



PLANNING AND ZONING COMMISSION MEETING

March 24, 2026

6:00 PM

City Council Chambers

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Approval**
 - A. Approval of the March 24, 2026 agenda.
- 4. Minutes Approval**
 - A. Approval of the January 13, 2026 meeting minutes.
- 5. Public Comment**
- 6. New Business**
 - A. Election of Officers for 2026.
 - B. Presentation of Gateway Corridor Study.
 - C. Approval of a final plat for Kentucky Ridge Commercial Plat 1.
 - D. Consider sidewalk waiver request at 815 West 1st Street.
 - E. Consider zoning code amendments for Chapter 171 Parkland Dedication.
- 7. Comments**
 - A. Building Permit Report
 - B. Current Projects
- 8. Adjourn**



PLANNING AND ZONING COMMISSION MEETING

January 13, 2026

6:00 PM

City Council Chambers

Minutes

1. Call to Order

The meeting was called to order at 6:01 PM.

2. Roll Call

Members present: Cortney Marmon, Sarah Ritchie, Al Farris, Carrie Woerdeman, Jake Vice, Rich Piper.

Members not present: Misty Darling, Lin Stecker, Justin Noethe.

Staff present: Bryce Johnson, Bill Mettee, Tara Bosteder.

3. Agenda Approval

A. Approval of the January 13, 2026 agenda.

Farris made a motion to approve the agenda.

Vice seconded the motion.

Motion was passed with a unanimous vote.

4. Minutes Approval

A. Approval of the November 12, 2025 meeting minutes.

Marmon made a motion to approve the meeting minutes.

Piper seconded the motion.

Motion was passed with a unanimous vote.

5. Public Comment

There were no public comments.

6. New Business

A. Consider approval of various zoning code amendments.

Mettee presented the proposed changes to Section 165.10(8) of the Sign Code.

Mettee noted the codified ordinance is different than the condensed zoning code that was prepared at the same time, and those were different than sign ordinance changes that were approved in 2022 by Planning Commission and City Council. The intent of the change is to provide clarity and consistency regarding building signage and provide a maximum size allowance for building and wall signs.

Commissioner Piper asked about the larger signage for buildings set back 250' or more.

Mettee clarified that no building would be required to change their signage due to these changes.

Mettee presented the proposed changes to Section 170.05(1)(C) of the Subdivision Ordinance.

Concern was expressed that removing this preliminary plat notice would create a lack of transparency.

Johnson explained that development projects and their details are published on the city's website and this is something he's been working on updating to ensure that full information is being provided. He also furthered that the intent of this proposed change is to become more developer-friendly; adding extra steps prolongs the process and works against that goal. The city fully supports being completely transparent; state code is followed and does provide for ample notifications throughout the development processes, but additional steps/notifications expend additional resources that could be saved.

It was also mentioned that if a preliminary plat met all city ordinances, the Commission would be compelled to approve and any opposition initiated by notice would not be productive.

The current development projects area on the city's website does not provide for any automated notification process. However, an individual can opt in to receive notifications for city council agendas; this is where the actual decision is going to be made.

Mettee presented the proposed changes to Section 170.05(2)(A) of the Subdivision Ordinance.

Mettee explained that the current ordinance regarding final plats allows developers to request plats to be placed on Council agendas despite staff determination that they are ready to be approved. Mettee stated that this is problematic for final plats because once Council approves a project, the city loses some ability to obtain required fees such as parkland dedication fee-in-lieu-of and request further changes.

The Commission had no questions or concerns.

There were no comments on this proposed change.

Vice made a motion to recommend the changes as proposed to Section 170.05(2)(A).

Ritchie seconded the motion.

Motion was passed with a unanimous vote.

Piper made a motion to recommend the changes as proposed to Section 170.05(1)(C).

Vice seconded the motion.

Motion was passed with a 5-1 vote.

Ayes: Cortney Marmon, Sarah Ritchie, Carrie Woerdeman, Jake Vice, Rich Piper. Nays: Al Farris.

Farris made a motion to recommend the changes as proposed to Section 165.10(8).

Marmon seconded the motion.

Motion was passed with a unanimous vote.

7. Comments

A. Building Permit Report

There were no comments.

B. Current Projects

There were no comments.

8. Adjourn

Vice made a motion to adjourn.

Marmon seconded the motion.

The meeting was adjourned at 6:24 PM.

CITY OF INDIANOLA

GATEWAY AND CORRIDOR IMPROVEMENT STUDY

Planning and Zoning Commission Hearing

March 24, 2026

CONFLUENCE



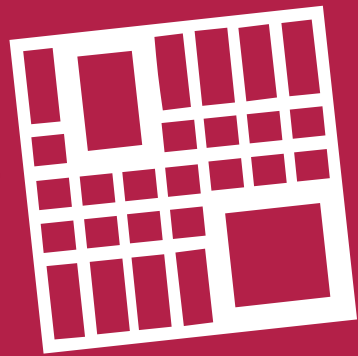
MEETING AGENDA

- 01. Project Scope + Intent**
- 02. Plan Overview**
- 03. Recommendations**
- 04. Questions + Comments**

PROJECT SCOPE + INTENT



PHASE 1:
Data
Collection +
Review



PHASE 2:
Analysis +
Planning



PHASE 3:
Vision, Input,
+ Direction



PHASE 4:
Draft Report
+ Evaluation



PHASE 5:
Final Draft
Report
Hearing +
Adoption

PROJECT SCOPE + INTENT

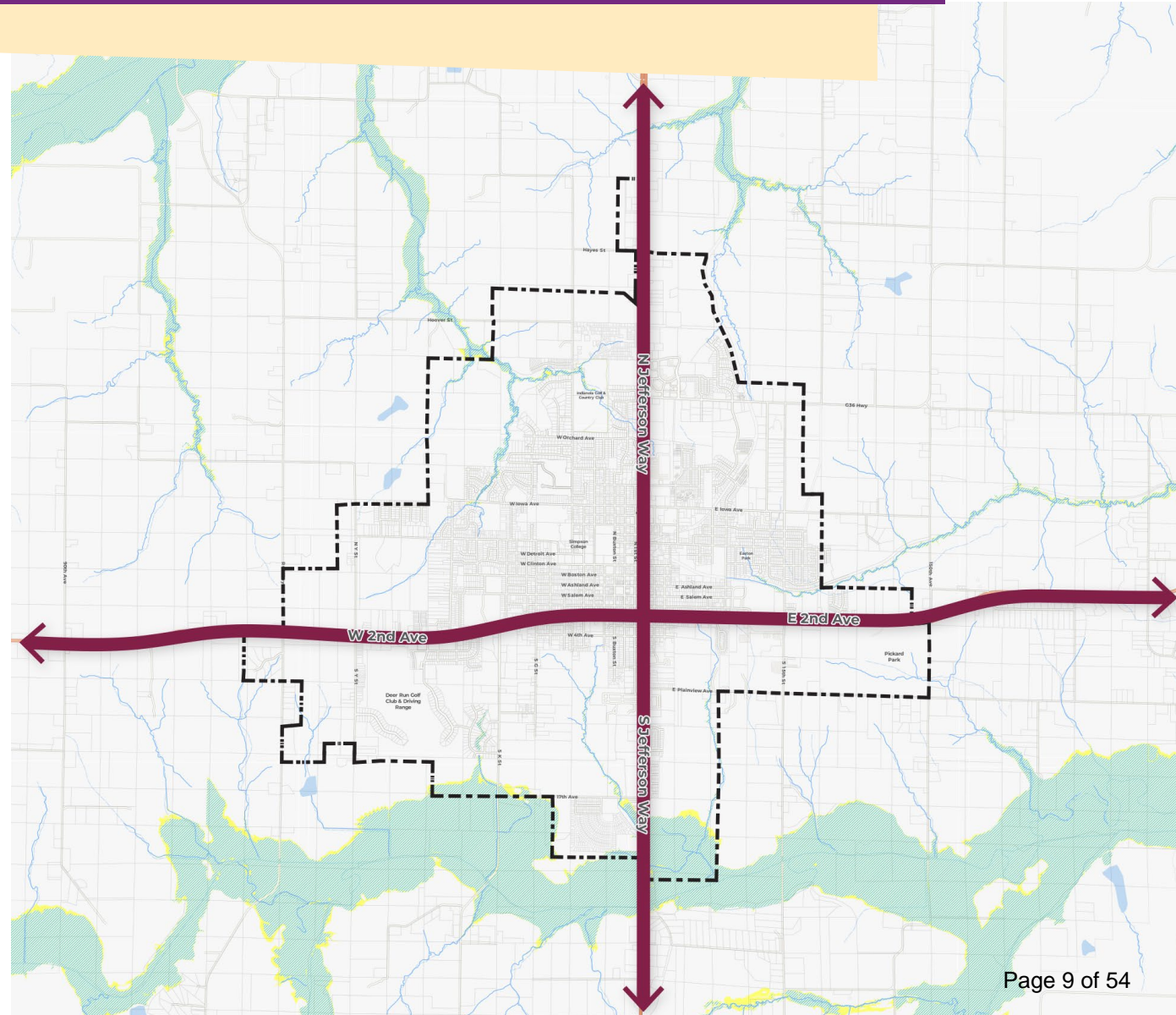
Project Intent

Goal of the **Indianola Gateway and Corridor Improvement Study** is to examine the two main corridors:

- U.S. Highway 65 (Jefferson Highway)
- Iowa Highway 92 (2nd Avenue)

Plan includes the **following elements**:

- Identify sign locations and beautification elements for entrances
- Identify safety improvement opportunities along the corridors



