CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

Date: May 2, 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 **(continued from April 18, 2016)**

ORDINANCE: Approval of First Reading of the Ordinance

FINANCIAL IMPACT: Undetermined.

BACKGROUND: Staff 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 approvals for interior access and exterior access self-storage facilities, to amend Chapter 10, Performance Standards to set development standards for exterior unit access and interior unit 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. This item was deferred from the City Council's April 18, 2016, meeting.

Plan and Zoning Commission Action:

Vote: 6-0 Denial, Commissioner Erickson absent
Date: February 16, 2016
Motion: Approved a resolution recommending the City Council deny the first reading of the amendment to Title 9, Zoning

At the Plan & Zoning Commission meeting of January 18, 2016, the Commissioners discussed issues related to the office park tenant expectations of adjacent tenant spaces to be office-related, the lack of demand for indoor self-storage, and the potential negative impact on valuation of areas where indoor self-storage was located in office and professional commerce park districts. The Commission continued the item to the February 1, 2016 meeting. At the February 1, 2016 meeting, the Commission did not approve the resolution to recommend to the City Council approval of the ordinance amendment. At their February 16, 2016, meeting the Commission adopted a resolution to recommend to the City Council that it deny the ordinance amendment.

In reference to the letter of request from a property owner to allow indoor self-storage in an office district, on property located north of Mills Civic Parkway and east of South Prairie View Drive, the Commission felt that if that location was deemed acceptable, that the planned unit development (PUD) ordinance may be amended to include the use for that location, but to allow indoor self-storage in all office and professional commerce park districts was not supported among the Commissioners.

OUTSTANDING ISSUES: Of note are the following:

Previous Plan and Zoning Commission Discussion: The Plan & Zoning Commission generally felt that the specific request to allow indoor self-storage in an office district, such as the written request that the City has received, is better accommodated in the Planned Unit Development (PUD) ordinance for the area. There was concern expressed with indoor self-storage being allowed in the Office district, in that it may devalue the area and that office building tenants expect to be located within an area where there are active tenants in the same building or in the adjacent buildings. See Exhibit IV for meeting minutes.

City Council March 7, 2016: At the City Council meeting where the ordinance was first presented, March 7, 2016, the City Council requested that the City Attorney prepare a legal opinion on whether the indoor self-storage use could be included in the PUD for the specific area that was the subject of the property owner's request. The attorney' opinion (see Exhibit II- Legal Opinion), after reading city code, is that PUDs are not to allow a use that is otherwise not allowed in the underlying zoning district specified in the PUD. Self-storage uses are currently allowed in the industrial districts and therefore cannot be put in the PUD that has underlying zoning for office use (Professional Commerce Park (PCP)).

Staff notes: As noted in Exhibit I, staff feels that the proposed ordinance is written and performance standards included to address the Commissioners' concerns related to conversion of existing space into storage by requiring that the building be in conformance with building regulations and fire code regulation for the storage use. It is believed that this requirement will deter the flip of current office to storage facilities due to costs associated with retrofitting to meet fire and building codes.

In addition to addressing the Commission's concerns, the proposed ordinance includes several performance standards for self-storage related to site and building design and operation aspects, and most especially clearly identifying prohibited uses such as workshops, manufacturing, repair, retail sales, keeping of animals, and uses not compatible with storage.

While the Commission focused on the primary intent of the proposed ordinance which is to allow the indoor-self storage use in the office and professional commerce park districts, the ordinance provides much more guidance on the construction and operation of both the single story self-storage with exterior access and the indoor self-storage that staff feels is needed regardless whether indoor self-storage in the office and professional park zoning districts is allowed.

Finally, staff notes that this ordinance only addresses the use of indoor self-storage in the Office and Professional Commerce Park districts; it does not propose to allow self-storage in the commercial districts.

The following items of interest are noted in the attached Plan and Zoning Commission report (see Exhibit I):

- Applicant's Request
- History
- City Council Subcommittee - *Development & Planning: November 5, 2015, December 17, 2015, and January 25, 2016*
- Staff Review and Comment
  - *Plan and Zoning Concerns*
  - *Adherence to Building and Fire Code Regulations*
  - *Loading Areas*
- Comprehensive Plan Consistency
- Noticing Information
- Staff Recommendation and Conditions of Approval

PLAN AND ZONING COMMISSION RECOMMENDATION: The Plan and Zoning Commission recommends the City Council deny the first reading of the ordinance amendment to Title 9, Zoning, Chapter 2, Chapter 10, and Chapter 15 related to self-storage facilities.

