



## **Meeting Agenda**

### **Zoning Board of Adjustment**

**Tuesday, February 7, 2023**

**5:00 PM**

**Ankeny City Council Chambers**

**1250 SW District Drive, Second Floor, Ankeny, Iowa**

Matt Ott, Chair

Jeffrey Baxter, Vice Chair

Nichole Sungren

Kristi Tomlinson

Brett Walker

Zoning Board of Adjustment regular meetings are the first and third Tuesday of each month at 5:00 p.m. All Board of Adjustment meetings are open to the public. Assistive Listening Devices (ALD) are available for persons with impaired hearing.

#### **CALL TO ORDER**

##### **A. ROLL CALL**

##### **B. AMENDMENTS TO AGENDA**

##### **C. MINUTES**

**Minutes of the January 4, 2023 regular meeting.**

##### **D. COMMUNICATIONS/CORRESPONDENCE**

##### **E. BUSINESS ITEMS**

**PUBLIC HEARINGS** Public Hearings are held during the Zoning Board of Adjustment's regular meetings. Those who wish to speak will be requested to provide their name and address for the record when called upon. The order of proceedings for each application will be as follows: 1). The applicant will present testimony and evidence regarding their request; 2). City staff will summarize the project and present their findings; 3). Testimony may be heard from any members of the audience who wish to speak in support of or in opposition to the appeal; 4). The Board will give the applicant and the city staff an opportunity to present concluding summaries and arguments. At the conclusion of all public testimony, the Board will close the public hearing. The Board will discuss the issues and evidence and come to a decision. The applicant or appellant may withdraw their application or appeal at any time prior to the decision by the Zoning Board of Adjustment.

PUBLIC HEARING has been POSTPONED indefinitely.

#23-02

~~Kimley-Horn~~

~~for property located at~~

~~7310 SE Crosswinds Drive~~

~~TT PRT LOT 1 FRMRLY LOT 1 CROSSWINDS PLAT 1 CROSSWINDS PLAT 2~~

~~RE: Variance - Directional Signage~~

F. OLD BUSINESS:

G. NEW BUSINESS

- Zoning Board of Adjustment 2022 Annual Report
- Election of Chair and Vice Chair

H. REPORTS

I. ADJOURNMENT





ZONING BOARD OF ADJUSTMENT

February 7, 2023

5 : 00 PM



ORIGINATING DEPARTMENT:

Planning and Building

COUNCIL GOAL:

ACTION REQUESTED:

Motion

LEGAL:

SUBJECT:

Minutes of the January 4, 2023 regular meeting.

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Click to download

 [ZBOA Minutes 2023-01-04](#)

# **Meeting Minutes**

## **Zoning Board of Adjustment**

Wednesday, January 4, 2023

Ankeny City Council Chambers

1250 SW District Drive, Second Floor, Ankeny, Iowa

### **CALL TO ORDER**

Chair Matt Ott called the January 4, 2023 regular meeting of the Zoning Board of Adjustment to order at 5:00 p.m.

### **ROLL CALL**

Members present: Jeff Baxter, Matt Ott, Nichole Sungren, Kristi Tomlinson, and Brett Walker. Staff: E.Jensen, E.Carstens, D.Gervais, B.Fuglsang

### **AMENDMENTS TO THE AGENDA**

There were no amendments to the agenda.

### **MINUTES OF THE DECEMBER 6, 2022 REGULAR MEETING**

Motion by N.Sungren to approve the December 6, 2022 meeting minutes as submitted. Second by K.Tomlinson.

Motion carried. 4 – 0.

### **COMMUNICATIONS / CORRESPONDENCE**

There were no communications.

### **BUSINESS ITEMS**

#### **PUBLIC HEARINGS:**

#### **#23-01**

**Orvis Horatio Group, LLC dba Dough Co. Pizza**

for property located at

**2405 SW White Birch Drive, Suite 100**

**Lot 5, Plaza Shops at Prairie Trail Plat 2-Except Parcel 2022-26 recorded Book 19046 Page 12**

**RE: Special Use Permit**

Chair M.Ott opened the public hearing.

Alec Davis, Owner, Dough Co. Pizza, 644 26<sup>th</sup> Street, Des Moines, said they are in the process of opening up Dough Co. Pizza in The District at Prairie Trail. Their request is for a Special Use Permit to allow alcohol service that includes beer and wine on a patio that will be within 500-feet of residential housing. He noted that approximately 90% of their sales is for food. He asked the Board if they had any questions.

Vice Chair Jeff Baxter arrived at 5:07 p.m.

There were no questions from the Board.

D.Gervais reported Dough Co. Pizza, a tenant of Suite 100 at 2405 SW White Birch Drive and owned by DRA Properties, LC is requesting that alcohol be allowed to be served on an outdoor patio. She stated the patio will be located within 500 feet of residential properties to the north and west and due to the subject property's proximity to the residential properties, a Special Use Permit is required to serve alcohol within the outdoor patio area. D.Gervais said that the subject property is located north of SW Oralabor Road, west of SW State Street, and south of SW Prairie Trail Parkway; and the surrounding properties are zoned Prairie Trail PUD. She stated that residential uses within 500 feet of the proposed outdoor service area occur to the north of SW Plaza Parkway and west at The Sterling at Prairie Trail. She explained that a patio is proposed to be constructed on the south side of the building with the service area being enclosed with a galvanized steel fence. The outdoor seating area shows seating for up to twenty-four patrons with one exterior speaker to play music at ambient levels. D.Gervais noted that the proposed operating hours of the outdoor service area will be consistent with their regular operating hours, which is 11:00 a.m. - 9:00 p.m. Sunday – Thursday and 11:00 a.m. - 10:00 p.m. Friday – Saturday. Staff recommends that the Zoning Board of Adjustment grant a Special Use Permit in accordance with Sections 130.07

and 196.02(1)(I) to DRA Properties, LC / Orvis Horatio Group, LLC dba Dough Co. Pizza at 2405 SW White Birch Drive, Suite 100 for an outdoor service area to run concurrently and terminate with the liquor license for said establishment provided the following conditions are met:

1. The permittee must comply with, and noise enforcement will be in accordance with, Municipal Code Chapter 44, Noise Control. If a Noise Permit is issued in accordance with Chapter 44, hours of operation for the event shall be consistent with the hours set out in this Special Permit and those hours shall be specifically set out in the Noise Permit.
2. All appropriate building permits and building code regulations need to be reviewed and met.
3. Seating on the patio for 24 persons.
4. Hours of operation are 11:00 a.m. - 9:00 p.m. Sunday – Thursday and 11:00 a.m. - 10:00 p.m. Friday - Saturday.
5. This Special Use Permit may be reviewed annually by staff for approval.

There was no one in the audience to speak for or against the request.

There were no comments from the Board.

Motion by M.Ott to close the public hearing, and receive and file documents. Second by K.Tomlinson. All voted aye. Motion carried 5 – 0.

The Board had no concerns with the request.

#### **Board Action on Filing #23-01 property located at 2405 SW White Birch Drive, Suite 100**

Motion by B.Walker that the Zoning Board of Adjustment grant a Special Use Permit in accordance with Sections 130.07 and 196.02(1)(I) to DRA Properties, LC / Orvis Horatio Group, LLC dba Dough Co. Pizza at 2405 SW White Birch Drive, Suite 100 for an outdoor service area to run concurrently and terminate with the liquor license for said establishment provided the following conditions are met:

1. The permittee must comply with, and noise enforcement will be in accordance with, Municipal Code Chapter 44, Noise Control. If a Noise Permit is issued in accordance with Chapter 44, hours of operation for the event shall be consistent with the hours set out in this Special Permit and those hours shall be specifically set out in the Noise Permit.
2. All appropriate building permits and building code regulations need to be reviewed and met.
3. Seating on the patio for 24 persons.
4. Hours of operation are 11:00 a.m. - 9:00 p.m. Sunday – Thursday and 11:00 a.m. - 10:00 p.m. Friday - Saturday.
5. This Special Use Permit may be reviewed annually by staff for approval.

Second by M.Ott. All voted aye. Motion carried 5 – 0.

#### **NEW BUSINESS**

There was no new business.

#### **REPORTS**

Renewed Special Use Permits

#15-01 Main Street Café & Bakery – 2510 SW White Birch Dr., Suites 1 & 2

There being no further business, meeting adjourned at 5:14 p.m.



Submitted by Brenda Fuglsang, Board Secretary  
Zoning Board of Adjustment



# APPLICATION FOR APPEAL ZONING BOARD OF ADJUSTMENT

Applicant is: ☐ Property Owner ☐ Tenant ☒ Other Consultant

Applicant Nimai Alicer/ Kimley-Horn

Address / Phone # 401 B Street #600, San Diego, CA, 619-234-9411

E-mail nimai.alicer@kimley-horn.com

Property Owner Allerga Iowa, LLC / Sofia Pons

Address / Phone # 6900 Westown Pkwy, West Des Moines, IA 50266

E-mail spons@exancapital.com

*(Owner must sign the application or submit a letter of authorization)*

## To the Members of the Board of Adjustment:

I hereby appeal from the decision of the Zoning Administrator rendered on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Location (address) of the proposed variance 7310 SE Crosswinds Drive, Ankeny, IA 50021

Legal description (Plat & Lot #) TT PRT LOT 1 FRMRLY LOT 1 CROSSWINDS PLAT 1 CROSSWINDS PLAT 2

Zoning PUD Principal Use of property Ware to use Storage

## I request a variation from the current zoning requirement for:

☐ Front Yard ☐ Side Yard ☐ Rear Yard ☐ Fence ☒ Sign ☐ Parking ☐ Height  
☐ Other \_\_\_\_\_

Ankeny Zoning code Section # 195.03.3 which state(s) \_\_\_\_\_ On-site directional signs, not exceeding a maximum of two square feet per sign, shall be permitted in any multi-family, commercial, industrial, or institutional zoning district for the purpose of directing vehicular or pedestrian traffic in a safe and convenient manner.

I would propose the following in lieu of that required: Three 20 square foot directional signs signs along SE Crosswinds Drive.

Attached hereto and made a part of this appeal, I submit the following:

- A statement indicating the reasons for my appeal.
- A drawing showing proposed variance requested.
- A letter of authorization from the owner or lessee, if applicable.

Complete submittals are required for review.

## AFFIDAVIT

State of California )ss  
County of San Diego )

I hereby deposit and say that all of the above statements and the statements contained in the papers submitted herewith are true.

[Signature]  
(Signature of Applicant)



Signed and sworn to before me, this 22<sup>nd</sup> day of December, 2022.

[Signature]  
(Notary Public)

Date received 1-6-2023

Paid CC \$240.00 Office Use Only

Filing #

#23-02

Scheduled Meeting Date 1-18-2023



## MEMORANDUM

To: City of Ankeny

From: Jenes Anin  
Kimley-Horn and Associates, Inc.

Date: December 29, 2022

Subject: 7310 SE Crosswinds Drive (DIA5) Wayfinding Memo

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The proposed project involves the addition of wayfinding signage at the property located at 7310 SE Crosswinds Drive in the City of Ankeny. The existing use is an industrial facility and is 10.51 acres. The facility is located at the southwest corner of SE Corporate Woods Dr and SE Crosswinds Dr. To the north of the facility is a training facility and to the west and east are warehouses.

Per Section 195.03.03 of the City of Ankeny's municipal code, directional signs that are greater than 2sf are considered ground signs. It is understood that only one (1) ground sign is allowed for this address. The project involves proposing the addition of three (3) pylons signs (proposed at 7ft in height and 20sf) along from SE Crosswinds Drive. The applicant respectfully requests the additional signage in an effort to efficiently direct vehicles to their respective areas due to the scale of the site.



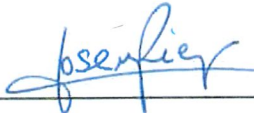
**Letter of Owner Authorization**

**Application for the Development/Construction Permits**

The undersigned, Allegra Iowa LLC, owner/representative of the property described below, does hereby authorize **Amazon, Kimley-Horn & Associates Inc.**, and their employees, agents and contractors, for the purpose of filing and completing any forms or applications for land use and the permitting processes that are necessary to ensure its ability to use the property leased by Amazon for the purpose of installing wayfinding signage, parking stall numbering, and related equipment on the property as required. I understand that the application may be modified or approved with conditions and that those conditions or modifications must be completed prior to the issuance of any construction permits. Amazon, and the contractor, will be responsible for all fees incurred in securing any required approvals.

Amazon Site Code: DIA5

Property Located at: 7310 SE Crosswinds Drive, Ankeny, IA 50021

Signature and Title of Owner:  (Authorized Signer)

Owner's name (print): Jose Maria Riesgo (Authorized Signer)

