



PLANNING AND ZONING COMMISSION MEETING
October 13, 2020
6:00 p.m.
City Council Chambers
Agenda

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
 - A. 09/15/2020 Meeting Minutes
5. Public Comments
6. Old Business
 - A. Consider recommendation on request for a rezoning from C-2, Highway Commercial Zoning District to R-2 Single and Two-Family Residential Zoning District located at 506 and 508 West 2nd Avenue.
7. New Business
 - A. Consider recommendation on request for alternative method of approval for a site plan for Vice Construction, located at 2500 West 2nd Avenue.
8. Comments
 - A. Commission Comments
 - B. Staff Comments
9. Adjourn

Planning and Zoning

4. A.

Meeting Date: 10/13/2020

Subject

09/15/2020 Meeting Minutes

Information

Attachments

Mins



— PLANNING & ZONING COMMISSION —

MINUTES OF PLANNING AND ZONING MEETING

September 15th, 2020

6:00pm

The meeting was called to order by Chairperson Misty Soldwisch and on roll call the following members were present:

Joe Butler

Becky Needles (via Zoom)

Sarah Ritchie (via Zoom)

Misty Soldwisch (via Zoom)

Al Farris (via Zoom)

Bob Ormsby (via Zoom)

Members Absent: Jeromy Pribil, Erin Freeberg, Josh Rabe

Staff Present: Charlie Dissell, Cortney Marmon

Public Present: Tim Williams, 15152 Newbolt Indianola, IA , Ben Carpenter Indianola, IA , Tom Trapp of Trapp Architecture

Commissioner Ritchie moved to approve the agenda of the September 15th Planning and Zoning Commission meeting. Commissioner Farris seconded the motion. On roll call the vote was AYES: Soldwisch, Butler, Needles, Ritchie, Farris, Ormsby Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

Commissioner Needles moved to approve the minutes of the August 11th, 2020 meeting and Commissioner Ritchie seconded the motion. On roll call the vote was AYES: Soldwisch, Butler, Needles, Ritchie, Farris, Ormsby Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

Old Business - Consider recommendation on request for approval of a Final Plat for Bussanmas Estates, located at 1409 West 6th Avenue.

Mr. Dissell provided an overview

Commissioner Farris moved to remove the agenda item on request for approval of a Final Plat for Bussanmas Estates, located at 1409 West 6th Avenue and Commissioner Butler seconded the motion. On roll call the vote was AYES: Soldwisch, Butler, Needles, Ritchie, Farris, Ormsby Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

Commissioner Butler moved to deny the recommendation on request for approval of a Final Plat for Bussanmas Estates, located at 1409 West 6th Avenue and Commissioner Ormsby seconded the motion. On roll call the vote was AYES: Soldwisch, Butler, Needles, Ritchie, Farris, Ormsby Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

New Business - Consider recommendation on request for approval of a Final Plat for Treeline Plat 1, located in the 1000, 1100 and 1200 blocks of North 7th Court, as well as the 800 block of East Iowa Avenue.

Mr. Dissell Provided an overview.

Commissioner Butler moved to approve, with conditions, the recommendation on request for approval of a Final Plat for Treeline Plat 1, located in the 1000, 1100 and 1200 blocks of North 7th Court, as well as the 800 block of East Iowa Avenue. Commissioner Needles seconded the motion. On roll call the vote was AYES: Soldwisch, Butler, Needles, Ritchie, Farris, Ormsby Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

Consider recommendation on request for approval of a Final Plat for Grand Meadows Estate, located within two miles of the City of Indianola.

Mr. Dissell provided an overview

Tim Williams, 15152 Newbolt Indianola, IA 50125 advised willing to bring the road back to a satisfactory condition

Commissioner Needles moved to approve recommendation on request for approval of a Final Plat for Grand Meadows Estate, located within two miles of the City of Indianola. Commissioner Farris seconded the motion. On roll call the vote was AYES: Soldwisch, Butler, Needles, Ritchie, Farris, Ormsby Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

Consider recommendation on request for alternative method of approval for a site plan for Cabin Coffee, located at 910 East 2nd Avenue.

Mr. Dissell provided an overview

Commissioner Farris wanted to know if the vinyl coat siding is a new product or if it has been around Tom Trapp, Trapp Architecture, advised product has been around and it is a very low maintenance high quality product

Commissioner Ormsby wanted clarification on how the plan was approved without meeting requirements

Mr. Dissell advised that the planned intent of the design still meets what is required

Commissioner Ormsby advised we did something similar with Pizza Ranch and accepted that even though it wasn't within code it was a brand design

Commissioner Ormsby stated concerned that we are setting a precedent for future businesses

Commissioner Farris stated he found the building to be attractive

Commissioner Ormsby stated if we hadn't allowed this in the past, he would feel differently about it

Commissioner Soldwisch stated that this business benefits from being professionally designed, and she could see it being an issue if there weren't the case

Commissioner Farris moved to recommendation on request for alternative method of approval for a site plan for Cabin Coffee, located at 910 East 2nd Avenue. Commissioner Needles seconded the motion. On roll call the vote was AYES: Soldwisch, Butler, Needles, Ritchie, Farris, Ormsby Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

Consider recommendation on request for a rezoning from C-2, Highway Commercial Zoning District to R-3 Mixed Residential Zoning District located at 506 and 508 West 2nd Avenue.

Mr. Dissell provided an overview

Commissioner Farris wanted clarification on why this wouldn't be R2

Mr. Dissell stated if you go to an R3 type development there would be another layer of review and R3 allows for a lesser setback

Commissioner Farris wanted to know if the lots were 64 feet wide

Commissioner Butler stated one of the lots is only 45 feet wide

Mr. Dissell said the western most parcel is 55 feet the middle lot is 45 feet and the last lot owned by the city is 50 feet

Commissioner Farris asked for R3 if the minimum lot size for a two-family dwelling was 70 feet

Mr. Dissell said yes, it is something that might have to go to the Board of Adjustment

Mr. Farris said there would be width there for two dwellings then instead of three if you stuck with the 70 feet rule

Mr. Dissell agreed

Commissioner Butler stated there would have to be a lot of variances, he agreed with Commissioner Farris that there should be two units

Mr. Dissell advised it's 8400 square feet for two family

Commissioner Butler stated that would be even worse unless they buy all three lots and combine them into two

Mr. Dissell stated there is a proposed use on this and we are mainly looking at the zoning on this one

Commissioner Farris advised that at one time there was a large effort by the city to get as much C2 commercial along the highways he wanted to know if that was still the case

Mr. Dissell advised he had not heard that and there were ample commercial spaces available

Commissioner Needles wanted to know if a house in C2 caught fire could it rebuild

Mr. Dissell advised no not if it is in a C2 zoned area

Commissioner Soldwisch stated in an old comprehensive plan they did discuss more commercial areas and blocks with commercial being rezoned

Commissioner Butler said if we rezone this as C2 then you have to combine all three lots and turn it into one project

Commissioner Soldwisch stated she thinks it would be a very positive improvement if it could be fit into an R2 zoning

Ben Carpenter stated they had planned to go ahead with the R3 zoning and if that is not something that can be done, they may let the lots sit for awhile

Commissioner Ritchie wanted to get clarification on if that would be option three they would be choosing for a motion

Mr. Dissell said it can also be remanded back to staff

Commissioner Soldwisch said she felt that was most appropriate

Commissioner Butler wanted to know if it were sent back to staff would there be time to revisit it on next months agenda
Mr. Dissell said yes

Commissioner Farris moved to remand the request for a rezoning from C-2, Highway Commercial Zoning District to R-3 Mixed Residential Zoning District located at 506 and 508 West 2nd Avenue back to city and staff for further review. Commissioner Butler seconded the motion. On roll call the vote was AYES: Soldwisch, Butler, Needles, Ritchie, Farris, Ormsby Opposed: None. Whereupon the Chairperson declared the motion carried unanimously.

