

MINUTES OF THE TUESDAY, JULY 12TH, 2016, PLANNING AND ZONING COMMISSION MEETING.

The July 12TH, 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, Broderick, Hoifeldt, Shanks, and Schmidt. No Commissioners were absent for this meeting. City staff in attendance: Melissa DeBoer, Brad Deets, and Kathryn Purvis.

Agenda Approval. Motion by Commissioner Schmidt, seconded by Commissioner Shanks, to approve the agenda for July 12th, 2016. Ayes: Nigro, Fontenot, Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion carried.

Approval of the June 28th, 2016, Regular Meeting Minutes. Motion by Commissioner Nigro, seconded by Commissioner Schmidt to adopt the June 28th, 2016, meeting minutes. Ayes: Nigro, Fontenot, Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion carried

Open Forum. None.

Approval of a Preliminary Plat for Ashworth Properties North

Development Services Director Brad Deets introduced the subject property stating it is located within the Kettlestone Corridor and includes approximately 74 acres located on the west side of Grand Prairie Parkway and north of Ashworth Road. The subject Property was recently rezoned to K-RC (Kettlestone Retail Community), K-OF (Kettlestone Office District, and K-MF Stacked Medium (Kettlestone Stacked Medium Density Multi-Family).

The Preliminary Plat includes 1 lot measuring 7.87 acres intended for office development and 5 out lots. Out lot W is 9.03 acres in area that is owned and utilized by the City of Waukee for regional storm water detention. Out lot A is 0.35 acres in area that the applicant is acquiring from the City to utilize in conjunction with the development of Lot 1. Out lot B is 0.35 acres in area that the applicant will deed to the City to Make up for the acquisition of out lot A.

SE Esker Ridge Drive and SE Glacier Trail are the two streets that have been identified on the preliminary plat that will be constructed as part of the initial phase. SE Esker Ridge Drive and SE Glacier Trail will be major collector streets measuring 37 feet wide with a 70 foot right of way.

Several easements are proposed within the plat based upon the location of proposed utilities. In addition to easements for utilities, the preliminary plat identifies prospered ingress/egress easements to provide access to the proposed lots. A 25 foot landscape buffer easement will be required along the ease plat boundary to provide screening from the adjacent properties a 25 foot landscape buffer is also provided on the south line of out lot Z.

Utilities will be provided to lot 1 as part of plat improvements. Sanitary sewer will be extended from Grand Prairie Parkway along SE Esker Ridge Drive to the intersection with SE Glacier Trail. Water will extend across both SE Esker ridge Drive and SE Glacier Trail to Ashworth Road to provide a loop fed

water system. Storm water in this plat will be detained in the existing regional detention pond that was constructed by the City of Waukee located in Out lot W of this Plat.

- Commissioner Broderick questioned what the out lot W Pond would service and Mr. Deets advised that it would service the entire parcel. Commissioner Schmidt questioned if there would be any storm water flowing south, and Mr. Deets advised that in terms of detention it will all go north to the Pond.
- Commissioner Hoifeldt questioned if SE Esker Ridge Drive would extend to Grand Prairie Parkway. Mr. Deets advised that it will extend across the parcel to Grand Prairie Parkway as development continues and with the help of a Rise Fund Grant.
- Commissioner Streit asked for clarification on the out lot B and out lot A exchange. Mr. Deets advised that it was discovered during the final plat that a deeper lot may be needed for a proposed building so there was an exchange of even sized out lots negating the need for a bid process.

Motion to approve a Preliminary Plat for Ashworth Properties North subject to any remaining staff comments and completion of legal documents was moved by Commissioner Schmidt Seconded by Commissioner Hoifeldt. Ayes: Nigro, Fontenot, Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion carried.