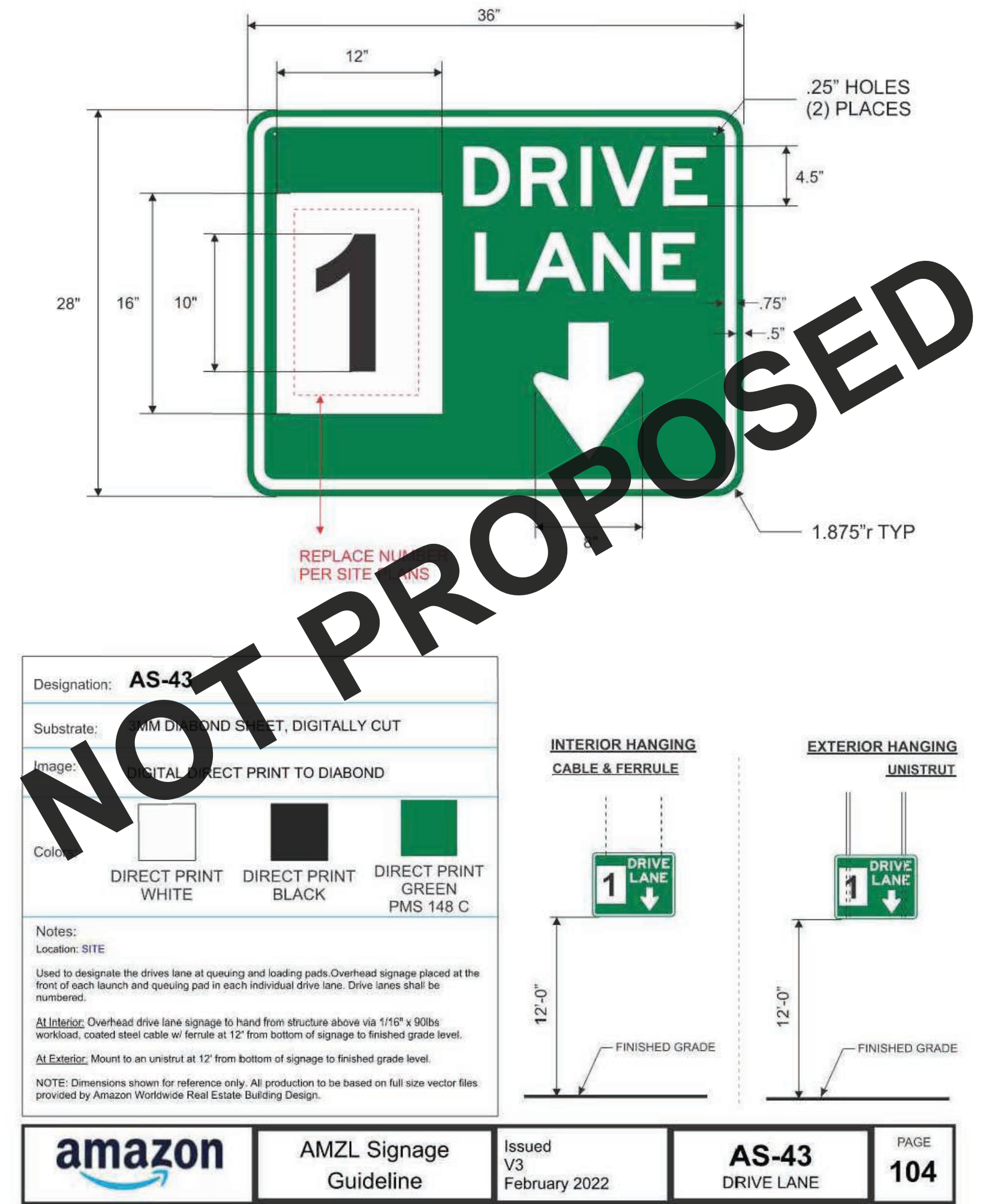
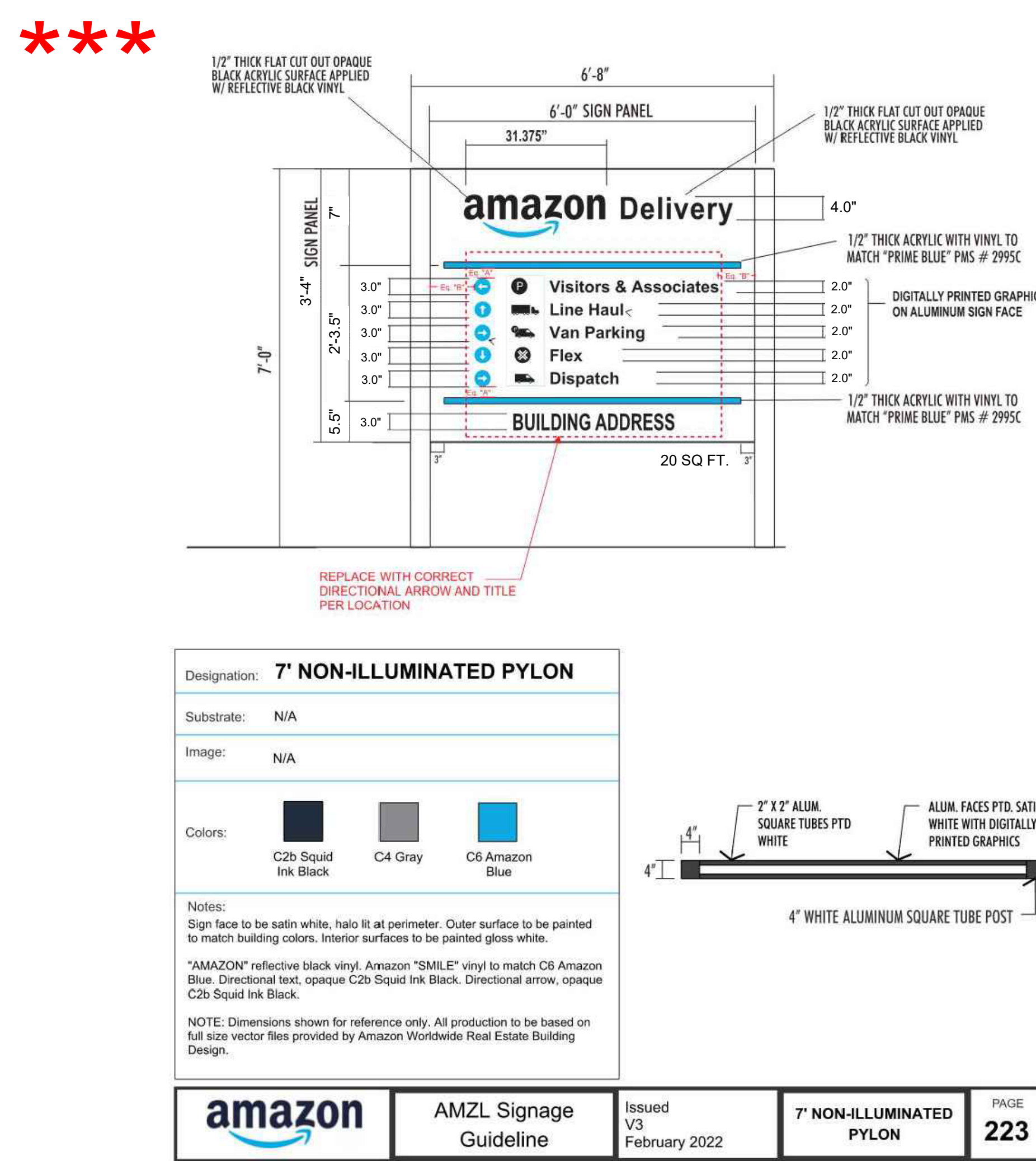
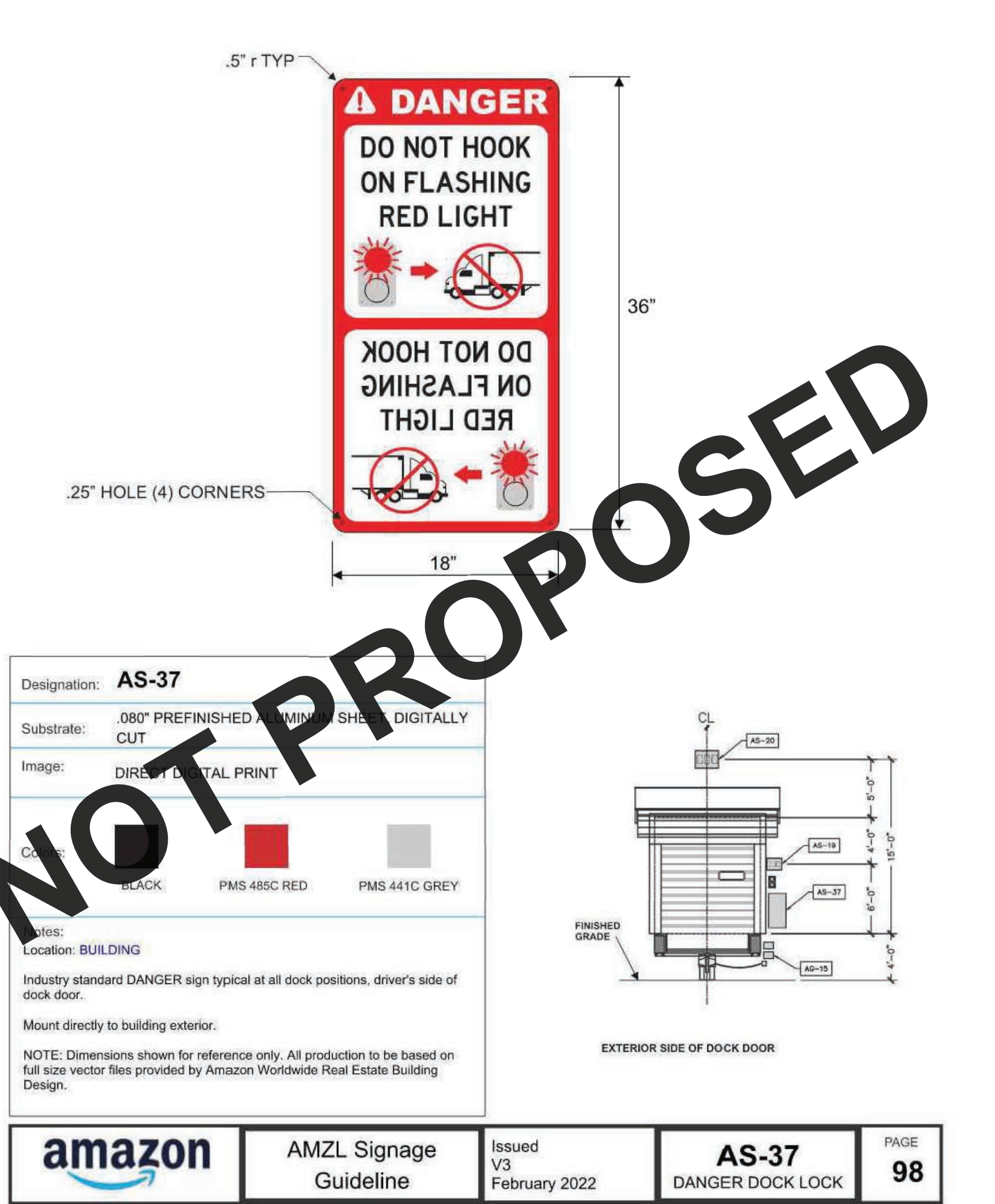
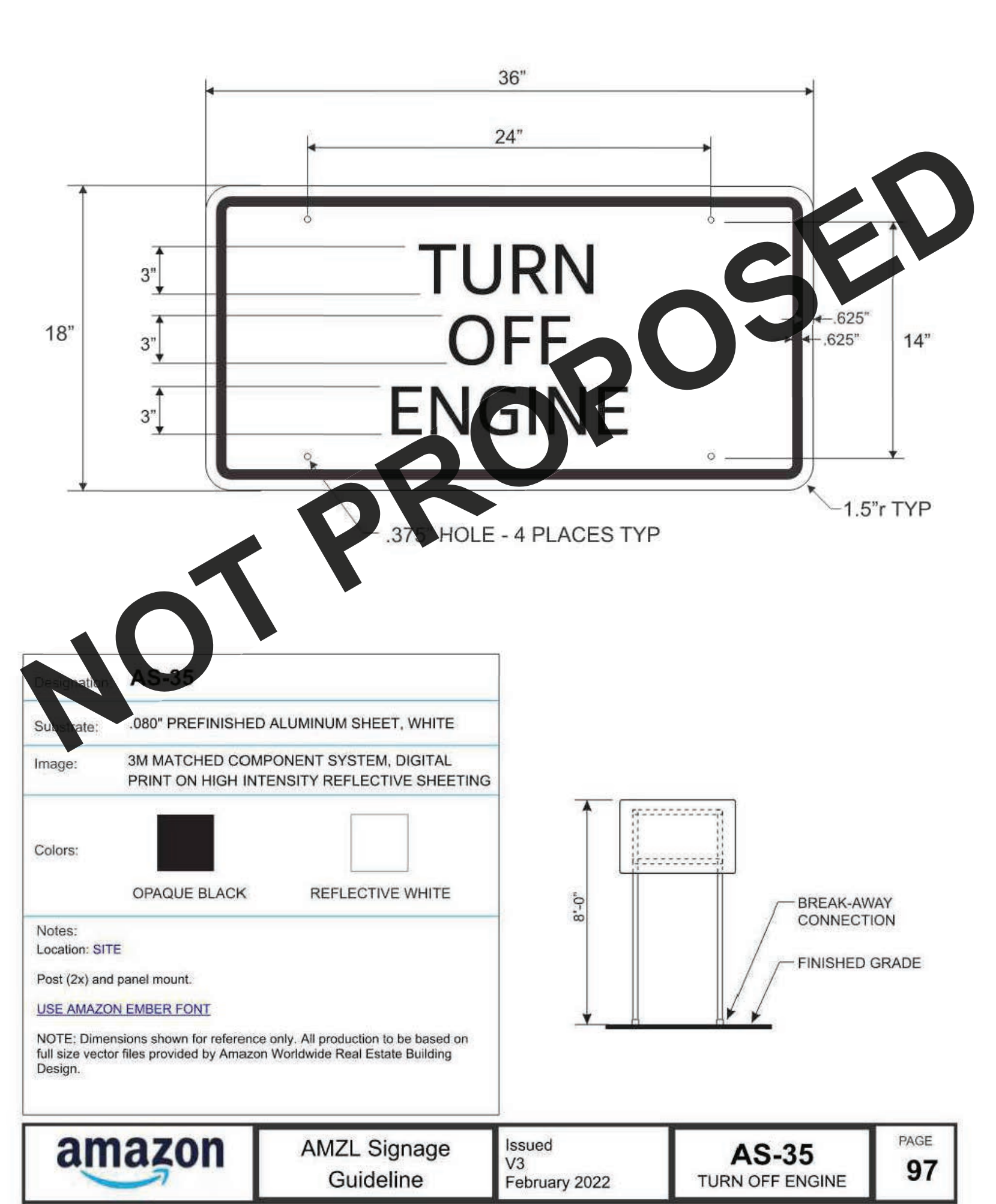
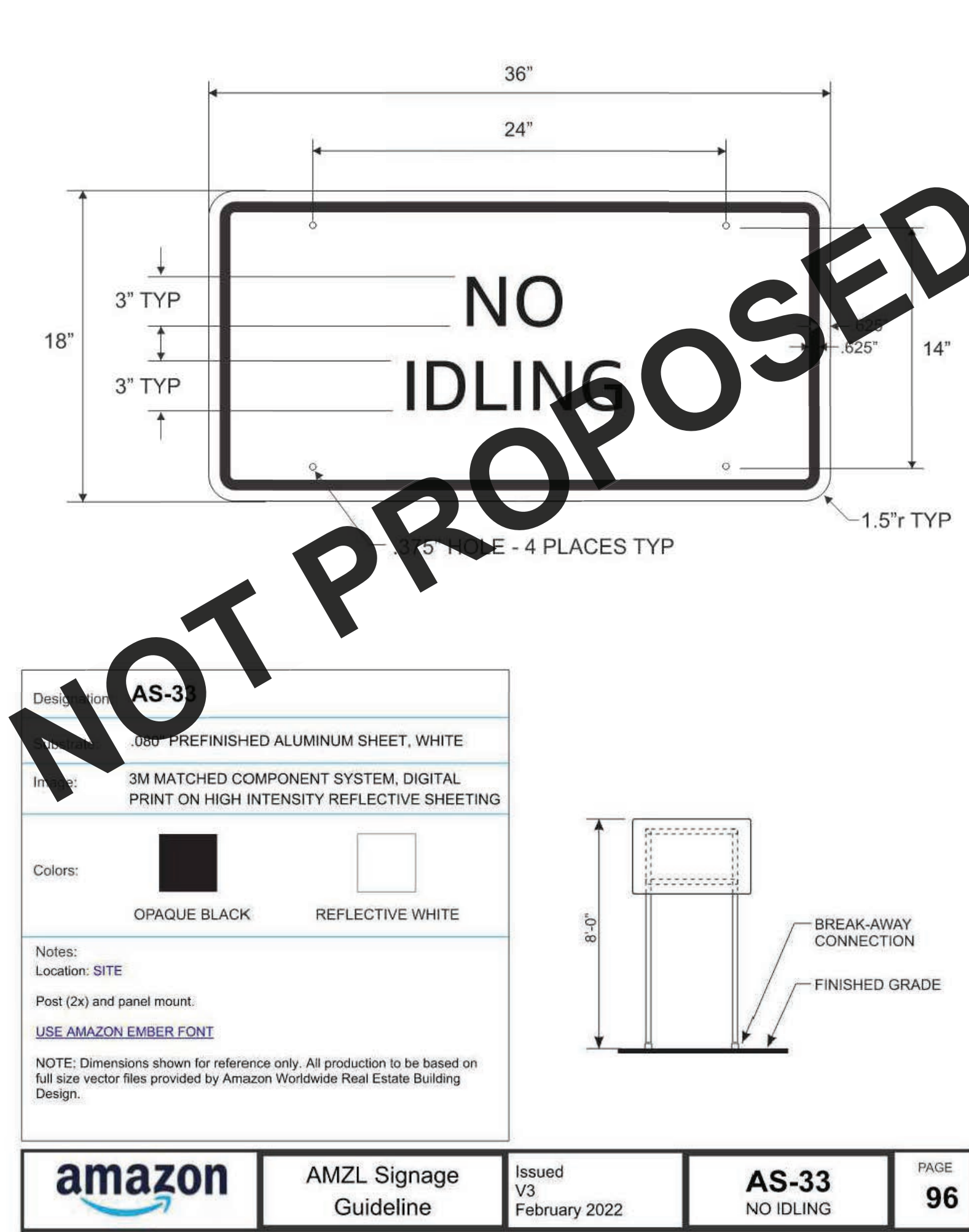
