

Minutes of the Tuesday October 11th Planning and Zoning Commission Meeting

The October 11th, 2016 planning and zoning commission meeting was called to order at 6:00 pm.

Roll Call. The Following Commissioners were present: Nigro, Streit, Broderick, Hoifeldt, and Shanks. Commissioners Fontenot and Schmidt were absent for this meeting. City staff in attendance: Andy Kass and Kathryn Purvis.

Agenda Approval. A motion was made by Commissioner Nigro, and seconded by Commissioner Streit, to approve the agenda for the October 11th, 2016 planning and zoning commission meeting. Ayes: Nigro, Streit, Broderick, Hoifeldt, and Shanks. Nays: none. Motion Carries.

Approval of the September 27th, 2016 Regular Meeting Minutes. A motion was made by Commissioner Streit, and seconded by Commissioner Nigro, to approve the minutes of the September 27th, 2016 Regular Commission Meeting. Ayes: Nigro, Streit, Broderick, Hoifeldt, and Shanks. Nays: none. Motion Carries.

Open Forum: none.

Approval of a Preliminary Plat, Final Plat, and Site Plan for Hickman West Industrial Park Plat 4 [1110 SE Westbrooke Drive]

Waukee City Planner, Andy Kass, introduced the request by the applicant, Storage Space, LLC, for approval of a Preliminary Plat, Final Plat, and Site Plan for Hickman West Industrial Park Plat 4. Mr. Kass advised that the subject property was platted as an out lot in 2015. Mr. Kass described the proposed project which includes the construction of two, single story, self-storage buildings. The building on the west side of the site is indicated as 8000 square feet in area and building on the east side is indicated as being 12,120 square feet in area. Both buildings would be intended for vehicle and boat storage.

Mr. Kass advised that the proposed buildings will be accessed via a shared access with the property to the north off of SE Westbrooke Drive. A shared access easement between the two properties has been provided on the Final Plat. Parking requirements for vehicle and boat storage is 1 space for every 50,000 square feet and the site plan proposes a total of 5 parking spaces.

Mr. Kass advised that a 5 foot sidewalk was previously extended along SE Westbrooke Drive when the adjacent property was developed. Utilities are available on the site to service the proposed buildings and storm water detention will be provided in a pond that will be located on the adjacent property. Mr. Kass also stated that a 40 foot landscape buffer easement is provided on the south side of the property.

At this time staff is comfortable with the site plan and would recommend approval of the preliminary plat, final plat, and site plan.

- Commissioner Broderick questioned where the trash enclosure was located. Mr. Kass advised that the trash for this project could be provided by the adjacent property as it is owned and operated by the same company.
- Commissioner Nigro raised a question regarding the reason for this project to attach to the trail. Dave Holmes, a representative for the applicant, advised that originally the fire hydrant was proposed to be on the back of the property and that paved access was

required by the fire department. He also advised that the hydrant had been moved to be proposed closer to the front of the project so the connection was not a necessity.

- Commissioner Hoifeldt questioned if the area would be fenced and Mr. Holmes advised that no fencing was proposed, but that a large berm did exist along the south side of the property.
- Mr. Holmes also advised that, due to some structural aspects, he had a proposed change to the elevation to run the light colored paneling to the base of the building instead of having the accent color along the bottom edge. Commissioner Hoifeldt questioned Mr. Kass if staff would be comfortable with that change. Mr. Kass advised that as long as the accent color remained to break up the expanse of the building he would be fine with the change. Mr. Holmes and Mr. Kass agreed to extend the accent paneling color on the ends to match the size of the middle section and not have the accent color along the bottom of the building.
- Commissioner Hoifeldt questioned if project would be climate controlled. Mr. Holmes advised not at this time.
- Commissioner Broderick raised a concern with the location of the parking spots in relation to the access point. Mr. Holmes advised that the applicant had actually widened the access to a 40 foot access to allow space for 2 fire trucks should the need arise. Commissioner Broderick advised that would address his concern about the ability to drive past the parking spots.
- Commissioner Nigro questioned if Mr. Holmes anticipated any overflow parking issues with the sports complex on the adjacent property. Mr. Homes advised that he did not have an issue with the over flow using the 5 spaces. Commissioner Hoifeldt advised that he should anticipate that it wouldn't be in just the spaces and suggested that the applicant think about utilizing some signage to dictate private parking to avoid any issues. Mr. Homes advised that he would take that into consideration.
- Commissioner Nigro clarified that the applicant did not wish to have the trail access included. Another applicant from the joint owner of the sports complex advised that they would like the access as they had a lot of bike traffic.
- Commissioner Broderick questioned Mr. Kass about the future bike path being updated with the widening of Alice's Road. Mr. Kass advised that with the widening project a trail extension and connection would be added including a pedestrian underpass for safety purposes.
- Mr. Kass addressed the Commission to advise if they would or would not be opposed to the applicant removing the proposed trail access. Commissioner Nigro stated that he strongly recommended that they removed the access. Commissioner Broderick agreed with the statement that from a liability standpoint he would not want the public convening at a storage unit especially with the berm that exists already.

