



CITY OF INDIANOLA BOARD OF ADJUSTMENT MEETING

September 2, 2026

6:00 PM

City Council Chambers

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Approval**
 - A. Approval of the September 2, 2026 agenda.
- 4. Minutes Approval**
 - A. Approval of the August 5, 2026 meeting minutes.
- 5. New Business**
 - A. Consider variance request from Peak Homes, LLC at Parcel #48870190283 to permit the placement of an outdoor gravel storage area that does not comply with the requirements of Chapter 165.05(5)(F) Outdoor Storage.
 - B. Consider variance request from Heather Torrence at 1003 North C Street to permit construction of a 6' fence on a vacant lot in a required front yard setback.
 - C. Consider variance request from White House Properties, LLC at 208 South 4th Street to permit construction of a roof overhang that would not meet the required front yard setbacks.
- 6. Comments**
- 7. Adjourn**



CITY OF INDIANOLA BOARD OF ADJUSTMENT MEETING

August 5, 2026

6:00 PM

City Council Chambers

Minutes

1. Call to Order

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

2. Roll Call

Board members present: Jane Whalen, Lee Bash, Sue Edwards, Deidre Hoover.

Board members not present: Rene Soldwisch.

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

3. Agenda Approval

A. Approval of the August 5, 2026 agenda.

Whalen made a motion to approve the agenda.

Edwards seconded the motion.

Motion was passed with a unanimous vote.

4. Minutes Approval

A. Approval of the June 3, 2026 meeting minutes.

Whalen made a motion to approve the meeting minutes.

Hoover seconded the motion.

Motion was passed with a unanimous vote.

5. New Business

A. Approval of posting place for meeting agendas.

Mettee presented the proposed posting places for meeting agendas.

Whalen made a motion to approve the proposed posting places.

Edwards seconded the motion.

Motion was passed with a unanimous vote.

B. Consider variance request from Paul and Dalinda Miller at 1302 Country Club Road to permit construction of front deck that exceeds the maximum allowable encroachment into the front yard setback.

Mettee presented the variance request and related staff report.

There were no questions or comments.

Whalen made a motion to approve the variance request as submitted.
Hoover seconded the motion.
Motion was passed with a unanimous vote.

- C. Consider variance request from Indianola Community School District at 1304 East 1st Avenue to allow rows of parking to exceed 15 continuous spaces without required landscape islands.

Mettee presented the variance request and related staff report.

The related code was updated in 2025 to support sustainable best practices. Many surrounding communities had already made these amendments as well.

The 20% minimum green space requirement will still apply regardless of the outcome of this variance.

The proposed parking lots included in this request would provide consistency with the other parking lot areas that have already been developed in previous phases.

Gage DeCook, with Larson Engineering, provided that a full landscape plan has been provided to include trees and landscaping in the upcoming phase. There won't be much planting as of yet due to the construction phase and risk of damage to the plants.

DeCook also expanded that a new detention basin was being created, and another one was being upsized as a part of this phase of construction to account for the storm water for the project. He added that regardless of whether the islands are required or not, they are accounting for that paved area and the potential water drainage needs. Their plans won't need to change.

Installation of the islands would remove less than 15 parking spaces.

The code requires one parking space per four desks and one parking space per staff member. The total parking spaces required by code is 450, and if this variance request is approved, it would provide 746 parking spaces.

It has been expressed that with the addition of the new auditorium gym and the new competition gym there will be a greater need for parking spaces, especially during times when events are being held at one or both of the new gyms. Analysis has been completed regarding spectator attendance at these events and used that analysis to determine how many parking spaces they would like to use. Consideration for alternate uses was taken into account as well, such as overflow parking for other sporting or community-held events.

Whalen made a motion to approve the variance request as submitted.
Edwards seconded the motion.
Motion was passed with a unanimous vote.

6. Comments

There were no comments.

7. Adjourn

Hoover made a motion to adjourn.
Whalen seconded the motion.
The meeting was adjourned at 6:20 PM.

**STAFF REPORT****TO:** Board of Adjustment**PREPARED BY:** Bill Mettee, Senior Planner**RE:** Parcel #48870190283**DATE:** August 28, 2026**GENERAL INFORMATION:****Applicant / Owner:** Peak Homes, LLC

Requested Action(s) Variance from §165.05(5)(F) of the Indianola Municipal Code which states that outdoor storage areas are subject to site plan review procedures and must comply with the outlined standards in the zoning ordinance. The applicant wishes to place an outdoor storage area made of gravel that does not comply with the outlined standards.

Location and Size: Currently unplatted and unaddressed, the property is legally described as Parcel 25-035, which is located on the west side of North 14th Street north of East Iowa Avenue. The parcel contains 4.32 acres.

Land Uses and Zoning:

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Vacant / Undeveloped	Industrial	M-2
North	Herschel Parts, Inc.	Industrial	M-2
South	IMU Electric Facility	Industrial	M-2
East	Indianola Precast	Industrial	M-2
West	Lincoln Ridge Townhomes	Community Mixed Use	R-2

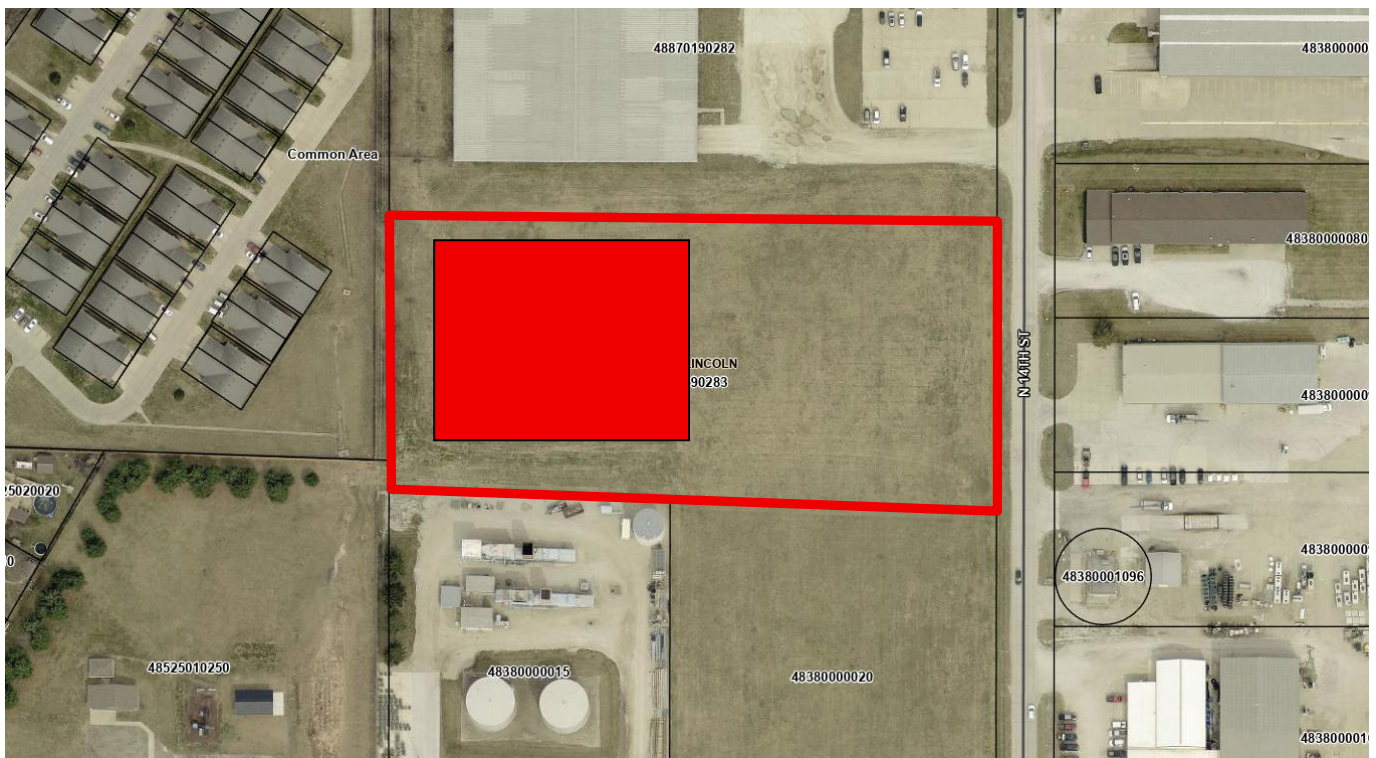
BACKGROUND:

The subject property is currently unplatted and is adjacent to Indianola Industrial Park Plat I to the east and Lincoln Ridge residential plats to the west. A 2025 plat of survey describes the parcel as Parcel 25-035, which was used for a transfer of ownership from Herschel Parts to Peak Homes. Any development will require this lot to be final platted. The lot is approximately 300' x 630' and 4.32 acres in area. The west half of the lot includes two 20' water main easements, a proposed 30' water main easement, a 23' electric easement, an 80' sanitary sewer easement and a proposed detention basin easement that encompasses a majority of the west half of the parcel. These easements render this half of the lot unbuildable. The applicant wishes to install approximately 2-acres of gravel on the west half of the lot as an outdoor storage area for the applicant's existing business operations within Indianola Industrial Park. Outdoor Storage is defined in the zoning ordinance as: The outdoor storage of any materials, goods, shipping containers, construction equipment, trucks or trailers over 30 feet in length, inoperable vehicles, inoperable trucks, other inoperable equipment, parts, containers, pallets, debris, or other materials is

prohibited in all zoning districts except where expressly permitted by the Zoning Regulations. When permitted, outdoor storage is subject to site plan review and approval and shall comply with the following standards:

- (1) Must be located on a surface paved with PCC or HMA in accordance with City Code. The City Council may, at their full discretion, approve a gravel surface for a storage yard in the M-2 zoning district provided the storage yard is wholly located within the rear yard of the site and mitigation measures are established to prevent dust and gravel from leaving the site.
- (2) Shall comply with the Open Space, Landscaping and Buffering requirements of the Zoning Code.
- (3) Shall be screened from view from all adjoining public street rights-of-way and all adjoining residentially developed or zoned properties, schools and similar sensitive uses and properties by a buffer that includes a minimum of 1-overstory tree, 2-evergreen trees, and 6-shrubs be planted for every 25 linear feet.
- (4) Shall be enclosed by a fence no less than six (6) feet in height, eight (8) feet for an industrially zoned property. Outdoor storage areas located in the front yard shall be enclosed by an opaque fence.

The applicant is seeking relief from the aforementioned standards by using gravel instead of PCC or HMA and not installing any of the required screening or landscaping.



ABOVE: Site plan of the property showing the requested gravel storage area.

ANALYSIS:

Variances are designed to grant relief from the Ordinance, which if strictly imposed would deny a property owner reasonable use of the land and would therefore create undo hardship. An applicant is required to prove that a hardship exists by demonstrating that the overall integrity of the area will not be diminished, a reasonable use cannot be made, the situation is unique, and the hardship is not self-imposed. Peak Homes, LLC, the property owner, has submitted the attached Board of Adjustment application form dated August 6, 2026, stating arguments

in favor of the requested variance. Notice of the proposed variance request was mailed to surrounding property owners within a 200-foot radius on Friday August 21, 2026. At the time this report was written, staff has not received any correspondence for or against the request.

A variance may be granted when a property owner, acting in good faith, demonstrates that unique physical conditions of the property make it impossible to comply with zoning regulations and prevent reasonable use comparable to other properties in the same district.

Furthermore, the following findings shall be made in order to grant a variance:

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

Hardship

In order to prove that a hardship exists and is not self-imposed, the applicants must prove that a literal interpretation of the provisions of the Ordinance deprive the applicants' rights commonly enjoyed by other properties in the same district.

The applicant states the "property is zoned M-2 and is bordered by industrial property on the north and south sides. Residential property is located to the west. Along the west property line, there is already an existing six-foot wood privacy fence, a dirt berm, along with mature trees, shrubs, and other established vegetation. These existing conditions provide a substantial visual buffer between the residential property and the proposed storage area."

He continues that "there is also a major overhead power line and electrical easement along the west side of the property." The applicant met with and discussed the site with the Indianola Municipal Utilities Electrical Superintendent. The Electrical Superintendent recommended that no additional structures be placed on the east side of the easement that could interfere with access to or maintenance of the power line. The IMU superintendent mentioned he is in support of a gravel area with easily movable finished products.

Staff believe the requested gravel storage area is self-imposed and does not demonstrate a legitimate hardship warranting a variance. The applicant may use the property for outdoor storage as desired provided the use complies with the applicable standards listed above. An unwillingness to meet established site development standards, by itself, does not constitute a hardship or sufficient justification for granting a variance.

Uniqueness

In order to prove that the requested variance is unique to the property, the applicants must indicate proof of special conditions and circumstances that exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures or buildings.

The applicant states that he understands that the “zoning administrator has requested an additional fence, trees, and shrubs on my side of the property line. I support reasonable screening to protect the neighboring residential properties. However, I believe a second fence and duplicate landscaping would provide very little additional benefit because a six-foot privacy fence, trees, and shrubs already exist along the residential side. A second fence could also create a narrow area between the two fences that would be difficult to access, mow, inspect, and maintain. Placing additional trees, shrubs, or permanent fencing near the electrical easement could interfere with utility access and conflict with the recommendation of the IMU Electrical Superintendent.”

The applicant states that “I am not asking the City to ignore the purpose of its screening requirements. I am asking the City to consider the screening that already exists, the extensive easements shown on the survey, and the recommendation of the utility superintendent. I believe the existing fence and vegetation substantially accomplish the purpose of protecting the residential property.”

The applicant has not submitted plans for review to ensure compliance with the city’s landscape buffer requirements utilizing the existing fence and plantings. It is the opinion of staff that the developer in this situation is effectively placing their compliance obligation on a neighboring property owner.

Public Interest and Integrity

Staff believes that the project, as proposed, will go against public interest and integrity. The applicant states “the proposed storage area would contain only new septic tanks and related commercial inventory. It would not be used for junk, salvage, sewage, waste, or hazardous materials. The tanks would be stored in an organized manner. This use would create little noise, odor, smoke, vibration, wastewater, or other disturbance to nearby properties. The proposed gravel area is also located in a portion of the parcel that is heavily restricted by utility and drainage easements. The survey plat shows electrical, water, sewer, drainage, detention, and other easements across this portion of the property. Because of these easements, the area is not practical for permanent building construction. The survey identifies the proposed area as not buildable and shows the extent of the easements affecting it.”

The applicant states that “a gravel storage yard is well suited for this location because it does not require permanent buildings, foundations, or other permanent structures. If a utility company needs access to its facilities, the septic tanks can be moved by forklift or other equipment, and the gravel area can be opened for maintenance. This is much different from a building, permanent wall, fence, or mature landscaping that may have to be removed before utility work can take place.”

This request would allow a portion of industrial property that cannot reasonably be developed with permanent buildings to be put to productive use. At the same time, it would preserve access to public utilities, maintain the existing residential buffer, and allow for the clean and orderly storage of new commercial products.

Staff Recommendation

Generally speaking, staff would always be in the position of recommending against variance requests because the request does not meet the requirements of the Zoning Ordinance of which staff is obligated to carry out. However, the zoning codes does allow variances *if* the property owner can show a hardship exists. Additionally, the Board of Adjustment must determine if the variance request meets the findings identified above in Chapter 165.02.3.B.3(b). Because of the following aspects of the variance application, staff will be recommending denial of the variance request.

- The applicant wishes to place two acres of gravel on the rear half of the subject parcel for outdoor storage purposes. The number of easements on the rear half of the lot prohibit more permanent structures.
- The ordinance on outdoor storage requires it to be on HMA or PCC, though Council can grant gravel in M-2

August 28, 2026

as part of a site plan approval process. The applicant has expressed interest in developing the lot with a new building in the future; however this request is not part of a site plan. The ordinance also requires compliance with the Open Space, Landscape and Buffering requirements. A minimum 30' landscape buffer would be required along the west property line that includes 12 overstory trees, 23 evergreen trees and 68 shrubs for the 280' length.

