



Planning and Zoning Commission

January 5, 2021

Agenda

Meeting Held Electronically due to COVID-19

5:30 P.M.

Electronic Meeting as Provided Under Iowa Code, Chapter 21*

***Please note that this Grimes Planning and Zoning Meeting will be an electronic meeting pursuant to Iowa Code Section 21.8 due to the national health emergency that makes it impossible or impractical for an in-person meeting.**

The public is welcome and encouraged to attend and participate in this meeting by either internet or phone as follows:

1. Internet- Meeting attendance may be obtained by "Join Zoom Meeting". Simply enter the following internet address and ID:

Join Zoom Meeting

<https://zoom.us/j/96483148173?pwd=WTlWS1RjcWpoc3VERVhWNkozZkNtUT09>

Meeting ID: 964 8314 8173

Passcode: 1234

2. By Phone: 877 853 5257 US Toll-free.

Hearing Assistance: If you are hearing impaired, Grimes will provide a sign language communicator on the internet Zoom meeting video presentation upon request. Please contact the Grimes City Clerk Rochelle Williams by email at rwilliams@grimesiowa.gov to request this service.

For any additional assistance or questions in attending the meeting, please call 515-986-3036 from 8 a.m. to 5 p.m., or contact the Grimes City Clerk Rochelle Williams by email at rwilliams@grimesiowa.gov.

For any additional assistance or questions in attending the meeting, please call 515-986-3036 from 8 a.m. to 5 p.m. Monday-Friday.

Meetings will be recorded

AGENDA

A GENERAL AGENDA ITEMS

1. Call to Order
2. Roll Call: Amy Montford, Craig Patterson, Scott Almeida, Danielle Smid, Courtney Strutt Todd
Council Liaison Andrew Borcharding
3. Approval of the Agenda
4. Approval of Previous Minutes

B. PUBLIC AGENDA ITEMS

1. Project # 20-1061: Hope Commercial Plat 3 – Final Plat
2. Project # 20-1063: Graystone Office – Site Plan Amendment
3. Sign Amendment Discussion

D. REPORTS

1. Department Update
2. Council Liaison Update
3. Old Business
4. New Business

E. ADJOURNMENT



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

This meeting of the Grimes Planning and Zoning Commission was called to order Tuesday, December 1, 2020 at 5:30 P.M. and was held electronically due to the global health pandemic.

Roll Call: Present: Scott Almeida, Craig Patterson, Courtney Strutt-Todd, Council Liaison: Andrew Borcharding

Staff: Alex Pfaltzgraff, Evann Martin, Rachel Greving

Absent: Amy Montford, Danielle Smid

A. GENERAL AGENDA ITEMS

1. APPROVAL OF THE AGENDA

Motion by Patterson, Second by Strutt-Todd, to approve the agenda

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

2. APPROVAL OF THE MINUTES

Motion by Strutt-Todd, Second by Patterson, to approve the minutes from the November 3, 2020 meeting

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

B. PUBLIC AGENDA ITEMS

Project # 20-1062: Destination Market Plat 3 – Final Plat

Staff member, Evann Martin, presented details of the project.

Motion by Patterson, Second by Strutt-Todd to approve Destination Market Plat 3 – Final Plat

Roll Call: Aye-All Nay-0 **Motion Passes 5-0**

C. PUBLIC FORUM – None

D. REPORTS

1. Department Update – Staff provided an update on development and capital projects around the City.

2. Council Liaison Update – N/A

3. Old Business – N/A

4. New Business – N/A

5. Next meeting Tuesday, January 5, 2021

Meeting is adjourned at 5:36 p.m.

Signature

Planning & Zoning Staff Report

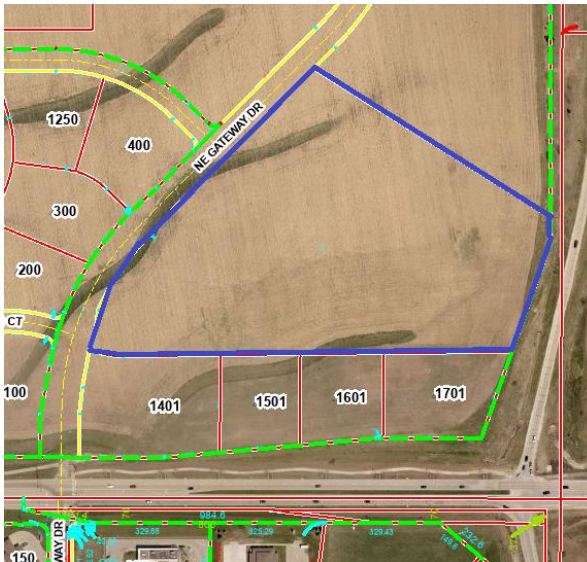


TO: Planning and Zoning Commission
FROM: Evann Martin, Assistant Planner
DATE: January 5, 2021
RE: Hope Commercial Plat 3 – Final Plat

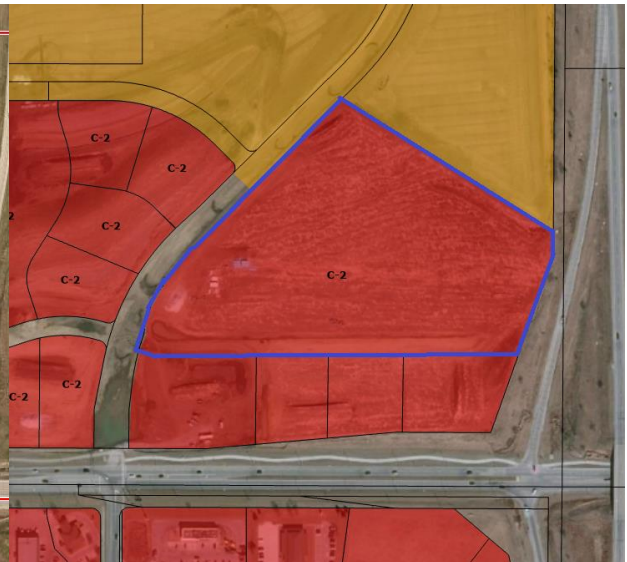
GENERAL INFORMATION:

Applicant:	Hy-Vee Inc.
Requested Action	Final Plat
Location	351 NE Gateway Drive

SUPPORTING INFORMATION:



Location Map



Zoning Map

LAND USES & ZONING:

Location	Existing Land Use	Land Use Plan Designation	Current Zoning
Subject Site	Vacant/Hy-Vee	Mixed Use 1	C-2
North	Vacant	Mixed Use 1	R-4
South	Vacant	General Commercial	C-2
East	Commercial	General Commercial	C-2
West	Vacant	Mixed Use 1	C-2

BACKGROUND:

The applicant is requesting approval of a final plat, which will allow for the subdivision of the property. The proposed final plat will provide for 3 development lots. Lot 3 will be the location of the new Hy-Vee grocery store. Lots 1 and 2 will be available for commercial development along NE Gateway Drive.

ANALYSIS:

The layout of the final plat is consistent with the preliminary plat. All necessary easements are shown on the plat. Vehicular and pedestrian access to the development will be provided from NE Gateway Drive and the private road, NE 2nd Court.

STAFF RECOMMENDATION:

Staff would recommend approval of the final plat for Hope Commercial Plat 3, subject to any remaining staff comments and legal review.

CITY OF GRIMES

Evann Martin
Assistant Planner



November 5, 2020
December 17, 2020

Development Services

410 SE Main St, Suite 102
Grimes, IA 50111
(515)986-4050
www.grimesiowa.gov

Civil Design Advantage

Attn: Josh Trygstad
3405 SE Crossroads Drive, Suite G
Grimes, IA 50111

RE: Hope Commercial Plat 3 Final Plat

Dear Mr. Trygstad:

The Development Services Department is in receipt of a proposed Final Plat for Hope Commercial Plat 3. Based on the review of the provided submittal materials, staff have the following comments:

General Comments:

1. ~~Does Hy-Vee want to change the address of the store? We could address it off of NE 2nd Ct (private road), or we can change their NE Gateway address if there is concern about it being too similar to Fareway.~~ **Please add Hy-Vee address to the plat.**
2. ~~Proposed addresses~~
 - a. ~~Lot 1—221 NE Gateway Drive or 1405 NE 2nd Ct~~
 - b. ~~Lot 2—321 NE Gateway Drive~~
3. ~~Provide an ingress/egress easement to the benefit of Lots 1 and 2, along their east and north sides to provide access through the Hy-Vee parking field.~~
4. ~~Provide an access easement along the Lot 1 and 2 property line (internal to parking lot) to denote shared driveway location.~~
5. ~~Provide storm sewer easement for the FES at the Lot 1 and 2 boundaries along NE Gateway.~~
6. ~~Revise SE Gateway ROW label to Highway 141.~~
7. Change zoning to Zone 1 of the Highway 141 Mixed Use Development Corridor District. **Please revise reference to say Highway 141 Mixed Use Development Corridor District.**

8. Remove reference to transportation overlay in the bulk regulations. Please revise reference to say Highway 141 Mixed Use Development Corridor District.

Legal Comments:

- ~~1. Title opinion~~
- ~~2. Consent(s) to Plat~~
 - ~~a. Owner consent~~
 - ~~b. Mortgagee consent (if applicable)~~
- ~~3. Treasurer's Certificate~~
- ~~4. County Subdivision Name Approval~~
5. Legal description in Word format
6. Easement documents and legal descriptions
7. Declaration and Covenants, Restrictions and Easements
8. Executed Mid-American Energy electric and Black Hills gas distribution agreement
9. Agreement to Complete with performance bond (if applicable)
10. 4-year maintenance bond
11. Letter from the surveyor confirming that monuments are in place. Confirmation is required prior to issuing a Certificate of Occupancy.

Please provide a letter addressing all comments on this comment letter and/or state what was modified on the site plan to address said comments.

SITE PLAN SUBMITTAL SCHEDULE:

SUBMITTAL DATE:	November 11, 2020 (1 PDF of Final Plat and Legals)
PLANNING & ZONING:	January 5, 2021 at 5:30 at the Grimes City Hall

COUNCIL MEETING: January 26, 2021 at 5:30 at the Grimes City Hall

Please feel free to contact me at emartin@grimesiowa.gov or at (515) 986-4050 if you have any questions or need additional information.

Sincerely,

Evann Martin
Assistant planner

INDEX LEGEND

LOCATION: OUTLOT 'Z', HOPE COMMERCIAL PLAT 1
GRIMES, POLK COUNTY, IOWA

REQUESTOR: HY-VEE, INC.

PROPRIETOR: HY-VEE, INC.
5820 WESTOWN PARKWAY
WEST DES MOINES, IOWA

SURVEYOR: MICHAEL A. BROONER

COMPANY: CIVIL DESIGN ADVANTAGE

PREPARED BY
& RETURN TO: CIVIL DESIGN ADVANTAGE
3405 SE CROSSROADS DRIVE, SUITE G
GRIMES, IOWA 50111
PH: 515-369-4400

OWNER / DEVELOPER

HY-VEE, INC.
5820 WESTOWN PARKWAY
WEST DES MOINES, IOWA
515-267-2800

ENGINEER / SURVEYOR

CIVIL DESIGN ADVANTAGE
3405 SE CROSSROADS DRIVE, SUITE G
GRIMES, IOWA 50111

DATE OF SURVEY

SEPTEMBER 3, 2020

PLAT DESCRIPTION

OUTLOT 'Z', HOPE COMMERCIAL PLAT 1, AN OFFICIAL
PLAT IN THE CITY OF GRIMES, POLK COUNTY, IOWA AND
CONTAINING 15.75 ACRES (685,966 SQUARE FEET).
PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS OF
RECORD.

ZONING

C-2 GENERAL AND HIGHWAY SERVICE
COMMERCIAL DISTRICT

PROPERTY IS WITHIN ZONE 1 OF THE TRANSPORTATION
OVERLAY DISTRICT

BULK REGULATIONS

MIN. FRONT YARD SETBACK = 25'

MIN. SIDE YARD SETBACK = NONE REQUIRED, EXCEPT WHEN ADJOINING ANY "R" DISTRICT OR
STREET RIGHT-OF-WAY LINE, IN WHICH CASE -25 FEET

MIN. REAR YARD SETBACK = 25'; HOWEVER, FOR EVERY FOOT THE FRONT YARD IS INCREASED
OVER 25', THE REAR YARD MAY BE DECREASED IN DIRECT PROPORTION THERETO, BUT IN NO
CASE SHALL THE REAR YARD BE LESS THAN 10'

HEIGHT = 45'

HIGHWAY 141 MIXED USE DEVELOPMENT CORRIDOR DISTRICT

MIN. HIGHWAY 141 SETBACK = 100'

MIN. PUBLIC STREET SETBACK = 25'

MINIMUM OPEN SPACE = 20%

TRANSPORTATION CORRIDOR MIXED USE DEVELOPMENT OVERLAY DISTRICT

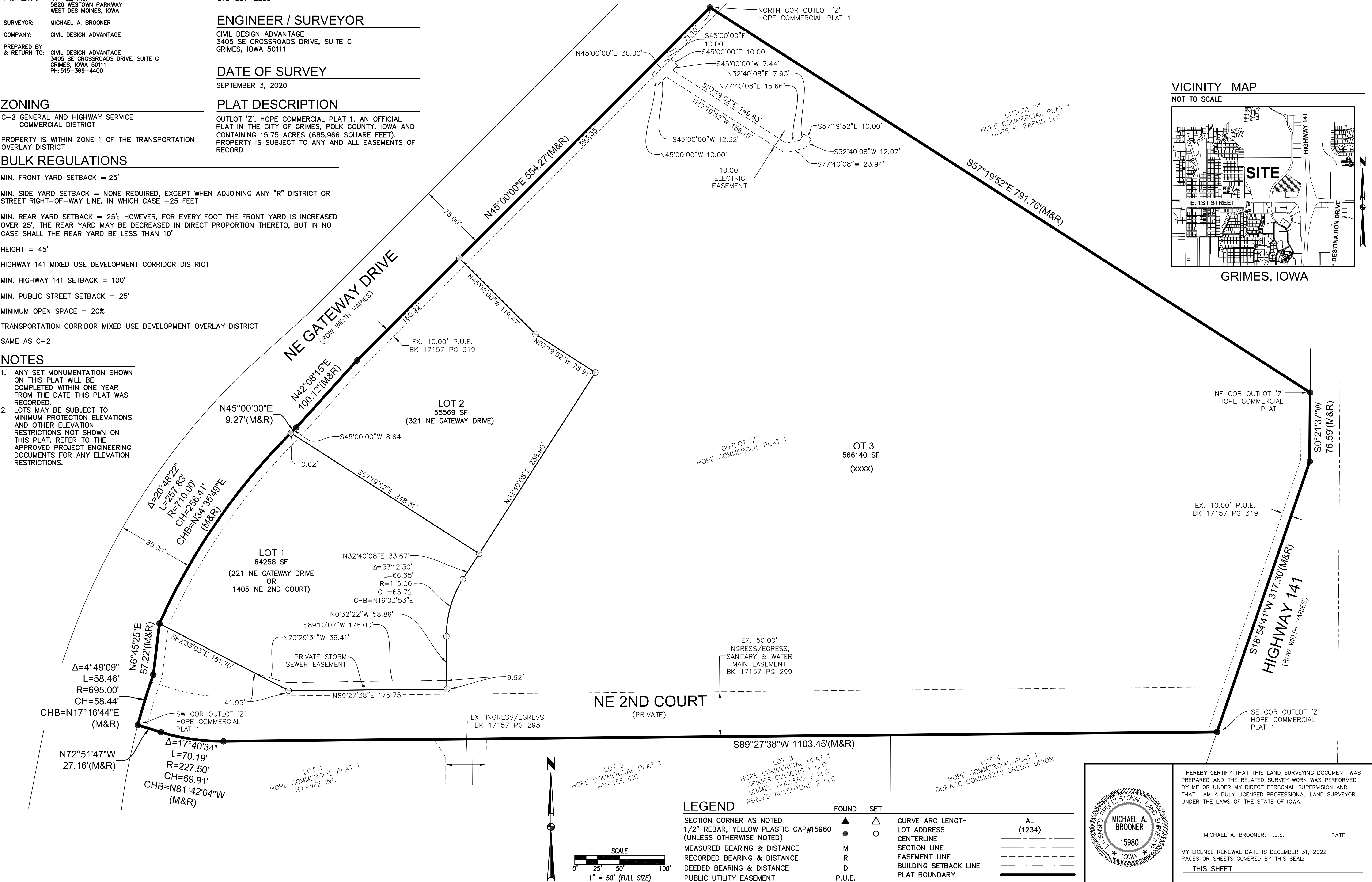
SAME AS C-2

NOTES

1. ANY SET MONUMENTATION SHOWN
ON THIS PLAT WILL BE
COMPLETED WITHIN ONE YEAR
FROM THE DATE THIS PLAT WAS
RECORDED.
2. LOTS MAY BE SUBJECT TO
MINIMUM PROTECTION ELEVATIONS
AND OTHER ELEVATION
RESTRICTIONS NOT SHOWN ON
THIS PLAT. REFER TO THE
APPROVED PROJECT ENGINEERING
DOCUMENTS FOR ANY ELEVATION
RESTRICTIONS.

