PLANNING AND ZONING COMMISSION MEETING
March 11, 2025
6:00 PM
City Council Chambers
Agenda

1. **Call to Order**
2. **Roll Call**
3. **Agenda Approval**
   A. Approval of the March 11, 2025 agenda.
4. **Minutes Approval**
   A. Approval of the February 25,2025 meeting minutes.
5. **Public Comment**
6. **New Business**
   A. Approval of Rezoning and Comprehensive Plan Amendment for Pickard Estates.
7. **Comments**
   A. Building Permit Report
   B. Current Projects
8. **Adjourn**

PLANNING AND ZONING COMMISSION MEETING
February 25, 2025
6:00 PM
City Council Chambers
Minutes

1. Call to Order
The meeting was called to order at 6:00 PM.

2. Roll Call
Members present: Cortney Marmon (Zoom), Sarah Ritchie, Al Farris (Zoom), Carrie Woerdeman, Misty Darling (Zoom), Lin Stecker, Jake Vice, Justin Noethe, and Rich Piper.

Staff members present: Bill Mettee, Tara Bosteder, Wade Wagoner.

3. Agenda Approval

A. Approval of the February 25, 2025 agenda.

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

4. Minutes Approval

A. Approval of the February 11, 2025 meeting minutes.

Vice made a motion to approve the meeting minutes.
Noethe seconded the motion.
Motion was passed.

5. Public Comment
There were no public comments.

6. New Business

A. Approval of Revised Preliminary Plat for Pickard Commerce Park Plat 1.

Mettee presented the revised plat and the related staff report.

Blair and Marilyn Lawson spoke to the commission regarding their concern about increased traffic to the area once this plat was approved. They would like to see a stop light at the intersection of S. 20th St and Hwy 92 citing a history of accidents that have occurred already with the existing traffic. They also expressed a safety concern for all of the foot traffic that moves through the area.

Jason Ledden with Snyder and Associates, on behalf of ITown, shared that a traffic impact statement memo was completed for this development and intersection. There were initially two access points to the highway from this development and since then, it's been minimized to

one, and that intersection has been lined up with S. 20th St. That study considered the use of the area and the acreage of this area to determine what traffic use would be. The study also looked at the volume of traffic on that highway, the amount of traffic coming out onto the highway, and recent accidents on that highway. From that study, it did not warrant a traffic signal, but instead a stop sign. The trail is also being realigned to allow for cars to sit at the stop sign behind the trail so that pedestrians can walk the trail and see both ways down the highway. The stop sign will be a permanent stop sign at the intersection of Highway 92 and 20th St. It will stop vehicles on 20th St. that are looking to enter onto Highway 92.

Jason also reiterated that this development does have M2 zoning on the south but it still has the same restrictions that were agreed to in the PUD. So it's a limited M2. A majority of M2 uses were eliminated; therefore eliminating much of the industrial traffic. One of the exceptions allowed in the agreement is outdoor storage.

Both major roads through town, Highway 92 and Highway 65/69, are IDOT (Iowa Department of Transportation) controlled. A traffic light would have to be installed at the direction of the IDOT, not the city. The same with changing of speed limits or addition of turn lanes.

Jason also stated that typically a traffic statement or study is done with each project as it's developed. This could trigger more extensive research, or it could determine that it's within the volumes, as a lot of it is use-dependent.

The road that dead-ends into the two north lots has a private ingress/egress easement with the intention that there will be a private drive to the north, but there will not be another access point to the highway. The northern lots will have to share and maintain that together.

A separate request was made for staff to take a look at the speed limit and surrounding traffic safety conditions in the area to see if there was anything additional that could be done.

There were no further comments or questions.

Stecker made a motion to approve the revised preliminary plat as submitted.
Vice seconded the motion.
Motion was passed by a unanimous vote.

7. Comments

A. Current Projects

There are no updates on any current projects.

An updated final plat for Emerald Bay is expected but has not yet been submitted.

8. Adjourn

Vice made a motion to adjourn.
Ritchie seconded the motion.
The meeting was adjourned at 6:23 PM.