PROJECT SCOPE + INTENT

Existing Plans

The following documents and plans were reviewed and considered as part of the plan development:

- Indianola Wayfinding Plan
- Downtown Assessment Visit Report
- City Square Master Plan
- Elevate Indianola Comprehensive Plan
- Destination Indianola Vision Plan
- North Arts River and Culture Plan

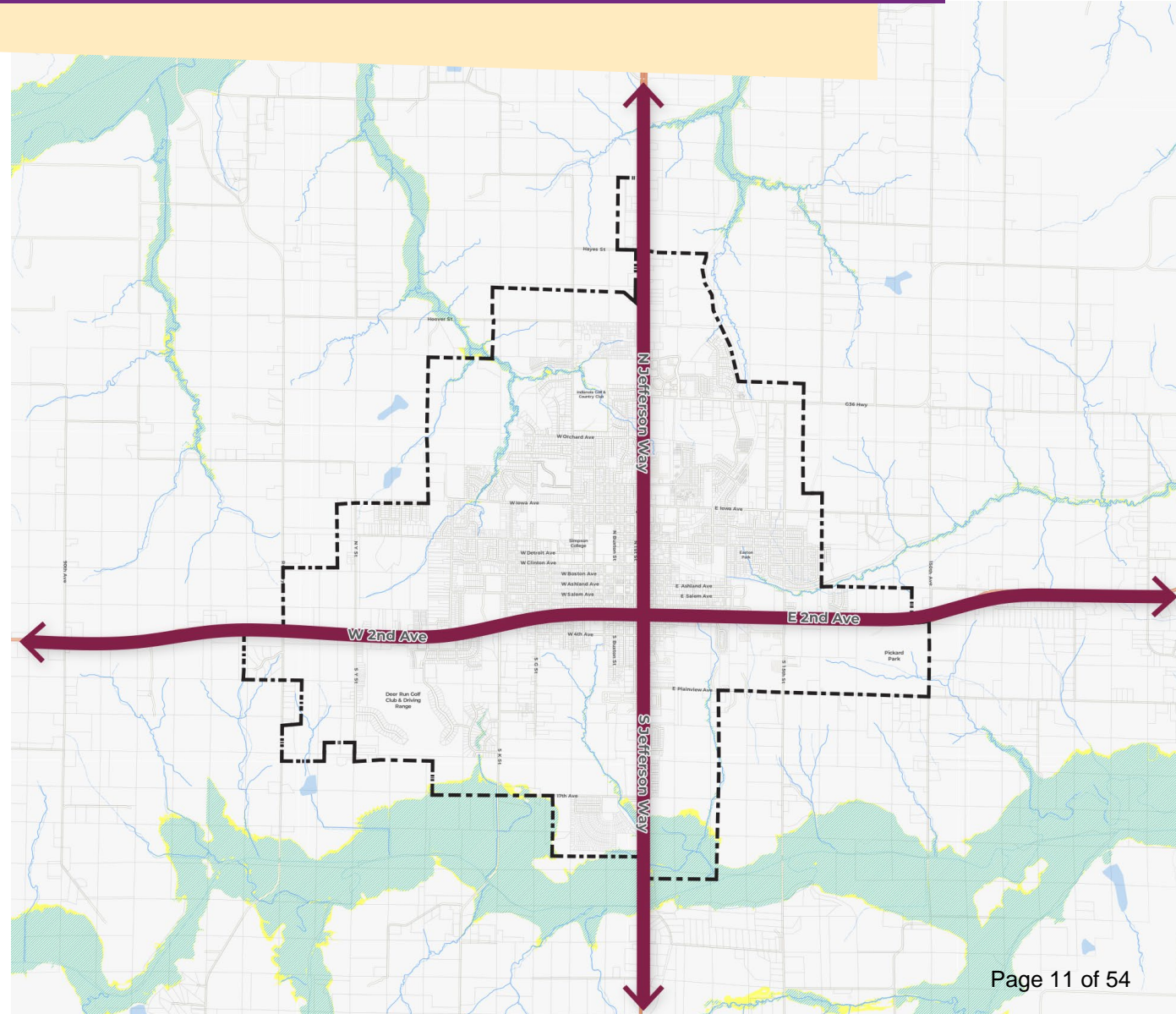


PROJECT SCOPE + INTENT

Plan Use

The plan can be utilized as:

- A **DECISION-MAKING TOOL** for implementing policies relating to community entrances
- Understand **EXISTING CONDITIONS** and serviceability of main corridors within Indianola
- Project **FUTURE SERVICE DEMANDS** for main corridors and prioritize traffic safety improvements
- Inform capital improvements planning and aid in grant funding applications



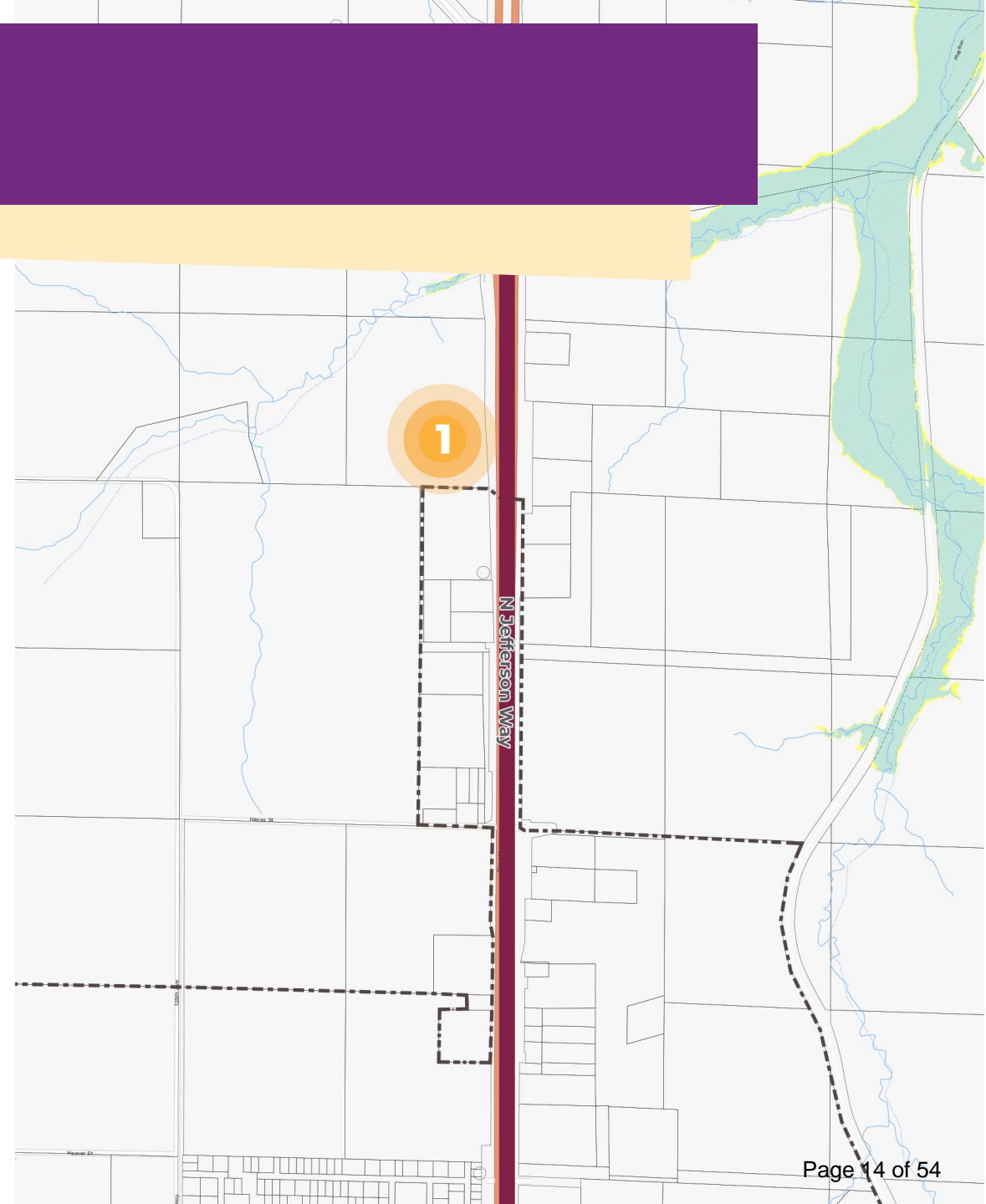
PLAN OVERVIEW

PLAN OVERVIEW

Gateway #1

Located on the north side of Indianola along U.S. Highway 65/North Jefferson Highway:

- AADT of 20,000 vehicles (2023)
- Currently contains gateway signage and visual enhancements however existing signage is undersized for road's capacity and traffic volumes.

