



Board of Adjustment Agenda

**Grimes Board of Adjustment
May 11, 2026 @ 5:30 PM
Grimes Community Center, 410 SE Main Street**

Public Comment: If you would like to address the Board of Adjustment during the Public Comment portion of the meeting, please sign up upon entrance to the meeting. Participants must be recognized by the presiding officer and must state their full name and address before addressing the Board of Adjustment. The presiding officer will recognize you for 3 minutes of comment, and your microphone will be turned on. Pursuant to §21.4(2) of the Code of Iowa (2019), the City has the right to amend this agenda up until 24 hours before the posted meeting time. For any additional assistance or questions in attending the meeting, please call 515-986-3036. Meetings will be recorded.

GENERAL AGENDA ITEMS

1. Roll Call
2. Approval of Agenda
3. Approval of Minutes from Previous Meeting

PUBLIC AGENDA ITEMS

1. Variance Request to Section 12-13-1 Architecture Regulations to Construct a Building Addition without Providing Required Masonry Building Materials
2. Variance to Section 12-5-11 of the Grimes Code of Ordinances to install a fence less than 10 feet from the property line on a corner lot
3. Adjournment



101 NE Harvey Street, Grimes, Iowa 50111 | P: 515.986.3036

This meeting of the Grimes Board of Adjustment was called to order Wednesday, December 15, 2025, at 5:30 P.M.

Roll Call: Present: Charles Strutt, Trevor Brown, Joshua Stott

Staff: Alex Pfaltzgraff, Evann Coffey, Alivia Hoodjer, Rachel Greving, Austin Benton

Absent: NA

A. GENERAL AGENDA ITEMS

1. APPROVAL OF THE AGENDA

Motion by Brown, Second by Stott, to approve the agenda

Roll Call: Ayes-All; Nays-0 Motion passes: 3-0

2. APPROVAL OF THE MINUTES

Motion by Brown, Second by Stott, to approve the minutes from the October 1st, 2025, meeting

Roll call: Ayes-All: Nays-0 Motion passes: 3-0

B. PUBLIC AGENDA ITEMS

Public Hearing request - Variance Request to Chapter 3-19 of the Heritage at Grimes PUD to Allow Type 1 (Chain Link) Fence in the Type 2 (Ornamental Steel) Fence Area of Area J.

Staff member Alivia Hoodjer provided a staff report to the Board of Adjustment. The residents of 1113 NE 21st Street have requested a variance. The proposed variance would allow the resident to install a chain link fence in their backyard. Staff Member Hoodjer presented alternatives to the chain link fence that would fall within PUD regulations including steel ornamental fence with “puppy panels” and “invisible” dog fence.

The applicant, Chrissy Naberhaus of 1113 NE 21st Street, presented the request to the Board of Adjustment. Due to 3 erroneously issued permits for chain link fences for neighboring homes, the resident believed that a permit for a chain link fence would be approved. Resident, Jared Robb of 1109 NE 21st Street and resident Terri Golightly of 1810 NE Heritage Drive also spoke in

favor of the proposed variance and asked questions of staff and the board. The Board discussed the request and asked questions of the applicant and staff.

Motion by Brown, Second by Stott to approve Variance Request to Chapter 3-19 of the Heritage at Grimes PUD to Allow Type 1 (Chain Link) Fence in the Type 2 (Ornamental Steel) Fence Area of Area J. All board members voted to approve the variance.

Roll Call: Aye-All Nay-0 **Motion Passes 3-0**

C. ADJOURNMENT

Meeting is adjourned at 6:48 p.m.

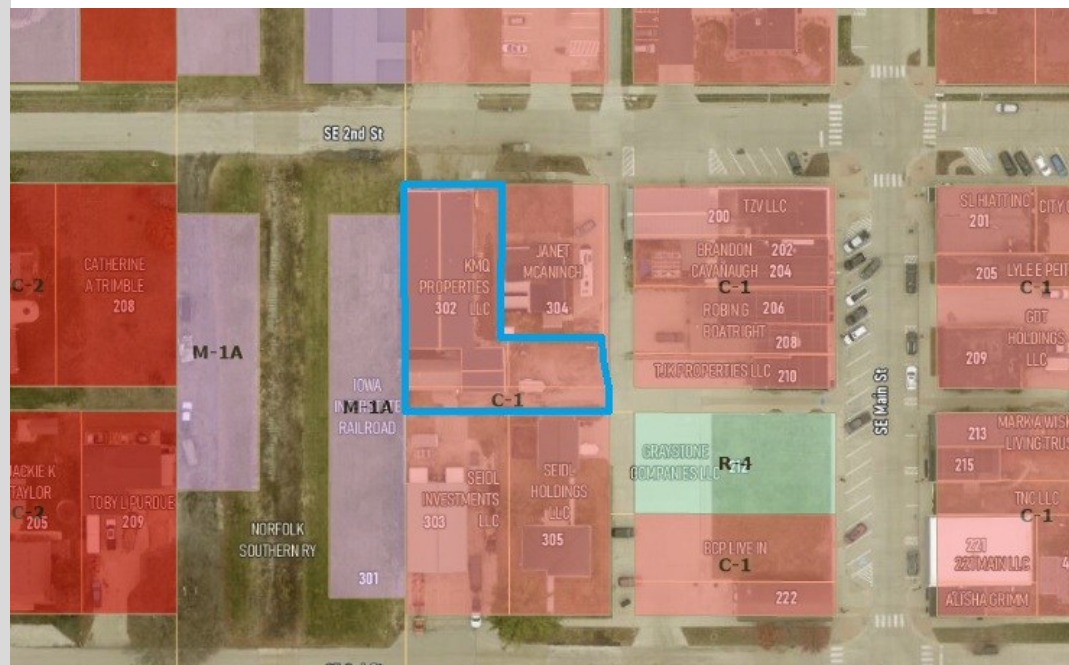
Chairperson Signature

Clerk Signature

Location Map



Zoning Map



DATE

May 11, 2026

APPLICANT

KMQ Properties, LLC

LOCATION

302 SE 2nd Street

REQUESTED ACTION

Variance Request to Section 12-13-1 Architecture Regulations to construct a building addition without providing required masonry building materials

ZONING

C-1

PLANNER

Evann Coffey

ecoffey@grimesiowa.gov

515-986-4050

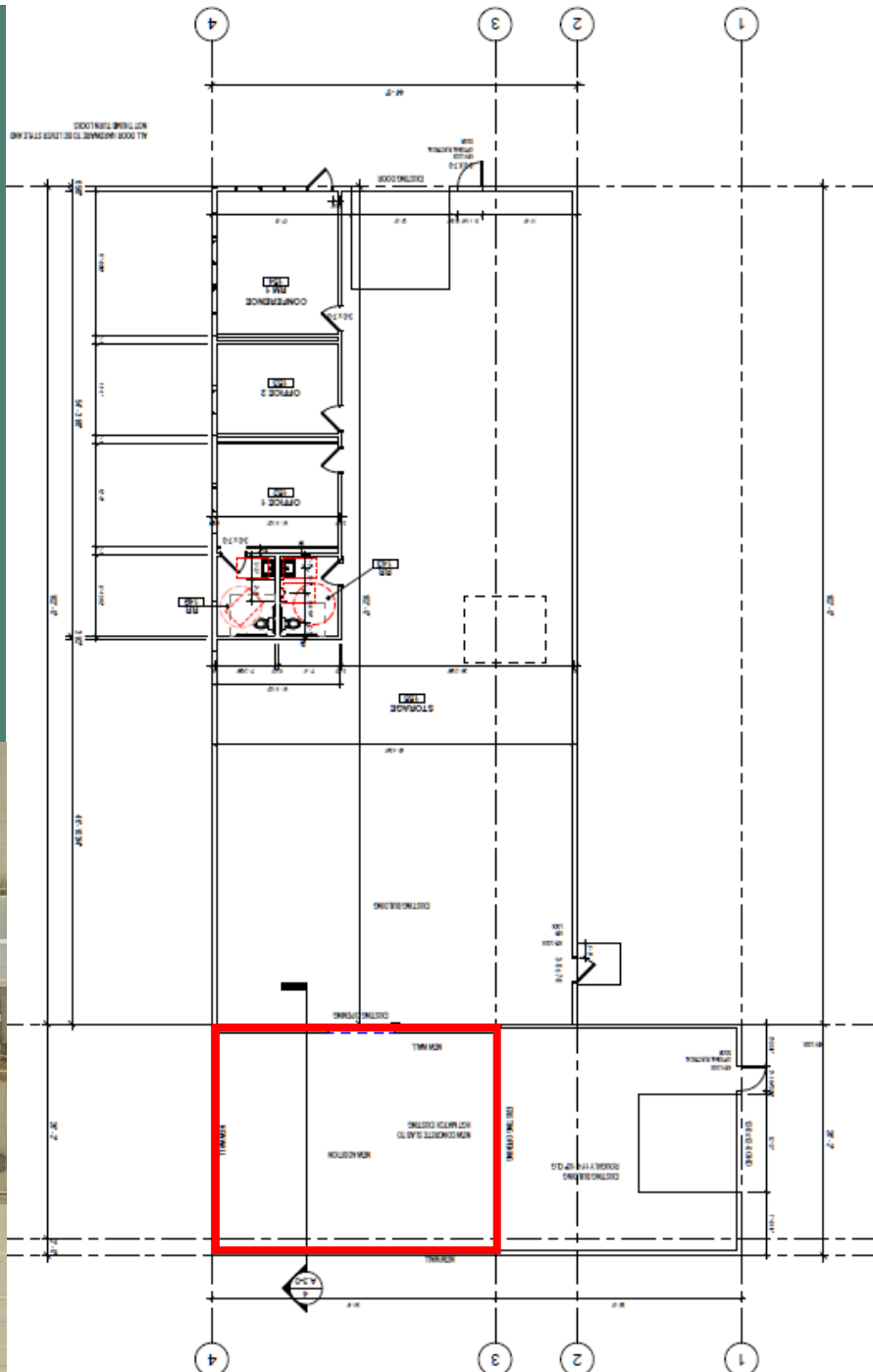
Background

LAND USES & ZONING

Location	Existing Land Use	Land Use Plan Designation	Current Zoning
Subject Site	Light Industrial	Downtown Mixed-Use	C-2
North	Civic	Downtown Mixed-Use	C-2
South	Residential/Light Industrial	Downtown Mixed-Use	C-2
East	Residential/Commercial	Downtown Mixed-Use	C-2
West	Railroad Right-of-Way	Parks & Recreation	C-2

PROPOSED PROJECT

The applicant, KMQ, LLC, desires to reconstruct a portion of their existing building located at 302 SE 2nd Street. The south wall of the building is part of the oldest part of the building and is in need of repair. The south wall does not currently align with the rest of the southern wall of the building. The applicant desires to rebuild the southwest corner of the building to align the southern wall with the rest of the building resulting in increased square footage of the building. The new addition is highlighted on the drawing provided to the right.



Background

CODE REQUIREMENTS

To construct the proposed building addition that increases the building square footage, the building addition is required to follow the current architecture requirements for the C-1 zoning district. All building additions are required to follow the minimum architecture requirement established for the applicable zoning district. The C-1 architecture code requires a total of 130sf of masonry to be installed across both the south and west sides of the building addition.

Section 12-13-1.3.C.2 of the Architecture Regulations

“In C-1, C-2, and C-3 Commercial Districts, all wall sides shall have a primary material covering. The primary materials shall constitute at least sixty percent (60%) of the sum of the total of all wall areas, excluding glass. A minimum of twenty-five percent (25%) of the primary material shall be on each wall that does not face public right-of-way. Acceptable primary materials shall include a combination of earthtone colored brick, architectural concrete panels, textured concrete block, marble, native/manufactured stone panels or other similar substantial material. Concrete panels and cement board siding are not considered a primary material. Prohibited materials include smooth-faced concrete block, corrugated metal siding, split shakes and rough-sawn wood.”

VARIANCE REQUEST

To construct the proposed building addition without the required masonry, a variance would be required to be granted.

CONDITIONS TO CONSIDER

Staff requests that the Board consider the precedent that the variance would create should the variance be granted. The City frequently reviews and approves building addition plans throughout Grimes. In 2025, the City approved five commercial and industrial building additions and all projects complied with the applicable architecture requirements. The City has at least two building addition projects in review already this year.