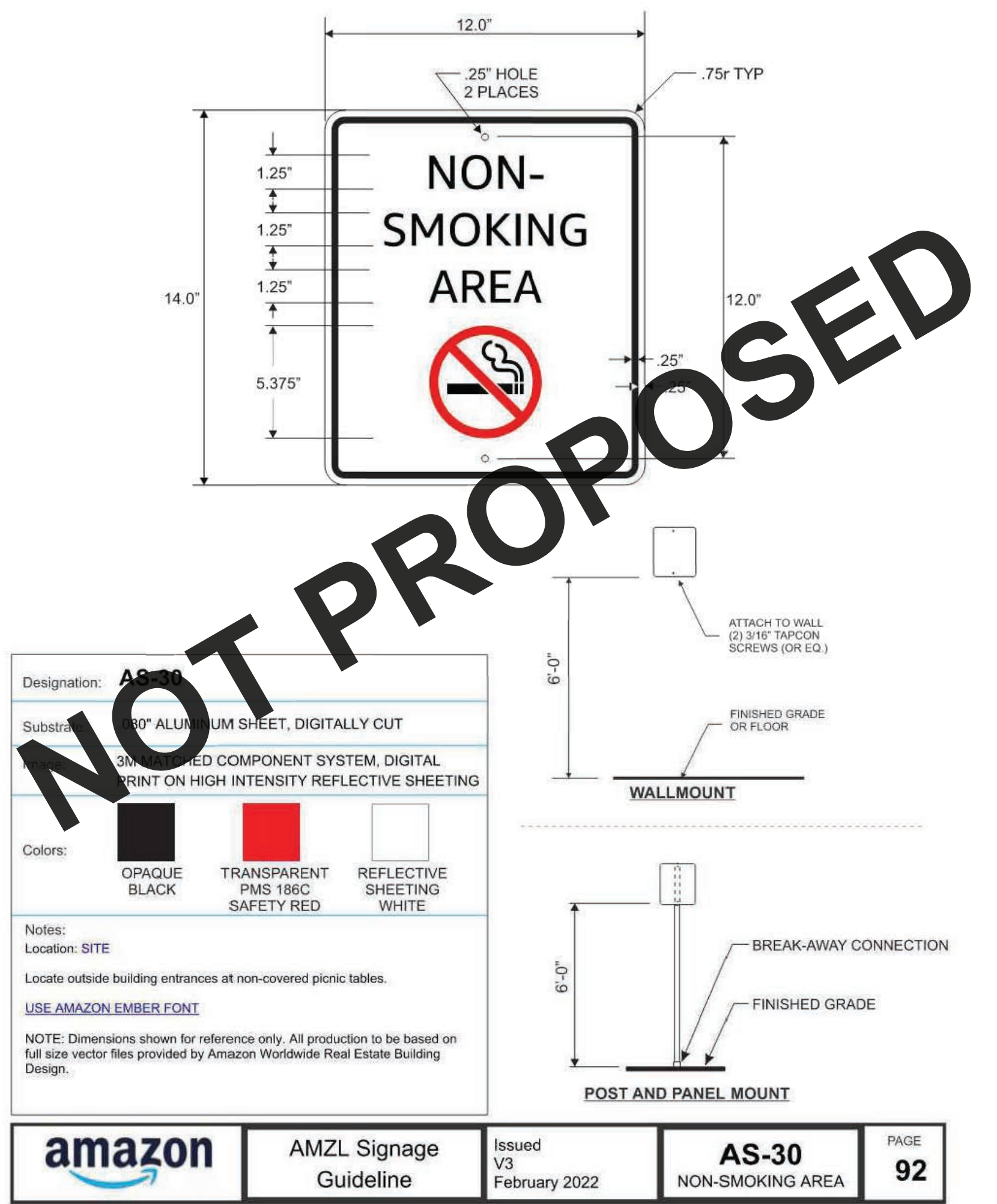
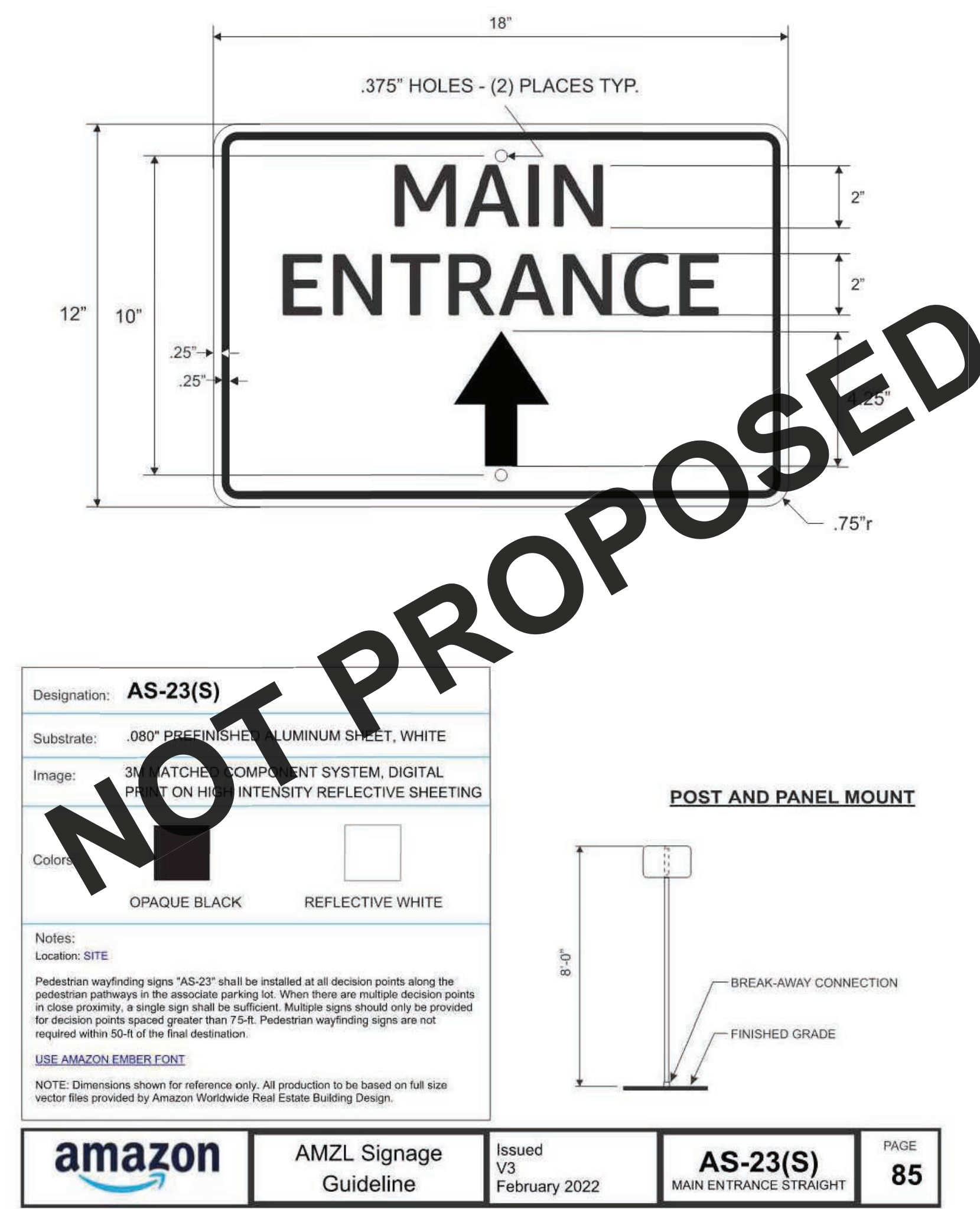
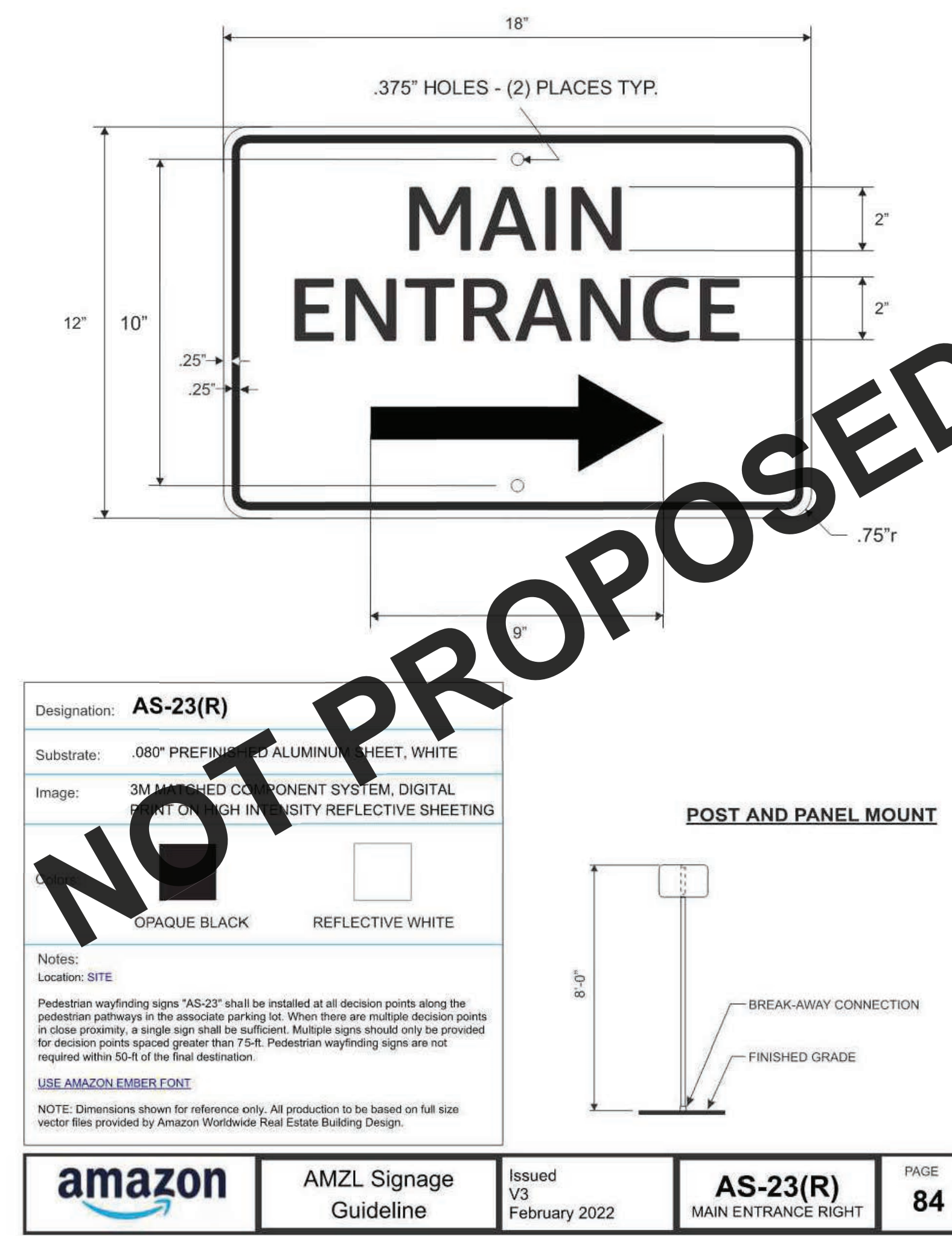
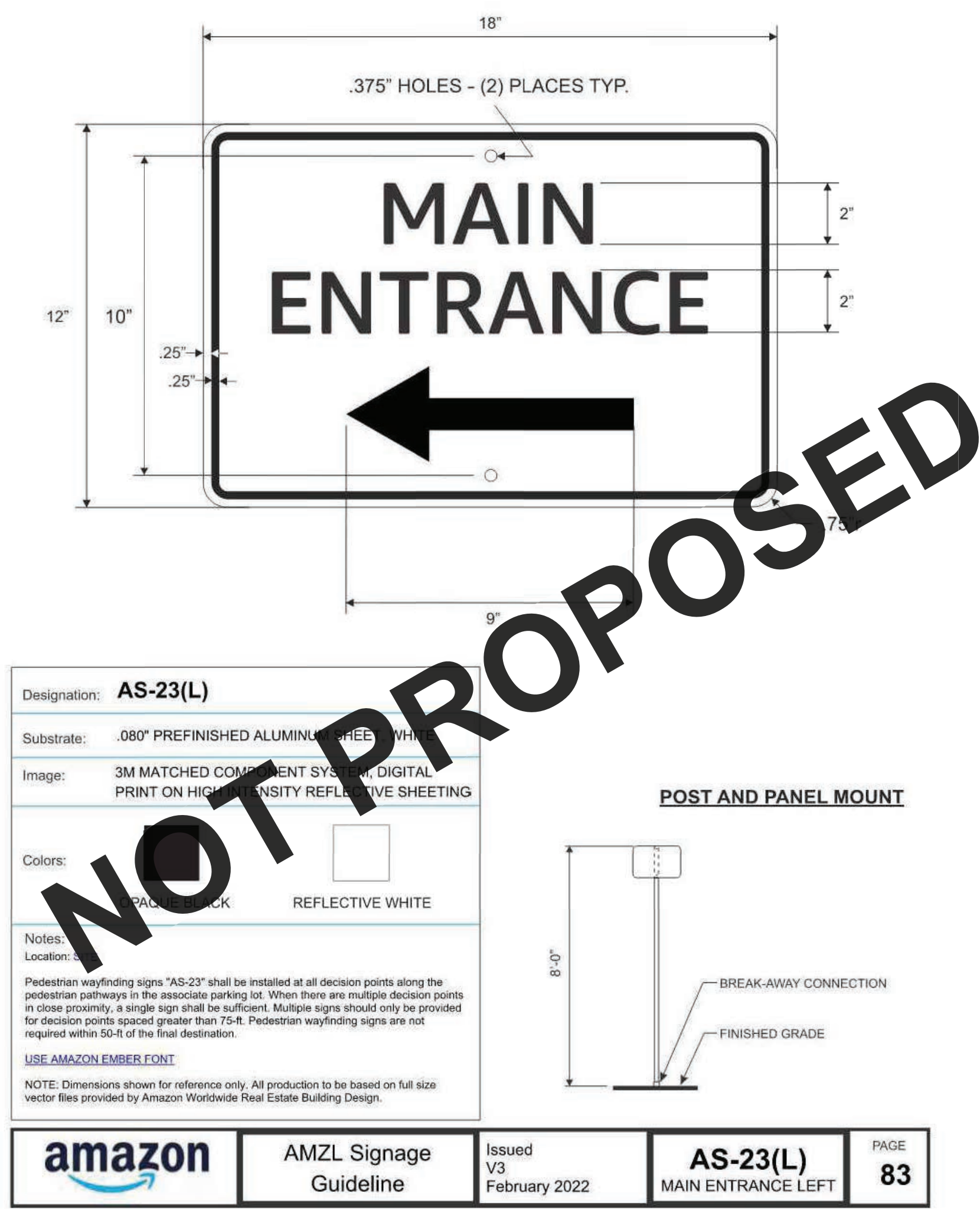
Signature: \_\_\_\_\_