- The storage area shall be enclosed by a fence no less than 8' for the industrially zoned property.
- The applicant is seeking the variance to forego the site plan requirements and utilize existing landscaping

CITY OF INDIANOLA

Bill Mettee

Senior Planner

Attachments

- Completed Board of Adjustment Application – Dated 08/06/2026
- Public Notice sent by City – 08/21/2026
- Aerial Map of Subject Property
- Site Plan
- Application

Request for Variance or Special Use Permit

Parcel ID: 48870190283

Proposed Gravel Outdoor Storage Area

To the City of Indianola:

I am requesting approval of a Variance or Special Use Permit to place approximately two acres of gravel on the west side of Parcel ID 48870190283. The area would be used for the orderly outdoor storage of new septic tanks and related products. A driveway permit is submitted and will be paved according to code.

I believe this request is a practical use of the property that protects the neighboring residences, preserves utility access, and is consistent with the industrial character of the area.

The property is zoned M-2 and is bordered by industrial property on the north and south sides. Residential property is located to the west. Along the west property line, there is already an existing six-foot wood privacy fence, a dirt berm, along with mature trees, shrubs, and other established vegetation. These existing conditions provide a substantial visual buffer between the residential property and the proposed storage area.

The proposed storage area would contain only new septic tanks and related commercial inventory. It would not be used for junk, salvage, sewage, waste, or hazardous materials. The tanks would be stored in an organized manner. This use would create little noise, odor, smoke, vibration, wastewater, or other disturbance to nearby properties.

The proposed gravel area is also located in a portion of the parcel that is heavily restricted by utility and drainage easements. The survey plat shows electrical, water, sewer, drainage, detention, and other easements across this portion of the property. Because of these easements, the area is not practical for permanent building construction. The survey identifies the proposed area as not buildable and shows the extent of the easements affecting it.

A gravel storage yard is well suited for this location because it does not require permanent buildings, foundations, or other permanent structures. If a utility company needs access to its facilities, the septic tanks can be moved by forklift or other equipment, and the gravel area can be opened for maintenance. This is much different from a building, permanent wall, fence, or mature landscaping that may have to be removed before utility work can take place.

There is also a major overhead power line and electrical easement along the west side of the property. I have discussed the site with the Indianola Municipal Utilities Electrical Superintendent. The Electrical Superintendent recommends that no additional structures be placed on the east side of the easement that could interfere with access to or maintenance of the power line. He is in support of a gravel area with easily movable finished products.

I understand that the zoning administrator has requested an additional fence, trees, and shrubs on my side of the property line. I support reasonable screening to protect the neighboring residential properties. However, I believe a second fence and duplicate landscaping would provide very little additional benefit because a six-foot privacy fence, trees, and shrubs already exist along the residential side.

A second fence could also create a narrow area between the two fences that would be difficult to access, mow, inspect, and maintain. Placing additional trees, shrubs, or permanent fencing near the electrical easement could interfere with utility access and conflict with the recommendation of the IMU Electrical Superintendent.

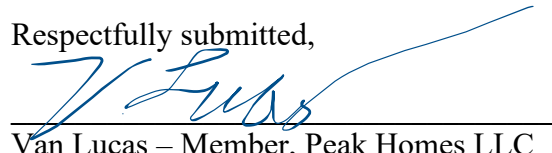
I am not asking the City to ignore the purpose of its screening requirements. I am asking the City to consider the screening that already exists, the extensive easements shown on the survey, and the recommendation of the utility superintendent. I believe the existing fence and vegetation substantially accomplish the purpose of protecting the residential property.

I respectfully request that the City approve a Variance or Special Use Permit and accept the existing fence, trees, and shrubs as the required screening. Due to the easement incumbered nature of the West half of the property any permanent structures, other than dirt or gravel, would greatly impede repairs as needed by the effected utility provider.

This request would allow a portion of industrial property that cannot reasonably be developed with permanent buildings to be put to productive use. At the same time, it would preserve access to public utilities, maintain the existing residential buffer, and allow for the clean and orderly storage of new commercial products.

Thank you for considering my request.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Van Lucas", is written over a horizontal line.

Van Lucas – Member, Peak Homes LLC

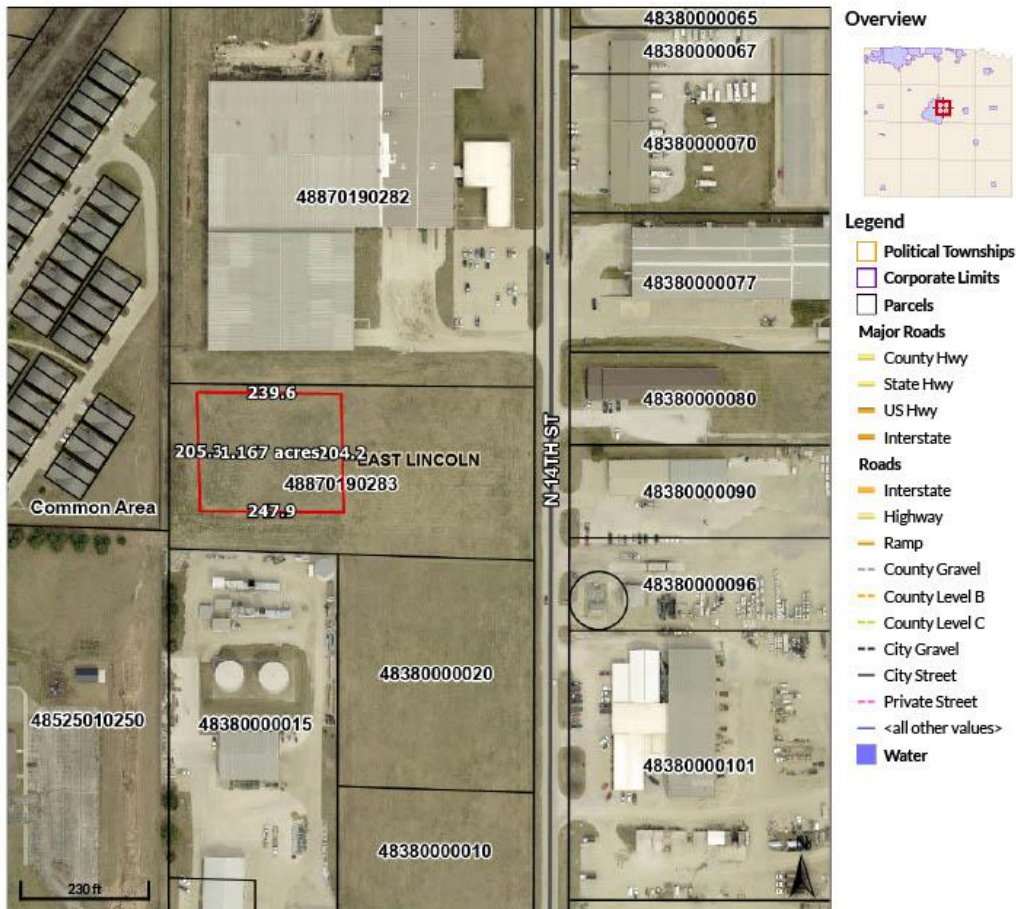
Date: _____ **06 Aug 2026** _____

Special Use Permit/Variance Exhibit Packet

Parcel ID: 48870190283
Proposed Outdoor Gravel Storage Area
City of Indianola, Iowa

Exhibit Index

- Exhibit A – Aerial Location Map
- Exhibit B – Plat of Survey
- Exhibit C – View Looking East Across Proposed Storage Area
- Exhibit D – Adjacent Industrial Building
- Exhibit E – View Looking South
- Exhibit F – View Looking West Toward Residential Area
- Exhibit G – Existing Utility Corridor and Buffer



Disclaimer:

The maps included in this website do not represent a survey and are compiled from official records, including plats, surveys, recorded deeds, and contracts, and only contain information required for government purposes. No warranties, expressed or implied, are provided for the data herein, its use or its interpretation. Warren County assumes no responsibility for use or interpretation of the data. Any person that relies on any information obtained from this site does so at his or her own risk. All critical information should be independently verified.