CASE HISTORY

The only variance case that the Board has considered related to architecture was for 3905 SE Capitol Circle in 2025. The property is zoned M-1A (Commercial and Light Industrial) and within Zone 2 of the Highway 141 Mixed Use Development Corridor District. The applicant requested to waive the overlay architecture requirements and only follow the base M-1A architecture requirements. The Board was not in favor of the variance and voted to table the request. The decision allowed the applicant the opportunity to reframe or narrow the variance request and reapply to seek a different variance if desired. The applicant did not reapply. No variance was granted.

Analysis

ANALYSIS

Based upon the approved ordinance, the Board of Adjustment may grant a Variance related to area, dimension, or other numerical requirements provided the Board can make a finding on the following factors:

1. A determination that the hardship is unique to the property; and
2. A determination that the hardship is not self-created; and
3. A determination that the granting of the variance will not significantly alter the essential character of the surrounding neighborhood.

Notice of the variance request was mailed to surrounding property owners within a 250-foot radius.

Based on a detailed analysis of the application, staff has summarized the applicant's responses to the required variance criteria on this page and included additional information for the Board to consider.

ENFORCEMENT OF ORDINANCE RESULTS IN SUBSTANTIAL HARDSHIP

The applicant states the enforcement of the requirement would create hardship by increasing the project cost and would decrease the value of the building as the required masonry would not match the rest of the building.

Variations cannot be granted based on project cost.

HARDSHIP NOT SELF-CREATED

The applicant states that the hardship is not self-imposed due to City staff providing the applicant with the requirements for the proposed project. Section 12-13-1 3.C.2 requires that stone be added to the building if the wall is moved to expand the building footprint.

City staff routinely respond to development inquiries to explain applicable code requirements to potential applicants. The City's administration and communication of code requirements does not constitute a hardship.

REQUEST NOT CONTRARY TO PUBLIC INTEREST

The applicant states that having corrugated metal siding to match the rest of the building will not have any effect on neighboring properties. The building directly south of this site is all corrugated metal and the property east and west of the site are homes.

Conclusion

ALTERNATIVES TO REQUEST

1. Reconstruct the existing wall in the same location, without expanding the building footprint.

The code allows for non-conforming buildings to be repaired to address a state of disrepair, neglect, or potentially harmful condition to a minimum level of safety but does not allow a non-conforming building to be expanded unless in compliance with all applicable codes. A variance would not be required for this alternative.

2. Construct the building to expand the building footprint as desired but install the required masonry to the south and west sides of the newly constructed area.

Building additions are required to follow the architecture requirements established within the zoning ordinance. A variance would not be required for this alternative.

VARIANCE CONDITIONS TO CONSIDER

Should the Board decide a variance meets the five criteria to be granted, staff requests the Board consider the following conditions to be applied to the variance request.

1. Require a minimum of 130sf of masonry be installed to the front of the building so the masonry is in a location most visible to the public.

SUMMARY

The applicant desires to construct a building addition on the southwest corner of the building, therefore increasing the building footprint.

All building additions are required to follow the architecture requirements of the applicable zoning district. As such, a total of 130sf of masonry is required to be added to the south and west sides of the building addition.

The applicant is requesting a variance to not install the required masonry on the building addition.

There are alternatives available that would not require a variance to be granted.

Staff asks the Board to consider the precedent the variance would create as the City reviews and approves building additions frequently throughout Grimes.

The Board has not previously granted any variances related to architecture requirements.



DEVELOPMENT SERVICES
410 SE Main Street, Suite 102, Grimes, Iowa 50111
P: 515.986.4050

BOARD OF ADJUSTMENT APPLICATION FOR VARIANCE REQUEST

Applications are due the first of the month at 12:00p.m. to be added to the next BOA agenda.

You are required to attend your hearing- by agent or in person. Please read application thoroughly. The City has the right to refuse an incomplete application.

INSTRUCTIONS FOR REQUIRED INFORMATION

NO REQUEST FOR VARIANCE CAN BE ACCEPTED FOR FILING UNLESS ALL OF THE REQUIRED INFORMATION IS PRESENTED

1. GENERAL INFORMATION. The Grimes Board of Adjustment (BOA) is empowered by Iowa law and by Ordinance to hear requests for variance(s) and to make decisions on said requests pertaining to the Zoning Ordinance, Chapter 165.37 and for certain exceptions to the district regulations. The BOA is a five-member quasi-judicial body with authority to grant variances in exceptional cases and is limited to such cases that are consistent with the general purpose and spirit of the zoning regulations. The BOA has no authority to allow a variance that would have the effect of establishing a non-conforming use of land or to change district boundaries except as outlined in the Zoning Ordinance.

2. MEETING DATES. The Board of Adjustment meets at 5:30 p.m. on the third Wednesday of each month. Submittal of all the information does not in any way guarantee that the application will be placed on the next available BOA agenda. All BOA meetings are open to the public and are held in the Council Chambers of City Hall, 101 NE Harvey Street, Grimes, Iowa.

3. FILING DEADLINE: The deadline to file an application for variance with the BOA is 12:00 p.m. the first day of the month of the board meeting. All materials must be filed in the Development Services Department office at 410 SE Maine Street Suite 102, Grimes, Iowa.

NOTE: Be sure that you have all required materials at that time. Failure to do so may result in your request for variance being delayed to the next regularly scheduled meeting.

4. FILING FEE: A filing fee is required at the time the materials are filed with the Development Services Department office. The fee covers administrative expenses and legal notification of surrounding property owners within 250 feet of the property in question. No request for variance is to be considered filed until this fee is received. The fee is \$150.00 to request a variance and payment must be submitted with the application. The fee shall be paid at the Development Services Department office, 410 SE Main Street Suite 102. Make all checks payable to the City of Grimes. The fee is nonrefundable.

5. SITE PLAN: The applicant must submit a site plan that clearly shows the variance being requested. The site plan should be drawn to scale, and should be a reproducible, black line drawing or free hand drawing on a sheet of paper no larger than 24" x 36" *{Use of an actual property survey is suggested but not required}*. The applicant may submit the same site plan that was submitted for a building permit. The site plan shall include the following information:

- a) Property lines and dimensions

- b) Location and size of all existing and proposed structures (buildings, driveways, parking lots, sidewalks, fences, etc.)
- c) Required setback and buffer location(s)
- d) Any other pertinent information necessary to fully understand the need for a variance (e.g. significant change in topography, location and size of mature trees, etc.)

NOTE: If the request for variance is for a sign, the request must be accompanied by both a fully dimensioned, to-scale elevation drawing of the sign, as well as a fully dimensioned to-scale site plan showing the exact location of the sign whether it is a free standing or a building sign.

6. SUPPORTING INFORMATION FORM: The Board of Adjustment may grant a variance provided that "unnecessary hardship" exists; that the variance is not contrary to the public interest; and that the spirit of the Zoning Ordinance is upheld. The Supporting Information form addresses these issues and asks for responses to each of the "tests" in order to grant a variance. The Supporting Information form must be completely filled out in order to process the application for a variance.

7. ADDITIONAL INFORMATION: If you have questions about this form, or should you require additional information regarding the variance process, please contact the Development Services Department at (515)986-4050.

APPLICATION FOR VARIANCE

All required information must be presented before acceptance of application.

The applicant must complete all sections in bold for review to begin.

Please type or print:

1. **Date:** 4/1/2026

Applicant Name: Mark Blanchard

Address: _____
(Street) (City) (State) (Zip)

Telephone Number: _____
(Home) (Work)

E-Mail Address: _____

2. **Location of Property**

Street Address: 302 SE 2nd Street

Legal Description: Lot 1, Part of Lot 2, and Alley Block 7 Town of Grimes

Zoning Classification: C-1

This request for variance cannot be processed until all required materials are submitted. In addition to this application, the following information is required for submission. On a separate sheet of paper please type or print the following:

3. Response to the attached supporting information form

4. Site plan drawn to scale

This plan shall be no larger than 24" x 36" and easily reproducible.

5. Application fee

An application is not considered filed until filing fee is paid.

The Board of Adjustment may grant a variance provided the BOA can make a finding of unnecessary hardship and can determine that the variance will not be contrary to the public interest and the spirit of the Zoning Ordinance.

The Board of Adjustment may grant a variance provided the BOA can make a finding of unnecessary hardship and can determine that the variance will not be contrary to the public interest and the spirit of the Zoning Ordinance.

This request for variance will not be granted unless sufficient facts are presented in this application and at the BOA hearing to support a positive finding by the BOA. In support of this request, a Supporting Information form shall be completed by the applicant(s).

Approval of this request for variance by the Board of Adjustment in no way absolves the applicant from subsequently obtaining the necessary development approvals, such as site plan, building permits, etc. from the City of Grimes or any other applicable agency.

I (We) certify that I (We) have been denied a Building/Zoning permit and I (We) have submitted all the required information to request for a variance and that such information is factual.

Signed by: Mark Blanchard on date: 04/01/2026
(Owner)

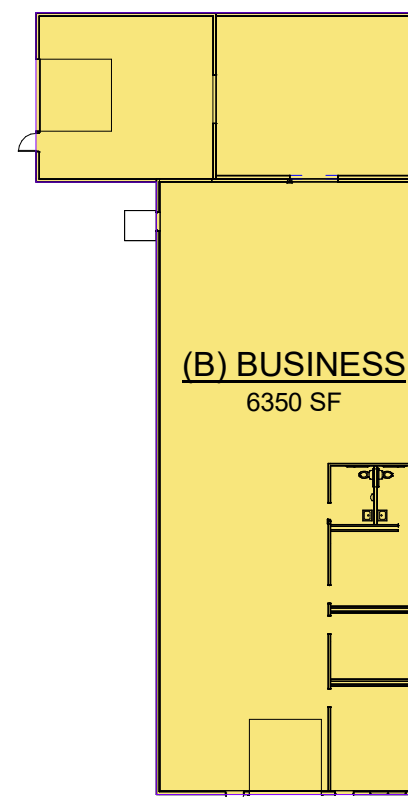
Or: _____ on date: _____
(Owners Agent)

