

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

Meeting Date: July 31, 2017

Item: 3900 Westown Teller Canopy Removal, 3900 Westown Parkway - Approval of demolition of an existing bank canopy– Jerry's Homes Inc. – MML1-003450-2017

Requested Action: Approval of a Minor Modification to a Site Plan, Level 1

Case Advisor: J. Bradley Munford 

Applicant's Request: The applicant, Jerry's Homes Inc., represented by Jamie Malloy of Melee Studio, is requesting approval of a Minor Modification Level 1 Site Plan to demolition of an existing bank canopy. The applicant's Minor Modification application includes a request for deferment of required parking, necessitating the review by the Plan and Zoning Commission and approval by the City Council.

History: The property was annexed into the City in January 1957. The site plan for the building was approved for National Cash Registry in 1985 and it was constructed later that year. Over time the building have had a number of different tenants. The last to use the bank canopy was First Federal Bank who vacated the building within the past 2 years.

City Council Subcommittee: This item will be presented at the August 7, 2017 Development and Planning City Council Subcommittee as an informational item. This will be prior to City Council meeting that evening.

Staff Review and Comment: This request was distributed to other City departments and other agencies for their review and comment. There are no outstanding issues. Staff notes the following:

- *Parking Space Deferral:* Per City Code this 15,732 square foot build with the proposed office uses would require 1 parking space per every 200 square feet of gross floor area. This equates to 79 required parking spaces. The applicant is only proposing 59 spaces and is requesting that the City Council allow defer construction of 20 parking spaces until they are deemed necessary by the City Council. The reason behind the applicants request is that the building have had the same number of parking spaces since it was built in 1985 and that the type of office uses have been constant since that time without issue. Staff researched the history of this development and discovered that the site has a legal non-conforming status for parking. Prior to 1996 the City had a lower parking requirement for office uses. This lower requirement made the existing 59 spaces parking a non-issue when the drive-thru canopy was built. In this proposal, the applicant is proposing to demolish the canopy and the drive and cover the area with turf. Given the history, Staff is comfortable with the request, but recommends the following condition:
 - *The City Council deferring the installation of up to 20 parking stalls of the 79 required by Code until such time that parking on non-designated parking areas or parking off-site occurs due to the lack of available parking stalls. At that time, the City reserves the right to provide the applicant notice to increase the number of parking stalls. The applicant will be required to provide the additional parking spaces in accordance with City regulations within the first available construction season. Should the implementation of additional parking be needed, the applicant shall construct them in compliance with the plans submitted with this Site Plan that identifies the location and engineering details for the stalls to be constructed.*

Comprehensive Plan Consistency: The project has been reviewed for consistency with the Comprehensive Plan. Based upon that review, a finding has been made that the proposed project is consistent with the Comprehensive Plan in that the project is consistent with all of the goals and policies of the Comprehensive Plan and the land use map of the Comprehensive Plan.

Site Plan Findings: This proposed project was distributed to various city departments for review and comment.

Based upon that review, the following findings have been made on the proposed project:

1. The proposed development and use is consistent with the West Des Moines Comprehensive Plan in that the project has been reviewed for consistency with the Comprehensive Plan. Based upon that review, a finding has been made that the proposed project is consistent with the Comprehensive Plan in that the project is consistent with all of the goals and policies of the Comprehensive Plan.
2. The proposed development and use does assure compatibility of property uses within the zone and general area in that this project was reviewed by various City Departments for compliance with the Zoning Ordinance.
3. All applicable standards and conditions have been imposed which protects the public health, safety and welfare in that this project was reviewed by various City Departments and public agencies for compliance with the various state and local regulations. Based upon that review a finding is made that the project has been adequately conditioned to protect the health, welfare and safety of the community.
4. There is adequate on-site and off-site public infrastructure to support the proposed development in that this project was reviewed by various public agencies and City Departments and public utilities to ensure that either the petitioner will construct or the project has been conditioned to construct adequate public infrastructure to serve the development.
5. The proposed development and use has met the requirements contained in the City Code in that this project was reviewed by various City Departments and the project has complied with or has been conditioned to comply with all City Code requirements.
6. The proposed development and use is in keeping with the scale and nature of the surrounding neighborhood in that the proposed project is consistent with the zoning designation and Comprehensive Plan which designates this site as suitable for development such as that proposed by this project.

Staff Recommendations and Conditions of Approval: Based upon the preceding review and a finding of consistency with the Comprehensive Plan, staff recommends that the Plan and Zoning Commission adopt a resolution recommending the City Council approve the Minor Modification to a Site Plan, Level 1 for demolition of an existing bank canopy at 3900 Westown Parkway, subject to the applicant meeting all City Code requirements and the following:

1. The applicant install and maintain all necessary soil erosion measures.
2. The applicant agrees to obtain all appropriate building permits prior to initiation of any site work
3. The City Council deferring the installation of up to 20 parking stalls of the 79 required by Code until such time that parking on non-designated parking areas or parking off-site occurs due to the lack of available parking stalls. At that time, the City reserves the right to provide the applicant notice to increase the number of parking stalls. The applicant will be required to provide the additional parking spaces in accordance with City regulations within the first available construction season. Should the implementation of additional parking be needed, the applicant shall construct them in compliance with the plans submitted with this Site Plan that identifies the location and engineering details for the stalls to be constructed.