A motion to approve the preliminary plat for Hickman West Industrial Park Plat 4 with the recommendation that the property not have a trail connection was made by Commissioner Streit and seconded by Commissioner Shanks. Ayes: Nigro, Streit, Broderick, Hoifeldt, and Shanks. Nays: none. Motion Carries.

A motion to approve the final plat for Hickman West Industrial Park Plat 4 with the recommendation that the property not have a trail connection was made by Commissioner Streit and seconded by commissioner Hoifeldt. Ayes: Nigro, Streit, Broderick, Hoifeldt, and Shanks. Nays: none. Motion Carries.

A motion to approve the site plan for Hickman West Industrial Park Plat 4 with the recommendation that the property not have a trail connection and subject to staff comments was made by Commissioner Streit and seconded by Commissioner Hoifeldt. Ayes: Nigro, Streit, Broderick, Hoifeldt, and Shanks. Nays: none. Motion Carries.

Approval of a Site Plan for AutoZone [930 E Hickman Road]

Waukee City Planner, Andy Kass, introduced the request by applicant, AutoZone Parts, Inc. for a site plan approval. Mr. Kass advised that the subject property is located at the southwest corner of Hickman Road and SE Alice's Road and is approximately 1.14 acres in size. The project proposed includes the construction of a 7,382 square foot building to be used for an AutoZone auto parts store with a trash enclosure located just south of the proposed building.

Mr. Kass advised that access will be provided from the west via a private access that will be constructed by the developer of the Waukee Market Place Plat 1 development. This private access connects to Hickman Road and future access to the east will be provided as the plat is developed. The site plan identifies a total of 65 parking spaces which meets the required 37 space minimum. The Open space requirement of 20 % has been met and surpassed with a proposed 37% of open space.

Mr. Kass advised that no public sidewalk is required to be installed as part of this project. The site plan does identify a sidewalk that will be extended to the east and west lot lines to connect into sidewalks that will be constructed as part of the development of lots 1 and 3 of Waukee Market Plat 1. Mr. Kass also advised that all utilities will be extended to this site during platting and storm water detention will be provided in a Pond fronting Hickman Road.

Mr. Kass advised that Staff is comfortable with the site plan and would recommend approval of the site plan subject to remaining staff comments.

- Commissioner Broderick raised a concern for the angle of the trash enclosure. Stating that it looked a little tight for a waste hauler to fit. Commissioner Streit commented that he believed the intent was to use to south access road. Mr. Kass advised that all of the Trash enclosures would be on the south side of the development.
- Commissioner Nigro questioned if there would be an access to the south of the buildings and if it would connect all the way through. Mr. Kass advised that he anticipated that there would be access to the westward lot.
- Ed Arp, a representative for the applicant, advised that currently AutoZone was not wanting the connection, but that the commission did have a say on whether that would be required or not.
- Commissioner Hoifeldt asked for a reminder of the projects going in at this point. Mr. Kass advised that it was just this project and a credit union on the corner.
- Commissioner Shanks advised that she could see how connecting the area should something such as fast food move next door would be a bad idea as it would make a traffic hazard. Commissioner Nigro questioned staff on their comments for the south

access. Mr. Kass advised that he personally thought it made more sense for the connection and would recommend it for the site. Commissioner Broderick agreed.

- Mr. Kass suggested that typically an access would extend to the property line and be curbed. In the event that the future development required access it could be extended at a later date.
- Commissioner Hoifeldt questioned if the service door would be an overhead door. Mr. Kass advised that as long as it does not face Hickman the service entrance can be placed on any side. He advised that he could have the applicant update the elevation to match the site plan.

A motion was made to approve a Site Plan for Auto Zone [930 E Hickman Road] with the recommendation to include a western extension of the south drive and subject to remaining staff comments by Commissioner Broderick and seconded by commissioner Hoifeldt. Ayes: Nigro, Streit, Broderick, Hoifeldt, and Shanks. Nays: none. Motion Carries.

Approval of a Site Plan for Glynn Village Plat 10 Pool [2265 Warrior Lane]

Commissioner Broderick recuses himself from this item.