Date: 12/22/22









NOT FOR CONSTRUCTION

Kimley»Horn  
2021 KIMLEY-HORN AND ASSOCIATES, INC.  
401 B STREET, SUITE 600 SAN DIEGO, CA 92101  
WWW.KIMLEY-HORN.COM

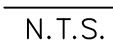
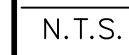
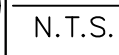
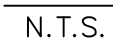
FOR INFORMATIONAL PURPOSES ONLY

WAYFINDING  
SITE IMPROVEMENT PLAN

KENT

SHEET NUMBER  
WF4(R0)







36" 24" 18" 3" TYP 3" TYP 3" TYP SHIPPING DRIVER ENTRANCE .375" HOLE - (4) PLACES TYP 1.5" TYP

Designation: **AS-9**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: DIGITALLY CUT VINYL, 1ST SURFACE MOUNT  
Colors: OPAQUE BLACK REFLECTIVE WHITE  
Notes:  
Location: BUILDING  
Use to demarcate shipping driver entrance.  
Mount panel directly to exterior building facade.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

FASTEN TO INSIDE OF GATE OR FENCE WITH STAINLESS STEEL TIE WIRE EACH CORNER. MOUNT OFF FROM TOP OF FENCE.

amazon AMZL Signage Guideline Issued V3 February 2022 AS-9 SHIPPING DRIVER ENT. PAGE 62

36" 18" 4" TYP NO EXIT .375" HOLE - (4) PLACES TYP 1.5" TYP

Designation: **AS-14**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: 3M MATTE COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: OPAQUE BLACK REFLECTIVE WHITE  
Notes:  
Location: SITE  
Use to prohibit exiting at access drives.  
Mount to inside of fencing of gate or fence.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 AS-14 NO EXIT PAGE 66

36" 24" 4" TYP EXIT .375" HOLE - (4) PLACES TYP 1.5" TYP

Designation: **AS-15(L)**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: 3M MATTE COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: OPAQUE BLACK REFLECTIVE WHITE  
Notes:  
Location: SITE  
Use to indicate EXIT to LEFT.  
Post (2x) and panel mount.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

BREAK-AWAY CONNECTION FINISHED GRADE

amazon AMZL Signage Guideline Issued V3 February 2022 AS-15(L) EXIT LEFT ARROW (30") PAGE 67

36" 24" 4" TYP EXIT .375" HOLE - (4) PLACES TYP 1.5" TYP

Designation: **AS-15(R)**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: 3M MATTE COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: OPAQUE BLACK REFLECTIVE WHITE  
Notes:  
Location: SITE  
Used to indicate EXIT to RIGHT.  
Post (2x) and panel mount.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

BREAK-AWAY CONNECTION FINISHED GRADE

amazon AMZL Signage Guideline Issued V3 February 2022 AS-15(R) EXIT RIGHT ARROW (30") PAGE 69

36" 24" 4" TYP EXIT .375" HOLE - (4) PLACES TYP 1.5" TYP

Designation: **AS-15(S)**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: 3M MATTE COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: OPAQUE BLACK REFLECTIVE WHITE  
Notes:  
Location: SITE  
Used to indicate EXIT ahead STRAIGHT.  
Post (2x) and panel mount.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

BREAK-AWAY CONNECTION FINISHED GRADE

amazon AMZL Signage Guideline Issued V3 February 2022 AS-15(S) EXIT STRAIGHT ARROW (30") PAGE 71

15" 22" 0.75" amazon No smoking, No solicitation, No trespassing, No distribution of literature. Use or possession of any weapon is strictly prohibited on Amazon property. This includes, but is not limited to firearms, knives, and/or explosive devices. Security cameras in use.

Designation: **AS-17**  
Substrate: N/A  
Image: DIGITALLY CUT VINYL LETTERS AND LOGO, 1ST SURFACE MOUNT ON GLASS DOOR  
Colors: WHITE VINYL Pantone 2995 C  
Notes:  
Location: BUILDING  
Black shown represents glass background. All lettering and symbol to be CAD-CUT white vinyl. Blue vinyl image to be CAD-CUT vinyl. All to be ready-to-install with transfer tape and alignment centerlines.  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

TYPICAL STOREFRONT SIGNAGE PLACEMENT

amazon AMZL Signage Guideline Issued V3 February 2022 AS-17 WELCOME VISITORS PAGE 77

5" E001

BLACK SHOWN REPRESENTS GLASS.

ACTUAL NUMBER TO CORRESPOND WITH ADJACENT DOCK DOOR

Designation: **AS-18**  
Substrate: N/A  
Image: DIGITALLY CUT VINYL, 1ST SURFACE MOUNT  
Colors: WHITE VINYL  
Notes:  
Location: BUILDING  
Black shown represents glass background. All lettering and symbol to be CAD-CUT white vinyl. All to be ready-to-install with transfer tape and alignment centerlines.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

TYPICAL STOREFRONT SIGNAGE PLACEMENT

amazon AMZL Signage Guideline Issued V3 February 2022 AS-18 GLASS DOOR NUMBER PAGE 78

16" 1.88" 10.5" 6" 12" 0.25" HOLES, 0.75" EDGE CLEARANCE

Designation: **AS-19**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: DIRECT PRINT ON WHITE ALUMINUM  
Colors: DIRECT PRINT BLACK  
Notes:  
Location: BUILDING  
10" high mirrored dock # in Amazon Ember font. Typically at all dock positions, driver's side. Mount directly to building exterior.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

EXTERIOR SIDE OF DOCK DOOR

amazon AMZL Signage Guideline Issued V3 February 2022 AS-19 MIRRORRED DOCK # PAGE 79

24" 1.88" 16.5" 10" 18" 0.25" HOLES, 0.75" EDGE CLEARANCE

Designation: **AS-20**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: DIRECT PRINT ON WHITE ALUMINUM  
Colors: DIRECT PRINT BLACK  
Notes:  
Location: BUILDING  
10" high dock # in Amazon Ember font. Typical at all dock doors and parking spots along fence.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 AS-20 EXT. DOCK NUMBER PAGE 80

NOT FOR CONSTRUCTION

Kimley»Horn  
2021 KIMLEY-HORN AND ASSOCIATES, INC.  
401 B STREET, SUITE 600 SAN DIEGO, CA 92101  
WWW.KIMLEY-HORN.COM

FOR INFORMATIONAL PURPOSES ONLY

WAYFINDING  
SITE IMPROVEMENT PLAN

WA  
KENT  
SHEET NUMBER  
WF3(R0)



0.75" 0.188" HOLES (4) PLACES INSET 0.75" FROM EDGE 7" 1.25" 14" 25" 25" 4"

**NO FIREARMS**

PROVIDE AT:  
ALL AMAZON BUILDINGS EXCEPT TEXAS, ILLINOIS, KANSAS, & NEW MEXICO

Designation: **AS-51a**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, DIGITALLY CUT  
Image: 3M MATCHED COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: BLACK, PMS 485C RED

Notes:  
Location: BUILDING  
Use at all exterior egress doors where firearms are prohibited.  
Mount panel at 5' above finished floor (AFF) directly to building exterior. Must be not more than 4' laterally from entrance.  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 **AS-51a** NO FIREARMS PANEL **112**

36" 156 36" 156

Designation: **AS-60**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, DIGITALLY CUT  
Image: 3M MATCHED COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: BLACK

Notes:  
Location: BUILDING  
36" tall do-not vinyl numbers to correspond with adjacent dock door. Provide with transfer tape marked with centerlines.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 **AS-60** DOCK DOOR NUMBER **123**

21.75" 19.25" 6" 2.5" 2.5" 20"

**amazon**  
**ASSOCIATE ENTRANCE**

Designation: **AS-62**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, DIGITALLY CUT  
Image: 3M MATCHED COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: WHITE VINYL, Pantone 2995 G, PMS Cool Gray 7C

Notes:  
Location: BUILDING  
Use AS-62 only if AS-52 isn't present; do not use both at the same door.  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 **AS-62** ASSOCIATE ENTRANCE **124**

14'-5" 13" 18" 3" TYP 3" TYP 3" TYP

**associate entry**

Designation: **AS-64**  
Substrate: N/A  
Image: DIGITALLY CUT 3M VINYL, 1ST SURFACE MOUNT  
Colors: WHITE VINYL

Notes:  
Location: BUILDING  
13" lowercase height letters installed on face of entry canopy.  
White vinyl adhesive applied graphic.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 **AS-64** ASSOCIATE ENTRY **126**

36" 24" 18" 3" TYP 3" TYP 3" TYP 14" 625" 625" 12" 1.5" TYP

**VAN PROBLEM SOLVE**

Designation: **AS-96(L)**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: 3M MATCHED COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: OPAQUE BLACK, REFLECTIVE WHITE

Notes:  
Location: SITE  
Use to identify van problem solve locations.  
Post (2x) and panel mount.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 **AS-96(L)** VAN PROBLEM SOLVE (L) **131**

36" 24" 18" 3" TYP 3" TYP 3" TYP 14" 625" 625" 12" 1.5" TYP

**VAN PROBLEM SOLVE**

Designation: **AS-96(R)**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: 3M MATCHED COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: OPAQUE BLACK, REFLECTIVE WHITE

Notes:  
Location: SITE  
Use to identify van problem solve locations.  
Post (2x) and panel mount.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 **AS-96(R)** VAN PROBLEM SOLVE (R) **132**

36" 24" 18" 3" TYP 3" TYP 3" TYP 14" 625" 625" 12" 1.5" TYP

**VAN PROBLEM SOLVE**

Designation: **AS-96(S)**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: 3M MATCHED COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: OPAQUE BLACK, REFLECTIVE WHITE

Notes:  
Location: SITE  
Use to identify van problem solve locations.  
Post (2x) and panel mount.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 **AS-96(S)** VAN PROBLEM SOLVE (S) **133**

36" 24" 18" 3" TYP 3" TYP 2" TYP 14" 625" 625" 12" 1.5" TYP

**VAN PROBLEM SOLVE 1**  
**DO NOT BACK UP**

Designation: **AS-97a**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: 3M MATCHED COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: OPAQUE BLACK, REFLECTIVE WHITE

Notes:  
Location: SITE  
Use to identify van problem solve locations.  
Post (2x) and panel mount.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 **AS-97a** VAN PROBLEM SOLVE 1 **134**

36" 24" 18" 2.75" TYP 2" TYP 2" TYP 2" TYP 14" 625" 625" 12" 1.5" TYP

**PROBLEM SOLVE 2**  
**Pull Forward to Next Available Rescue Space**  
**DO NOT BACK UP**

Designation: **AS-97b**  
Substrate: .080" PREFINISHED ALUMINUM SHEET, WHITE  
Image: 3M MATCHED COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING  
Colors: OPAQUE BLACK, REFLECTIVE WHITE

Notes:  
Location: SITE  
Use to identify van problem solve locations.  
Post (2x) and panel mount.  
USE AMAZON EMBER FONT  
NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.

amazon AMZL Signage Guideline Issued V3 February 2022 **AS-97b** VAN PROBLEM SOLVE 2-3 **135**

NOT FOR CONSTRUCTION

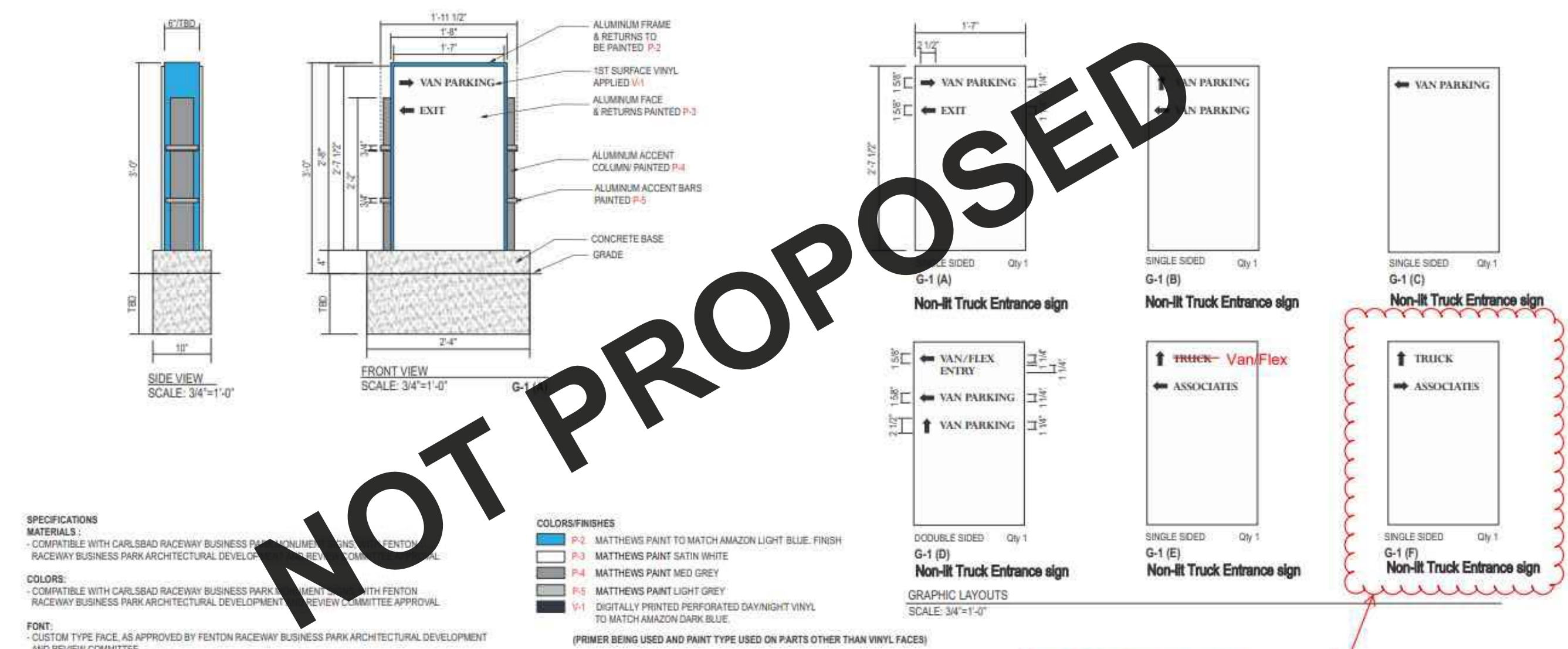
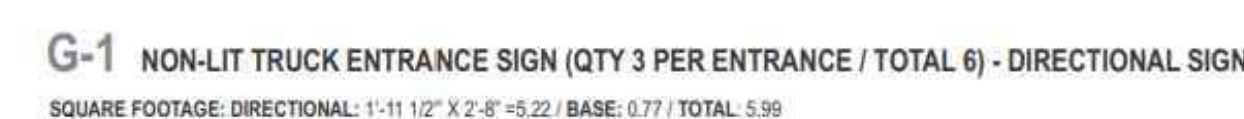
**Kimley»Horn**  
2021 KIMLEY»HORN AND ASSOCIATES, INC.  
401 B STREET, SUITE 600 SAN DIEGO, CA 92101  
WWW.KIMLEY»HORN.COM

