UTILITIES  
SANITARY SEWER - 8" SEWER: CITY OF INDIANOLA  
STORM SEWER 8" PVC - 18" RCP STORM: CITY OF INDIANOLA  
ELECTRIC: MID-AMERICAN ENERGY  
GAS: MID-AMERICAN ENERGY  
STREET LIGHTS: MID-AMERICAN ENERGY  
FIBER/COM: INDIANOLA MUNICIPAL UTILITIES

## LEGEND

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

Found  
Set  
OCP100  
OCP202



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.  
Jon L. Hanson, P.E. 05/09/2024 Date  
License Number P15562  
My License Renewal Date is December 31, 2024  
Pages or sheets covered by this seal:

QUAIL MEADOWS PLAT 5

PRELIMINARY PLAT

SNYDER & ASSOCIATES, INC.



Project No: 124.0272.01

Sheet 1

May 7, 2024

Honorable Mayor and Members of the City Council and Planning and Zoning Commission  
City of Indianola  
110 N. First Street  
Indianola, Iowa 50125-0299

RE: VARIANCE REQUEST TO SUBDIVISION REGULATIONS  
QUAIL MEADOWS PLAT 5  
S&A Project No. 124.0272.01

Dear Honorable Mayor and Members of the City Council and Planning and Zoning Commission:

On behalf of Steger Construction Inc., as Applicant, we respectfully request a variance to 2 zoning code sections based on specific and unique aspects of the property.

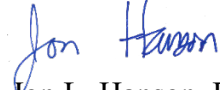
1. *170.13.5. Lot depth shall not exceed 2.5 times the width.* We request a variance to this requirement for Lots 1-10. Based on the proposed location of 7<sup>th</sup> St. N at the south plat boundary to match the DR Horton Summercrest plat relative to the westerly property line and given that the westerly property line follows along the center of a significant drainage way, these lots exceed this requirement. To meet the requirement, these lots would need to be shortened and create an unusable remnant parcel of land or North 7<sup>th</sup> St. could be shifted west causing it to be misaligned with North 7<sup>th</sup> St. to the south and causing a future hardship to the development of the adjacent property to the south. For these reasons we request the variance to this regulation.
2. *170.43. 30' wide buffer requirements.* The 30' wide buffer is required to include a 36" tall berm along its length provided that it does not impede natural drainage. The westerly boundary of this property is required to have this 30' buffer but is also a significant drainage way with mature tree canopy. To install a berm along this drainage way would impede natural drainage and since it is a naturally low area, would not provide functional screening to the adjacent property. For these reasons, we request a variance to the requirement to install berming as part of the buffer.
3. *170.43. 30' wide buffer requirements.* The 30' wide buffer regulation requires a prescribed number and type of trees and shrubs to be installed along its length. The entire length of the required buffer on this project is currently a drainage way with mature tree canopy. The developer desires to preserve as much of this existing tree canopy and vegetation as possible as it provides a substantial and established buffer in itself. We request credit for existing trees and landscaping be given toward the buffer plant material requirement. The lots that have the buffer requirements range from 230 to 300 feet lot depth. The developer is intending to only clear the first 100 feet of the lot depth to

4. prepare for home construction. During individual lot home construction, it will be determined if additional select trees or vegetation need to be removed. these lots impacted by this buffer requirement exceed 200' in depth, we also request that existing trees beyond 150', as measured from the front lot line, be eligible to be counted toward the buffer landscaping requirement.

We look forward to your thoughtful consideration and approval of these variance requests. If you have any questions or comments, please contact me at your convenience. Thank you.

Sincerely,

SNYDER & ASSOCIATES, INC.



Jon L. Hanson, P.E.

Cc: Phil Steger, Steger Construction, Inc.  
file



## COMMUNITY DEVELOPMENT

May 30, 2024

Jon L Hanson, PE  
Civil Engineer  
Snyder and Associates  
2727 SW Snyder Blvd  
Ankeny, IA 50023

Dear Mr. Hanson,

Thank you for your resubmittal of a preliminary plat application and construction documents for the Quail Meadows Plat 5 Subdivison. The documents were distributed to other city departments and other agencies for review and comment as to its compliance with all zoning regulations and other pertinent city codes, regulations, and policies. Please see below for departmental comments regarding the submission that were collected during this review:

1. Please note that this review only includes the preliminary plat and construction documents. The final plat will be reviewed once improvements for the proposed development have been completed.
2. Please see email attachment for comments regarding the drainage review.
3. A residential buffer is not required by code, and as such, a variance application is not needed, nor necessary for this purpose.
4. Adjust Bulk Regulations to indicated the following information:
  - i. Retitle 'Bulk Regulations' to 'Bulk Regulations – Single-Family Dwellings'
  - ii. Show side yard setback as 8ft min one side, 18ft. total both sides.
  - iii. Show max. building height as 35ft.
  - iv. Remove references to multi-family.
5. Both the preliminary and final plat must indicate a hammerhead at the dead-end on North 7th Street. Additionally, the dead-end section should feature a separate 30'x30' easement area to accommodate snow and ice accumulation. This comment was not addressed from the last set of review comments.

### Construction Documents

6. Revise the typical pavement cross-section to show that the subgrade preparation should be conducted to a minimum width of 2 feet beyond the edge of the pavements (to eliminate the potential for curb and gutter settlements).
7. Since the 8" pipe and SW-401 structure do not meet the minimum standards for public infrastructure, ST-2A (SW-401) and the 8" footing drain collector must be clearly indicated

as private structures. Please specify who will be responsible for maintaining these private structures, as the City will not be responsible for their maintenance. The 8" pipe cannot connect directly to the intake structure, ST-2. Instead, it must connect to the new 15" RCP storm pipe, with the majority of this pipe located in the greenspace between the curb and sidewalk. The connection point may be located underneath the pavement to the public storm pipe.

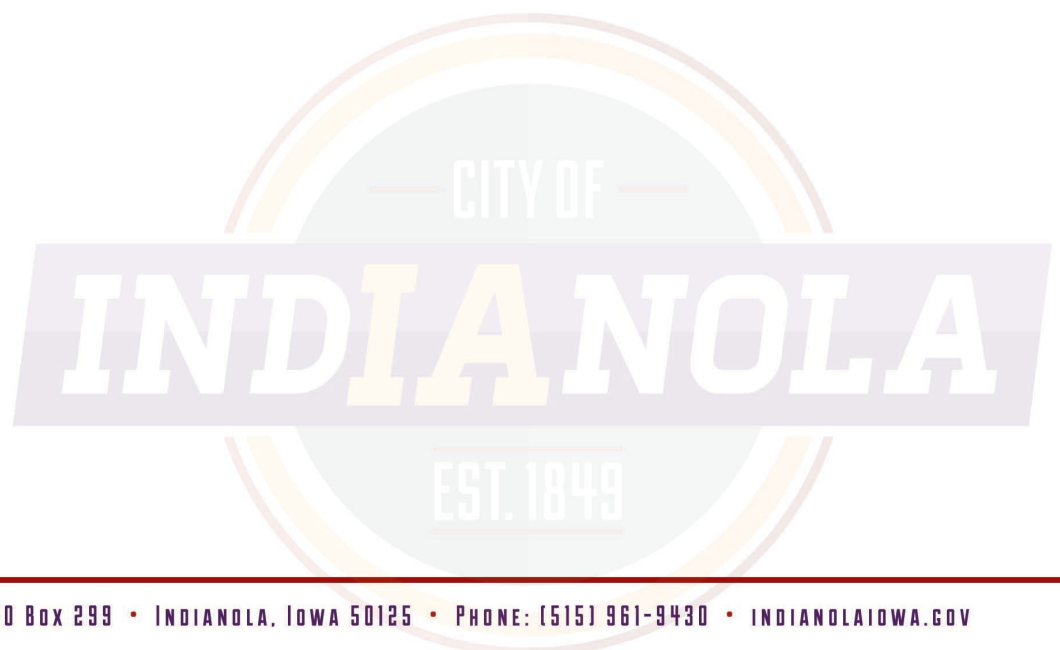
8. The end of the rigid pavement section must include a minimum 2' wide header joint (HT joint).
9. Provide a separate table to summarize and specify the details of each storm and sanitary sewer structure. The table must include storm and sanitary sewer manholes, providing information on the SUDAS structure type, diameter, material, and size.
10. Add a note that indicates that the controlled joints in PCC will be sealed.
11. Add a note that cleanouts for subdrains will be provided to meet SUDAS with a Type A-1 cleanout.

Please review the city's comments at your earliest convenience. The preliminary plat is tentatively scheduled for the **June 11, 2024** Planning and Zoning Commission meeting. Any items left unaddressed may be placed as a condition of approval.

Please let us know if there are any outstanding questions. If you have any questions, please do not hesitate to contact me at (515) 962-5270 or [erizvic@indianolaiowa.gov](mailto:erizvic@indianolaiowa.gov).

Thank you,

Emily Rizvic  
Associate Planner  
City of Indianola





# MEMORANDUM

**To:** Planning and Zoning Commission

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

**Date:** June 11, 2024

**Subject:** Consider recommendation on a major site plan application for Summercrest Plaza at 302 North Trail Ridge Avenue

---

**Recommendation:** Staff recommends that the Indianola Planning and Zoning Commission move alternative 2, that the request be approved, with the following conditions:

- 1. That should the Board of Adjustment variance application be denied, submitted site planning documents must be resubmitted to comply with minimum building design requirements.
- 2. Prior to an approved sign permit, a text amendment request will need to be submitted to allow for additional drive-thru facility signs at the site.
- 3. A public sidewalk connection must be made when parcel(s) to the southeast are developed.
- 4. Remaining stormwater management plan (SWMP) comments, dated June 5, 2024, must be addressed prior to start of construction.

**Attachments:**

|    |                          |
|----|--------------------------|
| 1. | Staff Report             |
| 2. | Application              |
| 3. | Site Plan                |
| 4. | Landscape Plan           |
| 5. | Architectural Elevations |
| 6. | Photometrics             |



## COMMUNITY DEVELOPMENT

110 N. First Street, Indianola IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
(515) 961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

# STAFF REPORT

# PLANNING AND ZONING COMMISSION

**Date of Meeting:** June 11, 2024

**Agenda Item:** 7.B Consider recommendation on a major site plan application for Summercrest Plaza at 302 North Trail Ridge Avenue

**Application Type:** Site Plan

**Applicant:** Justin Brown, Downing Construction

**Property Owner:** SHDC, LLC

**Property Address/Parcel:** 302 North Trail Ridge Avenue (Parcel #487/1104-0070, -0052)

**Current Zoning:** C-2 'Highway Commercial' Zoning District

**Comprehensive Plan Designation:** Regional Mixed Use

### Application Summary

Justin Brown of Downing Construction is requesting approval of a major site plan application for 302 North Jefferson Way (Parcel #487/1104-0070, -0052). The request would allow for a multi-tenant commercial building with proposed uses including retail, restaurant, and drive-through.

## AERIAL MAP



## APPLICABLE CODE SECTIONS

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

### 165.06 SITE PLAN REGULATIONS AND PROCEDURES

- 1. SITE PLAN REQUIRED.** Site plans, as provided herein this section, are required prior to approval of a building permit for the erection, relocation, or alteration of any structure or for the change in use of any structure or parcel.
- 2. SITE PLAN APPLICATION.** The following site plans are required for all uses:
  - A. All other new uses, buildings, and structures.** All other new uses, buildings, structures, conversions or changes of use, changes or modifications to building facades, and related additions and accessory structures that are not included in Section A herein above shall require the following:
    - (1) **Major Site Plan.** A Major Site Plan application is required for the development of a property, the construction of a new building or improvement, the redevelopment of an existing property (including a significant change in use), or an amendment or change to a previously approved site plan.
      - a. Major Site Plan Application** – A site plan (including required site plan details and number of copies), application form, and any additional information and details as specified and required by the Zoning Administrator as necessary to determine compliance with all applicable codes and requirements shall be submitted to the Zoning Administrator along with the Major Site Plan Application fee as established by resolution of the City Council.
      - b. Major Site Plan Review Procedure** – The Major Site Plan Application shall be reviewed by the Zoning Administrator, or their designee, for completeness. Incomplete applications shall be returned to the applicant with a list of the missing items or details. Applications deemed completed shall be distributed to other city departments and other agencies as necessary for review and comment as to its compliance with all zoning regulations and other pertinent city codes, regulations, and policies.
      - c. Major Site Plan Review by Zoning Commission** – Subsequent to review by the Zoning Administrator and other city departments and agencies, the Zoning Administrator, or their designee, shall submit to all members of the Zoning Commission a copy of the Major Site Plan Application along with a written recommendation as to the plan's conformity with the rules and regulations of the city.

**Agenda Item: 7.B Consider recommendation on a major site plan application for Summercrest Plaza at 302 North Trail Ridge Avenue**

- d. The Commission shall subsequently hold a meeting as prescribed by their rules of procedures and review the Major Site Plan Application for conformity with the zoning regulations and standards and may confer with the applicant on changes deemed advisable in such Site Plan.
- e. The Commission shall forward its recommendation to the City Council for approval, approval with conditions, or denial of the Major Site Plan Application within 45 days of the receipt of a Major Site Plan Applicant deemed complete by the Zoning Administrator. If the Commission does not act within the 45 days as prescribed above, the Major Site Plan Application shall be deemed to be recommended for approved by the Commission unless the applicant agrees to an extension of time.
- f. Findings for Approval** – In order for the Commission to make a recommendation for approval of a Major Site Plan, the Commission shall make the following findings:
- i. The proposed use, site improvements, and site plan comply with the minimum requirements of the zoning district in which it is proposed to be located;
  - ii. The property is of adequate size to accommodate the proposed use and site improvements including setbacks, open space, stormwater management, and off-street parking;
  - iii. The proposed use and site improvements will not unduly impact the health, safety, and general welfare of persons residing or working in adjoining property or surrounding area;
  - iv. The proposed use and site improvements shall not unduly increase traffic congestion;
  - v. The proposed use and site improvements will not unduly burden public utilities or increase risk to flooding;
  - vi. The proposed use and site improvements are compatible with the surrounding neighborhood and shall not diminish or impair established property values in adjoining or surrounding property; and,
  - vii. The proposed use and site improvements will not endanger, jeopardize or harm the health, safety or welfare of the properties and the community.
- g. Major Site Plan Review by City Council** – the City Council, upon receipt of the recommendation of the Commission, shall either approve, approve with conditions, or disapprove the Major Site Plan Application. In order for the Council to approve a Major Site Plan, the Council shall confirm or make the aforementioned findings in *subsection f.* herein above.

## ANALYSIS

### Subject Property

Justin Brown of Downing Construction, on behalf of SHDC LLC, has submitted a major site plan application for property located at 302 North Trail Ridge Avenue (Parcel #487/1104-0070, -0052). The proposal shows a multi-tenant commercial building, with proposed uses including retail, restaurant, and drive-through. A total of five (5) commercial spaces are proposed. The proposed structure is 9,287 square feet in size. A total of 59,422 square feet of impervious surface area is shown.

To the north of the subject area is a commercial lot with an established big-box retail use. To the east exists two vacant commercially zoned properties. To the south exists one drive-through restaurant. To the west exists two commercially zoned properties, one vacant and one established as a veterinary clinic.