Comments: Mr. Dissell summarized permit reports and provided an update on code update process.

Commissioner Needles moved to adjourn the meeting and Commissioner Ormsby seconded. Meeting was adjourned at 6:51pm.

Josh Rabe, Chairperson

Charlie Dissell, Director of Community Development

Planning and Zoning

6. A.

Meeting Date: 10/13/2020

Subject

Consider recommendation on request for a rezoning from C-2, Highway Commercial Zoning District to R-2 Single and Two-Family Residential Zoning District located at 506 and 508 West 2nd Avenue.

Information

Request for to rezone three lots totaling 0.43 acres of land currently located part in the C-2 Highway Commercial to the R-2 Single and Two-Family Residential to facilitate three new duplexes (one located on each lot).

Attachments

Staff Report

Change in Request Letter

Application

Attachments



Community Development

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

Staff Report

Planning and Zoning Commission

Date of Meeting: October 13, 2020

Agenda Item: 6.A. Consider recommendation on request for a rezoning from C-2, Highway Commercial Zoning District to R-2 Single and Two-Family Residential Zoning District located at 506 and 508 West 2nd Avenue.

Application Type: Rezoning

Applicant: Ben Carpenter

Property Owner: City of Indianola and JK Management LLC

Address: 506 and 508 West 2nd Avenue.

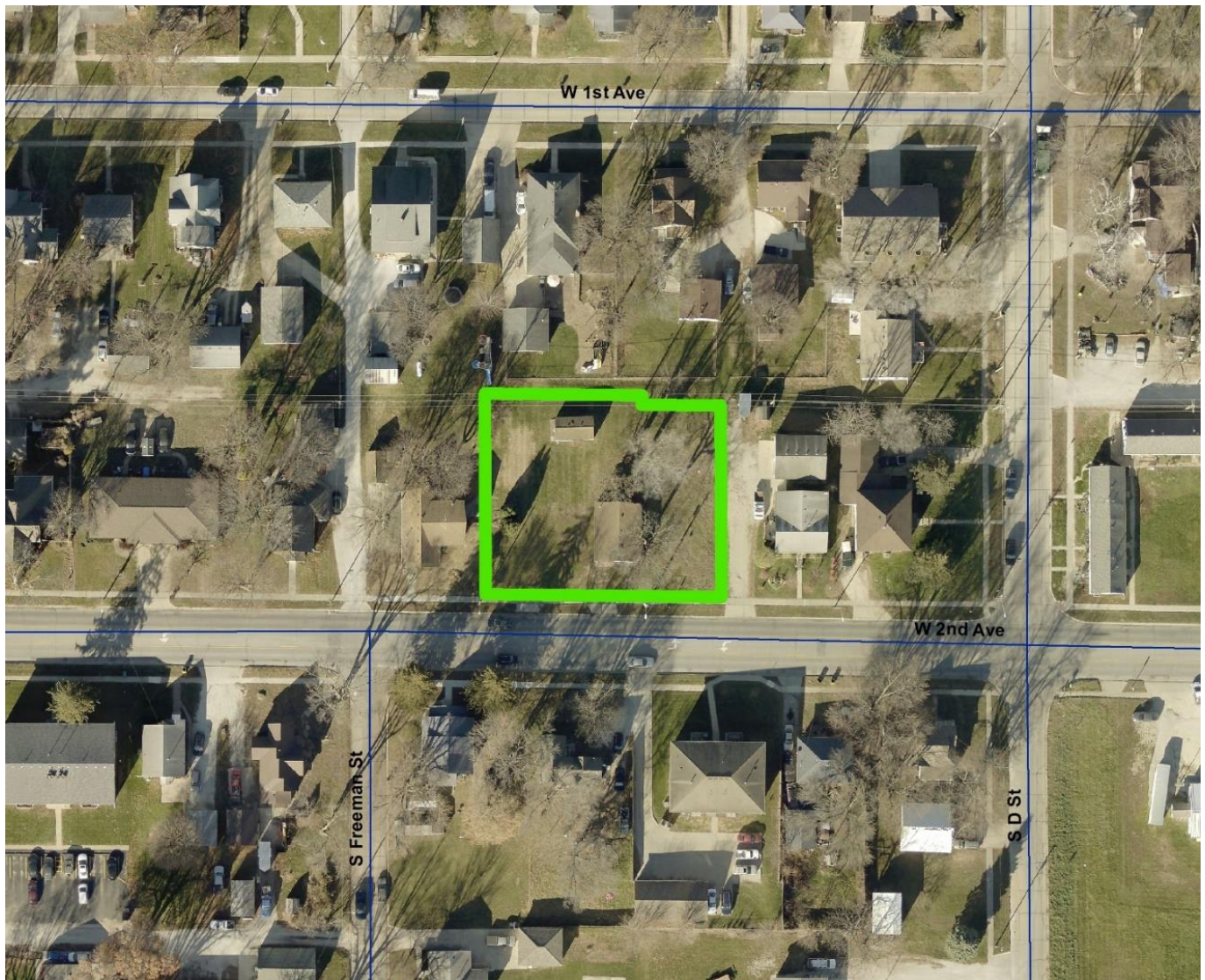
Proposed Zoning: R-2 Single and Two-Family Residential

Current Zoning: C-2 Highway Commercial

Comprehensive Plan Designation: Low Density Residential

Application Summary: Request for to rezone three lots totaling 0.43 acres of land currently located part in the C-2 Highway Commercial to the R-2 Single and Two-Family Residential to facilitate three new duplexes (one located on each lot).

AERIAL MAP



APPLICABLE CODE SECTIONS

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

165.38 CHANGES AND AMENDMENTS. The regulations and restrictions imposed in the districts, and the boundaries of the districts created by this chapter may be amended from time to time by the Council, but no such amendment shall be made without public hearing before the Council and after a report has been made upon the amendment by the Commission. Not less than seven nor more than 20 days' notice of the time and place of such hearing 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 the 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 a proposed amendment to the zoning district boundaries. In case the Commission does not approve the amendment or, in the case of a protest filed with the Council against an amendment to district boundaries signed by the owners of 20 percent or more either of the area of the lots included in such proposed amendment or of those immediately adjacent thereto and within 200 feet of the boundaries

thereof, such amendment shall not be passed except by the favorable vote of three-fourths of all the members of the Council.

165.39 APPLICATION FOR CHANGE OF ZONING DISTRICT BOUNDARIES. Any person may submit to the Council an application requesting a change in the zoning district boundaries as shown on the official zoning district map. Such application shall be filed with the Administrative Officer accompanied by a fee of two hundred dollars (\$200.00) and shall contain the following information:

1. The legal description and local address of the property.
2. The present zoning classification and the zoning classification requested for the property.
3. The existing use and proposed use of the property.
4. The names and addresses of the owners of all property within two hundred (200) feet of the property for which the change is requested.
5. A statement of the reasons why the applicant feels the present zoning classification is no longer valid.
6. A plat showing the locations, dimensions and use of the applicant's property and all property within two hundred (200) feet thereof, including streets, alleys, railroads, and other physical features.
7. If the requested zoning change is from A-1 (Agricultural) to any other classification, the application shall contain the number of acres in each soil type for which a rezoning change is requested and the crop suitability rating of each. The soil type and its crop suitability rating shall be determined by the latest cooperative soil survey and accompanying data.
8. Prior to rezoning any property, the Planning and Zoning Commission and the City Council shall consider the following relative to orderly regulated development: adequate size and location of public sanitary sewer, adequate size and location of public water and the presence of existing hard surfaced streets. Nothing in this chapter shall be construed to mean the City has any regulatory power for property used for agricultural purposes outside the City limits.