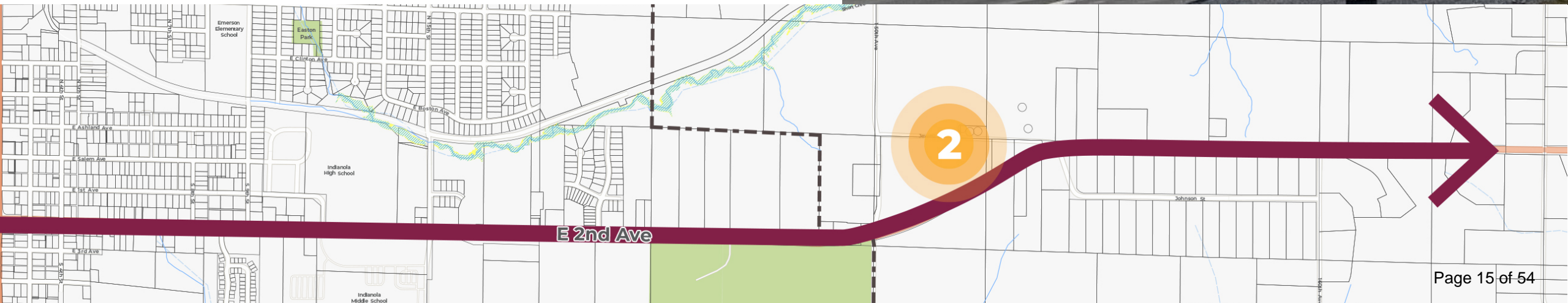
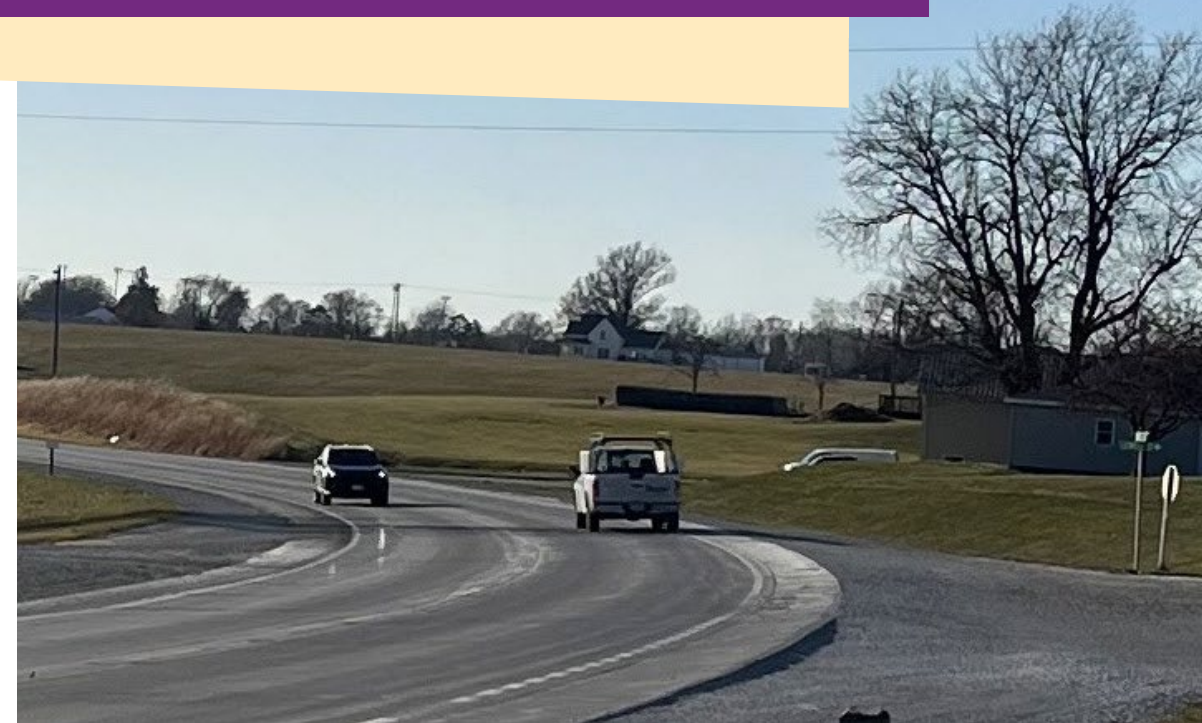


PLAN OVERVIEW

Gateway #2

Located on the east side of Indianola along U.S. Highway 92/East 2nd Avenue:

- AADT of 5,900 vehicles (2023); with an increased count during the National Balloon Classic
- No current signage nor improvements

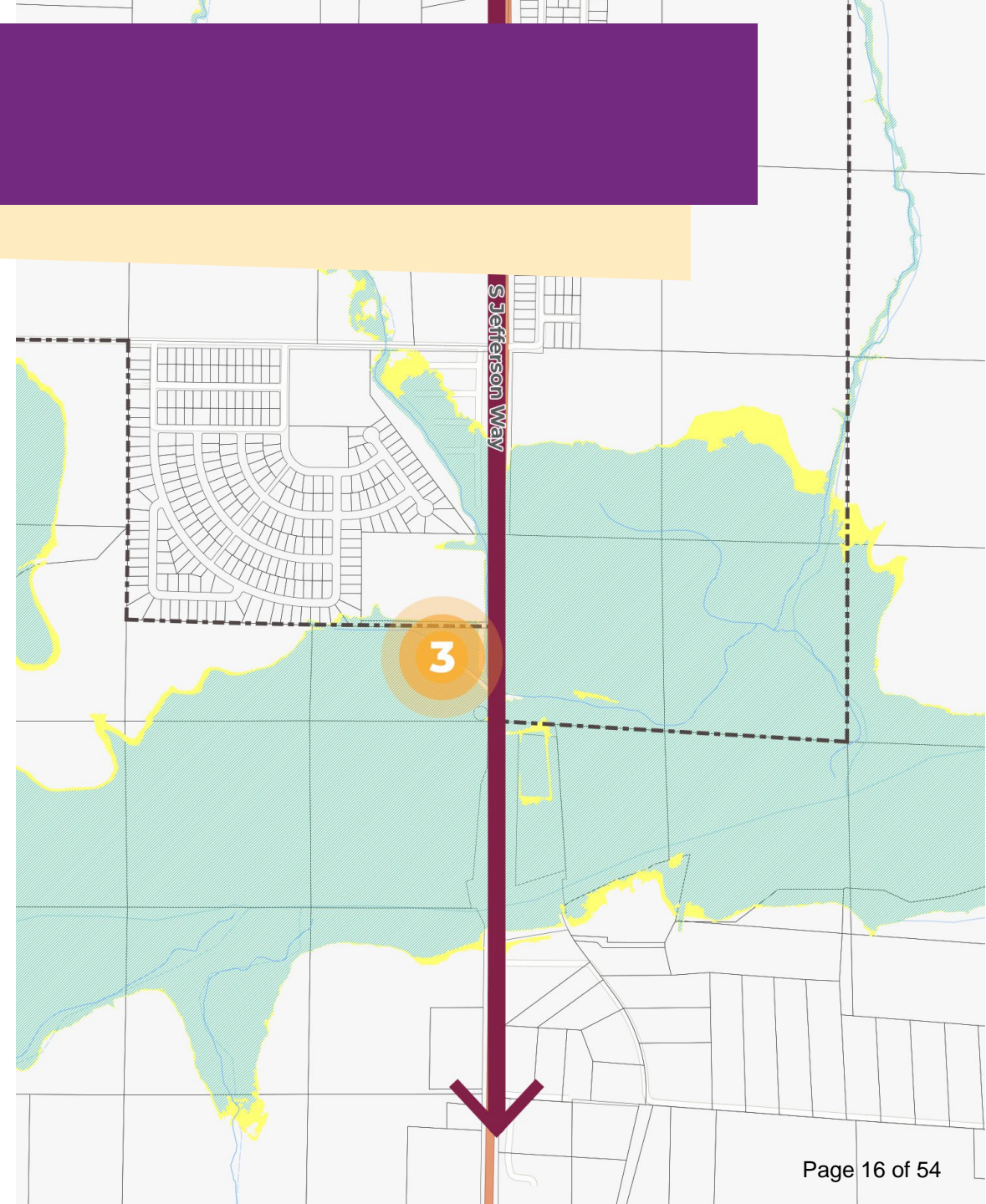


PLAN OVERVIEW

Gateway #3

Located on the south side of Indianola along U.S. Highway 65/South Jefferson Highway:

- AADT of 5,500 vehicles (2023)
- No current signage nor improvements

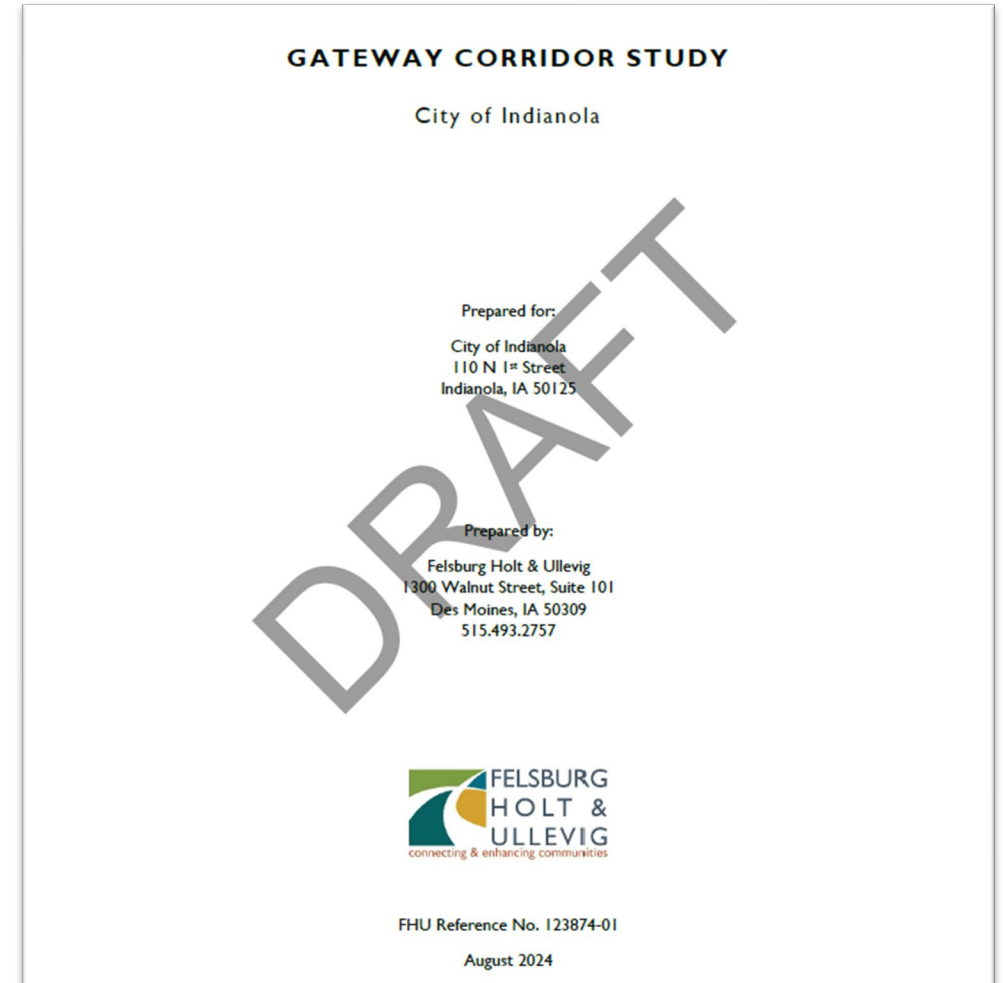


PLAN OVERVIEW

Gateway Corridor Study

Includes an inventory and analysis of existing facilities and recommendations for improvements for the corridors

