

**CITY OF WEST DES MOINES
PLAN AND ZONING COMMISSION**

Meeting Date: February 1, 2016

Item: Self-Storage - Amend Title 9 (Zoning), Chapter 2 (Zoning Rules and Definitions), Chapter 6 (Commercial, Office, and Industrial Zoning District), Chapter 10 (Performance Standards), and Chapter 15 (Off-Street Parking and Loading) to establish standards and regulations related to indoor self-storage and modify standards and regulations for self-storage mini-warehousing – City Initiated – AO-002949-2015

Request Action: Approval of an amendment to the City Code

Case Advisor: Kara Tragesser, AICP 

Request: The City of West Des Moines requests an amendment to Title 9, Zoning, to amend Chapter 2, Definitions to redefine self-storage facilities; to amend Chapter 6, Commercial, Office, and Industrial Zoning use matrix to modify approval process for interior access and exterior access self-storage facilities; to amend Chapter 10, Performance Standards to set development standards for interior access and exterior access self-storage facilities; and to amend Chapter 15, Off-Street Parking and Loading, to modify parking standards for interior access and exterior access self-storage facilities.

Previous Plan and Zoning Commission Action:

Vote: 6-0 approval, Commissioner Andersen absent

Date: January 18, 2016

Motion: Defer item to the February 1, 2016, Plan & Zoning Commission meeting

Members of the Plan & Zoning Commission expressed a preference for accommodating interior-access self-storage facilities within specific PUDs rather than changing the city code. Commission members were concerned that there may be a devaluation of office space and underutilization of current office space with the proposed allowance of self-storage within office buildings. The Commission directed staff to re-review the ordinance and deferred action on the proposed ordinance to the Commission's February 1, 2016, meeting.

City Council Subcommittee: This item was discussed at the November 5, 2015, and the December 17, 2015, Development and Planning City Council Subcommittee. The subcommittee was supportive of changes to the ordinance to allow indoor storage facilities with the right performance standards; however, the subcommittee reached no consensus on support of these facilities in the commercial districts, especially Neighborhood Commercial.

This item also was discussed at the January 25, 2016, Development Planning City Council Subcommittee to update the Subcommittee on the progress of the amendment. The Subcommittee expressed concern about the location of loading doors and was in varied support of allowing indoor storage in the office districts, but seemed comfortable with allowing them if the appropriate performance standards were in place. However, the Subcommittee was looking forward to the Plan & Zoning Commission recommendation and reviewing the proposed ordinance at the next City Council meeting.

Staff Review and Comment:

Plan & Zoning Concerns: Staff reviewed the ordinance to allow indoor or interior accessed self-storage facilities in office and professional commerce park zoning districts with performance and building form standards. Staff believes that the aesthetics, operation, and activity level can be compatible with office and professional park uses and that these facilities could benefit the community by providing more opportunity for these facilities to be located closer to residential areas and thus what would be believed as the majority of users. Essentially, staff feels that if the self-storage building can act like and look like an office building, it should be compatible with office development.

Staff contacted a commercial assessor in the Polk County Assessor's Office to ask questions related to how the assessor might evaluate an indoor storage use in an office setting. The assessor spoke to evaluating negative impacts such as traffic, truck traffic, noise, property condition, etc. and noted that the City has been successful with the former Wall Street building on Westown Parkway which was production dominate and the Centurylink building on Westown Parkway which has light patron activity being in office districts with no apparent impact to valuations in that area.

Changes to Original P&Z Review: Staff proposes the following two changes to the ordinance:

- **Adherence to Building and Fire Code Regulations:** In response to concerns that an office building might become a mix of operating office spaces mixed amongst offices now rented for the purposes of mini-storage, staff has included a requirement that indoor self-storage facilities comply with building and fire code requirements. The impact of this requirement will add requirements for sprinkler systems and alarm systems for the addition of self-storage to an office building which otherwise may not require sprinkler systems. Staff perceives that this requirement will inhibit the conversion of part of an office building to self-storage.
- **Loading Areas:** In response to concerns that individuals would be loading and unloading goods at the main entry, staff included a provision that the transfer of goods to the storage units shall not be done through the front door of the building, or any main public entry door that leads to operating office spaces. All transfer of goods is intended to occur at a service entry or defined loading dock at the rear of the building. As building access would likely be access-code based, which accesses would be used by office users versus renters of storage space could be somewhat controlled.