All fees shall be deposited to the General Revenue Fund of the City. Failure to approve the requested change shall not be deemed cause to refund the fee to the applicant.

ANALYSIS

The proposed rezoning of these three lots is being requested to facilitate a future residential development of three two-story duplexes; one duplex located on each lot. Such a proposal would have a gross density of about 13.95 units per acre. The comprehensive plan identifies this area as low density residential. There is sufficient sanitary sewer and water service in this area to serve these lots if developed residentially. An 8" water line is provided on the north side of West 2nd Avenue, while an 8" sanitary sewer line is located in the center of West 2nd Avenue. West 2nd Avenue, also known as Iowa Highway 92, is a three-lane, hard surfaced road under the jurisdiction of the Iowa Department of Transportation. A notification sign was placed on the property on September 3, 2020, and notification letters were sent out to property owners within 200' on September 3, 2020.

At its September 15, 2020 meeting, the Planning and Zoning Commission remanded this item back to the applicant and staff for further review as it was realized this proposed plan did not meet the minimum lot size or lot width for the R-3 Mixed Residential Zoning District. Upon further review, staff determined that the subject lots were likely platted sometime in the early 1900's, which was based on the year most homes were built within this subdivision. This subdivision would have been platted before the City had any adopted zoning regulations (the State of Iowa did not adopt zoning provisions until 1923). As such, these lots are considered to be nonconforming, meaning that there exist lots which were lawful before the Zoning Ordinance was passed, but which would be prohibited, regulated or restricted under the terms of the Zoning Ordinance. Section 165.13 of the Zoning Ordinance states that in a district where single-family dwellings are permitted the single-family dwelling may be erected as a variance on a single lot of record at the effective date of adoption or amendment of this chapter, notwithstanding that such fails to meet the requirements for area or width or both that are generally applicable in the district where it is located. Such variance of area or width shall be permitted only after approval by the Board of Adjustment. On September 21, 2020, Mr. Carpenter submitted a variance request to the minimum lot size, minimum lot width, and side setback of the R-2 zoning district.

On October 7, 2020, the Indianola Board of Adjustment reviewed a variance request to create lots that would be buildable at 6,000 square feet in size with a width of 50 feet, which is 2,400 square feet less in area that is currently required, and 20 feet less in width that is currently required. Additionally, the applicant requested a variance to the side setback requirement to allow an 8 feet side setback, which is 2 feet less than currently is required. Although Section 165.13 focused on nonconforming lots as it related to single-family construction, it was the Board of Adjustment's opinion that as an allowable use in the R-2 zoning district, the same consideration should be given to all allowable uses, not just single-family. As such, the variance request was approved by the Board of Adjustment.

On October 8, 2020, Mr. Carpenter submitted a request to change the rezoning request. The initial request was a change from C-2 Highway Commercial Zoning District to R-3 Mixed Residential Zoning District. Mr. Carpenters new request is to change from C-2, Highway Commercial Zoning District to R-2 Single and Two-Family Residential Zoning District. This change in request better conforms to the surrounding area, as this property is completely surrounded by property that is zoned R-2 Single and Two-Family Residential.

ALTERNATIVES

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

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

Charlie Dissell

From: Ben Carpenter <ben@integraelectrical.co>
Sent: Thursday, October 8, 2020 8:08 AM
To: Charlie Dissell
Subject: Zoning change request

Charlie, We would like to amend our rezoning application for 506 and 508 West 2nd Avenue. Our initial request was to rezone from C2 commercial to R3 mixed residential. We would like to amend our application to rezone from C2 commercial for 506 and 508 West 2nd Avenue to R2 Single and Two Family Residential. Thank you for your help in this matter.

Kind regards,

Ben Carpenter
515-689-8900
www.integraelectrical.com



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And whatever you do, do it heartily, as to the Lord and not to men
Colossians 3:23 (NKJV)

LAND USE CHANGE APPLICATION

Community Development

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



PROPERTY OWNER City of Indianola - 506

(Last Name) JK Management LLC - 508

(First Name)

(Address) 601 W. 1st Ave

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

(Phone) 515 962 5664 (Email) Kappa1@a.com

APPLICANT (if not Property Owner)

(Last Name) Carpenter

(First Name) Ben

(Address) 208 N. B St.

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

☐ COMPREHENSIVE PLAN AMENDMENT

Submittal Requirements:

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

- ☐ Completed Application
- ☐ Property Address: _____
- ☐ Filing Fee: \$250
- ☐ Current Designation: _____ Proposed Designation: _____
- ☐ A plat showing the locations, dimensions and use of the property and all property within two hundred (200) feet thereof, including streets and other physical features
- ☐ Written justification for proposed amendment
- ☐ Other Information as required by Director

☒ REZONING

Submittal Requirements:

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

- ☒ Completed Application
- ☒ Property Address: 506, 508 W. 2nd Ave
- ☒ Filing Fee: \$250
- ☒ Current Zoning: C2 Proposed Zoning: R3
- ☒ 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) Benjamin A. Carpenter

Date 8-27-2020

FOR OFFICE USE ONLY:

Code to 45989

Date Received: _____

Receipt No: _____

Receipt Amount: _____

165.39 Rezoning Application Requirements

#1 506 and 508 West 2nd Avenue Legal Description

Lot 7, 8, 9 Jones and Windles Addition, Block 18

#2 Present Zoning: C2

#2 Requested Zoning: R3

#3 Existing use of property: None

Proposed use of property: Duplex housing, a sum of 3 duplexes, one duplex on lot 7, one duplex on lot 8, one duplex on lot 9. Each duplex will be 2 story 32' wide facing Hwy 92 by 51' deep, each unit will have one attached garage for a sum of 6 garages.