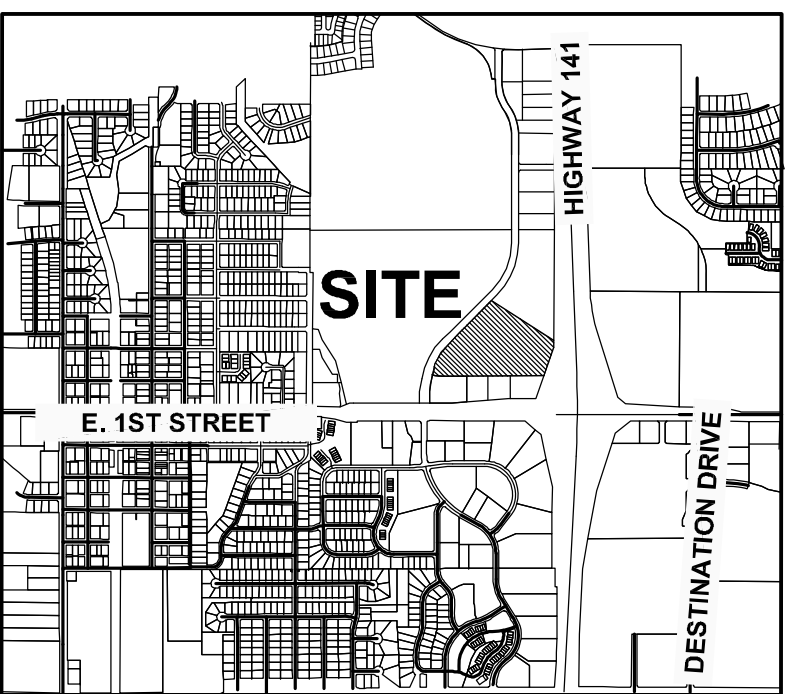
HOPE COMMERCIAL PLAT 3

FINAL PLAT



VICINITY MAP

NOT TO SCALE



GRIMES, IOWA

DATE		REVISIONS		SUBMITTAL	
					12/17/20

ENGINEER:	TECH:	JAE	REVIEW:
CIVIL DESIGN ADVANTAGE			

3405 S.E. CROSSROADS DRIVE, SUITE G
GRIMES, IOWA 50111
PHONE: (515) 369-4400 FAX: (515) 369-4410

HOPE COMMERCIAL PLAT 3
FINAL PLAT

1/1
2007.351

Planning & Zoning Staff Report



TO: Planning and Zoning Commission
FROM: Evann Martin, Assistant Planner
DATE: January 5, 2021
RE: Graystone Office – Site Plan Amendment

GENERAL INFORMATION:

Applicant:

Troy Bushnell

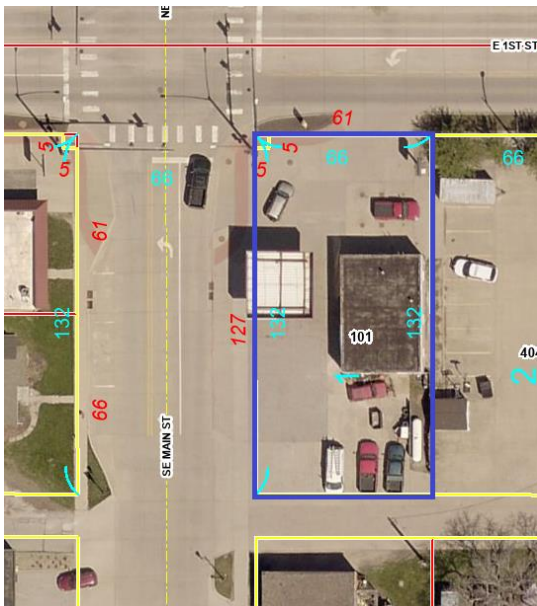
Requested Action

Site Plan Amendment

Location

101 SE Main Street

SUPPORTING INFORMATION:



Location Map



Zoning Map

LAND USES & ZONING:

Location	Existing Land Use	Land Use Plan Designation	Current Zoning
Subject Site	Gas Station	Downtown	C-2
North	Residential	Downtown	C-2
South	Commercial	Downtown	C-1
East	Church	Downtown	C-2
West	Commercial	Downtown	C-2

BACKGROUND:

The applicant is requesting approval of the site plan amendment for a 2,200 square foot office/retail building located at 101 SE Main Street.

The property is located within the C-2 zoning district and is not located within an overlay district.

ANALYSIS:*Building/Elevations:*

The façade is proposed to be principally constructed of brick and LP Smartside cement board panels. Awnings and light fixtures are proposed to be placed on the north and west sides of the building along the street frontages. The building appears to meet the architecture requirements in Chapter 165.51 and is consistent with Main Street design.

Site Layout:

The existing driveway on SE Main Street closest to E 1st Street is too close to the intersection and will be removed by the City. The driveway on the north side of the property off of E 1st Street will be converted to right-out only. Staff has requested that the curb on the west side of the driveway be extended to direct traffic at an angle to allow only a right turn out of the site. Vehicles can enter the site via the driveway on the southeast corner of the site off of SE Main Street or the alley. Pedestrian connectivity is existing along E 1st Street and SE Main Street Lane.

No dumpster enclosure is proposed for the site. Trash will be stored within the individual units.

The existing pole sign will remain onsite and will receive a new sign face for the new tenant.

Parking:

Uses located within the Governors District are exempt from the minimum parking requirements, but are required to ensure practical parking provisions are provided. The site proposes 9 off-street parking spaces, which meets the minimum parking requirements for office and retail.

Landscaping/Streetscape:

There are no minimum landscaping requirements for the site. However, a minimum of 10% open space is required. Staff is working with the applicant to ensure the site meets this requirement. A landscape bed is proposed along the parking lot to separate the parking from the sidewalk along SE Main St and E 1st Street. Plantings are proposed around the transformer and ground equipment to shield the units from the right-of-way.

Utilities:

The site will utilize the existing sanitary and water service lines that connect to the from the E 1st Street right-of-way and run south to the north side of the building.

Since this site was previously 100% impervious, staff has determined that no detention is required.

STAFF RECOMMENDATION:

Staff would recommend approval of the site plan for the Graystone Office subject to any remaining staff comments.

CITY OF GRIMES

Evann Martin
Assistant Planner



Development Services

410 SE Main St, Suite 102

Grimes, IA 50111

(515)986-4050

www.grimesiowa.gov

~~December 2, 2020~~

~~December 17, 2020~~

December 21, 2020

Graystone Co LLC

Attn: Troy Bushnell

2223 NW Gabus Drive

Grimes, IA 50111

RE: Graystone Office – Site Plan Amendment

Dear Mr. Bushnell:

The Development Services Department is in receipt of a proposed Site Plan Amendment for the Graystone Office. Based on the review of the provided submittal materials, staff have the following comments:

General Comments:

- ~~1. Provide larger site plan on separate sheet.~~
- ~~2. Provide construction schedule.~~
- ~~3. Add proposed use of the structure.~~
- ~~4. Remove Governors District Overlay from zoning designation.~~
- ~~5. Please list the full rear yard setback requirement on the plans.~~
 - ~~a. “25 feet; however, for every foot the front yard is increased over 25 feet, the rear yard may be decreased in direct proportion thereto, but in no case shall the rear yard be less than 10 feet”~~
- ~~6. Provide hydrant coverage.~~
- ~~7. Show existing utilities. The water actually comes off of E 1st St near the sanitary service. Please revise on the plans. Move water stop box to correct location. Please label all onsite and offsite traffic signal handholes. There appear to be four near the intersection.~~

8. Provide grading plan. Include grades and cross slopes for ADA parking. Show grades at the corners of the ADA parking space and include slope and cross slope of the parking space. **Please show the slopes as percentages. Slopes should not be more than 1.5%.**
9. ~~Provide dumpster enclosure detail per 165.52-7B. How will the tenant of the addition handle their trash?~~
10. **Please use State Plane Datum. This is what we use in Grimes and it is based off of the number to feet above sea level. The elevations should be shown in feet somewhere in the 900s. Please adjust the spot elevations and building floor elevation.**
11. **Revise the title on sheet 100. Instead of Building Addition and Renovation could you please label it as Site Plan?**
12. **Please add the building square footage on sheet C101.**
13. **Please remove the existing building and proposed addition labels. Since the building was torn down, these labels don't apply anymore. You could change it to new building.**
14. **Label the size of the utility lines.**

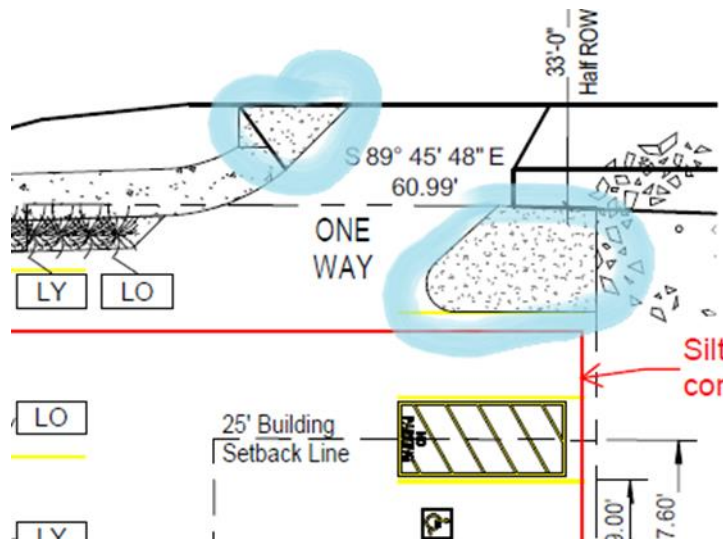
Sheet A100

1. ~~Provide complete site demolition plan.~~
2. ~~Show tank removal, sign removal, canopy removal, oil separator if existing.~~

Sheet C100

1. ~~Is the landscaping in a plant bed in the ground or in raised planters? If planters are used, please provide detail for the planter boxes. If plant beds are proposed, does the plant bed have any edging? Steel or stone? What ground cover is proposed? Mulch or rock? Please provide some sort of edging on the outer edge to help keep the mulch from spilling into the sidewalk.~~
2. ~~Label dimensions of all parking spaces. Parallel parking spaces should be at least 9' by 21'. Parallel parking spaces shall be widened an additional 2 feet if raised planters are installed.~~
3. ~~Label setback of the building from the east property line.~~

4. ~~Is there a bike rack proposed? There is a detail but nothing is shown on the site plan. Please verify.~~
5. ~~Remove parking space within the 25' visibility triangle at the intersection of SE Main St and E 1st Street.~~
6. ~~Landscaping within the 25' visibility triangle at the intersection and at the alley access should be planted in the ground. Raised planters in this area will be too tall and block vision. These areas should also be planted with daylilies since Karl Foerster grass can get pretty tall and block visibility.~~
7. ~~Parking needs to be 5' minimum from the sidewalk. Move the planter 1 foot off the sidewalk to provide 5-foot parking setback.~~
8. Will the highlighted areas in blue below have curb? Are they landscaped or concrete? Staff would like to see a tree in the large island next to the parking. Please show any existing grass area and include sign location on the plan.



9. The curb needs to be extended to limit the north driveway to right-out only. Please show on the plans. **Attached is a drawing showing what we will need at the north driveway. This will better direct pedestrians and motorists. Please revise.**
10. ~~Remove landscaping where it overlaps the traffic signal handholes.~~
11. ~~Provide detail for the flagpole. The pole should not be taller than 35'.~~

~~12. Please provide landscaping around the transformer to shield from ROW.~~

13. Since the building was torn down, the site needs to meet the 10% minimum open space requirement. Please provide a square footage calculation of the green space provided onsite.

Elevations:

~~1. Provide similar features/materials on the east side of the building as are shown on the other elevations and break up the large blank wall.~~

~~2. Provide material percentages per 165.51 3.C.2.~~

~~3. Provide cut sheets for light fixtures.~~

~~4. Are any roof top units proposed? They will need to be screened from view. Provide a detail. If they are ground mounted, show the location on the site plan and provide landscaping around the units.~~

~~5. Provide architectural design elements, materials, and colors into the east elevation similar to those used in the front building elevation and incorporate façade modulation, either by physical offsets or by the use of color, pattern, or texture to reduce negative aesthetic impact of the blank wall surface.~~

~~6. Please specify what type of material the board and batten siding is.~~

Please provide a letter addressing all comments on this comment letter and/or state what was modified on the site plan to address said comments.

SITE PLAN SUBMITTAL SCHEDULE:

SUBMITTAL DATE: December 9, 2020
(1 PDF of Site plan with Elevation Plan included)

PLANNING & ZONING: January 5, 2020 at 5:30 at the Grimes City Hall

COUNCIL MEETING: January 26, 2020 at 5:30 at the Grimes City Hall

Please feel free to contact me at emartin@grimesiowa.gov or at (515) 986-4050 if you have any questions or need additional information.

Sincerely,

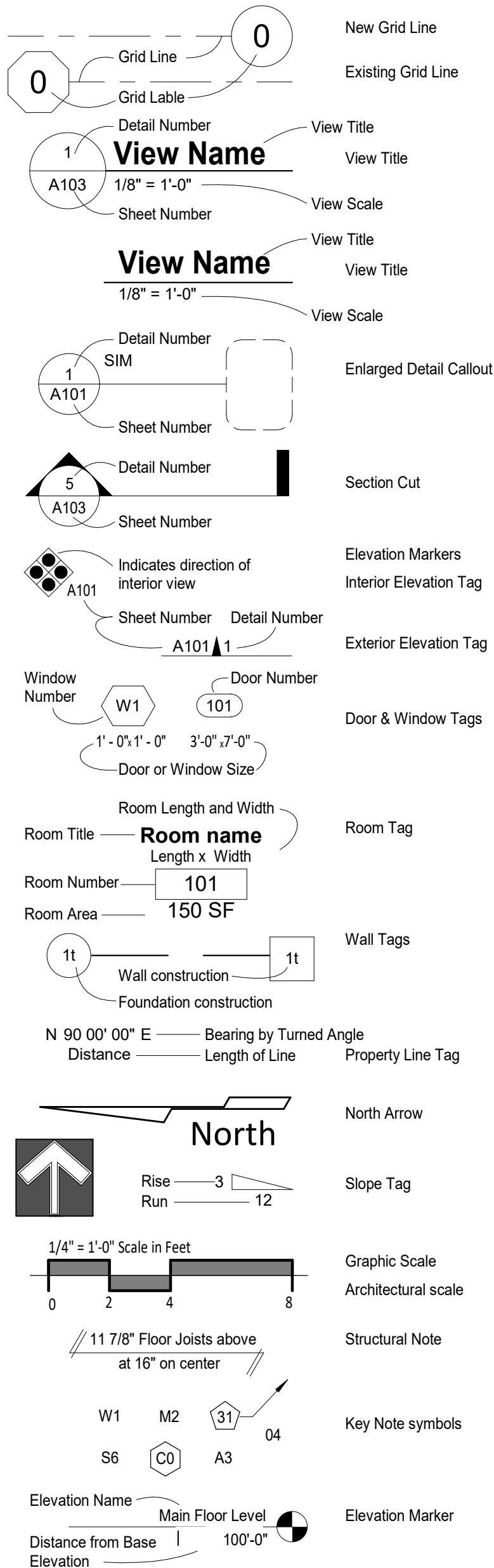
Evann Martin
Assistant Planner

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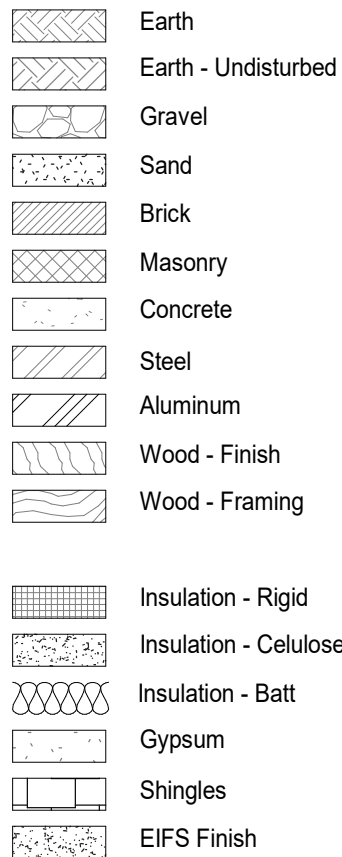
Graystone Co LLC Building Addition and Rennovation