Approval of a Preliminary Plat for Waukee Market Place Plat 1

Director of Development Services Brad Deets, introduced the request by applicant Hurd Waukee, LLC, for a seven lot commercial development with the subject property being located south of Hickman Road and west of SE Alice's Road. No public Streets will be extended as part of this project. The applicant will be required to do some median work and turn lane work on Hickman Road for the access points off of Hickman Road. Two access points off of Hickman Road are indicated on the Preliminary plat that will lead to a private drive that will provide access to lots 1-6. Access to lot 7 will be provided off of SE Alice's Road at the time that the property develops and takes into account the future widening of SE Alice's Road.

Several easements are proposed within the plat based upon the location of proposed utilities. In addition to easements for utilities, the preliminary plat identifies proposed ingress, egress easements to provide access to the lots. A 30 foot landscape buffer easement is proposed within out lot A along the west plat boundary to screen the adjacent residential land use from the proposed commercial uses.

Utilities will be extended throughout the plat to serve all lots. Sanitary sewer will be extended westward from an existing 18 inch sanitary sewer that is on the west side of SE Alice's Road. Water will be extended from the east side of SE Alice's Road westward throughout the plat and will connect with an existing 12 inch water main at the northwest corner of the plat to provide a loop fed water system.

Storm water detention will be provided in a series of ponds fronting Hickman Road and along SE Alice's road. The preliminary plat identifies location of the future ponds. All ponds will outlet to the Hickman Road Storm Sewer.

- Commissioner Nigro questioned the size of the turn lanes and Mr. Deets advised that they would be 150 foot turn lanes.
- Commissioner Schmidt questioned if any new traffic signals would be put in with this project. Mr. Deets advised that there would be no initial traffic lights installed but that the city is working on the potential to locate a signal on the far end of the parcel subject to approval by the Department of Transportation.
- Commissioner Shanks questioned how the intersection would work as the area is already chaotic and handles quite a bit of cycling traffic as well. Mr. Deets and Commissioner Hoifeldt advised that the cycling traffic was not unique to this intersection as many of the intersections down Hickman Road were set up the same way due to the trails. Mr. Deets did advise that more than likely traffic would divert to SE Alice's Road to enter the Hy-Vee as opposed to crossing Hickman Road.
- Commissioner Streit questioned about the zoning for the larger lot to the south of the parcel. Mr. Deets advised that it is zoned c-1a(Neighborhood Commercial) and c-1(Community and Highway Service Commercial) so there may be some discussion in the future for something that is over 50,000 square feet in size, but as of right now, there have not been any plans proposed for that area.
- Commissioner Schmidt questioned if there would be any discussion for the southern part of the parcel regarding landscape buffering, continuation of trails, and parkland dedication in the area, as was once discussed when the area was zoned PD (Planned Development). Mr. Deets advised that there are no requirements for Commercial dedication for Parkland, but that more negotiations would more than likely happen as the southern part of the parcel begins to develop.

Motion to approve a Preliminary Plat for Waukee Market Place Plat 1 subject to any remaining staff comments and completion of legal documents was moved by Commissioner Hoifeldt Seconded by Commissioner Nigro. Ayes: Nigro, Fontenot, Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion carried.

Approve of a Site Plan for Central Bank (300 E Hickman Road)

Commissioner Broderick will abstain from the vote due to a conflict of interest with the applicant.

City Planner Melissa DeBoer introduced the request made by the applicant Waukee Central, LLC, for a proposed site plan for a bank on the Subject Property located at the southeast corner of Hickman Road and SE Dartmoor Drive. The property is approximately 1.23 acres in size and would house the proposed 4905 square foot bank including a drive thru with three lands located on the east side of the building.

Access to the site will be provided off of the private street located to the south of the site and though a shared ingress/ Egress easement on the east of the site. A total of 15 parking spaces are required for this facility. The total amount of parking proposed is 27 spaces which would include 2 handicap accessible stalls and 3 queuing spaces per drive-thru. Traffic through the parking lot will be two-way traffic with the

exception of the east side of the site being one way traffic through the drive-thru lanes. Pavement markings are shown on the site to direct traffic in the proper direction.