Staff notes that City Code provides that in order to approve the first reading of the ordinance, against the Plan & Zoning Commission's recommendation, that a super majority of the City Council must vote in favor of the action. A super majority of the City Council is four out of the five members of the council.

STAFF RECOMMENDATION: Based upon staff review and findings that the proposed ordinance is consistent with the goals and polices of the Comprehensive Plan, Staff recommends that the City Council approve the first reading of the ordinance amendment to Title 9, Zoning, Chapter 2, Chapter 10, and Chapter 15, related to self-storage facilities.

However, if the City Council does not want to allow indoor self-storage in the Office districts, instead of denying the ordinance, staff recommends referring the ordinance back to the Plan & Zoning Commission where staff will remove the allowance of the indoor-storage from the use matrix for Office and Professional Commerce Park and present to the Commission the performance standards that staff recommends be put in place to address design and operation aspects as well as clarifying prohibited activities within the units. The referral is required since there is substantive change contemplated to the ordinance that the Commission should consider.

Lead Staff Member: Kara Tragesser, AICP

Staff Reviews:

Department Director	
Appropriations/Finance	
Legal	JBW
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	Des Moines Register Community Section
Date(s) Published	January 8, 2016
Letter sent to surrounding property owners	N/A

SUBCOMMITTEE REVIEW (if applicable)

Committee	Development & Planning		
Date Reviewed	November 5, 2015, December 17, 2015, and January 25, 2016		
Recommendation	Yes ☒	No ☐	Split ☐

ATTACHMENTS:

Exhibit I - Plan and Zoning Commission February 1, 2016 Communication
- Attachment A - Plan & Zoning Commission Resolution
- Attachment B - Proposed Ordinance (*moved to Exhibit V*)

Exhibit II - Plan and Zoning Commission January 18, 2016 Communication (part thereof)
Exhibit III - Legal Opinion
Exhibit IV - January 18 and February 1, 2016 Plan and Zoning Commission meeting minutes
Exhibit V - Ordinance

EXHIBIT I

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

ATTACHMENT A

RESOLUTION NO. PZC–16-009

A RESOLUTION OF THE PLAN AND ZONING COMMISSION OF THE CITY OF WEST DES MOINES, RECOMMENDING TO THE CITY COUNCIL THAT IT DENY 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. Based upon the information provided in the staff report submitted and presented at the meeting, the Plan & Zoning Commission's finds that the ordinance allowing self-storage facilities in the office and professional commerce park districts is not compatible with the uses allowed in those districts.

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

PASSED AND ADOPTED on February 16, 2016.

M. Brown

Michele Brown, Vice Chairperson
Plan and Zoning Commission

ATTEST:

Dori Taylor

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 16, 2016, by the following vote:

AYES: Andersen, Brown, Costa, Crowley, Hatfield, Southworth
NAYS: -0-
ABSTENTIONS: -0-
ABSENT: Erickson

ATTEST:

Dori Taylor

Recording Secretary

EXHIBIT II

CITY OF WEST DES MOINES
PLAN AND ZONING COMMISSION

Meeting Date: January 18, 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), 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

Applicant's 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 approvals for interior access and exterior access self-storage facilities, to amend Chapter 10, Performance Standards to set development standards for exterior unit access and interior unit 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.

This ordinance amendment request stems from a letter (see Attachment B – Request Letter) requesting that the City consider an amendment to allow interior accessed self-storage on a parcel zoned Professional Commerce Park. The parcel is in the West Glen Town Center PUD, however, staff feels that a city-wide amendment to the city code should be considered to address whether self-storage should be allowed in zoning districts other than the currently allowed Warehouse retail and various Industrial districts.

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.

Staff Review and Comment: There are no outstanding issues. According to information gathered from the Self Storage Association, most of the self-storage facilities operating today are typical row buildings, some multi-story facilities and conversion of older buildings. A new generation of facilities are emerging characterized by location in non-industrial zoning districts and aesthetics in construction and design compatible with office and retail development. The City has received its first inquiries into re-using vacant buildings and constructing new buildings in non-industrial zoning districts for indoor or interior access self-storage, and as mentioned above, the City received a request to change the zoning ordinance to allow an indoor self-storage facility in a Professional Commerce Park zoning district. To address this request, staff discussed what the challenges may be and what mitigation of those challenges should be to allow this activity in non-industrial zones. Staff presented and discussed this matter with the Development and Planning Subcommittee and developed a draft ordinance after receiving feedback from the Subcommittee.