Included as **APPENDIX A** of the draft plan.



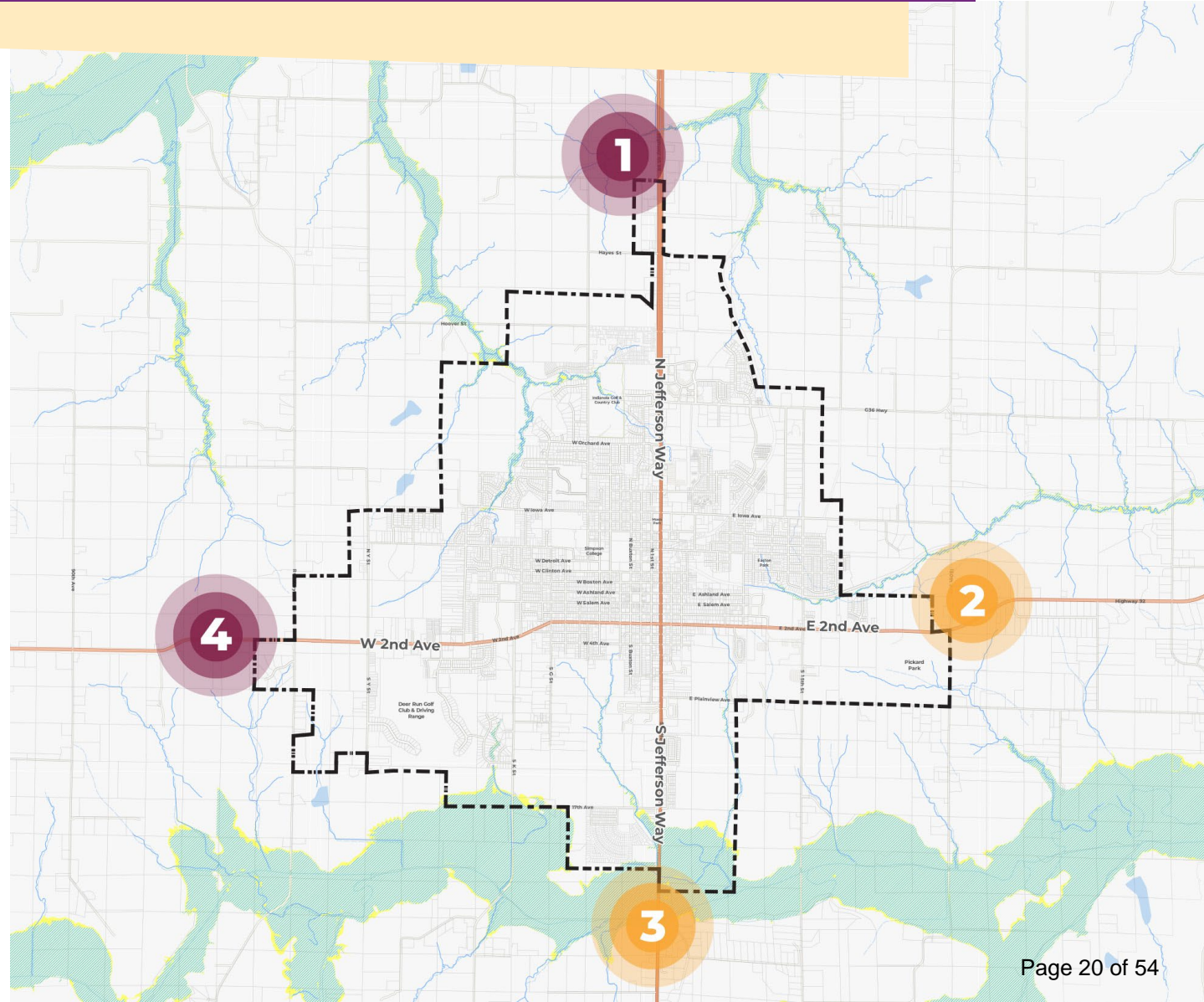
RECOMMENDATIONS

RECOMMENDATIONS

Gateway Signage Hierarchy

Hierarchy is determined by annual average daily traffic (AADT), proximity to other thoroughfares, and growth areas:

- Gateways #1 and #4 are considered **PRIMARY ENTRANCES**.
- Gateways #2 and #3 are considered **SECONDARY ENTRANCES**.



RECOMMENDATIONS

Gateway #1 Siting

Proposed rendering of a signage location for Gateway #1

- Primary Entrance
- Sign will need to be located outside of city limits to accommodate for growing areas, as well as visibility due to sloping terrain



RECOMMENDATIONS

Gateway #2 Siting

Proposed rendering of a signage location for Gateway #2

- Secondary Entrance
- Signage improvements should consider other beautification elements, such as street trees



RECOMMENDATIONS

Gateway #3 Siting

Proposed rendering of a signage location for Gateway #3

- Secondary Entrance
- Steep terrain and floodplain will need to be considered into final sign design
- Signage improvements should consider other beautification elements, such as street trees



RECOMMENDATIONS

Gateway #4 Siting

Proposed rendering of a signage location for Gateway #4

- Primary Entrance
- Signage improvements should consider other beautification elements, such as street trees and/or a landscaped median



RECOMMENDATIONS

INDIANOLA GATEWAY AND CORRIDOR IMPROVEMENT STUDY

ACTION AND POLICY ITEMS		STATUS
Strategy #1	Develop a brand and update the logo for the City.	-
Strategy #2	Develop a signage package based on new City of Indianola branding.	-
Strategy #3	Apply for available grant funding opportunities to help fund for signage.	-
Strategy #4	Work with Planning & Zoning Commission and City Staff for parameter of a zoning overlay district along with desired outcomes.	-
Strategy #5	Utilize best management practices for landscaping in the corridor and around gateway signage.	-
Strategy #6	Consider applying for state and/or federal funding along corridor segments identified as High-level Potential Crash Reduction (PCR).	-
Strategy #7	Implement safety enhancements, including leading pedestrian intervals (LPI), to improve crossings and visibility of pedestrians and bicyclists.	-

RECOMMENDATIONS

Strategy #1: Develop a brand and update the logo for the City.

Strategy #1: Develop a brand and update the logo for the City.

- Identified in the Downtown Assessment Visit Report and the Elevate Indianola Comprehensive Plan
- Several local organizations and entities have followed suit in refreshing their logos and branding

LOCAL BRANDING

Current Branding Efforts in Indianola

Several local organizations and entities within Indianola have updated their logos and branding to best incorporate the unique elements of the community that makes Indianola a special place to visit and encourages people to live and grow their businesses in the community. The City of Indianola should follow suit to best promote the city's for future development and growth.



INDIANOLA
CHAMBER



RECOMMENDATIONS

Strategy #2: Develop a signage package based on new City of Indianola branding.

Strategy #2: Develop a signage package based on new City of Indianola branding.

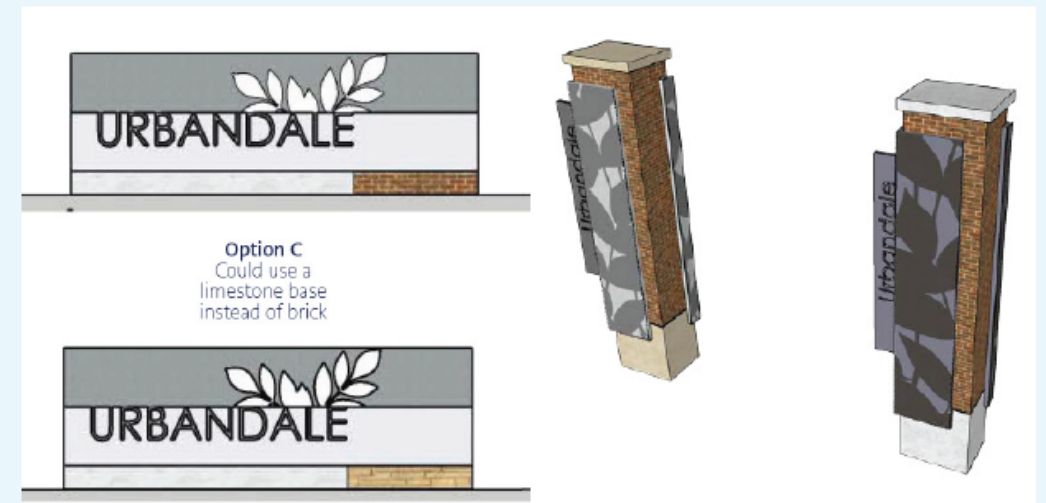
- Incorporate the new brand identity on signage and develop a sign hierarchy
- Update or replace existing signage to match new City branding on a branding update schedule

CASE STUDY

City of Urbandale Signage Package

Urbandale Signage Master Plan

The City of Urbandale has organized a robust, signage package to master plan signage locations and establish a hierarchy for signage throughout the community. The plan assists the City in phasing and budgeting for signage within the community.



