

Minutes of the Tuesday October 25th Planning and Zoning Commission Meeting

The October 25th, 2016 planning and zoning commission meeting was called to order at 6:00 pm.

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

Agenda Approval. A motion was made by Commissioner Schmidt, and seconded by Commissioner Hoifeldt, to approve the agenda for the October 25th, 2016 planning and zoning commission meeting. Ayes: Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion Carries.

Approval of the October 11th, 2016 Regular Meeting Minutes. A motion was made by Commissioner Streit, and seconded by Commissioner Hoifeldt, to approve the minutes of the October 11th, 2016 Regular Commission Meeting. Ayes: Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion Carries.

Open Forum: none.

Approval if a Preliminary Plat for Fox Creek Estates Plat 9

Waukee Senior Planner, Andy Kass, introduced the request for approval of a preliminary plat for a single family residential development made by the applicant, Fox Creek Waukee, LLC. Mr. Kass advised that the subject property is located north and west of the existing portions of the Fox Creek Estates developments. Mr. Kass also advised that a portion of the plat is still in the process of being annexed into the City and rezoned to the R-2 Designation, pending approval from the City Development Board, with a third and final reading scheduled for the November 7th City Council meeting.

Mr. Kass explained that the preliminary plat identifies a total of 32 single family lots ranging from 9,334 square feet to 26,114 square feet in size which conform to the standard R-2 district requirements. According to the preliminary plat, NE Badger Lane will be extended north and NE Bobcat Drive will be extended west with both streets marked as local streets 29 feet wide with a 60 foot right of way. No trails are proposed to be constructed, but five foot sidewalks will be constructed on both sides of the streets as the individual lots develop.

Mr. Kass continued, stating that all public utility services will be extended throughout the plat to provide access to the proposed lots. Sanitary sewer and water service will be extended from connection points left from previous plat on NE Bader Lane and NE Bobcat Drive. Storm water detention will be accommodated by the existing pond to the east that was constructed as part of the Fox Creek Estates Plat 6 improvements, before ultimately discharging to the north to a tributary of Walnut Creek. Mr. Kass also stated that all parkland dedication requirements were satisfied with the dedication of land in Fox Creek Estates Plat 4.

At this time staff feels comfortable with the proposal and would recommend approval of the Preliminary Plat for Fox Creek Estates Plat 9 subject to remaining staff comments.

- Commissioner Schmidt questioned if all storm water will go to the pond. Mr. Kass replied that some may sheet to the north based on grading of the area, but that most of

the storm water will be directed to the pond which is owned and maintained by the Fox Creek Estates Home Owner's Association.

- Commissioner Streit questioned if Douglas Parkway will be extended to Warrior lane. Mr. Kass advised that at the moment the property in that area is zoned R-3 and C-1, so once a project comes in the developer of that parcel would be in charge of extending Douglas Parkway to Warrior lane, not the City.
- Commissioner Hoifeldt questioned what the proposed solution was to extend Douglas Parkway over any body of water to the west. Development Services Director Brad Deets advised that a bridge would need to be engineered.
- Commissioner Hoifeldt questioned if the proposed Plat 10 would still be in the city. Mr. Kass advised that at the moment the approximately 13 acres marked as Plat 10 of Fox Creek Estates is currently being annexed in to the City of Waukee from the City of Clive. Mr. Deets added that this is mainly due to the ability Waukee has to provide Sanitary Sewer Service to the subject area.

Commissioner Schmidt moved to approve the preliminary plat for Fox Creek Estates Plat 9, subject to any staff comments. The motion was seconded by Commissioner Hoifeldt. Ayes: Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion Carries.

Approval of a Preliminary Plat for Clayton Estates

Senior Planner, Andy Kass, introduced the request for the approval of a preliminary plat for a single family residential subdivision by the applicant, Jerry's Homes, Inc. The subject property lies west of Waukee Elementary School and 6th street and is currently in the process of being sold by the City of Waukee to Jerry's Homes, Inc.

Mr. Kass explained that the preliminary plat identified 112 single family residential lots ranging in size from 8,512 square feet to 13,750 square feet in size, which conforms to the R-2 district requirements. Lots 1-23 on the southern border of the plat are slightly deeper to provide additional buffering between the residential uses and the City's Public Works Building and the School District's Transportation and Logistics Center. Currently no public trails are required to be installed as part of the improvements for this plat. The applicant's engineer has prepared a preliminary trail alignment for the parkland being dedicated to show a possible alignment for pedestrian access to parkland.

Mr. Kass advised that all public utility services will be extended throughout the plat. Sanitary sewer will be provided via the existing system on the north side and a new sewer that will be installed to the south plat boundary will serve the remaining portion of the development. Water service will be extended throughout the plat via existing water connections along Northview Drive and 6th Street. Storm water detention is being accommodated for in the regional detention basin that has been constructed as part of the Waukee School District Transportation and Logistics Center. This pond is on City Owned property and will be maintained by the City as well. Out lot Z has been identified for parkland dedication and is 2.47 acres in area exceeding the required 2.01 acres.