101 SE Main Street | Grimes, Iowa 50111

Annotation Legend

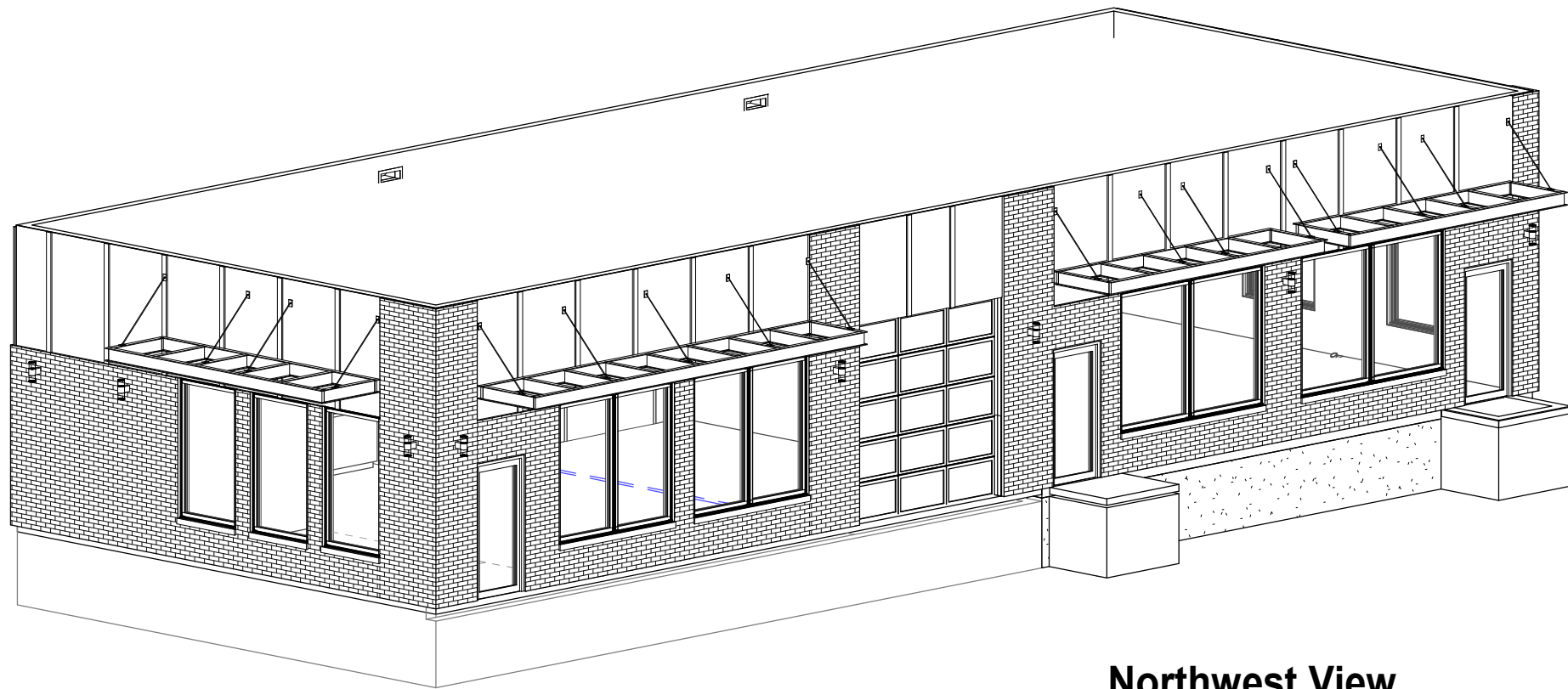


Material Legend



Drawing Index

General Information Drawings	
100	Cover Sheet
101	Specifications
Architecture	
A100	Demolition Plan
A102	Floor Plan
A103	Reflected Ceiling Plan
A401	Schedules & Details
F102	Code Analysis



Northwest View

Project Notes

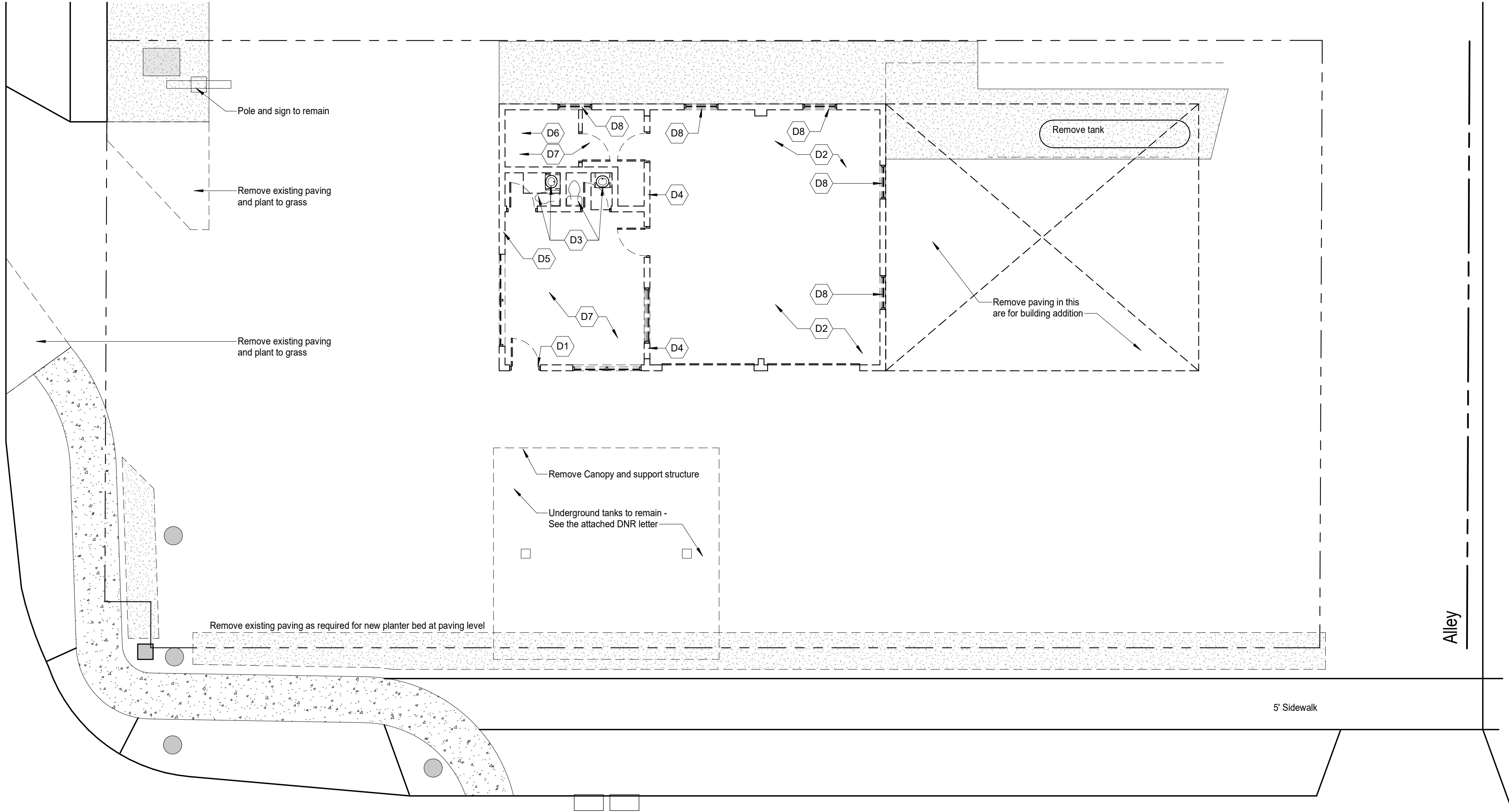
- These documents and the design they represent are the property of the Architect No changes to these documents either in whole or in part may be made in any way without their prior knowledge and written consent.
- Refer to additional notes and legends on all other documents.
- Refer to civil, geotechnical, environmental, structural, mechanical, electrical, plumbing, fire and life-safety documents for additional information or requirements. Reference to other disciplines is conceptual for purposes of coordination with architectural design only.
- Before commencement of any work, the contractor shall give all notices and obtain all permits. Contractor shall comply with all applicable codes, laws, ordinances, rules, regulations, requirements of governing agencies and authorities, hazardous material application, and disposal requirements, etc.
- These drawings represent the completed project, at a time of substantial completion. The intent of the drawings is to include all items necessary for the proper execution and completion of the work. Unless otherwise noted, they do not represent the means and methods of construction. Sequencing and means and methods of construction shall be the sole responsibility of the general contractor.
- These drawings do not contain information with regard to construction safety procedures. The contractor is solely responsible for all construction safety and shall perform all work in accordance with governing authorities construction safety guidelines.
- Provide complete in place all labor, transportation, material, taxes, fees, permits, licenses, insurance, utilities, inspections, equipment, machinery, supervision, and other items necessary to complete the work in strict compliance with the plans, documents, and specifications prepared by the architect and approved by the owner.
- Verify existing conditions before fabrication and before proceeding with the work, and notify the architect immediately of significant discrepancies which may impact aesthetics, durability, cost, and schedules.
- Do not scale drawings to determine the intended layout or dimensions. If dimensions are in question, the contractor shall be responsible for obtaining clarification before continuing with work. Drawings are intended only as a graphically correct representation of work to be accomplished.
- Remove and replace materials damaged during construction to the satisfaction of the owner. Repair existing public facilities damaged during construction to the satisfaction of the governing authority.
- All work shall be of good quality, and all materials and equipment shall be new and free from defects for one year from the date of substantial completion of work. Any extended warranties obtained from suppliers or subcontractors shall be forwarded to the owner.
- All requirements not followed, including substitutions not properly approved and authorized, in writing, may be considered defective.
- Comply with all weather-related construction requirements. Do not build with or on frozen, saturated, contaminated, or inappropriate substrates or conditions.
- Provide positive drainage of surface water away from and off of all buildings without ponding or water adjacent to or on buildings or pavements.
- By submitting shop drawings, product data and samples, the general contractor and sub-contractor has verified and approved the information contained within. The general contractor's review and approval shall be shown on each submittal prior to the submission to the architect.
- Sprinkler system design and layout drawings, main lines and branches will be provided and installed by the building owner. Drops to ceiling penetration, heads and accessories provided by contractor.

Creative Concepts and their consultants have completed these design documents to the level of detail requested by our client. The level of detail may range from schematic design document(s) mainly conveying programming information to fully detailed engineered documents and specifications. However, the clients intent and expectations are that these documents be used as the basis for design for an all-inclusive completed project based upon industry standards for all disciplines and governing authorities requirements.

The Contractor acknowledges by submission of their bid that they have a thorough understanding of the project and of the Owner/Landlord's & Tenant's expectations for a completed project. The Contractor also acknowledges that the Contractor has thoroughly reviewed these documents and has requested of the Owner, Tenant, Architect, Engineers or others any and all clarifications, and has received clear answers to said clarifications, required to resolve outstanding issues related to the completeness and accuracy of the design documents for estimating and construction purposes. The Contractor further acknowledges that the Contractor's bid includes all components of construction, including but not limited to: General Requirements, Concrete, Masonry, Metals, Wood, Plastics, Thermal, Moisture, Openings, Finishes, Fire Suppression, Plumbing, HVAC, Electrical, Communications, Safety, Security, Earthwork, Site, Utilities; for a completed project based upon industry standards for all disciplines and governing authorities requirements. Any and all components not included in this bid are identified on the bid submission as "not included in this contract." The design documents do not represent the means and methods of construction. The Contractor also acknowledges sequencing and means and methods of construction shall be the sole responsibility of the Contractor, and any and all costs associated with the means and methods of construction are included in the base bid.

Description		Date	Permit Rev.	For Permit
#	2	12/10/20	1	11/28/20
12/19/2020 11:11:55 AM				
PROJECT NUMBER: 2010E				
TITLE: Cover Sheet				
SHEET: 100				

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Demolition Notes

1. Refer to additional notes and requirements on all other documents and other disciplines document.
2. All items may not be noted on the demolition plan and may be described elsewhere in the documents. It is the contractor's responsibility to review all documents for items to be included in his cost and scope of work.
3. Structural, mechanical, plumbing, electrical, lighting, emergency lighting, exit lighting, communications, safety & security info shown here is for reference only, see other consultant & contractor drawings.
4. At walls to be demolished and in rooms to receive new finishes, remove all wall-mounted items.
5. Dashed areas indicate walls and items to be removed. Light lines indicate walls and items to remain.
6. Move electrical, phone, data devices as required in walls that receive new drywall, to provide a flush appearance.
7. Contractor shall field verify all existing construction-related conditions before starting demolition or new construction. Any and all discrepancies shall be immediately brought to the attention of the architect and or owner.
8. Contractor shall, at all times, maintain the building in a weathertight condition.
9. All demolition and construction activities shall be coordinated with the owner to minimize disruption of the normal daily functioning of the occupied areas.
10. Contractor shall take all necessary precautions to prevent damage to owners occupied areas adjacent to new construction or occupied areas where various system connections or extensions are required. The contractor is responsible for the damage.
11. The owner reserves the right to claim any demolition or removal items/materials and direct the general contractor to store them on site. The owner shall provide instructions for the removal and storage of "salvageable" items. Removed materials to be reinstalled or retained in a manner to prevent damage. The contractor will be responsible for the storage and protection of all items which will be reused in this project.
12. The drawings indicate the approximate location of existing building features. Contractor to field verify existing conditions before removal or relocation.
13. Contractor shall verify all existing building dimensions and elevations for conformance to the drawings. Notify the owner or owner's representative immediately upon discovery of any discrepancy in dimensions and elevations from those shown in the drawings.
14. The contractor shall be responsible for removing from the premises all construction debris and items not reused or retained by the owner.

1. General contractor through category assignment shall be responsible for barricades/enclosures to assure public, contractor employee and worker protection at areas of construction. All temporary barricades to be coordinated with the owner before the start of any demolition. The general contractor shall coordinate demolition and new construction sequencing to ensure continued egress from all existing exits.
2. Temporary barricades as for the contractor's activities shall be installed to prevent possible injury to persons in and around construction areas, in accordance with OSHA requirements. Coordinate with the owner.
3. The contractor is to separate occupied areas from construction with dust barriers.
4. All unused openings in floors, walls, etc. Left as a result of demolition or removal of mechanical systems shall be patched to match material and texture of adjacent areas.
5. All contractors shall coordinate their work with that of all other trades to ensure proper sequencing and installation.
6. During demolition, do not remove any items which jeopardize the structural integrity of the building without the permission of the engineer. If hidden structural elements are uncovered in areas to be demolished, notify the Engineer immediately.
7. The contractor, in coordination with the owner, shall locate all existing utilities before commencing removal/demolition/excavation.
8. Light lines indicate existing building features to remain. Dashed lines indicate walls, equipment, etc. To be removed under this contract unless noted otherwise.
9. All openings through walls, floor slabs, ceiling, etc. Not being reused or created during demolition shall be patched with like materials and painted to match existing.
10. The general contractor & sub-contractors shall inspect the site before submission of bids & verify all items and quantities to be demolished. Any questions on the scope of demolition shall be directed to the architect or owner in written form before submission of bids.
11. All demolition of runs (electrical, piping, HVAC, etc.) To be carried back to the point of origin of that run unless otherwise noted.
12. Demolition of existing walls and floor finishes at floors and walls to remain, are to be patched and repaired as required before the new finish is installed.
13. Patch and repair all existing surfaces within the area of construction with a finish to match. Existing. Coordinate extent of patching with architectural, mechanical, and electrical demolition plans
14. Damage to existing building materials shall be repaired or replaced to owner's satisfaction at the contractor's expense.

Demolition Notes

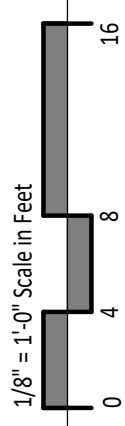
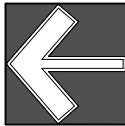
- D1 Remove existing door and frame - prep opening to receive new door
- D2 Remove and re-work existng finishes as required.
- D3 Remove existing plumbing fixtures - cap drain lines lines and patch floor as required
- D4 Demolish existing wall an all associate devices contained within
- D5 Demolish portion of existing wall for installation of new window
- D6 Remove floor in the area as required to install new plumbing fixtures - coordinate with construction plan
- D7 Demolish existing ceiling, wall, floor finish and associated devices, mechanical, plumbing and electrical
- D8 Demolish existing window