BUILDING INFORMATION - PRELIMINARY				
	CODE SECTION	ALLOWED	PROVIDED	COMMENTS
OCCUPANCY TYPE:	304 506.1		S-1 STORAGE B - BUSINESS	STORAGE OF ELECTRICAL SUPPLIES FOR ELECTRICIAN COMPANY BUSINESS OFFICE SPACE AND FRONT RECEPTION / MEETING SPACE
HEIGHTS AND AREA LIMITATION ALLOWABLE HEIGHTS LIMITATION: ALLOWABLE BUILDING STORIES:	504.3 504.4	NON SPRINKLERED BUILDING 40'-0" (S-1 AND B) 1 STORES (S-1) 2 STORES (B)	20'-0" - NEED TO VERIFY 1 STORY	COMPLIES WITH MORE STRINGENT REQUIREMENTS NO SPRINKLER
ALLOWABLE AREA LIMITATION:	506.2	9,000 SF (S-1) 9,000 SF (B)	6,350 SF	
AREA INCREASE CALCULATIONS				
OCCUPANCY SEPARATION	508.3	NONE SEPARATED MIXED OCCUPANCY		
BUILDING ELEMENTS FIRE RESISTANCE	601	TYPE V-B	TYPE V-B	
STRUCTURAL FRAME		0HR	0HR	
BEARING WALLS - EXTERIOR		0HR	0HR	
BEARING WALLS - INTERIOR		0HR	0HR	
NONBEARING WALLS / PARTITIONS - EXTERIOR		0HR	0HR	
NONBEARING WALLS / PARTITIONS - INTERIOR		0HR	0HR	
FLOOR CONSTRUCTION		0HR	0HR	
ROOF CONSTRUCTION		0HR	0HR	
FIRE-RESISTANCE - EXTERIOR WALLS	602			EXISTING BUILDING
CONSTRUCTION CLASSIFICATION	602.5		TYPE V-B - NONE SPRINKLER	
FIRE AND SMOKE PROTECTION FEATURES				
FIRE RESISTANCE RATING	705.5	X>10 = 0 HOUR FROM INSIDE	0 HOUR FROM INSIDE	LESS THEN 5'-0" TO LOT LINE - OPENINGS NOT PERMITTED
ALLOWABLE AREA OF EXTERIOR OPENINGS	705.6	5 TO LESS THEN 10	10% AREA OF WALL	
VERTICAL SEPARATION OF OPENINGS	705.8.5	NO LIMIT	-	EXCEPTION 1: NO FIRE-RESISTANCE REQ DUE TO FIRE SEP. DISTANCE
PARAPETS	705.11	NOT REQ	-	
FIRE WALLS - PARTY WALLS	706.1.1	NONE	-	
FIRE RESISTANCE RATING	708.3	NONE	-	
HORIZONTAL ASSEMBLIES	711.2.4.3	NA	NA	
SHAFT ENCLOSURE	713.4	NA	NA	
INTERIOR FINISHES				
WALLS AND CEILING	803.13	CLASS C	CLASS C	
ROOMS AND ENCLOSED SPACES		CLASS C	CLASS C	
CORRIDORS AND EXIT ACCESS		CLASS C	CLASS C	
INTERIOR EXIT STAIRWAYS				
INTERIOR FLOOR FINISHES	804			ASTM E648 OR NFPA 253 COMPLIANCE
ACOUSTICAL CEILING SYSTEMS	808			INSTALL PER ASTM C635 AND ASTM C636
MEANS OF EGRESS				
TOTAL OCC. LOAD	1004.5	SEE OCC. SCHEDULE	X	
EXIT CAPACITY	1005.3			36 INCH DOOR / 0.2 INCHES = 180 OCCUPANT CAPACITY 180 X 2 = 360 OCCUPANT CAPACITY PROVIDED
STAIRS		(3 X OCC)	NA	
OTHER EGRESS		(2 X OCC)	68 PROVIDED	
NUMBER OF EXITS	1006	2 EXIT	MIN 2 PER UNIT	
COMMON PATH OF TRAVEL	1006.2.1	100 FT MAX	58 FEET MAX	
ACCESSIBLE ELEVATORS	1009.2.1	NOT REQUIRED	NOT REQUIRED	
EXIT ACCESS STAIR WIDTH	1011.2	44" MIN	NA	
TRAVEL DISTANCE	1017	285 FT MAX	112'-0" FEET MAX	
EXIT STAIRWAY STAIRWAY	1019.3	ENCLOSED SHAFT-PER 713	NA	
CORRIDORS	1020.1	5 HOUR	NA	
CORRIDOR WIDTH	1020.2	44" MIN	NA	
DEAD ENDS	1020.4	20 FEET MAX	NONE	
INTERIOR EXIT STAIRWAYS	1023	PER 707 - 1 HOUR FB	NA	
PLUMBING FIXTURES	UPC 422			

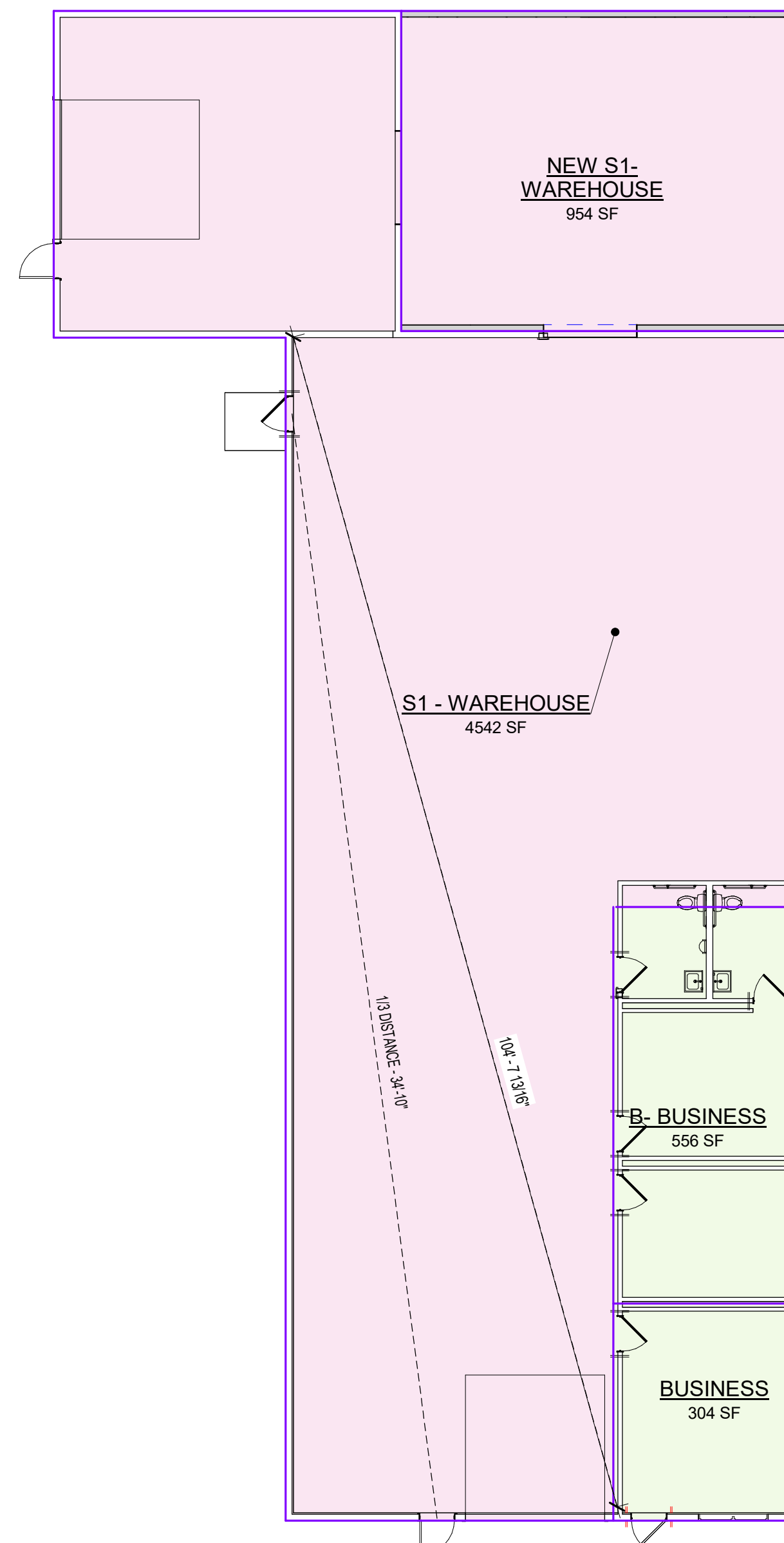
PLUMBING FIXTURE REQUIREMENTS												
OCCUPANCY	OCC. LOAD	MALE WATER CLOSETS		FEMALE WATER CLOSETS		MALE LAVATORIES		FEMALE LAVATORIES		DRINKING FOUNTAINS		SERVICE SINKS
		RATIO	REQ'D	RATIO	REQ'D	RATIO	REQ'D	RATIO	REQ'D	RATIO	REQ'D	REQ'D
BUSINESS (B) + ACCESSORY STORAGE/ MECH	25	1:25 FIRST 50 THEN 1:50	.50	1:25 FIRST 50 THEN 1:50	.50	1:40 FIRST 80 THEN 1:80	.31	1:40 FIRST 80 THEN 1:80	.31	1:100	25	1
(S-1)	20	1:100	.10	1:100	.10	1:100	.10	1:100	.10	1:1000	.02	
TOTALS	452	EXACT	.60	.60	.41	.41	.27					
		ROUNDED	1	1	1	1	1	1	1	1	1	1
		PROVIDED	1	1	1	1	1	1	1	1	1	1
		3 TOTAL UNISEX PROVIDED										

OCCUPANT LOAD				
NAME	FUNCTION OF SPACE	AREA	SF/OCCUPANT FACTOR	OCCUPANTS
B- BUSINESS	Business Area	556 SF	150 SF	4
BUSINESS	Business Area	304 SF	15 SF	21
				25
NEW S1- WAREHOUSE	Industrial areas	954 SF	300 SF	4
S1 - WAREHOUSE	Industrial areas	4542 SF	300 SF	16
				20
LEVEL 1				45

- EXIT SIGNS PER SECTION 1013
- PORTABLE 2-A FIRE EXTINGUISHERS IN COMMON AREA AT A MAX TRAVEL DISTANCE OF 75'-0"
-CABINET TO BE RECESSED / MAIN 1 HOUR RATING PARTITION RATING / NOT TO PROJECT
MORE THAN 4" FROM THE FACE OF WALL
- PROVIDE MEANS OF EGRESS ILLUMINATION AT MEANS OF EGRESS LOCATION IN ACCORDANCE WITH SECTION 1008.2 AND 1008.3

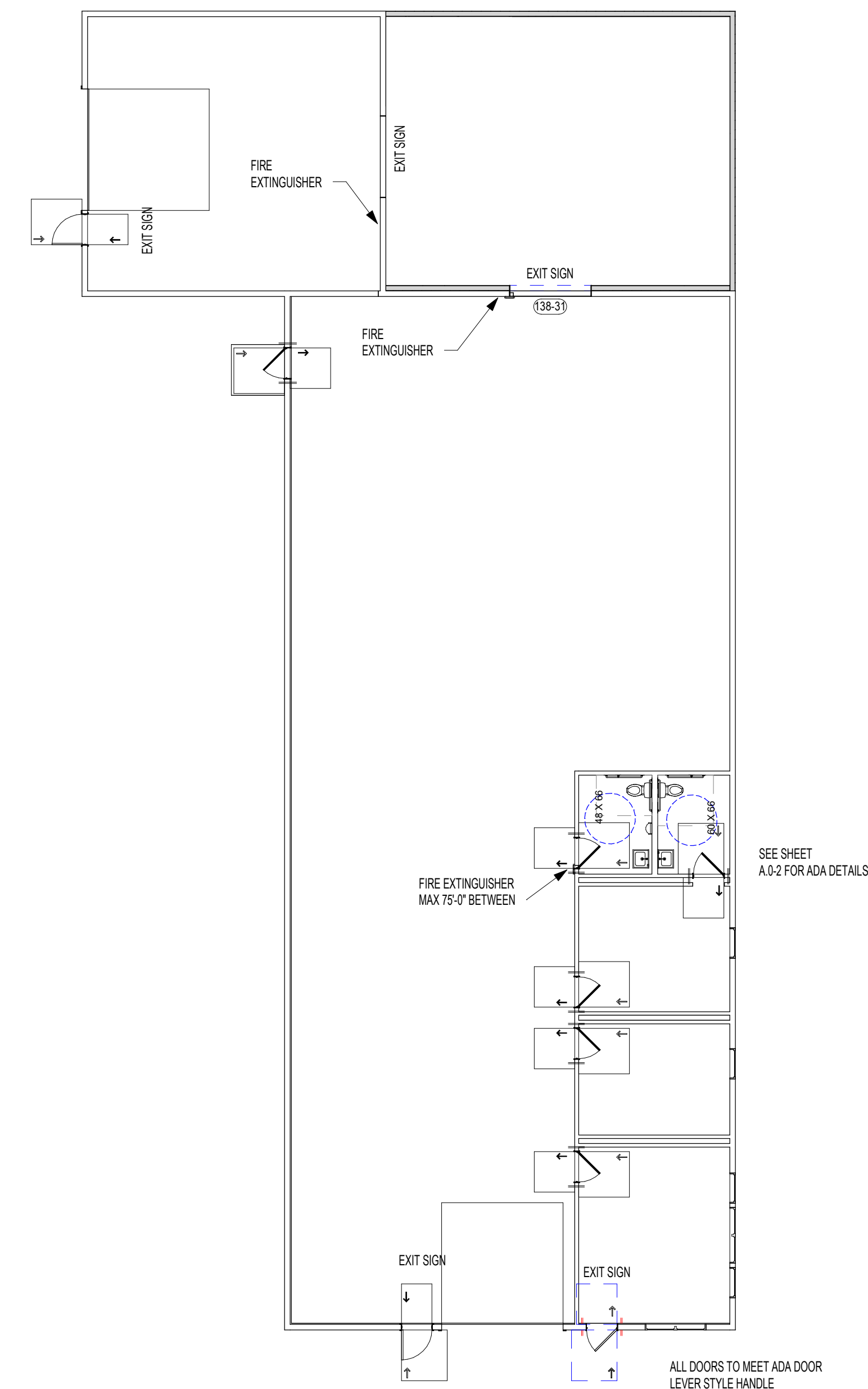


BUILDING AREA	
NAME	SQ FT
(B) BUSINESS	6350 SF
	6350 SF



1	LEVEL 1 - OCCUPANT LOADS
A.0-1	3/32" = 1'-0"

SEPARATION LEGEND		
LABEL	PROTECTION	NOTATION
12-FP	1/2 HOUR FIRE BARRIER	---
1-FR	1 HOUR FIRE RESISTANCE RATING	FROM INSIDE OF BUILDING
1-FB	1 HOUR FIRE BARRIER	---
1-FP	1 HOUR FIRE PARTITION	---