Self-storage facilities in non-industrial zones: Staff discussed the challenges presented by allowing indoor self-service storage facilities in non-industrial and non-residential zones and how those challenges may be mitigated. The challenges discussed included: aesthetics of the building and the view of roll up exterior doors, activity level, outdoor storage, screening, loading and unloading locations, and buffering. Staff believes that if self-storage was to be allowed in non-industrial zones that it should not be allowed in residential districts as the aesthetic and design of the facility (typically not a residential style) and operation do not appear to be compatible with residential development. Also, staff believes that self-storage should not be allowed in the commercial districts as the low activity level is not really compatible with retail districts. Retail has high activity levels during business hours, where storage facility activity is low and sporadic creating 'dead-zones' within the otherwise active and energetic retail areas.

Staff proposes 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 where the majority of users are located. Staff notes that office and professional commercial park zones frequently are designated in close proximity to residential zones within

the city. 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.

Indoor or interior access self-storage facilities versus traditional mini-storage: Traditional self-storage, sometimes called mini-storage or mini-warehousing, is typified by long rows of connected storage units with roll-up doors open to the outdoors and often clustered in groups of buildings constructed to a minimal industrial standard. Indoor or interior access self-storage facilities are proposed to be storage units that are fully enclosed in a building with the access to the individual storage units being from interior hallways of the building, rather than from accessing the unit directly from the outdoors. Staff proposes to redefine self-service storage facilities into two sub-definitions to differentiate between the interior access and exterior access types of facilities and put in place more applicable performance standards to each and allow for the differing aesthetics and building form.

Expansion of performance standards for self-storage: The current city code does not provide performance standards for aesthetics or building form for self-storage. In order to consider the opportunity to allow self-storage in non-industrial zones, staff believes that performance and building form standards need to be established to ensure that the use and site are compatible with the zoning district in which is located and mitigate any impacts it may have on adjacent property. Staff proposes performance and building form standards for both exterior access and interior access self-storage facilities to mitigate typical negative elements such as overhead doors, outdoor storage, use of the self-storage units, façade materials and form, and overall aesthetics. In the case of interior access self-storage, performance standards are proposed to enhance the aesthetics and use of the facility to emulate the surrounding office and professional commerce park development, as well as these districts through-out the city in general.

Parking: Staff proposes changes to the parking standards for self-storage to more closely resemble industry and other communities' standards. Also, to allow for re-use of an indoor or interior access facility, staff proposes that a site demonstrate the ability to meet the parking standards of common re-use of a building in the office or professional park district, but only require the construction of the parking required for a self-storage facility. This requirement plans for the possibility of the self-storage building being re-used for an office building with the ability to provide for the parking of the office use. In the event a storage building becomes vacant, the re-use of the building will be easier to accommodate with sufficient area on the site for parking. Staff recognizes that while the building is used for self-storage that more of the site will be open space, but staff feels it is important to plan for the re-use of the building which otherwise may have restricted re-use in the future.

Outdoor Storage: Along with proposing to allow interior access self-storage in the office and professional commercial park districts, staff proposes that no outdoor storage be allowed in these districts. Outdoor storage is prohibited in these two districts for all other uses allowed in the districts due to the negative aesthetics and difficulty in screening the storage. Staff likewise feels that the views of tops of RVs, boats, trailers, and other typical outdoor storage materials cannot be sufficiently screened from public view and the views from adjacent property to allow them to be stored in these districts. The city code provides for outdoor storage in the industrial districts.

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*.

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
Attachment B - Letter

EXHIBIT III

CITY OF WEST DES MOINES, IOWA
OFFICE OF THE CITY ATTORNEY
LEGAL OPINION

TO: Kara Tragesser, Planner

FROM: Richard Scieszinski, City Attorney

DATE: April 15, 2016

RE: Establishment of PUD

This memorandum addresses the ability of the City of West Des Moines to establish a Planned Unit Development (PUD) for the purpose of incorporating a use that would otherwise not be permitted in the underlying zoning district.

West Des Moines Code of Ordinance 9-9-1 defines a Planned Unit Development as:

> "any development in which the proposed land uses, transportation elements, building densities, arrangements and types are set out in a unified plan. A planned unit development may consist of mixed residential, commercial, office and public land uses or a single use development."

A PUD is intended to be used as "an alternate development tool for those developments that propose a creative and innovative development whose layout is not achievable by the standards under which the property is currently zoned." *West Des Moines Code of Ordinance 9-9-3.*

The intent and purpose of a PUD is to allow flexibility in development of the land and to provide a procedure which can relate the type, design and layout of development to the particular site in order to preserve the site's natural characteristics.