1

A100

Demolition Plan

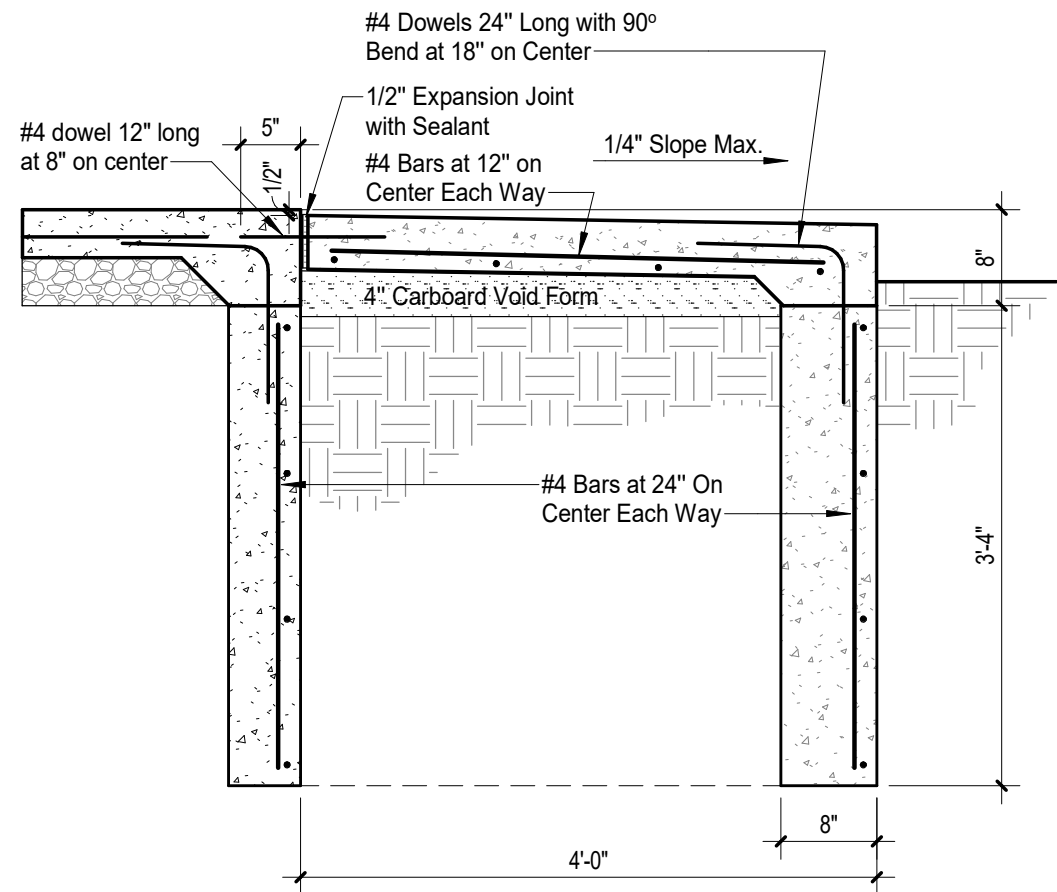
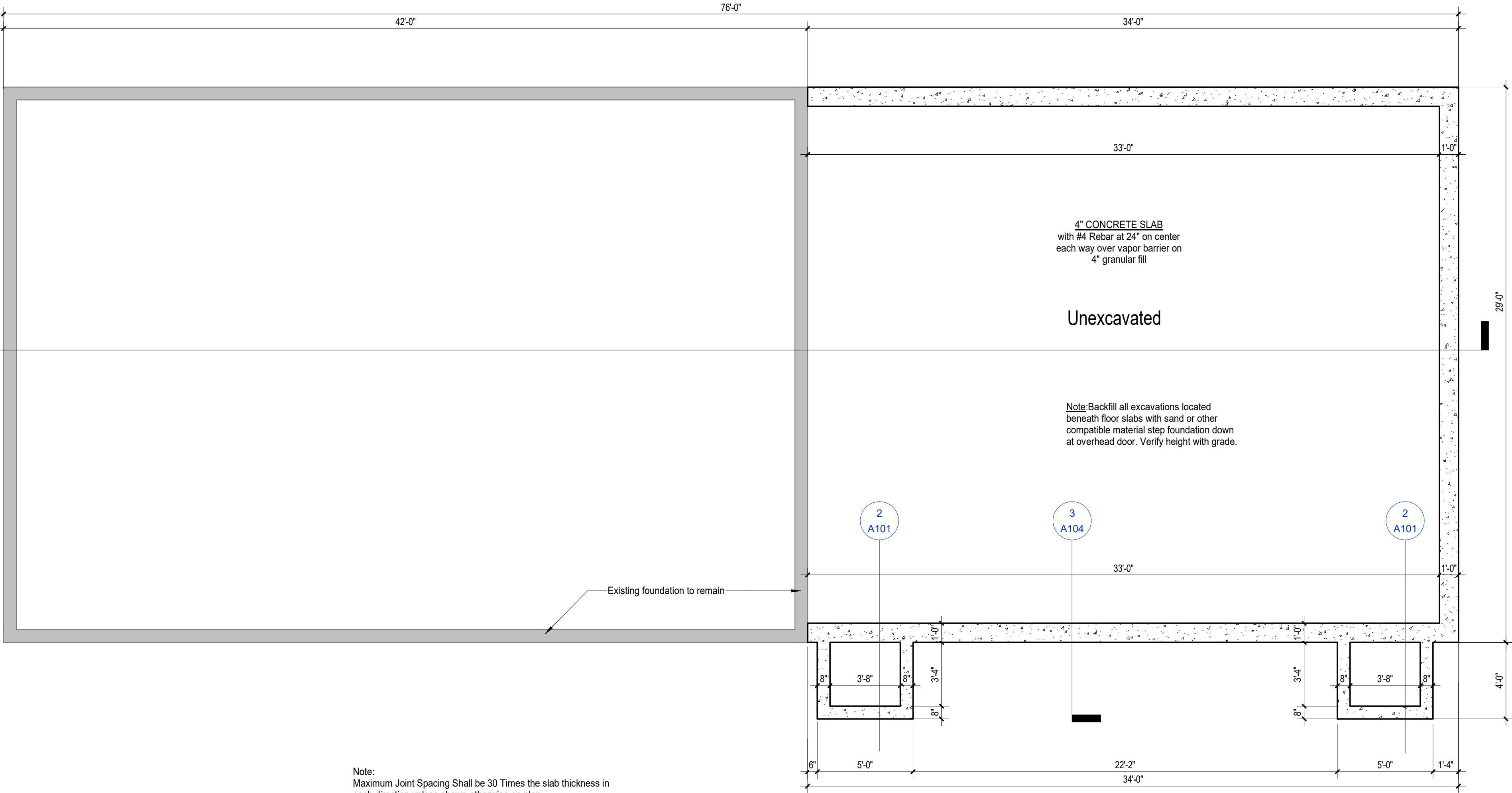
1/8" = 1'-0"



#	Date	Description
3	12/17/20	Truss & City Com
2	12/10/20	Permit Rev.
1	11/28/20	For Permit
12/19/2020 11:11:56 AM		
PROJECT NUMBER:		
2010E		
TITLE:		
Demolition Plan		
SHEET:		
A100		

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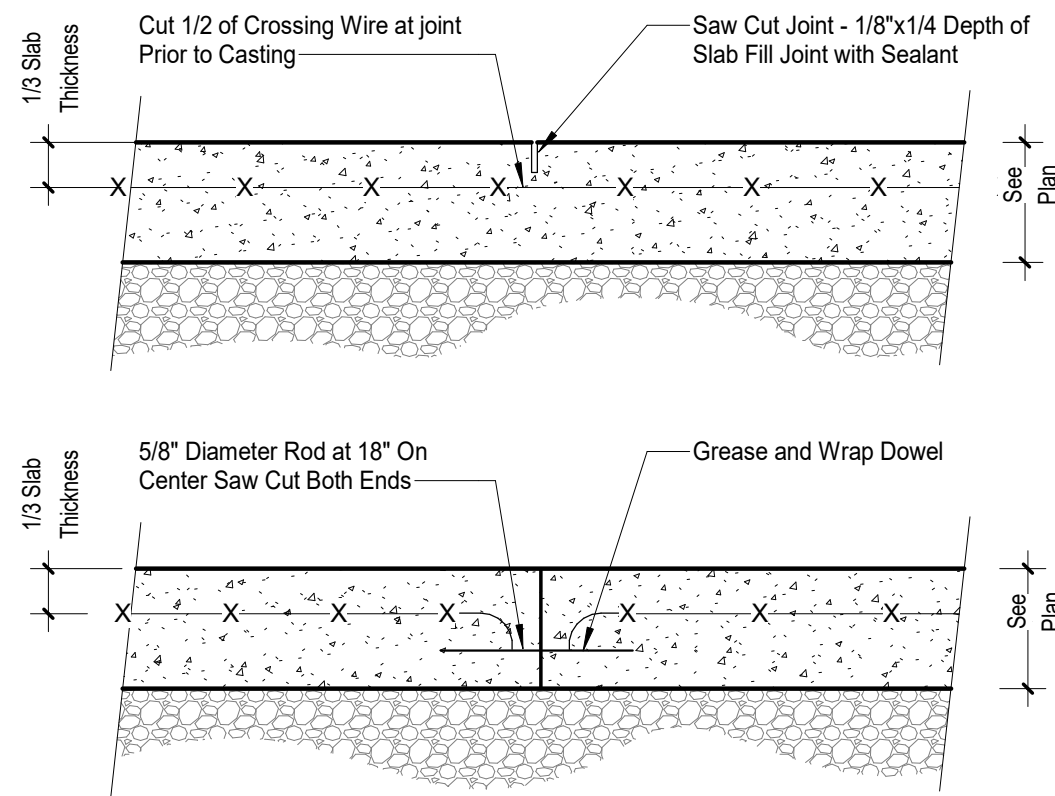
2
A104



2
A101
3/4" = 1'-0"

Stoop Detail

Note:
Maximum Joint Spacing Shall be 30 Times the slab thickness in each direction unless shown otherwise on plan



3
A101
1 1/2" = 1'-0"

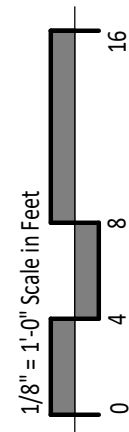
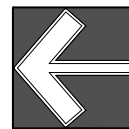
Control Joints

1
A101
1/4" = 1'-0"

Foundation Plan

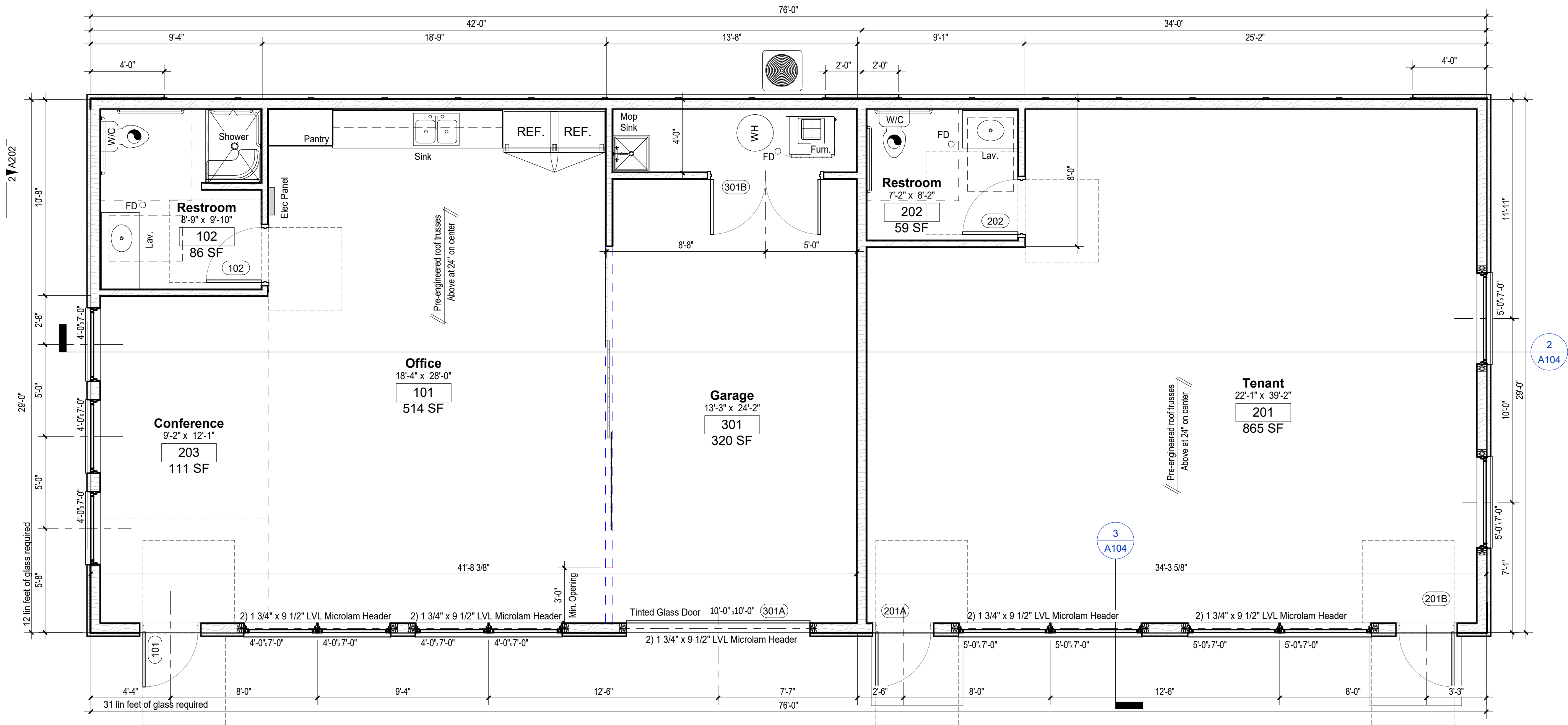
Foundation Notes

- All anchor bolts shall conform to ASTM F1554 - 36ksi
- Base of all column elevations = 100'-0" unless noted otherwise
- Concrete foundations to be 3,000psi - Concrete slabs to be 4,000psi
- All reinforcing to be grade 60
- #4 bar lap = 2'-0" - #5 bar lap = 3'-4" - #6 bar lap = 4'-0"
- Foundation design base on 2,000psf soil bearing capacity
- Foundation wall reinforcing shall continue through column footings
- Changes in elevation for footings and foundation walls are for design intent only. Actual elevations shall be verified with final grade during construction. Maintain 42" minimum frost protection on all footings
- All concrete shall be saw cut. If saw cuts are not specified contact Architect or Engineer. If possible saw cut under demising walls
- Concrete to be placed over dry sub-grade to prevent heaving in winter
- Forms where concrete is to be exposed shall be smooth and free from defects
- Exterior paving to be 1 1/2" lower than interior finish floor sloping away from building. Where no paving, top of grade to be a minimum of 6" below finish floor
- Concrete slab shall be installed true to a plane with no deviations greater than 1/4" in 10'-0" in any direction and free from blemishes and trowel marks
- Apply a non-slip finish perpendicular to main traffic route to all exterior concrete platforms, steps, and ramps
- All concrete shall be reinforced unless otherwise noted
- Prior to commencing work contractor to verify elevation of existing floor. Contractor to ensure alignment of new and existing floor elevations

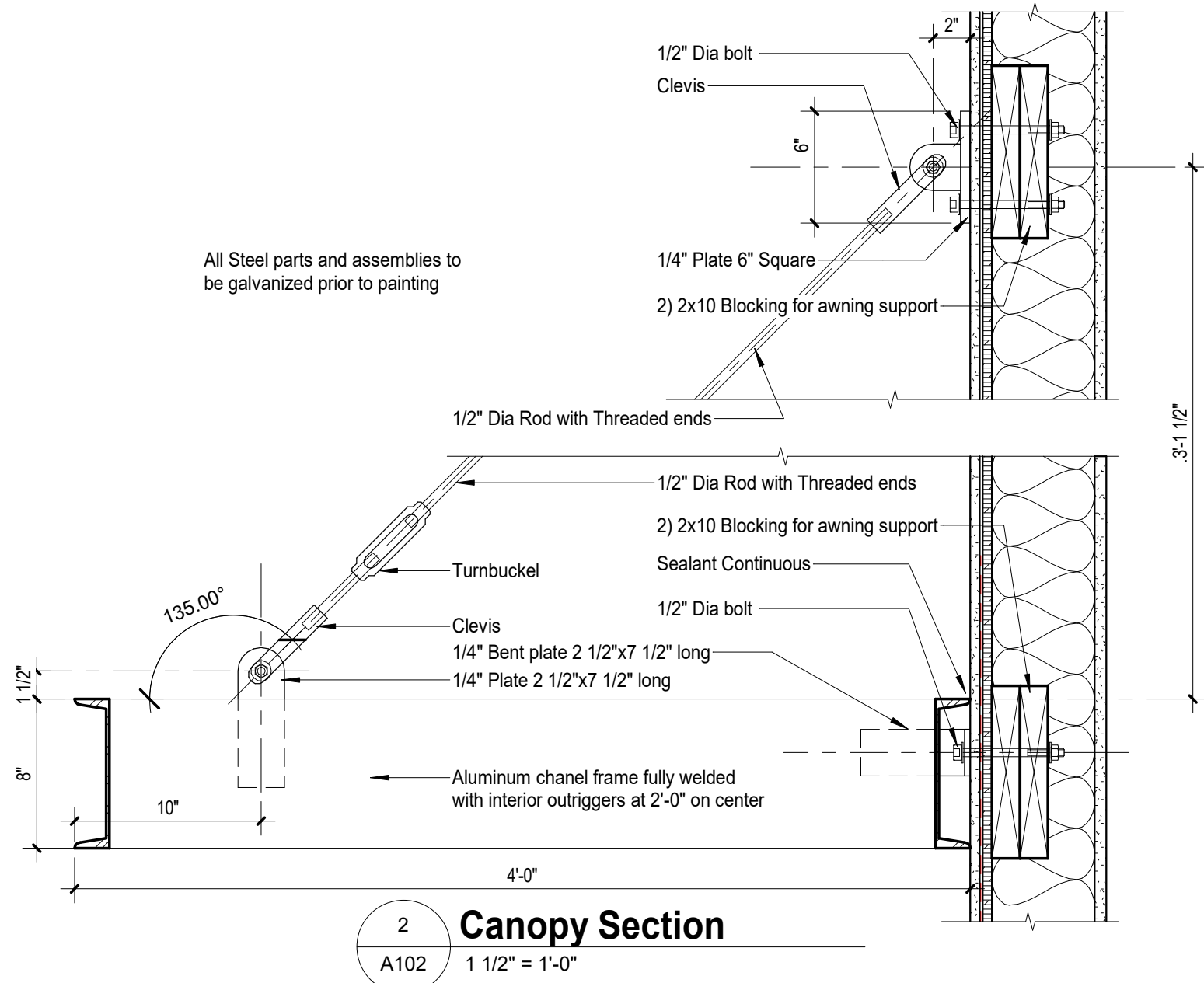


#	Date	Description
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2	12/10/20	Permit Rev.
1	11/28/20	For Permit
12/19/2020 11:11:56 AM		
PROJECT NUMBER: 2010E		
TITLE: Foundation Plan		
SHEET:		
A101		

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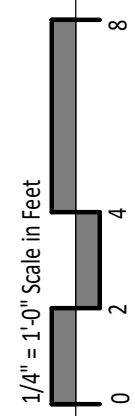
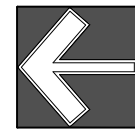
1
A102
Grade Level Plan
1/4" = 1'-0"