Applicant:

Ron Grubb
Jerry's Homes Inc.
10430 New York Avenue, Suite C
Urbandale, Iowa 50322
Jayc@JerrysHomes.com

Applicant's Representatives:

Jamie Malloy
Melee Studio
1312 Locust Street, Suite 1002
Des Moines, Iowa 50309
Jamie@StudioMelee.com

Attachments:

Attachment A	-	Plan and Zoning Commission Resolution
Exhibit A	-	Conditions of Approval
Attachment B	-	Location Map
Attachment C	-	Site Plan

RESOLUTION NO. PZC-17-073

A RESOLUTION OF THE PLAN AND ZONING COMMISSION OF THE CITY OF WEST DES MOINES, RECOMMENDING TO THE CITY COUNCIL THAT IT APPROVE A MINOR MODIFICATION TO ALLOW THE DEMOLITION OF AN EXISTING BANK CANOPY AT 3900 WESTOWN PARKWAY

WHEREAS, pursuant to the provisions of Title 9, Chapter 1 et seq, of the West Des Moines Municipal Code, the applicant, Jerry's Homes Inc, has requested approval for a Minor Modification Level 1 Site Plan (MML1-003450-2017) for approximately 2.0 acres located at 3900 Westown Parkway, for the purpose of demolishing of an existing bank canopy;

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

WHEREAS, on July 31, 2017 this Commission held a duly-noticed meeting to consider the application for 3900 Westown Parkway Minor Modification Level 1 Site Plan (MML1-003450-2017) to allow the demolition of an existing bank canopy;

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 meeting are adopted.

SECTION 2. The Minor Modification to a Site Plan, Level 1 (MML1-003450-2017) permit to allow the demolition of an existing bank canopy for that site located at 3900 Westown Parkway is hereby recommended to the City Council for approval, subject to compliance with all the conditions in the staff report including conditions added at the meeting and attached hereto as Exhibit "A". Violation of any such conditions shall be grounds for revocation of the permit, as well as any other remedy which is available to the City.

PASSED AND ADOPTED on JULY 31, 2017.

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 JULY 31, 2017, by the following vote:

AYES:
NAYS:
ABSTENTIONS:
ABSENT:

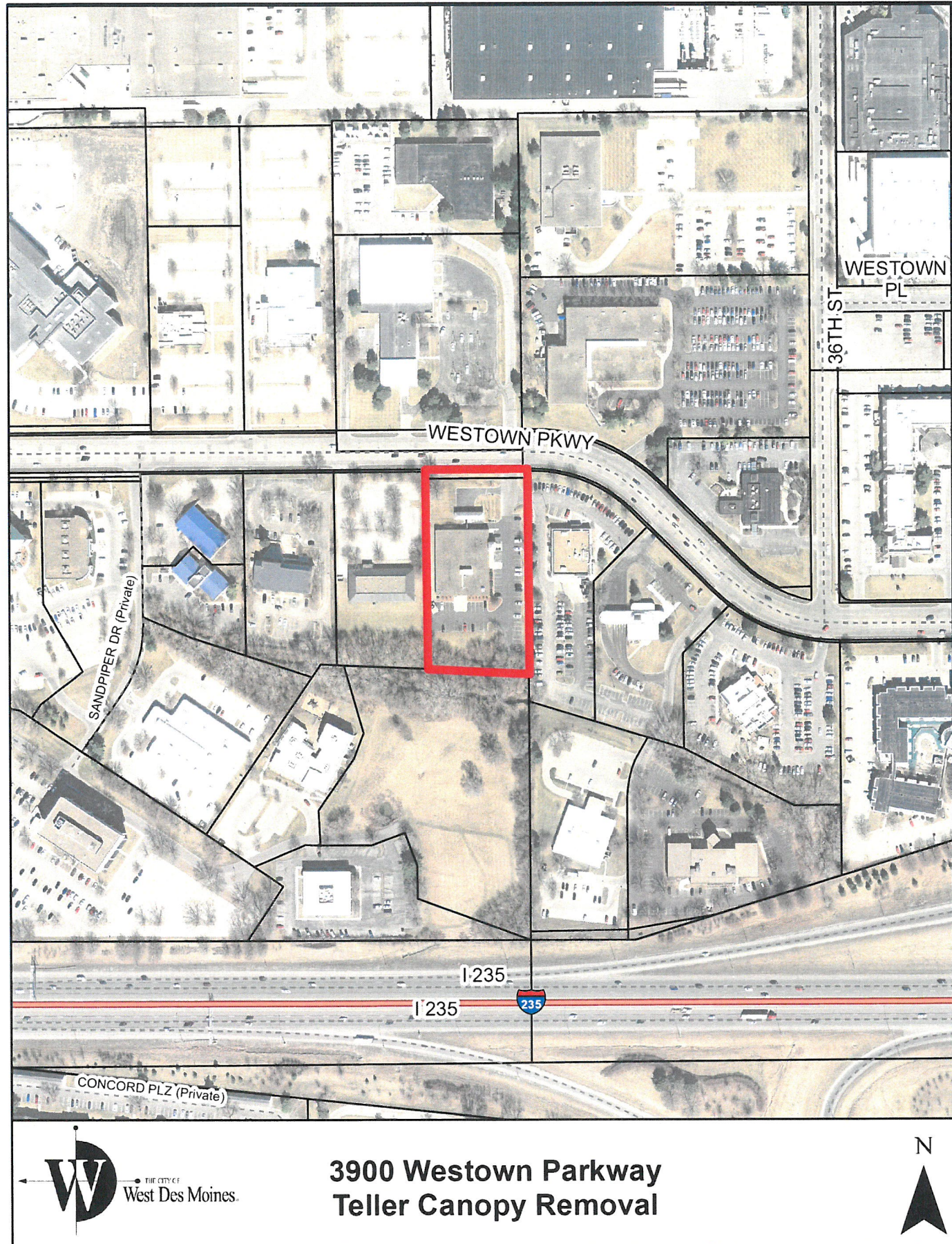
ATTEST:

Recording Secretary

**EXHIBIT A
CONDITIONS OF APPROVAL**

EXHIBIT A

1. The applicant install and maintain all necessary soil erosion measures.
2. The applicant agrees to obtain all appropriate building permits prior to initiation of any site work
3. The City Council deferring the installation of up to 20 parking stalls of the 79 required by Code until such time that parking on non-designated parking areas or parking off-site occurs due to the lack of available parking stalls. At that time, the City reserves the right to provide the applicant notice to increase the number of parking stalls. The applicant will be required to provide the additional parking spaces in accordance with City regulations within the first available construction season. Should the implementation of additional parking be needed, the applicant shall construct them in compliance with the plans submitted with this Site Plan that identifies the location and engineering details for the stalls to be constructed.



**3900 Westtown Parkway
Teller Canopy Removal**

SITE PLAN NOTES:

SITE ADDRESS:

3900 WESTOWN PARKWAY
WEST DES MOINES, IOWA 50266

SITE OWNER:

JERRY'S HOMES
10450 NEW YORK AVENUE, STE. C
URBANDALE, IOWA 50322
PHONE: 515-278-5992

SUMMARY OF SITE WORK:

SITE WORK INCLUDES DEMOLITION OF EXISTING DRIVE-THRU TELLER CANOPY, LANES, AND DRIVE. NEW SOD WILL BE INSTALLED IN THE AREA OF DEMOLITION.

SUMMARY OF IMPERVIOUS AREAS:

EXISTING IMPERVIOUS SURFACE = 34,564 SF
DEMOLISHED IMPERVIOUS AREAS = 5,427 SF
NEW TOTAL OF IMPERVIOUS SURFACE = 28,137 SF
TOTAL SITE AREA = 90,251 SF (2.072AC)

TOTAL BUILDING AREA = 15,732 SF (18%)
TOTAL SITE IMPERVIOUS AREA = 29,137 SF (32%)
TOTAL BUILDING + SITE IMPERVIOUS AREA = 44,869 SF (50%)
OPEN SPACE = 45,382 SF (50%)

***IMPERVIOUS AREA FOR FUTURE PARKING = 7,150 SF
(SEE SHEET SP2 FOR CALCULATIONS INCLUDING FUTURE PARKING)

PARKING REQUIREMENTS:

MULTI-TENANT BUILDING SHALL PROVIDE A MINIMUM OF 1 PARKING SPACE PER 200SF GROSS FLOOR AREA FOR BUILDINGS CONTAINING UP TO 20,000SF OF GROSS FLOOR AREA.
15,732 SF BUILDING AREA / 200 SF = 79 SPACES REQUIRED; 59 SPACES PROVIDED EXISTING.
1 EXISTING PARKING SPACE REMOVED TO PROVIDE ACCESS AISLE FOR NEW HANDICAP PARKING SPACE.

LEGAL DESCRIPTION:

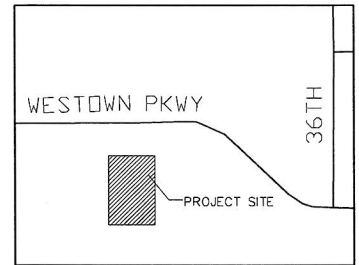
EX. N 20' - LOT 5 OF SANDPIPER SQUARE IN THE CITY OF WEST DES MOINES, POLK COUNTY, IOWA

GENERAL NOTES:

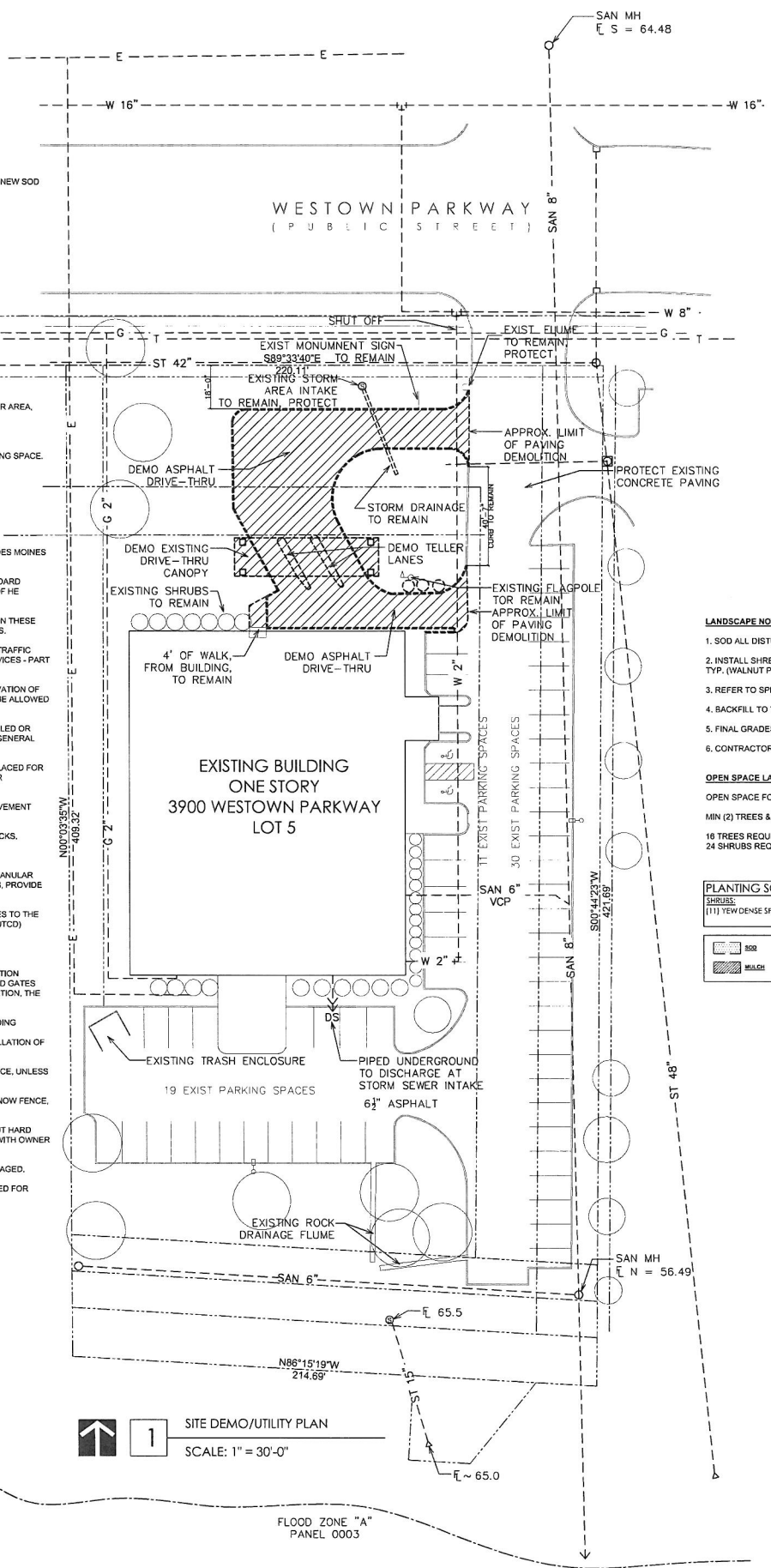
- 1. THE CONTRACTOR SHALL OBTAIN ANY AND ALL NECESSARY PERMITS FROM THE CITY OF WEST DES MOINES DEVELOPMENT SERVICES DEPARTMENT.
- 2. THE CURRENT EDITION OF IOWA STATEWIDE URBAN DESIGN AND SPECIFICATIONS (SUDAS) STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS SHALL APPLY TO ALL SITE IMPROVEMENTS. A COPY OF THE CURRENT SUDAS IS AVAILABLE ONLINE AT WWW.IOWASUDAS.ORG.
- 3. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH OSHA STANDARDS. NOTHING INDICATED ON THESE PLANS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH REQUIRED SAFETY PRECAUTIONS.
- 4. CONTRACTOR SHALL NOTIFY CITY OF WEST DES MOINES IF TRAFFIC WILL BE INTERRUPTED. ALL TRAFFIC CONTROL SHALL BE DONE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES - PART IV CONSTRUCTION AND MAINTENANCE.
- 5. THE CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFICATION OF THE EXACT LOCATION AND ELEVATION OF ALL PUBLIC/Private UTILITIES PRIOR TO COMMENCING CONSTRUCTION. NO COMPENSATION WILL BE ALLOWED FOR FAILURE TO COMPLY WITH THIS REQUIREMENT.
- 6. THE CONTRACTOR IS RESPONSIBLE FOR THE DAILY CLEAN UP OF DIRT, GRAVEL AND DEBRIS SPILLED OR TRACKED TO OR FROM THE SITE ONTO PUBLIC RIGHTS-OF-WAY OR OTHERS PROPERTY. REFER TO GENERAL CONDITIONS FOR DUST CONTROL REQUIREMENTS.
- 7. ALL REQUIRED LANDSCAPING, BOTH EXISTING AND PROPOSED MUST BE MAINTAINED AND/OR REPLACED FOR THE LIFE OF THE CERTIFICATE OF OCCUPANCY BY OWNER. SEE SPECIFICATIONS FOR CONTRACTOR WARRANTY.
- 8. REPLACEMENT OF CURBS AND GUTTER SECTIONS IN PUBLIC STREETS SHALL MATCH EXISTING PAVEMENT SECTION. PER CITY OF DES MOINES REQUIREMENTS.
- 9. NO MECHANICAL EQUIPMENT OVER 3 FT. IN HEIGHT SHALL BE ALLOWED IN THE REQUIRED SETBACKS.
- 10. ALL NEW OUTDOOR LIGHTING FIXTURES SHALL BE LOW-GLARE, CUT-OFF TYPE FIXTURES.
- 11. NEW SIDEWALK SHALL BE 5" THICK (3000PSI) PORTLAND CEMENT CONCRETE (P.C.C.) OVER 6" GRANULAR FREE-DRAINING PREPARED SUBGRADE. SEE SPEC. SIDEWALK WIDTHS AS INDICATED ON DRAWINGS. PROVIDE CONTROL JOINTS AS INDICATED ON DRAWINGS.
- 12. ALL SIGNING, STRIPING AND OTHER TRAFFIC CONTROL DEVICES ON THE DRIVEWAY APPROACHES TO THE PUBLIC STREETS SHOULD CONFORM TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) FEDERAL HIGHWAY ADMINISTRATION 2009 EDITION.