The 2,000 Foot Buffers layer is for law enforcement guidance only, and is based on the best information available at the time it was prepared. This layer should not be considered to be a complete and accurate representation of the locations of every school or child care facility, and will be changed as new information is available. The registered offender is responsible for ensuring that proposed residence is in compliance with the law, and may not rely solely on this layer. The registered offender should seek legal advice from a licensed attorney if needed.

Date created: 8/5/2026

Last Data Uploaded: 8/5/2026 9:15:50 AM

Developed by  **SCHNEIDER**
SPATIAL

Exhibit C – View Looking East Across Proposed Storage Area



Looking east across the proposed storage area toward Indianola Precast Facility.

Exhibit D – Adjacent Industrial Building



Existing Herschel warehouse building to North.

Exhibit E – View Looking South



View toward adjacent IMU Facility to South.

Exhibit F – View Looking West Toward Residential Area



View toward the residential neighborhood illustrating separation from the proposed storage area.

Exhibit G – Existing Utility Corridor and Buffer



Existing utility corridor, berm, vegetation, and residential screening. View from the proposed gravel area

Index Legend	
Location:	City of Indianola, Warren County
Parcel ID:	48870190281
Description:	Part of the W1/2 NE1/4 SE1/4 in Sec 19-T76N-R23W
Proprietor:	Herschel Parts Propco Inc 1301 N 14th Street, Indianola, IA 50125
Surveyor:	Matthew J. Thomas
Company:	Veenstra & Kimm, Inc.
Return to:	6775 Vista Drive West Des Moines, IA 50266 (515) 225-8000

PLAT OF SURVEY - PARCEL "25-035"

A PART OF W1/2 NE1/4 SE1/4 IN SECTION 19-T76N-R23W

FIELD SURVEY COMPLETED:
June 5, 2025

SURVEY NOTES:

- 1) THE INTENT OF THIS PLAT OF SURVEY OF PARCEL "25-035" IS TO PARCEL OFF A PORTION OF THE W1/2 NE1/4 SE1/4 OF SECTION 19-T76N-R23W.TO SELL TO PEAK HOMES LLC FOR ADDITIONAL PARKING.
- 2) THE PROPOSED "PRIVATE" DETENTION BASIN AND EASEMENT IS TO BE OWNED AND MAINTAINED BY THE PROPERTY OWNER.
- 3) THE PROPOSED "PRIVATE" FIRE PROTECTION WATER MAIN AND EASEMENT IS TO BE OWNED AND MAINTAINED BY THE PROPERTY OWNER.

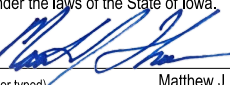
PROPERTY DESCRIPTION: PARCEL "25-035"

A parcel of land located in and forming a part of the West Half of the Northeast Quarter of the Southeast Quarter of Section 19, Township 76 North, Range 23 West of the 5th P.M., City of Indianola, Warren County, Iowa, more particularly described as follows:

Beginning at the Northeast Corner of LOT 2 in INDIANOLA INDUSTRIAL PARK, an Official Plat, now included in and forming a part of the City of Indianola, Warren County, Iowa; thence North 88°04'28" West along the North Line of said LOT 2, a distance of 644.40 feet to the Northwest Corner of said LOT 2; thence North 00°12'26" East along the West Line of the Northeast Quarter of the Southeast Quarter of said Section 19, a distance of 2854.44 feet; thence South 89°29'32" East, a distance of 643.38 feet to a point on the West Right-of-Way Line of North 14th Street; thence South 00°04'00" West along the West Right-of-Way Line of North 14th Street, a distance of 300.39 feet to the Point of Beginning, containing 4.32 Acres (188,235 Square Feet), subject to all easements, restrictions and covenants of record.



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

Signature:  Date: 09/10/2025

Name: (Printed or typed) Matthew J. Thomas

License Number: 19968

My license renewal date is December 31, 2025.

Pages or sheets covered by this seal: 1 - 2

DATE	REVISIONS	SCALE	1" = 200'	HERSCHEL PARTS PROPCO INC PLAT OF SURVEY - PARCEL "25-035"	PLAT OF SURVEY - PARCEL "25-035" A PART OF W1/2 NE1/4 SE1/4 SECTION 19-T76N-R23W	SHEET NO.
		DRAWN	MJT			1
		CHECKED	MJT			1 OF 2
		APPROVED	MJT			PROJECT 389283
		DATE	08/20/2025			Page 20 of 42
		ISSUED FOR	Herschel Parts			



BOARD OF ADJUSTMENT APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) _____
(First Name) _____
(Address) _____
(City) _____ (State) _____ (Zip) _____
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) _____
(First Name) _____
(Address) _____
(City) _____ (State) _____ (Zip) _____
(Phone) _____ (Email) _____

☐ APPEAL

Submittal Requirements:

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

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

☐ SPECIAL USE PERMIT

Submittal Requirements:

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

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

☐ VARIANCE

Submittal Requirements:

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

- ☐ Property Address: _____
- ☐ Completed Application
- ☐ Filing Fee: \$300 per request
- ☐ Site Plan and Elevations
- ☐ Written narrative indicating justification for proposed variance and response to the criteria outlined in Section 165.02(3)(B)(3)(b) of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

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

Signature Van Lucas

Name (printed) _____

Date _____

FOR OFFICE USE ONLY:

Code to 45180

Date Received: 8/6/2026
Receipt No: #1129
Receipt Amount: \$300
BOA Agenda Date: 9/2/2026



NOTICE OF PUBLIC HEARING

August 21, 2026

Re: Proposed Variance – Parcel 48870190283

Dear Property Owner:

The City of Indianola has received a variance application from Peak Homes II, LLC, property owner of Parcel 48870190283, which is located on the west side of North 14th Street north of East Iowa Avenue. The owner has filed for a variance from §165.05(5)(F) of the Indianola Municipal Code which states that:

“Outdoor Storage. The outdoor storage of any materials, goods, shipping containers, construction equipment, trucks or trailers over 30 feet in length, inoperable vehicles, inoperable trucks, other inoperable equipment, parts, containers, pallets, debris, or other materials is prohibited in all zoning districts except where expressly permitted by the Zoning Regulations. When permitted, outdoor storage is subject to site plan review and approval and shall comply with the following standards:

- (1) Must be located on a surface paved with PCC or HMA in accordance with City Code. The City Council may, at their full discretion, approve a gravel surface for a storage yard in the M-2 zoning district provided the storage yard is wholly located within the rear yard of the site and mitigation measures are established to prevent dust and gravel from leaving the site.
- (2) Shall comply with the Open Space, Landscaping and Buffering requirements of the Zoning Code.
- (3) Shall be screened from view from all adjoining public street rights-of-way and all adjoining residentially developed or zoned properties, schools and similar sensitive uses and properties by a buffer that includes a minimum of 1-overstory tree, 2-evergreen trees, and 6-shrubs be planted for every 25 linear feet.
- (4) Shall be enclosed by a fence no less than six (6) feet in height, eight (8) feet for an industrially zoned property. Outdoor storage areas located in the front yard shall be enclosed by an opaque fence.

The applicant is requesting the variance to permit the installation of a gravel surface for outdoor storage without complying with the aforementioned requirements.

The Indianola Board of Adjustment will hold a public hearing at **6:00 p.m., Wednesday, September 2, 2026, at Indianola City Hall, City Council Chambers, 110 North 1st Street, Indianola, IA.**

§165.02 of the Indianola Municipal Code states that the Board of Adjustment has the power to “To grant a variance from the terms of the Zoning Ordinance when a property owner can show that the owner’s property was acquired in good faith and where by reason of exceptional narrowness, shallowness, or shape of a specific piece of property, or where by reason of exceptional topographical conditions or other extraordinary or exceptional situation, the strict application of the terms of the Zoning Ordinance actually prohibits the use of such property in a manner reasonably similar to that of other property in the same district, and where the Board is satisfied under the evidence before it that a literal enforcement of the provisions of the Zoning Ordinance would result in unnecessary hardship; provided, however, all variations granted under this clause shall be in harmony with the general purpose and intent of the Zoning Ordinance..” Such a variance cannot be granted unless it meets certain criteria.