PLANNING AND ZONING COMMISSION STAFF REPORT

PROJECT: Pickard Estates – Rezoning and Comprehensive Plan Amendment

PREPARED BY: Bill Mettee – Senior Planner

REPORT DATE: March 7, 2025

MEETING DATE: March 11, 2025

GENERAL INFORMATION

Applicant / Owner:	I Town Investment Group, LLC
Owner's Representative:	Eric Cannon, Snyder & Associates
Request:	The applicant is requesting approval of a rezoning and comprehensive plan amendment for a residential development.
Location and Size:	Property is located south of Highway 92 and east of South 15th Street, containing approximately 18.33-acres.

AREA MAP

ABOVE: Aerial of subject property (outlined in **RED**) in relation to the surrounding area.

LAND USES AND ZONING

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Vacant / Undeveloped	Community Mixed Use	A-1 (Agricultural / Open Space District)
North	Single-Family Residential / Commercial Storage	Low / Medium-Density Residential	R-2 (Single-Family Residential Attached District) / C-2 (Highway Commercial District)
South	Vacant / Undeveloped	Community Mixed Use	A-1 (Agricultural / Open Space District)
East	Pickard Commerce Park Plat 1	Community Mixed Use / Industrial	C-2 (Highway Commercial District) and M-2 (General Industrial District)
West	Vacant / Undeveloped	Community Mixed Use	A-1 (Agricultural / Open Space District)

BACKGROUND

The subject property is located south of East 2nd Avenue and west of South 20th Street and contains approximately 18.33-acres. The applicant requests to rezone the property from A-1 (Agricultural / Open Space District) to R-2 (Single-Family Residential Attached District) for a single-family and rowhome residential development.

In the early portion of 2024, the property now known as Pickard Commerce Park Plat 1 to the east went through the same rezoning and comprehensive plan amendment. That zoning was amended from A-1 to C-2 / M-2 and the FLUM was updated from Community Mixed Use to Industrial.

Notification was mailed to adjacent property owners on February 27, 2025. The rezoning sign was placed on the property by the deadline. Staff has not received any correspondence for or against the request.

PROJECT DESCRIPTION

The concept plan identifies 35 single-family lots and 22 lots designed for duplex and triplex residential development. Stormwater detention will occur with a basin at the south end of the property, adjacent to the basin used for Pickard Commerce Park. Eight buildings are proposed to be duplexes and two buildings are proposed to be triplexes.

A 30-foot landscape buffer will be provided along the southwest property line of Pickard Commerce Park to provide a buffer between the industrial and residential districts. The zoning ordinance does not require buffering between districts when a public street separates the two, therefore no buffer is require at the north side of the site.

Two primary accesses are proposed from East 2nd Avenue. The east access will be South 20th Street, shared with access to Pickard Commerce Park. The west access will be reviewed by IDOT and is proposed to align with the driveway to the storage facility across the highway. The developer has been asked to provide the City with a Traffic Impact Letter to determine if any additional traffic studies are required. This information will be provided during the preliminary platting phase.

Parkland dedication requirements will apply due to the residential nature of the project. Those details will be finalized at a later date.

COMPREHENSIVE PLAN

The Future Land Use Map identifies this area as Community Mixed Use and the developer is proposing an amendment to Low to Medium Density Residential. While not ideal abutting M-2 against R-2, the required buffering along those lots and additional screening options with fences on the residential and industrial lots, as well as the required limitations to what types of businesses can operate in the M-2 district, staff can support the amendments to the zoning map and comprehensive plan. As seen below, the current designation of Community Mixed Use supports what the applicant is proposing.

Community Mixed Use is identified as:

- Low/medium density residential uses (all uses as listed herein)
- Includes retail, office, restaurants, bars, personal and business services, and similar commercial uses
- Overnight accommodations
- Automobile-oriented uses may be allowed if compatibility standards are met though a special exception review
- Civic uses and places of worship may be allowed if compatibility standards are met through a special exception review
- Parks, open space, and trails

Low to Medium Density Residential is identified as:

- Up to 15 dwelling units per gross acre
- May incorporate a mix of housing types including single-family detached (plus ADUs), single-family attached (townhomes and rowhouses), multi-family (condos and apartments) and student housing
- Businesses that primarily serve residents may be incorporated if compatibility standards are met through a conditional use review.
- Civic uses and places of worship may be allowed if compatibility standards are met through a special exception review
- Parks, open space, and trails

STAFF RECOMMENDATION

The proposed rezoning is generally consistent with the land uses identified in the Comprehensive Plan. Staff recommends approval of the rezoning for Pickard Estates.