RIESBERG GROUP DESIGN
Grimes, Iowa
riesberggroup@gmail.com
Phone: 515-202-3386

MEMBER



Project ID:
24-2498

Drawn by: KMR

REVIEW

Rev. Date : 06-26-24

Rev. Date : 06-27-24

Rev. Date : 07-09-24

Rev. Date : 07-30-24

Rev. Date : 07-30-24

Rev. Date : 08-01-24

Rev. Date :

BID

Date : SET:

PERMIT

Date : SET:

MB Electric

Project Location:

302 SE 2nd Street
Grimes, Iowa

RIESBERG GROUP DESIGN IS NOT A LICENSED ARCHITECT OR ENGINEER. THESE PLANS ARE PROVIDED ON AN "AS IS" BASIS. THE OWNER AND/OR CONTRACTOR RELEASES ITS OWNER / EMPLOYEES FROM ANY CLAIMS OR LAWSUIT THAT MAY ARISE DURING CONSTRUCTION. CAREFULLY INSPECT ALL DIMENSION, STRUCTURE AND DETAILS IN THESE DOCUMENTS & NOTIFY RIESBERG GROUP DESIGN AND ANY DISCREPANCIES.

CODE REVIEW

A.0-1

Scale: As indicated

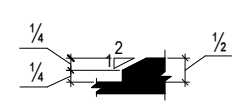
NOTES:
 1. PAGES X, X AND X ARE PROVIDED FOR GENERAL REFERENCE. IT IS THE BUILDER/CONTRACTOR'S RESPONSIBILITY TO VERIFY AND COMPLY WITH ALL CURRENT CODES, ORDINANCES, AND/OR LAWS GOVERNING THIS PROJECT. REFER TO LOCAL JURISDICTION FOR ANY MODIFICATIONS AND/OR AMENDMENTS.

REFERENCE STANDARDS:
 2010 AMERICAN WITH DISABILITIES ACT STANDARDS FOR ACCESSIBLE DESIGN
 2009 ACCESSIBLE AND USEABLE BUILDING AND FACILITIES (ICC A117.1-2009)

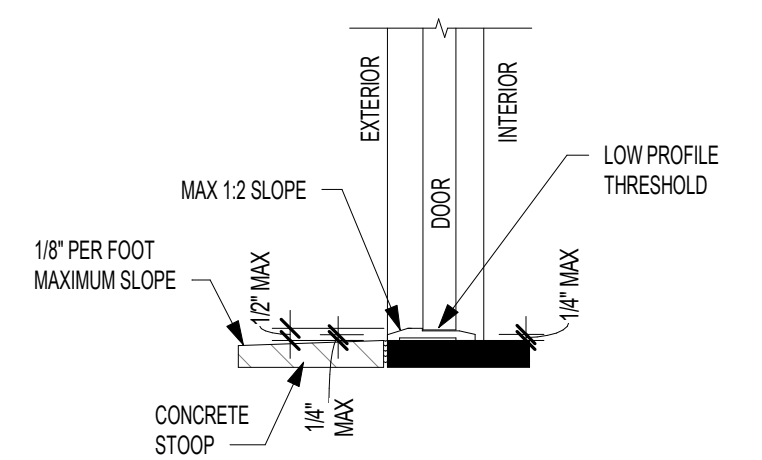
CHAPTER 3-BUILDING BLOCKS

FLOOR OR GROUND SURFACES SHALL BE STABLE, FIRM AND SLIP RESISTANT AND SHALL COMPLY WITH ADA/ANSI 302. CARPET OR CARPET TILE SHALL COMPLY WITH ADA/ANSI 302.2. OPENING IN FLOORS OR GROUND SURFACES SHALL COMPLY WITH ADA/ANSI 302.3. CHANGES IN LEVEL SHALL COMPLY WITH ADA/ANSI 303.

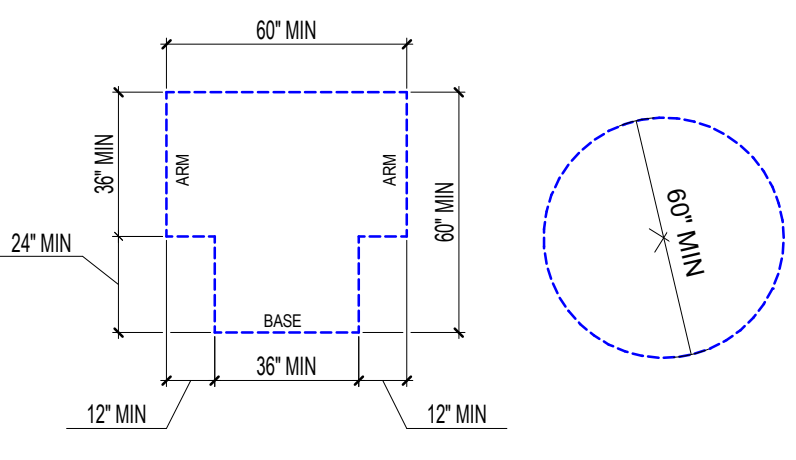
1 Beveled Change in Level
 A.0-2 3" = 1'-0"



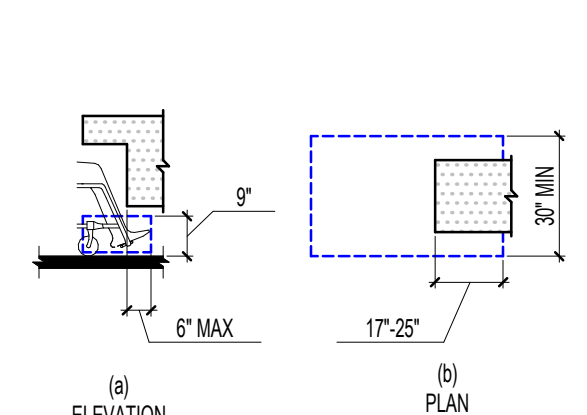
2 Vertical Change in Level - Exterior Door
 A.0-2 1 1/2" = 1'-0"



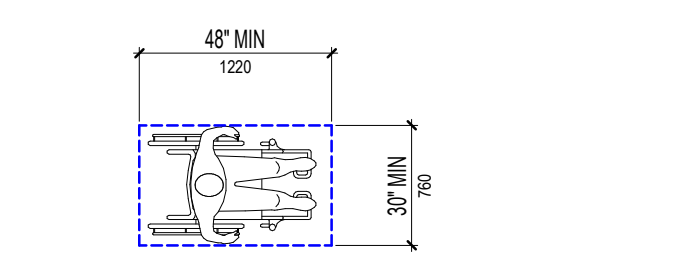
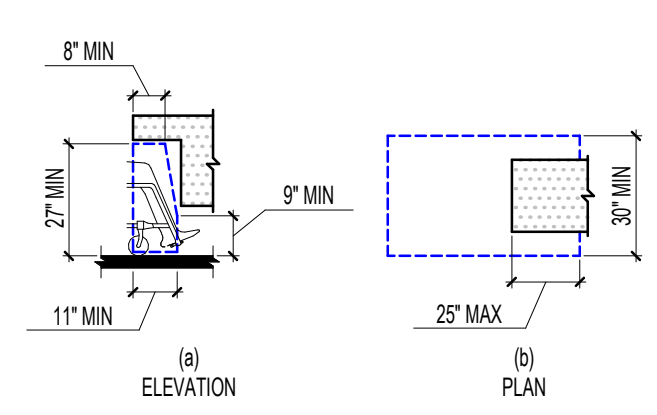
3 Turning Space
 A.0-2 1/4" = 1'-0"



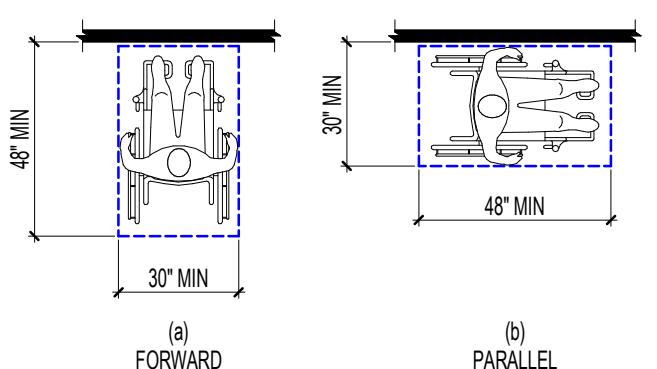
4 Toe Clearance
 A.0-2 1/4" = 1'-0"



5 Knee Clearance
 A.0-2 1/4" = 1'-0"



6 Clear Floor Space
 A.0-2 1/4" = 1'-0"

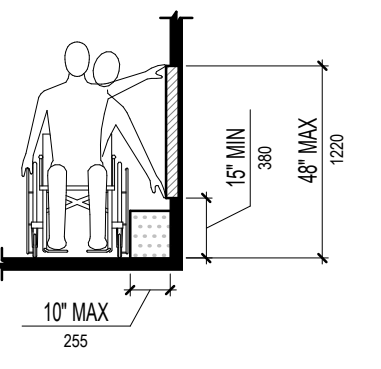


7 Position of Clear Floor Space
 A.0-2 1/4" = 1'-0"

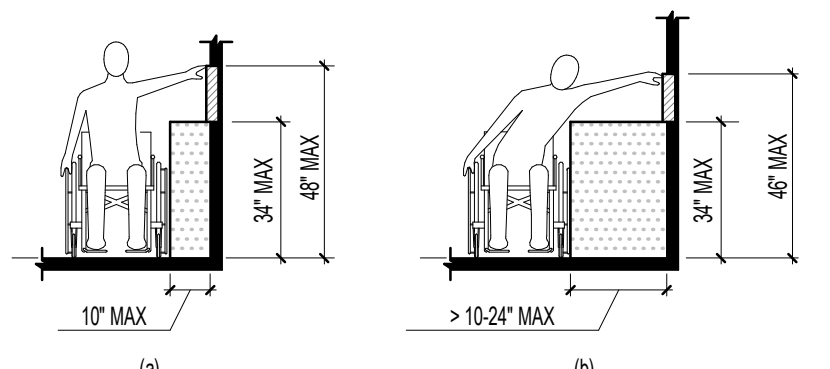


8 Maneuvering Clearance in an Alcove, Parallel Approach
 A.0-2 1/4" = 1'-0"

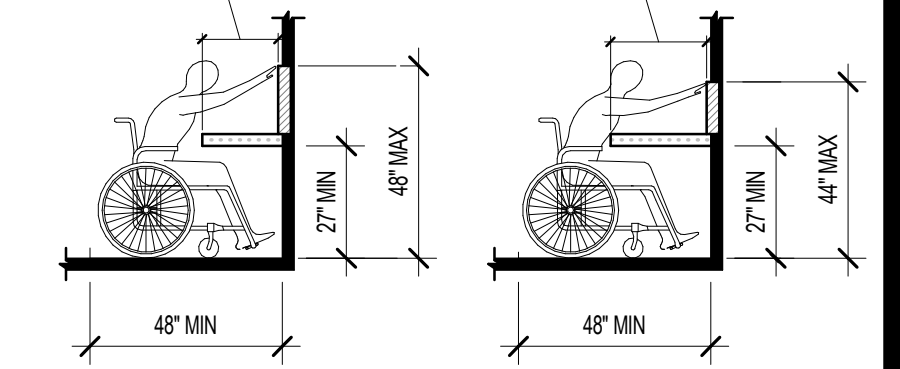
9 Maneuvering Clearance in an Alcove, Forward Approach
 A.0-2 1/4" = 1'-0"