DEMOLITION NOTES:

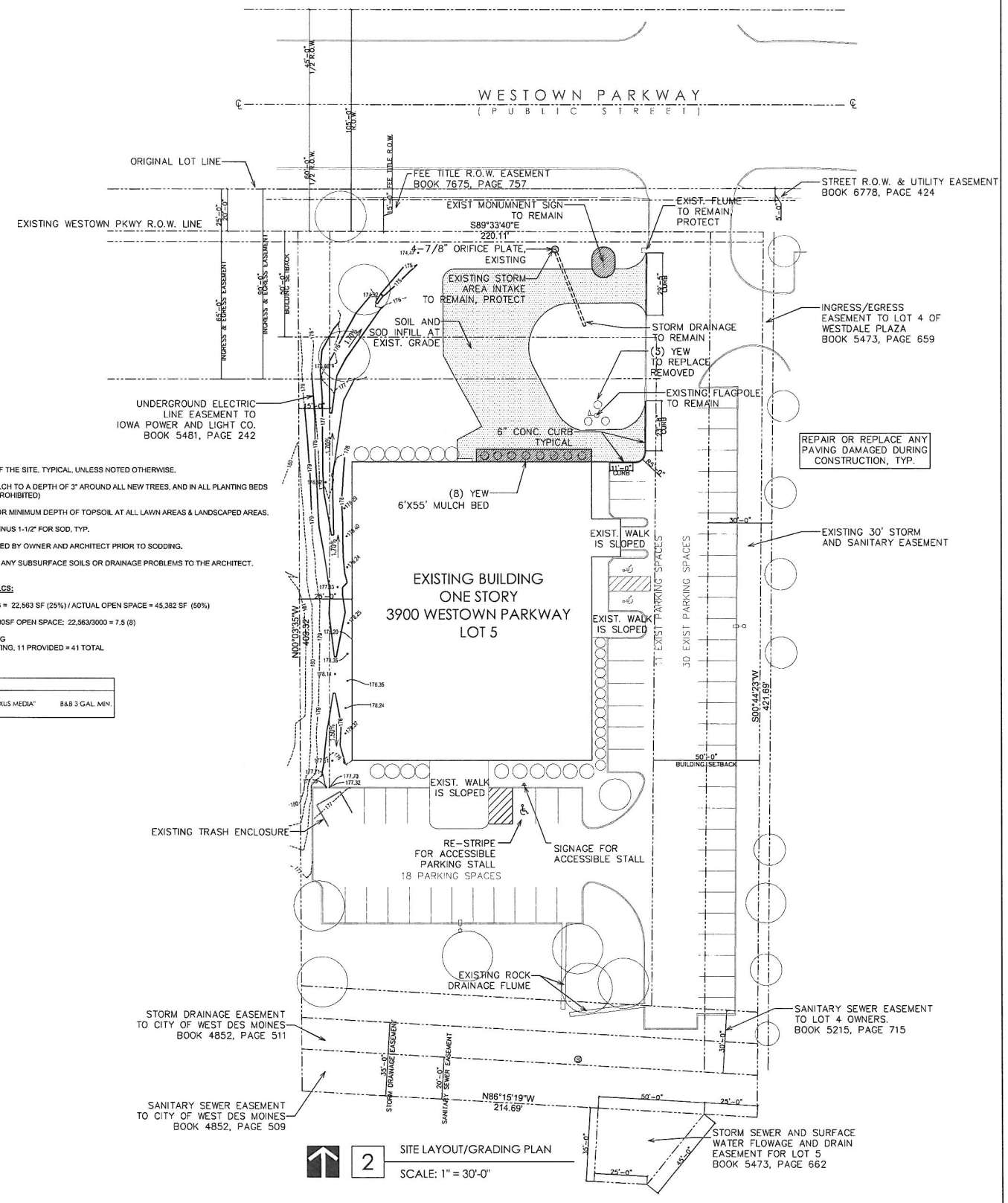
- 1. CONTRACTOR SHALL INSTALL AND MAINTAIN CONSTRUCTION FENCE, IN THE APPROXIMATE LOCATION INDICATED ON THE PLANS. INSTALL ACCESS GATES AS REQUIRED. ACTUAL LOCATION OF FENCE AND GATES SHALL BE REVIEWED AND APPROVED BY OWNER PRIOR TO INSTALLATION. UPON PROJECT COMPLETION, THE FENCE SHALL BE COMPLETELY REMOVED AND ALL AFFECTED AREAS REPAIRED.
- 2. UPON PROJECT COMPLETION, ALL EXISTING AREAS AFFECTED BY CONSTRUCTION WORK, INCLUDING STAGING AREAS, SHALL BE RESTORED TO ORIGINAL CONDITION. DEMOLITION AREAS SHOWN ARE APPROXIMATE. CONTRACTOR SHALL REMOVE AND REPLACE ACTUAL AREAS REQUIRED FOR INSTALLATION OF WORK INDICATED ON PLANS.
- 3. PROTECT TREES, FENCES, BENCHES, AND OTHER SITE ACCESSORIES WITH CONSTRUCTION FENCE, UNLESS IDENTIFIED TO BE REMOVED.
- 4. TREES ADJACENT TO SITE WORK SHALL BE PROTECTED BY MIN. SIX (6) FT TALL CHAIN LINK OR SNOW FENCE, INSTALLED AROUND THE DRIP LINE.
- 5. AT SIDEWALKS INDICATED FOR REMOVAL, DEMO TO NEAREST EXISTING CONTROL JOINT. SAW CUT HARD SURFACING AT LOCATION OF REMOVAL LIMITS AS INDICATED. VERIFY ACTUAL DEMOLITION LIMITS WITH OWNER PRIOR TO CUTTING.
- 6. PROTECT EXISTING OVERHEAD LINES AND POWER OR LIGHT POLES. REPAIR OR REPLACE IF DAMAGED.
- 7. CLEAR ALL BRUSH, TREES AND MISC. GROUND COVER WITHIN CONSTRUCTION LIMITS AS REQUIRED FOR WORK INDICATED.