The property takes access off of East Trail Ridge Avenue. According to the Iowa Department of Transportation (IDOT), East Trail Ridge Avenue has an Annual Average Daily Traffic (AADT) of 867 vehicles, as of 2017.

No known environmentally sensitive areas exist for the site.

### Zoning Analysis

Chapte 165.07 requires one (1) off-street parking spots per 150 ground floor area for restaurant and retail type uses. A minimum of 62 off-street parking stalls are required, including 4 handicap parking spaces. The proposal shows a total of 98 off-street parking stalls, exceeding the minimum amount required.

The total area of this site is 90,654 square feet (2.08-acres). The site requires 20% minimum of open space. The property is showing approximately 34.4% of open space, exceeding minimum open space requirements. Landscaping throughout open spaces and parking lot areas are shown as required.

The building is classified as a commercial/retail building. This building type requires no less than three different Class 1 or Class 2 façade materials, to compose of at least 75% of the primary façade areas. The west and south elevations of the proposed structure are considered primary facades. The applicant is proposing two brick veneers of a contrasting color on each primary façade, as well as clear glazing (clear glass), meeting and exceeding minimum Class 1/2 requirements. A minimum of 20% clear glass fenestrations are required on each primary façade. The south façade is currently meeting and/or exceeding this requirement.

The applicant is requesting a variance request to the minimum amount of required clear glass fenestrations to the west primary façade and will be tentatively heard at the July 3, 2024 Board of Adjustment meeting.

The architectural renderings also provide for changes in wall plane and/or changes in exterior material type, texture, and/or color, to differentiate between adjoining commercial spaces.

### **Future Land Use**

According to the 'Elevate Indianola' Comprehensive Plan, the future land use of this area is designated as Regional Mixed Use. This land use designation guides for retail, office, restaurants, bars, personal and business services, and similar commercial uses, generally of a large scale. Automobile oriented uses are also considered context-appropriate.

The site is proposing five (5) commercial spaces. Exact uses are speculative, however the applicant has identified Starbucks, a drive-through coffee establishment, as one of the proposed tenants.

## **COMMENTS FROM THE GENERAL PUBLIC**

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

## **FINDINGS OF FACT**

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

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

The applicant has provided a site plan with their application that shows the proposed use and proposed site improvements. Minimum zoning code requirements for this site are met, aside from one item that is pending Board of Adjustment review. A condition is recommended to reflect accordingly, based on the outcome of the Board of Adjustment's opinion.

Detailed site plan reviews have been conducted by the Community Development Department, Fire Department, Parks and Recreation, Public Works, Water Resource Recovery, IMU Electric, Fiber, and Water.

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

The total area of this site is 90,654 square feet (2.08-acres). The site plan has been reviewed for proposed setbacks, open space requirements, stormwater management, and off-street parking, and other applicable sections of city code and state/federal regulations.

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

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

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

The property will contain an access off of North Trail Ridge Avenue. The siting of this access point and the development is not anticipated to increase traffic congestion unduly. The site plan is proposing an adequate number of vehicle queuing lanes for the drive-through establishment.

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

The proposed use has been reviewed by the Development Review Team (DRT), including relating utility contacts, the Public Works Director, and the City Engineer.

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

The proposed use and site improvements are compatible with the surrounding neighborhood and are not anticipated to diminish or impair established property values. The site plan proposed is consistent with guidance in the City Comprehensive Plan.

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

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

## ALTERNATIVES

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

- 1) The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.
- 2) **The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.**
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

## **RECOMMENDATION**

Staff recommends that the Indianola Planning and Zoning Commission move alternative 2, that the request be approved, with the following conditions:

1. That should the Board of Adjustment variance application be denied, submitted site planning documents must be resubmitted to comply with minimum building design requirements.
2. Prior to an approved sign permit, a text amendment request will need to be submitted to allow for additional drive-thru facility signs at the site.
3. A public sidewalk connection must be made when parcel(s) to the southeast are developed.
4. Remaining stormwater management plan (SWMP) comments, dated June 5, 2024, must be addressed prior to start of construction.

# SITE DEVELOPMENT APPLICATION

## Community Development

110 North 1<sup>st</sup> Street, Indianola, Iowa 50125-0299  
(515) 961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)



### PROPERTY OWNER

(Last Name) SHDC, LLC  
(First Name) \_\_\_\_\_  
(Address) 8525 Douglas Avenue, Suite 34  
(City) Urbandale (State) IA (Zip) 50322  
(Phone) \_\_\_\_\_ (Email) \_\_\_\_\_

### APPLICANT (if not Property Owner)

(Last Name) Brown (Downing Construction)  
(First Name) Justin  
(Address) 509 E Scenic Valley Avenue  
(City) Indianola (State) IA (Zip) 50125

### ☐ CONSTRUCTION DOCUMENTS

#### Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee for minor review: \$350 plus OEC
- ☐ Subdivision: \_\_\_\_\_
- ☐ Proposed construction documents (hard copy)
- ☐ Proposed construction documents (electronic copy)
- ☐ Stormwater Management Plan
- ☐ Other Information as required by Director

### ☒ SITE PLAN

#### Submittal Requirements:

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

- ☒ Completed Application
- ☒ Property Address: 302N Trail Ridge Avenue
- ☒ Filing Fee for major review: \$300, plus OEC
- ☒ Current Zoning: G2
- ☒ All items as required by Chapter 165.06 of the Code of Ordinances of Indianola, Iowa
- ☐ Proposed site plan hard copy)
- ☒ Proposed site plan (electronic copy)
- ☒ Stormwater Management Plan
- ☐ Other Information as required by Director

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

Signature \_\_\_\_\_

Name (printed) Justin Brown, Downing Construction

Date 4/8/24

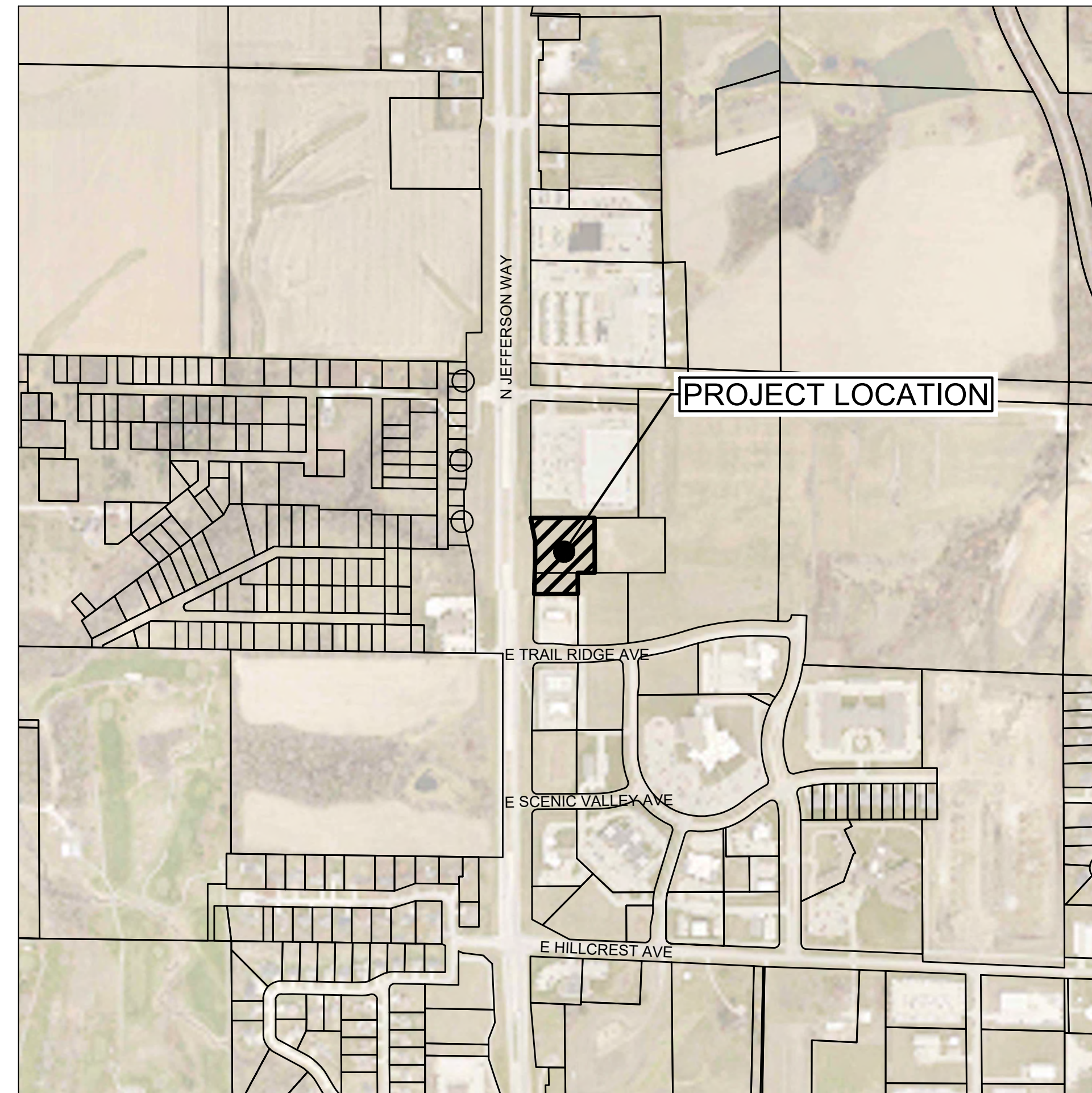
**FOR OFFICE USE ONLY:** Code to 45683 (Const Docs)  
45680 (Site Plan)

Date Received: \_\_\_\_\_

Receipt No: \_\_\_\_\_

Receipt Amount: \_\_\_\_\_

SITE PLAN  
FOR  
**SUMMERCREST PLAZA**  
302 E TRAIL RIDGE AVENUE  
CITY OF INDIANOLA, WARREN COUNTY, IOWA



SCALE: 1" = 500'

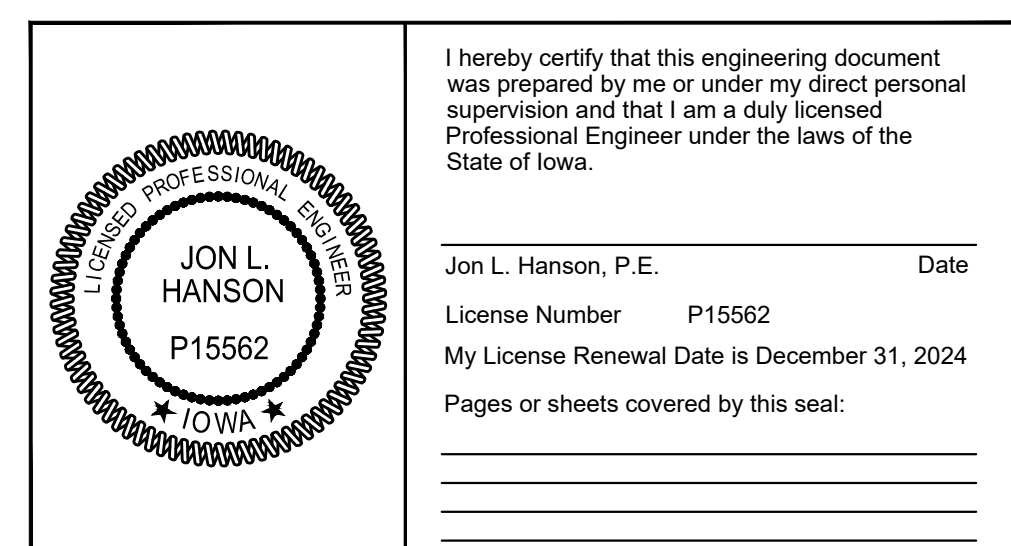
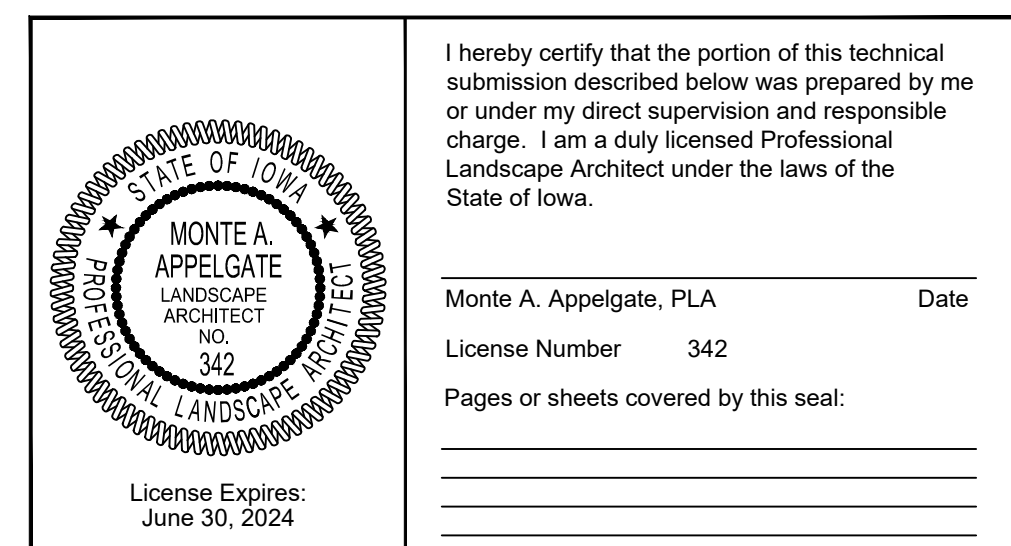
### VICINITY MAP

**OWNER**  
SDHC, LLC  
8525 DOUGLAS AVENUE, SUITE 54  
URBANDALE, IA 50322

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

## Sheet List Table

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# SUMMERCREST PLAZA

# TITLE SHEET

**SNYDER & ASSOCIATES, INC.**

2727 S.W. SNYDER BLVD  
ANKENY, IOWA 50023  
515-964-2020 | [www.snyder-associates.com](http://www.snyder-associates.com)

**INDIANOLA, IOWA**

[illegible]