10 Unobstructed Side Reach
 A.0-2 1/4" = 1'-0"



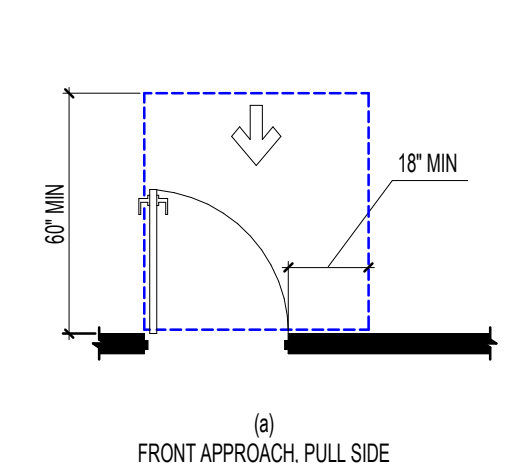
11 Obstructed High Side Reach
 A.0-2 1/4" = 1'-0"



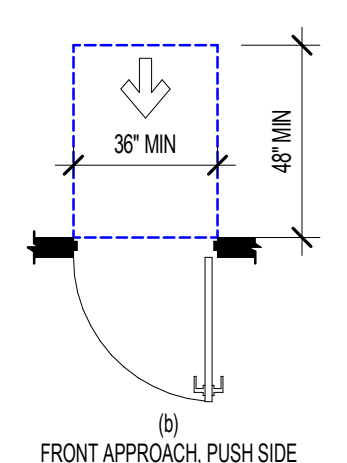
12 Obstructed High Forward Reach
 A.0-2 1/4" = 1'-0"

CHAPTER 4-ACCESSIBLE ROUTES

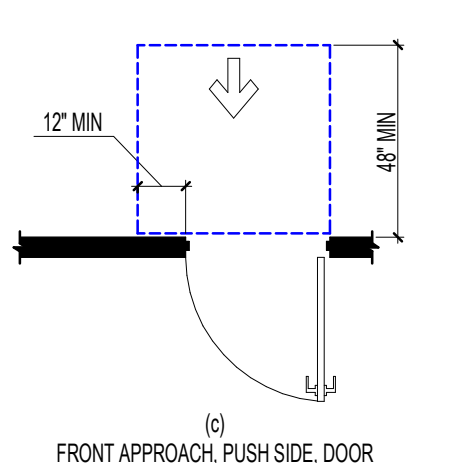
1. THRESHOLDS AT DOORWAYS SHALL BE 1/2" MAX IN HEIGHT. RAISED THRESHOLDS AND CHANGE IN LEVEL AT DOORWAYS SHALL COMPLY WITH ADA/ANSI 302 AND 302.2.
 2. DOOR HARDWARE: HANDLES, PULLS, LATCHES, LOCKS AND OTHER OPERABLE PARTS ON A DOOR AND GATES SHALL COMPLY WITH ADA/ANSI 308.4. OPERABLE PARTS OF SUCH SHALL BE 34" MINIMUM AND 48" MAXIMUM ABOVE FINISH FLOOR OR GROUND.
 3. DOOR CLOSURES SHALL COMPLY WITH ADA 404.2.8/ANSI 404.2.7



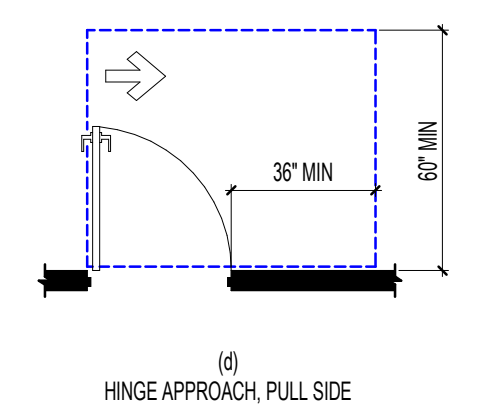
13 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



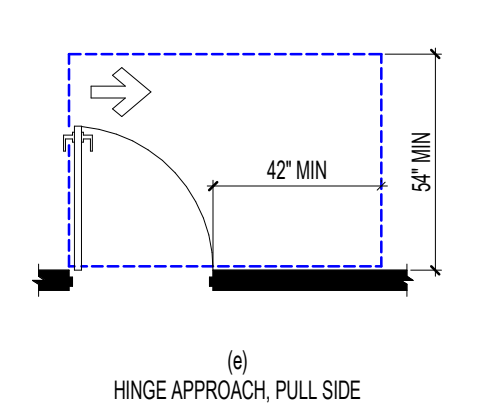
14 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



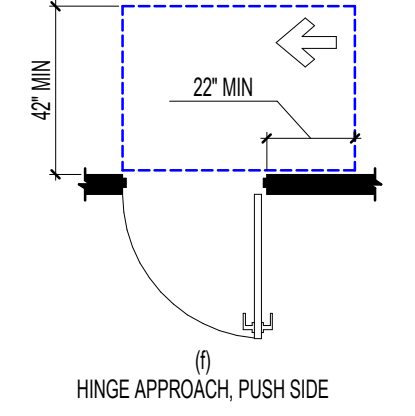
15 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



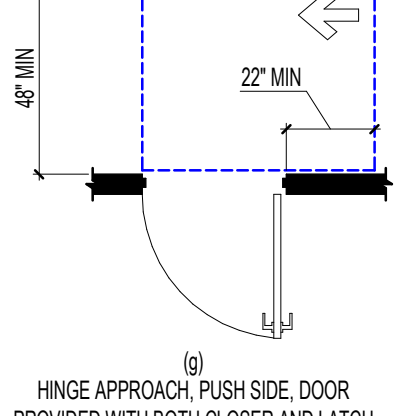
16 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



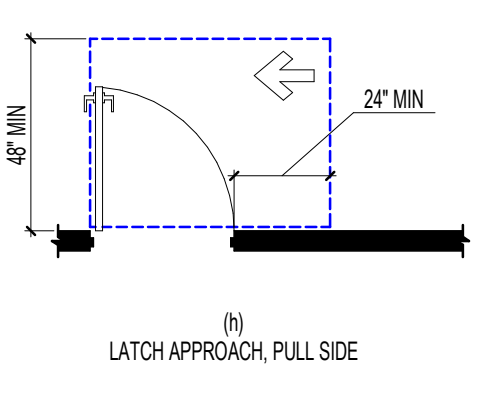
17 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



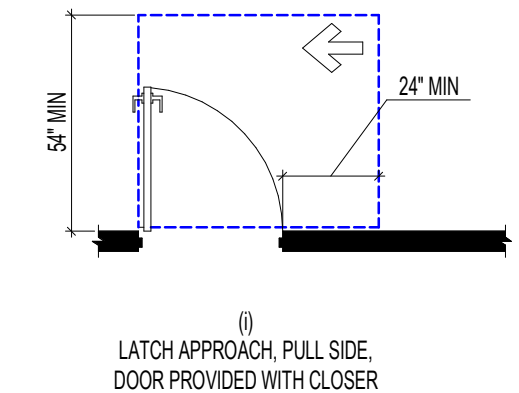
18 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



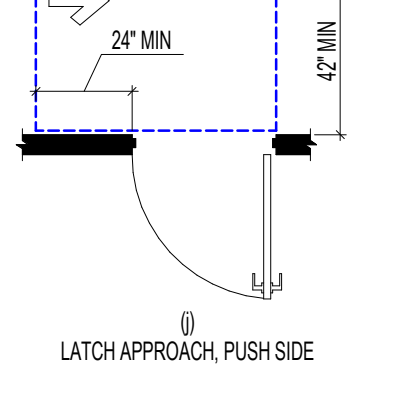
19 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



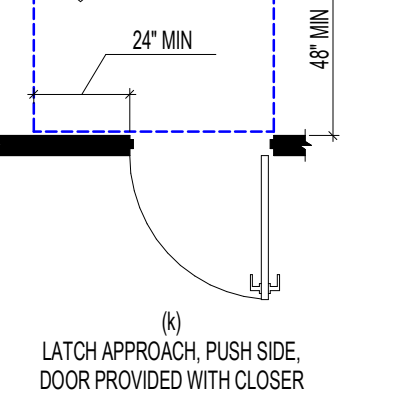
20 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



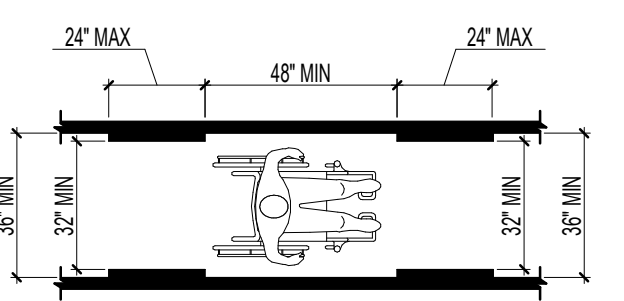
21 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



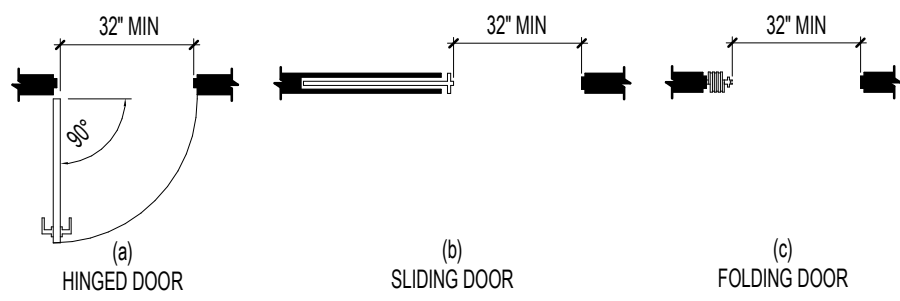
22 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



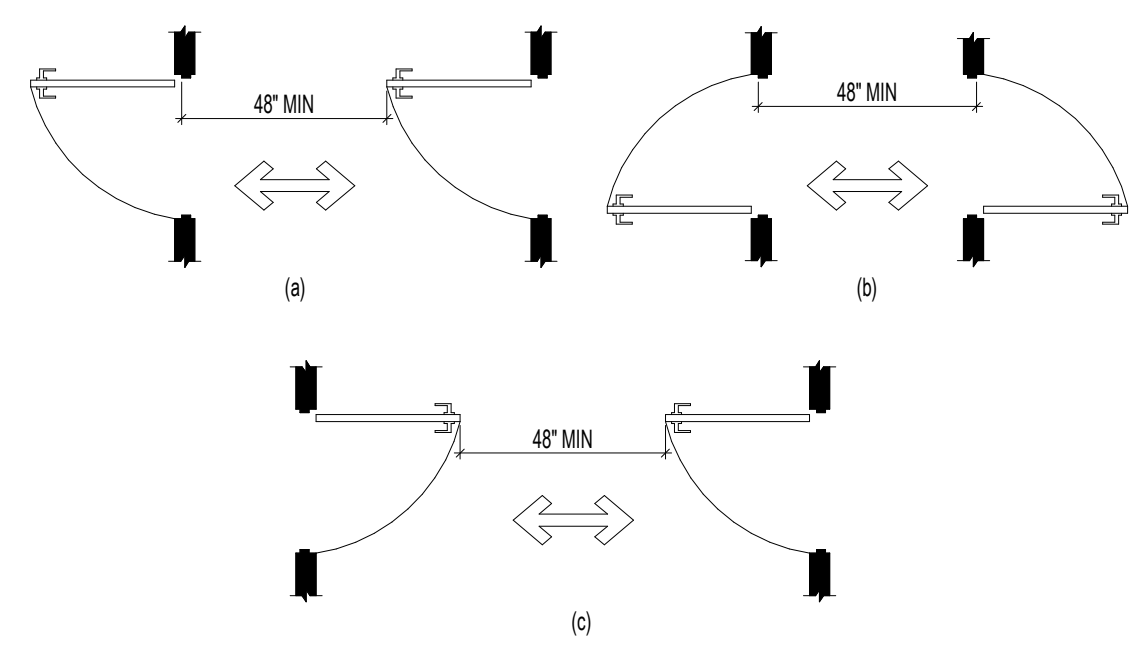
23 Clearance at Manual Swinging Door
 A.0-2 1/4" = 1'-0"