Noticing Information: On January 8, 2016, notice of the January 18, 2016, Plan and Zoning Commission public hearing for this project was published in the *Des Moines Register*. On January 18, 2016, the Plan and Zoning Commission held the public hearing, closed the public hearing, and deferred action on the item until the February 1, 2016, meeting.

Staff Recommendation and Conditions of Approval: Staff recommends the Plan & Zoning Commission approve a resolution recommending to the City Council approval of the ordinance amendment.

Attachments:

Attachment A – Proposed Resolution

Exhibit A – Proposed Ordinance

RESOLUTION NO. PZC-

A RESOLUTION OF THE PLAN AND ZONING COMMISSION OF THE CITY OF WEST DES MOINES, RECOMMENDING TO THE CITY COUNCIL THAT IT APPROVE AN ORDINANCE TO AMEND TITLE 9 (ZONING), CHAPTER 2 (ZONING RULES AND DEFINITIONS), CHAPTER 6 (COMMERCIAL, OFFICE, AND INDUSTRIAL ZONING DISTRICT), CHAPTER 10 (PERFORMANCE STANDARDS), AND CHAPTER 15 (OFF-STREET PARKING AND LOADING) TO ESTABLISH STANDARDS AND REGULATIONS RELATED TO INDOOR SELF-STORAGE AND MODIFY STANDARDS AND REGULATIONS FOR SELF-STORAGE MINI-WAREHOUSING

WHEREAS, pursuant to the provisions of Title 9, Chapter 1 et seq, of the West Des Moines Municipal Code, staff requests an amendment to Title 9 (Zoning), Chapter 2 (Zoning Rules and Definitions), Chapter 6 (Commercial, Office, and Industrial Zoning District), Chapter 10 (Performance Standards), and Chapter 15 (Off-Street Parking and Loading) to establish standards and regulations related to indoor self-storage and modify standards and regulations for self-storage mini-warehousing;

WHEREAS, studies and investigations were made, and staff reports and recommendations were submitted which is made a part of this record and herein incorporated by reference;

WHEREAS, on January 18, 2016, Commission held a duly-noticed hearing to consider the application for an amendment to ordinance;

WHEREAS, on February 1, 2016, Commission did consider the application for an amendment to ordinance;

NOW, THEREFORE, THE PLAN AND ZONING COMMISSION OF THE CITY OF WEST DES MOINES DOES RESOLVE AS FOLLOWS:

SECTION 1. The findings for approval in the staff report or as amended orally at the Plan and Zoning Commission public hearing are adopted.

SECTION 2. The AMENDMENT TO ORDINANCE (AO-002949-2015) is recommended to the City Council for approval, as stated in the staff report or as amended in the attached Exhibit A.

PASSED AND ADOPTED on February 1, 2016.

Craig Erickson, Chair
Plan and Zoning Commission

ATTEST:

Recording Secretary

I HEREBY CERTIFY that the foregoing resolution was duly adopted by the Plan and Zoning Commission of the City of West Des Moines, Iowa, at a regular meeting held on February 1, 2016, by the following vote:

- AYES:
- NAYS:
- ABSTENTIONS:
- ABSENT:

ATTEST:

Recording Secretary

Prepared by: K. Tragesser, West Des Moines Development Services, PO Box 65320, West Des Moines, IA 50265, 515-222-3620
When Recorded, Return to: City Clerk, City of West Des Moines, PO Box 65320, West Des Moines, IA 50265-0320

ORDINANCE NO.

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF WEST DES MOINES, IOWA, 2014, TITLE 9 (ZONING), CHAPTER 2 (ZONING RULES AND DEFINITIONS), CHAPTER 6 (COMMERCIAL, OFFICE, AND INDUSTRIAL ZONING DISTRICT), CHAPTER 10 (PERFORMANCE STANDARDS), AND CHAPTER 15 (OFF-STREET PARKING AND LOADING) TO ESTABLISH STANDARDS AND REGULATIONS RELATED TO INDOOR SELF-STORAGE AND MODIFY STANDARDS AND REGULATIONS FOR SELF-STORAGE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA:

Section 1. Amendment. Title 9: Zoning, Chapter 2: Zoning Rules and Definitions, is hereby amended by deleting the definition for Self-Service Storage Facility as illustrated by the highlighted strikethrough lettering and replacing it with the text in bold italic lettering:

~~SELF-SERVICE STORAGE FACILITY: A building, group of buildings or outdoor storage yard divided into separate, divided compartments or defined areas leased to individuals on a seasonal or long term basis for the self storing of household and personal property, including operable vehicles, recreational vehicles, including, but not limited to, RVs, boats, snowmobiles, etc., and enclosed and open air trailers. No commercial activity, except the leasing of storage units/area is allowed.~~

SELF SERVICE STORAGE FACILITY (mini-warehousing/climate-controlled/indoor storage/single or multi-story): a non-residential building, portion of building, or group of buildings with defined storage space or units rented to and accessible to the public for the storage of household and personal property, operable vehicles, and recreational vehicles, including, but not limited to, RVs, boats, snowmobiles, enclosed or open air trailers, etc.