2
A102
Canopy Section
1 1/2" = 1'-0"

Framing Plan Notes

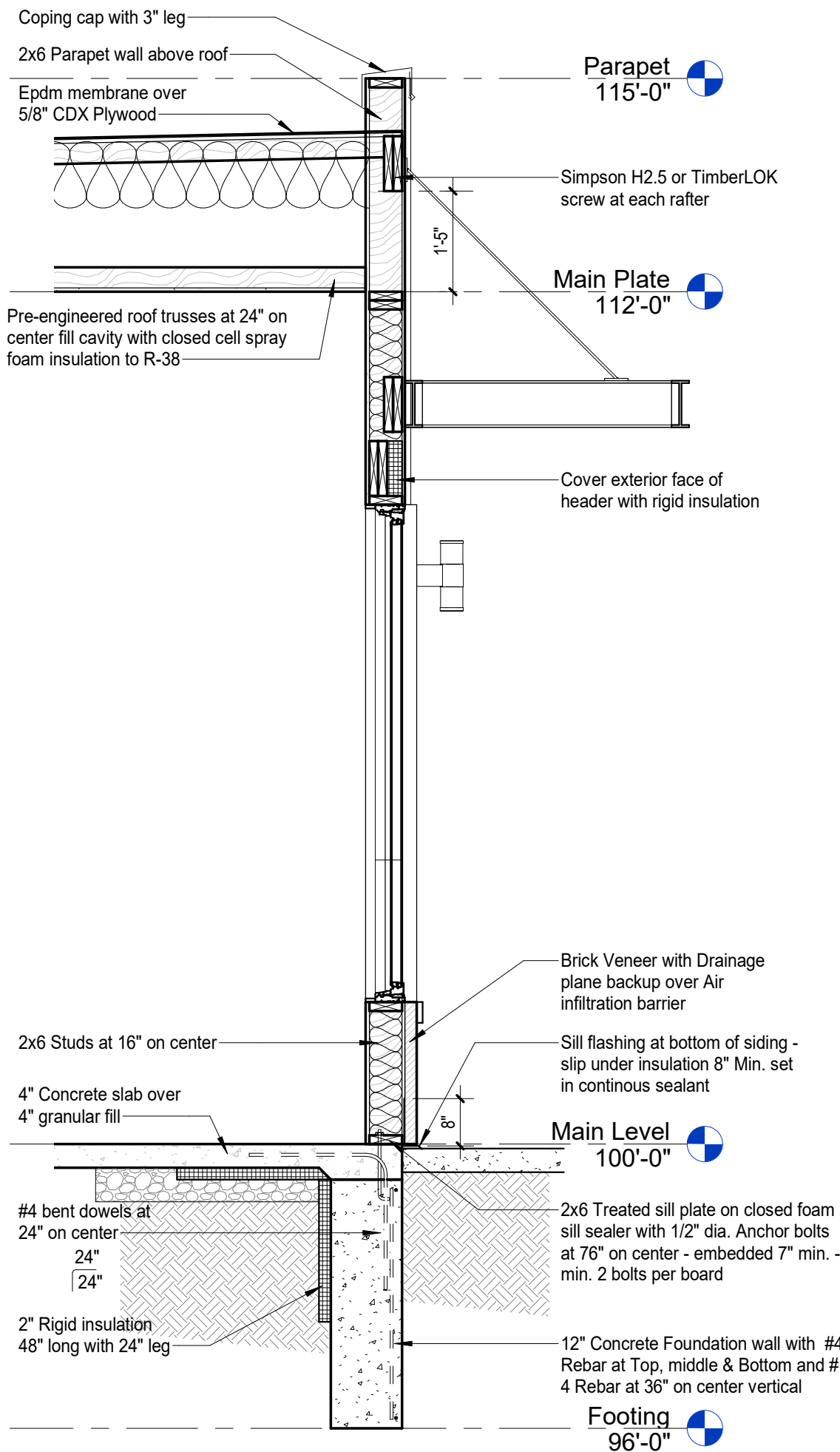
- Prior to installing any new work clean and prep existing surfaces to receive new materials as recommended by manufacturer or supplier. Inspect and remove any deteriorated material or sub standard work.
- Dimensions are to face of existing finish material, the face of new studs or centerline of the structure unless otherwise specified
- All site info, fixtures, and equipment shown are provided for coordination purposes only. The layout is considered conceptual. Refer to civil, mechanical, electrical, plumbing, fire, and life safety, etc. for specific design information.
- Provide adequate wood blocking for millwork, fixtures, equipment, plumbing fixtures and accessories, electric panels, roof access ladder, future or by owner items, etc.
- Provide positive drainage of surface water away from building without ponding of water adjacent to the building or on pavements.
- Contractor to coordinate all above ceiling attic work lighting, ductwork, or other systems to ensure interference conditions are avoided.
- Contractor to verify actual dimensions and existing conditions concerning the extent of interior demolition provided by the building owner prior commencement of this project. Notify the architect immediately of significant discrepancies which may impact aesthetics, durability, cost, and schedules.



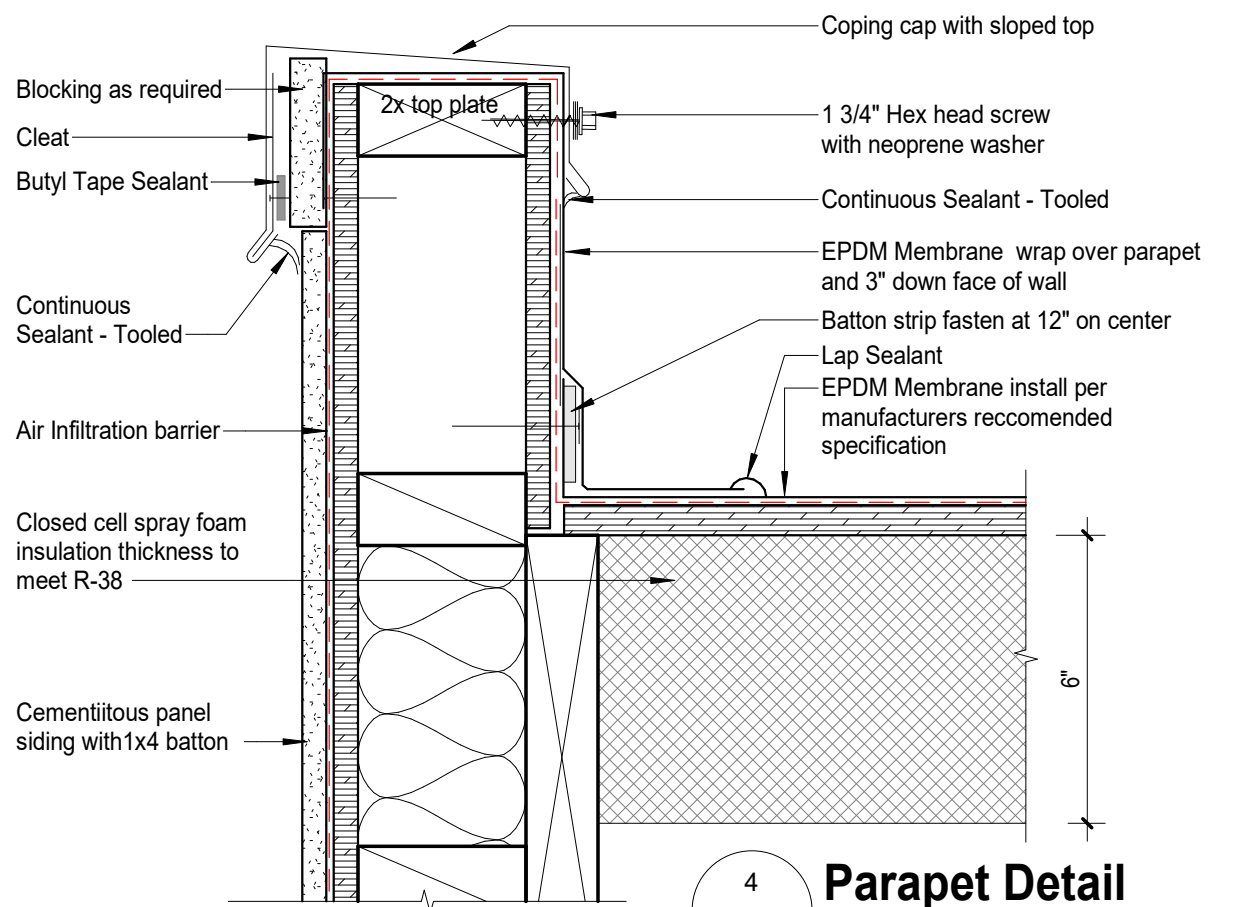
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2	12/10/20	Permit Rev.
1	11/28/20	For Permit
12/19/2020 11:11:57 AM		
PROJECT NUMBER: 2010E		
TITLE: Floor Plan		
SHEET:		

A102

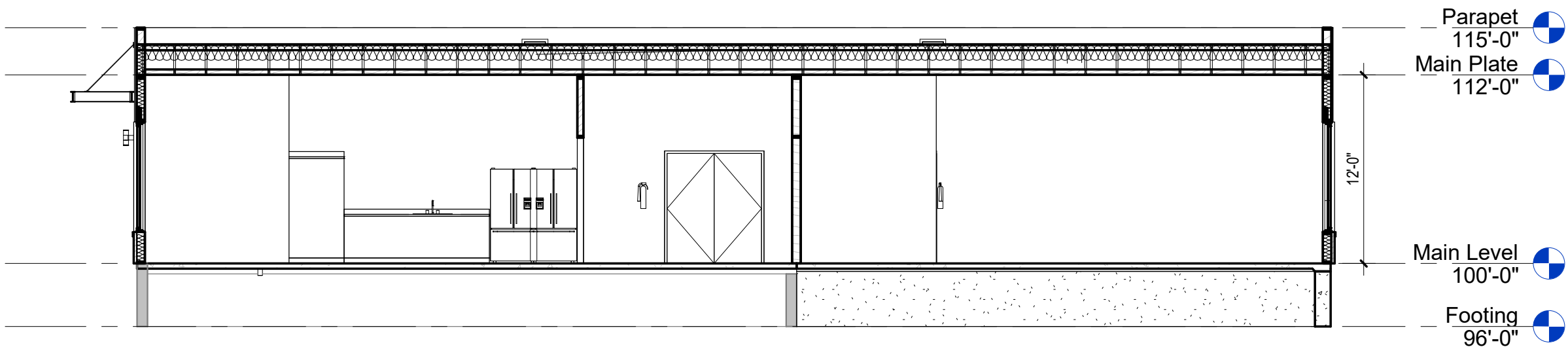
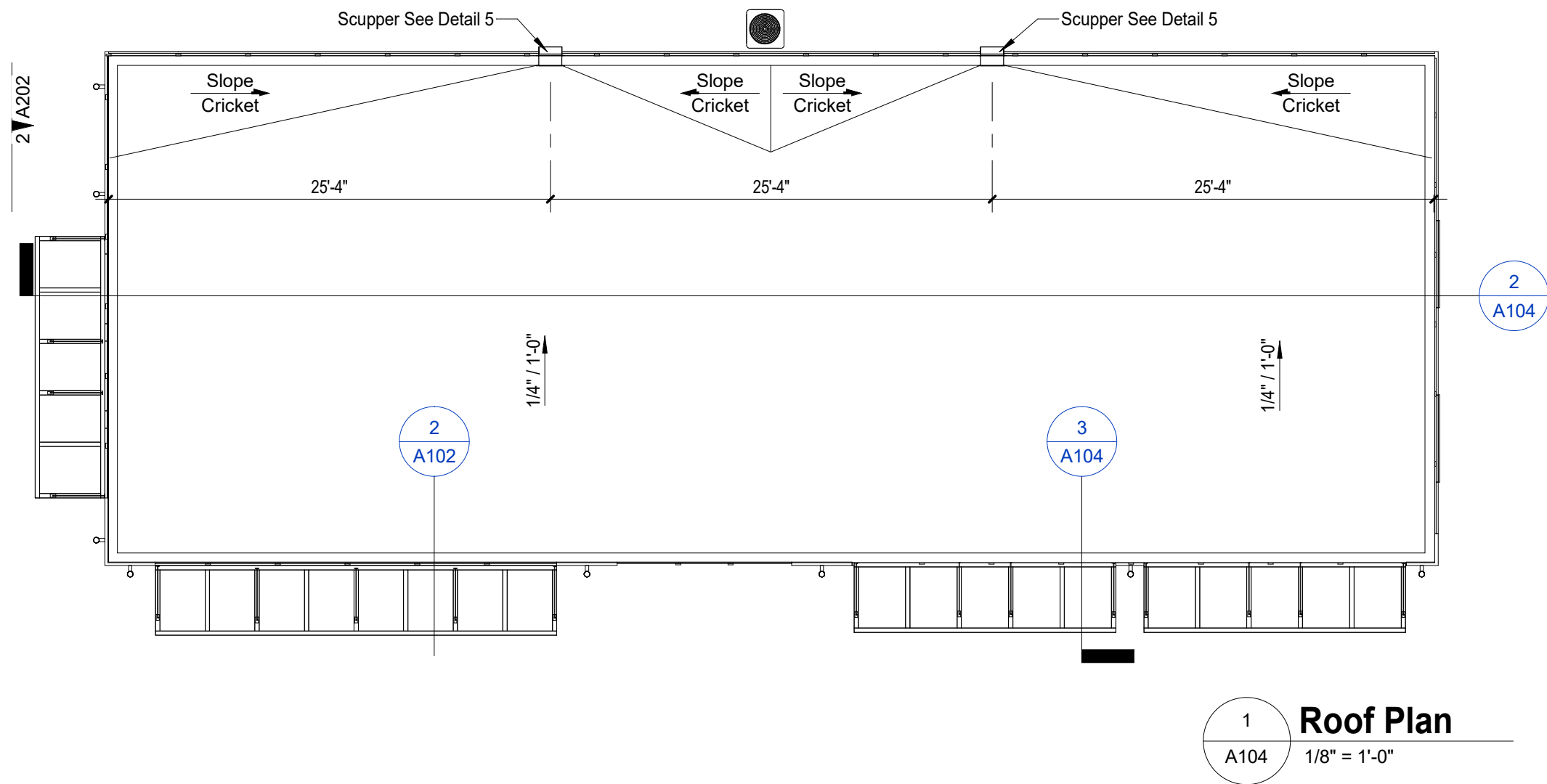
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3 Wall Section
A104 1/2" = 1'-0"



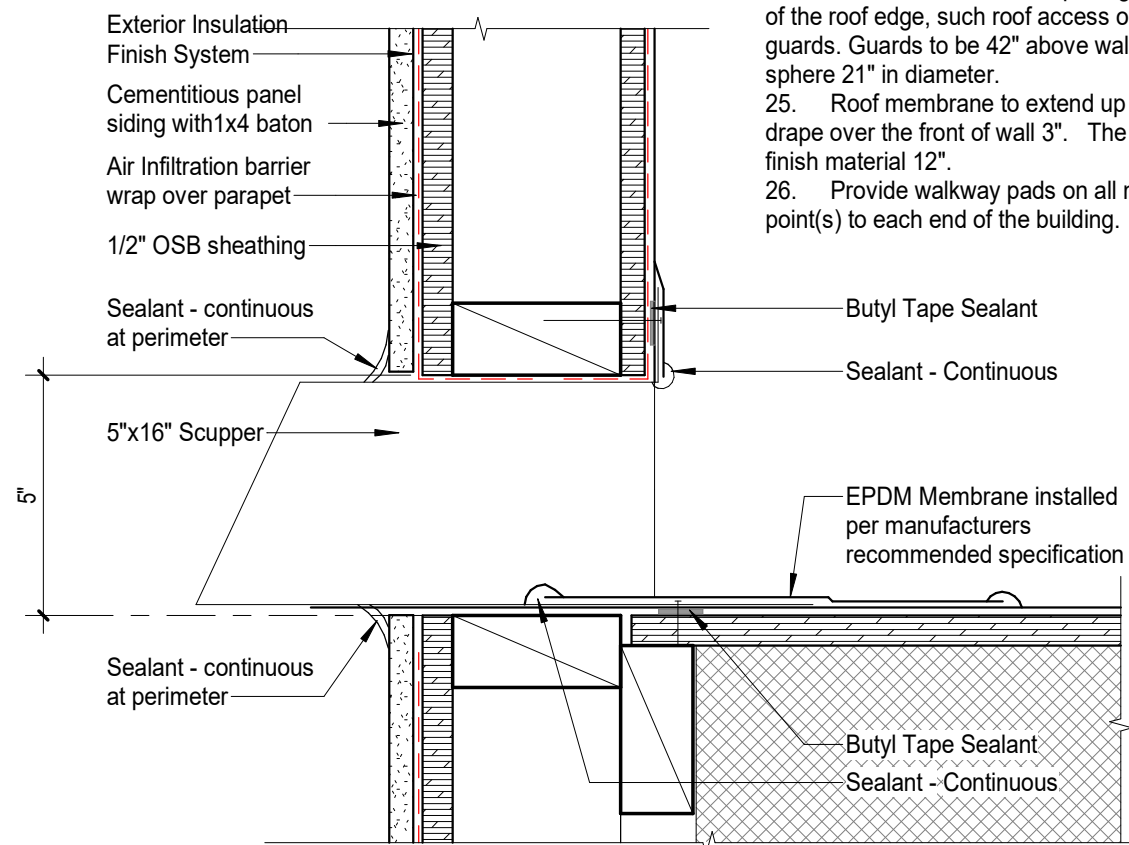
4 Parapet Detail
A104 3" = 1'-0"