A PUD must meet the spirit and intent of the City's Comprehensive Plan and conform to the intent, purpose and character of the zoning district in which it is located. It may include any uses permitted by right, specially permitted uses, or accessory uses as provided in the underlying district. However, if the use proposed in the PUD represents a substantial change to those uses allowed in the zoning district, an amendment to the Comprehensive Plan may be required. This requirement provides clear evidence that the intent in establishing a PUD is not solely to circumvent zoning provisions.

Because the proposed use of indoor storage is currently only allowed in Industrial zoning districts in the City, allowing indoor storage in the PUD would not meet the spirit or intent of the Comprehensive Plan or conform to the intent, purpose and character of the underlying zoning district. It would instead appear to be done in order to circumvent current zoning. Therefore, establishing a PUD for this purpose would be contrary to its intended and appropriate use.

EXHIBIT IV

PLAN AND ZONING COMMISSION MEETING **January 18, 2016**

Direction: CITY1494.DSS

Chairperson Erickson called the regular meeting of the Plan and Zoning Commission to order at 5:30 p.m. on Monday, January 18, 2016, in the Council Chambers of the West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines.

Roll Call: Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Present
Andersen.....Absent

Item 1 - Consent Agenda

Item 1a - Minutes of the meeting of January 4, 2015

Chairperson Erickson asked for any comments or modifications to the January 4, 2016 minutes.

Moved by Commissioner Southworth, seconded by Commissioner Brown, the Plan and Zoning Commission approve the minutes of the January 4, 2016 meeting.

Vote: Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes
Andersen.....Absent
Motion carried.

Item 2 – Public Hearings

Item 2a – Self-Storage - Amend Title 9 (Zoning), Chapter 2 (Zoning Rules and Definitions), Chapter 6 (Commercial, Office, and Industrial Zoning District), Chapter 10 (Performance Standards), 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

Chairperson Erickson opened the public hearing and asked the Recording Secretary to state when the public notice was published. The Recording Secretary indicated that the notice was published on January 8, 2016 in the Des Moines Register.

Chairperson Erickson asked for a motion to accept and make a part of the record all testimony and all other documents received at this public hearing.

Moved by Commissioner Hatfield, seconded by Commissioner Southworth, the Plan and Zoning Commission accept and make a part of the record all testimony and all other documents received at this public hearing.

Planner Tragesser outlined the provisions in the proposed ordinance which revised the definition of self-storage, allowed internal-access self-storage in office and professional commerce park zoning districts, revised the parking requirements, and established performance standards for external-access and internal-access self-storage facilities. Ms. Tragesser noted that the City received a request for an ordinance change to enable an internal-access (indoor) self-storage facility in West Glen on a parcel to the north of the Target store.

Chairperson Erickson questioned the situation that may occur where part of the parcel would not be able to be used for a building because of the requirement to plan for the parking that would be required in the case of a future re-use of the building as something other than self-storage. He asked if provision could be made for using more of the parcel where the property owner acknowledges that future re-use of the building may involve loss of building area to accommodate more parking required for the new use.

Planner Tragesser replied that a current situation exists where a site has fewer parking spaces than a re-use of the building requires. Ms. Tragesser pointed out that staff felt that it was more effective to show that future parking can be accommodated on the site than to request that part of a building be left vacant or demolished to meet the available parking.

Commissioner Crowley stated that he believed it would be better to address this specific request in the West Glen Town Center Planned Unit Development (PUD). Mr. Crowley felt that allowing self-storage in the office district may diminish the long-term value of these areas. He noted the re-use of the former publishing building at 4125 Westown Parkway as an example where instead of self-storage, this building was re-used as multi-tenant office. Commissioner Hatfield expressed agreement, and that in this situation it would be more suitable to amend the PUD for this site.

Chairperson Erickson inquired if this ordinance would prevent someone from walling off units and start renting them out. He was informed that this would not be allowed in an office designation.

Ms. Schemmel noted that staff was interested in obtaining a balance between the impacts of a proposed use and providing property owners the flexibility to pursue a variety of uses or users that are appropriate within the zoning. Staff had also been concerned with appearance and activity. It was felt that if a building had the appearance office building, it would match the context of the surrounding properties and mitigate any concerns of perceived value.

Chairperson Erickson commented that he was respectful of what staff was trying to accomplish and the mechanism being used, but was also cognizant of Commissioner Crowley's and Commission Hatfield's perspective.

Chairperson Erickson asked if anyone from the audience would like to speak to this item.