Project No: 124.0284.01

Sheet C100

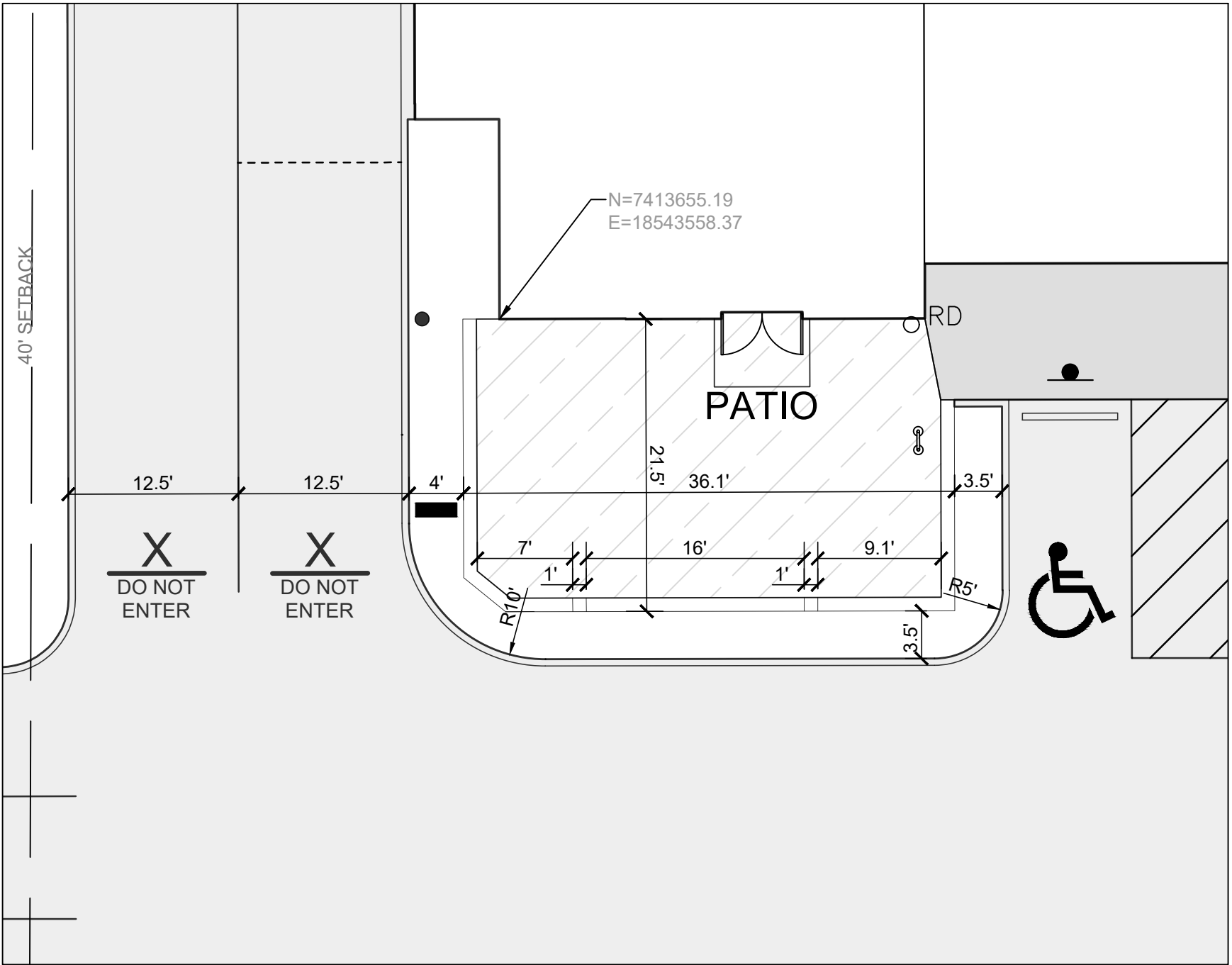
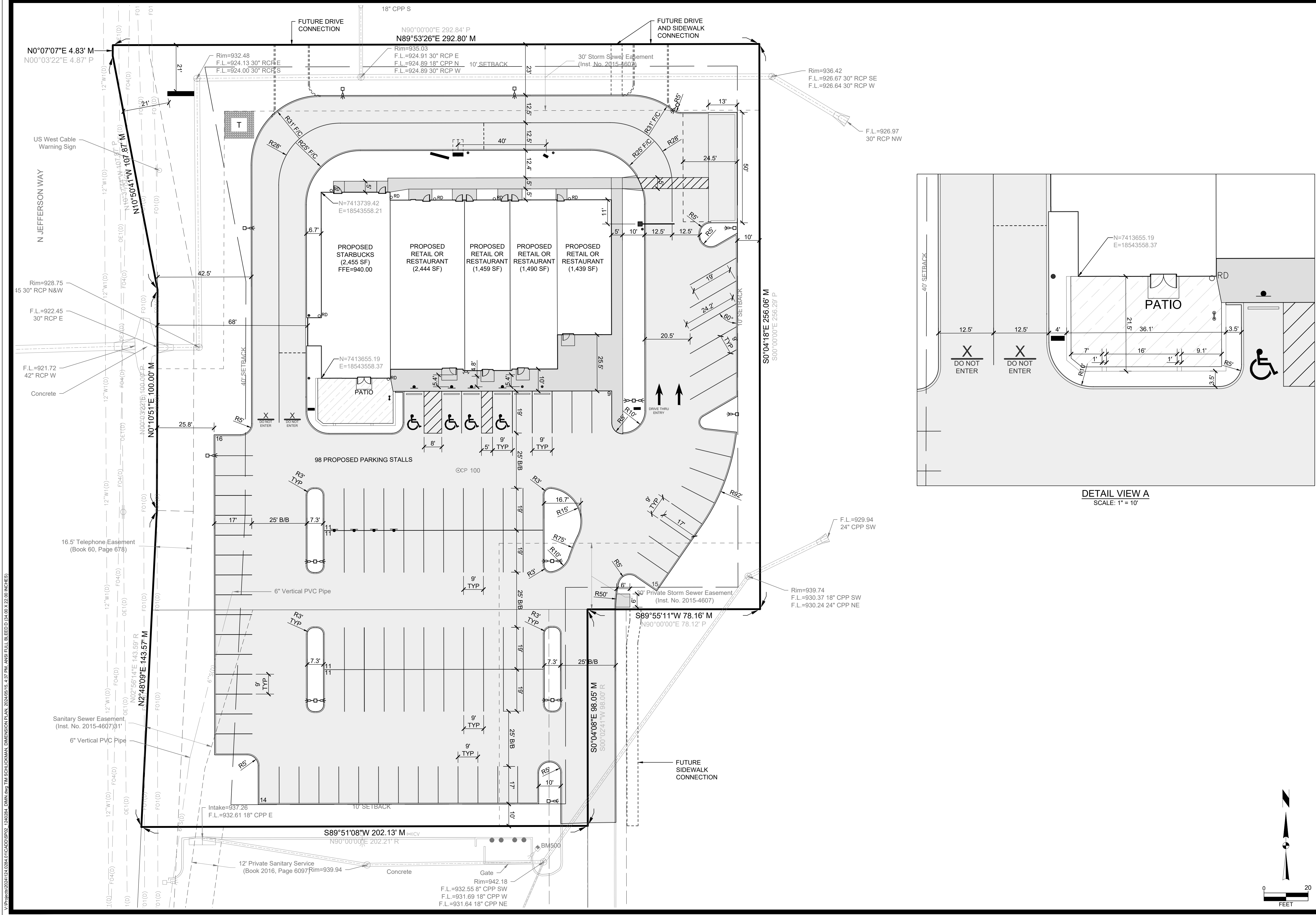


**SNYDER**  
**& ASSOCIATES**

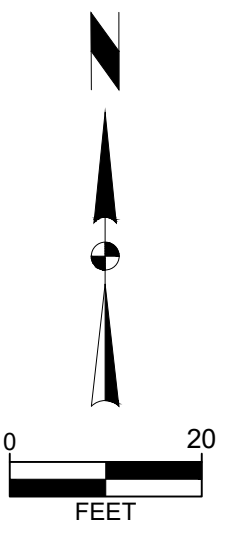




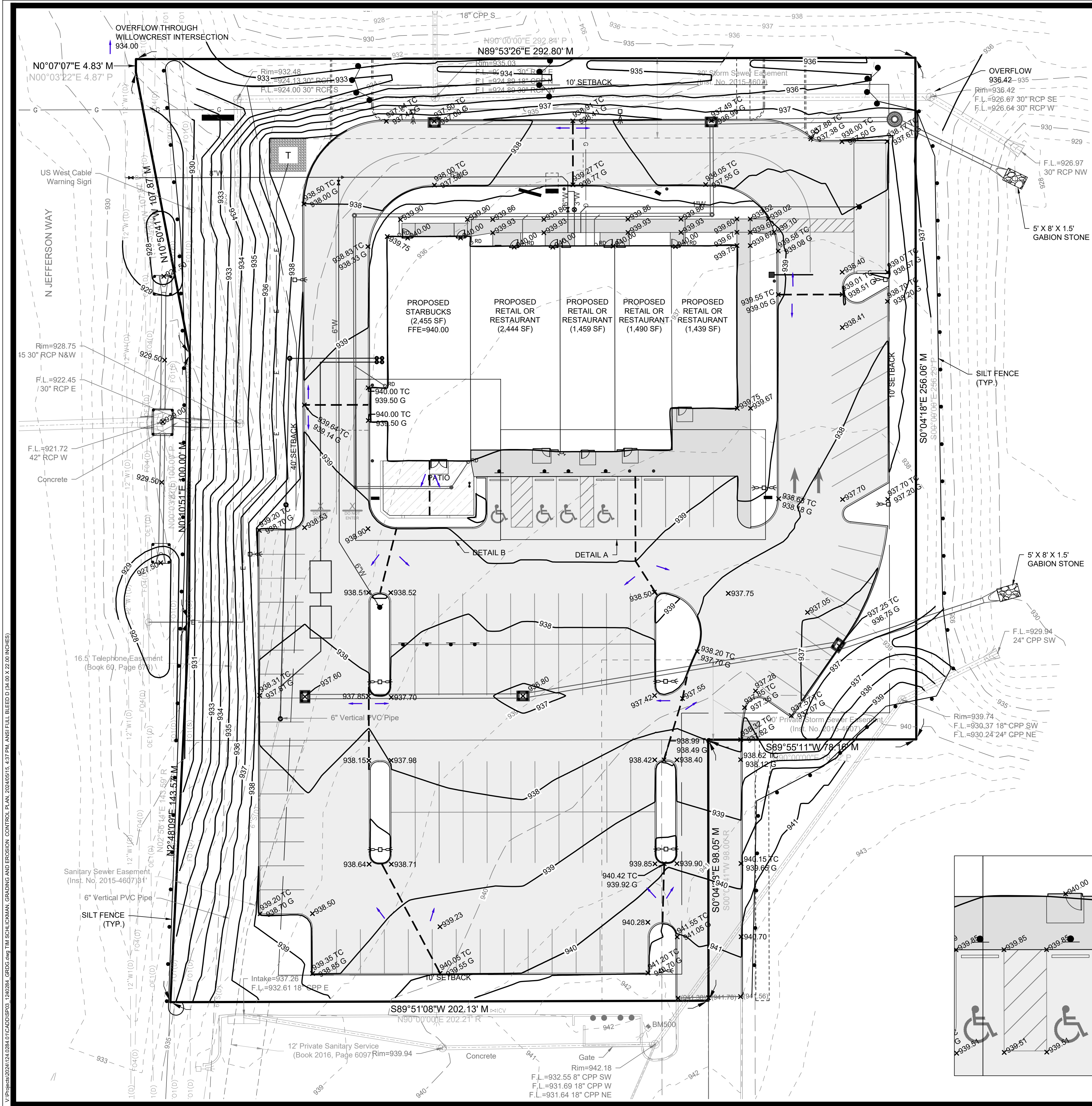
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DETAIL VIEW A  
SCALE: 1" = 10'

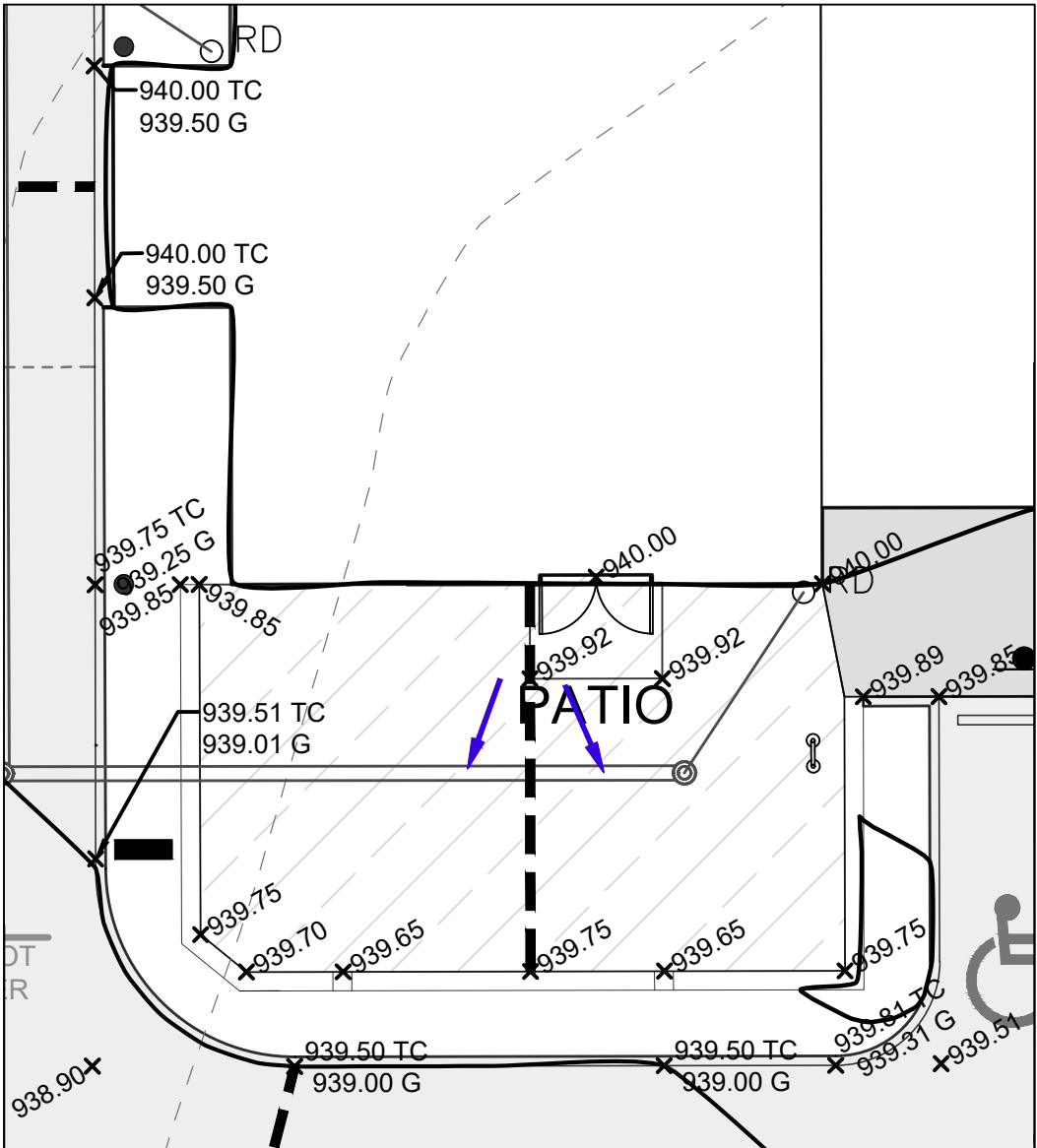


|                                                                                                                         |  |                                          |  |                         |  |
|-------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------|--|-------------------------|--|
| SUMMERCREST PLAZA                                                                                                       |  | INDIANOLA, IOWA                          |  | Sheet C201              |  |
| DIMENSION PLAN                                                                                                          |  |                                          |  | Project No: 124.0284.01 |  |
| <br><b>SNYDER &amp; ASSOCIATES</b> |  | REVISOR                                  |  | DATE                    |  |
|                                                                                                                         |  | BY                                       |  | DATE                    |  |
|                                                                                                                         |  | DATE                                     |  | DATE                    |  |
| Project No: 124.0284.01                                                                                                 |  | Engineer: JRC                            |  | Checked By: MAA         |  |
| Sheet C201                                                                                                              |  | Technician: TLS                          |  | Date: 05/06/2024        |  |
|                                                                                                                         |  | T-R-S: TTN-RRW-SS                        |  |                         |  |
|                                                                                                                         |  | Scale: 1" = 20'                          |  |                         |  |
|                                                                                                                         |  | REVISED PER CITY COMMENTS                |  | 05/15/24                |  |
|                                                                                                                         |  | MARK                                     |  | BY                      |  |
|                                                                                                                         |  | Engineer: JRC                            |  | Date: 05/15/24          |  |
|                                                                                                                         |  | Technician: TLS                          |  | Date: 05/15/24          |  |
|                                                                                                                         |  | Scale: 1" = 20'                          |  |                         |  |
|                                                                                                                         |  | T-R-S: TTN-RRW-SS                        |  |                         |  |
|                                                                                                                         |  | Project No: 124.0284.01                  |  |                         |  |
|                                                                                                                         |  | Sheet C201                               |  |                         |  |
|                                                                                                                         |  | INDIANOLA, IOWA                          |  |                         |  |
|                                                                                                                         |  | 2727 S.W. SNYDER BLVD                    |  |                         |  |
|                                                                                                                         |  | ANKENY, IOWA 50023                       |  |                         |  |
|                                                                                                                         |  | 515-364-2020   www.snyder-associates.com |  |                         |  |