#4 Names and Addresses of property owners within 200 feet

REINHOLDT, MARILYN D
603 W 1ST AVE
INDIANOLA IA 50125

KAPPELMAN, JUSTIN D/KRISTY L
601 W 1ST AVE
INDIANOLA IA 50125

SINN, NATHAN B
509 W 1ST AVE
INDIANOLA IA 50125

UTTERSON, KELSEY L
507 W 1ST AVE
INDIANOLA IA 50125

CRAWFORD, NORMAN D
505 W 1ST AVE
INDIANOLA IA 50125

SANDQUIST INVESTMENTS LLC
600 S K ST
INDIANOLA IA 50125

165.39 Rezoning Application Requirements

DOWNEY, GARY/JILL
700 S N ST
INDIANOLA IA 50125

ELLIOTT, WILLIAM H
504 W 2ND AVE PO BOX 793
INDIANOLA IA 50125

NORDHAGEN, MARLENE K REV TST
1007 N HOWARD ST
INDIANOLA IA 50125

LARSON, DOUGLAS DALE/BRANDI JOLYNNE
705 E KENTUCKY AVE
INDIANOLA IA 50125

NRK AND ARK REV TRUST
1401 APPLE DR
INDIANOLA IA 50125

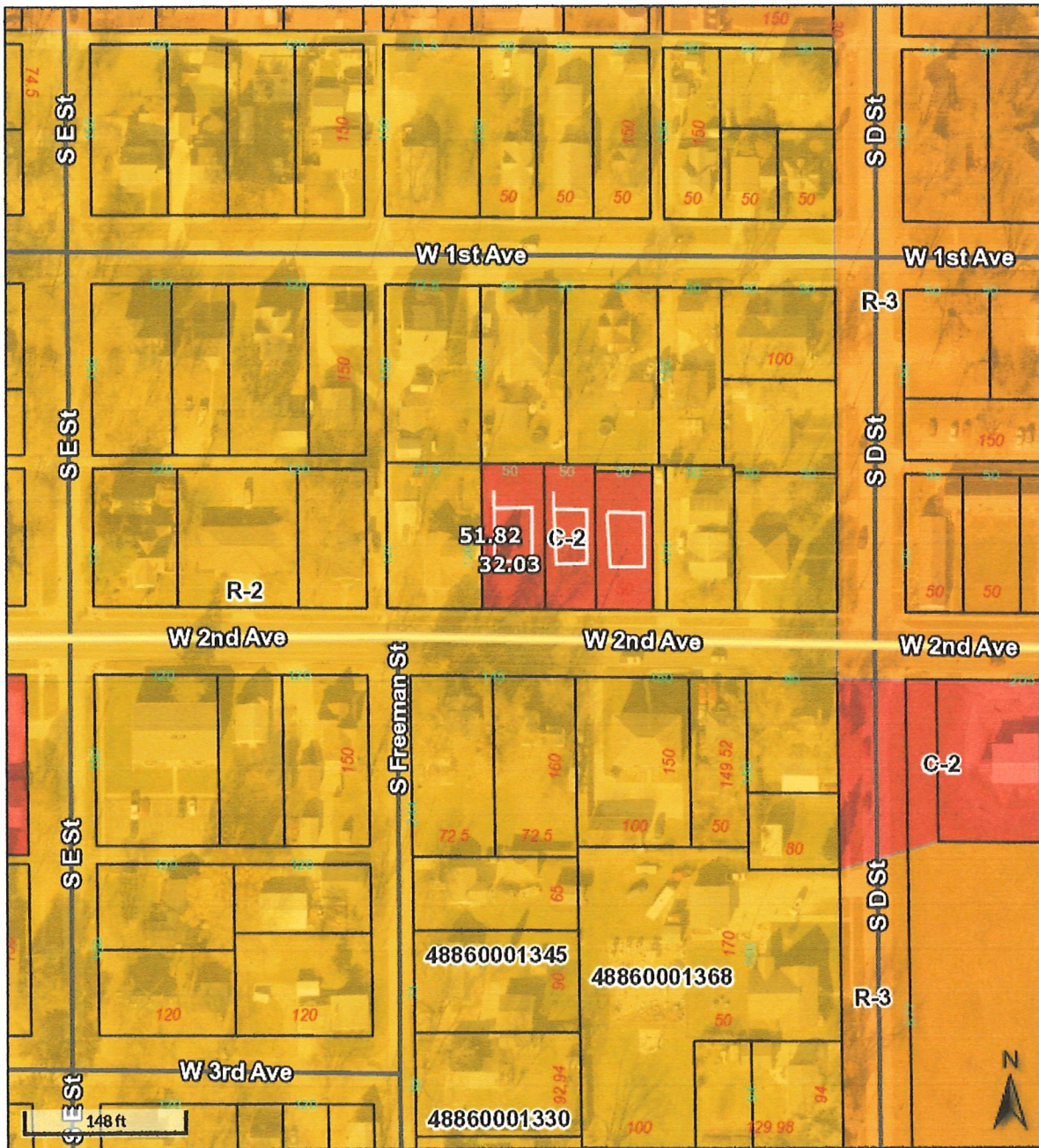
BROWN, GARY HOWARD
511 W 2ND AVE
INDIANOLA IA 50125

DAVIDSON, BRAD/AMY
5509 ORCHARD DR
WEST DES MOINES IA 50266

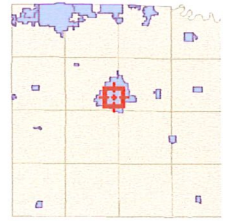
ALEXANDER, CARL B
505 W 2ND AVE
INDIANOLA IA 50125

INMAN, BRENDA/WICKETT, TRACY
307 N D ST
INDIANOLA IA 50125

#5 The reason we feel the C2 zoning classification is no longer valid is because it does not allow for development of residential properties which would compliment the neighborhood. No other business is immediately adjacent these properties. This property is adjacent to all residential zoned properties.



Overview



3 Duplex
32' Wide
51' Deep



Planning and Zoning

7. A.

Meeting Date: 10/13/2020

Subject

Consider recommendation on request for alternative method of approval for a site plan for Vice Construction, located at 2500 West 2nd Avenue.

Information

Request for alternative method of approval for a site plan for Vice Construction, requesting approval of a plan that proposes gravel drives rather than paved.

Attachments

Staff Report

Submittal Letter

Site Plan



Community Development

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

Staff Report

Planning and Zoning Commission

Date of Meeting: October 13, 2020

Agenda Item: 7. A. Consider recommendation on request for alternative method of approval for a site plan for Vice Construction, located at 2500 West 2nd Avenue.