RECOMMENDATIONS

Strategy #3: Apply for available grant funding opportunities to help fund signage.

Strategy #3: Apply for available grant funding opportunities to help fund signage.

- Iowa Great Places Designation Program
- Warren County Philanthropic Partnership High Impact Grants
- Prairie Meadows Community Betterment Grant
- Iowa Arts Council
- Trees Forever

CASE STUDY

Porch Swings and Fireflies

City of Bondurant, Iowa

Porch Swings and Fireflies is a community gateway and destination public art piece for the City of Bondurant, welcoming in residents and visitors to the community. The project is powered through a number of grants, including the Iowa Great Places Designation Program, Prairie Meadows, Iowa Arts Council, and Trees Forever. Additional funding for the project was secured by monetary supporters, including the local Bondurant Community Foundation and the Bondurant-Farrar School District.



RECOMMENDATIONS

INDIANOLA GATEWAY AND CORRIDOR IMPROVEMENT STUDY

Funding Mechanisms		Funding Amount	Match Requirement
Iowa Great Places	Supports vertical infrastructure expenses dedicated to developing cultural assets in the community.	Average: \$230,838	1:1 Match
Warren County Philanthropic Partnership	The High Impact Grant supports large impact projects within Warren County, Iowa.	Up to \$25,000	N/A
Prairie Meadows	The Community Betterment Grant funds art and cultural improvements, economic development activities, advancement in education, and health and human services.	\$100-\$99,999	N/A
Iowa Arts Council	Multiple grants are available from the council for projects that support advancement in the arts.	-	-
Trees Forever	Grants to assist in tree planting may be available to support landscaping near community entrances and signage.	-	-

RECOMMENDATIONS

Strategy #4: Work with Planning and Zoning Commission and City Staff for parameter of a zoning overlay district along with desired outcomes.

Strategy #4: Work with Planning and Zoning Commission and City Staff for parameter of a zoning overlay district along with desired outcomes.

- Building Design Guidelines along the corridor
- Design guidelines near key gateway entrances

CASE STUDY

City of Pella, Iowa

Gateway Corridor Overlay District

The City of Pella establishes a Gateway Corridor Overlay District intended to provide special regulations to assure that new developments along the primary entry corridors into the City, and especially in/near the downtown, respect the existing community character, as well as foster pedestrian-oriented design. The overlay zoning district helps establish the community's identity and enhance entrances into the City through zoning and urban design.



RECOMMENDATIONS

Strategy #5: Utilize best management practices for landscaping in the corridor and around gateway signage.

Strategy #5: Utilize best management practices for landscaping in the corridor and around gateway signage.

- Increased plantings within the corridor and around gateway signage
- Incorporate native plantings and conifer/deciduous trees
- Provide street trees where right-of-way and spacing could allow for enhanced landscaping

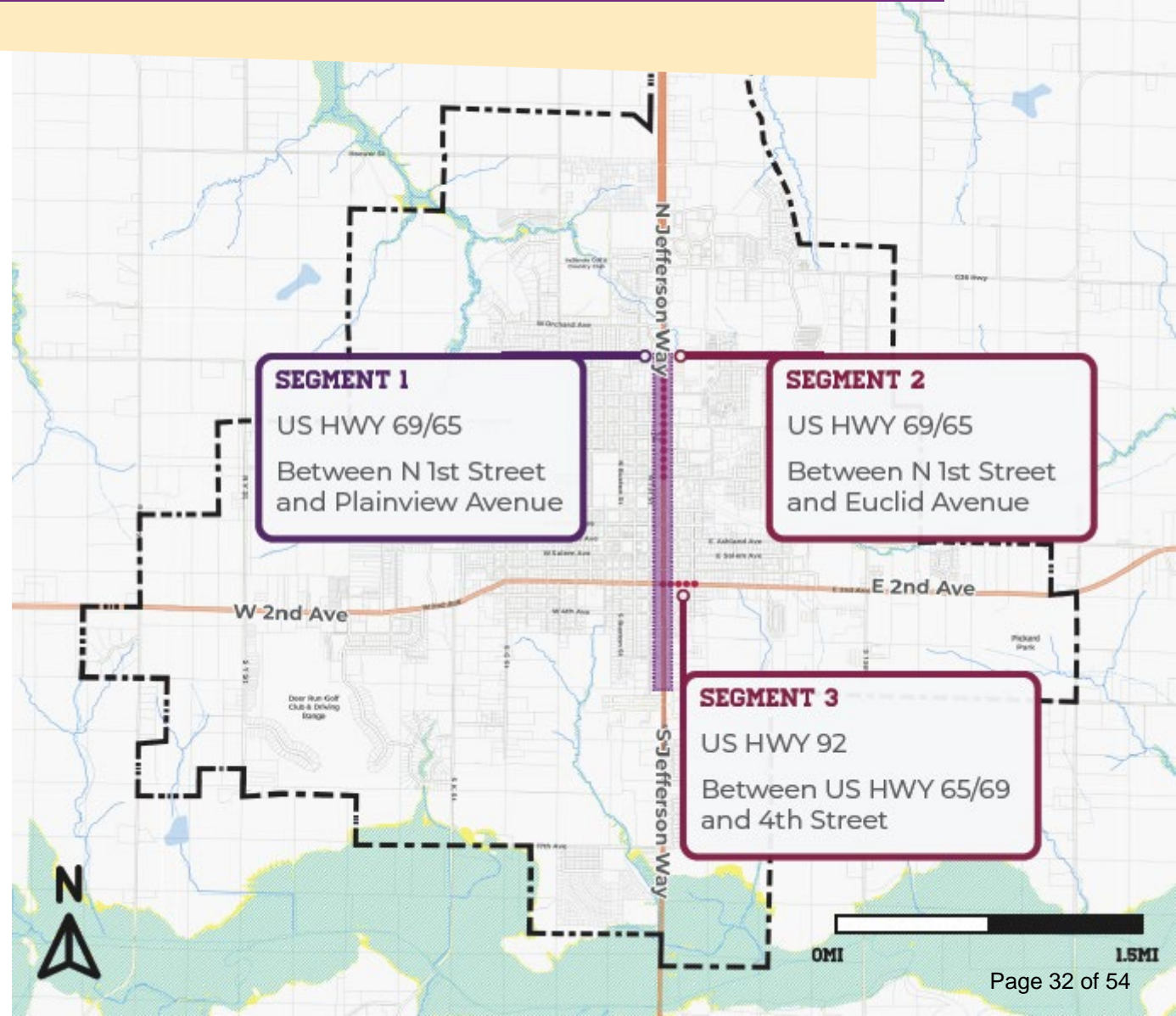


RECOMMENDATIONS

Strategy #6: Consider applying for state and/or federal funding along corridor segments identified as High-Level Potential Crash Reduction (PCR).

Strategy #6: Consider applying for state and/or federal funding along corridor segments identified as High-Level Potential Crash Reduction (PCR).

- **Segment 1:** U.S. Highway 65/69 between N 1st Street and Plainview Avenue
- **Segment 2:** U.S. Highway 65/69 between N 1st Street and Euclid Avenue
- **Segment 3:** U.S. Highway 92 between U.S. Highway 65/69 and 4th Street



RECOMMENDATIONS

Strategy #7: Implement safety enhancements, including leading pedestrian intervals (LPI), to improve crossings and visibility of pedestrians and bicyclists

Strategy #7: Implement safety enhancements, including leading pedestrian intervals (LPI), to improve crossings and visibility of pedestrians and bicyclists

- Increased visibility of crossing pedestrians
- Reduced conflicts between pedestrians and vehicles
- Increased likelihood of motorists yielding to pedestrians
- Enhanced safety for pedestrians who may be slower to start into the intersection



QUESTIONS + COMMENTS



PLANNING AND ZONING COMMISSION STAFF REPORT

PROJECT: Kentucky Ridge Commercial Plat 1 – Final Plat **PREPARED BY:** Bill Mettee – Senior Planner

REPORT DATE: March 20, 2026

MEETING DATE: March 24, 2026

GENERAL INFORMATION

Applicant / Owner: Inception Group, LLC

Owner’s Representative: Jason Ledden, P.E., Snyder & Associates

Request: The applicant is requesting approval of a final plat for a commercial development.

Location and Size: Property is located south of East Kentucky Avenue and east of North Jefferson Way, containing approximately 6.94-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	PUD (Planned Unit Development)
North	Wal-Mart	Community Mixed Use	C-2 (Highway Commercial District)
South	Peoples Savings Bank / Daycare	Community Mixed Use	C-2 (Highway Commercial District)
East	Townhome Residential	Neighborhood Mixed Use	PUD (Planned Unit Development)
West	Scooters / Vacant and Undeveloped	Community Mixed Use	PUD (Planned Unit Development) / C-2 (Highway Commercial)

PROJECT DESCRIPTION

The final plat identifies a total of one (1) lot for commercial development and one outlot for future development. Both lots are zoned Planned Unit Development with underlying C-2 Highway Commercial designations. The lots range in size from 2.86 acres to 3.93 acres. Outlot X will be replatted in the future to accommodate any proposed uses. All lots meet or exceed the minimum requirements of the C-2 / PUD zoning district.