Justin Brown, Downing Construction, 2500 West 2nd Avenue, Indianola, stated that he had approached staff regarding this option. He appreciated all the dialogue and the work completed by staff.

Chairperson Erickson asked if anyone else would like to speak to this item; seeing none, closed the public hearing and asked for continued discussion or a motion.

Commissioner Crowley stated that for self-storage he would suggest amending the zoning and not allow in an office or commercial district. His preference would be to only allow self-storage in an industrial zoning district or in a PUD.

Moved by Commissioner Crowley, seconded by Commissioner Hatfield, the Plan and Zoning Commission recommended that action be deferred on this item to the February 1, 2016 Plan and Zoning Commission meeting, and directed staff to revisit the ordinance in light of the concerns expressed by the commissioners related to the recommendation for a proposed ordinance to establish standards and regulations related to indoor self-storage and modify standards and regulations for self-storage and mini-warehousing.

Vote: Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes
Andersen.....Absent
Motion carried.

Item 2b - Breweries - Amend Title 9 (Zoning), Chapter 6 (Commercial, Office and Industrial Zoning Districts), Section 6 (Commercial, Office and Industrial Use Regulations), Subsection C, Table 6.1 (Use Matrix) to revise the regulations of breweries and tap rooms that are between 5,000 sq. ft. and 10,000 sq. ft. in size and amend the approval process for breweries and tap rooms – City Initiated - AO-002956-2016

Chairperson Erickson opened the public hearing and asked the Recording Secretary to state when the public notice was published. The Recording Secretary indicated that the notice was published on January 8, 2016 in the Des Moines Register.

Chairperson Erickson asked for a motion to accept and make a part of the record all testimony and all other documents received at this public hearing.

Moved by Commissioner Crowley, seconded by Commissioner Brown, the Plan and Zoning Commission accept and make a part of the record all testimony and all other documents received at this public hearing.

Planner Tragesser stated that in response to a clarification request last year from the City's codifier, staff requests approval of an ordinance amendment that would amend the commercial, office, and industrial zoning use matrix to address a discrepancy in brewery size and amend the approval process for breweries and tap rooms.

Chairperson Erickson asked if anyone from the audience would like to speak to this item; seeing none, closed the public hearing and asked for continued discussion or a motion.

Moved by Commissioner Brown, seconded by Commissioner Crowley, the Plan and Zoning Commission approve a resolution recommending to the City Council approval of the ordinance amendment.

Vote: Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes
Andersen.....Absent
Motion carried.

Item 3 – Old Business

There were no Old Business items on the agenda.

Item 4 – New Business

Item 4a – Guide One Mutual Insurance, 1200 12th Street – approval to allow two temporary trailers for housing of employees during a building remodel – GC3, LLC – SP-002964-2016

In the absence of the applicant, Development Coordinator Schemmel summarized the requested approval to allow for two temporary trailers during the Guide One building remodel to house employees. She stated that this approval was similar to the process used to approve Microsoft's request for temporary facilities.

Chairperson Erickson asked if anyone from the audience would like to speak to this item; seeing none, asked for continued discussion or a motion.

Moved by Commissioner Hatfield, seconded by Commissioner Southworth, the Plan and Zoning Commission adopt a resolution recommending the City Council approve the Site Plan to allow the

implementation of two temporary trailers to that site located at 1200 12th Street, subject to the applicant meeting all City Code requirements and the following:

1. Removal of the trailers, decking, and ramps no later than May 31, 2016; and,

2. Applicant abiding by all Building and Fire Codes and West Des Moines Water Works regulations as they relate to the temporary trailers.

Vote: Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes
Andersen.....Absent
Motion carried.

Item 5 – Staff Reports

There were no staff reports.

Item 6 - Adjournment

Chairperson Erickson asked for a motion to adjourn the meeting.

Moved by Commissioner Hatfield, seconded by Commissioner Brown to adjourn the meeting.

Vote: Brown, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes
Andersen.....Absent
Motion carried.

The meeting adjourned at 6:02 p.m.

Craig Erickson, Chairperson

Kimberly Taylor, Recording Secretary

PLAN AND ZONING COMMISSION MEETING **February 1, 2016**

Direction: CITY1508.DSS

Chairperson Erickson called the regular meeting of the Plan and Zoning Commission to order at 5:30 p.m. on Monday, February 1, 2016, in the Council Chambers of the West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines.

Roll Call: Andersen, Costa, Crowley, Erickson, Hatfield, Southworth.....Present
Brown.....Absent

Item 1 - Consent Agenda

Item 1a - Minutes of the meeting of January 18, 2016

Chairperson Erickson asked for any comments or modifications to the January 18, 2016 minutes.