Application Type: Site Plan

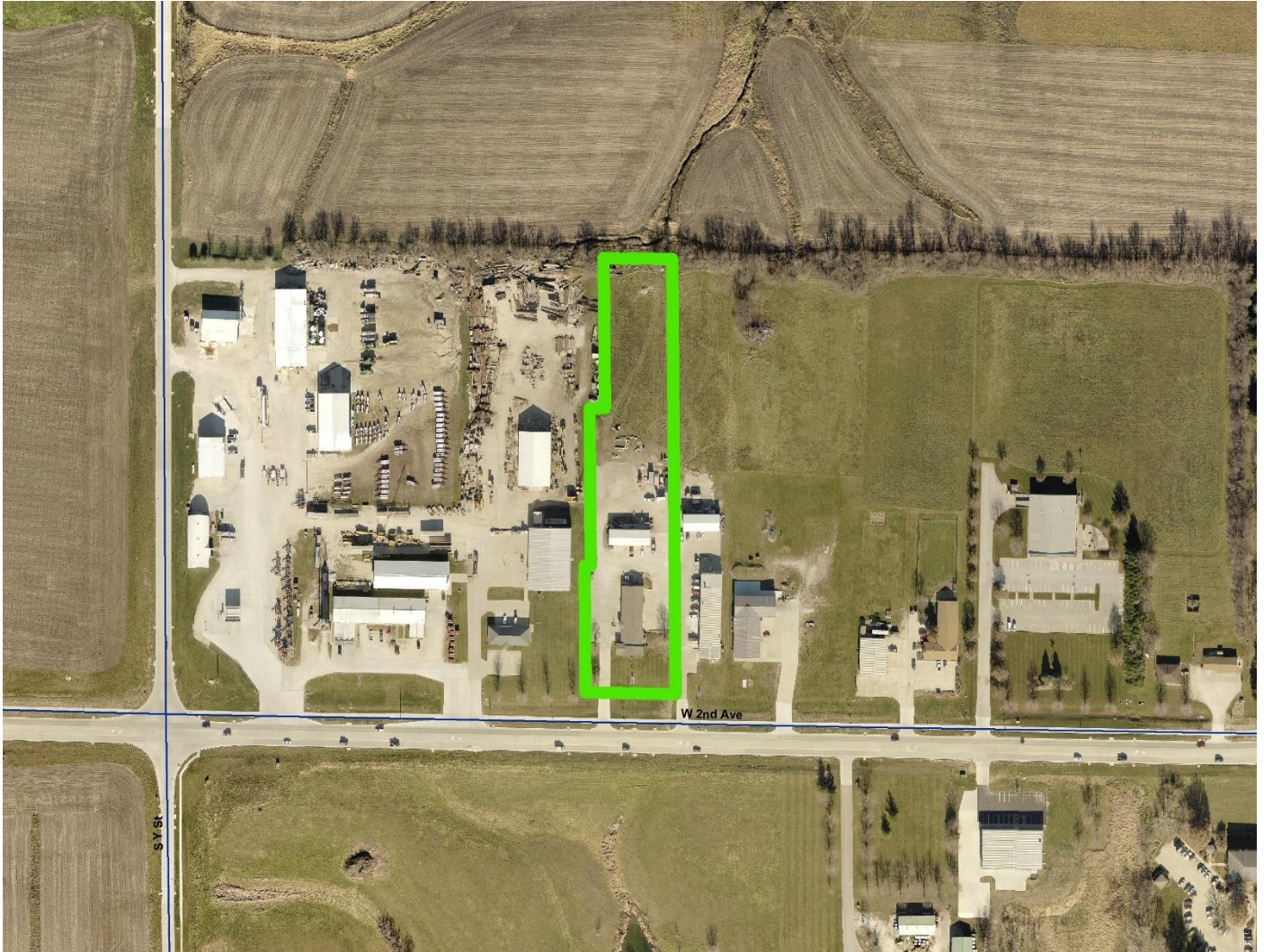
Applicant: Jake Vice

Address: 2500 West 2nd Avenue

Comprehensive Plan Designation: Industrial

Application Summary: Request for alternative method of approval for a site plan for Vice Construction, requesting approval of a plan that proposes gravel drives rather than paved.

AERIAL MAP



APPLICABLE CODE SECTIONS

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

166.06 ALTERNATE METHOD FOR APPROVAL OF SITE PLAN.

1. If the Director of Community Development does not approve the site plan as presented and the applicant is unable or unwilling to meet the above criteria and specific design standards or provide the information as required, the applicant shall have the option of submitting the site plan to the Planning and Zoning Commission and Council for their review, in accordance with the following provisions: Applicant shall cause to be prepared a site plan for such development and submit a reproducible medium and three copies to the Community Development Department. The site plan shall be accompanied by a cover letter requesting review and approval of said plan and by a receipt from the Clerk's office as proof of payment of the application fee which is as follows:

Site plan review — one acre or less \$ 50.00

Site plan review — more than one acre \$ 100.00

The site plan shall contain all of the information required by Sections 166.03 and 166.04 of this chapter and, in addition, shall contain the following supplemental information:

- A. Existing and proposed contours at an interval not to exceed two feet, provided that at least two contours shall be shown.

- B. Location, shape, exterior dimensions and number of stories of each existing building to be retained and of each proposed building.
- C. A vicinity map at a scale of one inch equals 400 feet or larger, showing the general location of the property.
- D. Soil tests and similar information, if deemed necessary by the Director of Community Development to determine the feasibility of the proposed development in relation to the design standards set forth in this chapter.
- E. In case of any conflicting requirements between this chapter and any existing ordinance of the City, the more restrictive requirement shall be met.

EXCEPTION: C-1, C-4, R-5 and R-6 zoning restrictions shall apply.

2. When improvements are made to existing structures that fall under the scope of Section 166.02 requiring the entire property to meet the applicable design standards of the site plan, the Planning and Zoning Commission and City Council may consider the following list of factors prior to approval:
 - A. The use of the land and building;
 - B. Building setback;
 - C. Lot area;
 - D. Cost of compliance; and
 - E. Existing development in the surrounding area

166.04 SPECIFIC DESIGN STANDARDS REQUIRED.

On approval by the Director of Community Development, building permits may be issued, as long as all other requirements of the City, State and County are met, and construction may commence. In order for the Director of Community Development to approve a site plan application, the following specific design standards must be met:

6. Parking lots and access shall be hard-surfaced, limited to a maximum slope of six percent in a direction perpendicular to the car. Driveways shall not exceed a 10 percent slope. Where Portland cement concrete pavement is used, the pavement shall comply with the materials and be constructed in such a manner as to provide an equivalent finished product as specified in the most current Standard Specifications for Highway and Bridge Construction, Iowa Department of Transportation, utilizing a "Class C Concrete" mix Class 2 or 3 durability coarse aggregate. Where asphaltic cement concrete pavement is used, the pavement shall comply with the materials and be constructed in such a manner as to provide an equivalent finished product as specified in the Standard Specifications for Highway and Bridge Construction, Iowa Department of Transportation. The pavement shall utilize nonrecycled virgin material which shall include Type B base and Type A surface courses and which shall comply with the most current Iowa Department of Transportation job-mix formula. Where asphaltic cement concrete is placed on a crushed stone base, the base shall comply with an approved Iowa Department of Transportation Class A or B crushed stone base material and gradation. All hard-surfacing shall be constructed on a prepared uniform subgrade compacted to 95 percent of maximum density (Standard Proctor Density). The parking lot and driveway design shall meet or exceed the following minimum paving thickness requirements:

Parking Lot	Full Depth Asphaltic Cement Concrete	Asphaltic Cement Concrete Over Crushed Stone Base				
	Type B Base	Type A Surface	Crushed Stone	Type B Base	Type A Surface	Portland Cement Concrete
Parking Lots 50 Stalls or Less	3 inches	2 inches	6 inches	0 inches	3 inches	4 inches
Parking Lots More than 50 Stalls Except Loading Dock or Drive Areas with Bus or Truck Traffic	3 inches	3 inches	6 inches	0 inches	4 inches	5 inches

Loading Dock Area	NOT ACCEPTABLE	NOT ACCEPTABLE	7 inches			
Driveway Areas with Bus or Truck Traffic	6 inches	2 ½ inches	6 inches	3 inches	3 inches	6 inches

ANALYSIS

Vice Construction proposes to build a storage building, parking and storm water detention to its 3.12-acre parcel located at 2500 West 2nd Avenue. A site plan was submitted to the City on September 25th, 2020 which shows a 166' x 60', or 9,960 sq. ft. storage building that will utilize the existing gravel parking that is located on the site, will add additional gravel parking, and will add storm water management on the north end of the property.

Section 166.04 (6) requires that parking lots and access shall be hard surfaced. This is required to help with general aesthetics of the City, to control runoff of gravel into the City storm sewers and create uniformity of parking surfaces throughout the City. However, as the existing site utilizes the 36,020 square feet of existing gravel parking adjacent to where the improvements are proposed, the applicant is proposing to use this gravel parking, and add 10,734 square feet of additional gravel parking.

The above property currently matches all adjacent and surrounding properties on the north side of West 2nd Avenue (Highway 92) where a most of the front and side yard parking and drive areas are paved, and the rear yard contains gravel. While not to code, the current conditions to help with the aesthetics of the highway corridor and continues to provide a majority of customer parking on hard surfaces. Although the proposed detention basin will be private, the concern becomes the long-term maintenance of the basin if existing and proposed gravel from the rear yard is continually washed into the basin. If the alternative site plan request is approved, these concerns can be mitigated through various measures. Since runoff from the property will be conveyed via two drainage ditches to the detention basin, staff recommends use of filtration strips that may retain gravel particles prior to being deposited in the basin. These strips could be dense vegetative cover or ditch checks.

ALTERNATIVES

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

- 1) The City of Indianola Planning and Zoning Commission recommends the alternative method of approval for a site plan be approved, as submitted.
- 2) The City of Indianola Planning and Zoning Commission recommends the alternative method of approval for a site plan be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the alternative method of approval for a site plan be approved be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the alternative method of approval for a site plan be approved, 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 City of Indianola Planning and Zoning Commission move alternative 2, approving the alternative method of approval for a site plan, with the condition that filtration strips, that could include dense vegetative cover or ditch checks, be added to the two drainage ditches to the dentition basin.