All interested parties are invited to attend the public hearing and express their opinions pro or con. Any written comments received on or before this date by the City Zoning Administrator will be considered to be part of the hearing as well. If you have any questions concerning the application or if you would like additional information, please call the Community Development Department at 515-961-9430.

Sincerely,

Bill Mettee
Senior Planner



ABOVE: Subject property (outlined in **RED**).



STAFF REPORT

TO: Board of Adjustment**PREPARED BY:** Bill Mettee, Senior Planner**RE:** 1003 North C Street**DATE:** August 28, 2026

GENERAL INFORMATION:

Applicant / Owner: Heather Torrence

Requested Action(s) Variance from §165.04(4)(A)(2) and 165.04(4)(E) of the Indianola Municipal Code which states that “any yard abutting a public street shall be considered a front yard. Residential corner lots contain two (2) front yards and any fence extending into either front yard shall be a maximum of forty-eight (48) inches in height” and “in all districts, fences and walls shall not be constructed on a vacant lot unless it is permitted by special exception of the Board of Adjustment.” The applicant proposes installing a 6-foot fence on a vacant corner lot that is classified as a required front yard.

Location and Size: Addressed as 1003 North C Street, property legally described as Lots 8 and 9 of S. M. Holliday’s Subdivision, which is located on the northwest corner of West Iowa Avenue and North C Street and contains 19,656 square feet.

Land Uses and Zoning:

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Single Family Residential	Low-Density Residential	R-1
North	Single Family Residential	Low-Density Residential	R-1
South	Single Family Residential	Low-Density Residential	R-1
East	Single Family Residential	Low-Density Residential	R-1
West	Single Family Residential	Low-Density Residential	R-1

BACKGROUND:

The subject lots were platted in 1924 as Lots 8-9 of S. M. Holliday’s Subdivision and are 63’ x 156’ and 9,828 square feet in area. The north property has an existing single-family residence with a garage and driveway. The south lot is owned by the applicant and is currently vacant. The applicant wishes to construct a 6’ fence on the vacant lot that is classified as a required front yard but is utilized as a rear and side yard. The fence would be approximately 100’ in length along West Iowa Avenue and will be placed between 6-10’ back from the sidewalk. The fence will not encroach into any 25’ line-of-sight triangles. The proposed placement of the fence helps to maintain clear and unobstructed use of the public sidewalk and does not interfere with vehicular or pedestrian traffic at the intersection of North C Street and West Iowa Avenue.



ABOVE: Site plan of the property showing the requested fence variance.

ANALYSIS:

Variances are designed to grant relief from the Ordinance, which if strictly imposed would deny a property owner reasonable use of the land and would therefore create undo hardship. An applicant is required to prove that a practical difficulty exists by demonstrating that the overall integrity of the area will not be diminished, a reasonable use cannot be made, the situation is unique, and the hardship is not self-imposed. Heather Torrence, the property owner, has submitted the attached Board of Adjustment application form dated August 18, 2026, stating arguments in favor of the requested variance. Notice of the proposed variance request was mailed to surrounding property owners within a 200-foot radius on Friday August 21, 2026. At the time this report was written, staff has not received any correspondence for or against the request.

A variance may be granted when a property owner, acting in good faith, demonstrates that unique physical conditions of the property make it impossible to comply with zoning regulations and prevent reasonable use comparable to other properties in the same district.

Furthermore, the following findings shall be made in order to grant a variance:

- i. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;
- ii. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;
- iii. That the special conditions and circumstances do not result from the actions of the applicant;

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

Hardship

In order to prove that a hardship exists and is not self-imposed, the applicants must prove that a literal interpretation of the provisions of the Ordinance deprive the applicants' rights commonly enjoyed by other properties in the same district.

The applicant states that the request meets the criteria to grant a variance due to its configuration of a corner lot and its classification of two front yards limits private usable space making it difficult to enjoy the same level of privacy and security that interior lots have.

Uniqueness

In order to prove that the requested variance is unique to the property, the applicants must indicate proof of special conditions and circumstances that exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures or buildings.

The vacant lot does not have its own separate address and since at least 1995 has always been sold with and is a part of 1003 North C Street. Historically, it would appear the lots go together, though no lot tie agreement has been located. The vacant lot has always been used as yard space for 1003 North C Street. The applicant stated that interior lots get to enjoy 6' fences to create and enjoy private back yard spaces and she is seeking the same type of residential privacy and use.

Public Interest and Integrity

The project, as proposed, will not go against public interest or integrity. The applicant states that the proposed fence has also been designed to protect public safety and preserve the character of the neighborhood. She states that by also placing the fence back from the sidewalk and vision triangle and maintaining safe pedestrian and vehicular movement that it enhances the safety of the area and allows her to use the yard in a practical and private way.

Staff Recommendation

Generally speaking, staff would always be in the position of recommending against variance requests because the request does not meet the requirements of the Zoning Ordinance of which staff is obligated to carry out. However, the zoning codes does allow variances *if* the property owner can show a hardship exists. Additionally, the Board of Adjustment must determine if the variance request meets the findings identified above in Chapter 165.02.3.B.3(b). Because of this, staff will not make a recommendation on the requested variance and will leave the decision to the Board of Adjustment based upon the merits and criteria of the requested variances. In lieu of making a recommendation, staff will provide the following list of items that staff feels are pertinent to the request and will aid the Board in making their decision:

- The properties are 63' x 156' and 9,828 sf in area. The two lots combined are 126' x 156' and 19,656 sf in area. The parcels are zoned R-1 Single-Family Residential Detached.
- The applicant wishes to install a 6' fence in the required front yard on a vacant lot. The vacant lot is the corner lot and is currently utilized as a side and rear yard for the owner's property.
- The proposed location of the fence will be set back from the sidewalk between 6-10' and from the vision triangle approximately 70-feet, ensuring pedestrian and vehicular safety.
- Staff will work with the applicant to verify the fence materials comply with the ordinance.