Moved by Commissioner Crowley, seconded by Commissioner Costa, the Plan and Zoning Commission approve the minutes of the January 18, 2016 meeting.

Vote: Crowley, Costa, Andersen, Erickson, Hatfield, Southworth.....Yes
Brown, ...Absent
Motion carried.

Item 2 – Public Hearings

Item 2a – Village of Ponderosa, east of South 60th Street at Village View Drive – Amend the Specific Plan Ordinance to modify commercial wall signage regulations – W. West Investments, LLC- ZC-002958-2016

Chairperson Erickson opened the public hearing and asked the Recording Secretary to state when the public notice was published. The Recording Secretary indicated that the notice was published in the Des Moines Register on January 22, 2016.

Chairperson Erickson asked for a motion to accept and make a part of the record all testimony and all other documents received at this public hearing.

Moved by Commissioner Hatfield, seconded by Commissioner Erickson, the Plan and Zoning Commission accept and make a part of the record all testimony and all other documents received at this public hearing.

Vote: Hatfield, Erickson, Andersen, Costa, Crowley, Southworth.....Yes
Brown, ...Absent
Motion carried.

Kevin Wilde, Sign & Zoning Administrator, briefly explained he is representing the applicant, who was unable to attend the meeting. The request is not just one of the applicant for their business, but also amends the Village of Ponderosa Specific Plan Ordinance which governs signage for all commercial establishments in the development. The signage regulations of the Specific Plan is written based upon where the entrance is to the building. If Market Street were treated as a public street and given the 1:1 ratio that is typically given for a public street along with S. Prairie View Drive, this particular business would be allowed additional signage. The applicant's request is for additional signage and staff believes that this would be beneficial for a majority of the commercial entities in the Village of Ponderosa development. Staff is in support of the request to amend the Specific Plan Ordinance.

Commissioner Crowley inquired if this covered Phases 1-3 of the Ponderosa development and if it included the West Glen development.

Mr. Wilde confirmed that it would include the commercial and office developments within the Village of Ponderosa, but that it does not include the West Glen development as they have their own set of standards regarding signage.

James Wenman, 5845 Fairway Court, asked a question regarding the size of the signage that would be allowed for this type of amendment.

Mr. Wilde replied that the amendment is not about the size of an individual sign as much as it is the total accumulation of the signs.

Mr. Wenman inquired if they were the only entity to have requested the additional signage and if so, would the entire PUD be amended to accommodate their sole request.

Mr. Wilde replied affirmatively and because it makes sense since if the applicant were not a part of the (Village of Ponderosa) Specific Plan (i.e. located at 35th Street and Valley West Drive), they would be allowed to use two street frontages for calculation purposes, as what is being requested for Wellman's.

Mr. Wenman stated that his concern is with those individuals who reside in the Village and have agreed to the PUD, that they would not have a say in the amendment request.

Chairperson Erickson explained that his presence at tonight's meeting is that opportunity. Chairperson Erickson indicated that his concerns expressed at tonight's meeting will, as well as the action of the Commission be forwarded to the City Council. He indicated that the resident could also attend the Council meeting to also state his concerns. To add to Mr. Wilde's comments, by amending the Specific Plan Ordinance staff is assuring consistency and fairness for all occupants in the Village of Ponderosa development.

Chairperson Erickson asked if anyone from the audience would like to speak to this item and seeing none, closed the public hearing and asked for continued discussion or a motion.

Commissioner Hatfield commented that the amendment request is based on Mr. Wilde's presentation and the consistency it will bring as it relates to other locations within the City.

Commissioner Andersen clarified that the square footage of a sign is calculated based on public streets and that Market Street is a private street was not previously used in calculations.

Mr. Wilde responded that the Specific Plan allows 1½ sq. ft. for the wall that has the entrance and that a public street vs. private street was irrelevant, per the Specific Plan. This amendment would use S. Prairie View and Market Street for calculation at 1:1 ratio.

Moved by Commissioner Hatfield, seconded by Commissioner Crowley, the Plan and Zoning Commission approve a resolution recommending the City Council approve an amendment to the Village of Ponderosa Specific Plan Ordinance to modify how allowable signage for commercial establishments is calculated, allow the private street to be treated as a public street, and correct errors from the 2015 ordinance amendment.

Vote: Hatfield, Crowley, Andersen, Costa, Erickson, Southworth.....Yes
Brown.....Absent
Motion carried.