Waukee City Planner, Andy Kass, introduced the request made by the Applicant, Hubbell Metropolitan Development Fund 1, LLC (series E) for a site plan approval for the Glynn Village Plat 10 Pool. The subject property is located at the northeast corner of SE Waddell Way and Warrior Lane and is 0.82 Acres in area. Mr. Kass advised that the proposed project includes the construction of a 46' x 32' pool and surrounding patio. In addition, the site plan identifies a 255 square foot building that will provide bathroom facilities. Mr. Kass stated that the proposed pool will be a private pool for residents of the Glynn Village neighborhood.

Mr. Kass advised that access and parking will be provided north of the pool off of Warrior Lane with a total of 13 parking spaces proposed. At this time no public sidewalk is required to be installed as part of the Glynn village plat 10 improvements included an 8 foot trail constructed along Warrior Lane and a 6 foot wide sidewalk internal to this property in order to provide pedestrian access.

Mr. Kass explained that all utilities were provided to the site when the improvements for Glynn Village plat 10 were made and storm water will be routed to an existing intake on the north side of the site. The applicant has provided 75% open space for the site and the proposed landscaping meets requirements.

At this time staff is comfortable with the site plan and would recommend approval of the site plan subject to remaining staff comments.

- Commissioner Streit questioned if residents of Glynn Village can use either pool. Mr. Kass advised that it was his understanding that it would be strictly for Glynn Village residents and would be the same size as the other pool already in existence just without the clubhouse.
- Commissioner Hoifeldt questioned what was planned for the green space. Mr. Kass advised that the large line would be natural grasses, with the smaller areas being sodded.
- Commissioner Nigro questioned if the deck/patio was an actual deck or just a concrete surround. Mr. Kass advised that it was concrete.

- Commissioner Hoifeldt questioned if there was enough of a barrier for the south bordering property. Mr. Kass advised that the area is zoned R-4 so the city could require a 25 foot landscape buffer easement, if necessary. Commissioner Nigro suggested that it would be different if someone else owned the property bordering the pool, but since Hubbell owns those areas, they will already be aware that they have the potential to be tough sells. Commissioner Shanks added that it would have the 8 foot fence and that she had yet to see much foot traffic on the outside of the fence at the other location.
- Commissioner Streit questioned the project time line. Mr. Kass advised that the applicant had stated that they wanted to be able to complete the project as soon as possible in order to be operational for the summer of 2017.
- Commissioner Hoifeldt questioned where overflow parking would go. Mr. Kass advised that overflow parking still needed to be addressed as parking is not allowed on Warrior Lane so the closest options would be SE Pembroke Lane or Bailey Circle. Commissioner Shanks commented that with no club house there would be less traffic at this location and that most people choose to walk to the pool or ride smaller vehicles that don't require parking spaces.

A motion was made to approve the Site Plan for Glynn Village plat 10 Pool [2265 Warrior lane] subject to any remaining staff comments by commissioner Streit and seconded by Commissioner Nigro. Ayes: Nigro, Streit, Hoifeldt, and Shanks. Nays: none. Motion Carries.

New Business

Waukee City Planner, Andy Kass, updated the Commission on upcoming business mentioning that the department had just received and were reviewing a plan set for the upcoming widening of Alice's Road from SE university to SE Olson Drive.

Commissioner Broderick asked if there was an update on the Movie Theater and Mr. Kass advised that there was no update on that project.

Mr. Kass advised that the Commission report given by Commissioner Fontenot was well done and that he encouraged the others to volunteer.

Commissioner Broderick questioned if the City was on track to have another record breaking year for permits. Staff advised that overall the city was maintaining momentum to exceed the permits issued in 2015, though it had been a slow start for single family homes. Mr. Kass added that the beginning of the year started out with a lot shortage for single family development but that recently 3 new plats equaling roughly 200 lots had been opened so that should not be the case for long.

Commissioner Hoifeldt questioned what the deadline was for the completion of the road between R22 and LA Grant Parkway. Mr. Kass advised that the project was set to be completed by mid-November.

Commissioner Shanks questioned if the city had any more progress on the Comprehensive Plan. Mr. Kass advised that the interviews had taken place and the recommendation was made but that at this point the Council had not completed the final agreement. He did advise that a committee would be formed but that he was not sure if all or just a select number of Commissioners would be required.

Adjournment

Adjournment was motioned by Commissioner Broderick and seconded by Commissioner Streit at 7:01pm. Ayes: Nigro, Streit, Broderick, Hoifeldt, and Shanks. Nays: none. Motion Carries.