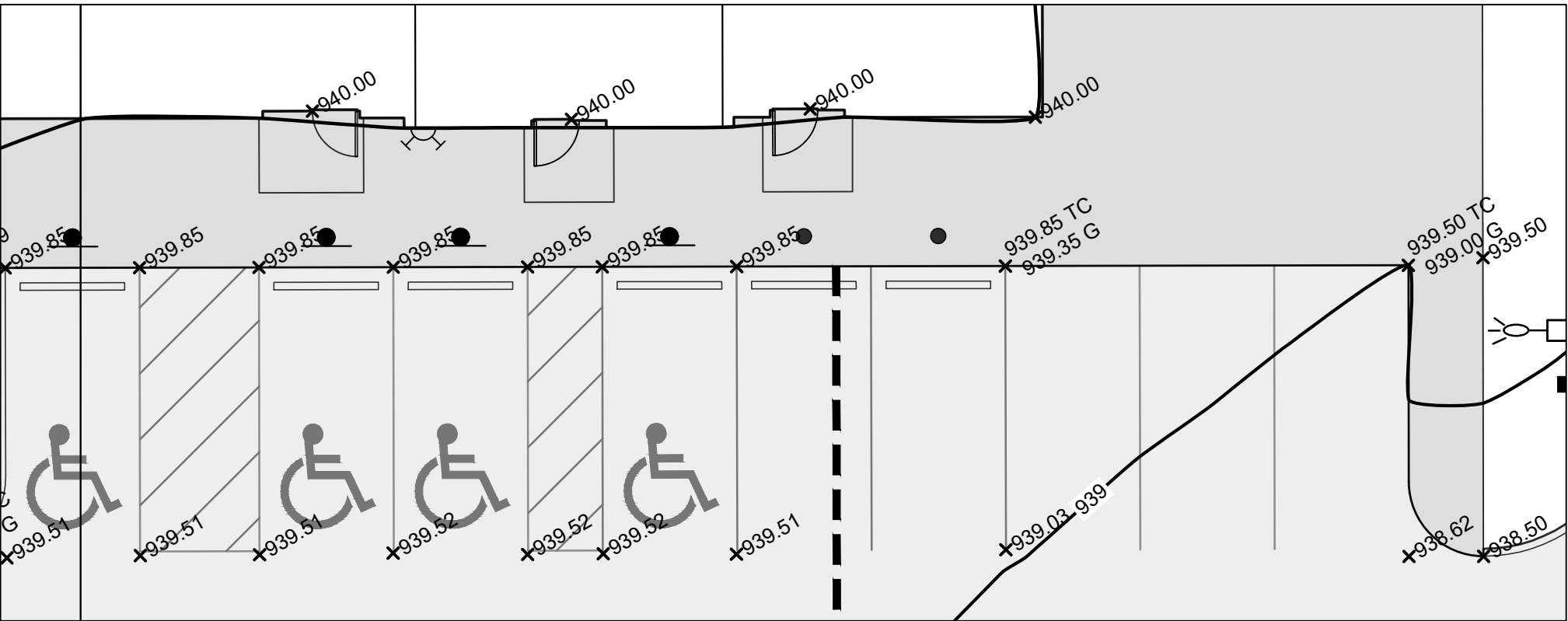


- GRADING PLAN GENERAL NOTES**
- A. CONTRACTOR TO STRIP AND STOCKPILE TOPSOIL ON ALL AREAS TO BE CUT OR FILLED. RESPREAD TO MINIMUM 8" DEPTH TO FINISH GRADES.
- B. ANY EXCESS CUT TO BE SPREAD ON SITE AS DIRECTED BY ENGINEER DURING CONSTRUCTION. PLACE TOPSOIL OVER ALL AREAS DISTURBED.
- C. EROSION CONTROL: SEED THE SITE AFTER ROUGH GRADING HAS BEEN COMPLETED. PLACE SILT FENCE AND MAINTAIN IN PROBLEM AREAS AFTER GROUND COVER HAS BEEN ESTABLISHED. COMPLY WITH EROSION CONTROL LAW.
- D. PROVIDE BELOW GRADE INLET PROTECTION IN PAVED AREAS FOLLOWING PAVING OPERATIONS.
- E. CONTRACTOR RESPONSIBLE FOR REVIEWING THE GEOTECHNICAL REPORT PREPARED FOR THIS PROJECT AND FOLLOWING RECOMMENDATIONS DURING CONSTRUCTION.

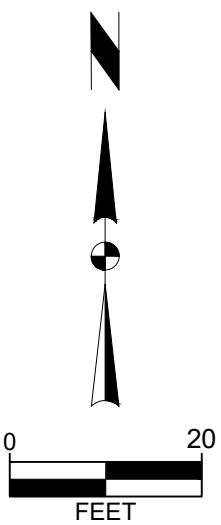
- BENCHMARKS**
- NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88 - GEOID12A)  
IARTN DERIVED - US SURVEY FEET
- BM500 N=7413443- E=18543656- Z=944.22  
SET CUT TRIANGLE AT TOP OF CONCRETE LIGHT POLE BASE LOCATED WEST SIDE OF FRONTAGE ROAD, EAST SIDE OF DUMPSTER AREA, AT NORTH END OF ROAD, SE CORNER OF SITE. (AS SHOWN ON SURVEY)
- BM501 N=7413884- E=18543883- Z=947.31  
BURY BOLT ON HYDRANT AT SE CORNER OF THEISENS, NORTH SIDE OF ACCESS DRIVE, +-20' OF SE CORNER OF BUILDING. (AS SHOWN ON SURVEY)



DETAIL VIEW B  
SCALE: 1" = 10'



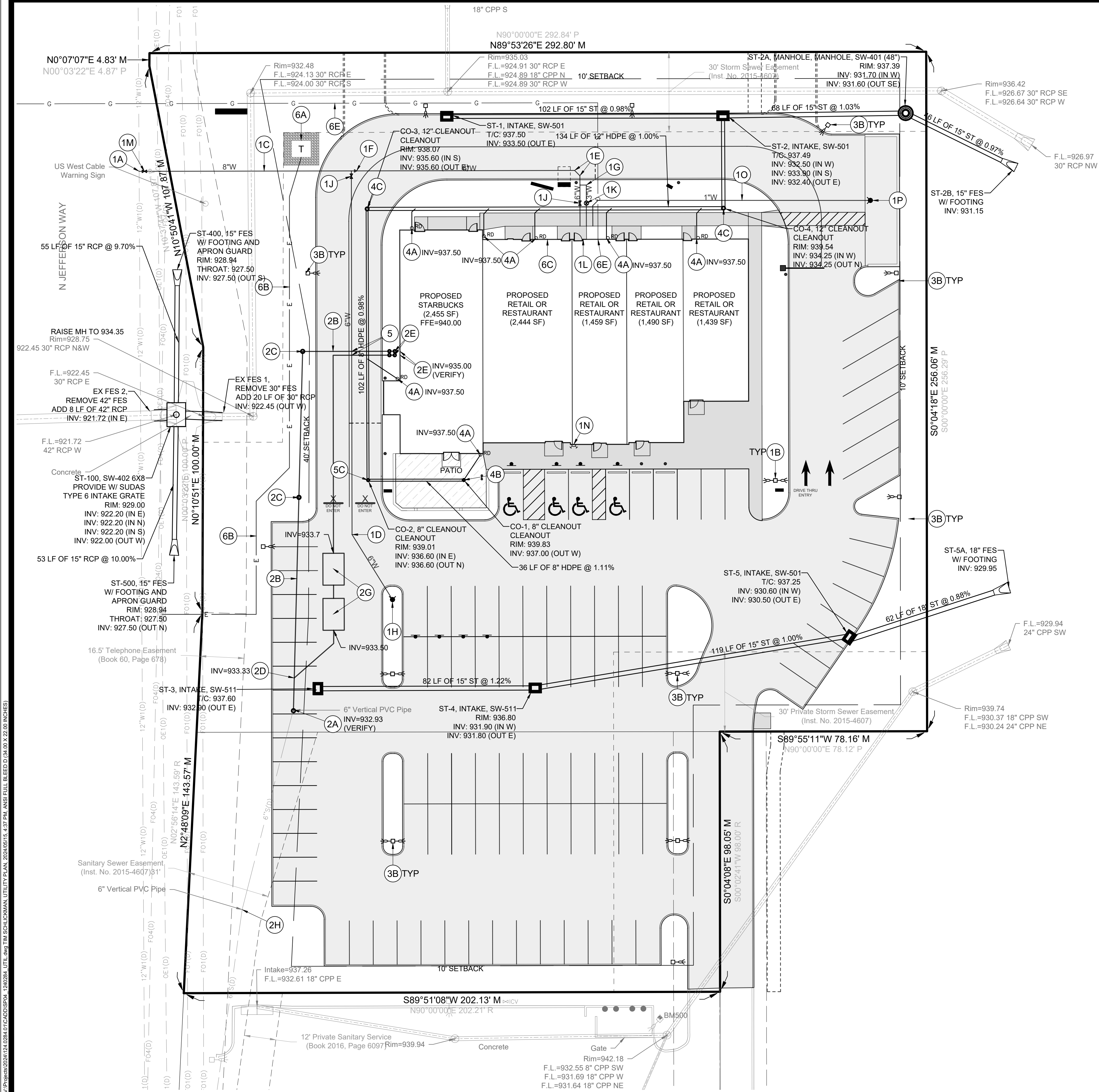
DETAIL VIEW A  
SCALE: 1" = 10'



|                                             |  |                                             |  |
|---------------------------------------------|--|---------------------------------------------|--|
| INDIANOLA, IOWA                             |  | SUMMERCREST PLAZA                           |  |
| GRADING AND EROSION CONTROL PLAN            |  | SNYDER & ASSOCIATES, INC.                   |  |
| Sheet C300                                  |  | Sheet C300                                  |  |
| Project No: 124.0284.01                     |  | Project No: 124.0284.01                     |  |
| 515-364-2020   www.snyder-associates.com    |  | 515-364-2020   www.snyder-associates.com    |  |
| 2727 S.W. SNYDER BLVD<br>ANKENY, IOWA 50023 |  | 2727 S.W. SNYDER BLVD<br>ANKENY, IOWA 50023 |  |
| Engineer: JRC                               |  | Engineer: JRC                               |  |
| Checked By: MAA                             |  | Checked By: MAA                             |  |
| Date: 05/06/2024                            |  | Date: 05/06/2024                            |  |
| T-R-S: TTN+RRW+SS                           |  | T-R-S: TTN+RRW+SS                           |  |
| Revision: 05/15/24                          |  | Revision: 05/15/24                          |  |
| By: [Signature]                             |  | By: [Signature]                             |  |
| Mark: [Signature]                           |  | Mark: [Signature]                           |  |
| Revised Per City Comments: [Signature]      |  | Revised Per City Comments: [Signature]      |  |

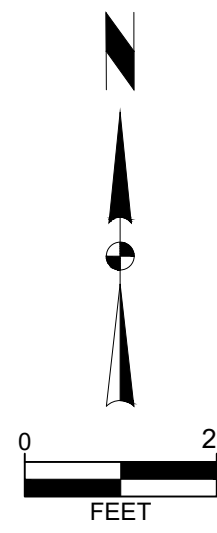


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### UTILITY PLAN CONSTRUCTION NOTES

- WATER SERVICES. PROVIDE THE FOLLOWING:
  - TAP EXISTING 12" WATER MAIN WITH TAPPING SLEEVE AND VALVE. COORDINATE CONNECTION WITH THE CITY OF INDIANOLA WATER DEPARTMENT AND IOWA DOT FOR PERMIT.
  - 6" WATER SERVICE WITH TRACER WIRE. INSTALL WITH MINIMUM 5' COVER TO TOP OF PIPE.
  - 8" WATER SERVICE WITH TRACER WIRE. INSTALL WITH MINIMUM 5' COVER TO TOP OF PIPE.
  - 22.5" BEND.
  - 45" BEND.
  - 8"x8" REDUCER.
  - DOMESTIC WATER SERVICE WITH CURB STOP SPLIT EXTERIOR TO BUILDING. CONFIRM WITH MECHANICAL PLANS FOR SIZE, LOCATION AND ELEVATION.
  - FIRE HYDRANT ASSEMBLY. COORDINATE LOCATION WITH ELECTRIC IMPROVEMENTS.
  - TEE 8" HYDRANT SERVICE FROM 8" FIRE SERVICE.
  - 6" RW VALVE.
  - 3" CURB STOP.
  - CONFIRM FINAL SERVICE LOCATION AND DEPTH OF FIRE AND DOMESTIC SERVICES WITH ARCHITECTURAL AND PLUMBING PLANS.
  - 8" RW VALVE INSTALLED AS PART OF THE TAPPING SLEEVE.
  - WALL MOUNTED FIRE DEPARTMENT CONNECTION. CONFIRM FINAL LOCATION WITH ARCHITECTURAL PLANS.
  - 1" WATER SERVICE WITH TRACER WIRE. INSTALL WITH MINIMUM 5 FOOT COVER TO TOP OF PIPE.
  - FROST FREE YARD HYDRANT WITH LOCKABLE ASSEMBLY HANDLE. COORDINATE LOCATION WITH TRASH ENCLOSURE IMPROVEMENTS.
- SANITARY SEWER SERVICES. PROVIDE THE FOLLOWING:
  - CONNECT TO EXISTING 6" SANITARY SERVICE STUB. ADJUST EXISTING CLEANOUT AND PROVIDE SUDAS SW-203 CASTING. VERIFY LOCATION AND ELEVATION PRIOR TO CONSTRUCTION.
  - 6" SANITARY SEWER SERVICE LINE AT 1.0% MINIMUM SLOPE (1/8" PER FOOT).
  - SANITARY CLEANOUT (SUDAS SW-203).
  - WYE CONNECTION BETWEEN SEWER SERVICE LINES.
  - DOUBLE SANITARY CLEANOUT (SUDAS SW-203) LOCATED OUTSIDE OF BUILDING. PROVIDE SERVICE AT ELEVATION TO SERVICE ENTIRE BUILDING.
  - CONNECT TO PROPOSED BUILDING SERVICE. CONFIRM WITH MECHANICAL PLANS FOR SIZE, LOCATION AND ELEVATION.
  - GREASE INTERCEPTOR. COORDINATE FINAL SIZE WITH MECHANICAL PLANS.
  - EXISTING CLEANOUT TO BE FINISHED WITH SW-203 CASTING.
- SITE LIGHTING. PROVIDE THE FOLLOWING:
  - CONTRACTOR TO COORDINATE WITH THE UTILITY OWNER AND PROPERTY OWNER ALL ASPECTS OF ELECTRICAL SERVICE PRIOR TO CONSTRUCTION.
  - SITE LIGHTING SHOWN. SEE ELECTRICAL PLANS.
- PROVIDE STORM SEWER IMPROVEMENTS AS SHOWN:
  - ROOF DRAINS. PROVIDE 8" PVC ROOF DRAIN LEADER. EXTEND 12" ABOVE GRADE. CONFIRM DOWNSPOUT LOCATIONS WITH ARCHITECTURAL PLANS.
  - 45 DEGREE BEND.
  - PVC CLEANOUT WITH SUDAS SW-203 CASTING.
- CRITICAL CROSSING. CONTRACTOR TO MAINTAIN MINIMUM 18" SEPARATION.
- SITE FRANCHISE UTILITIES. PROVIDE THE FOLLOWING:
  - TRANSFORMER PAD. COORDINATE FINAL SIZE AND LOCATION WITH MID-AMERICAN ENERGY AND ELECTRICAL SITE PLAN.
  - ELECTRICAL SERVICE ROUTE TO BE FINALIZED BY UTILITY PROVIDER. SEE SITE ELECTRICAL PLANS.
  - ELECTRIC METER. SEE ARCHITECTURAL PLANS.
  - GAS METER. SEE ARCHITECTURAL PLANS.
  - GAS SERVICE ROUTE TO BE FINALIZED BY UTILITY PROVIDER.