Item 2b – Ordinance Amendment - Amend Title 4 (Health and Safety Regulations), Chapter 4 (Nuisances) and Title 9 (Zoning), Chapter 10 (Performance Standards) and Chapter 14 (Accessory Structures) to establish regulations pertaining to solar energy systems – City Initiated – AO-002916-2015 (Continue to February 29)

Chairperson Erickson asked for a motion and a second to defer this item to the February 29, 2016 meeting to accommodate review at a City Council workshop and a subsequent Development and Planning City Council Subcommittee, if needed.

Moved by Commissioner Crowley, seconded by Commissioner Southworth, the Plan and Zoning Commission defer this item to the February 1, 2016 Plan and Zoning Commission meeting.

Vote: Crowley, Southworth, Andersen, Costa, Erickson, Hatfield, Southworth.....Yes
Brown.....Absent
Motion carried.

Commissioner Hatfield inquired when this item would be reviewed by the Development & Planning City Council Subcommittee.

Development Coordinator Schemmel replied that it is scheduled for a City Council workshop after the February 8th City Council meeting.

Item 3 – Old Business

Item 3a – 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 (deferred from January 18, 2016 meeting)

Brief discussion was held regarding whether or not to reopen the public hearing item. Chairperson Erickson then asked for a summarization by City staff.

Kara Tragesser, Planner, explained that this item was deferred at the previous Commission meeting and the public hearing portion was closed with no action being taken. Staff discussed the concerns that were raised by the Commission at the prior meeting and noted that staff remains of the opinion that the proposed ordinance amendment is still valid. From those comments, staff does propose two (2) additional performance standards. The first performance standard is that self-storage locations need to comply with both the Building and Fire Codes regarding storage in a building and fire sprinkler requirements. The second amendment is a result of concerns that were received from the Development & Planning City Council Subcommittee meeting with regard to the use of the building. The performance standard is in regards to the loading doors and the loading of personal goods that must be completed in the rear yard and not through the front doors. Ms. Tragesser indicated she contacted a representative with the Polk County Assessor's office regarding commercial property valuation and it was explained that although commercial properties are dependent on what is around them, assessors do take into consideration where they're located, the use of the building the condition of the building, and their impacts on adjacent properties. Planner Tragesser did reference examples of properties located in West Des Moines in the staff report that the Assessor's office felt did not appear to negatively impact or devalue the neighborhood in which they were located. In conclusion, staff does recommend approval of the ordinance with the two (2) proposed amendments.

Commissioner Crowley commented that for an office zoning, storage is not an appropriate use and that the request would be better handled as a PUD (Planned Unit Development) request.

Commissioner Hatfield concurred with Commissioner Crowley's comments.

Chairperson Erickson clarified that the motion is to deny this request.

Development Coordinator Schemmel explained that the motion is for approval of the proposed amendment requests. If the Commission votes to deny the proposed amendments, another motion would need to be made to recommend denial of the proposed amendments.

Chairperson Erickson confirmed that the proposal in front of the Commission is to approve the ordinance as written. Staff replied affirmatively.

Moved by Commissioner Crowley, seconded by Commissioner Hatfield, denial for the self-storage amendment and that staff processes the request as a PUD amendment.

Chairperson Erickson noted that the motion is to deny but the action in front of the board is a recommendation for approval of the ordinance as written. He then a requested that the Commission first vote on the recommendation for approval. No motion or second was made for the motion to approve although a vote was taken in error indicating that and the motion for approval would fail. Chairperson Erickson then asked that since the Commission was not in support for approval of the ordinance amendments, would another vote be necessary for to recommend a PUD modification for the specific request.

Development Coordinator Schemmel explained that if the Commission is recommending that the specific property that generated the discussion on the ordinance amendment be handled through a PUD modification, that recommendation can be incorporated into the comments that will be forwarded to the Council. A motion or vote is not needed as a modification to the PUD for a specific project is not part of the requested action.

Chairperson Erickson explained that his 'yes' vote is the fact that he feels that this is unique enough that the likelihood of the office market being diminished by a self-storage use or that building conversions would be done is unlikely. He does, however, understand Commissioner Crowley's concern with the conversion of large parcels of office space into self-storage uses.

Commissioner Costa added that there are existing office parks that would like control over whether or not these types of uses are allowed. Office tenants like to utilize the services provided by the park and amenities close by and if you remove the number of office workers and the buildings, it changes the dynamics of the project.

Commissioner Hatfield added that floor loading requirements for storage are completely different than for an office use. He indicted agreement with Commissioner Crowley in that this proposal would be more appropriate as a PUD request.