VICINITY MAP



1 SITE DEMO/UTILITY PLAN
SCALE: 1" = 30'-0"



2 SITE LAYOUT/GRADING PLAN
SCALE: 1" = 30'-0"

LANDSCAPE NOTES:

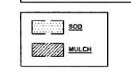
- 1. SOD ALL DISTURBED AREAS OF THE SITE. TYPICAL, UNLESS NOTED OTHERWISE.
- 2. INSTALL SHREDED BARK MULCH TO A DEPTH OF 3" AROUND ALL NEW TREES, AND IN ALL PLANTING BEDS TYP. (WALNUT PRODUCTS ARE PROHIBITED)
- 3. REFER TO SPECIFICATIONS FOR MINIMUM DEPTH OF TOPSOIL AT ALL LAWN AREAS & LANDSCAPED AREAS.
- 4. BACKFILL TO TOP OF CURB, MINUS 1-1/2" FOR SOD, TYP.
- 5. FINAL GRADES TO BE APPROVED BY OWNER AND ARCHITECT PRIOR TO SODDING.
- 6. CONTRACTOR SHALL REPORT ANY SUBSURFACE SOILS OR DRAINAGE PROBLEMS TO THE ARCHITECT.

OPEN SPACE LANDSCAPING CALCS:

OPEN SPACE FOR LANDSCAPING = 22,563 SF (25%) / ACTUAL OPEN SPACE = 45,382 SF (50%)
MIN (2) TREES & (3) SHRUBS / 3000SF OPEN SPACE; 22,563/3000 = 7.5 (8)
18 TREES REQUIRED / 19 EXISTING
24 SHRUBS REQUIRED / 30 EXISTING, 11 PROVIDED = 41 TOTAL

PLANTING SCHEDULE

SHRUBS:
(11) YEW DENSE SPREADING YEW 'AXIUS MEDIA' 8.6 3 GAL. MIN.



STUDIO MELEE
1312 LOCUST STREET, SUITE 1007
DES MOINES, IOWA 50309
(515) 314-9852
(515) 493-0003
JERRY'S HOMES
3900 WESTOWN PARKWAY
WEST DES MOINES, IOWA 50265
REMODEL AND TENANT FINISHES
PRINT DATE: MAY 19, 2017
SHEET NAME: PHASE 1 SITE AND DEMO OF CANOPY & DEFERRED PARKING
SP1

SITE PLAN NOTES:

SITE ADDRESS:

3900 WESTOWN PARKWAY
WEST DES MOINES, IOWA 50266

SITE OWNER:

JERRY'S HOMES
10430 NEW YORK AVENUE, STE. C
URBANDALE, IOWA 50322
PHONE: 515-278-9992

SUMMARY OF SITE WORK:

SITE WORK INCLUDES DEMOLITION OF EXISTING DRIVE-THRU TELLER CANOPY, LANES, AND DRIVE. NEW SOD WILL BE INSTALLED IN THE AREA OF DEMOLITION.

SUMMARY OF IMPERVIOUS AREAS:

EXISTING IMPERVIOUS SURFACE = 34,564 SF
DEMOLISHED IMPERVIOUS AREAS = 5,427 SF
NEW IMPERVIOUS AREAS (PARKING LOT ADDITION) = 7,150 SF
NEW TOTAL OF IMPERVIOUS SURFACE = 36,287 SF
TOTAL SITE AREA = 90,251 SF (2.072AC)

TOTAL BUILDING AREA = 15,732 SF (18%)
TOTAL SITE IMPERVIOUS AREA = 36,287 SF (40%)
TOTAL BUILDING + SITE IMPERVIOUS AREA = 52,019 SF (58%)
OPEN SPACE = 38,232 SF (42%)

PARKING REQUIREMENTS:

MULTI-TENANT BUILDING SHALL PROVIDE A MINIMUM OF 1 PARKING SPACE PER 200SF GROSS FLOOR AREA FOR BUILDINGS CONTAINING UP TO 20,000SF OF GROSS FLOOR AREA.