FOR INFORMATIONAL PURPOSES ONLY

WAYFINDING  
SITE IMPROVEMENT PLAN

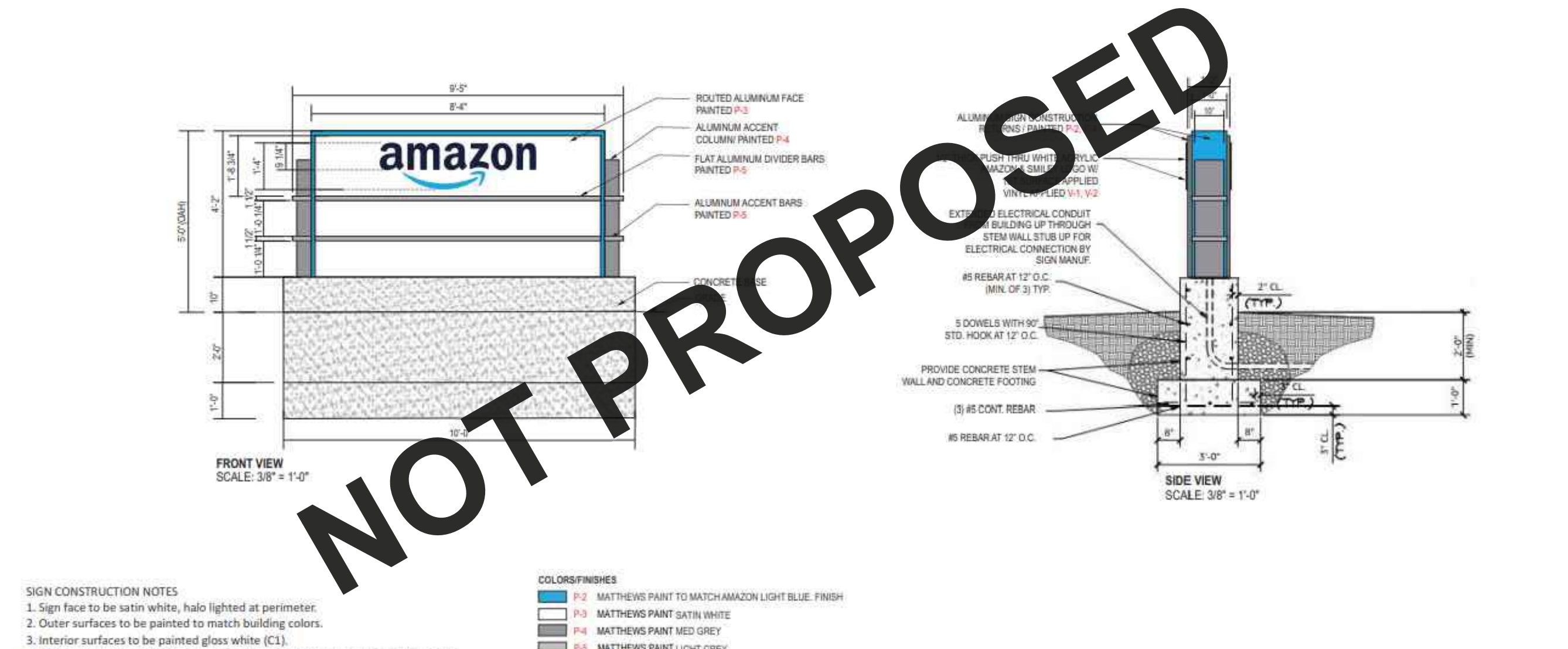
WA  
KENT  
SHEET NUMBER  
WF5(R0)





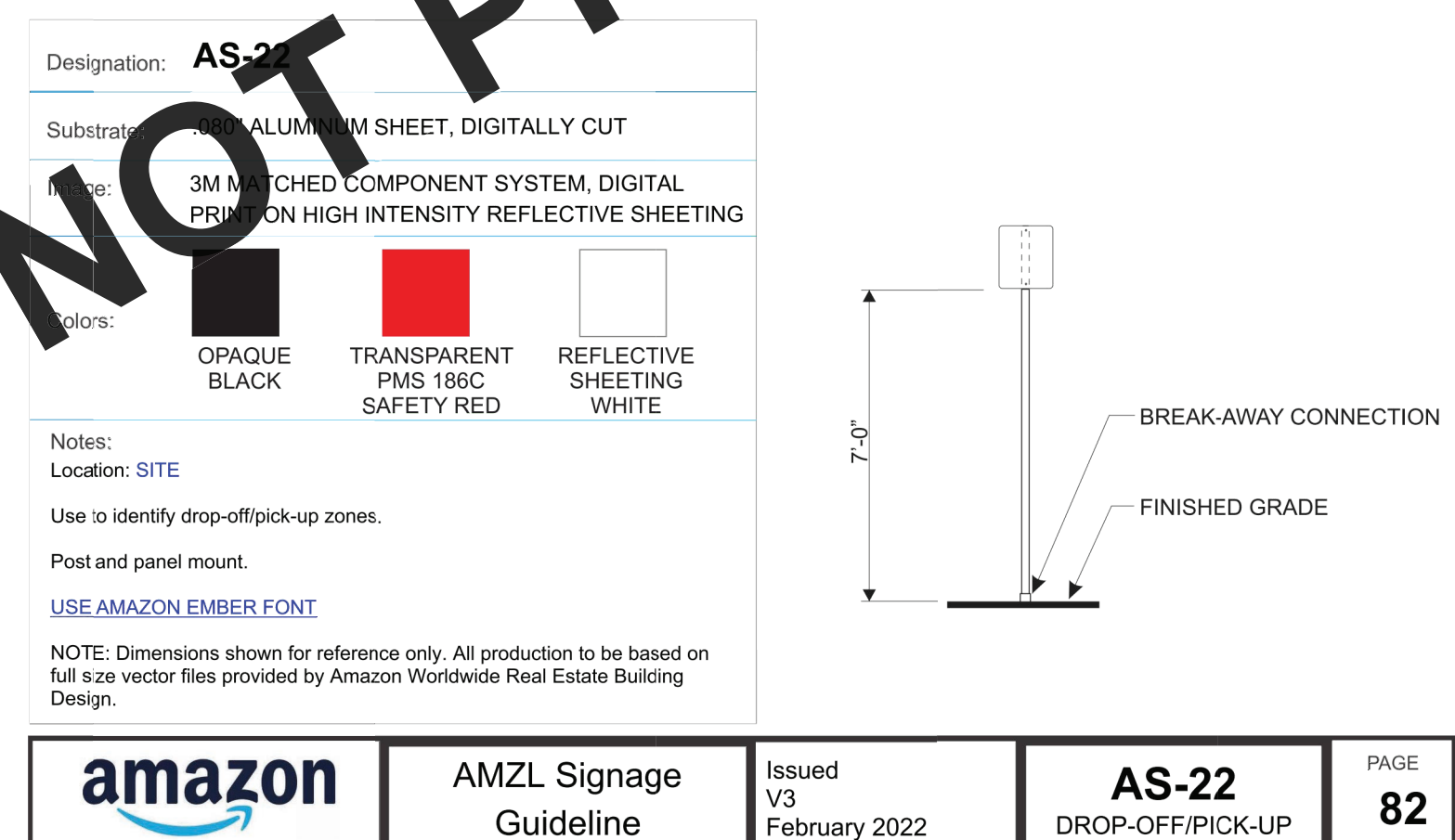
<p><b>LOCATION:</b> NORTH LOCATED WITHIN A DESIGNATED BUSINESS DISTRICT PROPERTY, LINES AND BUILDING EXISTING AREAS. ALLOCATION FOR ALLOCATING SIGNAGE FOR VEHICULAR TRAFFIC AT STREET INTERSECTIONS AND PROJECT ENTRANCES. SEE MAP NOTED ON SIGNAGE FOR THE PUBLIC RIGHT-OF-WAY.</p>		<p><b>THIS SIGN IS CURRENTLY SHOWN AS PARALLEL WITH THE STREET. IT SHOULD BE A 2 SIDED SIGN THAT IS PERPENDICULAR TO THE STREET SO IT CAN BE READ UPON APPROACH AND THE ARROWS ADJUSTED ACCORDINGLY</b></p>	
<p><b>LOCATION:</b> NORTH LOCATED WITHIN A DESIGNATED BUSINESS DISTRICT PROPERTY, LINES AND BUILDING EXISTING AREAS. ALLOCATION FOR ALLOCATING SIGNAGE FOR VEHICULAR TRAFFIC AT STREET INTERSECTIONS AND PROJECT ENTRANCES. SEE MAP NOTED ON SIGNAGE FOR THE PUBLIC RIGHT-OF-WAY.</p>		<p><b>THIS SIGN IS CURRENTLY SHOWN AS PARALLEL WITH THE STREET. IT SHOULD BE A 2 SIDED SIGN THAT IS PERPENDICULAR TO THE STREET SO IT CAN BE READ UPON APPROACH AND THE ARROWS ADJUSTED ACCORDINGLY</b></p>	

N.T.S.



<b>JONES SIGN</b> Your Vision, Accomplished.	<b>Job # 2024-053</b> DATE: 06/20/2024 DESIGNED BY: T. Bower DRAWN BY: J. R. Smith CHECKED BY: S. Paddock	<b>CUSTOMER APPROVAL</b>  DATE:  <b>CALLOUT APPROVAL</b>  DATE:		<b>amazon</b> EXTERIOR SIGN PROGRADE 2086 LONGHEAD AVE CARLSBAD, CA 92008 <b>CBC2022-0052 PLANS V1</b>	<b>SHEET NUMBER</b>  <b>8.0</b>
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N.T.S.



38 N.T.S.



<p>Dimensions: 120" x 120" x 120"</p> <p>Material: 120" x 120" x 120"</p> <p>Color: 120" x 120" x 120"</p> <p>Notes: 120" x 120" x 120"</p> <p>120" x 120" x 120"</p>	<p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p>	<p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p>	<p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p>	<p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p> <p>120" x 120" x 120"</p>
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(40)