SUMMERCREST PLAZA

UTILITY PLAN

INDIANOLA, IOWA

SNYDER & ASSOCIATES, INC. |



Project No: 124.0284.01

Sheet C400

2727 S.W. SNYDER BLVD  
ANKENY, IOWA 50023  
515-364-2020 | www.snyder-associates.com

Project No: 124.0284.01

Sheet C400

| MARK | REVISION                  | DATE     | BY  |
|------|---------------------------|----------|-----|
| 1    | REVISED PER CITY COMMENTS | 05/15/24 | TLS |

|                 |                  |                   |
|-----------------|------------------|-------------------|
| Engineer: JRC   | Checked By: MAA  | Scale: 1" = 20'   |
| Technician: TLS | Date: 05/06/2024 | T-R-S: TTN-RRW-SS |

Sheet C400









PROVIDE A HORIZONTAL "BOARD CONCRETE FORMED FINISH" ON HALF WALL

1

SCALE: 1/8" = 1'-0"

## COLOR - PRIMARY SOUTH (FRONT) ELEVATION

### SIGNAGE CALCULATIONS:

#### DESIGN CRITERIA:

- MAX. ALLOWED SIGN AREA NOT TO EXCEED 100 S.F. PER TENANT
- NO MORE THAN 2 FACADES

#### NOTES:

- FINAL SIGNAGE TO BE REVIEWED & APPROVED THROUGH SIGN PERMITTING PROCESS.
- SIGNAGE SHOWN ON LEASE SPACE #1 IS AS MANDATED BY STARBUCKS.
- ANY DEVIATION WILL NEED TO BE APPROVED BY STARBUCKS CORPORATE.

### SIGNAGE CALCULATIONS:

#### NORTH (REAR)

| MATERIAL CLASS | DESCRIPTION    | (S.F.) |
|----------------|----------------|--------|
| LEASE SPACE #1 | TOTAL WALL     | 615    |
|                | MAX. SIGN AREA | 61.5   |
| LEASE SPACE #2 | TOTAL WALL     | 542    |
|                | MAX. SIGN AREA | 54.2   |
| LEASE SPACE #3 | TOTAL WALL     | 329    |
|                | MAX. SIGN AREA | 32.9   |
| LEASE SPACE #4 | TOTAL WALL     | 329    |
|                | MAX. SIGN AREA | 32.9   |
| LEASE SPACE #5 | TOTAL WALL     | 402    |
|                | MAX. SIGN AREA | 40.2   |

### SIGNAGE CALCULATIONS:

#### PRIMARY WEST (DRIVE-THRU)

| MATERIAL CLASS | DESCRIPTION    | (S.F.) |
|----------------|----------------|--------|
| LEASE SPACE #1 | TOTAL WALL     | 1,679  |
|                | MAX. SIGN AREA | 100    |

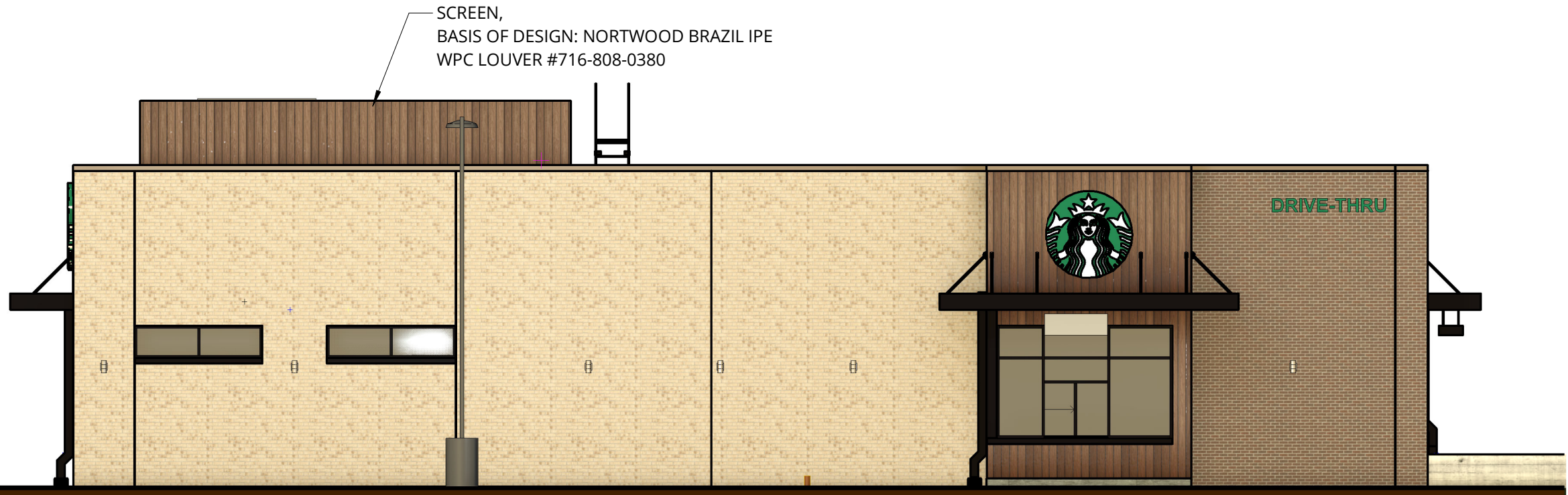
### SIGNAGE CALCULATIONS:

#### PRIMARY SOUTH (FRONT)

| MATERIAL CLASS | DESCRIPTION    | (S.F.) |
|----------------|----------------|--------|
| LEASE SPACE #1 | TOTAL WALL     | 738    |
|                | MAX. SIGN AREA | 73.8   |
| LEASE SPACE #2 | TOTAL WALL     | 601    |
|                | MAX. SIGN AREA | 60.1   |
| LEASE SPACE #3 | TOTAL WALL     | 442    |
|                | MAX. SIGN AREA | 42.2   |
| LEASE SPACE #4 | TOTAL WALL     | 364    |
|                | MAX. SIGN AREA | 36.4   |
| LEASE SPACE #5 | TOTAL WALL     | 501    |
|                | MAX. SIGN AREA | 50.1   |

PER PALETTE B SPECS:  
12" OPEN FACE, REAR GUTTER

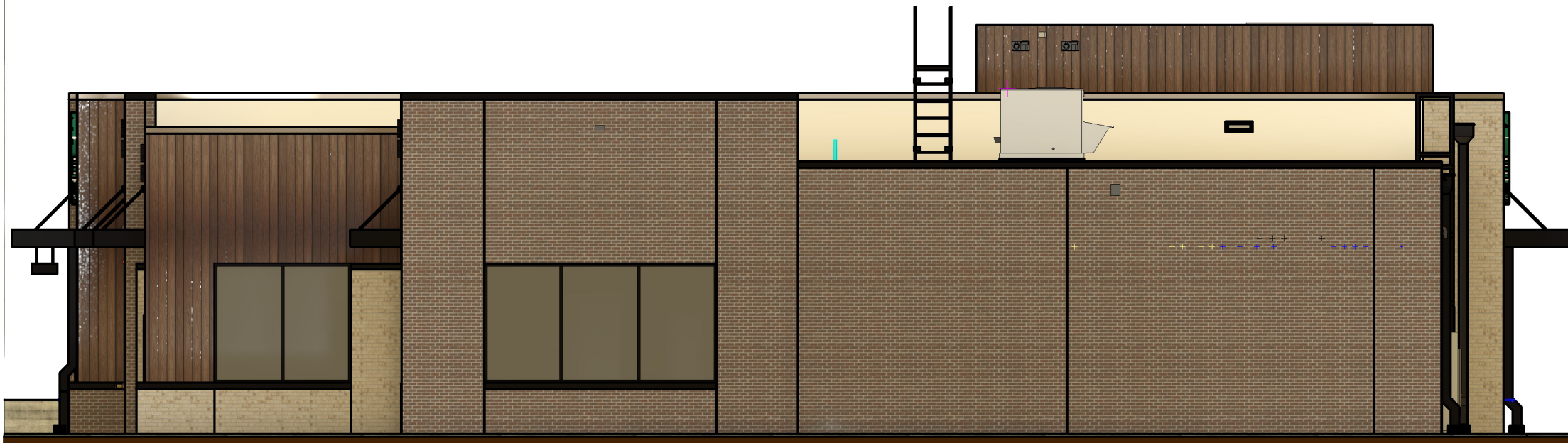
COLOR NOTE:  
IF MANUFACTURER STANDARD COLORS DO NOT MATCH STOREFRONT FINISH, PROVIDE CUSTOM POWDER COAT FINISH TO MATCH.



SCREEN,  
BASIS OF DESIGN: NORTWOOD BRAZIL IPE  
WPC LOUVER #716-808-0380

## COLOR - PRIMARY WEST (DRIVE-THRU) ELEVATION

2 SCALE: 1/8" = 1'-0"



## COLOR - EAST ELEVATION

3 SCALE: 1/8" = 1'-0"

### VENEER CALCULATIONS:

#### NORTH (REAR)

| MATERIAL CLASS | MATERIAL DESCRIPTION | AREA (S.F.) | %    | COMBINED % |
|----------------|----------------------|-------------|------|------------|
| CLASS-1        | BRICK VENEER: C1     | 572         | 26   | 91%        |
| CLASS-1        | BRICK VENEER: C2     | 1,456       | 65   |            |
| CLASS-1        | CLEAR GLAZING        | 0           | 0    |            |
| CLASS-3        | WOOD-LOOK SIDING     | 0           | 0    |            |
| CLASS-OTHER    | H.M. DOOR OPENINGS   | 199         | 9    |            |
| TOTALS:        | CLASS-1 OR 2 = (3)   | 2,227 S.F.  | 100% |            |

#### PRIMARY SOUTH (FRONT)

| MATERIAL CLASS | MATERIAL DESCRIPTION | AREA (S.F.) | %    | COMBINED % |
|----------------|----------------------|-------------|------|------------|
| CLASS-1        | BRICK VENEER: C1     | 492         | 20   | 83%        |
| CLASS-1        | BRICK VENEER: C2     | 926         | 37   |            |
| CLASS-1        | CLEAR GLAZING        | 661         | 26   |            |
| CLASS-3        | WOOD-LOOK SIDING     | 438         | 17   |            |
| CLASS-OTHER    | H.M. DOOR OPENINGS   | 0           | 0    |            |
| TOTALS:        | CLASS-1 OR 2 = (3)   | 2,517 S.F.  | 100% |            |

#### PRIMARY WEST (DRIVE-THRU)

| MATERIAL CLASS | MATERIAL DESCRIPTION | AREA (S.F.) | %    | COMBINED % |
|----------------|----------------------|-------------|------|------------|
| CLASS-1        | BRICK VENEER: C1     | 1,104       | 66   | 90%        |
| CLASS-1        | BRICK VENEER: C2     | 294         | 18   |            |
| CLASS-1        | CLEAR GLAZING        | 108         | 6    |            |
| CLASS-3        | WOOD-LOOK SIDING     | 176         | 10   |            |
| CLASS-OTHER    | H.M. DOOR OPENINGS   | 0           | 0    |            |
| TOTALS:        | CLASS-1 OR 2 = (3)   | 1,682 S.F.  | 100% |            |

#### EAST

| MATERIAL CLASS | MATERIAL DESCRIPTION | AREA (S.F.) | %    | COMBINED % |
|----------------|----------------------|-------------|------|------------|
| CLASS-1        | BRICK VENEER: C1     | 67          | 5    | 89%        |
| CLASS-1        | BRICK VENEER: C2     | 975         | 73   |            |
| CLASS-1        | CLEAR GLAZING        | 152         | 11   |            |
| CLASS-3        | WOOD-LOOK SIDING     | 148         | 11   |            |
| CLASS-OTHER    | H.M. DOOR OPENINGS   | 0           | 0    |            |
| TOTALS:        | CLASS-1 OR 2 = (3)   | 1,342 S.F.  | 100% |            |

### EXTERIOR MATERIAL SELECTIONS

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

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

#### ROOFING:

- PER SPECIFICATIONS
- TPO
- WHITE

#### ROOFING: COPING @ BRICK C1

- PER SPECIFICATIONS
- COLOR MATCH: BRICK C1
- T.B.D.

#### ROOFING: COPING @ BRICK C2

- PER SPECIFICATIONS
- COLOR MATCH: STOREFRONT
- ANODIZED DARK BRONZE

#### ROOFING: GUTTER & DOWNSPOUTS

- PER SPECIFICATIONS
- COLOR MATCH: BRICK C1
- T.B.D.

