

MINUTES OF THE TUESDAY, JUNE 28<sup>TH</sup>, 2016, PLANNING AND ZONING COMMISSION MEETING.

The June 28<sup>th</sup>, 2016, Planning and Zoning Commission meeting was called to order at 6:00 p.m.

**Roll Call.** The following Commissioners were present: Nigro, Fontenot, Streit, Hoifeldt, and Schmidt. Commissioners Shanks and Broderick were absent. City staff in attendance: Andy Kass and Melissa DeBoer, Brad Deets, and Kathryn Purvis.

**Agenda Approval.** Motion by Commissioner Hoifeldt, seconded by Commissioner Schmidt, to approve the agenda for June 28<sup>th</sup>, 2016. Ayes: Nigro, Fontenot, Streit, Hoifeldt, and Schmidt. Nays: None. Motion carried.

**Approval of the May 24<sup>th</sup>, 2016, Regular Meeting Minutes.** Motion by Commissioner Hoifeldt, seconded by Commissioner Schmidt to adopt the May 24<sup>th</sup>, 2016, meeting minutes. Ayes: Nigro, Fontenot, Streit, Hoifeldt, and Schmidt. Nays: None. Motion carried.

**Open Forum.** None.

**Approval of a Preliminary Plat for Enterprise Business Park Plat 6**

**Approval of a Final Plat for Enterprise Business Park Plat 6**

**Approval of a Site Plan for Taco bell [40 NE Carefree lane/95 E. Hickman Road]**

Senior Planner Andy Kass introduced the proposal from the Applicant, Sundance, INC, and GF Land Partnership, who have entered a request for a preliminary plat, final plat, and site plan approval for the development of a Taco Bell restaurant. The Subject property is located at the corner of NE Carefree Lane and Hickman Road. The area is 1.13 acres in area and is currently zoned C-1, Community and Highway Service Commercial District. The Purpose of platting is to re-plat the two lots, initially proposed in the 2<sup>nd</sup> plat of Enterprise Business Park, into one lot. The site plan identifies a 2500 square foot restaurant with associated drive thru windows and menu boards. The required 39 parking lots are being provided along with the introduction of some bicycle parking. Utilities will be connected to existing stubs and there is a proposed 1000 gallon grease trap for the property. Storm water detention will be directed to a large drain basin that was created during earlier plats of the area just north of NE Venture Drive. There will be a connection off of the Raccoon River Valley Trail and NE Carefree lane. The applicant has depicted a 34% open space dedication with the required trees shown on the property as well as a berm on the east side and the dumpster located on the North West corner. Staff is comfortable with the elevations utilizing a mix of brick, cement board, glazing, and metal paneling, and recommend approval subject to remaining staff comments and review of the legal documents by the city attorney.

Commissioner Streit questioned if any mechanical items would be roof mounted and Mr. Kass advised that it will need to be screened if any mechanical aspects were roof mounted.

Commissioner Schmidt questioned if the storm water would be draining overland, and Mr. Kass advised that it would all be piped underground to the existing pond.

Commissioner Schmidt Moved for Approval of a Preliminary Plat for Enterprise Business Park Plat 6 subject to remaining staff comments and review of the legal documents by the city attorney. Seconded by Commissioner Fontenot. Ayes: Nigro, Fontenot, Streit, Hoifeldt, and Schmidt. Nays: None. Motion Carries.

Commissioner Schmidt Moved for Approval of a Final Plat for Enterprise Business Park Plat 6 subject to remaining staff comments and review of the legal documents by the city attorney. Seconded by Commissioner Nigro. Ayes: Nigro, Fontenot, Streit, Hoifeldt, and Schmidt. Nays: None. Motion Carries.

Commissioner Schmidt Moved for Approval of a Site Plan for Taco bell [40 NE Carefree lane/95 E. Hickman Road] subject to remaining staff comments and review of the legal documents by the city attorney. Seconded by Commissioner Fontenot. Ayes: Nigro, Fontenot, Streit, Hoifeldt, and Schmidt. Nays: None. Motion Carries.

### **Approval of a Final Plat for Fox Creek Estates Plat 7**

City Planner Melissa De Boer introduced the request for a final plat located north of NE Douglas and NE Dartmoor Drive. The property is approximately 24.47 acres in size and has a zoning of R-2 One and Two Family Residential. The plat will consist of 65 single family lots ranging in size from 8500 to 18000 square feet, and an Out lot Z dedicated to storm water detention which will be maintained by an HOA. The plat will bring in several new streets as well as extend the existing street of NE Bobcat Drive and NE Wolf Pack Drive. Staff is comfortable recommending approval subject to remaining staff comments and review of the legal documents by the city attorney.