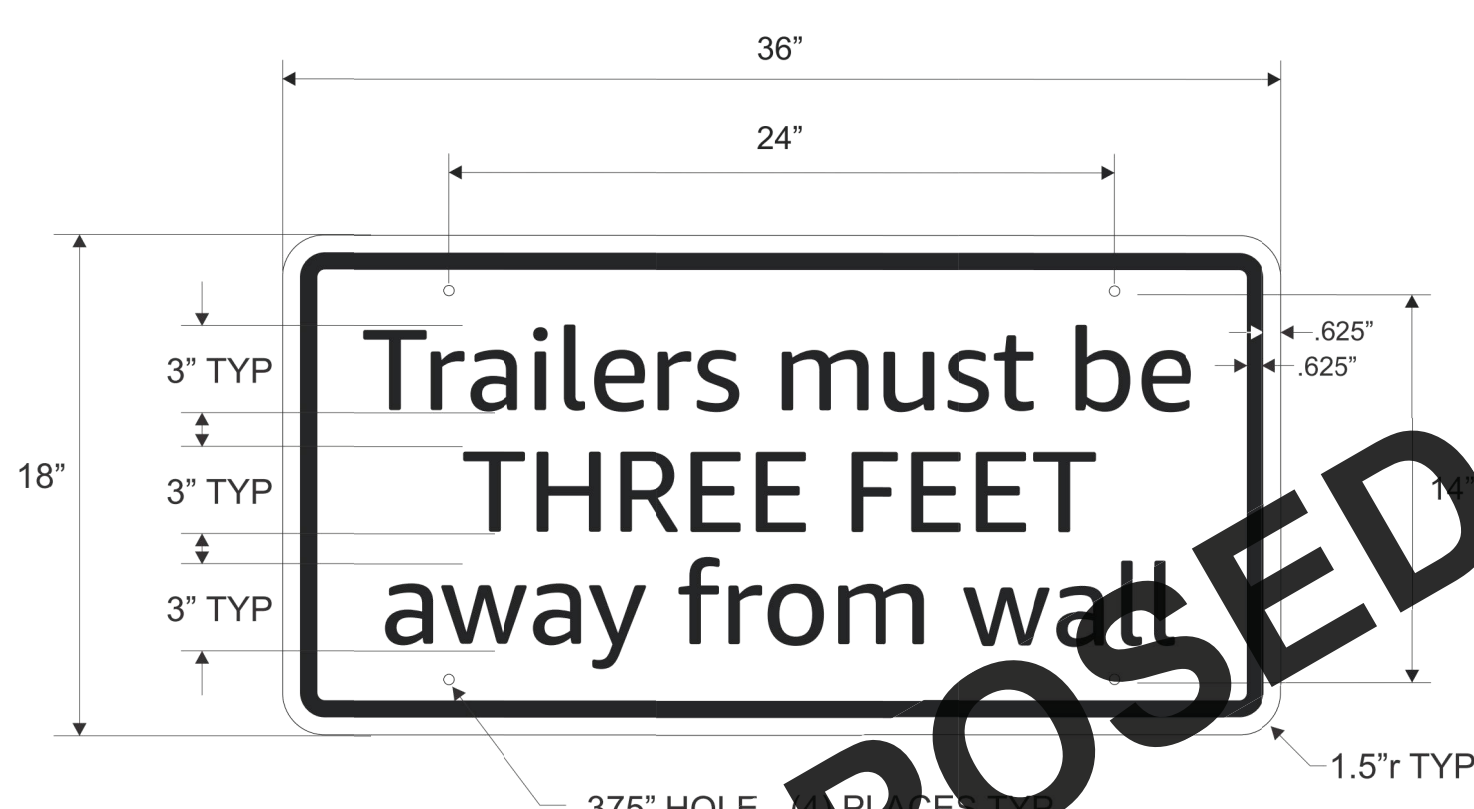


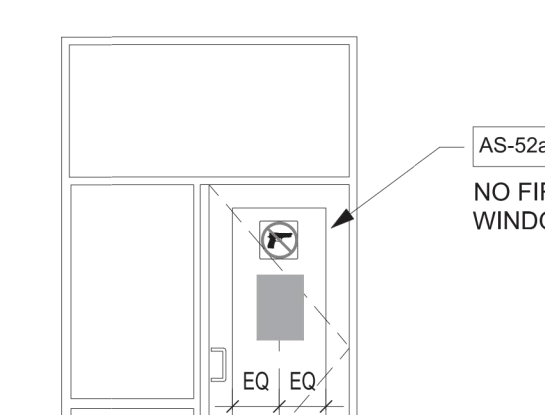



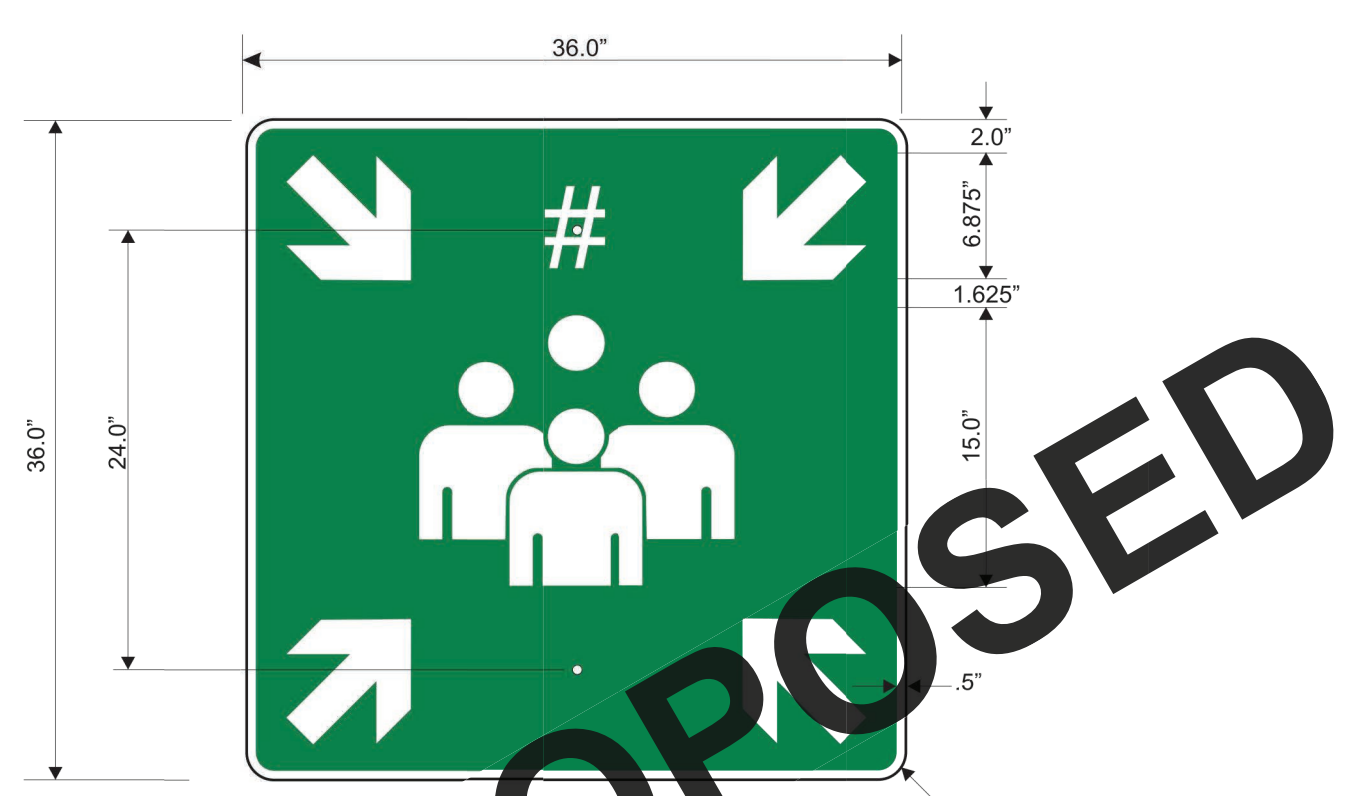
Diagram illustrating the installation of the AS-12 trailer. The trailer is shown with dimensions 10'0" in height and 4'3" in width. The trailer is labeled "AS-12" and "TRAILER 3' FROM WALL". The diagram shows the trailer being mounted to a wall using two screws. The wall is labeled "FINISHED FLOOR" and "PAINTED WITH CORROSION RESISTANT AND TO PREVENT TRAILER SCREWS FROM RUSTING". The trailer is shown with a "MOUNTING BRACKET" and "MOUNTING SCREWS".



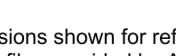
(41)  $\frac{\quad}{NTS}$



Designation: <b>AS-52a</b>		
Substrate: <b>DIGITALLY CUT 3MM THICK VINYL</b>		
Image: <b>DIRECT DIGITAL PRINT</b>		
Color: <b>RED</b>		
Notes: <b>PMS 695C RED</b>		
Location: <b>BUILDING</b>		
Use at all exterior glass egress doors where firearms are prohibited.		
<b>NOTE:</b> Dimensions shown for reference only. All product to be based on full size vector files provided by Amazon Worldwide Real Estate Signage Design.		
		<b>TYPE PLACEMENT DETAIL</b>
	<b>AMZL Signage</b> Guideline	Issued V3 February 2022
	<b>AS-52a</b> NO FIREARMS DECAL	PAGE <b>118</b>

42



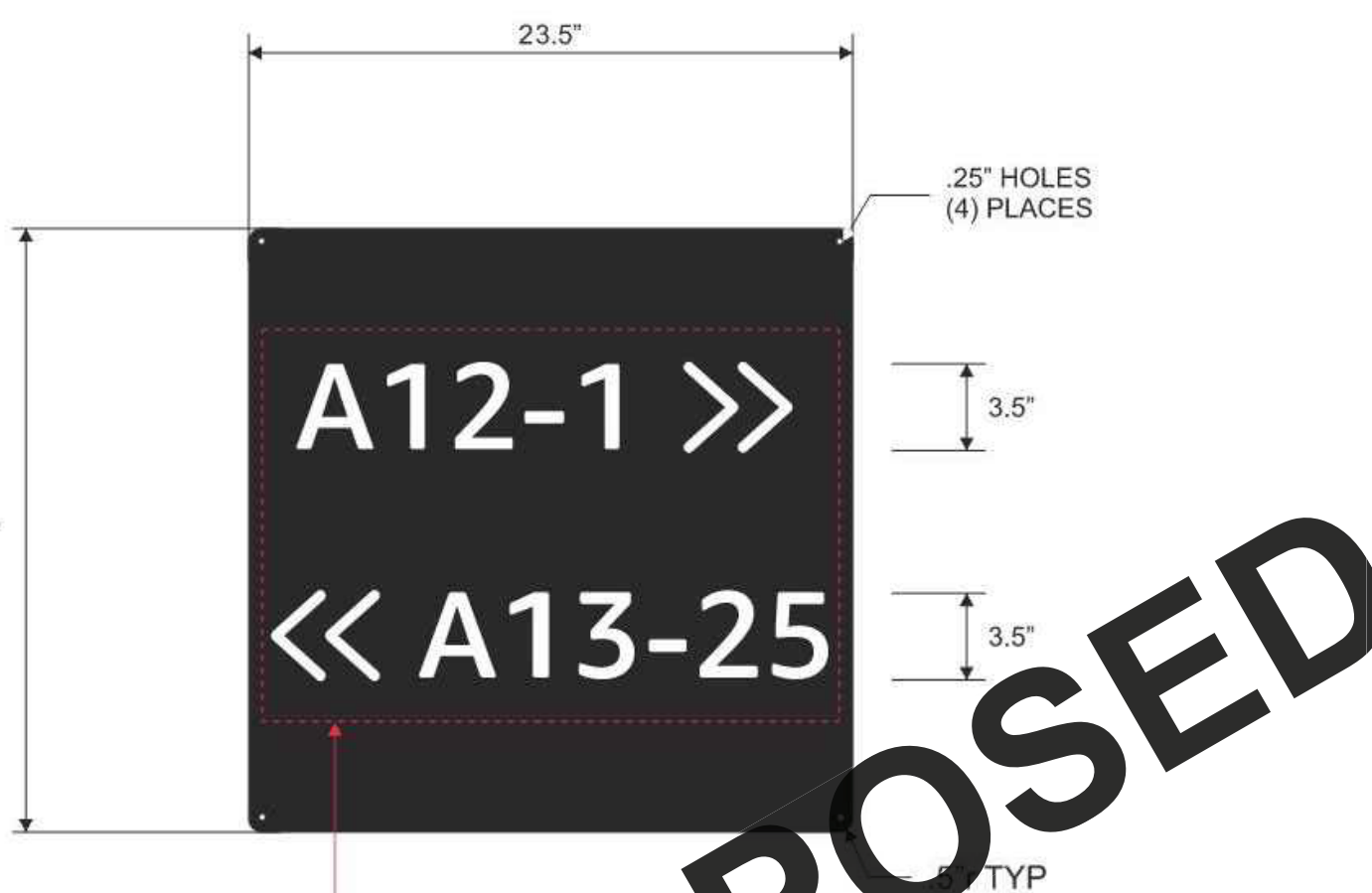
<p>Color: <b>AS-26</b></p> <p>Material: <b>1/8" 6061 T6 PREFINISHED ALUMINUM SHEET, WHITE</b></p> <p>Finish: <b>DIGITAL PRINT, DIRECT TO SUBSTRATE</b></p>	
<p>Colors:  </p> <p><b>PMS 348C GREEN</b>      <b>WHITE</b></p>	<p><b>FASTEN TO LIGHT POLE W/ (2) STAINLESS STEEL BANDS AND BRACKETS</b></p> <p><b>15'-0" AT CAR PARKING</b></p> <p><b>25'-0" AT TRAILER WARD</b></p>
<p>Notes: <a href="#">SITE</a></p> <p>Replace "N" with corresponding area number (see architect's plan)</p> <p>Place mounted - see detail</p> <p><a href="#">USE AMAZON EMBLEM FONT</a></p>	<p><b>LIGHT POLE</b></p> <p><b>GRADE</b></p> <p><b>POLICE MOUNT INSTALL</b></p>
<p><b>NOTE:</b> Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.</p>	<p><b>AS-26</b></p> <p><b>MUSTER AREA</b></p>
	<p><b>AMZL Signage</b></p> <p><b>Guideline</b></p>
<p>Issued V3 February 2022</p>	<p><b>PAGE 88</b></p>



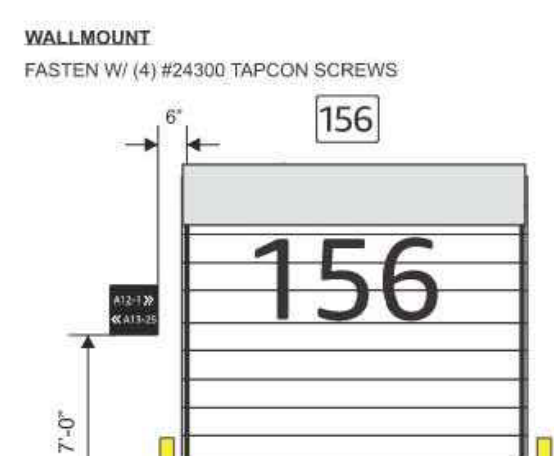

(43)



LED Backlit  
Monument

—(44



<p>Designation: <b>AS-50</b></p> <p>Substrate: 3MM DAINIPPON SHEET DIGITALLY CUT</p> <p>Image: 3MM MATCHED TAPCON TYPEN, DIGITAL PRODUCTION HIGH INTENSITY REFLECTIVE SHEETING</p> <p>Colors:  </p> <p><b>DIRECT PANEL BLACK</b>      <b>DIBOND PANEL</b></p> <p>Notes: Location: <b>BUILDING</b></p> <p>At Exterior Loading: Signs to be installed on the left exterior side of each roll up door located on the launch pad. Sign will be mounted at a height of 7' above finished floor (AFF) and 8" to the left of the jamb. (1) per roll up door.</p> <p>NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design</p>	 <p>WALLMOUNT FASTEN BY (4) #10X300 TAPCON SCREWS</p> <p>156</p> <p>7'-0"</p> <p>8"</p> <p>156</p> <p>TYPICAL INSTALLATION LOCATION</p>
	<p>AMZL Signage Guideline</p> <p>Issued V3 February 2024</p> <p><b>AS-50</b> LAUNCH PAD SIGNAGE</p> <p>PAGE <b>11</b></p>

(45)





<p>Granular  
Pick Staging  
Directional  
p>  
p>Canopy  
Overhead  
mount</p>

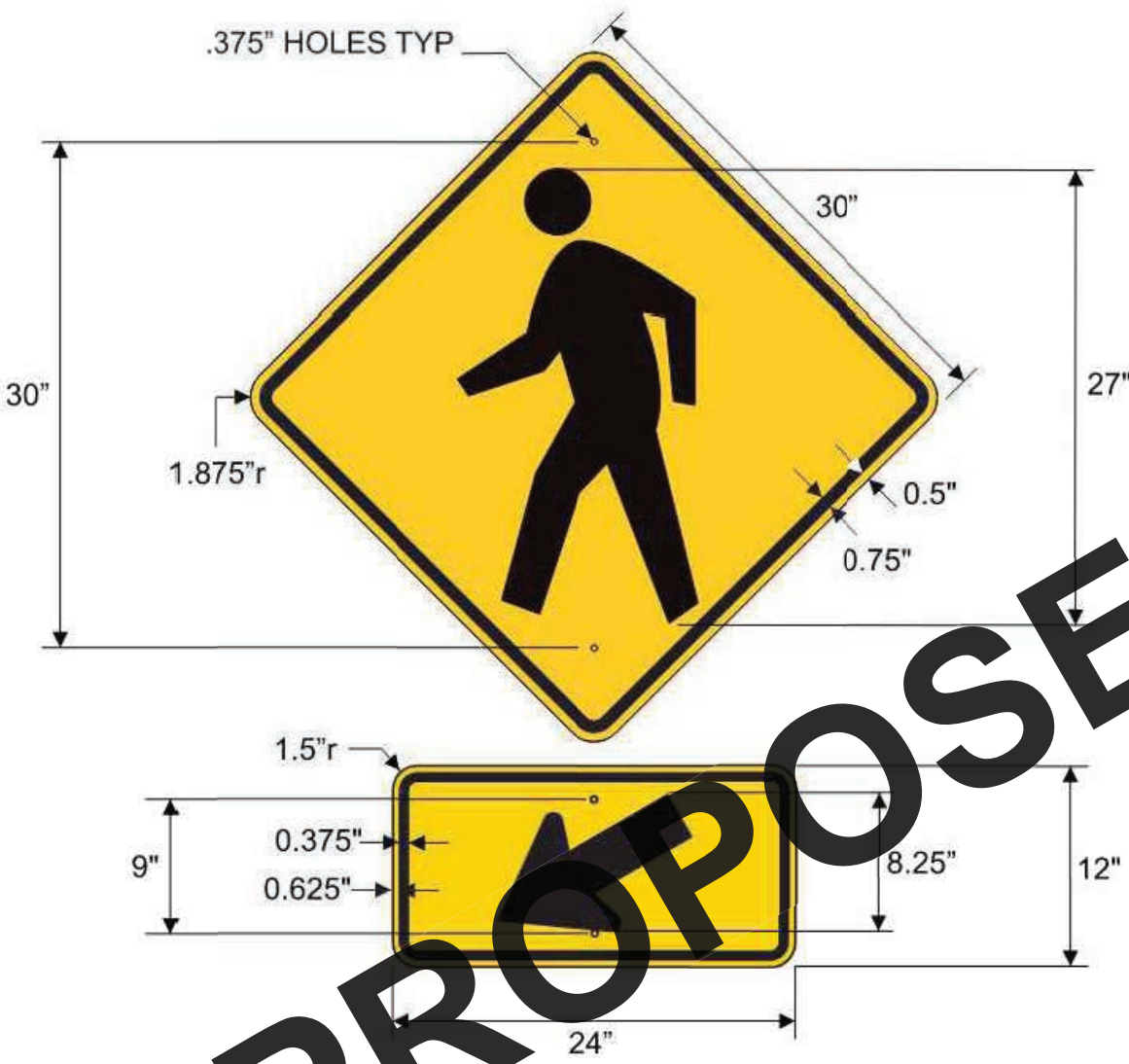
Sign: SIGN.CANOPY.DOOR  
Use Case: High Frequency