2 Building Section
A104 1/8" = 1'-0"

Roof Notes

- Refer to additional notes and requirements on all other documents and other disciplines documents.
- Failure to identify a requirement does not give anyone the right to violate any codes, governing authority, minimum quality or quantity, industry standards, manufacturer recommendations, etc.
- All mechanical, electrical and plumbing equipment shown on this sheet is considered conceptual and provided for coordination purposes only. Refer to mechanical and electrical documents for specific design information. Refer to structural drawings for roof opening structural framing.
- All roof penetrations for minor roof vents and similar items may not be indicated on the roof plan; however, all roof flashing work shall be provided by the roofing subcontractor so as to obtain full roofing warranties. Refer to all other construction documents for additional roof penetrations requiring roof flashing work.
- It should be the responsibility of the roof sub-contractor to provide all necessary details and systems to accommodate the expansion/contraction of the building and building components for a long-lasting roof.
- Contractor shall keep roof clean of all debris during all construction work.
- Design of roof drainage systems shall comply with the Int'l Plumbing Code. (IBC: 2015 Sec. 1503.4)
- Final detailed design of roof drainage systems to be by plumbing consultant or design-build plumbing subcontractor.
- Oversized roof drains, gutters and/or downspouts should be provided to eliminate any overflow or backup.
- A cricket or saddle shall be installed on the ridge side of any penetration greater than 30" wide as measured perpendicular to the slope. (IBC: 2015 Sec. 1503.6)
- All roof slopes, including flattened roof areas to obtain positive drainage, to be integrated into underlying roof support design. Provide tapered rigid insulation to maintain minimum 1/4" per foot slope at all flattened roof areas to ensure positive drainage all the way to roof drain from all penetrations and changes in roof slopes.
- Provide concrete splash blocks at all downspout locations.
- Roof ventilation intake & exhaust vents shall be provided in each & all enclosed attics &/or rafter spaces to create cross ventilation in accordance with codes & the manufactures installation instructions. (IBC 2015 sec. 1203.2, 1503.5)
- Insulate and seal to ensure adequate air infiltration barrier around all exterior penetrations to prevent water and sprinkler pipe freezing.
- Crawl spaces shall be provided with a minimum of one access opening not less than 18"x24". (IBC: 2015 Sec. 1209.1)
- An opening of not less than 20"x30" shall be provided to any attic area having a clear height of over 30". A 30" minimum clear headroom in the attic space shall be provided at or above the access opening. (IBC: 2015 Sec. 1209.2)
- Access to Mechanical appliances installed in underfloor areas, in attic spaces and on roofs or elevated structures shall be in accordance with the International Mechanical Code. (IBC: 2015 Sec. 1209.3)
- Roof trusses designed and-built by truss manufacturer.
- Pitched (slope >2:12) roof - Self-adhering ice membrane underlayment required from eave's edge to a point at least 24" inside the exterior wall line of the building. (IBC: 2015 Sec. 1507.2.8.2)



5 Scupper Detail
A104 3" = 1'-0"

#	Date	Description
3	12/17/20	Truss & City Com
2	12/10/20	Permit Rev.
1	11/28/20	For Permit

12/19/2020 11:11:58 AM

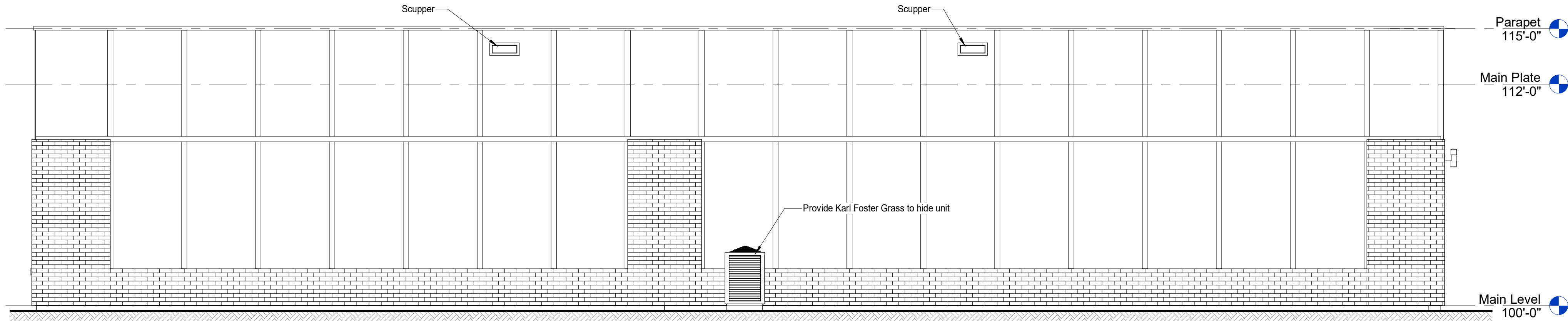
PROJECT NUMBER:
2010E

TITLE:
Roof Plan and Details

SHEET:

A104

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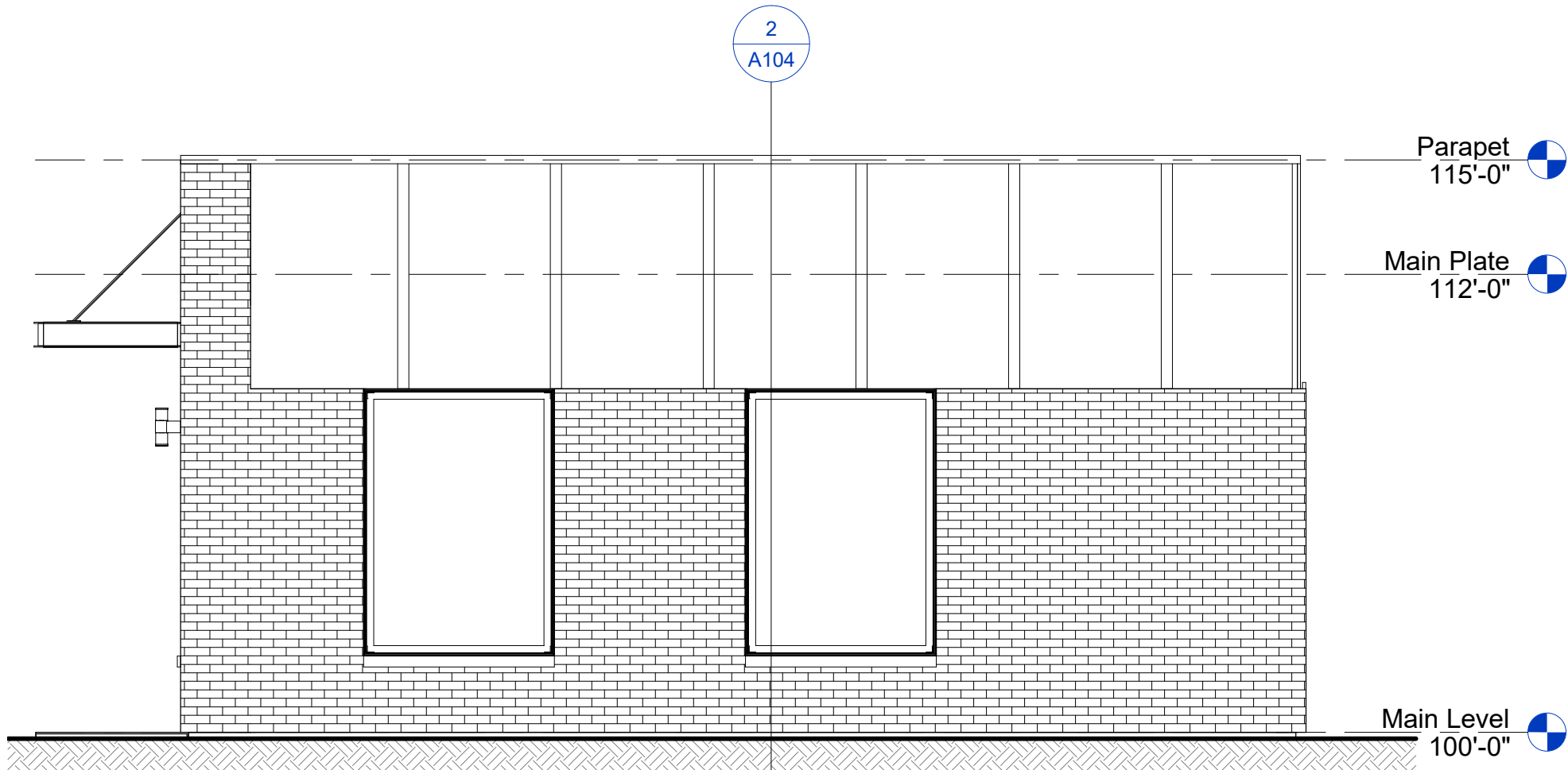


1
A202

East Elevation

1/4" = 1'-0"

100% 1,140sf Total Area
21% 236sf Brick
79% 904sf Siding

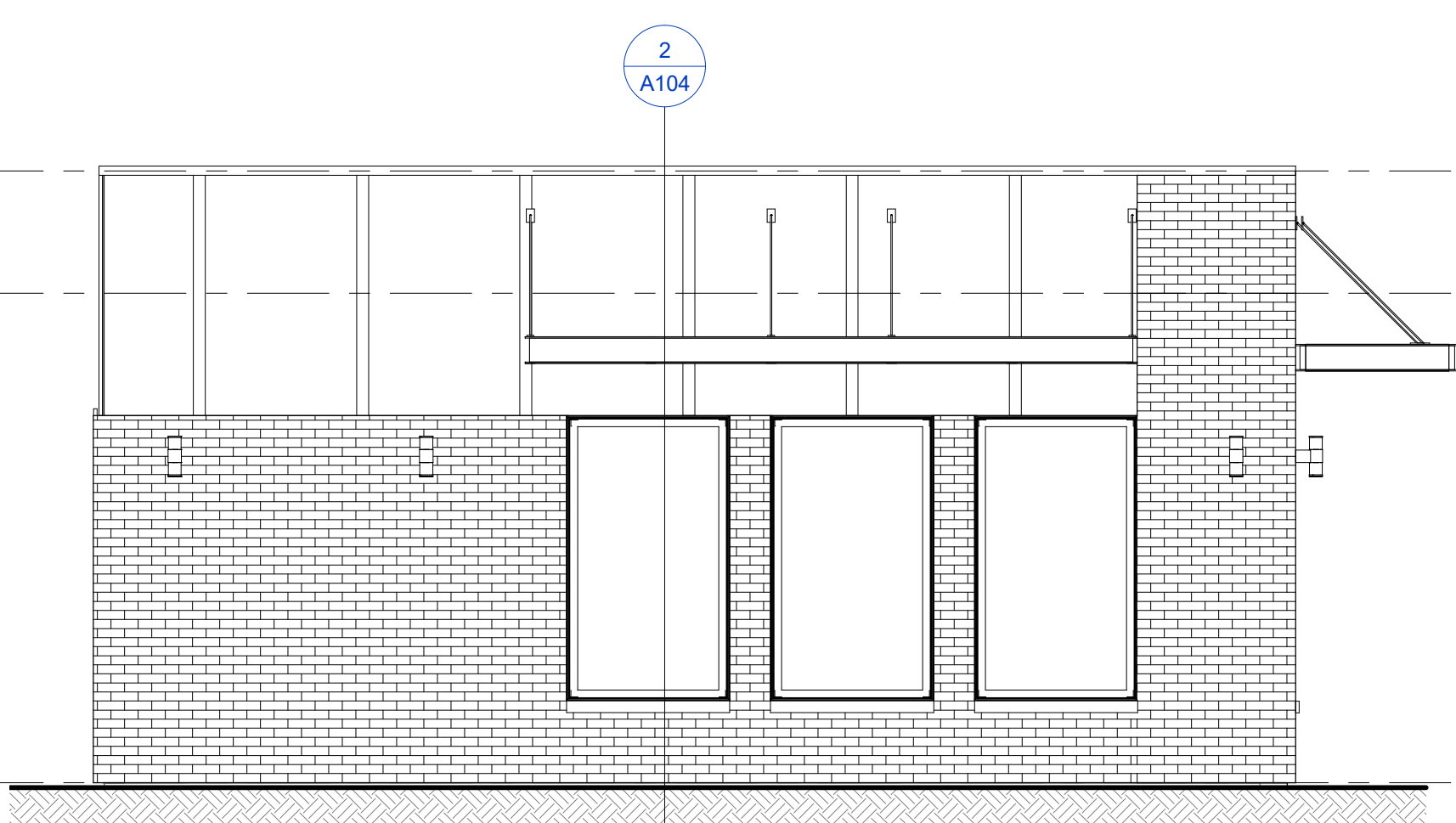


3
A202

South Elevation

1/4" = 1'-0"

100% 435sf Total Area
46% 202sf Brick
16% 70sf Glass
38% 163sf Siding

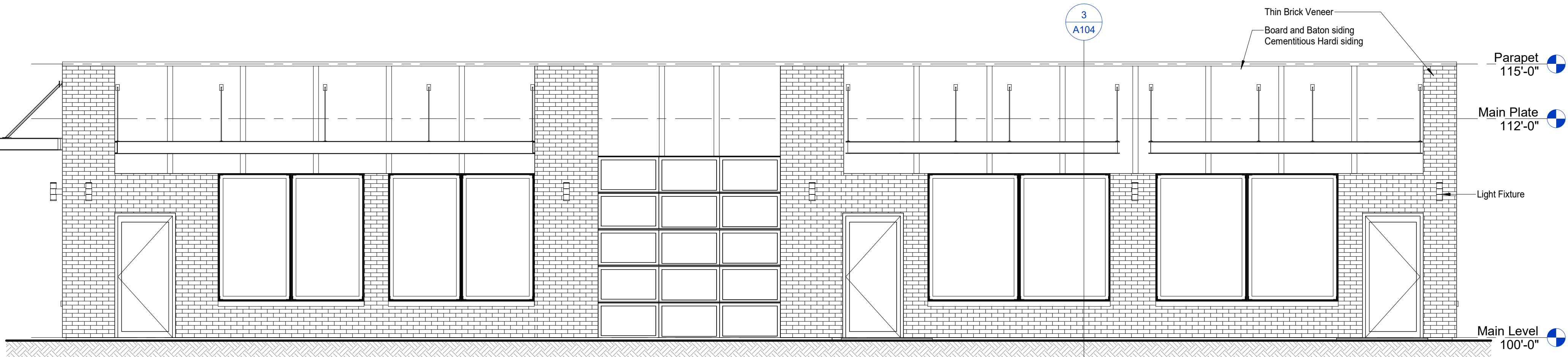


2
A202

North Elevation

1/4" = 1'-0"

100% 435sf Total Area
46% 210sf Brick
19% 84sf Glass
35% 141sf Siding



4
A202

West Elevation

1/4" = 1'-0"

100% 1,140sf Total Area
26% 219sf Brick
36% 410sf Glass
38% 511sf Siding

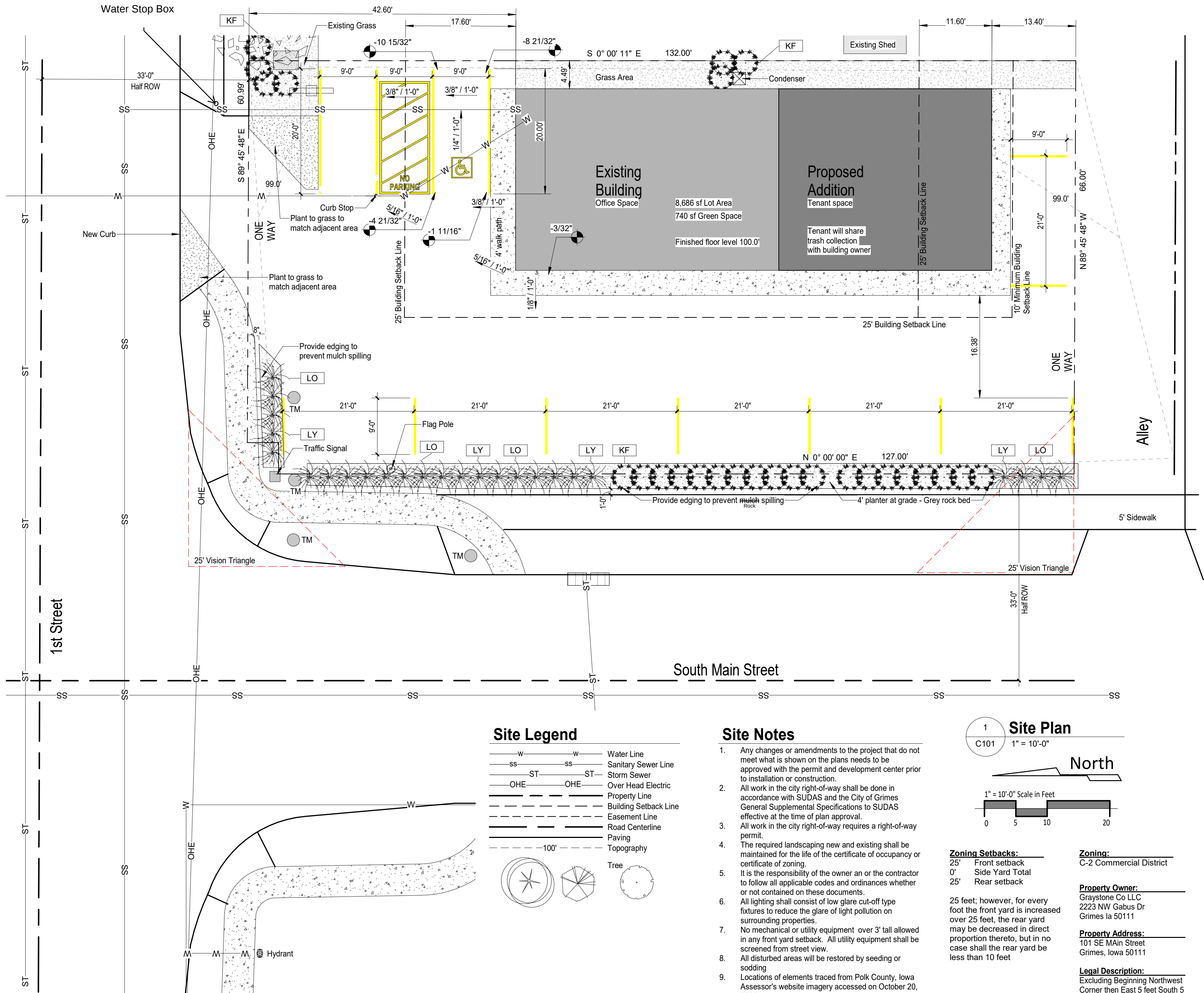
#	Date	Description
2	12/10/20	Permit Rev.
1	11/28/20	For Permit