15,732 SF BUILDING AREA / 200 SF = 79 SPACES REQUIRED; 79 SPACES PROVIDED EXISTING.

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LEGAL DESCRIPTION:

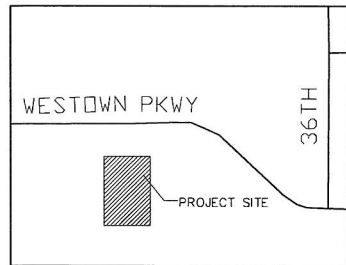
EX. N 20F - LOT 5 OF SANDPIPER SQUARE IN THE CITY OF WEST DES MOINES, POLK COUNTY, IOWA

GENERAL NOTES:

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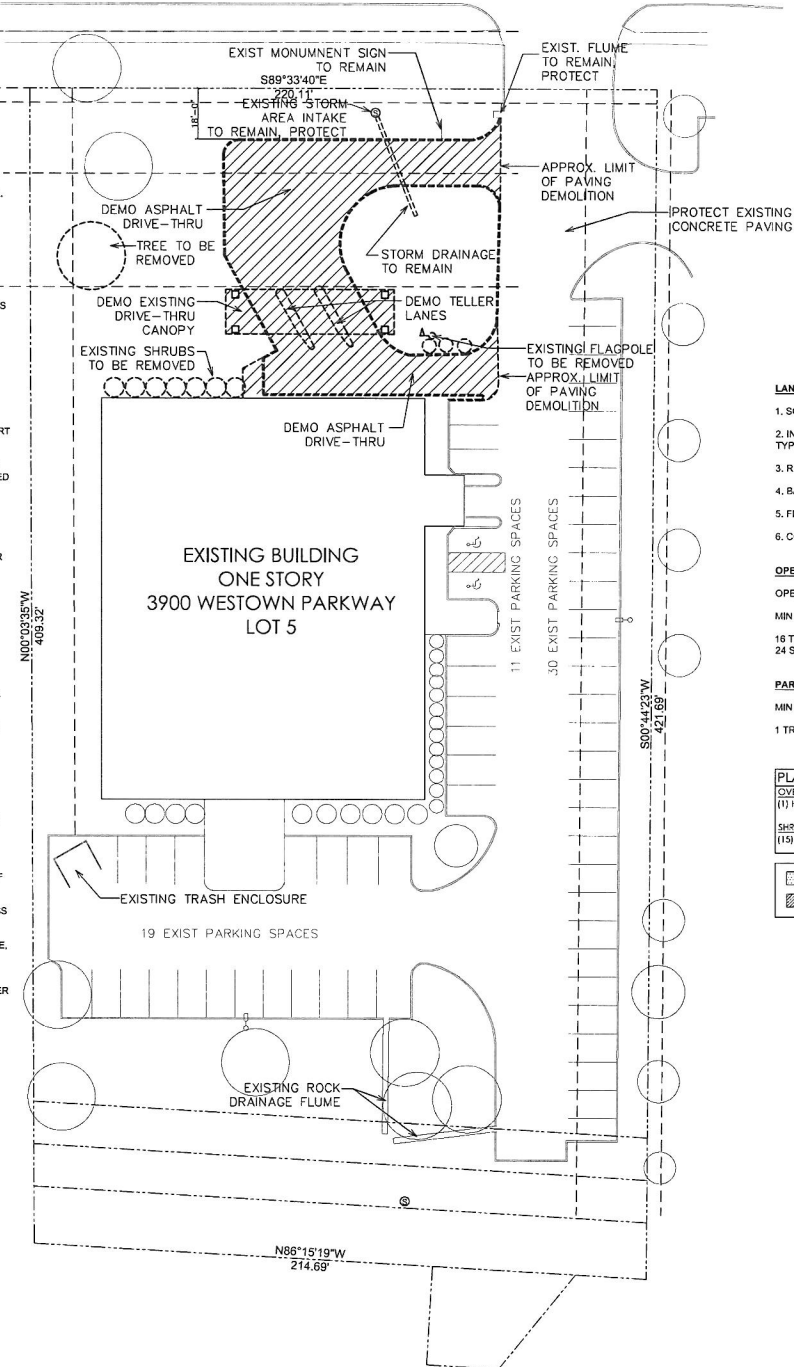
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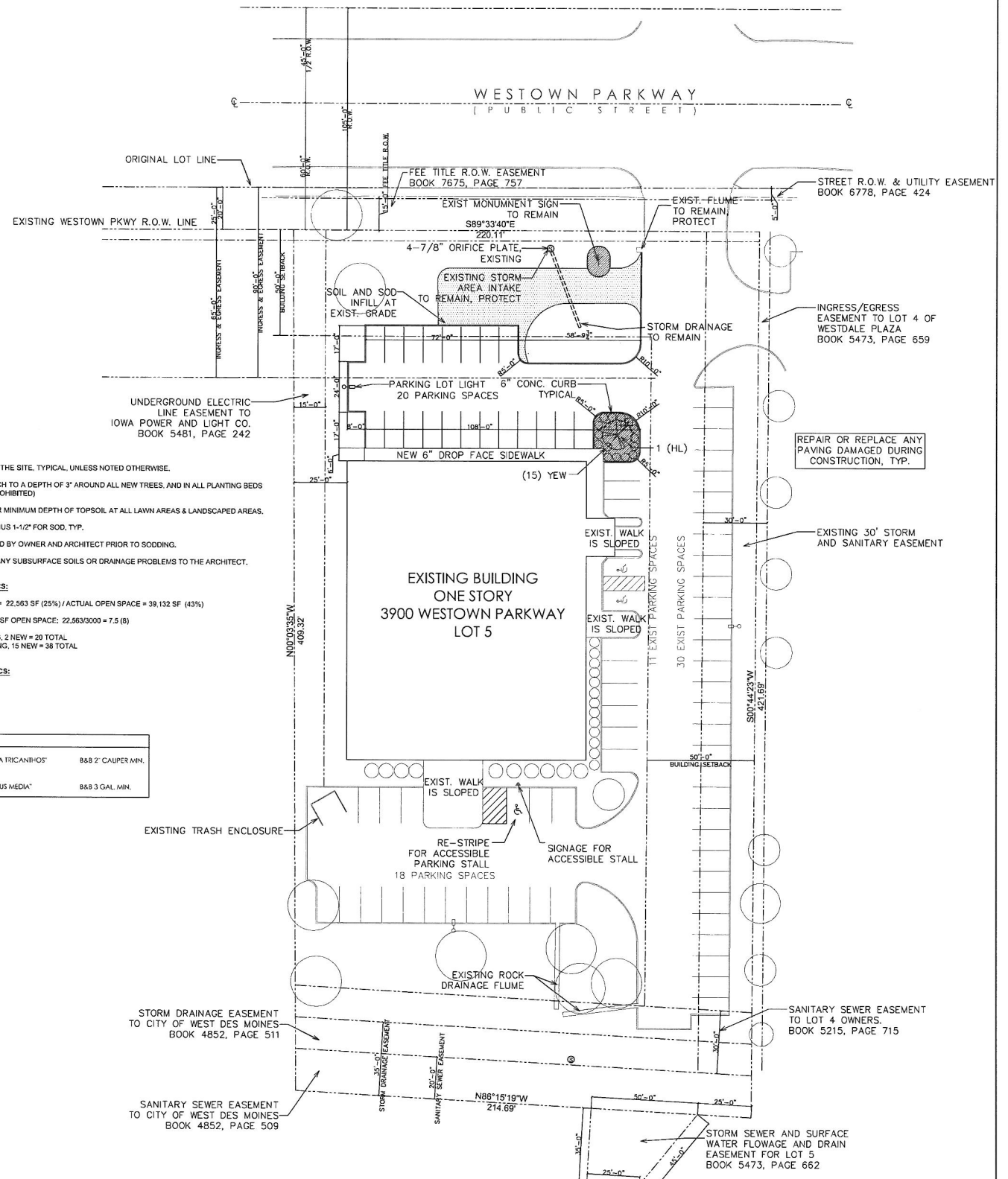
VICINITY MAP