At this time Staff is comfortable with the proposal and would recommend approval of the preliminary plat for Clayton Estates subject to remaining staff comments.

- Commissioner Schmidt questioned what the crescent shaped out lot was supposed to be. Mr. Kass advised that it marked where 10th street would curve by the City Public Works Building once constructed.
- Commissioner Hoifeldt questioned about the northeast corner of 8th street and who would be in charge of maintaining the road for access to the school. Development Services Director Brad Deets advised that there is an ingress and egress easement on that part of 8th street and the school maintains it. Mr. Deets also advised that the developer may dedicate it to the district for access to the bus driveway.
- Commissioner Hoifeldt questioned if the suggested trail proposed for the city would have access to the school and school sidewalks. Mr. Deets advised that they would connect to the school sidewalks and that he was working with the district to add more items in the area to provide a more active park for the neighborhood.
- Commissioner Streit questioned if all the homes on Northview Drive would be accessed from Northview and Mr. Kass agreed with that statement.
- Commissioner Schmidt questioned if the southernmost east to west extended street is Waukee Avenue or Gray Avenue Mr. Kass advised that it was Gray Avenue.

Commissioner Hoifeldt moved to approve a preliminary plat for Clayton Estates, subject to any remaining Staff comments. The motion was seconded by commissioner Streit. Ayes: Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion Carries.

Approval of a Preliminary Plat for Kettlestone Heights Plat 1

Waukee Senior Planner, Andy Kass, introduced the request for approval of a preliminary plat for single family residential and rowhome development by the applicant, TTT Development, LLC. The subject property lies south of Westown Parkway and west of SE Parkview Crossing Drive. The property was recently rezoned to PD/R-2 and K-MF- Rowhouse to allow for a smaller lot single family development and rowhomes under the Kettlestone design guidelines.

Mr. Kass explained that the preliminary plat identifies a total of 53 single family lots that are in compliance with the approved planned development for the property requiring a minimum width of 60 feet and a minimum square footage of 7,500 square feet. A total of 90 Lots are identified for rowhome development in the northeast corner of the site and are proposed to range from 1,254 to 1,567 square feet in size. The preliminary plat identifies two public streets being extended as part of plat improvements. SE Maxwell Lane and SE Sawyer Pointe will both be local streets 29 feet wide and with a 60 foot right of way. The remaining streets within the development will be privately owned and maintained by the townhome homeowners association. Mr. Kass advised that no public trails are proposed to be constructed. Five foot sidewalks will be constructed on both sides of the public streets as the individual lots develop and are also planned on both sides of the private streets.

Mr. Kass advised that all public utility services will be extended throughout the plat. Sanitary sewer will be extended from an existing manhole along se Westown parkway and water service will extend throughout the plat from an existing water main located on the north side of SE Westown Parkway. Utilities within the townhome development will be privately owned and maintained. Storm water detention is being accommodated for in detention basins located within out lot Z and out lot X. these ponds will be owned and maintained by the homeowners association. Ultimately the water will be

discharged from the basins to pipes located under se Parkview crossing. Out lot Y is 2.07 acres and has been identified as the dedicated parkland. This does not meet the required 2.17 acres so the City will continue to work with the developer to determine how the remaining portion of parkland dedication will be satisfied.

At this time staff fees comfortable with the proposal and would recommend approval of the preliminary plat for Kettlestone Heights Plat 1 subject to remaining staff comments.

Commissioner Shanks questioned if the Fire Department was okay with the current lay out of the streets. Mr. Kass advised that the Fire Department had looked over the plans and felt comfortable that their vehicles would be able to maneuver in the proposed streets.

Commissioner Schmidt questioned if street parking would be allowed in the rowhome development. Mr. Kass advised that the decision would be made during the site plan process.

Commissioner Shanks questioned an atypical single family lot that would place a house facing the rowhomes. Andy advised that it may be a tough sell, but a buffer would be required among other solutions during the site plan process.

Commissioner Schmidt clarified that the Townhomes would have the fronts facing out with the rears to the private streets and Mr. Kass agreed with that statement.

Commissioner Hoifeldt questioned if there would be signage for the rowhome development. Mr. Kass advised that it would be something that would need to be discussed as where a monument sign would initially be proposed would be considered off site signage and would not be allowed. Mr. Deets added that there would be street signs added for the private drive.

Commissioner Schmidt moved to approve a preliminary plat for Kettlestone Heights Plat 1 subject to any remaining staff comments. The motion was seconded by Commissioner Shanks. Ayes: Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion Carries.

Approval of a Preliminary Plat, site plan, final plat for Stone Prairie Plat 4[2355 SE L.A. Grant Parkway]

Waukee Senior Planner Andy Kass introduced the request for approval of a preliminary plat, site plan, and final plat for the creation of 2 commercial lots and the construction of a dental clinic by the applicant, primus construction. The Subject property is located at the southwest corner of the SE Westown Parkway and SE L.A. Grant Parkway intersection.