#### ROOFING: ARCHITECTURAL METAL CANOPIES

- BASIS OF DESIGN:
- AMERICANA (or SIMILAR)
- COLOR MATCH: S.F.
- ANODIZED DARK BRONZE
- INCLUDES FLASHINGS
- CANOPY DOWNSPOUTS
- PER SPECIFICATIONS
- COLOR MATCH: STOREFRONT
- ANODIZED DARK BRONZE

#### 300: WOOD-LOOK SIDING

- NEW TECH
- JOHATHAN WALKER
- 832-810-3970
- BRAZILIAN IPE
- BELGIAN BOARDS

#### 200: BRICK MASONRY VENEER: C1

- ACME BRICK
- MODULAR SIZED
- 2 1/4"(H)x7 5/8"(L)x3 5/8"(D)
- STADLEBROOK
- DTP707
- MORTAR COLOR: SM100

#### BRICK MASONRY VENEER, ACCENT COLOR: C2

- ACME BRICK
- MODULAR SIZED
- 3 5/8" x 7 5/8" x 3 5/8"
- MOCHA IRONSPOT

#### STOREFRONT DOORS & WINDOWS

- KAWNEER
- ANODIZED DARK BRONZE
- FINISH:
- TRIFAB 451T VERSA GLAZE
- ALTERNATE:
- TUBLITE
- T14000 SERIES
- INCLUDE VISIBLE FLASHINGS

#### METAL WINDOW SILL TRIM/ LOW BRICK CAPS

- PER SPECIFICATIONS
- COLOR MATCH: STOREFRONT
- ANODIZED DARK BRONZE

#### HOLLOW DOORS

- PER SPECIFICATIONS
- COLOR MATCH: STOREFRONT
- ANODIZED DARK BRONZE
- INCLUDING FLASHINGS

THIS PLAN IS THE PROPERTY OF  
DOWNING CONSTRUCTION INC.

ANY USE WITHOUT WRITTEN  
PERMISSION IS STRICTLY  
PROHIBITED!

**STUDIO**  
ARCHITECTURE || INTERIORS  
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Indianola, Iowa 50125  
p: 515.961.5386  
f: 515.961.0468  
www.downingconstruct.com  
www.downingplanroom.com

**Summerview Plaza**

302 E. Trail Ridge Ave - T.B.D.

Indianola, Iowa 50125

CONSTRUCTION DOCUMENT SET - PLANS FOR CONSTRUCTION

DELIVER

COMMIT

DEVELOP

DISCOVER/ ANALYZE

PROJECT  
DESIGNER-INTERIOR  
CGL

ISSUED DATE:  
06/04/2024

### REVISIONS

| REV # | DESCP. | DATE |
|-------|--------|------|
|       |        |      |
|       |        |      |
|       |        |      |
|       |        |      |

PLAN NO. = 90-186

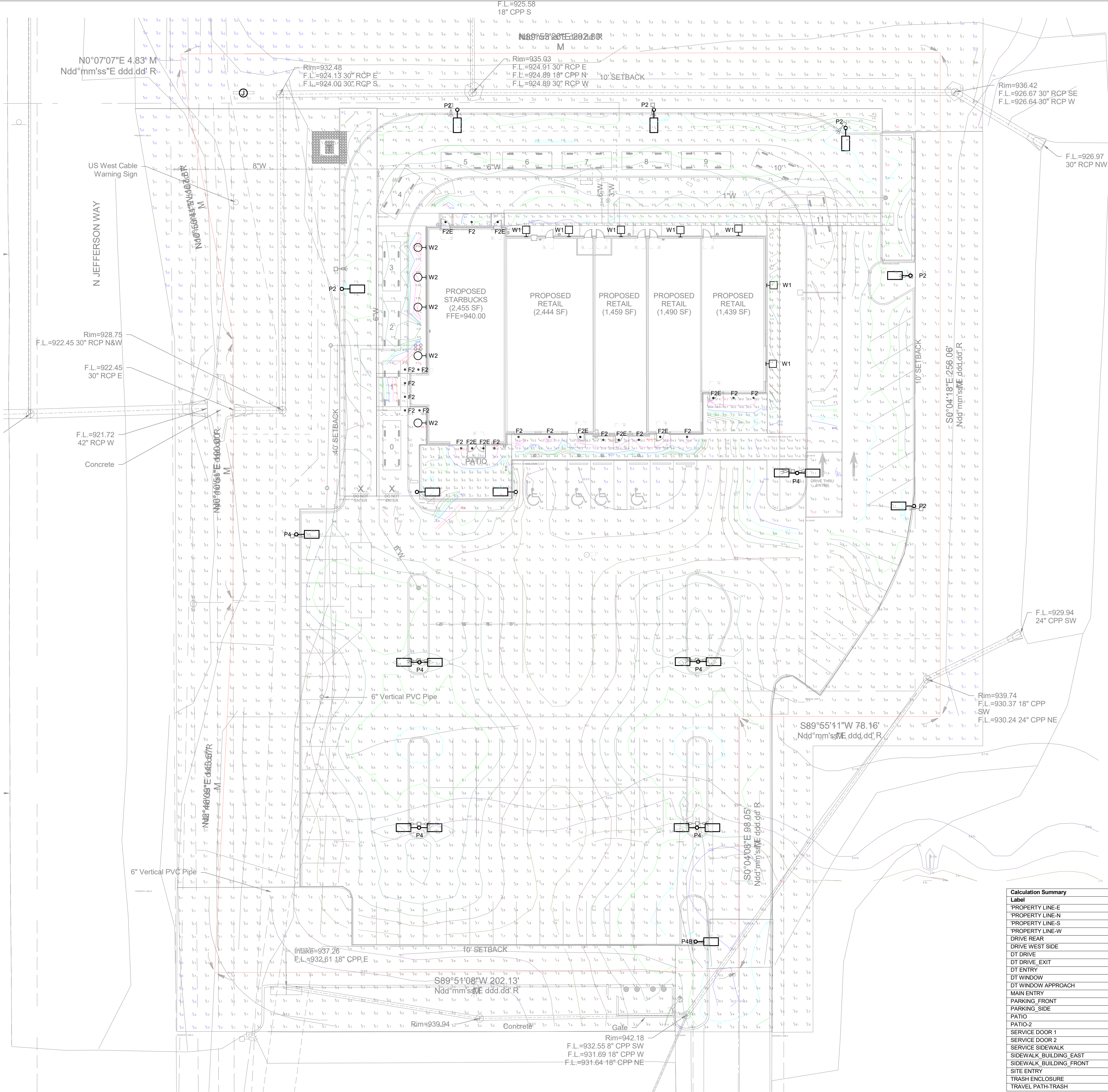
### DWG. LIST

COLOR EXTERIOR  
ELEVATIONS

SHEET NO.

A-202

- POWER GENERAL NOTES
- A. COORDINATE LOCATION/INSTALLATION OF MECHANICAL AND ELECTRICAL WORK WITH ALL OTHER TRADES. NO ASPECT OF A SYSTEM INSTALLATION OR ITS ROUGH-IN SHALL COMMENCE UNTIL PROPER AND TIMELY COORDINATION WITH ALL TRADES ASSOCIATED WITH THE INSTALLATION HAS TRANSPIRED. ITEMS TO BE COORDINATED SHALL INCLUDE BUT NOT BE LIMITED TO: BUILDING STRUCTURE, SHEET METAL, PIPING SYSTEMS, LIGHT FIXTURES, CONDUITS, CABLE TRAYS, ETC. REFER TO ALL GENERAL, MECHANICAL, AND ELECTRICAL DRAWINGS AND SPECIFICATIONS FOR THIS PROJECT.
- B. COORDINATE ELECTRICAL REQUIREMENTS FOR MECHANICAL UNITS WITH MECHANICAL CONTRACTOR AND FINAL MECHANICAL SHOP DRAWINGS.
- C. PROVIDE PENETRATIONS REQUIRED FOR ROUTING RACEWAYS THROUGH THE BUILDING. COORDINATE FIRE RATED WALL PENETRATIONS AND PROVIDE CONDUIT SLEEVES AND FIRE STOPPING TO MAINTAIN RATING.



| Calculation Summary     |       |       |      |      |         |         |
|-------------------------|-------|-------|------|------|---------|---------|
| Label                   | Units | Avg   | Max  | Min  | Avg/Min | Max/Min |
| *PROPERTY LINE-E        | Fc    | 1.76  | 8.2  | 0.1  | 17.80   | 82.00   |
| *PROPERTY LINE-N        | Fc    | 0.53  | 3.6  | 0.0  | N.A.    | N.A.    |
| *PROPERTY LINE-S        | Fc    | 1.11  | 6.9  | 0.0  | N.A.    | N.A.    |
| *PROPERTY LINE-W        | Fc    | 0.64  | 5.1  | 0.0  | N.A.    | N.A.    |
| DRIVE REAR              | Fc    | 5.70  | 13.0 | 1.9  | 3.36    | 6.84    |
| DRIVE WEST SIDE         | Fc    | 4.59  | 8.1  | 2.6  | 1.77    | 3.12    |
| DT DRIVE                | Fc    | 4.27  | 15.7 | 1.1  | 3.88    | 14.27   |
| DT DRIVE_EXIT           | Fc    | 10.61 | 58.3 | 1.9  | 5.58    | 30.68   |
| DT ENTRY                | Fc    | 12.72 | 15.5 | 9.7  | 1.31    | 1.60    |
| DT WINDOW               | Fc    | 23.45 | 51.0 | 3.6  | 6.51    | 14.17   |
| DT WINDOW APPROACH      | Fc    | 12.66 | 53.6 | 3.0  | 4.22    | 17.67   |
| MAIN ENTRY              | Fc    | 41.18 | 44.6 | 37.9 | 1.09    | 1.18    |
| PARKING_FRONT           | Fc    | 4.43  | 15.6 | 0.3  | 14.77   | 52.00   |
| PARKING_SIDE            | Fc    | 5.16  | 9.4  | 1.1  | 4.69    | 8.55    |
| PATIO                   | Fc    | 6.82  | 33.3 | 4.1  | 2.15    | 8.12    |
| PATIO-2                 | Fc    | 12.10 | 29.2 | 1.4  | 8.64    | 20.86   |
| SERVICE DOOR 1          | Fc    | 24.20 | 25.2 | 23.3 | 1.04    | 1.08    |
| SERVICE DOOR 2          | Fc    | 4.73  | 5.1  | 4.5  | 1.05    | 1.13    |
| SERVICE SIDEWALK        | Fc    | 8.59  | 17.1 | 5.0  | 1.72    | 3.42    |
| SIDEWALK_BUILDING_EAST  | Fc    | 4.57  | 13.2 | 1.4  | 3.26    | 9.43    |
| SIDEWALK_BUILDING_FRONT | Fc    | 12.10 | 31.0 | 1.2  | 10.08   | 25.83   |
| SITE ENTRY              | Fc    | 7.92  | 11.8 | 3.9  | 2.03    | 3.03    |
| TRASH ENCLOSURE         | Fc    | 6.04  | 8.6  | 3.0  | 2.01    | 2.87    |
| TRAVEL PATH-TRASH       | Fc    | 5.97  | 11.1 | 1.2  | 4.98    | 9.25    |

# SITE PHOTOMETRIC PLAN

SCALE: 1" = 20'-0"



# MEMORANDUM

**To:** Planning and Zoning Commission

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

**Date:** June 11, 2024

**Subject:** Consider vacation request from Scott Bachof for an alley located west of a residence located at 705 North Howard Street and located in Block 27 of College Addition.

---

**Recommendation:** Staff recommends that the Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

|                     |    |                        |
|---------------------|----|------------------------|
| <b>Attachments:</b> | 1. | Staff Report           |
|                     | 2. | Application            |
|                     | 3. | Alleyway Vacation Plat |



## COMMUNITY DEVELOPMENT

110 N. First Street, Indianola IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
(515) 961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

# STAFF REPORT

## PLANNING AND ZONING COMMISSION

**Date of Meeting:** June 11, 2024

**Agenda Item:** 7.C Consider vacation request from Scott Bachof for an alley located west of a residence located at 705 North Howard Street and located in Block 27 of College Addition.

**Application Type:** Vacation (Alley)

**Applicant/Property Owner:** Scott Bachof

**Property Addresses:** 705 North Howard Street

**Current Zoning:** R-1 'Single-family Residential Detached' Zoning District.

**Application Summary:** Scott Bachof is requesting the vacation and conveyance of the north/south alley adjacent to his home, located at 705 North Howard Street, and located in Block 27 of College Addition.

**Agenda Item:** 7.C Consider vacation request from Scott Bachof for an alley located west of a residence located at 705 North Howard Street and located in Block 27 of College Addition.

## AERIAL MAP



## APPLICABLE CODE SECTIONS

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

**137.01 POWER TO VACATE.** When, in the judgment of the Council, it would be in the best interest of the City to vacate a street, alley, portion thereof or any public grounds, the Council may do so by ordinance in accordance with the provisions of this chapter.

**137.02 PLANNING AND ZONING COMMISSION.** Any proposal to vacate a street, alley, portion thereof or any public grounds shall be referred by the Council to the Planning and Zoning Commission for its study and recommendation prior to further consideration by the Council. The Commission shall submit a written report including recommendations to the Council within thirty (30) days after the date the proposed vacation is referred to the Commission.

**137.03 NOTICE OF VACATION HEARING.** The Council shall cause to be published a notice of public hearing of the time at which the proposal to vacate shall be considered.

**137.04 FINDINGS REQUIRED.** No street, alley, portion thereof or any public grounds shall be vacated unless the Council finds that:

1. Public Use. The street, alley, portion thereof or any public ground proposed to be vacated is not needed for the use of the public, and therefore, its maintenance at public expense is no longer justified.
2. Abutting Property. The proposed vacation will not deny owners of property abutting on the street or alley reasonable access to their property.

**137.05 DISPOSAL OF VACATED STREETS OR ALLEYS.** When in the judgment of the Council it would be in the best interest of the City to dispose of a vacated street or alley, portion thereof or public ground, the Council may do so in accordance with the provisions of Section 364.7, Code of Iowa.

## ANALYSIS

**Agenda Item:** 7.C Consider vacation request from Scott Bachof for an alley located west of a residence located at 705 North Howard Street and located in Block 27 of College Addition.

### **Subject Property**

Scott Bachof is requesting the vacation and conveyance of the north/south alley adjacent to his home, located at 705 North Howard Street, and located in Block 27 of College Addition. The north/south alley proposed for vacation is located property he owns and is unimproved.

As the landowner has agreed to the vacation and the portion of alleyway is no longer needed for the use of the public, and its maintenance at the public's expense is no longer justified.

## **COMMENTS FROM THE GENERAL PUBLIC**

At the time of writing this report, no public comment has been received by the Community Development Department.