WESTOWN PARKWAY
(PUBLIC STREET)



1 SITE DEMO PLAN - FUTURE PARKING
SCALE: 1" = 30'-0"

WESTOWN PARKWAY
(PUBLIC STREET)



2 SITE LAYOUT PLAN - FUTURE PARKING
SCALE: 1" = 30'-0"

LANDSCAPE NOTES:

1. SOD ALL DISTURBED AREAS OF THE SITE. TYPICAL, UNLESS NOTED OTHERWISE.
2. INSTALL SHREDED BARK MULCH TO A DEPTH OF 3" AROUND ALL NEW TREES. AND IN ALL PLANTING BEDS TYP. (WALNUT PRODUCTS ARE PROHIBITED)
3. REFER TO SPECIFICATIONS FOR MINIMUM DEPTH OF TOPSOIL AT ALL LAWN AREAS & LANDSCAPED AREAS.
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6. CONTRACTOR SHALL REPORT ANY SUBSURFACE SOILS OR DRAINAGE PROBLEMS TO THE ARCHITECT.

OPEN SPACE LANDSCAPING CALCS:

OPEN SPACE FOR LANDSCAPING = 22,563 SF (25%) / ACTUAL OPEN SPACE = 38,132 SF (43%)
MIN (2) TREES & (3) SHRUBS / 3000SF OPEN SPACE: 22,563/3000 = 7.5 (8)
18 TREES REQUIRED / 18 EXISTING, 2 NEW = 20 TOTAL
24 SHRUBS REQUIRED / 23 EXISTING, 15 NEW = 38 TOTAL

PARKING LOT LANDSCAPING CALCS:

MIN (1) TREE REQUIRED PER POB
1 TREES REQUIRED / 1 PROVIDED

PLANTING SCHEDULE

OVERSTORY/ORNAMENTAL TREES:	
(1) HE TH. HONEYLOCUST "GLADISIA TRICANHOS"	88.8 2' CALIPER MIN.
SHRUBS:	
(15) YEW DENSE SPREADING YEW "TAXUS MEDIA"	88.8 3 GAL. MIN.



PRINT DATE: MAY 19, 2017
 SHEET NAME: CONST OF PHASE 2 SITE PLAN - ADDITIONAL PARKING
 JERRY'S HOMES
 3900 WESTOWN PARKWAY
 WEST DES MOINES, IOWA 50266
 REMODEL AND TENANT FINISHES
 STUDIO MELEE
 1312 LOCUST STREET, SUITE 100Z
 DES MOINES, IOWA 50309
 (515) 314-9852
 (515) 493-0003