February 25, 2025

Mr. Wade Wagoner
Deputy City Manager – Chief of Development and Operations
City of Indianola
110 North 1st St
Indianola, Iowa 50125

RE: PICKARD ESTATES
SOUTH HALF OF E 2103 E 2ND AVE CLUP AND REZONING
INDIANOLA, IOWA
S&A Project No. 125.0227

Dear Mr. Wagoner,

On behalf of I Town Investment Group LLC, please find attached the accompanying documents outlining the requested Comprehensive Land Use Plan amendment and rezoning from A-1 Agricultural/Open Space to R-2 Single-Family Residential Detached associated with the proposed development as previously discussed. The project will consist of a proposed 35-lot single family and 22-unit townhome development with proposed detention basin, sidewalks, grading, pavements, and associated site infrastructure. The amendment and rezoning requests are to allow for the development and zoning of the proposed residential use.

Submittal materials are as follows:

1. Proposed Site Concept Plan,
2. Project Rezoning Map
3. Rezoning and CLUP Application
4. Rezoning Fee has been paid online.

Please place the CLUP and rezoning request on the next available Planning and Zoning Commission meeting in route to City Council for consideration for approval. Please let me know if you have any questions or require further information. Thank you.

Sincerely,

SNYDER AND ASSOCIATES, INC.

Jason A. Ledden, PE

Enclosure

Cc: Cody Sinclair, I Town Investment Group LLC
Eric Cannon, PE, Snyder & Associates, Inc

LAND USE CHANGE APPLICATION

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

PROPERTY OWNER

(Last Name) I Town Investment Group LLC

(First Name) _____

(Address) 2103 E 2nd Avenue

(City) Indianola (State) IA (Zip) 50125

(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) same as Owner

(First Name) _____

(Address) _____

(City) _____ (State) _____ (Zip) _____

☒ COMPREHENSIVE PLAN AMENDMENT

Submittal Requirements:

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

☒ Completed Application
☒ Property Address: 2103 E 2nd Ave
☒ Filing Fee: $300
☒ Current Designation: A Proposed Designation: R-2
☒ A plat showing the locations, dimensions and use of the property and all property within two hundred (200) feet thereof, including streets and other physical features
☒ Written justification for proposed amendment
☒ Other Information as required by Director

☒ REZONING

Submittal Requirements:

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

☒ Completed Application
☒ Property Address: 2103 E 2nd Ave
☒ Filing Fee: $300
☒ Current Zoning: A Proposed Zoning: R-2
☒ Legal description (electronic in word format)
☒ All items as required by Section 165.39 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 45989 (Rezoning)
45681 (Comp Plan)

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

PICKARD ESTATES

CONCEPT LAYOUT

INDIANOLA, IOWA

SNYDER & ASSOCIATES, INC.

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

MARK	REVISION	DATE	BY
###	##	##	##
###	##	##	##
###	##	##	##
###	##	##	##

Engineer: JAL | Checked By: EDC | Scale: 1" = 100'
Technician: LJM | Date: 02-25-2025 | T-R-S: ###
Project No: 125.0227.01 | Sheet 1 OF 1

SNYDER & ASSOCIATES

Project No: 125.0227.01
Sheet 1 OF 1

PROPERTY DESCRIPTION

THE WEST HALF OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER (W ½ NE ¼ SW ¼) OF SECTION 29, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH/ P.M., CITY OF INDIANOLA, WARREN COUNTY, IOWA.

OWNER/DEVELOPER

I TOWN INVESTMENT GROUP LLC
2103 E 2ND AVE
INDIANOLA, IA 50125
CONTACT: CODY SINCLAIR
PHONE: 515-238-2877

ZONING

EXISTING = A-1, AGRICULTURAL/ OPEN SPACE DISTRICT
PROPOSED = R-2, SINGLE FAMILY RESIDENTIAL ATTACHED DISTRICT

DEVLOPMENT SUMMARY

GROSS AREA: 12.26 AC (534,244 S.F.)