The Planning Commission and City Council previously approved the final plat for Kentucky Ridge Townhomes Plat I on October 22, 2024, and March 24, 2025, respectively. The developer is now phasing the project with the intent of this final plat to create one legal buildable lot for purchase for commercial development.

Any proposed developments will be required to go through the site plan approval process with consideration and approval from the Planning and Zoning Commission and City Council.

Table I below summarizes the bulk regulations that are applicable to the proposed development. The site plan demonstrates compliance with the bulk regulations.

Table I: Bulk Regulations for the C-2 District

Category	C-2 (minimum)
Front Yard Setback	40 feet
Rear Yard Setback	10 feet
Side Yard Setback	10 feet
Maximum Height Stories	50 feet

STREETS / TRAILS

Street Lot A will be deeded to the city for public right-of-way purposes. A 5-foot-wide sidewalk will be constructed by the developer on the south side of East Kentucky Avenue, adjacent to the development, as each individual lot is developed.

UTILITIES

The site will be serviced with all public utilities, which are installed in the immediate vicinity of East Kentucky Avenue and North Jefferson Way. Utilities will be extended as needed to service the plat. The developer of

Lot I will be responsible for stormwater detention. All easements have been shown on the final plat, including Public Utility, Sanitary Sewer, Storm Sewer, Water Main and Ingress-Egress easements.

STAFF RECOMMENDATION

The final plat is in general conformance with the Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan. Staff recommends approval of the final plat for Kentucky Ridge Commercial Plat I subject to acceptance of the public improvements.



STAFF REPORT

TO: Planning & Zoning Commission	PREPARED BY: Bill Mettee, Senior Planner
RE: 815 West 1 st Avenue Sidewalk Waiver	DATE: March 24, 2026

GENERAL INFORMATION:

Applicant / Owner: Justin and Ryan Robinson

Requested Action(s) Waiver / Variance from §136.06 of the Indianola Municipal Code which states that “Before any new dwelling, business building or commercial building is occupied or put into its ultimate use.....a permanent sidewalk shall be built in front of the building for the entire width of the lot and where the lot in question is a corner lot, the sidewalk shall be built for the entire length of the lot along the side which abuts the street.” The applicant is requesting a sidewalk waiver

Location and Size: Addressed as 815 West 1st Avenue, property legally described as Lot 2 of Block 35 of Cheshires Addition, which is located at the southeast corner of West 1st Avenue and South G Street, containing 0.41-acres.

Land Uses and Zoning:

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Vacant / Undeveloped	Low-Density Residential	R-2
North	Single Family Residential	Low-Density Residential	R-2
South	Commercial Use	Low-Density Residential	C-2
East	Single-Family Residential	Low-Density Residential	R-2
West	Single Family Residential	Low-Density Residential	R-2

BACKGROUND:

The subject property is located at the southeast corner of the intersection of West 1st Avenue and South G Street. The property is approximately 120' x 150' and 0.41-acres in area. The owners of the property wish to subdivide the parcel into two parcels for the construction of one single-family dwelling and a future two-family dwelling. An existing 4' sidewalk was previously installed along the east side of South G Street and there is no sidewalk installed along the south side of West 1st Avenue, adjacent to the subject parcel. Additionally, the two adjoining parcels to the east also do not have sidewalks. Those houses were constructed in 1960 and 1930, prior to sidewalk construction requirements. No sidewalk waivers exist for those two properties. The existing sidewalk along the south side of West 1st Avenue ends at the alley between 805 and 809 West 1st Avenue. The sidewalk and ramp along South G Street are not compliant with current ADA or City regulations in relation to width and slope.

The developer is requesting the waiver for the required 5' sidewalk for the 120-foot length of the property along West 1st Avenue due to extreme grading concerns that would require a retaining wall for stabilization

If the developer were required to install the 120' sidewalk along West 1st Avenue, at the point where it meets the sidewalk at South G Street, the developer would then be required to bring the ramp and turning spaces up to ADA compliant facilities. Additional information regarding these issues can be found later in this report. ADA compliant facilities include ramps not exceeding 8.33% slope, the installation of truncated domes and 5' x 5' turning spaces. The connection would trigger these ADA requirements, which then trigger additional grading and relocation of existing utilities.

CODE SECTIONS RELATED TO THE REQUESTED WAIVER:

§136.06 Sidewalk Regulations. “Before any new dwelling, business building or commercial building is occupied or put into its ultimate use.....a permanent sidewalk shall be built in front of the building for the entire width of the lot and where the lot in question is a corner lot, the sidewalk shall be built for the entire length of the lot along the side which abuts the street.”



ABOVE: Site plan of the property showing the requested sidewalk waiver. The **RED** square shows the location of the proposed property.

ANALYSIS:

The intent of the Sidewalk Regulations ordinance is to require the installation of permanent 5' sidewalks adjacent to all new residential, commercial and industrial development after beginning in 1999 to the present.

The ordinance states in Subsection 4 that when the strict standards or requirements would cause substantial hardship or impose unreasonable restrictions regarding the installation of a sidewalk because of natural or physical conditions or limitations not created by the owner or developer, the Council may grant such waivers and/or variances from these standards until such time when the conditions or limitations are eliminated. At that time, the developer would have 120 days after notification from the City to make the improvements.

Hardship

The applicants have met with both Public Works and IMU staff to discuss the issues, physical limitations and financial burdens in installing the sidewalk and replacing the existing sidewalk.

Though the grade has been set and there is curb and gutter along the south side of West 1st Avenue, a sidewalk has never been installed along this property. The property has been vacant since at least 2019. The neighboring properties to the east, 811 and 809 West 1st Avenue do not have sidewalks, though single-family dwellings exist on the property. The homes were built in 1960 and 1930, prior to the ordinance requiring sidewalks. The nearest sidewalk exists on the east side of the alley over to South F Street. There is existing sidewalk along the entirety of West 1st Avenue along the north side of the road.

The issue along West 1st Avenue is the grade change and the amount of grading work that would be required to level the ground enough to install a sidewalk. Additionally, a retaining wall would be required to stabilize the yard.

The existing sidewalk along South G Street provides another set of challenges. The sidewalk, as constructed, does not meet the city ordinances for width. Five foot sidewalks are required, where the existing sidewalk is four feet. Additionally, the ramp at the intersection does not meet ADA standards for slope. The maximum allowable slope is 8.33% and the current slope exceeds the maximum allowable.

Furthermore, the amount of utilities that are in the ground and the cost to relocate those are burdensome. Mike Metcalf, IMU Electric Superintendent, estimates the cost to relocate his overhead and underground electric to be approximately \$48,000-\$50,000. Kurt Ripperger, IMU Fiber Superintendent, estimates the cost to relocate his fiber to be approximately \$10,000-\$12,000. Mid-American also has a gas line that would need to be relocated at the developer's expense.

City Findings of Fact:

- The owner of the property, Justin Robinson, wishes to construct a single-family home at 815 West 1st Avenue, at the intersection of West 1st Avenue and South G Street.
- The property does not have sidewalk installed along West 1st Avenue but does have an existing nonconforming sidewalk along South G Street.
- Chapter 136.06(1) of the Indianola City Code states that "Before any new dwelling, business building or commercial building is occupied or put into its ultimate use, or when any existing dwelling, business building or commercial building, including the real estate on which the dwelling or building is located, is improved, reconstructed or replaced by \$7,500.00 or more as determined by the Building Official's most current valuation data, a permanent sidewalk shall be built in front of the building for the entire width of the lot and where the lot in question is a corner lot, the sidewalk shall be built for the entire length of the lot along the side which abuts the street."
- Sidewalk waivers can be granted when the strict application of standards or requirements established in Chapter 136 would cause substantial hardship or impose unreasonable restrictions regarding the installation of a sidewalk because of natural or physical conditions or limitations not created by the owner or developer.

March 20, 2026

- Applicant has cited natural limitations (extreme grade) and financial burdens (excessive utility relocation costs) as reasons the waiver should be granted

Staff Recommendation

Staff recommends approval of the sidewalk waiver request as presented.


If there is information related to the application that has not been included with the packet that you feel would be beneficial to have available to you at the meeting, please contact me with those items and I will attempt to arrange for their availability.