Placement Notes : Used on all  
Canopy loading applications  
and in conjunction

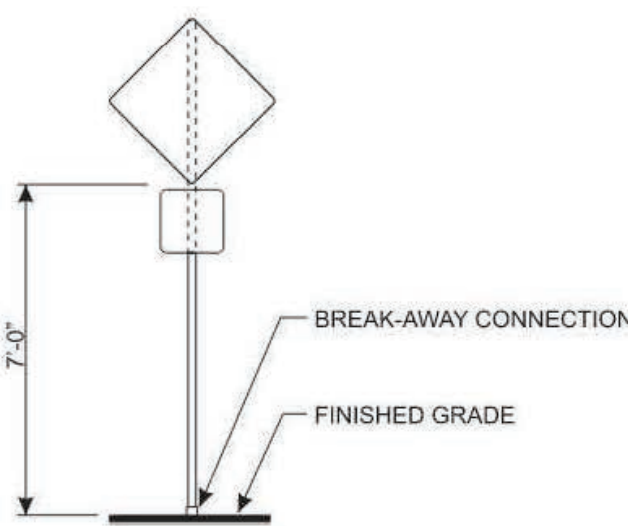
with exterior granular  
signage. Content must align  
with granular staging

information noted on  
building directional. This is a  
parent sign to

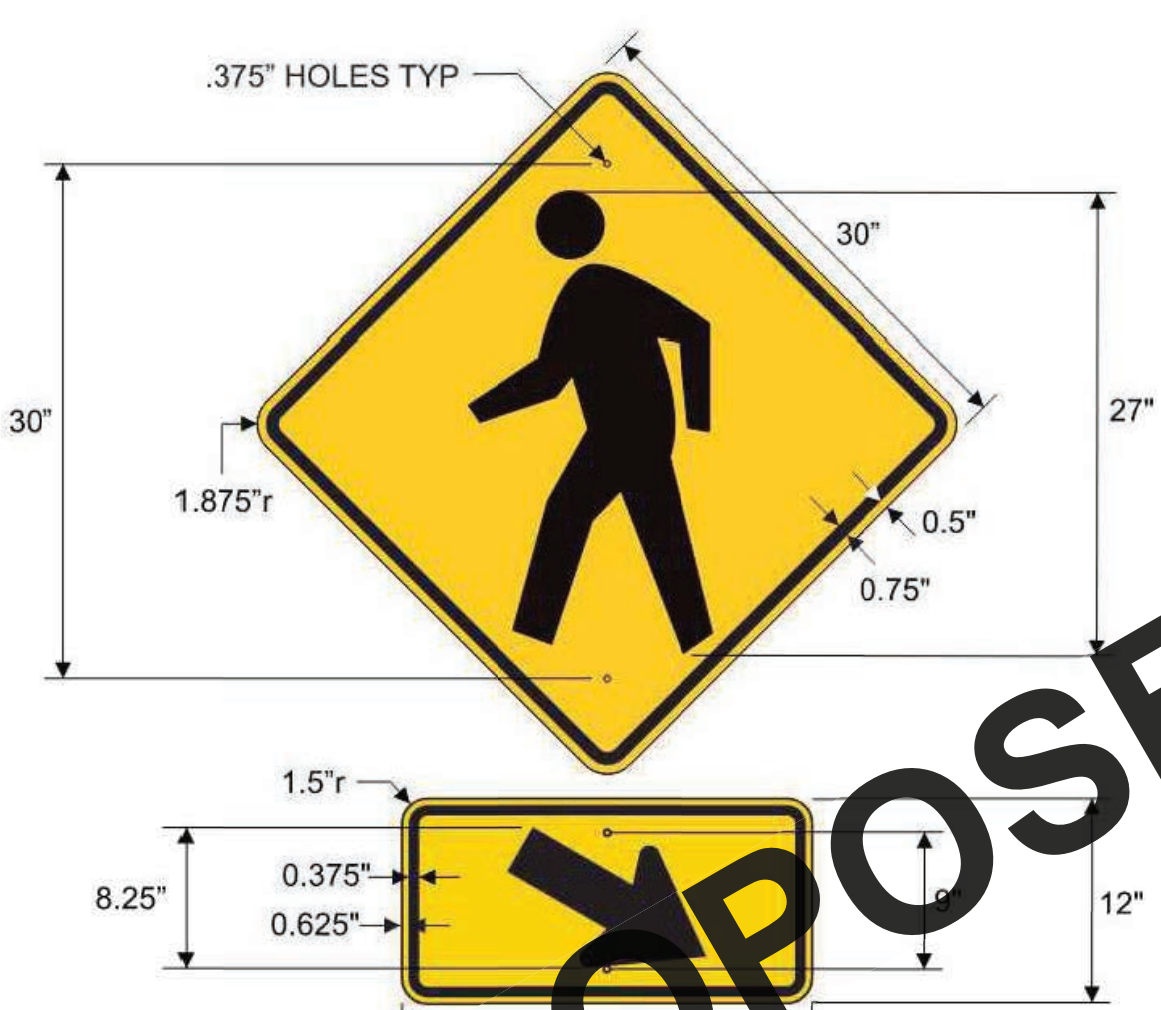
SIGN.CANOPY.PLAQUE.\*Site  
specific



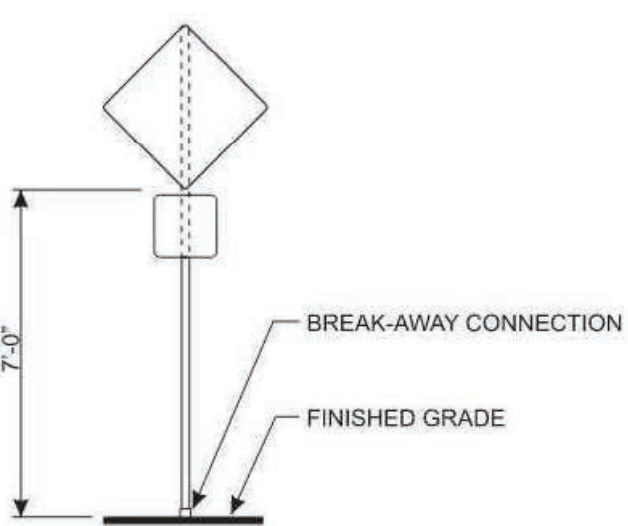
Designation:	S-5(L)	MUTCD W16-7PL
Substrate:	3M ALUMINUM SHEET, DIGITALLY CUT	
Image:	3M MATCHED COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING	
Colors:	OPAQUE BLACK	REFLECTIVE SHEETING YELLOW
Notes:	DOT standard PEDESTRIAN CROSSING sign with LEFT arrow. Use at mid-block pedestrian crossings. This sign shall not be used at stop controlled intersections. Post and panel mount. NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.	



amazon	AMZL Signage Guideline	Issued V3 February 2022	S-5(L) PEDESTRIAN XING LEFT	PAGE 27
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Designation:	S-5(R)	MUTCD W16-7PR
Substrate:	3M ALUMINUM SHEET, DIGITALLY CUT	
Image:	3M MATCHED COMPONENT SYSTEM, DIGITAL PRINT ON HIGH INTENSITY REFLECTIVE SHEETING	
Colors:	OPAQUE BLACK	REFLECTIVE SHEETING YELLOW
Notes:	DOT standard PEDESTRIAN CROSSING sign with RIGHT arrow. Use at mid-block pedestrian crossings. This sign shall not be used at stop controlled intersections. Post and panel mount. NOTE: Dimensions shown for reference only. All production to be based on full size vector files provided by Amazon Worldwide Real Estate Building Design.	



amazon	AMZL Signage Guideline	Issued V3 February 2022	S-5(R) PEDESTRIAN XING RIGHT	PAGE 28
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NOT FOR CONSTRUCTION

Kimley»Horn

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401 B STREET, SUITE 600 SAN DIEGO, CA 92101  
KIMLEY-HORN.COM

FOR  
INFORMATIONAL  
PURPOSES  
ONLY

WAYFINDING  
SITE IMPROVEMENT PLAN

WA

KENT

SHEET NUMBER  
WF7(R0)





N



1 inch = 542 feet

Date: 1/5/2023

## 7310 SE Crosswinds Drive - Variance Request (Sign)



**CITY OF ANKENY  
ZONING BOARD OF ADJUSTMENT  
COMMUNITY DEVELOPMENT DEPARTMENT STAFF REPORT**

---

**To:** Members of the Zoning Board of Adjustment  
**From:** Bryan Morrissey, Associate Planner  
**Filing #:** 23-02 *EJC*  
**Meeting Date:** February 7, 2023  
**Address:** 7310 SE Crosswinds Drive

**APPELLANT REQUEST**

A variance to Ankeny Municipal Code Section 195.03(3)(A) that requires: On-site directional signs, not exceeding a maximum of two square feet per sign, shall be permitted in any multi-family, commercial, industrial, or institutional zoning district for the purpose of directing vehicular or pedestrian traffic in a safe and convenient manner, allowing three separate twenty square-foot directional signs along SE Crosswinds Drive.

**STAFF POSITION**

That the Zoning Board of Adjustment deny a variance to Ankeny Municipal Code Section 195.03(3)(A) allowing three separate twenty square-foot directional signs along SE Crosswinds Drive at 7310 SE Crosswinds Drive.

Staff's position is based on a determination that the shape or shallowness of the subject property is not exceptional, extraordinary situations do not exist, and the oversized directional signs are not in harmony with the intended spirit and purpose of the Ankeny Municipal Code.

**PROJECT SUMMARY**

The subject property at 7310 SE Crosswinds Drive is located south of SE Corporate Woods Drive and west of SE Four Mile Drive within the southeastern quadrant of Ankeny. The property is zoned PUD, Planned Unit Development and houses an Amazon Delivery/Distribution center on a twenty-nine-acre property.

The applicant is requesting a variance that will allow them to post three separate twenty square-foot directional signs along SE Crosswinds Drive. Per the Ankeny Municipal Code, directional signage is intended to direct vehicular and pedestrian traffic on a particular site and is limited to a maximum of two square-feet per sign.

City staff had initially been contacted about directional signage on the property in the Fall of 2021, with the applicant inquiring about the prospect of the signage exceeding the two square-foot limitation. Recognizing the size and the amount of traffic on the site, staff was flexible with the enforcement of this portion of the Code and allowed the applicant to post larger directional signage on the property as long as it was tucked away from SE Crosswinds Drive and generally not visible from public view. Recently, City staff was contacted once again about the oversized directional signage, this time in the form of three separate directional signs that totaled twenty square feet that would be posted near three access drives on the property. Should the requested variance be approved, three twenty square-foot directional signs will be installed on the east side of the site that will be visible from SE Crosswinds Drive.

## **PROJECT REPORT**

### **Criteria for Variance**

#### *197.01(4) Powers and Duties.*

*B. To grant a variation in the regulations when a property owner can show ...that by reason of exceptional narrowness, shallowness, or shape of a specific piece of property or by reason of exceptional topographical conditions or other extraordinary or exceptional situation, the strict application of the terms of this title actually prohibits the use of this property in the district; and that the board is satisfied under the evidence before it that a literal enforcement of the provisions of this title would result in unnecessary hardship; provided, however, that all variations granted under this clause shall be in harmony with the intended spirit and purpose of this title.*

### **FINDINGS OF FACT**

The subject property at 7310 SE Crosswinds Drive is generally located south of SE Corporate Woods Drive and west of SE Four Mile Drive within the southeastern quadrant of Ankeny. The subject property is zoned PUD and is a part of the Crosswinds Business Park Planned Unit Development. The site contains an approximate 137,000 square-foot distribution center and extensive parking that allows for the distribution and delivery of Amazon products. Neighboring properties in most directions contain similar light-industrial uses and are also a part of the Crosswinds Business Park Planned Unit Development. City records indicate that the primary structure on the site was completed in the Fall of 2020, while plans for redevelopment that increased parking and included general tenant improvements were completed in the Fall of 2021. It is City staff's understanding that the ownership of the building had changed from the time the original building was constructed to the time the redevelopment phase was complete.

As the redevelopment phase of the site was finishing up in the Fall of 2021, City staff was contacted about signage on the property, including directional signage that was to be posted in the parking areas and along SE Crosswinds Drive. A sizeable amount of the signage presented to staff exceeded the two square-foot limitation that exists in the Ankeny Municipal Code for directional signage. After discussions with the applicant, staff recognized the considerable amount of traffic entering and exiting the property and decided to be flexible with the enforcement of that portion of the Code. Staff informed the applicant that the directional signage exceeding the two square-foot limitation would be allowed as long as it was tucked away from SE Crosswinds Drive and not visible from public streets. Shortly after informing the applicant of staff's decision, directional signage was posted throughout the parking areas on the property.



*Directional Signage Posted Near the Southernmost Access Drive*





*Directional Signage Posted in the Visitors and Associates Parking Area*

Recently, the applicant inquired with staff once again about the prospect of additional directional signage on the property and their desire to have larger signs near three access drives that lead to SE Crosswinds Drive. After reviewing the proposed signs and their location, staff informed the applicant that the proposed signs would either need to be moved back further away from SE Crosswinds Drive or they'd have to meet the two square-foot requirement as stated in the Ankeny Municipal Code. It was at this time that applicant inquired about the possibility of a variance for the proposed signs. Staff then provided the applicant with the necessary materials needed to apply for a variance from the Zoning Board of Adjustment.

As indicated on their submitted site plan, the applicant is proposing oversized directional signage near three different access drives on the site. The three access drives lead to a trucking area, a visitors and associates parking lot, and a delivery van parking lot. Based on the location and size of the three proposed signs, it's reasonable to believe that these signs will not only be visible to those traveling along SE Crosswinds Drive, but they will also be visible to neighboring properties in the area as well. It is noteworthy to point out that a ground/monument sign exists on the southeast side of the site near one of the access drives off SE Crosswinds Drive (see picture on next page). The ground/monument sign lists general directional information for the property, similar to what's shown on the proposed signs, along with the site address and an Amazon Delivery logo. One monument sign is allowed by Code on the property and was permitted by staff in 2021.

Although staff recognizes that the Code's two square-foot limitation for directional signage can be restrictive for larger properties that attract substantial traffic, it is something that has generally been followed by similar industrial sites in the City. As mentioned previously, staff has been flexible with the enforcement of the directional signage size limitation, allowing the owners to post directional signs that exceed the size limitation as long as they are not visible from public streets. Furthermore, staff has concerns about setting a precedent for oversized directional signage that's visible from public right-of-way's, as it is expected that the Crosswinds Business Park and the SE Four Mile Drive area will see similar light-industrial development in the future. Enforcement of the directional sign size limitation may become difficult if the subject property owners are allowed to post larger directional signage that's visible from public streets as there does not appear to be anything exceptional about the property.





*View from SE Crosswinds Drive Showing the Permitted Monument Sign*

Additionally, variance requests for directional signs are not something that the Zoning Board of Adjustment has typically considered in the past. Variances to the sign Code have been approved by the Board on occasion, however, those circumstances have typically been related to off-site signage for properties that have limited visibility along public streets. If the Board were to consider approving the variance for the proposed signs, it would be of staff's preference that the signs be reduced to their smallest possible size and that the Amazon Delivery logo be removed, as it is not the intent of the sign Code to have logos posted on directional signs. As is standard procedure for all variance requests, property owners within 250' of the subject property were notified of the request by mail, and to date, staff has not received any correspondence either for or against the variance.

The staff position is to deny a variance to Ankeny Municipal Code Section 195.03(3)(A) allowing three separate twenty square-foot directional signs along SE Crosswinds Drive at 7310 SE Crosswinds Drive. Staff's position is based on a determination that the shape or shallowness of the subject property is not exceptional, extraordinary situations do not exist, and the oversized directional signs are not in harmony with the intended spirit and purpose of the Ankeny Municipal Code.