September 25, 2020

Indianola Board of Adjustment
110 North 1st Street
P.O. Box 299
Indianola, Iowa 50125

RE: Vice Construction Site Plan - Variance Request for the Use of Granular Surfacing

Members of the Board,

This letter accompanies the Site Plan submittal by Vice Construction for a building to be constructed on their current property at 2500 West 2nd Avenue in Indianola. The proposal is to construct a storage building, associated parking area, and site improvements on the 3.12 acre parcel. As part of the site plan, Vice Construction is seeking a variance to allow the use of granular surfacing for the parking area associated with the proposed storage building.

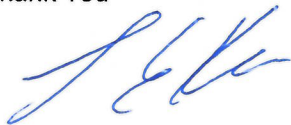
Chapter 166.04(F) of the City of Indianola Code of Ordinances states that parking areas for proposed site improvements shall be hard-surfaced. Because Vice Construction intends to use the proposed building for storage, they feel the vehicular traffic associated with the new building will be minimal, and a six-inch thick crushed limestone surface will prove sufficient for the intended use. Proper subgrade compaction is vital to the stability of the surface material, so they intend to compact the subgrade to meet the construction standards set forth in the Statewide Urban Design and Specifications. Because other businesses in the immediate area of this site currently utilize granular areas for parking, storage, and maneuvering, Vice Construction feels they will not be significantly impacting the integrity of surrounding lots, and will blend in accordingly. As an added benefit, the pervious nature of the granular surfacing will help reduce the impact of surface runoff by allowing water to reach the soil below.

We have included with this request the following items for your use:

- 1 Board of Adjustment Application
- 1 \$150.00 Check (variance filing fee)

Vice Construction respectfully requests the consideration and approval of a variance to use granular surfacing for their proposed improvement project. If you should have any questions or require any additional information, please feel free to contact me via email (lkane@nillesinc.com) or by phone (515-423-4877). We would be happy to meet with you regarding the project if needed.

Thank You



Loren Kane

NILLES ASSOCIATES, INC.

PRELIMINARY - NOT FOR CONSTRUCTION



SPECIFICATION REFERENCE

THE 2020 IOWA SUDAS STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS AND THE CITY OF DES MOINES SUPPLEMENTAL SPECIFICATIONS SHALL APPLY TO ALL ASPECTS OF CONSTRUCTION.

NO RESPONSE	MEDIACOM COMMUNICATIONS PAUL MAY 515-246-2252 pmay@mediacomcc.com
-------------	--

BM1 ELEV=960.35'
NW CORNER OF CONCRETE THAT IS RUNNING ADJACENT TO THE NORTH
BUILDING LINE.

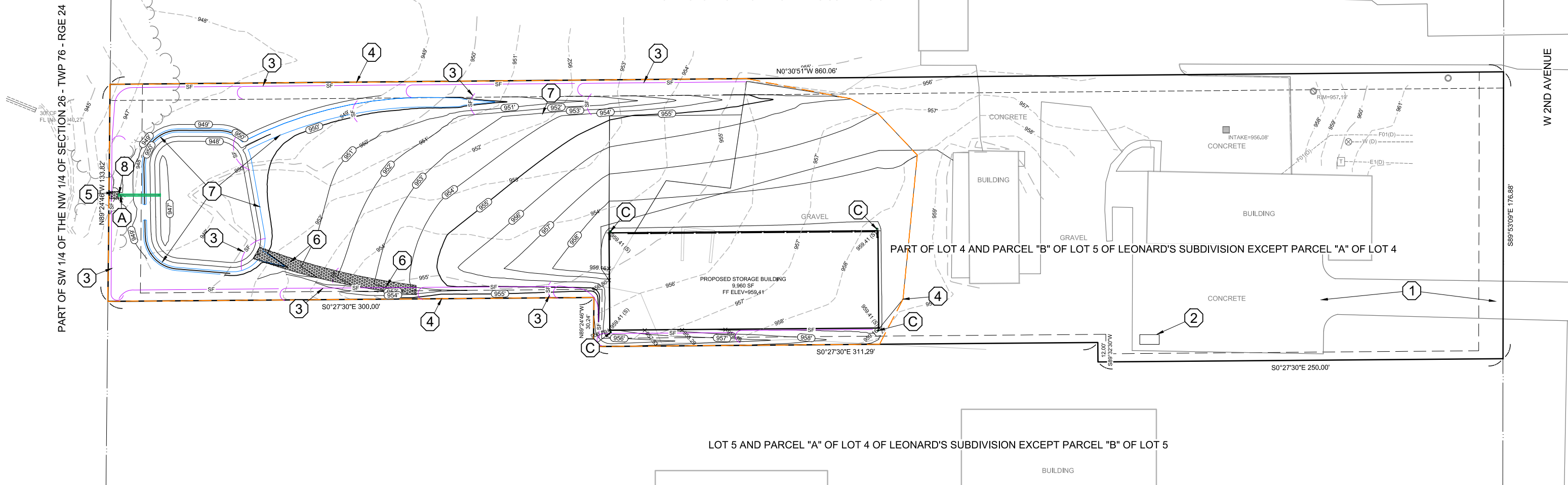
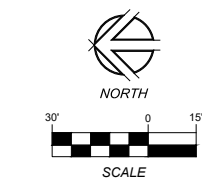
SIGNATURE _____ DATE _____
JOHN P. NILLES, P.E. & L.S. No 12106
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2020



NOTICE: NILES ASSOCIATES, INC. WAIVES ANY AND ALL RESPONSIBILITY AND LIABILITY FOR PROBLEMS WHICH ARISE FROM FAILURE TO FOLLOW THESE PLANS, SPECIFICATIONS, AND THE ENGINEERING INTENT THEY CONVEY, OR FOR PROBLEMS WHICH ARISE FROM FAILURE TO OBTAIN AND/OR FOLLOW THE ENGINEER'S GUIDANCE WITH RESPECT TO ANY ERRORS, OMISSIONS, INCONCISTENCIES, AMBIGUITIES OR CONTRADICTIONS WHICH ARE, IN ANY

PROJECT NAME:	DESCRIPTION:
---------------	--------------

- A. EXISTING LOT LINE.
- B. ELEVEN 12"x14" GENERAL OPENINGS. SEE BUILDING PLANS FOR DETAILS.
- C. BUILDING ENTRANCE - SEE BUILDING PLANS FOR DETAILS.
- D. WATER SERVICE. EXCAVATE AND CONNECT TO EXISTING MAIN. ALL WORK AND MATERIALS SHALL CONFORM TO SUDAS 5010
- E. ELECTRIC SERVICE. COORDINATE SERVICE LOCATION WITH INDIANOLA MUNICIPAL UTILITIES DEPARTMENT.
- F. GAS SERVICE. COORDINATE SERVICE LOCATION AND CONNECTION WITH INDIANOLA MUNICIPAL UTILITIES DEPARTMENT.
- G. SANITARY SEWER SERVICE. EXCAVATE AND CONNECT TO EXISTING MANHOLE. ALL WORK AND MATERIALS SHALL CONFORM TO SUDAS 4010.
- H. ROOF PEAK WILL BE 26'-4" ABOVE FINISHED FLOOR AT CENTER.
- I. 6-INCH GRANULAR SURFACING.
- J. EXISTING 6-INCH GRANULAR SURFACING. RE-GRADE TO MATCH PROPOSED GARAGE ENTRANCE HEIGHT.