CITY OF INDIANOLA

Bill Mettee

Senior Planner

Sidewalk Waiver Request

<h2 style="margin: 0;">BOARD OF ADJUSTMENT APPLICATION</h2>		<p>Community Development 110 North 1st Street, Indianola, Iowa 50125-0299 (515) 961-9430 • comdev@indianolaiowa.gov</p>	
<p>PROPERTY OWNER</p> <p>(Last Name) <u>Robinson</u></p> <p>(First Name) <u>Justin</u></p> <p>(Address) <u>13830 Kennedy Street</u></p> <p>(City) <u>Indianola</u> (State) <u>IA</u> (Zip) <u>50125</u></p> <p>(Phone) <u>515-729-6995</u> (Email) <u>jrmowing2019@gmail.com</u></p>		<p>APPLICANT (if not Property Owner)</p> <p>(Last Name) _____</p> <p>(First Name) _____</p> <p>(Address) _____</p> <p>(City) _____ (State) _____ (Zip) _____</p> <p>(Phone) _____ (Email) _____</p>	
<p><input type="checkbox"/> APPEAL</p> <p>Submittal Requirements: <i>All submittal requirements must be completed. Incomplete applications will not be considered</i></p> <p><input type="checkbox"/> Completed Application</p> <p><input type="checkbox"/> Filing Fee: <u>\$300 per request</u></p> <p><input type="checkbox"/> Written narrative indicating where it is alleged there is error in any order, requirement, decision, or determination made by the Administrative Officer in the enforcement of this Code of Ordinances of Indianola, Iowa .</p> <p><input type="checkbox"/> Other Information as required by Director</p>	<p><input type="checkbox"/> SPECIAL USE PERMIT</p> <p>Submittal Requirements: <i>All submittal requirements must be completed. Incomplete applications will not be considered</i></p> <p><input type="checkbox"/> Property Address: _____</p> <p><input type="checkbox"/> Completed Application</p> <p><input type="checkbox"/> Filing Fee: <u>\$300 per request</u></p> <p><input type="checkbox"/> Site Plan and Elevations as outlined in 165.06</p> <p><input type="checkbox"/> Written narrative indicating the special use permit sought and response to the criteria outlined in Section 165.02(3)(B)(3)(c)(v) of the Code of Ordinances of Indianola, Iowa</p> <p><input type="checkbox"/> Other Information as required by Director</p>	<p><input checked="" type="checkbox"/> VARIANCE</p> <p>Submittal Requirements: <i>All submittal requirements must be completed. Incomplete applications will not be considered</i></p> <p><input checked="" type="checkbox"/> Property Address: <u>815 W 1st Ave Indianola IA 50125</u></p> <p><input checked="" type="checkbox"/> Completed Application</p> <p><input checked="" type="checkbox"/> Filing Fee: <u>\$300 per request</u></p> <p><input checked="" type="checkbox"/> Site Plan and Elevations</p> <p><input checked="" type="checkbox"/> Written narrative indicating justification for proposed variance and response to the criteria outlined in Section 165.02(3)(B)(3)(b) of the Code of Ordinances of Indianola, Iowa</p> <p><input type="checkbox"/> Other Information as required by Director</p>	
<p>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.</p> <p>Signature <u>Justin Robinson</u></p> <p>Name (printed) <u>Justin Robinson</u> Date <u>3/15/2026</u></p>		<p>FOR OFFICE USE ONLY: Code to 45180</p> <p>Date Received: <u>March 6, 2026</u></p> <p>Receipt No: _____</p> <p>Receipt Amount: <u>\$300</u></p> <p>BCA Agenda Date: <u>March 24, 2026</u></p> <p><i>Pzc</i></p>	

815 West 1st Avenue
Board of Adjustment Application

I am submitting this formal request for a waiver regarding the requirement to construct/replace a sidewalk at the property address 815 West 1st Avenue, Indianola.

I am requesting this waiver based on the following justifications:

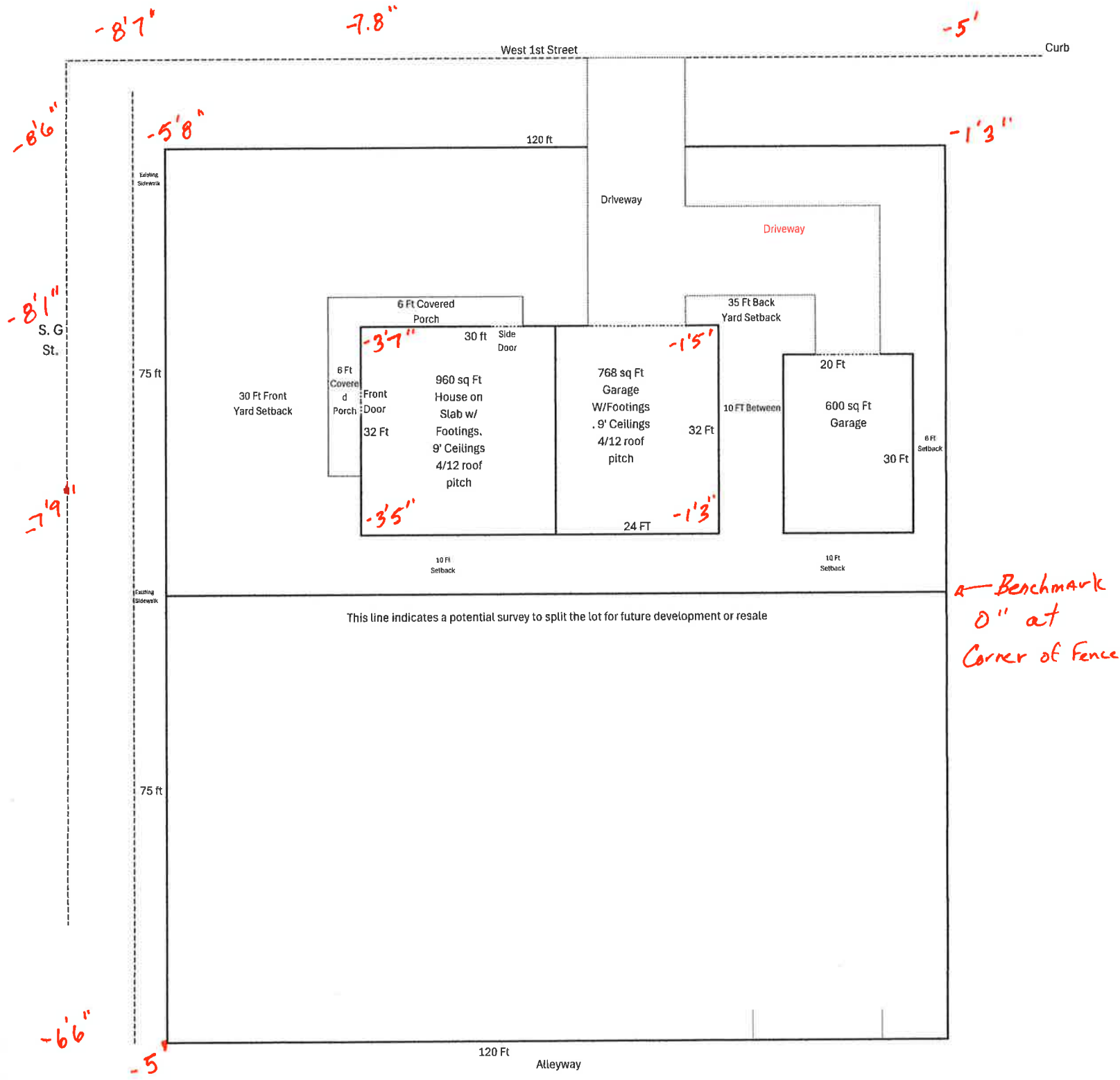
Utility/Physical Limitations: The utilities are currently located underground and overhead along South G Street on the West right-of-way of this property. There is also fiber buried in the West 1st Avenue right-of-way. The property also has a lot of elevation challenges that would require excessive grade changes that would then require the utilities to be relocated in order to construct an ADA sidewalk. This property does have an existing sidewalk along South G Street, although the ramp does not meet ADA standards. In order to meet those standards, it would require the utilities to be relocated. Furthermore, the two properties neighboring to the East on 1st Avenue do not currently have sidewalks, so there would be no gain for sidewalk access to the East beyond the property line.

Financial Hardship: When meeting with Eric and Mike, Mike estimated \$48,000 to relocate his underground and overhead utilities along South G Street. This number does not include the MidAmerican Energy gas line or the IMU fiber. I talked with Kurt on the phone and he estimated \$10,000-\$12,000 to relocate the fiber line on West 1st Avenue only. I do not have an estimate for the South G Street fiber relocation cost. As a first-time property owner trying to build a new single-family home, this financial burden would negatively impact my ability to build my home on this property. The estimated cost of relocating the utilities would exceed the value of the property.

Based on the City Code of Ordinance 136.06 #5, I respectfully request a sidewalk waiver.

Thank you for your consideration.

Justin Robinson



This line indicates a potential survey to split the lot for future development or resale

Benchmark 0" at Corner of Fence



COMMUNITY DEVELOPMENT

To: Planning & Zoning Commission
From: Bill Mettee, Senior Planner
Date: March 24, 2026
Re: Consider approval of Parkland Dedication code amendments

Commissioners:

Community Development staff has continued to review the zoning and subdivision ordinances and is offering the following recommendations:

1. Section 171 Parkland Dedication. On July 1, 2024, City Council had their third reading and adopted the Parkland Dedication ordinance. The intent of this ordinance is for developers of residential projects to dedicate areas for parkland for the residents the subdivision serves. If there is not enough space in the plat for parkland, the developer may instead provide a fee-in-lieu of amount to be used for park improvements or towards the development of a future park.

Community Development has collaborated with Chief of Culture and Recreation, Doug Bylund, to review the ordinance and proposed amendments. There are two major amendments that will make this ordinance more successful.

- a. Amending the amount of parkland required. The ordinance states that 16 acres per 1,000 residents (0.016 acres per resident) is required. This amount is two to three times more than our peer communities and in other communities in the Des Moines metro area. We propose to reduce this from 16 acres per 1,000 residents to 6-acres per 1,000 residents and from 0.016 acres per resident to 0.006 acres per resident. This amendment puts us in line with other communities and helps Indianola remain competitive in the residential development market.
- b. When a developer wishes to pay a fee-in-lieu instead of dedicating parkland, the ordinance states that a mutually agreed-upon appraiser must determine a fair market value that the developer then pays. This has caused some confusion between developers and appraisers about what exactly their role is and how exactly this number should be calculated. We reviewed other communities and their parkland fee per acres and collectively decided that \$30,000 per acre was satisfactory. It's slightly less than cities in the metro area. The codified line referencing the mutually agreed upon appraiser will be removed. The goal of establishing a set fee, rather than relying on an appraisal, is to allow developers to better estimate development costs and streamline the entitlement process. The set \$30,000 per

acre fee will be included in the City's fee schedule allowing it to be easily amended during the annual fee schedule review.