24 Clear Width of an Accessible Route
 A.0-2 1/4" = 1'-0"

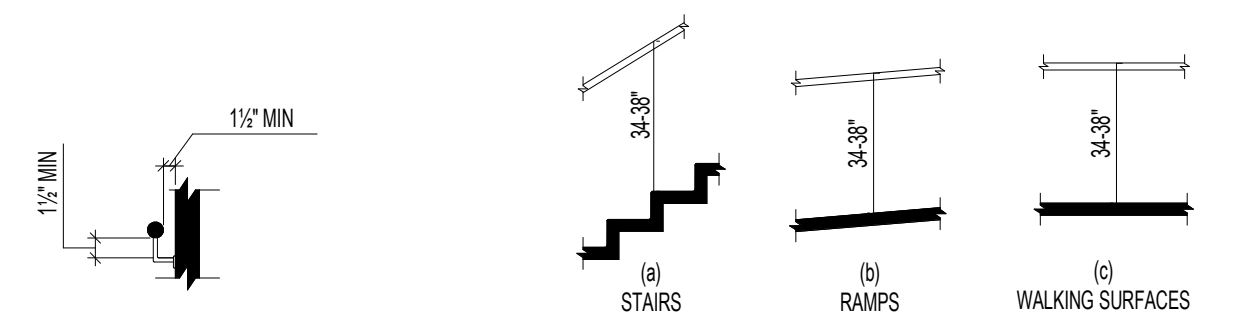


25 Clear Width of Doorways
 A.0-2 1/4" = 1'-0"



26 Doors in Series
 A.0-2 1/4" = 1'-0"

CHAPTER 5 GENERAL SITE AND BUILDING ELEMENTS



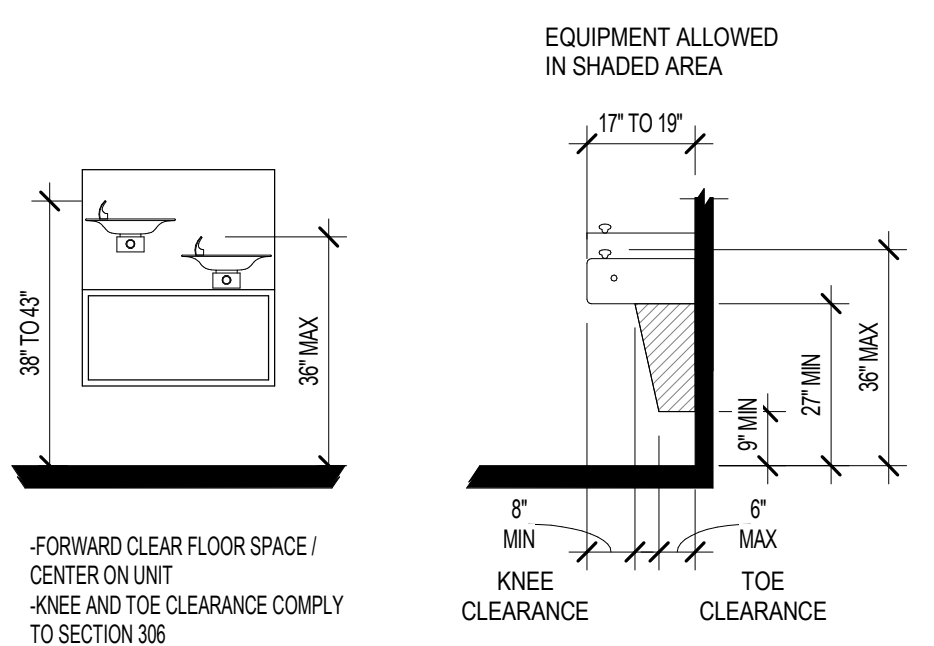
27 Handrail Clearance
 A.0-2 1/2" = 1'-0"

28 Handrail Height
 A.0-2 1/4" = 1'-0"

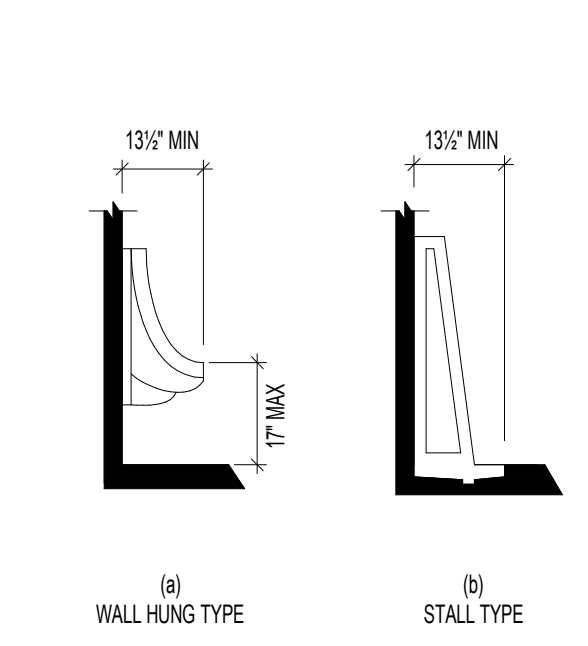
29 Handrail Extension at Ramps
 A.0-2 1/4" = 1'-0"

30 Handrail Extension at Stairs
 A.0-2 1/4" = 1'-0"

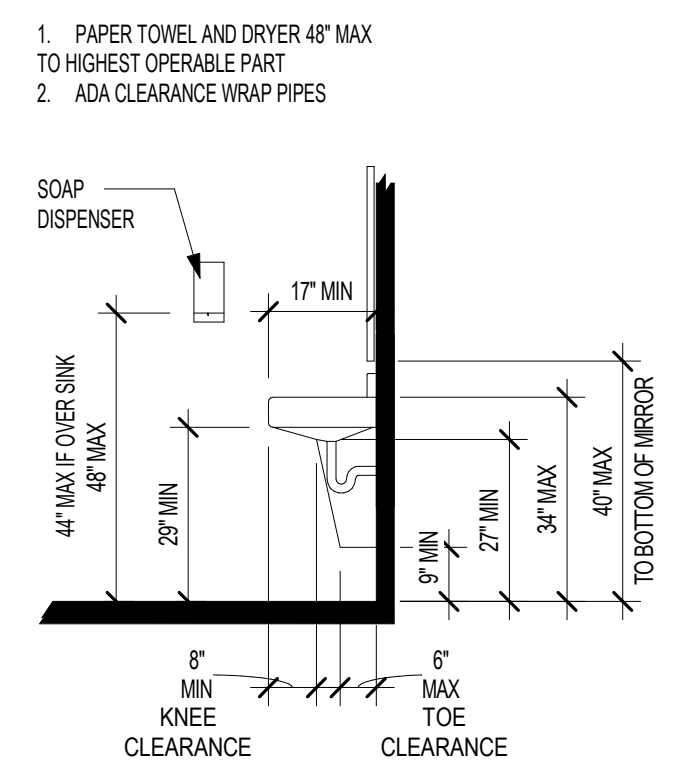
CHAPTER 6 PLUMBING ELEMENTS- PUBLIC SPACES



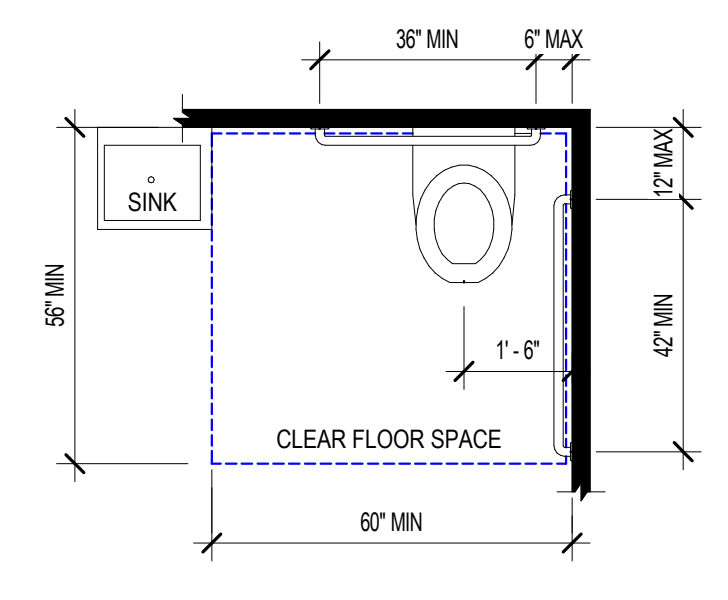
31 Drinking Fountain Spout Location
 A.0-2 3/8" = 1'-0"



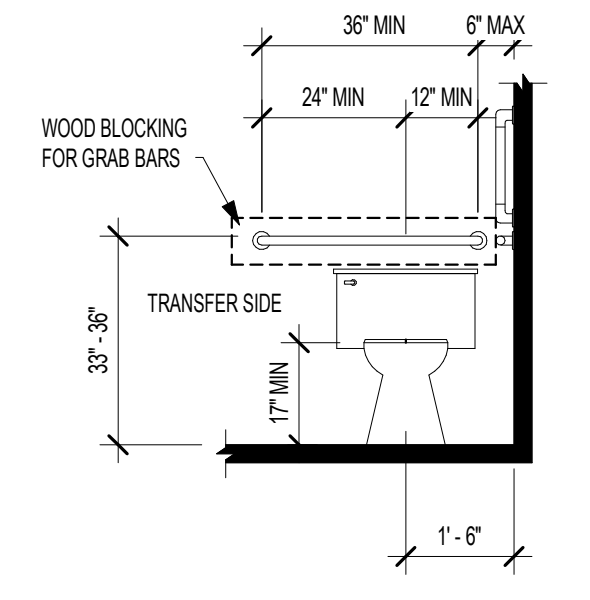
32 Height and Depth of Urinals
 A.0-2 3/8" = 1'-0"



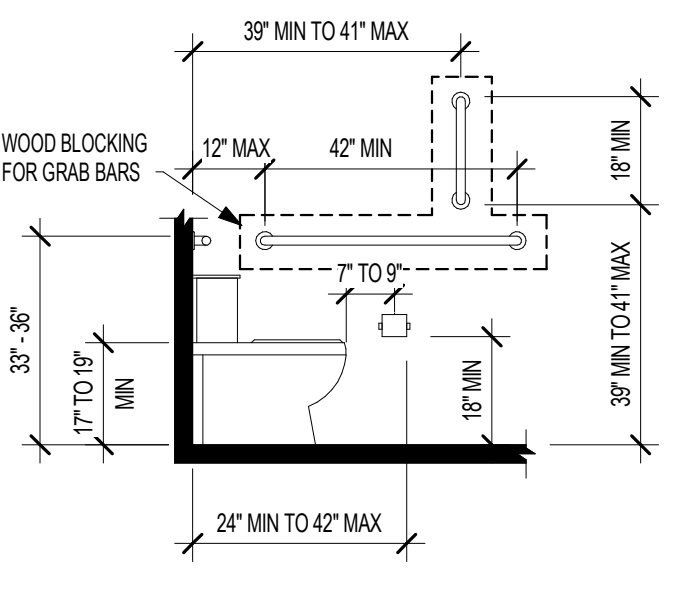
33 Lavatories and Sink
 A.0-2 3/8" = 1'-0"



34 Clearance at Water Closets
 A.0-2 3/8" = 1'-0"



35 Rear Wall Grab Bar at Water Closets
 A.0-2 3/8" = 1'-0"



36 Side Wall Grab Bar at Water Closets
 A.0-2 3/8" = 1'-0"



RIESBERG GROUP DESIGN
 Grimes, Iowa
 riesberggroup@gmail.com
 Phone: 515-202-3386

MEMBER
A I B D
 AMERICAN INSTITUTE OF
 BUILDING DESIGN

Project ID:
 24-2498

Drawn by: KMR

REVIEW
 Rev. Date : 06-26-24
 Rev. Date : 06-27-24
 Rev. Date : 07-09-24
 Rev. Date : 07-30-24
 Rev. Date : 08-01-24
 Rev. Date :

BID
 Date :SET:

PERMIT
 Date:SET:

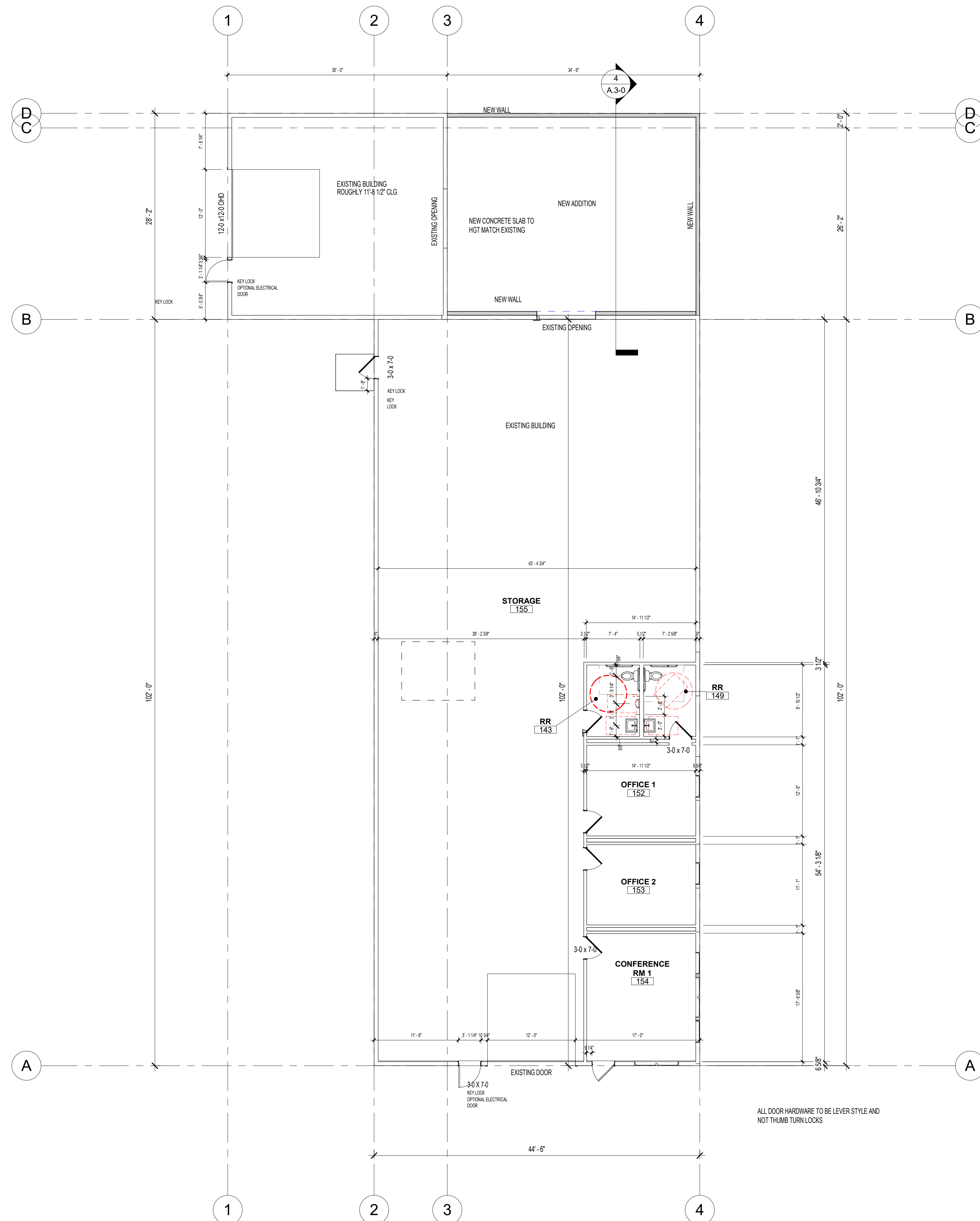
MB Electric
 Project Location:
 302 SE 2nd Street
 Grimes, Iowa

RIESBERG GROUP DESIGN IS NOT A LICENSED ARCHITECT OR ENGINEER. THESE PLANS ARE PROVIDED ON AN "AS IS" BASIS. THE OWNER AND/OR CONTRACTOR RELEASES ITS OWNER/EMPLOYEES FROM ANY CLAIMS OR LAWSUIT THAT MAY ARISE DURING CONSTRUCTION. CAREFULLY INSPECT ALL DIMENSION, STRUCTURE AND DETAILS IN THESE DOCUMENTS & NOTIFY RIESBERG GROUP DESIGN AND ANY DISCREPANCIES.

ACCESSIBILITY
 STANDARDS

A.0-2

Scale: As indicated



GENERAL FLOOR PLAN NOTES

DIMENSION ON PLAN:
 1. EXTERIOR DIMENSIONS ARE FROM THE OUTSIDE OF SHEATHING TO OUTSIDE OF SHEATHING OR FROM FACE OF MASONRY TO FACE OF MASONRY.
 2. INTERIOR DIMENSIONS ARE FROM THE FACE OF STUD TO FACE OF STUD.
 3. CEILING HEIGHT NOTES ARE FROM TOP OF FLOOR DECKING TO BOTTOM OF CEILING FRAMING MATERIAL.
 4. PORCH / DECK HEIGHTS NOTED ARE TAKEN FROM TOP OF MAIN FLOOR DECK AND NOT FROM DECK OR CONCRETE HGT. (UNLESS NOTED)

GENERAL:
 1. ALL SITE INFO, FURNITURE, AND FIXTURES SHOWN ARE CONCEPTUAL. REFER TO CIVIL, FIRE SUPPRESSION, PLUMBING, MECHANICAL, ELECTRICAL, COMMUNICATIONS DOCUMENTS OR CONSULTANTS FOR SPECIFIC DESIGN INFORMATION.
 2. PROVIDE POSITIVE DRAINAGE AWAY FROM THE BUILDING.
 3. INSTALL VERTICAL EXPANSION JOINTS WHERE REQUIRED FOR STANDARD MATERIAL PRACTICE TO REDUCE STRESS CRACKING.
 4. CAULK AND SEAL ALL CONTROL- EXPANSION, SAWCUT JOINTS AT ALL INTERIOR AND EXTERIOR CONCRETE



RIESBERG GROUP DESIGN
 Grimes, Iowa
 riesberggroup@gmail.com
 Phone: 515-202-3386



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 24-2498

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FLOOR PLAN

A.2-1

1 LEVEL 1 - FLOOR PLAN
 A2-1 1/8" = 1'-0"

Scale: 1/8" = 1'-0"



RIESBERG GROUP DESIGN

Grimes, Iowa
riesberggroup@gmail.com
Phone: 515-202-3386

MEMBER



AMERICAN INSTITUTE OF BUILDING DESIGN

Project ID:
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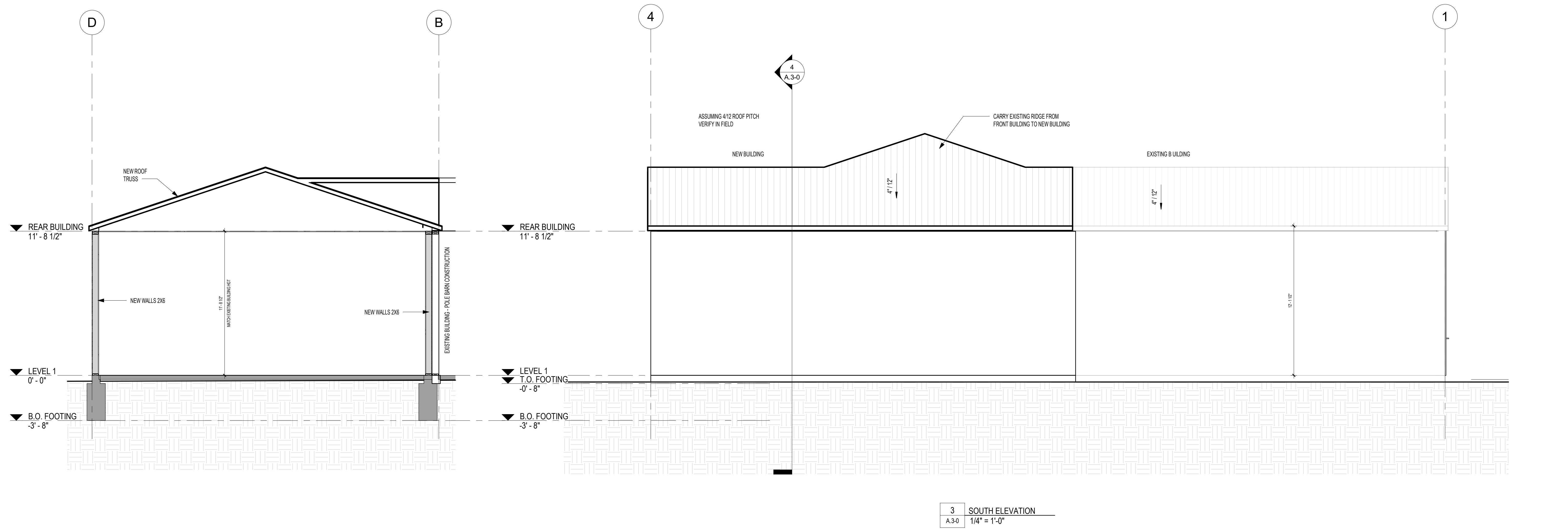
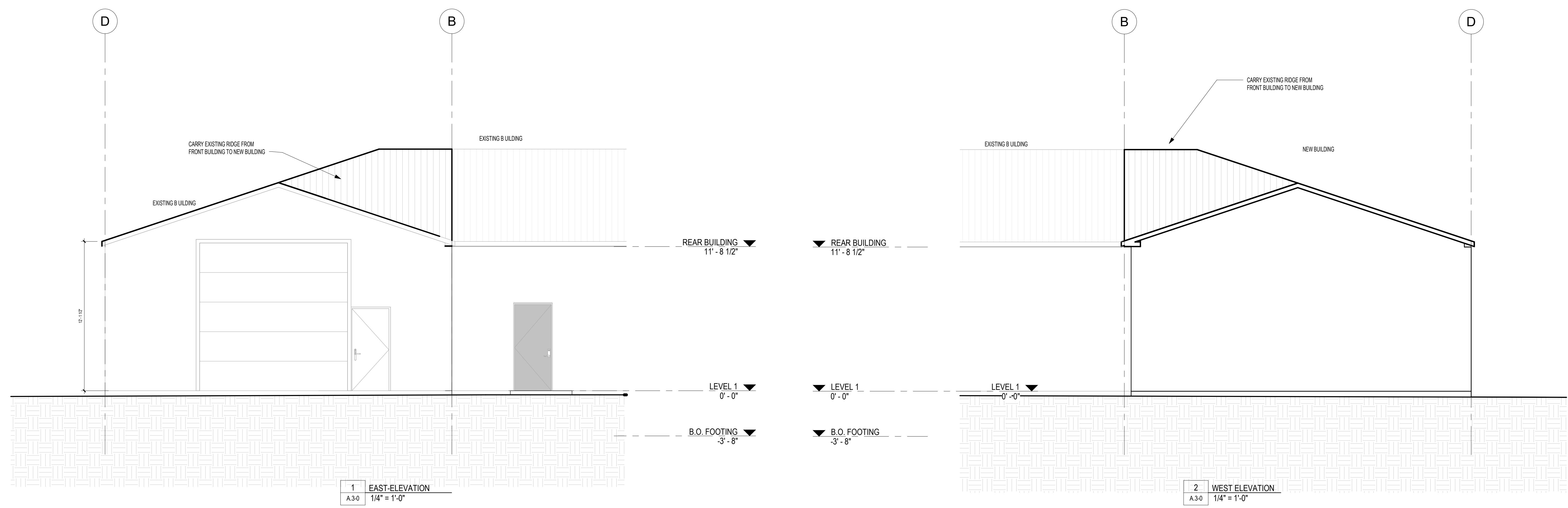
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ELEVATIONS

A.3-0

Scale: 1/4" = 1'-0"



DATE

May 11, 2026

APPLICANT

Debra Coffman

LOCATION

1100 SE 10th Court

REQUESTED ACTION

Variance Request to Section 12-5-11 of the Grimes Code of Ordinances to install a fence less than 10 feet from the property line on a corner lot

