

MINUTES OF THE TUESDAY, JANUARY 26, 2016, PLANNING AND ZONING COMMISSION MEETING.

The January 26, 2016, Planning and Zoning Commission meeting was called to order at 6:00 p.m.

Roll Call. The following Commissioners were present: Nigro, Streit, Hoifeldt, and Shanks. City staff in attendance: Andy Kass and Melissa DeBoer.

Agenda Approval. Motion by Commissioner Nigro, seconded by Commissioner Hoifeldt to approve the agenda for January 26, 2016. Ayes: Nigro, Streit, Hoifeldt, and Shanks. Nays: None. Motion carried.

Approval of the January 12, 2016, Regular Meeting Minutes. Motion by Commissioner Hoifeldt, seconded by Commissioner Streit to adopt the January 12, 2016, meeting minutes. Ayes: Nigro, Streit, Hoifeldt, and Shanks. Nays: None. Motion carried.

Open Forum. None.

Election of Officers for 2016. Motion by Commissioner Nigro, seconded by Commissioner Hoifeldt to elect Commissioner Broderick as chair and Commissioner Streit as vice chair. Ayes: Nigro, Streit, Hoifeldt, and Shanks. Nays: None. Motion carried.

Approval of a Preliminary Plat for Waukee Transportation Facility Plat 1

Senior Planner, Andy Kass, stated that the subject property is located west of 6th Street and north of University Avenue, containing approximately 13.95 acres zoned M-1, Light Industrial. Mr. Kass gave a brief explanation of the history of the property. Mr. Kass explained that the project involves the construction of an 11,354 square foot building which would provide restrooms, lounge space and offices for the School District bus drivers along with several mechanics bays and a wash bay. Mr. Kass explained that the plan also includes a 16,822 square foot building to be used for offices and warehousing for the School District. The plan also includes a fueling facility to be shared between the City and the School District. Mr. Kass explained that a decal lane will be constructed off of 6th Street to allow for buses and other traffic to turn off of 6th Street and into the site. Mr. Kass discussed the plans for the two detention ponds. The pond on the north being a dry bottom detention pond owned and maintained by the School District; and the pond on the south being a regional detention basin owned and maintained by the City. Mr. Kass explained that access to the site will be provided from both University Avenue as well as 6th Street. Mr. Kass explained that six foot wide sidewalks will be provided around the detention basins in order to provide pedestrian access to the water features on the site. Mr. Kass described the utilities provided to the site and explained that the sanitary sewer service will be provided by an onsite lift station that will serve only this property. A force main will extended to an existing force main on the Public Works property which flows north and then ultimately to the wastewater treatment facility. Mr. Kass explained that there will be a 30 foot landscape buffer provided on the north side of the property in order to screen the site from any future development. Mr. Kass provided elevations of the buildings to the Commission and described the building materials proposed.

Commissioner Hoifeldt questioned about the details of the type of metal to be used on the fuel enclosure. John Darveau, with FRK, said that it would be corrugated metal and about 1 ½ inches in thickness.

Commissioner Hoifeldt questioned about how people would be able to access the fuel enclosure and if it is just all grass on the island up to the door to access the fuel tanks. Joel Jackson, Bishop Engineering, stated that they may need to add a service walk in order to access the door to the fuel enclosure.

Commissioner Streit asked where the fence would be located. Mr. Kass explained that the fence would be located only around the bus parking area of the site.

Commissioner Shanks asked what material is proposed for the fence. Mr. Kass explained that the fence would be a black, vinyl chain link fence.

Commissioner Hoifeldt asked what type of plantings will be planted in the dry bottom detention basin. Mr. Jackson explained that the dry bottom detention basin will be planted with native landscaping.

Commissioner Hoifeldt asked if it is possible to stock the City pond with fish to provide a fishing pond amenity to the community. Mr. Kass said that he would check with Brad Deets and the Parks and Recreation Department.

Commissioner Hoifeldt expressed residents' concerns about bus drivers going down Northview. Eric Rose, Waukee Community School District, explained that he has received a call from one resident on Northview asking about the buses driving down that street. Mr. Rose explained that the route for the bus drivers would be Ashworth.

Commissioner Nigro asked what the overhead doors located on the north building are composed of. Mr. Darveau stated that they are aluminum doors with glass.

Commissioner Shanks asked if there was any signage proposed with this project. Mr. Rose explained that as of now they don't have details of signage, but they wouldn't be opposed to doing a monument sign for the site.

Motion by Commissioner Hoifeldt, seconded by Commissioner Shanks to approve the preliminary plat for Waukee Transportation Facility Plat 1 subject to any remaining staff comments and review of all legal documents by the City Attorney. Ayes: Nigro, Streit, Hoifeldt, and Shanks. Nays: None. Motion carried.

Approval of a Final Plat for Waukee Transportation Facility Plat 1

No new discussion took place.

Motion by Commissioner Streit, seconded by Commissioner Nigro to approve the final plat for Waukee Transportation Facility Plat 1 subject to any remaining staff comments and review of all legal documents by the City Attorney. Ayes: Nigro, Streit, Hoifeldt, and Shanks. Nays: None. Motion carried.

Approval of a Site Plan for Waukee Community School District Transportation and Operations Buildings [1000 6th Street & 605 University Avenue]

No new discussion took place.

Motion by Commissioner Hoifeldt, seconded by commissioner Nigro to approve the site plan for Waukee Community School District Transportation and Operations Buildings [1000 6th Street & 605 University Avenue] subject to any remaining staff comments. Ayes: Nigro, Streit, Hoifeldt, and Shanks. Nays: None. Motion carried.

New Business.

Mr. Kass provided a brief overview of upcoming projects that will likely be forwarded to the Commission over the next couple of meetings.

Adjournment. Motion by Commissioner Nigro, seconded by Commissioner Hoifeldt, to adjourn the meeting at 6:40 P.M. Ayes: Nigro, Streit, Hoifeldt, and Shanks. Nays: None. Motion carried.

Luke Streit, Planning & Zoning Chairman

Attest:

Andy Kass, Senior Planner