## **ALTERNATIVES**

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

- 1) The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

## **RECOMMENDATION**

Staff recommends that the Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

# VACATION APPLICATION

## Community Development

110 North 1<sup>st</sup> Street, Indianola, Iowa 50125-0299  
(515) 961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)



### PROPERTY OWNER

(Last Name) BACHOF  
(First Name) SCOTTY  
(Address) 705 N. HOWARD ST  
(City) INDIANOLA (State) IA (Zip) 50125  
(Phone) 515-240-7445 (Email) sbachof2@msn.com

### APPLICANT (if not Property Owner)

(Last Name) \_\_\_\_\_  
(First Name) \_\_\_\_\_  
(Address) \_\_\_\_\_  
(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_  
(Phone) \_\_\_\_\_ (Email) \_\_\_\_\_

### ☒ ALLEY

#### Submittal Requirements:

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

- ☐ Completed Application
- ☒ Filing Fee: \$200
- ☒ Legal description of proposed vacated area
- ☒ Site plan identifying vacated area
- ☐ List of property owners adjacent to proposed vacated area
- ☐ Letters from each adjacent property owner indicating their intent
- ☐ Other Information as required by Director

### ☐ EASEMENT

#### Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$200
- ☐ Legal description of proposed vacated area
- ☐ Site plan identifying vacated area
- ☐ List of property owners within proposed vacated area
- ☐ Letters from each property owner indicating their intent
- ☐ Other Information as required by Director

### ☐ STREET

#### Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$200
- ☐ Legal description of proposed vacated area
- ☐ Site plan identifying vacated area
- ☐ List of property owners adjacent to proposed vacated area
- ☐ Letters from each adjacent property owner indicating their intent
- ☐ 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 Scotty Bachof  
Name (printed) SCOTTY BACHOF

Date JUNE 7, 2024

#### FOR OFFICE USE ONLY:

Code to 45510

Date Received: \_\_\_\_\_  
Receipt No: \_\_\_\_\_  
Receipt Amount: \_\_\_\_\_

**BLOCK 21  
COLLEGE  
ADDITION**

LOT 8

N89°17'10"W  
60.00'(M&R)

SE CORNER  
BLOCK 21

—SW CORNER  
BLOCK 22  
FALLS IN  
BARBERRY

LOT 7

**BLOCK 22  
COLLEGE  
ADDITION**

LOT 8

FND 5/8"IR  
NORTH 2.6'  
WEST 3.6'

SE CORNER -  
BLOCK 22

BLOCK 23  
COLLEGE  
ADDITION  
LOT 7

ADJ LOT  
FND 5/8"IR  
NORTH 2.5'  
EAST 2.4'

0' 50'



SCALE: 1" = 50'

[illegible]

4121 NW URBANDALE DRIVE  
 URBANDALE, IOWA 50322  
 PHONE: (515) 369-4400

| ENGINEER: | TECH: | REVIEW: |
|-----------|-------|---------|
|           |       |         |



## VACATION PLAT OF ALLEY IN EAGE ADDITION

RIGHT-OF-WAY V/A  
PARCEL "D" - PART  
BLOCK 27 IN COLLEGE

1  
1  
2404.345  
GA

Page 42 of 5

## INDEX LEGEND

LOCATION: CITY OF INDIANOLA  
PART OF ALLEYWAY OF BLOCK 27  
IN COLLEGE ADDITION

SURVEY REQUESTOR:  
SCOTT BACHOF  
705 N HOWARD ST  
INDIANOLA, IA 50125

PROPRIETOR:  
CITY OF INDIANOLA  
P.O. BOX 299  
INDIANOLA, IA 50125

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

DATE OF SURVEY: 04/30/2024 THRU 05/06/2024

PROPERTY DESCRIPTION: PARCEL "D"

A part of the 12' wide Alleyway running North/South West and adjacent to West Line of LOT 4 and LOT 5 and adjacent to East Line of LOT 3 and LOT 6, all in BLOCK 27 in COLLEGE ADDITION, an Official Plat, now included in and forming a part of the City of Indianola, Warren County, Iowa, more particularly described as follows:

Beginning at the Northwest Corner of the South 64.5 feet of said LOT 4; thence South 00°06'06" East along the West Line of said LOT 4 and LOT 5, a distance of 89.67 feet to the Northwest Corner of the South 48.5 feet of said LOT 5; thence North 89°05'47" West along the projected North Line of the South 48.5 feet of said LOT 5 and LOT 6 to the Northwest Corner of the East 10 feet of the South 48.5 feet of said LOT 6, a distance of 23.13 feet; thence North 00°06'06" West along the West Line of the East 10 feet of said LOT 6, a distance of 12.00 feet to the Southwest Corner of the North 10.5 feet of the East 10 feet of said LOT 6; thence South 89°05'47" East along the South Line of the North 10.5 feet of the East 10 feet of said LOT 6, a distance of 11.13 feet to the Southeast Corner of the North 10.5 feet of the East 10 feet of said LOT 6; thence North 00°06'06" West along the East Line of said LOT 6 and LOT 3, a distance of 77.63 feet to the Northeast Corner of the South 64.5 feet of the East 10 feet of said LOT 3; thence South 89°17'10" East along the projected North Line of the South 64.5 feet of said LOT 3 and LOT 4, a distance of 12.00 feet to the Point of Beginning, containing 1,209 Square Feet, subject to all easements, restrictions and covenants of record.

## PLAT LEGEND

- FOUND 5/8"IR W/YELLOW CAP #3754
  - ◆ FOUND 1/2"IR
  - FOUND 5/8"IR
  - ◆ FOUND 1-1/4"IP
  - ⊗ FOUND OR SET CUT "X"
  - SET 5/8"IR W/RED CAP #19968
  - ▼ SET "MAG" NAIL W/WASHER #19968
- PROPERTY LINE
- PLAT BOUNDARY LINE

68

LOT 4

BLOCK 28  
COLLEGE  
ADDITION

BUXTON  
CO.

BUXTON PARK  
CITY OF INDIANOLA

"VACATED"  
PARK STREET

COLLEGE  
CAMPUS

A circular professional seal for a land surveyor. The outer ring contains the text "LICENSED PROFESSIONAL LAND SURVEYOR" at the top and "STATE OF IOWA" at the bottom, separated by two five-pointed stars. The center of the seal contains the name "MATTHEW J. THOMAS" and the license number "19968".

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

  
MATTHEW J. THOMAS, P.L.S.

LICENSE NUMBER 19968  
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025  
PAGES OR SHEETS COVERED BY THIS SEAL:  
THIS SHEET

05/23/2024  
DATE



# MEMORANDUM

**To:** Planning and Zoning Commission

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

**Date:** June 11, 2024

**Subject:** Consider vacation request from the City of Indianola for vacation of an alley located south and west of the Indianola Public Library located at 207 North B Street and located in Block 6 of the Original Town Plat of Indianola.

---

**Recommendation:** Staff recommends that the Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

|                     |    |                        |
|---------------------|----|------------------------|
| <b>Attachments:</b> | 1. | Staff Report           |
|                     | 2. | Application            |
|                     | 3. | Alleyway Vacation Plat |



## COMMUNITY DEVELOPMENT

110 N. First Street, Indianola IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
(515) 961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

# STAFF REPORT

## PLANNING AND ZONING COMMISSION

**Date of Meeting:** June 11, 2024

**Agenda Item:** 7.D Consider vacation request from the City of Indianola for vacation of an alley located south and west of the Indianola Public Library located at 207 North B Street and located in Block 6 of the Original Town Plat of Indianola.

**Application Type:** Vacation (Alley)

**Applicant/Property Owner:** City of Indianola

**Property Addresses:** 207 North B Street

**Current Zoning:** R-2 'Single-family Residential Attached' Zoning District.

**Application Summary:** The City of Indianola is requesting the vacation and conveyance of the east/west and north/south alley adjacent to the Indianola Public Library, located at 207 North B Street, and located in Block 6 of the Original Town Plat of Indianola.

**Agenda Item:** 7.D Consider vacation request from the City of Indianola for vacation of an alley located south and west of the Indianola Public Library located at 207 North B Street and located in Block 6 of the Original Town Plat of Indianola.

## AERIAL MAP



## APPLICABLE CODE SECTIONS

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

**137.01 POWER TO VACATE.** When, in the judgment of the Council, it would be in the best interest of the City to vacate a street, alley, portion thereof or any public grounds, the Council may do so by ordinance in accordance with the provisions of this chapter.

**137.02 PLANNING AND ZONING COMMISSION.** Any proposal to vacate a street, alley, portion thereof or any public grounds shall be referred by the Council to the Planning and Zoning Commission for its study and recommendation prior to further consideration by the Council. The Commission shall submit a written report including recommendations to the Council within thirty (30) days after the date the proposed vacation is referred to the Commission.

**137.03 NOTICE OF VACATION HEARING.** The Council shall cause to be published a notice of public hearing of the time at which the proposal to vacate shall be considered.

**137.04 FINDINGS REQUIRED.** No street, alley, portion thereof or any public grounds shall be vacated unless the Council finds that:

1. Public Use. The street, alley, portion thereof or any public ground proposed to be vacated is not needed for the use of the public, and therefore, its maintenance at public expense is no longer justified.
2. Abutting Property. The proposed vacation will not deny owners of property abutting on the street or alley reasonable access to their property.

**137.05 DISPOSAL OF VACATED STREETS OR ALLEYS.** When in the judgment of the Council it would be in the best interest of the City to dispose of a vacated street or alley, portion thereof or public ground, the Council may do so in accordance with the provisions of Section 364.7, Code of Iowa.

**Agenda Item:** 7.D Consider vacation request from the City of Indianola for vacation of an alley located south and west of the Indianola Public Library located at 207 North B Street and located in Block 6 of the Original Town Plat of Indianola.

## ANALYSIS

### Subject Property

The City of Indianola is requesting the vacation and conveyance of the east/west and north/south alley adjacent to the Indianola Public Library, located at 207 North B Street, and located in Block 6 of the Original Town Plat of Indianola. The east/west portion of this alley is used for access to the library parking lot and curbside book drop off, while the north/south alley is unimproved.

This request is part of the land exchange between the City of Indianola and Warren County, where Warren County will be the owner of the ground where the library sits and including adjacent ground. As this alley solely is used for access to this facility, and since the vacation of the alleys will still leave the lands in public ownership, the vacated alleyway will still be used and maintained as is today.

The alleyway contains public utilities and infrastructure, including electrical service. As part of this application, a public utility easement will be retained by the city, if approved.

## COMMENTS FROM THE GENERAL PUBLIC

At the time of writing this report, no public comment has been received by the Community Development Department.

## ALTERNATIVES

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

- 1) **The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

## RECOMMENDATION

Staff recommends that the Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

# VACATION APPLICATION

## Community Development

110 North 1<sup>st</sup> Street, Indianola, Iowa 50125-0299  
(515) 961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)



### PROPERTY OWNER

(Last Name) \_\_\_\_\_  
(First Name) \_\_\_\_\_  
(Address) \_\_\_\_\_  
(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_  
(Phone) \_\_\_\_\_ (Email) \_\_\_\_\_

### APPLICANT (if not Property Owner)

(Last Name) \_\_\_\_\_  
(First Name) \_\_\_\_\_  
(Address) \_\_\_\_\_  
(City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_  
(Phone) \_\_\_\_\_ (Email) \_\_\_\_\_

#### ☐ ALLEY

##### Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$200 \_\_\_\_\_
- ☐ Legal description of proposed vacated area
- ☐ Site plan identifying vacated area
- ☐ List of property owners adjacent to proposed vacated area
- ☐ Letters from each adjacent property owner indicating their intent
- ☐ Other Information as required by Director

#### ☐ EASEMENT

##### Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$200 \_\_\_\_\_
- ☐ Legal description of proposed vacated area
- ☐ Site plan identifying vacated area
- ☐ List of property owners within proposed vacated area
- ☐ Letters from each property owner indicating their intent
- ☐ Other Information as required by Director

#### ☐ STREET

##### Submittal Requirements:

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

- ☐ Completed Application
- ☐ Filing Fee: \$200 \_\_\_\_\_
- ☐ Legal description of proposed vacated area
- ☐ Site plan identifying vacated area
- ☐ List of property owners adjacent to proposed vacated area
- ☐ Letters from each adjacent property owner indicating their intent
- ☐ Other Information as required by Director

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

Signature \_\_\_\_\_

Name (printed) \_\_\_\_\_ Date \_\_\_\_\_

#### **FOR OFFICE USE ONLY:**

Code to 45510

Date Received: \_\_\_\_\_

Receipt No: \_\_\_\_\_

Receipt Amount: \_\_\_\_\_

|                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div><div>INDEX LEGEND</div><div>SURVEYOR'S NAME / RETURN TO:<br/>ERIN D. GRIFFIN<br/>SNYDER &amp; ASSOCIATES, INC.<br/>2727 S.W. SNYDER BLVD<br/>ANKENY, IOWA 50023<br/>515-964-2020<br/>EGRIFFI@SNYDER-ASSOCIATES.COM</div><div>SERVICE PROVIDED BY:<br/>SNYDER &amp; ASSOCIATES, INC.</div><div>SURVEY LOCATED:<br/>PT. BLOCK 6<br/>ORIGINAL TOWN PLAT<br/>INDIANOLA, IOWA</div><div>REQUESTED BY:<br/>CITY OF INDIANOLA</div></div> <div></div> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

# VACATION PLAT

## VACATION PLAT DESCRIPTION

THE NORTH/ SOUTH AND EAST/WEST ALLEY LYING IN BLOCK 6, ORIGINAL TOWN PLAT OF INDIANOLA, WARREN COUNTY, IOWA EXCEPT THE SOUTH 1/2 OF SAID NORTH/SOUTH ALLEY OF SAID BLOCK 6.

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

DATE OF SURVEY  
June 3, 2024

OWNER  
CITY OF INDIANOLA

## LEGEND

### FEATURES

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

- | FOUND | SET |
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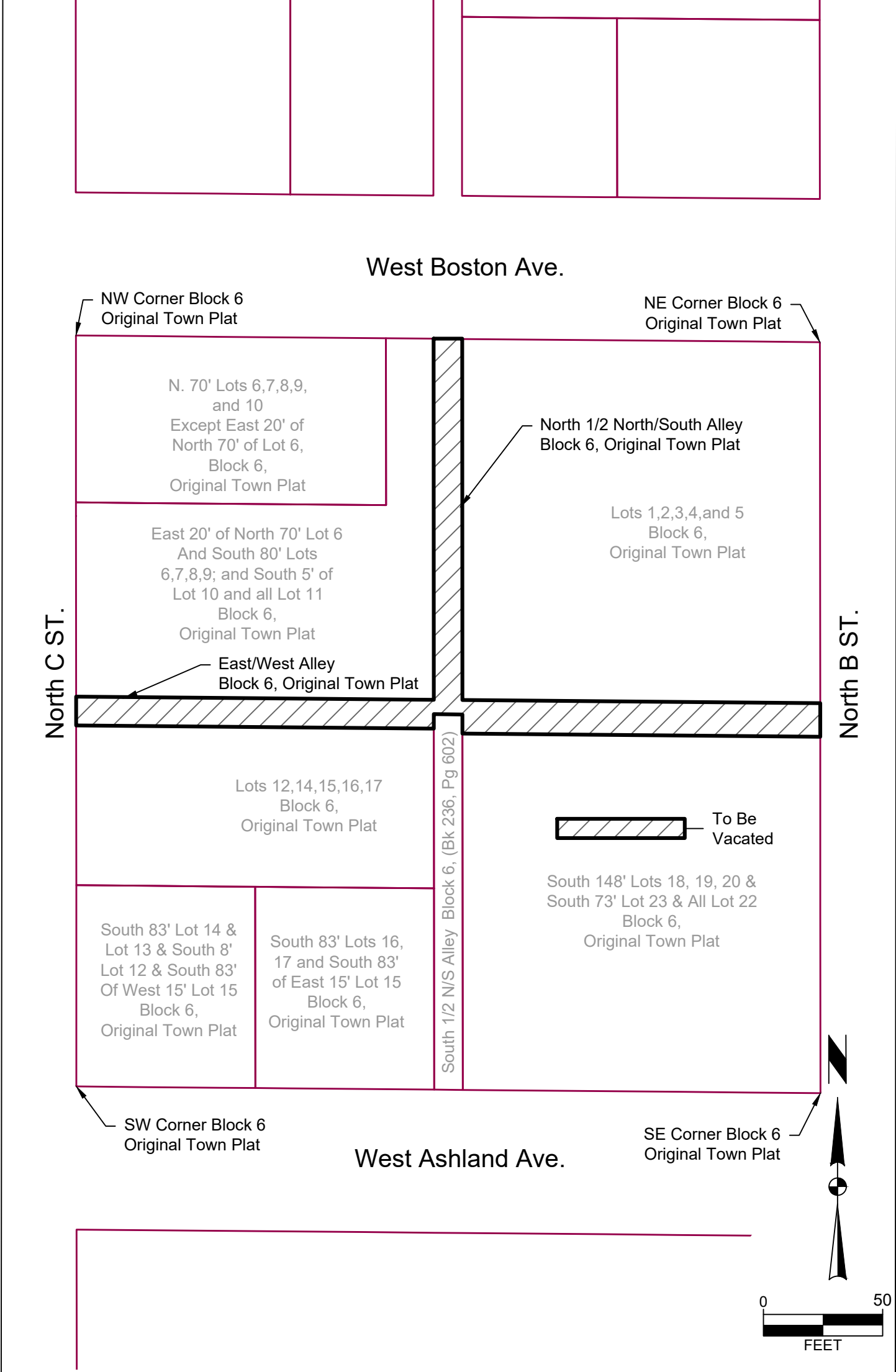


