CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

Date: November 28, 2016

ITEM: Amendment to City Code – Indoor Self Storage in Commercial Districts, Amend Title 9, Zoning, to regulate Indoor Self-Storage in Commercial Districts – City Initiated – AO-003229-2016

ORDINANCE: Approval of First Reading of the Ordinance

FINANCIAL IMPACT: Undetermined.

BACKGROUND: Staff requests an amendment to Title 9, Zoning, to amend Chapter 6, Commercial, Office, and Industrial Zoning use matrix to modify approval process for interior access self-storage facilities to allow these facilities in some of the commercial districts and to amend Chapter 10, Performance Standards to set development standards for interior access self-storage facilities.

Plan and Zoning Commission Action:
Vote: 4-0 Approval, Commissioners Erickson, Southworth, and Crowley absent
Date: November 21, 2016
Motion: Approve a resolution recommending the City Council approve the first reading of the amendment to Title 9, Zoning

OUTSTANDING ISSUES: There are no outstanding issues.

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

- Applicant's Request
- City Council Subcommittee - *Development & Planning: July 11, 2016 and October 17, 2016*
- Staff Review and Comment
- Noticing Information
- Staff Recommendation and Conditions of Approval

RECOMMENDATION: Based upon the preceding review the Plan and Zoning Commission recommends the City Council approve the first reading to amend City Code to regulate indoor self-storage in commercial districts, subject to the applicant meeting all City Code requirements.

Lead Staff Member: Kara Tragesser, AICP

Staff Reviews:

Department Director	
Appropriations/Finance	
Legal	
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	Des Moines Register
Date(s) Published	November 11, 2016
Letter sent to surrounding property owners	N/A

SUBCOMMITTEE REVIEW (if applicable)

Committee	Development & Planning		
Date Reviewed	July 11, 2016 and October 17, 2016		
Recommendation	Yes ☒	No ☐	Split ☐

ATTACHMENTS:

Exhibit I - Plan and Zoning Commission Communication
- Attachment A - Plan & Zoning Commission Resolution
- Attachment B - Proposed Ordinance (*moved to Exhibit II*)

Exhibit II - Ordinance

EXHIBIT I

CITY OF WEST DES MOINES
PLAN AND ZONING COMMISSION

Meeting Date: November 21, 2016

Item: Amendment to City Code – Indoor Self Storage in Commercial Districts, Amend Title 9, Zoning, to regulate Indoor Self-Storage in Commercial Districts – City Initiated – AO-003229-2016

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 6, Commercial, Office, and Industrial Zoning use matrix to modify approval process for interior access self-storage facilities to allow these facilities in some of the commercial districts and to amend Chapter 10, Performance Standards to set development standards for interior access self-storage facilities.

City Council Subcommittee: This item was discussed at the July 11, 2016, Development and Planning City Council Subcommittee in relation to the vacant building at 5003 EP True Parkway (former Dahls' building) where a pre-submittal applicant proposed to use the building for indoor self-storage. The Subcommittee was supportive of allowing indoor self-storage if retail store fronts were part of the requirements. On October 17, 2016, staff presented performance standards to address the intent to have retail store fronts with any building to keep the activity level normally seen at other retail areas and support the look and feel of the retail area in which the indoor self-storage uses may be located. The Subcommittee still was supportive provided that the retail store front extend the entire façade of the building or tenant space.

Staff Review and Comment: There are no outstanding issues. In May 2016 the City adopted an ordinance which redefined self-storage into two separate types: exterior access and interior access units, and allowed interior access units in the Office zoning districts. Since that time, staff has received numerous calls regarding allowing indoor self-storage in the commercial districts. As a result of this information and discussions with the Development and Planning City Council Subcommittee, staff prepared an amendment to the Zoning code to enhance the performance standards for indoor self-storage to include provisions for the use in the commercial districts and has proposed that indoor self-storage be allowed by permitted conditional use permit applications to ensure that the performance standards set forth in the ordinance are applied to applications. The main points of the ordinance are:

1. That there is retail space provided for on the main floor of the building that occupies the entire frontage of the building. The intent is emulate tenant and multitenant retail store fronts commonly associated with the commercial districts, to provide the retail activity for the districts, and to provide services to the community such is commonly available in these districts.
2. The parking for the use will be calculated based upon the retail space and the self-storage space, but will include calculations and plans for additional parking if the self-storage use space is converted to retail space.
3. Restricting the hours of access to the self-storage to between 7 a.m. and 10 p.m.
4. No changes are proposed to the previously adopted standards for self-storage in the office and professional commerce park districts.