STORM STRUCTURE TABLE			
NAME	DESCRIPTION	RIM/TC	INVERT
S1	FLARED END SECTION	948.01	INV 946.90 (ST-2)
S2	FLARED END SECTION	948.01	INV 946.90 (ST-2)

STORM PIPE TABLE					
NAME	SIZE	LENGTH	SLOPE	INLET INVERT	OUTLET INVERT
ST-2	12" PVC Pipe	25 LF	0.00%	946.90	946.90

UTILITY PLAN TAGGED NOTES

- A. STORM DETENTION BASIN OUTLET PIPE. REFER TO GRADING PLAN FOR DETAILS REGARDING BASIN. PROVIDE 12" FLARED END SECTION (FES) AT INLET AND OUTLET INVERTS OF PIPES.
- B. EXTERIOR LIGHTING SHALL MEET THE REQUIREMENTS OF THE CITY OF INDIANOLA ZONING ORDINANCE.
- C. ALL BUILDING DOWNSPOUTS TO BE PIPED AND OUTLET INTO DETENTION POND.

GRADING PLAN TAGGED NOTES

- EXISTING CONCRETE DRIVE TO BE UTILIZED AS CONSTRUCTION ENTRANCE LOCATION.
- USE CONCRETE WASHOUT CWS RAMPLESS BOX OR EQUAL AS APPROVED. INSTALL AT ACCESSIBLE LOCATION TO BE USED IN CONCRETE PAVING BUILDING CONSTRUCTION.
- PROVIDE SILT FENCE OR 9" STRAW WATTLES WHERE SHOWN FOR EROSION CONTROL MEASURES. TOTAL SILT FENCE = 1203 LF. TOTAL WATTLES = 25 LF. LINES MARKED ---SF--- OR ---WT---
- DISTURBED AREA BOUNDARY-TOTAL DISTURBED AREA=54,014 SF (1.24 AC)
- INSTALL 5' X 6' "SHOREMAX" FLOW TRANSITION MAT WITH SC 250 TRM UNDERLAY AT END OF BASIN OUTLET PIPE. INSTALL SEED UNDER MAT. REFER TO MANUFACTURERS INSTALLATION INSTRUCTIONS AND DETAILS.
- INSTALL "SHOREMAX" FLOW TRANSITION MAT WITH SC 250 TRM UNDERLAY IN SWALE TO PROTECT GRADE FROM UNWANTED EROSION. INSTALL SEED UNDER MAT. REFER TO MANUFACTURERS INSTALLATION INSTRUCTIONS AND DETAILS.
- STORM WATER DETENTION BASIN - 100 YEAR HIGH WATER ELEVATION=949.90.
- STORM WATER DETENTION BASIN - OUTLET INVERT ELEVATION = 946.90.

GRADING PLAN GENERAL NOTES

EXISTING TOPSOIL IN AREAS OF PROPOSED BUILDING AND PAVEMENT SHALL BE STRIPPED TO A DEPTH OF 6 INCHES AND RE-USED ON-SITE.

FOLLOW SUDAS TO MEET COMPACTION REQUIREMENTS IN BUILDING, LOADING, AND PARKING AREAS.

100 Year Basin Data						
	100-yr Surface Water Elevation (ft)	100-yr Max. Storage (cf)	100-yr Peak Release Rate (cfs)	Outlet Structure Culv. Elev. (ft)	Overflow Elevation (ft)	Basin Bottom Elevation (ft)
Basin 1	949.87	11,616	10.79	946.90	949.40	949.90

PRELIMINARY - NOT FOR CONSTRUCTION

1250 SW STATE STREET, SUITE A
ANKENY, IOWA 50023-2555
(515) 965-0123 phone - (515) 965-3322 fax
Civil Engineering - Land Surveying
Landscape Architecture

REVISIONS:
1. 11/02/2020 MOVED BUILDING LOCATION AND GRADED ACCORDINGLY
2. 11/02/2020 MOVED BUILDING LOCATION AND GRADED ACCORDINGLY
3. 11/02/2020 MOVED BUILDING LOCATION AND GRADED ACCORDINGLY
4. 11/02/2020 MOVED BUILDING LOCATION AND GRADED ACCORDINGLY
5. 11/02/2020 MOVED BUILDING LOCATION AND GRADED ACCORDINGLY
6. 11/02/2020 MOVED BUILDING LOCATION AND GRADED ACCORDINGLY
7. 11/02/2020 MOVED BUILDING LOCATION AND GRADED ACCORDINGLY

NOTE: NILES ASSOCIATES, INC. MAKES NO WARRANTY, EXPRESS OR IMPLIED, FOR THE ACCURACY OF THE INFORMATION PROVIDED HEREIN. THE ENGINEER'S INTENT IS TO PROVIDE A PRELIMINARY DESIGN FOR INFORMATIONAL PURPOSES ONLY. THE ENGINEER'S INTENT IS NOT TO BE USED FOR CONSTRUCTION. ANY CONFLICTS BETWEEN THE INFORMATION PROVIDED HEREIN AND ANY OTHER INFORMATION SHALL BE RESOLVED BY THE ENGINEER'S JUDGMENT.

2500 WEST 2ND AVENUE - VICE CONSTRUCTION
INDIANOLA, IOWA
GRADING & UTILITIES PLAN

PROJECT NAME
DESCRIPTION
N/A NO. - 20175
DATE: 10/2/2020
DRAWN BY: BLH/LEK
CHECKED BY: JPN
SHEET SIZE: 24" X 36"
SHEET TITLE: GU-1
SHEET NO.: 3/3

Planning and Zoning

8. B.

Meeting Date: 10/13/2020

Subject

Staff Comments

Information

Attachments

Current Projects

092020 Permit Report



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Date: October 8, 2020
Subject: Current Projects Update

The purpose of this memorandum is to provide a brief synopsis of different projects that may be of interest to the Council. Of the 15 projects listed, four (4) are awaiting a submittal from the developer, one (1) is in review, eight (8) have been approved and are in construction, and two (2) were recently completed. All dates are 2020, unless noted otherwise.

1. Vice Construction (2500 West 2nd Avenue)

Status: Review

- Site plan for a storage building submitted on September 25.
- Approval of an alternative site plan requested and scheduled to be reviewed by the Planning and Zoning Commission on October 13.

2. Dollar Tree (1508 North Jefferson Way)

STATUS: Construction

- Site plan submitted on June 25.
- Variance to parking requirements approved on July 1.
- Site plan approved on July 23.
- Demo permit issued on July 28.
- Building permit issued on August 26.
- Site work/demo has begun.

3. Williams Terrace (1600 Block of North 9th Street)

STATUS: Awaiting Submittal

- Developer hosted a neighborhood meeting on March 9.
- Rezoning petition received on April 6.
- The Planning and Zoning Commission reviewed the rezoning request at its April 21 meeting, and recommended approval to the Council.
- The City Council approved the rezoning request on July 6.

4. People Bank Administration Building (500 East Iowa Avenue)

STATUS: Construction

- Site plan and building permit submitted on March 13.
- Site plan approved on April 17.
- Building permit issued on April 17.
- Site work has begun.

5. Peterson Annexation (south of Inwood Street, west of 110th Avenue (North Y Street) and east of County Highway R-63)

STATUS: Awaiting Submittal

- Application for annexation was received on February 25.
- At its meeting on March 25, the City Council forwarded this applicant to the Board of Trustees and Planning and Zoning Commission for its review.
- The Board of Trustees reviewed the request at its April 14 meeting.
- The Planning and Zoning Commission reviewed the request at its April 21 meeting and recommended approval of the request.
- The City Council approved the annexation on June 1.
- The City Council approved an ordinance establishing a zoning district on August 3.