August 27, 2026

CITY OF INDIANOLA

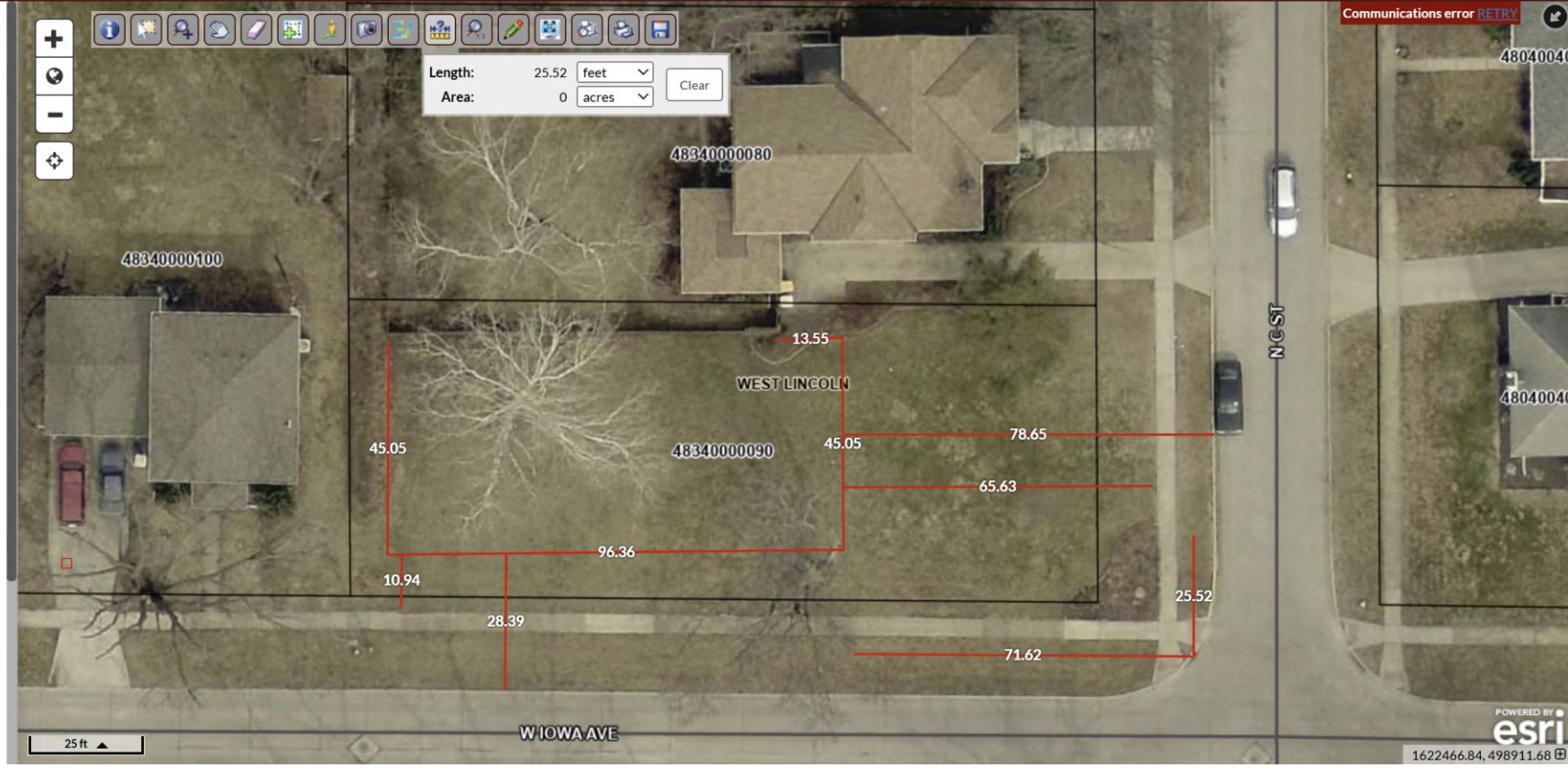
Bill Mettee

Senior Planner

Attachments

- Completed Board of Adjustment Application – Dated 08/18/2026
- Public Notice sent by City – 08/21/2026
- Aerial Map of Subject Property
- Site Plan
- Application

- Layer List Legend
- Quick Links:**
- [Property Search](#)
 - [View Map](#)
- Layers:**
- ☐ Site Structure
 - ☐ Zip Codes
 - ☒ Indianola Community Development
 - ☒ Dimensions
 - ☒ Political Townships
 - ☒ Corporate Limits
 - ☐ Subdivisions
 - ☐ Blocks
 - ☒ **Parcels**
 - ☐ Lots
 - ☐ Plat of Surveys
 - ☐ Easements
 - ☒ Public Land Survey
 - ☒ Transportation
 - ☒ Districts
 - ☒ Planning & Zoning
 - ☐ Cemeteries
 - ☐ Subparcels
 - ☒ Water
 - ☐ Flood Plains
 - ☐ CSR Soils
 - ☐ Non-Tillable
 - ☐ 10ft Contours
 - ☐ 2ft Contours



To the City Planning Committee,

Regarding the property located at 1003 N C St, Indianola.

My property is a corner lot located at the intersection of Iowa Street and C Street. Because the lot borders two public streets, it is more exposed than a typical interior lot and has less privacy, more street activity, and greater visibility from both roadways. I am requesting approval to install a 6-foot-tall privacy fence to create a secure, private outdoor area.

The proposed fence would run approximately 100 feet along Iowa Street and would be placed 6 to 10 feet back from the sidewalk. Along C Street, the fence would extend approximately 48 feet and would be placed about 68 feet from the sidewalk. The fence would be located more than 70 feet from the intersection of Iowa Street and C Street, ensuring that sight triangles remain clear and traffic visibility is not obstructed.

I believe this request meets the criteria for a variance because my property has special conditions unique to its corner-lot configuration. These conditions are not present on most other lots in the district. The double frontage creates a hardship by limiting usable private yard space and making it difficult to provide the same level of privacy and security that interior lots enjoy; hence, my request for a 6-foot privacy fence instead of the standard 4-foot.

These conditions are not the result of any action on my part. Instead, they are caused by the subdivision's original layout and the property's existing configuration. Granting the variance would not give me any special privilege beyond what other property owners in the district commonly enjoy. Interior lots are typically able to install 6-foot privacy fences to create private backyard space, and I am seeking the same kind of residential privacy and use.

The proposed fence has also been designed to protect public safety and preserve the character of the neighborhood. By placing the fence well back from the intersection and sidewalk areas, the proposal maintains clear visibility for drivers and pedestrians while still allowing me to use my yard in a practical and private way.

In conclusion, I believe approval of this variance would allow me to reasonably use my property while addressing the unique challenges of a corner lot. My request is consistent with the purpose of the zoning ordinance and would not create a public safety concern or an unfair advantage.

Thank you for your consideration in this matter,

A handwritten signature in black ink, appearing to read "Heather Torrence", with a long horizontal line extending from the end of the signature.

Heather Torrence
1003 N C St
Indianola, IA 50125
(515) 897-9503

BOARD OF ADJUSTMENT APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) Torrence
(First Name) Heather
(Address) 1003 N. C St
(City) Indianola (State) IA (Zip) 50125
(Phone) 515-897-9503 (Email) hmtorrence@gmail.com

APPLICANT (if not Property Owner)

(Last Name) _____
(First Name) _____
(Address) _____
(City) _____ (State) _____ (Zip) _____
(Phone) _____ (Email) _____

☐ APPEAL

Submittal Requirements:

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

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

☐ SPECIAL USE PERMIT

Submittal Requirements:

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

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

☒ VARIANCE

Submittal Requirements:

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

- ☒ Property Address: 1003 N.C St. Indianola, IA 50125
- ☒ Completed Application
- ☒ Filing Fee: \$300 per request
- ☒ Site Plan and Elevations
- ☒ Written narrative indicating justification for proposed variance and response to the criteria outlined in Section 165.02(3)(B)(3)(b) of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director
N/A

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) Heather Torrence

Date 8/18/26

FOR OFFICE USE ONLY:

Code to 45180

Date Received: 8/18/2026
Receipt No: 5085
Receipt Amount: 300
BOA Agenda Date: 9/2/2026



NOTICE OF PUBLIC HEARING

August 21, 2026

Re: Proposed Variance – 1003 North C Street

Dear Property Owner:

The City of Indianola has received a variance application from Heather Torrence, property owner of 1003 North C Street, which is located on the northwest corner of West Iowa Avenue and North C Street. The owner has filed for a variance from §165.04(4)(A)(2) and 165.04(4)(E) of the Indianola Municipal Code which states that “Residential corner lots contain two (2) front yards, and any fence extending into either front yard shall be a maximum of forty-eight (48) inches in height” and “In all districts, fences and walls shall not be constructed on a vacant lot unless it is permitted by special exception of the Board of Adjustment.” The applicant is requesting the variance to permit the construction of a 6’ fence on a vacant lot that serves as the front yard for the primary residence.

The Indianola Board of Adjustment will hold a public hearing at **6:00 p.m., Wednesday, September 2, 2026, at Indianola City Hall, City Council Chambers, 110 North 1st Street, Indianola, IA.**