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PROJECT NUMBER:
2010E

TITLE:
Exterior Elevations

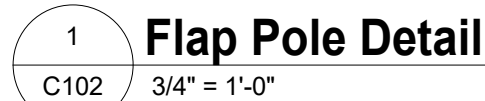
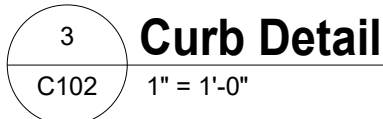
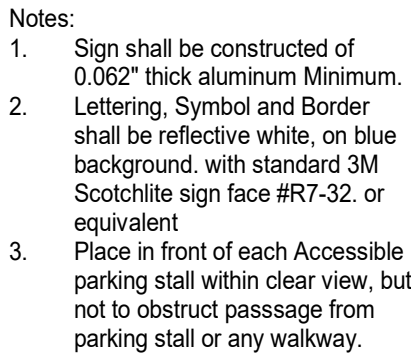
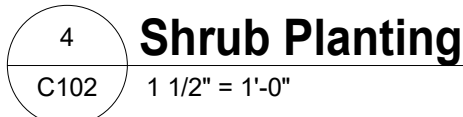
SHEET:



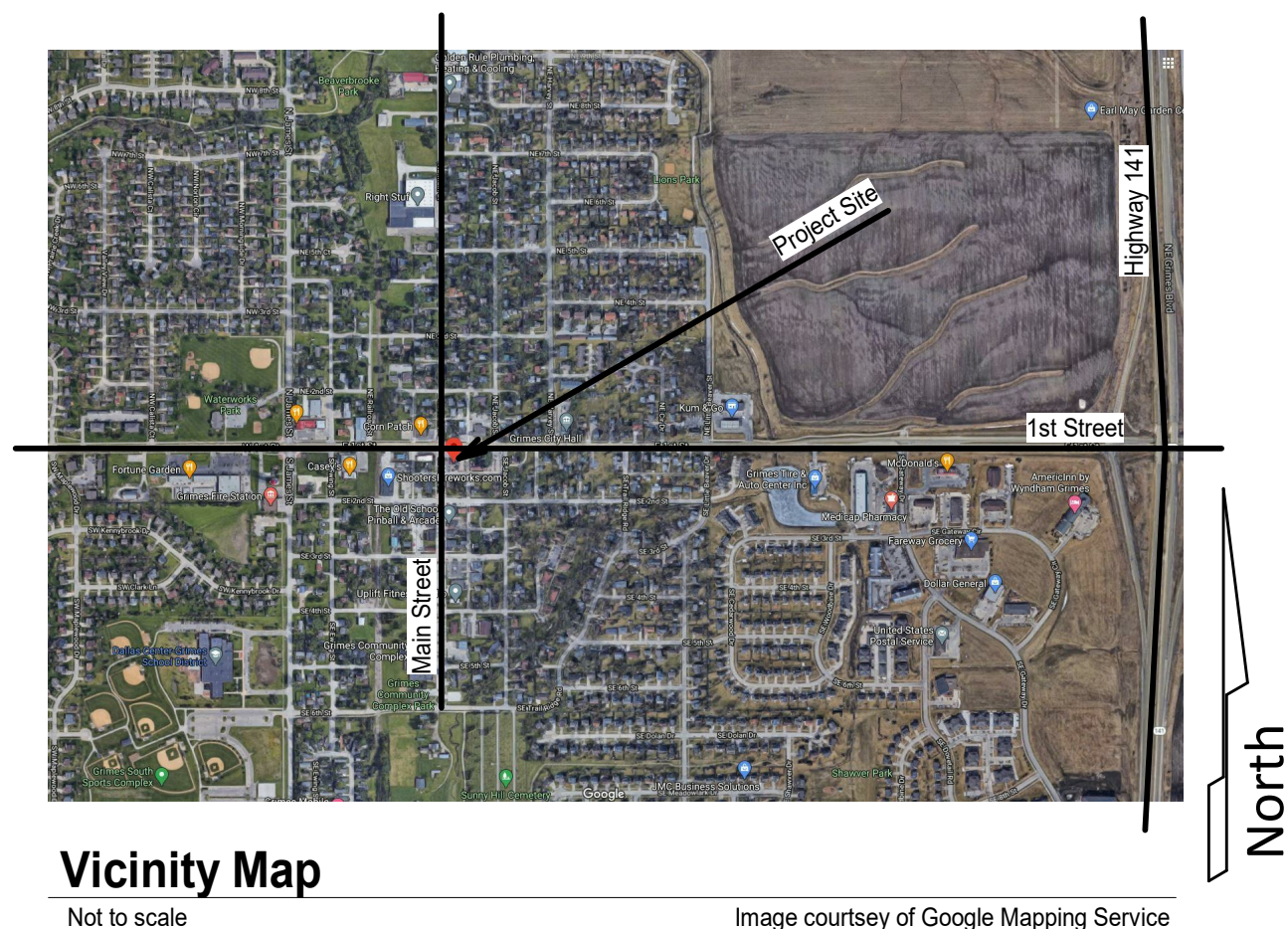
Graystone Co LLC
Building Addition and Renovation

101 SE Main Street | Grimes, Iowa 50111

#	Date	Description	
		Truss & City Com	Permit Rev.
2	12/17/20		
1	12/10/20		
12/19/2020 11:12:00 AM			
PROJECT NUMBER: 2010E			
TITLE: Site Plan			
SHEET: C101			



Proposed Planting Schedule				
Mark	Common Name	Latin Name	Size	Comments
LO	Daylily Orange	Hemerocallis fulva	1/2 Gallon	
Daylily Orange: 13				
LY	Daylily Yellow	Hemerocallis citrina	1/2 Gallon	
Daylily Yellow: 12				
KF	Karl Foster Grass	Calamagrostis × acutiflora	1 Gallon	
Karl Foster Grass: 26				
Grand total: 51				



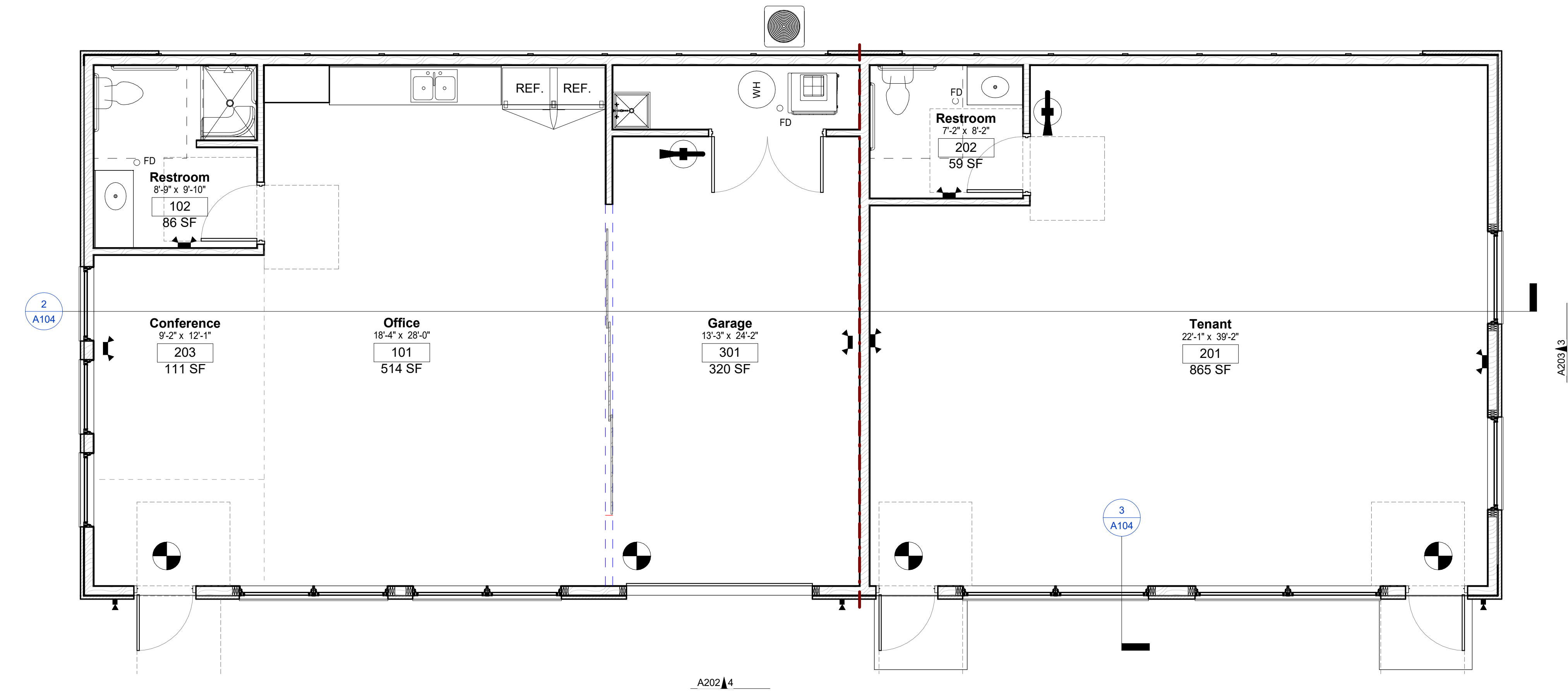
#	Date	Description
2	12/10/20	Permit Rev.
1	11/28/20	For Permit

12/19/2020 11:12:01 AM
PROJECT NUMBER:
2010E
TITLE:
Site Details

SHEET:

C102

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Egress Legend

Wall Construction

- 1 Hour Rated Construction
- 2 Hour Rated Construction
- 3 Hour Rated Construction
- Smoke Sealed Construction

Travel Path

- Exit Path A
- Path Name / Label
- Start Point
- Segment Length
- Exit Point
- Total Length of Path & Label
- 108'-0" Exit Path A

- Occupant Capacity of Door
- Actual Opening Width
- Required Opening Width
- Required Occupants
- Room Name

Work Floor

- Room Area
- Occupant Count
- Area per Occupant

Sprinklered		
304.1	Occupancy Class	NO B Business
504.3	Maximum Height	40'-0" NS
504.4	Maximum Stories	2 NS
506.2	Maximum Floor area	6,000 sf NS
601	Construction Type	V-B
601	Fire Rating Requirements	No rating requirements
906.1	Portable Fire Extinguisher	75' Max. Travel Distance Separation or as required by fire code official > 500 occupants combined
907.2.2	Manual Fire Alarm System	
1004.1.2	Occupant Load	See Occupant Analysis table
1005.3.1	Egress Width	75'-0"
1005.3.2		.3"/ Occupant at Stairs & .2"/ Occupant all others 36" Min.
1010.1.2.1	Swing in the Direction of Egress	> 50 occupants
1014.3	Common Path of Travel	> 49 occupants
1015.1	Two Means of Egress required at	> 1/2 Diagonal Distance w/o Sprinkler
1015.2.1	Multiple Exit Separation	> 1/3 Diagonal Distance w/o Sprinkler
1017.2	Maximum Travel Distance	250'-0" S / 200'-0" NS
1020.4	Dead end Limit	20' w/o Sprinkler
1020.2	Minimum width	44"

City of Grimes Code Information

CODE	DESCRIPTION
2015	International Building Code
--	--
2015	International Mechanical Code Per State of Iowa
2015	Uniform Plumbing Code
2015	International Energy Conservation Code
2014	National Electrical Code
2015	International Fire Code

- 15 occupants -
- Uisex: 15
- Water Closets required: 1 req. - 1 per 150 occ.
- Lavatories required: 1 req. - 1 per 200 occ.
- Drinking Fountain req.: 1 req. - 1 per 1,000 occ.
- Service Sink required: 1 required

2902.2 Separate facilities are required at >15 occupants

Bottled water will be provided

2 Main Level Code Analysis

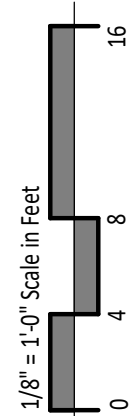
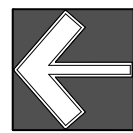
F102 1/4" = 1'-0"

Occupant Analysis

Mark	Name	Area	Occupant Area	Occupant Count
Office				
101	Office	514 SF	100	6
102	Restroom	86 SF	0	
203	Conference	111 SF	15	8
301	Garage	320 SF	200	2
Office: 4		1031 SF		16
Tenant				
201	Tenant	865 SF	100	9
202	Restroom	59 SF	0	
Tenant: 2		923 SF		9

Life Safety Devices

- Emergency Light
- Exterior Egress Light
- Fire Pull Station
- Strobe
- Horn Strobe
- Exit Sign
- Fire Extinguisher Cabinet
- Fire Extinguisher 2A10BC



Planning & Zoning Memo



TO: Planning and Zoning Commission
FROM: Evann Martin, Assistant Planner
DATE: January 5, 2021
RE: Sign Ordinance

INTRODUCTION:

Staff has begun developing a draft for an amendment to the Sign regulations within the Zoning Ordinance. Over the past two years, a number of issues have come up related to our current sign ordinance. These issues include inconsistencies between districts, missing components, and unknown intents and purposes. Based upon our initial research, it also appears that our current ordinance is not consistent with our neighboring communities, nor has it addressed the issue of content neutrality.

Our goal with this re-write is to create flexible sign regulations that are comparable to other communities in the Des Moines Metro Area, while ensuring that the vision for our growing community is upheld.

Below is an outline of the proposed draft amendment to begin the discussion. Note that this is a complete re-write, therefore a redline copy has not been provided. For your reference, the existing ordinances are provided.

PROPOSED AMENDMENTS:

Building Signs

- Reduce building sign area to ensure better aesthetics and reduce potential visual clutter.
- Base sign area on linear foot of building frontage rather than the square footage of the wall area. This allows for an easier calculation and quicker turnaround time.
- Differentiate square footage by building type and size.
- Create one building sign calculation for all non-residential uses rather than having different standards by zoning district.
- Require all signs to be channel letters, and prohibit panel signs.

Ground Mounted Signs

- Develop requirements that are based upon setback, height and square footage.
- Clarify requirements for sign surrounds.
- Create one ground sign calculation for all non-residential uses rather than having different standards by zoning district.

Temporary Signs

- Limit square footage and frequency of temporary signs based on use (residential vs non-residential) rather than the type of speech (real estate signs, development signs, etc.).
- Each lot is permitted square footage for commercial speech and non-commercial speech.
- Temporary signs for residential uses do not require a permit.

Electronic Message Boards

- Permit electronic message board signs for any non-residential use
- Limit the size and frequency of message changes
- Only permitted as part of a ground mounted sign.

DISCUSSION POINTS:

Below are some discussion points staff would like the Commission to consider and provide guidance regarding the proposed changes to the sign ordinance.

1. Do you have any concerns or questions about the proposed direction?
2. What are your thoughts on electronic message board signs? Do you want to heavily regulate them or do you want them to remain not permitted? What are your concerns with electronic message signs?
3. Do you think there should be different sign regulations in the Highway 141 Corridor, particularly related to sign size and height? Currently, signs within the Highway 141 Corridor are permitted the same square footage but are allowed taller signs.
4. How does the Commission feel about continuing to allowing certain public entity signs in the right of way (ie: chamber, school, etc)? Should these signs be limited to a certain location within the City?

CITY OF GRIMES

Evann Martin
Assistant Planner

- C. Office facilities for ministers, priests and rabbis.
- D. Office facilities for salesmen, sales representatives and manufacturer's representatives when no retail or wholesale sales are made or transacted on the premises.
- E. Studio of an artist, photographer, draftsman, writer or composer.
- F. Homebound employment of a physically, mentally or emotionally handicapped person who is unable to work away from home by reason of his or her disability.
- G. Shop of a beautician, barber, hair stylist, dressmaker or tailor.

165.17 PROHIBITED STORAGE OF MOTOR VEHICLES. Outdoor storage of motor vehicles not currently licensed is prohibited in all zoning districts, except motor vehicles held for sale by a licensed motor vehicle dealer at his or her place of business in a zoning district where motor vehicle sales are permitted.

165.18A Title. This Ordinance shall be known and may be cited and referred to as the "Sign Ordinance" of the City of Grimes, Iowa, and shall be referred to herein as "this ordinance."

165.18B Definitions. For the purpose of this ordinance certain terms and words are hereby defined. Words used in the present tense shall include the future, the singular number shall include the plural and the plural number includes the singular; the word "shall" is mandatory, and the word "may" is permissive; the word "person" includes a firm, association, organization, partnership, trust, estate, company, or corporation as well as an individual.