As part of the improvements, a five foot wide sidewalk will be installed along SE Dartmoor Drive. A five foot side walk will also be installed along SE Laurel Street located on the south side of this site. Sidewalks are planned internal to the site, primarily around the building from the parking areas. The site plan does provide a pedestrian connection from the site to the side walk that will be constructed along the south side of SE Laurel Street.

All utilities will be extended to this site during platting and storm water detention will be provided with a dry bottom detention basin located on the north and west sides of the site. A minimum of 20% of the project area is required to be open space. The total project area is 1.23 area and the proposed amount of open space is 35 % of the project area. The applicant has provided the required amount of plantings per the landscaping ordinance.

The building will be constructed mostly of brick and stone, and will consist of an atrium composed of metal paneling and spandrels glass. A trash enclosure is proposed on the southwest corner of the site and the applicant has provided a lighting plan which meets the City of Waukee Site Plan Ordinance requirements.

- Commissioner Hoifeldt questioned if the drive-thru lanes violated any ordinances by facing the road. Brad Deets advised that the lanes would not be in violation.
- Commissioner Streit questioned if the area would be graded down for the sidewalk. Ryan Hardesty, a representative for the Applicant, advised that they would be cutting off 6 feet from the highest point and adding it to lower graded areas to provide a grading that would mimic the street.
- Commissioner Hoifeldt questioned when the construction would be completed on Laurel Street. Mrs. DeBoer advised that it would be done during the initial phase of the project and not on an 'as developed' basis.

Motion to approve a site plan for Central Bank (300 E. Hickman Road) subject to any remaining staff comments and completion of legal documents was moved by Commissioner Streit Seconded by Commissioner Schmidt. Ayes: Nigro, Fontenot, Streit, Hoifeldt, Shanks, and Schmidt. Nays: none. Abstained: Broderick. Motion carried.

Approval of a Site Plan for Waukee Dental (350 E Hickman Road)

City Planner Melissa DeBoer introduced the request made by applicants Waukee Central LLC for approval of the Site Plan for Waukee Dental. Mrs. DeBoer advised that the subject property is located at the southeast corner of Hickman Road and SE Dartmoor Drive and is approximately 0.88 acres in size and would house the proposed 3616 square foot building. Access to the site will be provided off of the private street located to the South of the site and a shared ingress/egress easement on the west side of the site. A total of 11 parking spaces are required for this facility. The total amount of parking proposed

is 26 spaces including 2 handicap accessible stalls. Traffic throughout the parking lot will be two-way traffic.

A five foot wide sidewalk will be installed along SE Laurel Street located on the south side of the site as well as internally on the site primarily around the building from the parking area.

All utilities will be extended to this site during platting with sanitary sewer and water being extended from the south of the property. Storm water detention will be provided with a dry bottom detention basin located on the north side of the site. The proposed amount of open space is 32% of the project area which satisfies the requirements of 20% being dedicated to open space. The applicant has provided the required amount of planting per the landscaping ordinance and has proposed a small berm to add additional screening to the trash enclosure.

- Commissioner Nigro questioned who would have the weight of liability on the private street. Mr. Deets stepped in and advised that the City would not be held liable as it was a private street, the weight of responsibility would fall on the commercial association.
- Commissioner Fontenot questioned if the private street would be completed all at once and Mr. Deets advised that yes, the street would be completed in the early stages of building to provide access off of Dartmoor Drive and NE Westgate Drive.

Motion to approve a Site Plan for Waukee Dental (350 E. Hickman Road) subject to any remaining staff comments and completion of legal documents was moved by Commissioner Fontenot Seconded by Commissioner Streit. Ayes: Nigro, Fontenot, Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion carried.

New Business

Director of Development Services Brad Deets introduced upcoming projects that will be appearing before the Commission and gave a brief introduction for the City of Waukee Strategic Plans that were set forward by the Council for the upcoming fiscal year and beyond.

Adjournment

The Planning and Zoning Commission Meeting for July 12th 2016 was called to Adjournment by Commissioner Schmidt and seconded by Commissioner Nigro at 7:05pm. Ayes: Nigro, Fontenot, Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion carried.