Commissioner Crowley commented that he does not see the demand for self-storage uses and therefore, doesn't see the need for a City Code amendment. If someone should warrant a use for it the PUD should be amended.

Vote: No valid vote was taken

Item 4 – New Business

Item 4a – Newport Office Building - 1075 Jordan Creek Parkway – Approval of a Phased Site Plan to allow grading of the site and installation of private site infrastructure and building footings and foundations – R&R Realty Group – MaM-002943-2015

Commissioner Hatfield indicated that he would be abstain from voting on this item due to a conflict of interest.

Tom Rupprecht, R & R Realty Group, 1225 Jordan Creek Parkway, representing RRH Woods, LC, explained that the applicant has proposed to construct a 75,000 sq. ft., three-story office building located at 1075 Jordan Creek Parkway and would be very similar in appearance to the existing Sonoma office building. Minor changes are proposed regarding color schemes and other minor adjustments to provide character to the building. Regarding staff comments on the future street lights, the applicant will perform an analysis to see if additional street light poles are needed and that analysis would be completed prior to occupancy. Otherwise, the applicant is in full agreement with staff recommendations and conditions.

Chairperson Erickson clarified that if lighting is required, the applicant would bond or provide for that.

Mr. Rupprecht replied affirmatively.

Planner Tragesser briefly commented that staff has no additional comments other than that they recommend approval of the proposed request.

Chairperson Erickson asked if anyone from the audience would like to speak to this item; seeing none, asked for continued discussion or a motion.

Moved by Commissioner Crowley, seconded by Commissioner Costa, the Plan and Zoning Commission adopt a resolution recommending the City Council approve the Major Modification to a site plan to construct a 75,000 sq. ft. office building at 1075 Jordan Creek Parkway, subject to the applicant meeting all City Code requirements and the following:

1. That the applicant acknowledge that prior to any occupancy permit for the building, the landscaping for open space, parking lot, and screening be installed, inspected, and approved or in the event the landscaping is not complete, surety in an amount equal to 1 ½ times the landscape contract be submitted to the City in order to receive a temporary occupancy permit. The applicant further acknowledges that all site improvements, including landscaping will need to be completed, inspected by staff, and deficiencies remedied prior to the issuance of a Final Occupancy Permit for the building.

2. That the applicant acknowledge that final site plan drawings which address all staff comments must be submitted prior to any work that may require City inspections.

3. That the City Council accept right-of-way and utility easements for an additional 2.5 feet of right-of-way along Jordan Creek Parkway adjacent to this site and for an additional 5 feet of right-of-way along 72nd Street adjacent to this site, prior to any occupancy of the building.

4. That the City Council allow ingress/egress easement, the street light agreement (if needed), and the storm water facility management agreement and certifications to be submitted prior to any occupancy of the building.

Vote: Andersen, Costa, Crowley, Erickson, Southworth.....Yes
Hatfield.....Abstain
Brown.....Absent
Motion carried.

Item 5 – Staff Reports

There were no staff reports.

Item 6 - Adjournment

Chairperson Erickson asked for a motion to adjourn the meeting.

Moved by Commissioner Southworth, seconded by Commissioner Costa to adjourn the meeting.

Vote: Southworth, Costa, Andersen, Crowley, Erickson, Hatfield.....Yes
Brown.....Absent
Motion carried.

The meeting adjourned at 5:54 p.m.

Craig Erickson, Chairperson

Michelle Riesenberg, Recording Secretary

EXHIBIT V

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~~ ***Self-service*** storage ***facility*** ~~including caretakers' facilities~~															
-Exterior Unit Access With no outside storage yard								P		Pc	P	P			
-Exterior Unit Access With paved outdoor storage yard								P~~e~~			P~~e~~	P			
-Exterior Unit Access With gravel outdoor storage yard (*see also subsection 9-10-4A7 of this Title)												P*			
- Interior Unit Access with no outside storage yard								***P***	***P***	***P***	***P***	***P***	***P***	***P***	
- Interior Unit Access with paved outside storage yard								***P***			***P***	***P***			
- Interior Unit Access with gravel outdoor storage yard (*see also subsection 9-10-4A7 of this Title)												***P****			

Section 4. <u>Amendment.</u> 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. Views of storage units through windows shall be mitigated. The building shall present as an office building.*
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.***
5. ***The keeping of animals.***
6. ***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	****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*** ****Demonstrate parking availability for re-use of the building for a common use in the zoning district in which it is located***

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