Commissioner Streit questioned if this was the last of the Fox Creek Estates to which Development Director Brad Deets replied that there would be 2 more sections left.

Commissioner Streit moved for Approval of a Final Plat for Fox Creek Estates Plat 7 subject to remaining staff comments and review of the legal documents by the city attorney, seconded by Commissioner Hoifeldt. Ayes: Nigro, Fontenot, Streit, Hoifeldt, and Schmidt. Nays: None. Motion Carries.

### **Approval of a Preliminary Plat for Waukee Central**

### **Approval of a Final Plat for Waukee Central**

Senior planner Andy Kass introduced the request from the Applicant Waukee Central, llc for approval of a preliminary and final plat. The subject property is located at the SE corner of Hickman Road and SE Dartmoor Drive and is 10.57 acres in area that is zoned C-1 Community

and Highway Service Commercial District. The proposed plats identify 5 total lots ranging from 0.88 to 4.91 acres in size. SE Laurel Street would be extended as a private street, but built to public street standards with a 31 foot width and requirement of 6 inch depth and would be owned and maintained by an Owners Association. The Alignment does vary from the major streets plan, but the staff is comfortable with the new alignment as it allows for more uniform lots. Storm water Management will be addressed as each site develops. Sanitary sewer and water connection are nearby and utility services will be provided to each lot. A 5 foot sidewalk will be provided on the north side of SE Laurel Street, and a 30 foot landscape buffer will be provided along the South side of Lot 5 when it is developed. The staff recommends approval subject to remaining staff comments and review of the legal documents by the city attorney.

Commissioner Fontenot questioned if it is common for a developer to build a private road. Mr. Kass advised that it is not common for a developer to build a street to public street standards but private streets are pretty common in areas such as townhome developments, they just tend to be narrower and thinner. Mr. Deets added that the city had done something similar near Hy-Vee for NE Venture Drive. Doing so allows for more flexibility within the plat, so it is a private street that is open to the public.

Commissioner Nigro brought up the concern with maintenance such as snow removal in a timely manner. Mr. Deets advised that it would be maintained by an association and as traffic for businesses will be there from day one there should not be a large issue with maintenance of the road. A common group will have to be spelled out on the covenants on the plats just like with any other private street just this is for a commercial road over a townhome development.

Commissioner Hoifeldt Questioned if the Detention facility on each lot makes sense holistically for the area. Erin Ollendike, a representative of the Applicant, advised that due to grading of the lot it would make sense to have the detention on each individual lots.

Commissioner Schmidt questioned if there was only a plan for detention and not retention, to which Mrs. Ollendike advised that the plan was detention for now, but that the southern portion may change depending on usage and development.

Commissioner Streit questioned if there was a chance that townhomes would still go in the southern area. Mr. Deets advised that it could happen and that the applicant had looked more at the middle density residential but no strict idea of what would be proposed at this time.

Commissioner Schmidt moved for Approval of a Preliminary Plat for Waukee Central subject to remaining staff comments and review of the legal documents by the city attorney, seconded by commissioner Fontenot. Ayes: Nigro, Fontenot, Streit, Hoifeldt, and Schmidt. Nays: None. Motion Carries.

Commissioner Schmidt moved for Approval of a Final Plat for Waukee Central subject to remaining staff comments and review of the legal documents by the city attorney seconded by

Commissioner Fontenot. Ayes: Nigro, Fontenot, Streit, Hoifeldt, and Schmidt. Nays: None. Motion Carries.

### **New Business**

Senior Planner Andy Kass and Brad Deets introduced the current and upcoming business for the Commission. Highlights include the introduction of two new site plans within the next month for the Waukee Central area voted on in this meeting, The next plat of the Landing at Shadow Creek and additional items for the Kettlestone area by the end of summer, and that purchase agreements had been approved for the new high school and recreation complex that would begin construction beginning the spring of 2018. Mr. Deets advised that the new Kum and Go on Grand Prairie Parkway was now open, and that several Public Improvement projects were underway around the city several of which are set to be completed by the end of July. Finally, Mr. Deets recognized Commissioner Hoifeldt for His recent election as Citizen of the Year for 2015.

### **Adjournment**

Adjournment of the June 28<sup>th</sup>, 2016 Planning and Zoning Commission Meeting was motioned by Commissioner Nigro and seconded by Commissioner Schmidt at 6:34pm. Ayes: Nigro, Fontenot, Streit, Hoifeldt, and Schmidt. Nays: None. Motion Carries.