Noticing Information: On November 11, 2016, notice of the November 21, 2016, Plan and Zoning Commission and the November 28, 2016 City Council public hearings 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 A

RESOLUTION NO. PZC–16-071

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 6 (*COMMERCIAL, OFFICE, AND INDUSTRIAL ZONING DISTRICT*), AND CHAPTER 10 (*PERFORMANCE STANDARDS*) TO ESTABLISH STANDARDS AND REGULATIONS RELATED TO INDOOR SELF-STORAGE IN COMMERCIAL DISTRICTS

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 6 (Commercial, Office, and Industrial Zoning District) and Chapter 10 (Performance Standards) to modify standards and regulations related to indoor self-storage;

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 November 21, 2016, Commission held a duly-noticed hearing to consider the application for an amendment to ordinance;

WHEREAS, on November 21, 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 or orally presented, the Plan & Zoning Commission's findings for approval are adopted.

SECTION 2. The AMENDMENT TO ORDINANCE (AO-003229-2016) 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 November 21, 2016.

Chris Costa, Vice Chairperson
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 November 21, 2016, by the following vote:

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

ATTEST:

Recording Secretary

S:__Development Projects\Ordinance Amendments\Self Storage\Indoor Self Storage_Commerical_Zones\AO-003229-2016_SR_Indoor Self-Storage in Commercial Districts_11-21-2016_PZ.docx

EXHIBIT A

None.

EXHIBIT II

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 6 (*COMMERCIAL, OFFICE, AND INDUSTRIAL ZONING DISTRICT*), AND CHAPTER 10 (*PERFORMANCE STANDARDS*) TO ESTABLISH STANDARDS AND REGULATIONS RELATED TO INDOOR SELF-STORAGE IN COMMERCIAL DISTRICTS

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

Section 1. Amendment. Title 9: Zoning, Chapter 6: Commercial, Office and Industrial Zoning 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 *Self-service* storage *facility*															
- Interior Unit Access with no outside storage yard	~~*Pc*~~	~~*Pc*~~	~~*Pc*~~		~~*Pc*~~	~~*Pc*~~	~~*Pc*~~	P	P	P	P	P	P	P	

Section 2. Amendment. Title 9: Zoning, Chapter 10: Performance Standards, Section 4, Specific Use Regulations, Subsection A, Paragraph 16-b, is hereby amended by deleting Subparagraph B in its entirety and substituting the following:

b. Interior Unit Access: This building type is intended to allow for facilities where 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) Office and Professional Commerce Park districts: Interior Unit Access self-storage in the office and professional commerce park districts is intended to be designed to be compatible with expected four-sided office design already exhibited in the city in these districts. The following performance standards also apply to the design of interior self-storage units:

a. 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.

b. 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.
c. 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 look like an office building.
d. The building shall be surfaced with high-quality, durable materials consistent with the surrounding 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.
e. 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 an office Thatlobby. This entrance shall not be used for the transfer of goods to the storage unit.
f. 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.
g. Indoor self-storage facilities shall abide by all city codes and regulations such as, but not limited to, building code and fire code provisions.
h. Tenant access shall be restricted to the hours of 7 a.m. to 10 p.m.

2) Commercial Districts: Interior Unit Access self-storage in the commercial districts, to include the Valley Junction Historic Business District, is intended to be designed to be compatible with expected four-sided commercial design already exhibited in the city in these districts. Retail tenant spaces shall be included in the first floor design, which may include a retail space for the self-storage office. Tenant spaces shall extend the length of the façade which faces a main parking field and the public street where parking is available between the building and the public street. The intent is emulate tenant and multitenant retail store fronts commonly associated with the commercial districts, to provide the retail activity for the districts, and to provide services to the community such is commonly available in these districts. In these instances, the self-storage use will be of secondary consideration to the retail atmosphere. The following performance standards also apply to the design of interior self-storage units:
   a. 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.
   b. 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 or the public street. In no case will these features appear on the front façade or public façade where other commercial business takes place.
   c. Ground floor and upper floor facades shall be designed to be compatible with expected four-sided commercial design in the city's commercial 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 look like a retail or multitenant commercial space.
   d. The building shall be surfaced with high-quality, durable materials consistent with the surrounding office uses. Un-faced concrete block, painted masonry, tilt-up and pre-cast concrete panels, non-architectural metal siding, and prefabricated buildings are prohibited in the commercial districts.
   e. 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.

f. Indoor self-storage facilities shall abide by all city codes and regulations such as, but not limited to, building code and fire code provisions.

g. Self-storage access shall be restricted to the hours of 7 a.m. to 10 p.m.

Section 3. Repealer. All ordinances or parts of ordinances in conflict with the provision of this ordinance are hereby repealed.

Section 4. 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 5. 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 6. 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 7. 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