6. Apple Tree Inn (1215 North Jefferson Way)

STATUS: Construction

- Building permit application for interior remodel submitted on January 10.
- Building Permit issued on February 12.

7. Cabin Coffee (910 East 2nd Avenue)

STATUS: Awaiting Submittal

- Sale of D&D lot and development agreement was approved by Council on October 21, 2019.
- Staff hosted a preapplication meeting with the developers on October 22, 2019.
- Developer closed on the property on November 22, 2019.
- On March 16, developer notified City that, due to the COVID 19 pandemic, this project is being suspended until further notice.
- On April 23, the developer requested a 90-day extension to the approved development agreement.
- Council approved the extension at its May 18 meeting.
- Site plan resubmitted on September 15.
- Planning and Zoning Commission reviewed an alternate site plan on September 15; Council approved on September 21.
- Site plan approved on October 5.

8. Crow's Nest Campground (Northwest Corner of South Jefferson Way and East 17th Avenue)

STATUS: Construction

- Staff held a preapplication meeting on a proposed campground on October 3, 2019.
- The City Council approved a rezoning at its January 21 meeting.
- The City Council approved a plat of survey at its May 4 meeting.
- The City Council approved an additional rezoning on June 1.
- Site plan submitted on May 18.
- Development Agreement signed by property owner on August 27.
- Site Plan approved on September 10.
- Site work has begun.

9. Missouri Valley JATC Training Facility (1600 East Iowa Avenue)

STATUS: Construction

- Site Plan for this project was submitted on April 3, 2019 to the City and comments were returned on April 22, 2019.
- Site Plan was approved on June 11, 2019.
- Building permit application was submitted on June 14, 2019.
- Full building permit issued on November 13, 2019.
- Site work has begun.
- Final walk through of building scheduled for October 12.

10. New Heights Church (309 East Hillcrest Avenue)

STATUS: Awaiting Submittal

- The project engineer contacted the City on February 7, 2019 to clarify plan review comments.
- Updated site plan was received on March 7, 2019.
- Site plan approved on May 18.

11. Ashton Park Plat 7

STATUS: Construction

- Located east of the intersections of East Euclid Avenue and North 18th Street and East Boston Avenue and North 18th Street
- Preliminary plat submitted on April 27.
- The Planning and Zoning Commission recommended approval of the preliminary plat at its May 12 meeting.
- City Council approved the preliminary plat at its May 18 meeting.
- Revised preliminary plat submitted on July 6.
- Construction documents submitted on July 21.
- Comments on construction documents returned on August 3.
- Construction documents resubmitted on August 21.
- Resubmittal comments returned on September 3.
- Construction documents resubmitted on September 9.
- Construction Documents approved on September 10.
- Site work has begun.

12. Summercrest

STATUS: Construction

- Located north of the intersection of North 7th Street and East Hillcrest Avenue.
- Rezoning/PRD plan and preliminary plat received on April 3.
- Rezoning/PRD plan was reviewed by the Planning and Zoning Commission at its April 21 meeting and was recommended approval, with conditions, to the Council.
- The Planning and Zoning Commission recommended approval of the preliminary plat at its May 12 meeting.
- The City Council approved the Rezoning/PRD plan on July 6.
- The City Council approved the preliminary plat on July 6.
- Construction documents approved on September 25.

13. Treeline Plat 1

STATUS: Completed

- Located north of East Iowa Avenue and south of North 7th Court
- Preliminary Plat and Construction Plans submitted on March 16.
- Preliminary Plat was reviewed by Planning and Zoning Commission at its April 21 meeting and was recommended for approval to the Council.
- The City Council approved the preliminary plat at its May 4 meeting.
- Site work has begun.
- Final plat submitted on July 31
- Staff conducted an inspection of the site improvements on August 20.
- Staff conducted a second inspection of the site improvements on September 2.
- Planning and Zoning Commission reviewed final plat on September 15; Council approved on September 21.

14. Quail Meadows Plat 3

STATUS: Construction

- Located north of North 8th Street and East Trail Ridge Place.
- A rezoning application was submitted on July 1, 2019 to change a portion on this land from C-2 to R-3. The Planning and Zoning Commission recommended approval of this request at its August 13, 2019 meeting.
- The City Council approved the rezoning at its October 21, 2019 meeting.
- This development will require the City to relocate the current lift station north of the Quail Meadows Subdivision to the north of the Summercrest Hills development. The tentative schedule is to have the new lift station completion by fall of 2020.
- The developer submitted a preliminary plat to the City on September 24, 2019.
- Preliminary plat recommended for approval by Planning and Zoning Commission on November 12, 2019.
- City Council approved the preliminary plat at its November 18, 2019 meeting.
- Construction plans were submitted on December 2, 2019.
- Construction plans approved on March 13.
- Final plat submitted on July 26.
- The Planning and Zoning Commission recommended the final plat for approval on July 14.
- Staff inspected the public improvements and began compiling a punchlist on October 2.

15. Prairie Glynn Plat 2

STATUS: Completed

- Located east of East Franklin Avenue and North 15th Street.
- A revised preliminary and final plat were submitted on June 5, 2019. The Planning and Zoning Commission reviewed the preliminary plat at its July 9, 2019 meeting, and the Council approved the preliminary plat at its July 15, 2019 meeting.
- Final Plat submitted on April 2.
- The Planning and Zoning Commission recommended approval of the final plat at its June 9 meeting.
- Staff inspected the public improvements and the punchlist was completed on August 13.
- The City Council approved the final plat of August 17.



Community Development

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

515-961-9430 • comdev@indianolaiowa.gov

Sept 2020 Permit Report

<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u>Amount</u>	<u>Average</u>	<u>Non-Taxable</u>
101	Single Family Home	15	\$3,467,000.00	\$231,133.00	\$0
102	Single Family Attach	0			
103	Two Family	0			
104	Three or More Families	0			
	Mobile Homes	0			\$0
322	Service Stations	0			
324	Office	0			\$0
328	Non-resident buildings	0			\$0
329	Pool	0			
434	Residential Add/Alt	4	\$24,000.00	\$6,000.00	\$0
437	Non-residential add/alt	0			
438	Res garage/carports	1	\$12,500.00	\$12,500.00	
645	Demo - sfd	0			
649	Demo - commercial				
September Total		20	\$3,503,500.00		\$0
<u>Residential Value</u>		<u>Commercial Value</u>		<u>All Non-Taxable</u>	
#VALUE!		0.0%		0.0%	

<u>YEAR TO DATE TOTAL</u>					
<u>Code</u>	<u>Type</u>	<u>Permits Issued</u>	<u>Amount</u>	<u>Average</u>	<u>Non-Taxable</u>
101	Single Family Home	58	\$13,167,188.00	\$227,020.48	
102	Single Family Attach	10	\$1,712,000.00	\$171,200.00	
103	Two Family	2	\$200,000.00	\$100,000.00	
104	Three or More Families				
	Mobile Homes	10	\$418,301.00	\$41,830.10	
322	Service Stations	0			
324	Office	1	\$1,105,000.00	\$1,105,000.00	
328	Non-resident buildings	3	\$804,950.00	\$268,316.67	
329	Pool	0			
434	Residential add/alt	54	\$354,347.00	\$6,561.98	
437	Non-residential add/alt	2	\$1,971,511.00	\$985,755.50	
438	Res garage/carports	7	\$224,416.02	\$35,319.00	
645	Demo - sfd	8			
649	Demo - commercial	2			
YTD TOTAL		157	\$19,957,713.02		
<u>Residential Value</u>		<u>Commercial Value</u>		<u>All Non-Taxable</u>	
78.5%		19.4%		0.0%	