Mr. Kass advised that the proposed request involves the re-platting of out lot Y from Stone Prairie Plat 1 to two separate lots. Lot 1 is proposed to be 1.93 acres and Lot 2 is proposed to be 1.57 acres in area. The intent is to utilize the properties for Commercial Development. The Site Plat for Stone Prairie Plat 4 requests the approval for a 3,594 square foot dental clinic and associated parking to be located on proposed Lot 1 with a trash enclosure located on the west side of the access drive. The site plan also identifies additional buildings that could be constructed on lot 1 and lot 2. These future buildings will required separate site plan approvals from the Planning and Zoning Commissioner and the City Council.

Mr. Kass explained that the proposed dental clinic will be accessed off of SE Wildflower Drive on the west side of Lot 1. Future site plans will required that the connection to SE Westown Parkway be

provided regardless if future development occurs on Lot 1 or Lot 2. The site plan identified a total of 27 parking spaces to be provided exceeding the required 11 spaces required per the parking ordinance. Utilities are already available to the site and storm water detention will be provided in a detention pond that is proposed to be located on the south side of the proposed dental clinic. The pond will outlet to the storm sewer along SE Wildflower Drive which connects to a 42-inch storm sewer on the east side of SE L.A. Grant parkway.

Mr. Kass stated that no public sidewalks are required as part of this initial development. However, future site plans for any additional improvements on the site will require that the public improvements along SE Westown parkway be completed. These improvements will include storm sewer, curb and gutter, and a 5 foot sidewalk. There is an existing 10 foot trail that is located on the north side of SE Wildflower Drive that will provide pedestrian access to the site. The applicant will provide 75% open space exceeding the required 20%. The required amount of landscaping has been provided and landscape buffers will be provided on the east, south, and west sides of the development.

Mr. Kass advised that colored elevation and material samples have been provided for review. Mr. Kass also advised that the Fire Department has reviewed the plans and is comfortable with the proposed use as long as the additional access is provided in the event that any other development aside from the dental office is done.

At this time staff is comfortable with the site plan and would recommend approval of the preliminary plat, final plat, and site plan for Stone Prairie Plat 4 subject to remaining Staff comments.

- Commissioner Streit questioned why the trash enclosure was so far from the building. Commissioner Schmidt added to the question if the trash enclosure would be used to service both lots if developed. Mr. Kass advised that the staff was not comfortable with the trash enclosure doors facing SE Wildflower Drive and this is the compromise for the way the lot is laid out. Mr. Kass also advised that it is possible to serve both lots if under the same owner. If they sell the second lot then that development would need its own trash enclosure.
- Commissioner Schmidt advised that he was not thrilled with the best façade not facing a street. Commissioners Streit and Hoifeldt advised that there were other buildings that sat angled on their lots such as the mercy Clinic, and that the proposed elevations did seem similar all the way around for this particular building.
- Commissioner Broderick asked for clarification on what appeared to be the doors of the trash enclosure opening into a drive lane. Mr. Kass advised that it was not the trash enclosure doors, but a marking to describe a change in pavement depth from the typical 6 inches to 7 inches thick before the trash enclosure.
- Commissioner Broderick questioned how far the Trash Enclosure was from the building. Chuck Bishop of 3501 104th Street, Des Moines, a representative of the applicant, advised it was 150 feet away.
- Commissioner Hoifeldt questioned if there was a pad of pavement off of the sidewalk. Mr. Bishop advised that it was the overhang of the building for the employee entrance.

Commissioner Schmidt moved to approve the preliminary plat for Stone Prairie Plat 4 subject to any remaining staff comments. The motion was seconded by Commissioner Streit. Ayes: Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion Carries.

Commissioner Schmidt moved to approve the Final Plat for Stone Prairie Plat 4 subject to any remaining staff comments. The motion was seconded by Commissioner Streit. Ayes: Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion Carries.

Commissioner Schmidt moved to approve the site plan for Stone Prairie Plat 4 [2355 SE L.A. Grant Parkway] subject to any remaining staff comments. The motion was seconded by Commissioner Shanks. Ayes: Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion Carries.

New Business

Development Services Director Brad Deets advised that the office remained busy with a large issuance of permits this month and plenty of projects to review and bring to the Commission.

Mr. Deets advised that the contract for the Comprehensive Plan was awarded to Hoisington Koegler Group Inc. (HKgi) starting November 1st of this year. The presentation had a very strong transport and storm water component and the Firm provided projects that had been completed and put into action which aided the committee in making their nomination to the City Council. There will be a steering committee and part of the commission will be requested to serve once the project is underway.

Commissioner Broderick questioned if there were any updates on the Theater and Mr. Deets advised that there were no new updates to provide the Commission.

Adjournment

Adjournment of the October 25th, 2016 Planning and Zoning Commission Meeting was motioned by Commissioner Schmidt and seconded by Commissioner Streit at 6:49pm. Ayes: Streit, Broderick, Hoifeldt, Shanks, and Schmidt. Nays: none. Motion Carries.