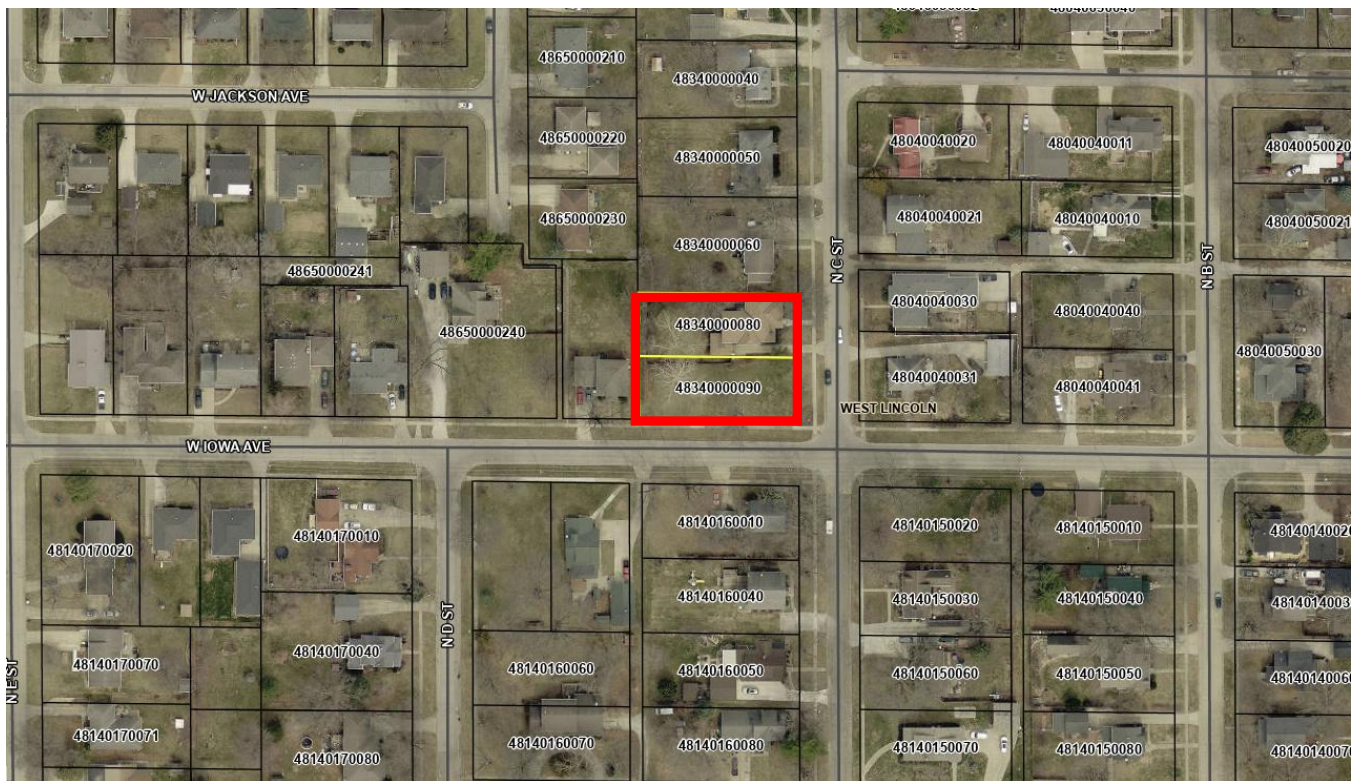
§165.02 of the Indianola Municipal Code states that the Board of Adjustment has the power to “To grant a variance from the terms of the Zoning Ordinance when a property owner can show that the owner’s property was acquired in good faith and where by reason of exceptional narrowness, shallowness, or shape of a specific piece of property, or where by reason of exceptional topographical conditions or other extraordinary or exceptional situation, the strict application of the terms of the Zoning Ordinance actually prohibits the use of such property in a manner reasonably similar to that of other property in the same district, and where the Board is satisfied under the evidence before it that a literal enforcement of the provisions of the Zoning Ordinance would result in unnecessary hardship; provided, however, all variations granted under this clause shall be in harmony with the general purpose and intent of the Zoning Ordinance..” Such a variance cannot be granted unless it meets certain criteria.

All interested parties are invited to attend the public hearing and express their opinions pro or con. Any written comments received on or before this date by the City Zoning Administrator will be considered to be part of the hearing as well. If you have any questions concerning the application or if you would like additional information, please call the Community Development Department at 515-961-9430.

Sincerely,

Bill Mettee
Senior Planner

110 N. First Street • PO Box 299 • Indianola, Iowa 50125 • Phone: (515) 961-9410 •
www.indianolaiowa.gov



ABOVE: Subject property (outlined in **RED**).



STAFF REPORT

TO: Board of Adjustment**PREPARED BY:**

Bill Mettee, Senior Planner

RE: 208 South 4th Street**DATE:**

August 28, 2026

GENERAL INFORMATION:

Applicant / Owner:

White House Properties, LLC

Requested Action(s)

Variance from §165.05(2) of the Indianola Municipal Code which states that the front yard setback shall be 30' for single-family dwellings. The applicant is seeking a variance to construct a 10' x 14' front porch addition that does not meet the required setbacks.

Location and Size:

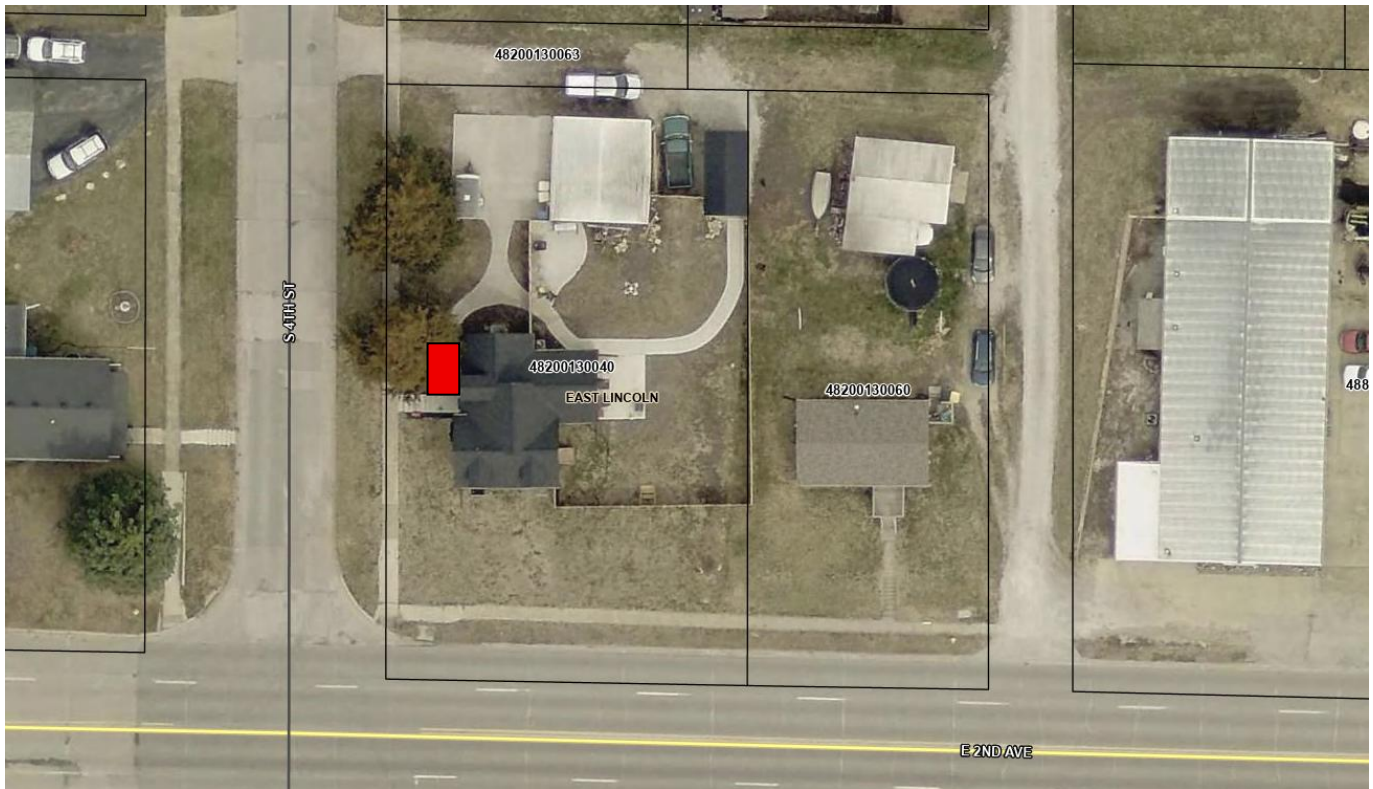
Addressed as 208 South 4th Street, property legally described as Lot 4 and the W 40' of Lot 5 in Block 13 of East Indianola Subdivision, the property is located at the northeast corner of the intersection of Hwy 92 (East 2nd Avenue) and South 4th Street and contains 11,880 square feet.