ADJACENT OWNERS

1. I TOWN INVESTMENT GROUP LLC
   105 N 2ND AVE
   INDIANOLA, IA 50125
2. WILLIAMS, STEVEN C/BARBARA K
   1003 SCOTT FELTON RD
   INDIANOLA, IA 50125
3. LAND HOLDING LLC/ K INVESTMENTS LLC/ LAKESHORE LAND CO LLC
   12119 STRATFORD DR STE B
   CLIVE, IA 50325
4. WELLING, CLINT O/DAWN P
   806 N 12TH ST
   INDIANOLA, IA 50125
5. MITCHELL, MICHAEL
   2002 E 2ND AVE
   INDIANOLA, IA 50125
6. HIGHWAY 92 STORAGE LLC
   311 E 1ST AVE
   INDIANOLA, IA 50125
7. HUGHES, LARRY L REV LIVING TST
   1016 MEADOW DR
   NORWALK, IA 50211
8. JOHNSON, JEREMY W
   512 LOCUST ST
   WAPPELO, IA 52653
9. JOHNSON, EDWARD E
   207 S 20TH ST
   INDIANOLA, IA 50125
10. SANDY, SHEILA E
    209 S 20TH ST
    INDIANOLA, IA 50125
11. ADEMEIT, JANET
    213 S 20TH ST
    INDIANOLA, IA 50125
12. WILSON, RICK D/BARBARA J
    215 S 20TH ST
    INDIANOLA, IA 50125
13. LAWSON, BLAIR W LE/ LAWSON, MARILYN PILGRIM
    2100 E 2ND AVE
    INDIANOLA, IA 50125

N

0 100
FEET

MARK	REVISION	DATE	BY
Engineer: JAL	Checked By: EDC	Scale: 1" = 100'	
Technician: LJM	Date: 02-25-2025	T-R-S: TTN-RRW-SS	

Project No: 125.0227.01

Sheet 1 OF 1

INDIANOLA, IOWA

PICKARD ESTATES

REZONING MAP

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

SNYDER & ASSOCIATES

Project No: 125.0227.01

Sheet 1 OF 1

V:\Projects\2025\125.0227.01\CADD\125027_ZON.dwg LOGAN MYERS, 22X34 EXHIBIT L, 2025/02/25, 8:24 AM, ANSI FULL BLEED D (34.00 X 22.00 INCHES)

Community Development

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

February 2025

Code	Type	Permits Issued	# of Units	Amount	Average
101	Single Family Home			$0.00	$0.00
102	Single Family Attach			$0.00	
103	Two Family			$0.00	
104	Three or More Families			$0.00	
	Mobile Homes			$0.00	
322	Service Stations			$0.00	
324	Office			$0.00	
328	Non-resident buildings			$0.00	
329	Pool			$0.00	
434	Residential Add/Alt	4		$33,418.61	
437	Non-residential add/alt			$0.00	$0.00
438	Res garage/carports			$0.00	
645	Demo - residential			$0.00	
649	Demo - commercial			$0.00	
	February Total	**4**		**$33,418.61**	

Residential Value	Commercial Value
100.0%	**0.0%**

YEAR TO DATE TOTAL

Code	Type	Permits Issued	# of Units	Amount	Average
101	Single Family Home	19	19	$5,715,697.02	$300,826.16
102	Single Family Attach			$0.00	
103	Two Family			$0.00	
104	Three or More Families			$0.00	
	Mobile Homes			$0.00	
322	Service Stations			$0.00	
324	Office			$0.00	
328	Non-resident buildings			$0.00	
329	Pool	1		$73,548.00	
434	Residential add/alt	5		$96,918.61	
437	Non-residential add/alt			$0.00	
438	Res garage/carports			$0.00	
645	Demo - sfd	1		$0.00	
649	Demo - commercial			$0.00	
	YTD TOTAL	**26**	**19**	**$5,886,163.63**	

Residential Value	Commercial Value	
98.4%	**0.0%**	0.0%