- c. Several other minor amendments are proposed including updating the calculations based on the proposed numbers, updates in minimum park size and proximity to the development where funds may be used. The current code requires parkland dedication or fee-in-lieu contributions to be located within ½ mile of a proposed development. Staff recommends a more flexible approach that allows the City to determine where parkland should be designated or where cash-in-lieu funds should be allocated.

All proposed changes can be seen in their entirety on the following sheets.

The proposed code amendments were presented at the March 11th, 2026 Parks and Recreation Commission meeting where the members voted 5-0 to recommend approval to the Planning Commission and City Council.

Bill Mettee
Senior Planner

171.01 TITLE.

This chapter shall be known and cited as the "Parkland Dedication Ordinance of the City of Indianola, Iowa."

171.02 PURPOSE.

The purpose of this Parkland Dedication ordinance is to ensure that new developments support the health, safety, and welfare of future residents by providing land for public parks within the City and within areas being newly developed or redeveloped for residential purposes.

171.03 APPLICATION.

When a preliminary plat for new single-family development (detached or semi-detached), two-family, and/or townhouse development is proposed or a site plan or building permit is submitted for a new multi-family residential development, including manufacture housing community, parkland dedication in a manner consistent with this ordinance shall be required.

Any developer who, after the effective date of the ordinance seeks to develop land for residential purposes within the City shall be required to dedicate public parkland as prescribed herein. No new plats or site plans for residential development shall be approved unless and until the provisions of this chapter are complied with.

171.04 STANDARD FOR PUBLIC PARKLAND PER RESIDENT.

The standard for the amount of neighborhood parkland required is ~~6.16~~-acres per 1,000 residents or ~~0.006 016~~ acres per resident. Based on the estimated persons per household number, as determined by the last decennial census, the following calculations shall be applied for new residential developments.

Number of lots or dwelling units) x (Census estimated persons per household) x (0.006 ~~016~~ acres/resident) = required parkland dedication (Decimals rounded up the nearest hundredth)

Examples (assuming 2.4 estimated persons per household):

A 100-lot single family subdivision would be required to dedicate ~~1.44 3.84~~ acres of parkland.

(100 lots) x (2.4 residents) x (0.006 ~~016~~ acres/resident) = ~~1.44 3.84~~ acres

A 120-unit apartment complex would be required to dedicate ~~1.73 4.61~~ acres of parkland

$(120\text{-units}) \times (2.4\text{ residents}) \times (0.\text{006}\text{ } \del{016}\text{ acres/resident}) = \text{1.73}\text{ } \del{4.61}\text{ acres}$

171.05 PARKLAND DEDICATION MINIMUM DESIGN STANDARDS.

1. ~~Land dedicated for parkland shall be located within ½ mile of the proposed development.~~ The specific location of the land to be dedicated shall be acceptable to the City and shall be located and planned with future parkland dedications to create a neighborhood park site that will be no less than 10,000 square feet in area~~1-acre in size.~~

A. Public Recreational Trail corridors deeded to the City or dedicated by easements may be included in this calculation of land dedication.

2. All land to be dedicated to meet this parkland dedication requirement shall be useable park space and shall not be located within any floodway, delineated wetlands, shall not contain any areas for storm water detention, and shall have cross slopes no greater than 5%. An exception may be granted by the City Council to accept parkland that includes wetlands, ponds, and/or storm water retention areas that provide a recreational benefit.

3. The dedicator of parkland shall be responsible for rough grading, stabilization, and seeding of the parkland and providing paved public street access, sanitary sewer services, and water service to the property.

4. The developer shall designate on the plat map or site plan the proposed number of dwelling units by type. Designation shall be for park dedication calculation purposes only.

5. The developer shall be required to prepare the parkland prior to dedication in a manner acceptable to the City. This includes:

A. The site shall be located adjacent to an improved street with sidewalks and utilities, as required by the City. The site shall have access to such a fully improve street across at least ten (10) percent of the distance of its perimeter. Any access route shall be at least thirty (30) feet wide for trails and fifty (50) feet for roadway access.

B. On-site drainage patterns shall be designed and constructed by the developer with the approval of the City.

C. Grading shall comply with approved plans.

D. Top-soil shall be spread evenly and lightly compacted to an adequate depth for turf growth.

E. Seeding shall occur during the fall or spring, in accordance with standard specifications of the City. A maintainable stand of grass shall be established prior to acceptancy by the city.

171.06 ALTERNATIVES TO DEDICATION OF PARKLAND.

1. When all or a portion of the required parkland cannot be dedicated, the developer shall construct or otherwise complete park improvements and/or trail improvements ~~as determined by the City, within ½ mile of the proposed development.~~ The value of the improvements shall be equal to the value of the required parkland dedication. The value of these improvements shall be based on the fair market value of the land to be dedicated. Subject to approval by the City, park improvements may include construction and installation of trails, parking lots, playground equipment, park shelters, tennis courts, basketball courts, ball fields and appurtenances, and landscaping and the dedication of land or easements necessary for planned trails. The developer shall provide written proof of the land's value and written estimates of the costs of the park improvements.

2. The City may further allow a portion of the parkland dedication requirement be satisfied by the dedication of greenways and stream buffers as may be desired by the City. Because this land has a reduced value as neighborhood park space, the following dedication conversation rate should be applied: 1-acre of greenway or stream buffer dedicated to the City shall be equivalent and worth 0.10-acre of required parkland.

3. In lieu of dedicating parkland, the developer may request the ability to make a cash payment into a fund to be used for future park improvements or park land acquisition for a park facility. ~~that is within ½ mile of the proposed development.~~ The City Council shall evaluate this request giving due consideration to all of the factors listed in Section 171.05. The donation shall be no less than the minimum number of acres required. ~~A mutually appointed Appraiser will determine parkland Fair Market Value. The Developer shall pay any expenses accrued in the determination of the payment amount.~~ Payment in lieu shall be completed prior to development recording or issuance of building permits.

171.07 PARKLAND DEDICATION CREDIT.

Should a new development desire to dedicate more parkland than is required, the dedicator may sell or transfer the parkland credit to another developer or apply as credit for a current or future parkland dedication requirement. Written notice and copies of a transfer agreement shall be provided to the City as record of all credits transferred or sold to another party.

171.08 PARKLAND DEDICATION AGREEMENT AND SURETY.

At the time of development, the developer shall enter into a written agreement with the City to detail the parkland dedication and/or park improvement. Depending on the timing of the

dedication or park improvement, the developer may propose, and/or the City may require the developer to provide adequate surety to the City to ensure completion of the dedication or improvement. The form and amount of surety shall be determined by the City at its full discretion.

171.09 EXEMPTIONS.

The following shall be exempted from the requirements this chapter:

1. The construction of any non-residential building or structure.
2. Alterations or expansion of an existing building where no additional residential units are created.
3. The construction of an accessory dwelling unit.
4. The replacement of a destroyed or partially destroyed building or structure with a new building or structure where there are no additional residential units created.
5. The installation of a replacement mobile home.
6. The division of a parcel into no more than two (2) lots.
7. The replat of an existing subdivision where no additional residential lots are created.
8. Any claim of exemption shall be made no later than the time of application for a preliminary plat approval. Any claim not so made shall be deemed waived.



Community Development

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

January 2026

<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u># of Units</u>	<u>Amount</u>	<u>Average</u>
101	Single Family Home	0		\$0.00	\$0.00
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	3		\$34,050.00	\$11,350.00
437	Non-residential add/alt	1		\$29,050.00	\$29,050.00
438	Res garage/carports	0		\$0.00	
645	Demo - residential	0		\$0.00	
649	Demo - commercial	0		\$0.00	
January Total		4		\$63,100.00	
Residential Value				Commercial Value	
54.0%				46.0%	

YEAR TO DATE TOTAL					
<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u># of Units</u>	<u>Amount</u>	<u>Average</u>
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	3		\$34,050.00	\$11,350.00
437	Non-residential add/alt	1		\$29,050.00	\$29,050.00
438	Res garage/carports			\$0.00	
645	Demo - sfd			\$0.00	
649	Demo - commercial			\$0.00	
YTD TOTAL		4	0	\$63,100.00	
Residential Value				Commercial Value	
54.0%				46.0%	



Community Development

110 N. First St., Indianola, IA 50125-0299 • www.indianolaiowa.gov
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February 2026

<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u># of Units</u>	<u>Amount</u>	<u>Average</u>
101	Single Family Home	1	1	\$403,133.00	\$403,133.00
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	5		\$103,443.00	\$20,688.60
437	Non-residential add/alt	1		\$145,500.00	\$145,500.00
438	Res garage/carports	1		\$13,000.00	
645	Demo - residential	0		\$0.00	
649	Demo - commercial	0		\$0.00	
February Total		8		\$665,076.00	
Residential Value				Commercial Value	
78.1%				21.9%	

YEAR TO DATE TOTAL					
<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u># of Units</u>	<u>Amount</u>	<u>Average</u>
101	Single Family Home	1	1	\$403,133.00	\$403,133.00
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	8		\$137,493.00	\$17,186.63
437	Non-residential add/alt	2		\$174,550.00	\$87,275.00
438	Res garage/carports	1		\$13,000.00	
645	Demo - sfd			\$0.00	
649	Demo - commercial			\$0.00	
YTD TOTAL		12	1	\$728,176.00	
Residential Value				Commercial Value	
76.0%				24.0%	