Land Uses and Zoning:

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

BACKGROUND:

The subject property was platted as Lot 4 of Block 13 of East Indianola and is currently 90' x 132' and 11,880 square feet. The property has an existing single-family dwelling that was built in 1870. The applicant wishes to construct a 10' x 14' roofed overhang in the front of the structure. The City of Indianola zoning ordinance requires a 30' setback for single-family structures and does not provide exceptions or leniency for roofed or enclosed front porches as it does for unenclosed front patios or porches. The structure does not meet current front yard setback requirements and is legally nonconforming. Nonconforming structures are defined in the ordinance as "a structure or building the size, dimensions or location of which was lawful prior to the adoption, revision or amendment to the Zoning Regulations, but which fails by reason of such adoption, revision or amendment, to conform to the present requirements of the zoning district." The site plan indicates the porch would leave a 12' front yard setback, where 30' is required, a variance of 18-feet. The site plan indicates that the proposed roof would be extending over the existing concrete stairs and ramp.



ABOVE: Site plan of the property showing the requested setback variance.

ANALYSIS:

Variances are designed to grant relief from the Ordinance, which if strictly imposed would deny a property owner reasonable use of the land and would therefore create undo hardship. An applicant is required to prove that a hardship exists by demonstrating that the overall integrity of the area will not be diminished, a reasonable use cannot be made, the situation is unique, and the hardship is not self-imposed. White House Properties, LLC, the property owner, has submitted the attached Board of Adjustment application form dated August 20, 2026, stating arguments in favor of the requested variance. Notice of the proposed variance request was mailed to surrounding property owners within a 200-foot radius on Friday August 21, 2026. At the time this report was written, staff has not received any correspondence for or against the request.

A variance may be granted when a property owner, acting in good faith, demonstrates that unique physical conditions of the property make it impossible to comply with zoning regulations and prevent reasonable use comparable to other properties in the same district.

Furthermore, the following findings shall be made in order to grant a variance:

- i. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;
- ii. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance;
- iii. That the special conditions and circumstances do not result from the actions of the applicant;

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

Hardship

In order to prove that a hardship exists and is not self-imposed, the applicants must prove that a literal interpretation of the provisions of the Ordinance deprive the applicants' rights commonly enjoyed by other properties in the same district.

The structure is legally nonconforming as it was built in 1870, long before zoning regulations were in place. The owner purchased the home and continues to make renovations to improve the property. With the structure's current setbacks, any type of improvement in the front yard along South 4th Street would not comply with current setback regulations and would therefore trigger a variance request.

Uniqueness

In order to prove that the requested variance is unique to the property, the applicants must indicate proof of special conditions and circumstances that exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures or buildings.

The owner has been performing home renovations to bring this property new life and make it aesthetically pleasing. The design of the porch will not obstruct views of the property, will have an open concept and small footprint.

Public Interest and Integrity

The project, as proposed, will not go against public interest or integrity. The project is intended to provide a covered area for entering and exiting the home as rain and snow have caused issues with the existing stairs into the home.

Staff Recommendation

Generally speaking, staff would always be in the position of recommending against variance requests because the request does not meet the requirements of the Zoning Ordinance of which staff is obligated to carry out. However, the zoning codes does allow variances *if* the property owner can show a hardship exists. Additionally, the Board of Adjustment must determine if the variance request meets the findings identified above in Chapter 165.02.3.B.3(b). Because of this, staff will not make a recommendation on the requested variance and will leave the decision to the Board of Adjustment based upon the merits and criteria of the requested variances. In lieu of making a recommendation, staff will provide the following list of items that staff feels are pertinent to the request and will aid the Board in making their decision:

- The subject property is 90' x 132' and 11,880 sf in area. It is zoned R-2 and the use as a single-family dwelling is permitted. The structure is currently legally nonconforming, as it does not meet the current front yard setback requirements.
- The code does not give exceptions to enclosed or roofed overhangs in front yard setbacks. The roof overhang would be required to comply with the standard front yard setbacks. The proposed overhang is 10' x 14' and would not be enclosed.

CITY OF INDIANOLA

Bill Mettee
Senior Planner

August 27, 2026

Attachments

- Completed Board of Adjustment Application – Dated 08/20/2026
- Public Notice sent by City – 08/21/2026
- Aerial Map of Subject Property
- Site Plan
- Application

"Bird's Eye"

Existing
Structure

14'

2' O.C.
Framing

10'

6x6
Post

← 2 Ply
18" Cantilever
Over

12' set back
from
line

BOARD OF ADJUSTMENT APPLICATION

Community Development

110 North 1st Street, Indianola, Iowa 50125-0299

(515) 961-9430 • comdev@indianolaiowa.gov



PROPERTY OWNER

(Last Name) Hodges

(First Name) Kristi

(Address) 208 S 4th St

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

(Phone) 808-896-6181 (Email) Kristi@kristijane.com

APPLICANT (if not Property Owner)

(Last Name) Norem (Norem Construction)

(First Name) Ross

(Address) 1207 NE 2nd St

(City) Stuart (State) IA (Zip) 50250

(Phone) 641-373-8891 (Email) norem.ross@gmail.com

☐ APPEAL

Submittal Requirements:

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

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

☐ SPECIAL USE PERMIT

Submittal Requirements:

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

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

☒ VARIANCE

Submittal Requirements:

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

- ☐ Property Address: 208 S 4th St, Indianola
- ☐ Completed Application
- ☐ Filing Fee: \$300 per request
- ☐ Site Plan and Elevations
- ☐ Written narrative indicating justification for proposed variance and response to the criteria outlined in Section 165.02(3)(B)(3)(b) of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

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

Signature Ross Norem

Name (printed) Ross Norem

Date 8/20/2026

FOR OFFICE USE ONLY:

Code to 45180

Date Received: 8/20/26

Receipt No: #66720712

Receipt Amount: \$300

BOA Agenda Date: 9/2/26

Written narrative:

It is my understanding that the property in question has been a part of the community for a very long time. It is also my understanding that, prior to new ownership, this house was an eyesore. After Kristi took ownership, she began major renovations to bring this property to new life. The front porch addition would only add character to the property. The design of the porch are such that it will not obstruct the views of the property. It is an open concept and relatively small footprint. The necessity of this project is to provide a covered area for entering and exiting the house. Rain and snow have been an issue with the front entrance since they have completed prior renovations and moved in.

The setbacks currently in place do not allow for this project to proceed. I am asking for your thoughtful consideration on this variance request.

Thank you,

Ross Norem

Norem Construction LLC



NOTICE OF PUBLIC HEARING

August 21, 2026

Re: Proposed Variance – 208 South 4th Street

Dear Property Owner:

The City of Indianola has received a variance application from White House Properties, LLC, property owner of 208 South 4th Street, which is located on the northeast corner of East 2nd Avenue and South 4th Street. The owner has filed for a variance from §165.05(2)(A)(1) of the Indianola Municipal Code which states that “Front yard setback for a single family dwelling is 30 feet.” The applicant is requesting the variance to permit the construction of a covered front porch that does not meet the required front yard setback.

The Indianola Board of Adjustment will hold a public hearing at **6:00 p.m., Wednesday, September 2, 2026, at Indianola City Hall, City Council Chambers, 110 North 1st Street, Indianola, IA.**

§165.02 of the Indianola Municipal Code states that the Board of Adjustment has the power to “To grant a variance from the terms of the Zoning Ordinance when a property owner can show that the owner’s property was acquired in good faith and where by reason of exceptional narrowness, shallowness, or shape of a specific piece of property, or where by reason of exceptional topographical conditions or other extraordinary or exceptional situation, the strict application of the terms of the Zoning Ordinance actually prohibits the use of such property in a manner reasonably similar to that of other property in the same district, and where the Board is satisfied under the evidence before it that a literal enforcement of the provisions of the Zoning Ordinance would result in unnecessary hardship; provided, however, all variations granted under this clause shall be in harmony with the general purpose and intent of the Zoning Ordinance..” Such a variance cannot be granted unless it meets certain criteria.

All interested parties are invited to attend the public hearing and express their opinions pro or con. Any written comments received on or before this date by the City Zoning Administrator will be considered to be part of the hearing as well. If you have any questions concerning the application or if you would like additional information, please call the Community Development Department at 515-961-9430.

Sincerely,

Bill Mettee
Senior Planner



ABOVE: Subject property (outlined in **RED**).