A. Sign: Any device designed to inform or attract the attention of persons not on the premises on which the sign is located; provided, however, that the following shall not be included in the application of the regulations herein:

1. Signs not exceeding one (1) square foot in area and bearing only property numbers, post office box numbers, names of occupants of premises, or other identification of premises not having commercial connotations;
2. Flags and insignia of any government except when displayed in connection with commercial promotion;

3. Legal notices; identification, informational or directional signs erected, approved or required by governmental bodies;
 4. Integral, decorative or architectural features of buildings, except letters, trademarks, moving parts or moving lights;
 5. Signs directing and guiding traffic and parking on private property, and bearing no advertising matter.
- B. Sign Area: The surface area of a sign shall be computed as including the entire area within a regular geometric form or combinations of regular geometric forms comprising all of the display area of the sign and including all of the elements of the matter displayed. Frames and structural members not bearing advertising matter shall not be included in computation of the surface area, except where such frames and structural members are used as an integral primary or subsidiary portion of the graphic, literal, or numerical display, such as forming a picture frame to facilitate continuity or providing contrasts to emphasize the intended purpose of the sign.
- C. Sign, Exterior: A sign that directs attention to a business, profession, service, product or activity sold or offered upon the premises where such a sign is located. An exterior sign may be a sign attached flat against a building or structure, or projecting out from a building or structure or erected upon the roof of a building or structure. An exterior sign may include any of the following:
1. Fascia Sign: A single-faced building or wall sign that is directly attached to and parallel to its supporting wall.
 2. Projecting Sign: A double-faced building or wall sign projecting at right angles to its supporting wall.
 3. Marquee Sign: A sign attached to and contained within the perimeter of the face or valance of a marquee.
 4. Roof Sign: A sign attached upon or above a roof or parapet of a building.
- D. Sign, Free Standing or Post: Any sign erected or affixed in a rigid manner to one or more poles, posts or the ground, and which carries any advertisement strictly incidental and subordinate to a lawful use of the premises on which it is located, including signs, or sign devices indicating the business transacted, services rendered or goods sold or

produced on the premises by and occupant thereof. A free standing or post sign may also include the following:

1. Directory Sign: A sign containing the name of a building, complex or center and two or more identification signs or panels of the same size, color and general design, limited to one identification sign per occupant.
 2. Monument Sign: A structure, built on grade that forms an integral part of the sign or its background.
- E. Sign, Institutional Bulletin Board: An on-premises sign containing a surface area upon which is displayed the name of a religious institution, school, library, public building, community center or similar institution and the announcement of its services or activities not to exceed 50 Sq ft. Sign shall not exceed 10 ft in height.
- F. Sign, Temporary: Is any sign not permanently attached to the ground, wall or building, and intended to be displayed for a short and limited period of time.
- G. Sign, Home Occupation: No sign, other than one unlighted sign not over two (2) square foot in area attached flat against the dwelling and displaying only the occupant's name and occupation, shall advertise the presence or conduct of the home occupation.
- H. Sign, Landscape: Signage identifying the name of a building, complex or development included on a wall or landscape feature including planter beds, fountains or decorative wall.

165.18C Signs Permitted in All Zoning Districts. Signs hereinafter designated shall be permitted in all zoning districts.

A. Temporary Signs.

1. Real Estate Signs advertising the sale, rental, or lease of the premises or part of the premises on which the signs are displayed. One non-illuminated sign, not to exceed eight (8) square feet, shall be permitted per street frontage. Such signs

shall not extend higher than four (4) feet above grade level or be in Public right of way. Such signs shall be removed within seven (7) days after the disposition of the premises.

- a. Commercial real estate signs shall meet the same as above except may not exceed 50 sq ft and shall not exceed 10 feet in height.
2. Construction Signs identifying the architect, engineer, contractor or other individuals involved in the construction of a building and such signs announcing the character of the building enterprise or the purpose for which the building is intended but not including product advertising. Sign advertising for new incoming businesses will be allowed provided that a business has been issued a building permit. One non-illuminated sign not to exceed fifty (50) square feet shall be permitted per street frontage. Such sign shall not extend higher than ten (10) feet above grade level or be closer than ten (10) feet to any property line unless located on the wall of a building on the premises or on a protective barricade surrounding the construction. Such signs shall be removed within one week following completion of construction.
3. Political Campaign Signs announcing candidates seeking public political office or pertinent political issues. Such signs shall be confined to private property and shall be removed within 24 hours following the election to which they pertain. Signs shall not exceed 32 sq ft.
4. Seasonal Decorations Signs pertaining to recognized national holidays and national observances.
5. Personal Announcement Signs announcing births, anniversaries, weddings and similar celebrations.
6. Special Events Signs advertising or announcing a special event, usually but not limited to public events and not associated with the normal course of business. Banners, balloons, flags, or inflatable devices may be used for special event advertising as long as the devices do not obscure sight lines for traffic or block other business signs. Such signs may be allowed up to three (3) times per year not to exceed a two week time period for each occurrence.

7. Development Sign: A temporary board sign identifying the development, which may include the name of the development, owner, contact information, artistic rendition of the development, etc.: Limited to one sign per development or subdivision not to exceed 50 sq ft. Such sign shall not extend higher than 10 feet above grade level or be closer than 10 feet to any property line. An additional temporary development sign may be placed if the development has access on more than one street and is greater than 20 acres. Such signs shall be removed after 80% of lots are sold or permanent signage is established.
8. Announcement Signs in City Right of Way: The following signs may be placed in the city right of way for no longer than seven (7) days:
 - a. School Accomplishments. Signs promoting the accomplishment of school students in sports, band, debate, speech, music, and academic successes.
 - b. Non-Profit and Governmental Events. Signs announcing and directing participants to local non-profit organization events including community meals, open houses, athletic events, sports registrations, bike rides, road races, music concerts, annual community celebrations honoring military service.
 - c. Private Parties and Celebrations. Signs announcing and directing participants to private party events including weddings, birthdays, graduation, baby showers, military send-offs or returns, retirement, and funeral gatherings.
 - d. Real Estate Open Houses. Signs announcing and directing potential home buyers to real estate being offered for sale and open for viewing.
9. Sandwich Board Signs: Sandwich board or A-frame signs are permitted to be placed on sidewalks in front of a commercial establishment during its business hours promoting the commercial establishment as long as the signs do not impede pedestrian traffic or access to neighboring buildings or venues.

B. Public Signs

Signs of a non-commercial nature and in the public interest, erected by or upon the order of a public officer in the performance of public duty, such as safety signs, danger signs, trespassing signs, traffic signs, memorial plaques, signs of historical interest and other similar signs,

including signs designating hospitals, libraries, schools and other institutions or places of public interest or concern. Temporary Directional Signs may be erected by the City of Grimes informing the public of means of access to areas within the City of Grimes to which normal access has been denied due to City of Grimes supported events.

C. Integral Signs

Signs for churches or temples, or names of buildings, dates of erection, monumental citations, commemorative tablets and other similar signs when carved into stone, concrete or other building material or made of bronze, aluminum, or other permanent type of construction and made an integral part of the structure to which they are attached.

D. Window Signs

Signs displayed inside of a window within a building, provided however, that lighted window signs shall be permitted only in those districts where lighted signs are permitted. All window signs, whether temporary or permanent, shall be restricted to no more than fifty (50) percent of the size of the applicable window area. Typical window signs include, but are not limited to: painted signage, neon beverage signs, sale and product ads, school, political or seasonal signs.

E. Monument Sign

A ground sign that does not have any exposed pole or pylon. Such sign shall have a base of brick, stone, or some similar decorative hard surface material.

F. Institutional Bulletin Board (see definition)

G. Illuminated signs – If a sign is to be illuminated, said sign shall be illuminated by internal fixtures or externally with a constant level of light maintained throughout the sign. Reflectors shall be provided with proper glass or plastic lenses concentrating the illumination upon the area of the sign as to prevent glare upon the street or adjacent property. Illumination shall be no greater than one foot-candle in intensity when measured from the property bounds, and all ground lighting shall be concealed from view by landscape plantings.

- H. Both the City Administrator as well as the Zoning Administrator has the authority to classify a proposed sign as incompatible to the already existing environment.

165.18D Signage Exclusive to Specific Zoning.

A. (A-1) Agricultural District.

1. Signs, not exceeding 10 square feet in area, identifying the premises or indicating the product grown or material and equipment used on the premises.

B. (R-1) (R-2) (R2-60) (R2-70) Residential Districts.

1. Monument Signs.

- a. One (1) freestanding monument identification sign shall be permitted for each subdivision and be no closer than 15 feet to any property line.
- b. The sign may be two-sided. The monument shall not have a total surface in excess of one hundred and twenty (120) square feet on any side, and not more than two sides of said sign shall be used for naming purposes. The maximum height shall be ten (10) feet, and the maximum width shall be twelve (12) feet.
- c. The sign must have a brick, stone, or similar decorative hard surface base that measures at least 15% of the total height with a one (1) foot minimum. The base shall be at a minimum as wide as the sign and no wider than 12 feet. The sign shall be entirely or partially surrounded by brick, stone, or similar decorative hard surface. The sign portion must not exceed 70% of the total area.
- d. If a development has access on more than one street and is greater than 40 acres, a second sign will be permitted. The second sign must measure less than one third (1/3) of the total dimension of the main monument sign and must be located on the other street that is adjacent to the development. Two signs are not permitted on the same street frontage.

e. A statement of ownership and maintenance responsibility will be required.

C. (R-3) Multi-family Dwelling District.

1. One non-lighted wall sign not to exceed twelve (12) square feet in total area attached flat against the principal structure, indicating the name of the premises and/or the names of the occupants, shall be permitted.

2. Monument sign

a. One (1) freestanding monument identification sign shall be permitted for each development and be no closer than 15 feet to any property line.

b. The sign may be two-sided. The monument shall not have a total surface in excess of one hundred and twenty (120) square feet on any side, and not more than two sides of said sign shall be used for naming purposes. The Maximum height shall be ten (10) feet, and the maximum width shall be twelve (12) feet.

c. The sign must have a brick, stone, or similar decorative hard surface base that measures at least 15% of the total height with a one (1) foot minimum. The base shall be at a minimum as wide as the sign and no wider than 12 feet. The sign shall be entirely or partially surrounded by brick, stone, or similar decorative hard surface. The sign portion must not exceed 70% of the total area.

d. If a development has access on more than one street a second sign will be permitted. The second sign must measure less than one third (1/3) of the total dimension of the main monument sign and must be located on the other street that is adjacent to the development. Two signs are not permitted on the same street frontage.

e. A statement of ownership and maintenance responsibility will be required.

D. (R-4) Planned Unit Development District

1. Such signs as shall be specifically included in the Final Development Plan approved by the City Council.

E. (R-5) Mobile Home Park District.

1. Such signs as shall be specifically included in the Final Development Plan approved by the City Council.

F. (C-1) (C-2) (C-3) (M-1) (M1-A) (M-2) (M-3) Commercial & Industrial District

1. Fascia/Wall Signs.

- a. Sign Area Allowed: 10% of wall on street frontage(s). The front of said building shall be that wall that contains the main entry. If the front of a building faces away from the street frontage, a wall sign may be erected on the rear or sidewall of said building at a rate of 10% of wall. At no time shall more than two walls be used to compute allowable signage. The same applies to multi tenant spaces except the 10% applies to the wall frontage of their space.

- b. Letters, symbols, and logos: Under no circumstances will a letter, symbol or logo dimension greater than six feet (6') be allowed, except any use that occupies in excess of 100,000 square feet of building area shall be allowed to have individual letters not to exceed eight feet (8') in height.

- c. Signs which project out from the building more than eighteen (18) inches must be at least twelve (12) feet above grade and may project a maximum of six (6) feet;

- d. No sign shall project more than four (4) feet above the roofline or parapet where one exists.

2. Canopies, marquees, and awnings: May contain signage provided the following requirements are met:

- a. Signage shall be parallel to the building façade, its area shall be deducted from the maximum allowable area of fascia/wall signs.

3. Monument Signs.

a. One (1) freestanding monument identification sign shall be permitted for each lot with a minimum setback of 15 feet. Businesses that have frontage on more than one street will be permitted the use of a second monument sign as long as the monument signs are not located on the same street frontage adjacent to the business. Two signs are not permitted on the same street frontage, unless the business is located on a double frontage lot and there is only one sign per frontage. Whenever any business has two monument signs, the signs must be separated by at least 100 feet.

b. The sign may be two-sided. The monument shall not have a total surface in excess of one hundred and twenty (120) square feet on any side, and not more than two sides of said sign shall be used for advertising purposes. The maximum height shall be ten (10) feet, and the maximum width shall be twelve (12) feet.

c. The sign must have a brick, stone, or similar decorative hard surface base that measures at least 15% of the total height with a one (1) foot minimum. The base shall be at a minimum as wide as the sign and no wider than 12 feet. The sign shall be entirely or partially surrounded by brick, stone, or similar decorative hard surface material. The sign portion must not exceed 70% of the total area.

d. For lots that have more than one business a sign with a surface area of one hundred sixty (160) square feet will be allowable. The signage portion shall not exceed more than 80% of that area.

E. Highway 141 Corridor Monument Signs

1. Zone 1 – The minimum setback is 15 feet with a maximum height of twenty (20) feet and maximum width of 12 feet.
2. Zone 2 – The minimum setback is 15 feet, however for every foot the setback is increased the sign height may be increased in proportion to a maximum allowable

height of 35 ft. The maximum width may not exceed 12 feet.

F. Highway 44 Corridor Monument Signs: The minimum setback for monument signs in the Chapter 165B. Highway 44 Corridor shall be 10 feet.

165.18E SIGNS PROHIBITED IN ALL ZONING DISTRICTS.

A. Obsolete Signs. Signs that advertise an activity, business, product or service no longer conducted on the premises on which the sign is located.

B. Banners, Balloons, Posters, etc. Signs which contain or consist of banners, balloons, posters, pennants, ribbons, streamers, spinners, inflatables, flags representing something other than gov't affiliation or other similarly moving devices, except as specifically provided in Section 165.18C(A4) hereof. These devices when not part of any sign shall also be prohibited.

C. Portable Signs. Commercial signs that are not permanently anchored or secured to either a building or the ground. (example: signs mounted, attached, or freestanding in, or on a vehicle, trailer, or stand.

D. Off-Premise Signs on Public Property. Off-premise signs located on public property that is being used for public purposes.

E. Off-Premise Signs. Signs advertising a use not conducted upon the lot where the sign is located.

F. Flashing Signs. No flashing, blinking, scrolling or rotation lights shall be permitted for either permanent or temporary signs, except time and temperature signs and brief public announcement signs.

G. Moving Signs. No sign shall be permitted, any part of which moves by any mechanical or electronic means.

H. Painted Wall Signs. Off-premise signs painted on building walls for commercial purposes.

I. Projecting Signs. Signs as defined in Section 165.18B(C.2)

J. Pole Signs. Except as specifically permitted, no pole sign shall be permitted within the City of Grimes.

K. Billboards. Signs as defined in Section 165.18B(E)

L. Visibility at Intersections in Any Districts On any corner lot in any district, no sign shall be erected, placed, or allowed to be situated in such a manner as materially to impede vision between a height of two and one-half (2 ½) and ten (10) feet above the centerline grades of the intersecting streets in the area bounded by the street lines of such corner lots and a line joining points along said street lines twenty-five (25) feet from the point of intersection of right-of-way lines.

165.18F GENERAL SIGN REGULATIONS.

A. Conformance required except as may be hereinafter specified, no sign shall be erected, placed, maintained, converted, enlarged, reconstructed or structurally altered which does not comply with all of the regulations established by this ordinance.

B. Maintenance. All signs shall be maintained in a good state of repair, including, but not limited to, the structural components, the lighting if any, the portion attaching the sign to the ground or structure, and the surface features.

C. Non-Conforming Signs. Where a sign, other than a temporary sign, exists at the effective date of adoption or amendment of this ordinance that could not be built under the terms of this ordinance by reason of restrictions on area, use, height, setback, or other characteristics of the sign or its location on the lot, such sign may be continued so long as it remains otherwise lawful, subject to the following provisions:

No such sign may be enlarged or altered in a way that increases its non-conformity; however, reasonable repairs and alterations may be permitted. Should such sign be destroyed by any means to an extent of fifty (50) percent or more of its replacement cost at time of destruction, it shall not be reconstructed except in conformity with the provisions of this ordinance.

D. Permit Required. A sign permit, signed by the owner and tenant, and approved by the administrative official, shall be required before the erection, construction, alteration, placing, or locating of all signs conforming with this ordinance.

E. Permit Fees as follows:

HWY 141 Corridor: \$75

All other signs: \$35

F. Permit Not Required. A permit shall not be required for repainting without changing permanent wording, composition, or colors; or for non-structural repairs.

G. Plans. A copy of plans and specifications shall be submitted to the administrative official for each sign regulated by this ordinance. Such plans shall show sufficient details about size of the sign, location and materials to be used and such other data as may be required for the administrative official to determine compliance with this ordinance.

H. Appeal. Any person or persons aggrieved by the decision of the administrative official to approve or disapprove a sign permit, as provided by this ordinance, may appeal such decision to the Board of Adjustment as provided by Section 165.39 of this ordinance.

165.19 NONCONFORMING USES OF LAND, NONCONFORMING STRUCTURES AND NONCONFORMING USES OF STRUCTURES. Within the various districts established by this chapter or amendments that may later be adopted, there exist structures and uses of land and structures which were lawful prior to the adoption of the zoning ordinance codified in this chapter but which would be prohibited, regulated, or restricted under the provisions of this chapter. It is the intent of this chapter to permit these nonconformities to continue until they are removed, but not to encourage their survival. Such uses are declared by this chapter to be incompatible with permitted uses in the districts involved.

1. Nonconforming Uses of Land in Residential Districts. The lawful use of land upon which no building or structure is erected or constructed which becomes nonconforming under the terms of this chapter as adopted or amended may be continued so long as it remains otherwise lawful, subject to the following provisions:

A. No such nonconforming use shall be enlarged or increased or extended to occupy a greater area of land than was occupied at the effective date of adoption or amendment of this chapter.

B. No such nonconforming use shall be moved in whole or in part to any other portion of the lot or parcel which was not occupied by such use at the effective date of adoption or amendment of this chapter.

C. If any such nonconforming use of land ceases for any reason for a period of more than six (6) months, any subsequent use of