ZONING BOARD OF ADJUSTMENT

February 7, 2023

5 : 00 PM



ORIGINATING DEPARTMENT:

Planning and Building

COUNCIL GOAL:

ACTION REQUESTED:

Motion

LEGAL:

SUBJECT:

- Zoning Board of Adjustment 2022 Annual Report
- Election of Chair and Vice Chair

EXECUTIVE SUMMARY:

FISCAL IMPACT: **No**

STAFF RECOMMENDATIONS:

PREVIOUS COUNCIL/COMMISSION/BOARD ACTION(S):

PUBLIC OUTREACH EFFORTS:

ACTION REQUESTED:

ADDITIONAL INFORMATION:

ATTACHMENTS:

[Click to download](#)



## CITY OF ANKENY ZONING BOARD OF ADJUSTMENT 2022 REPORT

### **Board Members**

Matt Ott, Chair	05-05-2008
Jeffrey Baxter, Vice Chair	02-01-2016
Nichole Sungren	03-05-2012
Kristi Tomlinson	09-06-2005
Brett Walker	10-19-2015

### **2022 Board Activity**

#### **January 4, 2022**

##### **Docket: #22-01**

**Variance – Covered Deck – Rear Yard Setback  
R-2**

**Applicant:** Tyler Christowski  
**Location:** 2103 NW Reinhart Drive  
**Request:** to allow a 32-foot rear yard setback  
**Code Section:** 192.05(3)E  
**Decision:** Granted

##### **Renewed Special Use Permits**

#12-02 Sports Page Grill - 1701 N Ankeny Blvd.

#### **January 19, 2022**

Meeting Cancelled

#### **February 8, 2022**

##### **Docket: #22-02**

**Variance – Covered Deck – Rear Yard Setback  
PUD**

**Applicant:** Elizabeth and James Chrisinger  
**Location:** 4611 NE Wanda Drive  
**Request:** to allow a 27-foot 6-inch rear yard setback  
**Code Section:** Avondale Trace PUD  
**Decision:** Granted

##### **Renewed Special Use Permits**

#15-19 Hy-Vee Market Café, 410 N Ankeny Blvd.  
#18-04 Grumpy Goat Tavern, 810 E 1<sup>st</sup> Street

#### **Received 2021 Zoning Board of Adjustment Annual Report**

**Elected Matt Ott as Chairperson; Jeff Baxter as Vice Chair**

#### **February 22, 2022**

Meeting Cancelled

#### **March 8, 2022**

##### **Docket: #22-03**

**Special Use Permit – Outdoor Service Area  
PUD**

**Applicant:** Silk Elephant  
**Location:** 2410 SW White Birch Drive, Suite 108  
**Request:** to allow an outdoor service area that will serve alcohol  
**Code Section:** 130.07 & 196.02(1)(I)  
**Decision:** Granted, subject to conditions

**Docket: #22-04****Variance – Off Premise Sign**

**Applicant:** Chestnut Signs/Horizon Hotels Iowa LLC **M-1**  
**Location:** 2602 SE Hulsizer Road  
**Request:** to allow for an off-premise user to advertise on a monument ground sign at 2602 SE Hulsizer Road  
**Code Section:** 195.05(7)  
**Decision:** Granted, subject to conditions

**March 22, 2022**

**Docket: #22-05****Variance – Fence – Front Yard Setback**

**Applicant:** Timothy Spicer **R-2**  
**Location:** 1710 NE Crestmoor Place  
**Request:** to allow a 6-foot tall privacy fence to encroach approximately 10-feet into the front yard setback  
**Code Section:** 191.14(2)  
**Decision:** Granted, subject to conditions

**Renewed Special Use Permits**

#17-02 Wheel House Pizza Pub – 106 SW State Street, Suite 100

**April 5, 2022**

**Docket: #21-13(2022)****Special Use Permit – Outdoor Service Area**

**Applicant:** Fiesta Jalapenos **C-2**  
**Location:** 1975 N Ankeny Blvd., Suite 113  
**Request:** to allow for an outdoor service area to service alcohol.  
**Code Section:** 130.07 & 196.02(1)(I)  
**Decision:** Granted, subject to conditions

**Docket: #22-06****Variance – Covered Deck – Rear Yard Setback**

**Applicant:** Julian Sheldahl and Dean Wilson **R-3A**  
**Location:** 3313 NW 13<sup>th</sup> Street  
**Request:** to allow a 19-feet 6-inch rear yard setback for a covered deck  
**Code Section:** 192.06  
**Decision:** Granted

**Renewed Special Use Permits**

#16-03 District 36 Wine Bar and Grill – 1375 SW Vintage Parkway

**April 19, 2022**

Meeting Cancelled

**May 3, 2022**

**Docket: #22-07****Variance – Covered Deck – Rear Yard Setback**

**Applicant:** MJ Properties **R-3**  
**Location:** 2805 NW Westwood Court  
**Request:** to allow a 31-foot 7-inch rear yard setback for a covered deck  
**Code Section:** 192.05(3)(E)  
**Decision:** Granted

**Docket: #22-08****Variance – Third Ground Sign**

**Applicant:** Edge Commercial, LLC  
**Location:** 3175 SE Delaware Avenue  
**Request:** to allow a third ground sign  
**Code Section:** 195.04.8  
**Decision:** Granted

**C-2****May 17, 2022**

Meeting Cancelled

**June 7, 2022****Docket: #21-06(2022)****Special Use Permit – Outdoor Service Area**

**Applicant:** El Molcajete Mexican Restaurant & Cantina  
**Location:** 301 E 1<sup>st</sup> Street  
**Request:** to allow for an outdoor service area to service alcohol.  
**Code Section:** 130.07 and 196.02(1)(I)  
**Decision:** Granted, subject to conditions

**C-1****Docket: #22-09****Variance – Covered Deck – Rear Yard Setback**

**Applicant:** Rodney Knox  
**Location:** 809 NE Vail Court  
**Request:** To allow a 32-foot 1-inch rear yard setback for a four seasons porch  
**Code Section:** 192.04(3)(E)  
**Decision:** Granted

**R-1****Docket: #22-10****Variance – Covered Deck – Rear Yard Setback**

**Applicant:** Screenbuilders/ Dave Brunell  
**Location:** 2514 NW Abilene Road  
**Request:** To allow a 32-foot 6-inch rear yard setback for a covered deck  
**Code Section:** 192.04(3)(E)  
**Decision:** Granted

**R-2****Renewed Special Use Permits**

#16-16 Guadalajara Mexican Restaurant - 202 SE Delaware Avenue

**June 21, 2022****Docket: #22-11****Variance – Side Yard Setback**

**Applicant:** Polk County Aviation Authority  
**Location:** 3700 SE Convenience Blvd.  
**Request:** To allow a 40-foot side yard setback for new row of box hangars  
**Code Section:** 192.16(3)(B)  
**Decision:** Granted

**U-1****Docket: #22-12****Variance – Covered Deck – Rear Yard Setback**

**Applicant:** Nicholas Blocker  
**Location:** 2212 NW Abilene Road  
**Request:** To allow a 24-foot 4-inch rear yard setback for a covered deck  
**Code Section:** 192.04(3)(E)  
**Decision:** Granted

**R-2****Renewed Special Use Permits**

#20-07 Tavern 180 – 1975 N Ankeny Blvd., Suite 117

**July 6, 2022**

Meeting Cancelled

**July 19, 2022**

Meeting Cancelled

**August 2, 2022**

Meeting Cancelled

**August 16, 2022**

**Docket: #22-13**

**Variance – Side Yard Setback  
PUD**

**Applicant:** Hurd Ankeny, LLC

**Location:** 1055 & 1075 SW Oralabor Road

**Request:** To allow a 10-foot side yard setback for the split of two parcels

**Code Section:** Highpointe North PUD

**Decision:** Granted

**Renewed Special Use Permits**

#19-10 Cancun Grill and Cantina 2 – 2785 N Ankeny Blvd., Suites 11 & 12

**September 7, 2022**

**Docket: #22-14**

**Variance –Height  
R-1**

**Applicant:** Long Creek Design, LLC

**Location:** 1107 NE Milan Avenue

**Request:** To allow an 18-foot high accessory building

**Code Section:** 192.03.3.F

**Decision:** Denied

**September 20, 2022**

Meeting Cancelled

**October 4, 2022**

Meeting Cancelled

**October 18, 2022**

Meeting Cancelled

**November 8, 2022**

**Docket: #22-19**

**Variance – Rear Yard Setback  
C-2**

**Applicant:** JNM Development Holdings, LLC

**Location:** 3607 NE Otterview Circle

**Request:** to allow a 20-foot rear yard setback for construction of a deck style patio

**Code Section:** 192.09(3)(F)

**Decision:** Granted

**Renewed Special Use Permits**

#16-13 Cabaret - 2785 N Ankeny Blvd.

#16-18 The Whiskey House - 2510 SW White Birch Drive, Ste. 8 & 9

#08-23 Buffalo Wild Wings Grill & Bar - 1690 SE Delaware Ave.

#15-14 Benchwarmers Ankeny Inc. - 705 S Ankeny Blvd.

#21-20 Vintage Brewhouse - 1300 NW 36th St., Ste. 101

#22-03 Silk Elephant - 2410 SW White Birch Drive, Ste. 108



**November 22, 2022****Docket: #22-20****Variance – Covered Deck – Rear Yard Setback**

**Applicant:** Mark Van De Pol  
**Location:** 4904 NE Trilein Drive  
**Request:** to allow a 32-foot rear yard setback for a three-seasons covered deck  
**Code Section:** 192.04(3)(E)  
**Decision:** Granted

**R-2****Docket: #22-15****Variance - Height**

**Applicant:** GSS, Inc.  
**Location:** 3950 N Ankeny Blvd.  
**Request:** To allow for a 75-foot height variance for the construction of a stealth monopole with associated equipment  
**Code Section:** 192.09(3)(G)  
**Decision:** Granted

**C-2****Docket: #22-16****Variance – Rear Yard Setback**

**Applicant:** GSS, Inc.  
**Location:** 3950 N Ankeny Blvd.  
**Request:** to allow for a 31.33-foot rear yard setback for the construction of a stealth monopole with associated equipment  
**Code Section:** 192.08(3)(F)  
**Decision:** Granted

**C-2****Docket: #22-17****Special Use Permit – Stealth Monopole**

**Applicant:** GSS, Inc.  
**Location:** 3950 N Ankeny Blvd.  
**Request:** Construction of a 120-foot stealth monopole with associated equipment  
**Code Section:** 196.02(1)(H)  
**Decision:** Granted, with conditions

**C-2****Docket: #22-18****Conditional Use Permit**

**Applicant:** GSS, Inc.  
**Location:** 3950 N Ankeny Blvd.  
**Request:** Construction of a 120-foot stealth monopole with associated equipment  
**Code Section:** Special Flood Hazard Area – Iowa Department of Natural Resources  
**Decision:** Granted, with conditions

**C-2****December 6, 2022****Docket: #22-21****Variance – Covered Deck – Rear Yard Setback**

**Applicant:** Douglas Playle  
**Location:** 2002 NE Cortina Drive  
**Request:** to allow a 33-foot rear yard setback for a covered deck  
**Code Section:** 192.03(3)(E)  
**Decision:** Granted

**R-1****Renewed Special Use Permits**

#12-02 Sports Page Grill – 1704 N Ankeny Blvd.

**December 20, 2022**

Meeting Cancelled

### 2022 Attendance at Zoning Board of Adjustment Meetings

MEMBER	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEPT		OCT		NOV		DEC		TOTAL
	4	19	8	22	8	22	5	19	3	17	7	21	6	19	2	16	7	20	4	18	8	22	6	20	
Kristi Tomlinson	1		1		1	1	1		1		1	1			1	1					0	1	1		12
Nicole Sungren	1	No Meeting	0	No Meeting	1	1	1	No Meeting	0	No Meeting	1	0	No Meeting	No Meeting	No Meeting	1	1	No Meeting	No Meeting	No Meeting	1	1	1	No Meeting	10
Matt Ott	1		1		1	1	1		1		1	0				0	1				1	1	1		11
Brett Walker	1		1		0	1	1		1		1	1				1	1				1	1	1		12
Jeffrey Baxter	1		0		1	1	1		1		0	1				1	1				1	1	1		11
TOTAL	5	0	3	0	4	5	5	0	4	0	4	3	0	0	0	4	5	0	0	0	4	5	5	0	

### Zoning Board of Adjustment Activity 2018 – 2022

	# of Cases	# of Meetings
2018	20	14
2019	14	10
2020	21	12
2021	27	15
2022	23	13

## **2022 Variance Summary**

### **Fence Variance**

- 1710 NE Crestmoor Place

### **Height Variance**

- 1107 NE Milan Avenue - Denied
- 3950 N Ankeny Blvd.

### **Setback Variance**

#### **Front Yard**

- 1710 NE Crestmoor Place

#### **Rear Yard**

- 2103 NW Reinhart Drive
- 4611 NE Wanda Drive
- 3313 NW 13<sup>th</sup> Street
- 2805 NW Westwood Court
- 809 NE Vail Court
- 2514 NW Abilene Road
- 2212 NW Abilene Road
- 3607 NE Otterview Circle
- 4904 NE Trilein Drive
- 3950 N Ankeny Blvd.
- 2002 NE Cortina Drive

#### **Side Yard**

- 3700 SE Convenience Blvd.
- 1055 & 1075 SW Oralabor Road

### **Ground Sign**

- 3175 SE Delaware Avenue

### **Off-Premise Sign Variance**

- 2602 SE Hulsizer Road

## **Variance Requests by Type 2018 – 2022**

	Fence	Setback	Height	Sign	Parking / Paving	Zoning Line Adjust.	Accessory Building	Permitted Accessory/ Principal Uses
2018	3	9	0	1	0	1	1	0
2019	1	2	0	0	0	0	0	0
2020	4	11	1	2	0	1	1	0
2021	5	4	2	1	0	0	1	3
2022	1	14	2	2	0	0	0	0

## **2022 Special Use / Conditional Use Summary**

### **Special Use Permit**

- 2410 SW White Birch Drive, Suite 108
- 1975 N Ankeny Blvd., Suite 113
- 301 E 1<sup>st</sup> Street
- 3950 N Ankeny Blvd.

### **Conditional Use Permit**

- 3950 N Ankeny Blvd.

### **Annual Reviews (administratively approved)**

#12-02 Sports Page Grill – 17-1 N Ankeny Blvd.  
#15-19 Hy-Vee Market Café, 410 N Ankeny Blvd.  
#18-04 Grumpy Goat Tavern, 810 E 1st Street  
#17-02 Wheel House Pizza Pub – 106 SW State Street, Suite 100  
#16-03 District 36 Wine Bar and Grill – 1375 SW Vintage Parkway  
#16-16 Guadalajara Mexican Restaurant - 202 SE Delaware Avenue  
#20-07 Tavern 180 – 1975 N Ankeny Blvd., Suite 117  
#19-10 Cancun Grill and Cantina 2 – 2785 N Ankeny Blvd., Suites 11 & 12  
#16-13 Cabaret - 2785 N Ankeny Blvd.  
#16-18 The Whiskey House - 2510 SW White Birch Drive, Ste. 8 & 9  
#08-23 Buffalo Wild Wings Grill & Bar - 1690 SE Delaware Ave.  
#15-14 Benchwarmers Ankeny Inc. - 705 S Ankeny Blvd.  
#21-20 Vintage Brewhouse - 1300 NW 36th St., Ste. 101  
#22-03 Silk Elephant - 2410 SW White Birch Drive, Ste. 108  
#12-02 Sports Page Grill – 1704 N Ankeny Blvd.

### **Special/Conditional Use Requests 2018 – 2022**

	#
2018	5
2019	10
2020	2
2021	10
2022	5