ZONING

R-3

PLANNER

Alivia Hoodjer
ahoodjer@grimesiowa.gov
515-986-4050



Location Map



Zoning Map

Background

LAND USES & ZONING

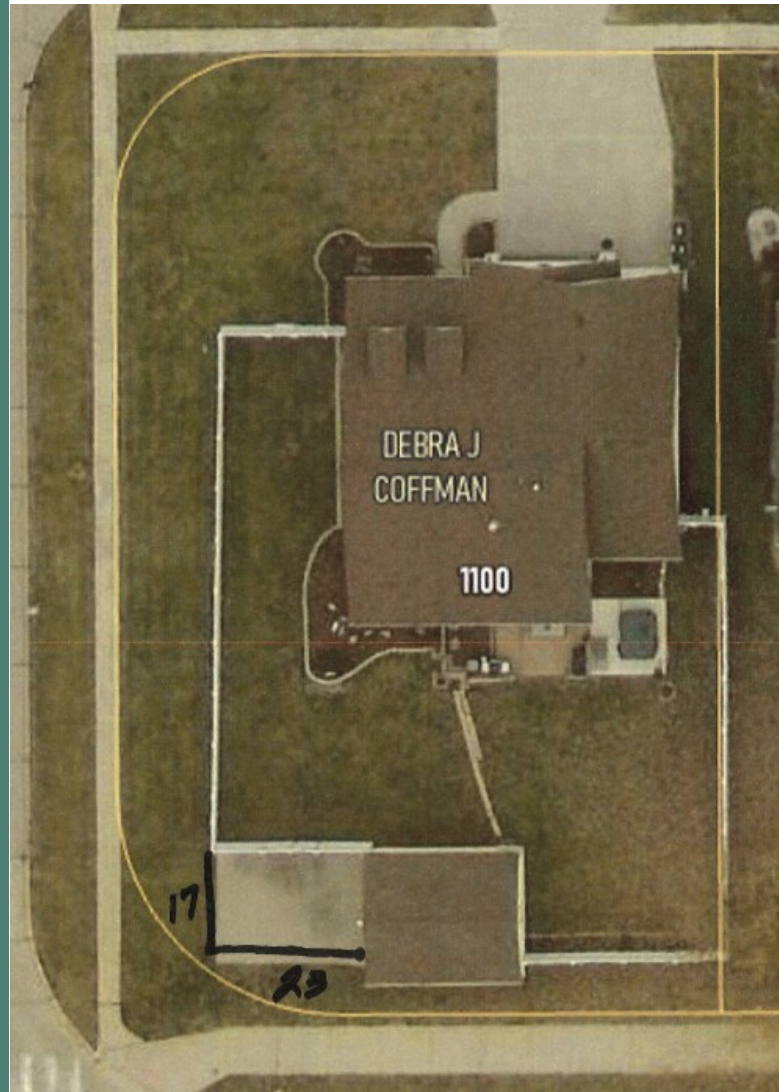
Location	Existing Land Use	Land Use Plan Designation	Current Zoning
Subject Site	Single family residential	Low-density residential	R-3
North	Single family residential	Low-density residential	R-3
South	Multi-family residential	High-density residential	C-2
East	Single family residential	Low-density residential	R-3
West	Single family residential	Low-density residential	R-3

FENCE INFORMATION

The applicant, Debra Coffman, desires to keep their fence within 10 feet of the property line. The fence is located 10 feet from both the west and south property lines, but it is within 10 feet of the rounded property corner.

The applicant obtained a fence permit in 2022 to enclose the majority of the rear yard. At the time of the 2022 fence being installed, the applicant recorded a retracement survey showing the property lines. The same fence company completed both fence installations.

The fence that is within the scope of the variance is the fence portion enclosing the southwest corner of the rear yard and garage pavement area, shown in black on the property map. The fence installation was completed prior to receiving a permit from the City, which has resulted in the fence not meeting the required 10-foot setback from property lines along public streets.



Background

CODE REQUIREMENTS

To build a fence along a secondary frontage, the fence must meet the current fence requirements for residential property use. A permit is required before installing any fence, and all fences must follow the minimum standards for the applicable zoning district. For residential properties with multiple frontages, or those next to trails or sidewalks along a public street, the fence must be set back at least 10 feet from the property line.

Section 12-5-11.1.B.(5).ii.d. and e.

“d. Multiple Frontage Lot. Fences constructed within any secondary front yard shall be constructed no closer than ten (10) feet from the property line. e. Fences along Trails and Sidewalks. Fences constructed along trails or sidewalks shall be constructed with a minimum setback of three (3) feet from the trail or sidewalk pavement. However, if a trail or sidewalk runs along a public street, the setback shall be ten (10) feet from the property line.”

VARIANCE REQUEST

To construct a fence without meeting the 10-foot setback, a variance would be required to be granted.

CONDITIONS TO CONSIDER

Staff requests that the Board consider the precedent that the variance would create should the variance be granted. The City regularly reviews and approves fence permits throughout Grimes. The City also does not allow fences to be constructed prior to review and approval of a permit by staff. If a fence permit application had been submitted and reviewed by City staff prior to installation, the variance request could have been avoided due to the self-imposed nature of the request.

CASE HISTORY

The Board has considered a total of 7 variance requests related to the setbacks of fences within secondary frontages along public streets and sidewalks.

Location	Land Use	Decision	Notes
400 NW 13th St	Single family residential	Denied	Allow for a fence to extend into the area between the setback and the ROW on a secondary frontage in a single family subdivision area.
100 SW Hickory Glen	Single family residential	Denied	Allow for a fence to extend into the area between the setback and the ROW on a secondary frontage in a single family subdivision area.
2506 NW Rockwood Ln	Single family residential	Approved	Allow for a fence to extend into the 10-foot setback area on a secondary frontage due to the grading and berm and to stay out of a water flowage area.
603 SE Dolan Dr	Single family residential	Approved	Allow for a fence to extend into the 10-foot setback area on a secondary frontage due to possible damage to a tree root system if the 10-foot setback requirement was followed.
312 NW 10th Circle	Single family residential	Approved with conditions	Allow for a fence to extend into the 10-foot setback area for the replacement of an existing fence line. The entirely new fence line shall follow the 10-foot setback requirement.
420 SE 6th St	Institutional (Cemetery)	Approved	Allow for a fence to extend into the 10-foot setback area. Fence would replace an existing Sunny Hill Cemetery fence. Fence can't follow 10-foot setback due to existing graves.
2200 NE 11th St	Single family residential	Approved	Allow for a fence to extend into the 10-foot setback area on a secondary frontage due to not installing the fence on top of an existing basketball court pavement in the backyard.

Analysis

ANALYSIS

Based upon the approved ordinance, the Board of Adjustment may grant a Variance regarding area or dimensions provided the Board can make a finding on the following factors:

1. A determination that the hardship is unique to the property; and
2. A determination that the hardship is not self-created; and
3. A determination that the granting of the variance will not significantly alter the essential character of the surrounding neighborhood.

Notice of the variance request was mailed to surrounding property owners within a 250-foot radius.

Based on a detailed analysis of the application, staff has summarized the applicant's responses to the required variance criteria on this page and included additional information for the Board to consider.

ENFORCEMENT OF ORDINANCE RESULTS IN SUBSTANTIAL HARDSHIP

The applicant states that the SW corner of the yard was fenced in to allow the applicant to install a garden and discontinue using the area to park their truck though the parking area had no driveway access to the street. The applicant states that literal enforcement of the 10-foot setback would result in the applicant losing their garden plot, which was the main reason of why they installed the fence. Making the fence diagonal makes their garden plot too small and too shady for use.

HARDSHIP NOT SELF-CREATED

The applicant thought that they were in compliance of the ordinance when planning to install the fence. The applicant was very surprised when notified by staff that there was an issue with the fence placement.

REQUEST NOT CONTRARY TO PUBLIC INTEREST

The applicant states that the fence does not impede on any access to the utility lines in the rear yard. The fence also does not create a visual hazard for drivers or impair them.

Conclusion

ALTERNATIVES TO REQUEST

1. Remove the fence panels and posts that are within the 10-foot setback and angle the fence diagonal to meet the 10-foot setback requirement.
2. Remove the fence portion that was installed prior to receiving a permit.



SUMMARY

The applicant desires to keep a newly unpermitted installed fence less than 10 feet from the property line on a corner lot.

All fences are required to follow the accessory structure requirements of the applicable zoning district. As such, the fence is required to be at a minimum 10 feet away from the south, southwest, and west property lines.

The applicant is requesting a variance to install a fence less than 10 feet from the property line on a corner lot.

There are alternatives available that would not require a variance to be granted.

Staff asks the Board to consider the precedent the variance would create as the City reviews and approves fence permits regularly throughout Grimes.

The Board has previously granted variances with conditions related to fences within 10 feet of the property lines on corner or secondary frontage lots.

APPLICATION FOR VARIANCE

All required information must be presented before acceptance of application.
The applicant must complete all sections in bold for review to begin.

Please type or print:

1. **Date:** May 11, 2026
- Applicant Name:** Debra Coffman
- Address:** 1100 SE 10th CT
(Street) (City) (State) (Zip)
Grimes IA 50111
- Telephone Number:** 515-423-8009
(Home) (Work)
- E-Mail Address:** dcoffman@accountlimited.com

2. **Location of Property**
- Street Address:** 1100 SE 10th CT
- Legal Description:** Lot 14 Meadowlark Pointe Plat 6

- Zoning Classification:** Residential

This request for variance cannot be processed until all required materials are submitted. In addition to this application, the following information is required for submission. On a separate sheet of paper please type or print the following:

3. Response to the attached supporting information form

4. Site plan drawn to scale

This plan shall be no larger than 24" x 36" and easily reproducible.

5. Application fee

An application is not considered filed until filing fee is paid.

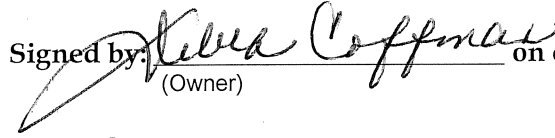
The Board of Adjustment may grant a variance provided the BOA can make a finding of unnecessary hardship and can determine that the variance will not be contrary to the public interest and the spirit of the Zoning Ordinance.

The Board of Adjustment may grant a variance provided the BOA can make a finding of unnecessary hardship and can determine that the variance will not be contrary to the public interest and the spirit of the Zoning Ordinance.

This request for variance will not be granted unless sufficient facts are presented in this application and at the BOA hearing to support a positive finding by the BOA. In support of this request, a Supporting Information form shall be completed by the applicant(s).

Approval of this request for variance by the Board of Adjustment in no way absolves the applicant from subsequently obtaining the necessary development approvals, such as site plan, building permits, etc. from the City of Grimes or any other applicable agency.

I (We) certify that I (We) have been denied a Building/Zoning permit and I (We) have submitted all the required information to request for a variance and that such information is factual.

Signed by:  on date: 5-6-26
(Owner)

Or: _____ on date: _____
(Owners Agent)

SUPPORTING INFORMATION FORM

The Board of Adjustment is authorized to grant a variance provided all the following requirements are satisfied. Use a separate sheet of paper if desired, and address each issue below:

- I. A finding showing of good and sufficient cause. The applicant must show that there is a reason for applying.

The SW corner of my yard was fenced to allow me a garden and discontinue using it to park my truck as street driveway access was never figured out.

- II. A determination that a literal enforcement of the ordinance would result in a substantial hardship to the applicant. The applicant must show that there is a hardship (utilities, parking, etc.).

I will lose my garden plot which is the sole reason I did the fence. Making fence a diagonal makes the plot too small/too shadey for use.

- III. The hardship is not self-imposed. The applicant must show that the proposed hardship is being caused by the strict interpretation of the Zoning Ordinance and not self-imposed by the applicant.

I thought I was in compliance of the ordinance when I planned and put in the fence. Was very surprised to be notified of problem.

- IV. The variance will not be contrary to the public interest or neighborhood integrity. The applicant must present information to indicate that the variance will not result in injury or endangerment to other property or persons nor will it devalue nearby property.

The fence does NOT impede in any access to the utility/media lines in back. Access to the street for drivers is not impaired in any way.

- V. The granting of a variance is the minimum necessary to afford relief from this Code of Ordinances while preserving the spirit of the zoning ordinance. The applicant must list other options that have been considered in lieu of granting a variance.

I will resurface the entrance to the garage the way it was before and use it to park my truck or other future purchases.