I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

|                                              |      |
|----------------------------------------------|------|
| Erin D. Griffin, PLS                         | Date |
| License Number 19710                         |      |
| My License Renewal Date is December 31, 2025 |      |
| Pages or sheets covered by this seal:        |      |
| Sheets 1 and 2 of 2.                         |      |
|                                              |      |
|                                              |      |
|                                              |      |

|                                                             |                  |
|-------------------------------------------------------------|------------------|
| PT. BLOCK 6, ORIGINAL TOWN PLAT                             | SHEET 1 OF 2     |
| VACATION PLAT                                               | PN: 124.0039.01  |
|                                                             | T-R-S:76N-24W-25 |
|                                                             | DATE: 06/03/2024 |
| 2727 S.W. SNYDER BLVD<br>ANKENY, IOWA 50023<br>515-964-2020 | PM/TECH: EDG/DCG |

VACATION PLAT



|                                                                                     |                       |                  |
|-------------------------------------------------------------------------------------|-----------------------|------------------|
| PT. BLOCK 6, ORIGINAL TOWN PLAT                                                     | SHEET 2 OF 2          |                  |
|                                                                                     | PN: 124.0039.01       |                  |
| VACATION PLAT                                                                       | T-R-S:76N-24W-25      |                  |
|                                                                                     | DATE: 06/03/2024      |                  |
|  | 2727 S.W. SNYDER BLVD |                  |
|                                                                                     | ANKENY, IOWA 50023    |                  |
| 515-964-2020                                                                        |                       | PM/TECH: EDG/DCG |



# MEMORANDUM

**To:** Planning and Zoning Commission

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

**Date:** June 11, 2024

**Subject:** Consider request to amend Chapter 165, regarding construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses.

---

**Recommendation:** Staff recommends that the Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

|                     |    |                                               |
|---------------------|----|-----------------------------------------------|
| <b>Attachments:</b> | 1. | Staff Report                                  |
|                     | 2. | Request                                       |
|                     | 3. | Res 2024-126 Refer to P&Z C3 zoning in Square |



## COMMUNITY DEVELOPMENT

110 N. First Street, Indianola IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
(515) 961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

# STAFF REPORT

## PLANNING AND ZONING COMMISSION

**Date of Meeting:** June 11, 2024

**Agenda Item:** 7.E Consider request to amend Chapter 165, regarding construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses.

**Application Type:** Ordinance Amendment

**Applicant:** Ben Carpenter

**Application Summary:** Ben Carpenter, owner of Integra Electrical, seeks to move his business from its current location at 205 North Buxton Street to 215 North Buxton Street. Currently, the zoning code does not allow for construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses in the C-3, Downtown Mixed-use Zoning District.

## APPLICABLE CODE SECTIONS

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

**1.07 AMENDMENTS.** All ordinances which amend, repeal or in any manner affect this Code of Ordinances shall include proper reference to chapter, section, subsection or paragraph to maintain an orderly codification of ordinances of the City.

### **165.02(5) AMENDMENTS**

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

#### **A. Request by Petition**

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

#### **B. City Council Referral**

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

#### **C. Zoning Commission Disapproval or Protest Petition**

In case the proposed amendment, supplement or change is disapproved by the Zoning Commission, or a protest is presented duly signed by the owners of twenty percent (20%) or more either of the area of the lots included in such proposed change, or of those immediately adjacent in the rear thereof, extending the depth of one lot or not to exceed two hundred (200) feet therefrom, or of those directly opposite thereto, extending the depth of one lot or not to exceed two hundred (200) feet from the street frontage of such opposite lots, such amendment shall not become effective except by the favorable vote of at least three-fourths ( $\frac{3}{4}$ ) of all members of the Council. Whenever any petition for

amendment, supplement or change of the zoning districts or regulations herein contained or subsequently established has been denied by the Council, then no new petition covering the same property or the same property and additional property shall be filed with or considered by the Council until one year shall have elapsed from the date of filing of the first petition.

**D. Public Hearing Noticing**

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

**E. Filing Fees**

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

## ANALYSIS

Ben Carpenter, owner of Integra Electrical, seeks to move his business from its current location at 205 North Buxton Street to 215 North Buxton Street. Currently, the zoning code does not allow for construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses in the C-3, Downtown Mixed-use Zoning District.

Mr. Carpenter intends to purchase the property at 215 North Buxton, which contains a single-family dwelling that previously contained a dental office and has been vacant for about two (2) years. If successful in purchasing, Mr. Carpenter would relocate Integra Electric into this building, as that business has outgrown its current location at 205 North Buxton.

Currently, City Code allows for construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses with no outdoor storage in the C-2, M-1 and M-2 zoning districts, and construction sales and service, contractor office, office for plumber, electrician, HVAC service or similar uses with outdoor storage only in the M-2 zoning district.

The C-3 zoning district is intended to preserve and promote the Downtown area with pedestrian oriented, walkable environment with retail, office and upper-story residential uses. As construction sales and services, contractor offices, offices for plumbers, electricians, and HVAC service businesses tend to have storage/warehousing components to them, they are not allowed in the C-3 zoning district.

Integra Electric does not store/warehouse any materials at their current site and does not intend to do so in the future. As such, this use does meet the statement if intent of the C-3 zoning district as it is strictly a contractor office use. To assure that construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses can meet the statement of intent of the C-3 District, staff proposes the following code amendment, which would allow for these uses with no indoor or outdoor storage.

**Agenda Item:** 7.E Consider request to amend Chapter 165, regarding construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses.

| PERMITTED AND SPECIAL USES TABLE                                                                                |                                         |                 |     |     |     |     |     |                 |                 |                 |                 |
|-----------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------|-----|-----|-----|-----|-----|-----------------|-----------------|-----------------|-----------------|
| USE                                                                                                             |                                         | ZONING DISTRICT |     |     |     |     |     |                 |                 |                 |                 |
|                                                                                                                 |                                         | A-1             | R-1 | R-2 | R-3 | R-4 | C-1 | C-2             | C-3             | M-1             | M-2             |
| COMMERCIAL USES                                                                                                 |                                         |                 |     |     |     |     |     |                 |                 |                 |                 |
| Construction sales and service, contractor office, office for plumber, electrician, HVAC service or similar use |                                         |                 |     |     |     |     |     |                 |                 |                 |                 |
|                                                                                                                 | <b><u>No indoor/outdoor storage</u></b> |                 |     |     |     |     |     | <b><u>P</u></b> | <b><u>P</u></b> | <b><u>P</u></b> | <b><u>P</u></b> |
|                                                                                                                 | No outdoor storage                      |                 |     |     |     |     |     | P               |                 | P               | P               |
|                                                                                                                 | With outdoor storage                    |                 |     |     |     |     |     |                 |                 |                 | P               |

## COMMENTS FROM THE GENERAL PUBLIC

At the time of writing this report, no public comment has been received by the Community Development Department.

## ALTERNATIVES

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

- 1) The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

## RECOMMENDATION

Staff recommends that the Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

## Charlie Dissell

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**From:** Ben Carpenter <ben@integraelectrical.co>  
**Sent:** Wednesday, May 29, 2024 10:00 AM  
**To:** Charlie Dissell  
**Cc:** Jaime Carpenter  
**Subject:** Re: 215 N Buxton Street

Charlie, thank you for your kind reply.

I would like to formally request the City Council consider amending the zoning for C-3 Downtown Commercial Zoning District to include businesses like ours. Our business Integra Electrical has been located on the Indianola Town Square since 2016. In 2001 my wife and I opened a store called Jaime's Hometown Health Foods. We believe that you go to Mainstreet America to grow a business and for us that is the Indianola Town Square.

My wife and I are so passionate about the town square, we even bought and renovated our home located across from the library which is right at the back door of the square. We love our downtown, and could not imagine growing our home service business and electrical apprenticeship anywhere else.

I respectfully request the city council change the current zoning which would allow home service companies like ours to grow their business and continue to thrive on the Indianola Town Square. Please allow construction sales and service, contractor offices, offices for plumber, electrician, HVAC service or similar use, with no outdoor storage in the C-3 Downtown Commercial zoning district.

Thank you again and I look very much to hearing from you.

Kind regards,

515-689-8900  
[www.integraelectrical.com](http://www.integraelectrical.com)



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[Google Reviews](#)

City of Indianola  
**RESOLUTION NO. 2024-126**

**RESOLUTION REFERRING A ZONING CODE AMENDMENT REQUEST  
REGARDING ALLOWABLE USES IN THE C-3, DOWNTOWN COMMERCIAL  
ZONING DISTRICT TO THE PLANNING AND ZONING COMMISSION**

**WHEREAS**, on May 29, 2024, a request was received by the Community Development Department regarding a request to amend the allowable uses in the C-3, Downtown Commercial Zoning District; and

**WHEREAS**, currently, the C-3, Downtown Commercial Zoning District does not allow construction sales and service, contractor office, office for plumber, electrician, HVAC service or similar use, with no outdoor storage; and

**WHEREAS**, the request is to allow construction sales and service, contractor office, office for plumber, electrician, HVAC service or similar use, with no outdoor storage to the C-3, Downtown Commercial Zoning District; and

**WHEREAS**, Section 165.02(5)(B) requires the Zoning Administrator to present such request to the City Council, who, at their discretion, may adopt a motion to refer the request to the Zoning Commission for consideration at a duly noticed public meeting in accordance with their procedures and the noticing requirements contained herein.

**NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF INDIANOLA IN THE STATE OF IOWA**, that the zoning code amendment request is referred to the Planning and Zoning Commission who shall forward its findings and recommendations to the City Council for consideration and action.

**PASSED AND APPROVED** this 3rd day of June 2024.

  
Stephanie Erickson, Mayor

ATTEST:

  
Jackie Raffety, City Clerk



## Community Development

110 N. First St., Indianola, IA 50125-0299 • [www.indianolaiowa.gov](http://www.indianolaiowa.gov)  
515-961-9430 • [comdev@indianolaiowa.gov](mailto:comdev@indianolaiowa.gov)

May 2024

| <u>Code</u>              | <u>Type</u>             | <u>Permits Issued</u>   | <u># of Units</u> | <u>Amount</u>          | <u>Average</u>  |
|--------------------------|-------------------------|-------------------------|-------------------|------------------------|-----------------|
| 101                      | Single Family Home      | 6                       | 6                 | \$2,504,297.00         | \$417,382.83    |
| 102                      | Single Family Attach    | 0                       |                   | \$0.00                 |                 |
| 103                      | Two Family              | 0                       |                   | \$0.00                 |                 |
| 104                      | Three or More Families  | 0                       |                   | \$0.00                 |                 |
|                          | Mobile Homes            | 0                       |                   | \$0.00                 |                 |
| 322                      | Service Stations        | 0                       |                   | \$0.00                 |                 |
| 324                      | Office                  | 0                       |                   | \$0.00                 |                 |
| 328                      | Non-resident buildings  | 0                       |                   | \$0.00                 |                 |
| 329                      | Pool                    | 0                       |                   | \$0.00                 |                 |
| 434                      | Residential Add/Alt     | 9                       |                   | \$69,806.00            |                 |
| 437                      | Non-residential add/alt | 2                       |                   | \$67,737,900.00        | \$33,868,950.00 |
| 438                      | Res garage/carports     | 0                       |                   | \$0.00                 |                 |
| 645                      | Demo - residential      | 0                       |                   | \$0.00                 |                 |
| 649                      | Demo - commercial       | 0                       |                   | \$0.00                 |                 |
| <b>May Total</b>         |                         | <b>17</b>               |                   | <b>\$70,312,003.00</b> |                 |
| <b>Residential Value</b> |                         | <b>Commercial Value</b> |                   |                        |                 |
| 3.7%                     |                         | 96.3%                   |                   |                        |                 |

| <b>YEAR TO DATE TOTAL</b> |                         |                         |                   |                        |                |
|---------------------------|-------------------------|-------------------------|-------------------|------------------------|----------------|
| <u>Code</u>               | <u>Type</u>             | <u>Permits Issued</u>   | <u># of Units</u> | <u>Amount</u>          | <u>Average</u> |
| 101                       | Single Family Home      | 21                      | 21                | \$6,840,873.00         | \$325,755.86   |
| 102                       | Single Family Attach    | 0                       | 0                 | \$0.00                 |                |
| 103                       | Two Family              | 0                       | 0                 | \$0.00                 |                |
| 104                       | Three or More Families  | 0                       | 0                 | \$0.00                 |                |
|                           | Mobile Homes            | 0                       | 0                 | \$0.00                 |                |
| 322                       | Service Stations        | 0                       |                   | \$0.00                 |                |
| 324                       | Office                  | 0                       |                   | \$0.00                 |                |
| 328                       | Non-resident buildings  | 2                       |                   | \$3,878,875.00         |                |
| 329                       | Pool                    | 1                       |                   | \$8,418.00             |                |
| 434                       | Residential add/alt     | 31                      |                   | \$395,450.00           |                |
| 437                       | Non-residential add/alt | 6                       |                   | \$67,883,450.00        |                |
| 438                       | Res garage/carports     | 2                       |                   | \$58,100.00            |                |
| 645                       | Demo - sfd              | 0                       |                   | \$0.00                 |                |
| 649                       | Demo - commercial       | 0                       |                   | \$0.00                 |                |
| <b>YTD TOTAL</b>          |                         | <b>63</b>               | <b>21</b>         | <b>\$79,065,166.00</b> |                |
| <b>Residential Value</b>  |                         | <b>Commercial Value</b> |                   |                        |                |
| 8.7%                      |                         | 90.8%                   |                   |                        | 96.3%          |