A. Exterior Unit Access: an exterior accessed self-storage facility generally consists of a long, single-story, simplified building structure with roll-up doors and direct drive-up access to conventional outside units.

B. Interior Unit Access: an interior accessed self-storage facility consists of a building with all units contained within that building and all units having an access door from an interior hallway.

Section 3. Amendment. Title 9: Zoning, Chapter 6: Commercial, Office and Industrial District, Section 6, Commercial, Office, and Industrial Use Regulations, Subsection C. Table 6.1 is hereby amended by deleting text in highlighted strikethrough lettering and adding text in bold italic lettering:

SIC CODES	RC	CMC	NC	CVC	SC	VJC	VJHB	WR	BP	VJLI	LI	GI	OF	PCP	OS
4225 Miniwarehousing and self-Service storage facility including caretakers' facilities															
<i>-Exterior Unit Access With no outside storage yard</i>								P		Pc	P	P			
<i>-Exterior Unit Access With paved outdoor storage yard</i>								Pe			Pe	P			
<i>-Exterior Unit Access With gravel outdoor storage yard (*see also subsection 9-10-4A7 of this Title)</i>												P*			
<i>- Interior Unit Access with no outside storage yard</i>								P	P	P	P	P	P	P	
<i>- Interior Unit Access with paved outside storage yard</i>								P			P	P			
<i>- Interior Unit Access with gravel outdoor storage yard (*see also subsection 9-10-4A7 of this Title)</i>												P*			

Section 4. Amendment. Title 9: Zoning, Chapter 10: Performance Standards, Section 4, Specific Use Regulations, Subsection A, is hereby amended by adding the following language in bold italic lettering:

15. Self Service Storage Facilities: *The intent of these performance standards is to allow two distinct building forms while maintaining building form compatibility with the zoning district in general and the site-specific surrounding development.*

A. Exterior Unit Access (mini warehouse storage): *This building type is intended to allow for single-story, long-row, connected units with exterior access doors in the Warehouse Retail and Industrial districts. The following development standards shall apply, in addition to development standards cited elsewhere in this Title, including, but not limited to, landscaping, open space, buffers, screening, parking, setbacks, trash enclosures, etc.*

- 1.** *Views of individual unit exterior access doors shall be screened from the public street or from adjacent non-industrial or warehouse retail zoned or developed property.*
- 2.** *The building(s) shall be surfaced with materials compatible with adjacent industrial or Warehouse Retail development. Facades visible from the public street shall be enhanced to add visual character and distinction from the interior of the development. Facades facing adjacent residential property shall be screened with a fence or evergreen landscaping and otherwise*

enhanced by incorporating front façade materials or enhanced materials used elsewhere in the development. 360° architecture is not intended for mini-storage, but those buildings visible from the street or adjacent residential developed or zoned property shall be expected to reflect material enhancements that may not be commonly considered in Warehouse Retail and industrial developments.

- 3. Outdoor storage areas, as allowed in this Title, should be consolidated into a single area and screened as required elsewhere in this Title.*
- 4. Fences and walls used to provide screening shall be maintained in a neat, clean, safe, and structurally sound condition. RVs, boats, and recreational trailers may exceed the height of the fence or wall; all other materials shall not exceed the height of the wall or fence. Fences shall be placed no closer to the front lot line than the front yard established by the building or building setback line, whichever is greater.*
- 5. Wall signage for the development shall be calculated according to the sign code calculations located elsewhere in this Title for the building façade in which the business office is located. No signage or advertising is allowed on screen walls or fencing.*
- 6. Vehicle circulation shall allow for two way drive aisles and circulation with no dead-ends.*

B. Interior Unit Access: This building type is intended to allow for facilities where all units are accessed by interior hallways. These structures shall emulate the exterior architecture and characteristics of buildings in the specific district in which the facility is located. The following development standards shall apply, in addition to development standards cited elsewhere in this Title, including, but not limited to, landscaping, open space, buffers, screening, parking, setbacks, etc.:

- 1. All storage units shall gain access from the interior of the building, no individual unit doors may face the street or be visible from off the property.*
- 2. One entrance and one exit overhead door shall be allowed. If the facility abuts residentially zoned property, the facility loading bays, docks, or doors shall not be visible from the residential property. Whenever possible, these features shall be located on facades which face non-residentially zoned or developed property. These features shall not be located on the façade facing the public street.*
- 3. Ground floor and upper floor facades shall be designed to be compatible with expected four-sided office design in the city's office districts. Examples of such architectural and design features include varied massing, proportion, façade modulation, exterior building materials and detailing, varied roof line, pedestrian scale, windows, repetition, etc.*
- 4. The building shall be surfaced with high-quality, durable materials consistent with the surrounding commercial or office uses. Un-faced concrete block, painted masonry, tilt-up and pre-cast concrete panels and non-architectural metal siding are prohibited in the office districts. Prefabricated buildings are not allowed in the office districts.*
- 5. There shall be a pedestrian entrance facing the street. This entrance shall be considered the main or principal entrance, even if the tenants enter through loading docks, bays, doors or other side or rear entrances. This entrance shall present as a prominent feature that emulates a store front or office lobby. This entrance shall not be used for the transfer of goods to the storage unit.*
- 6. To accommodate future potential redevelopment of the building, parking for re-use of the building for other permitted or permitted conditional uses in the applicable zoning district shall be demonstrated at the applicable ratio; however, only the parking required for the indoor self-storage shall be required to be constructed.*
- 7. Indoor self-storage facilities shall abide by all city codes and regulations such as, but not limited to, building code and fire code provisions.*
- 8. Tenant access shall be restricted to the hours of 7 a.m. to 10 p.m.*

C. Prohibited Uses: the only activity permitted in individual storage units shall be the storage of goods and property. Storage units shall not be used for:

- 1. Residences, offices, workshops, studios, hobby, events, or rehearsal areas;*
- 2. Manufacturing, fabrication, or processing of goods, services, or repair of vehicles, engines, appliances, or other electrical equipment or any other industrial activity;*

3. *Retail sales of any kind including, but not limited to, garage sales, estate sales, auctions or to conduct any other commercial activity, except in the business office as permitted in the zone in which the facility is located; excludes auctions of units conducted by the property owner or manager due to non-payment, default, or other storage business operation.*
4. *The storage of flammable, perishable, or hazardous materials or the keeping of animals.*
5. *Accessory uses such as the rental of trucks, trailers, moving equipment, or the installation of trailer hitches are prohibited unless otherwise permitted in the zone in which the facility is located.'*

Section 5. Amendment. Title 9: Zoning, Chapter 15: Off-Street Parking and Loading, Section 7, Number of Parking Spaces Required, Subsection E., is hereby amended by deleting text in highlighted strikethrough lettering and adding text in bold italic lettering:

4225 General Warehousing and Storage (except Miniwarehouse and Self-Service Storage Facility Storage)	*Up to 10,000 s.f. of G.F.A.- 1 space per 500 s.f. *Over 10,001 s.f. of G.F.A.- 1 space per 5,000 s.f
Miniwarehouses and Exterior Unit Access Self-Service Storage Facility-Storage Including Manager's Quarters	*1 space per 20,000 s.f. of G.F.A. *1 space per 50 vehicle or boat storage spaces, with a minimum of 3 spaces
Indoor Access Self-Service Storage Facility	<i>*1 space per 200 s.f. of G.F.A. for office area *1 space per 50 units or 1 space per 10,000 G.F.A, whichever is greater or a minimum of 3 spaces</i> <i>*Demonstrate parking availability for re-use of the building for a common use in the zoning district in which it is located</i>

Section 6. Repealer. All ordinances or parts of ordinances in conflict with the provision of this ordinance are hereby repealed.

Section 7. Savings Clause. If any section, provision, sentence, clause, phrase or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

Section 8. Violations and Penalties. Any person who violates the provisions of this Ordinance upon conviction shall be punished as set forth in Section 1-4-1 of the City Code of the City of West Des Moines, Iowa.

Section 9. Other Remedies. In addition to the provisions set out in the Violations and Penalties Section herein, the City may proceed in law or equity against any person, firm or corporation for violation of any section or subsection of this Ordinance.

Section 10. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Passed by the City Council on the _____ day of _____, 2016, and approved this _____ day of _____, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T Jacobson
City Clerk

The foregoing Ordinance No. _____ was adopted by the Council for the City of West Des Moines, Iowa, on _____, 2016, and was published in the Des Moines Register on _____, 2016.

Ryan T. Jacobson
City Clerk