

Minutes of the Tuesday, January 12th, 2021 Planning and Zoning Commission Meeting

The January 12th, 2021 Regular Planning and Zoning Commission meeting was called to order at 6:00 p.m.

Roll Call. The Following commissioners were present: Inman, Koshy, Streit, Broderick, Ward, and Hoifeldt. Commissioner Conley was absent. City staff in attendance: Brad Deets, Melissa DeBoer, Andy Kass, and Kathryn Purvis.

Agenda Approval. A motion was made by Commissioner Hoifeldt, and seconded by Commissioner Broderick, to approve the agenda for the January 12th, 2021, Planning and Zoning Commission meeting. Ayes: Inman, Koshy, Streit, Broderick, Ward, and Hoifeldt. Nays: None. Motion Carries.

Approval of the December 8th, 2020 Regular Meeting Minutes. A motion was made by Commissioner Streit, and seconded by Commissioner Hoifeldt, to approve the minutes of the December 8th, 2020 regular Planning and Zoning Commission meeting as written. Ayes: Inman, Koshy, Streit, Broderick, Ward, and Hoifeldt. Nays: None. Motion Carries.

Open Forum: None

Approval of a Site Plan for Timberline Stadium Phase 2 (2605 S.E. LA Grant Pkwy)

Senior Planner, Melissa DeBoer, introduced the request for approval of a site plan for an addition to Timberline Stadium as submitted by the applicant, Waukee Community School District. The subject property is generally located north of Ashworth Road and west of SE LA Grant Parkway, containing approximately 12 acres.

Mrs. DeBoer advised that the site plan indicates updates to the existing stadium and soccer fields, the construction of a concession stand, and new fencing. At this time all public utilities are available to the project. No parking or access changes are proposed or required for the update. The Concession stand will be constructed out of similar materials as the Timberline School building as well as have a coordinating design.

At this time staff would recommend approval of a site plan for Timberline Stadium Phase 2 subject to any remaining staff comments.

- Commissioner Broderick questioned if the updates would eliminate the soccer fields to the south of the stadium. Kirk Johnson, a representative for the School District, advised that the fields would stay, however, they would be resurfaced with artificial turf.

Commissioner Ward moved to approve the site plan for Timberline Stadium Phase 2 (2605 S.E. LA Grant Pkwy) subject to any remaining staff comments. Commissioner Koshy seconded the motion. Ayes: Inman, Koshy, Streit, Broderick, Ward, and Hoifeldt. Nays: None. Motion Carries.

Approval of a Site Plan for Shottenkirk Service Addition (755 W. Hickman Road)

Senior Planner, Melissa DeBoer introduced the request for approval of a site plan for an addition to the service department of the Shottenkirk Chevrolet Dealership as submitted by the applicant, Shottenkirk Partnership, LP. The subject property is generally located north of W. Hickman Road and west of NW 6th Street, containing approximately 0.81 acres.

Mrs. DeBoer advised that the site plan indicates additions totaling approximately 11,000 square feet on the north, east, and south areas of the current building. A trash enclosure and tire storage area are also proposed to the northeast of the building. No access changes are proposed or required with this project. Approximately 26 parking spots have been removed bringing the total number of parking stalls to 403 for the project. Open space requirements have been met and elevations are shown to mimic the current elevations of the existing building.

At this time staff would recommend approval of the site plan for Shottenkirk Service Addition subject to any remaining staff comments.

- Commissioner Hoifeldt questioned what the north addition use would be. Corey Marsh, a representative for Snyder and Associates, advised that it is a large vehicle car wash.

Commissioner Hoifeldt moved to approve the site plan for Shottenkirk Service Addition (755 W. Hickman Road) subject to any remaining staff comments. Commissioner Broderick seconded the motion. Ayes: Inman, Koshy, Streit, Broderick, Ward, and Hoifeldt. Nays: None. Motion Carries.

Approval of a Site Plan for Shottenkirk Vehicle Storage Lot and Car Wash (190 NW 6th Street)

Senior Planner, Melissa DeBoer introduced the request for approval of a site plan for vehicle storage lot and car wash for the Shottenkirk Chevrolet Dealership as submitted by the applicant, Shottenkirk Waukee Properties II LLC. The subject property is generally located north of W. Hickman Road and west of NW 6th Street, containing approximately 5 acres.

Mrs. DeBoer advised that the site plan indicates the construction of a storage lot containing approximately 396 parking stalls and a car wash building to be used privately by the dealership. The current properties on the site will be demolished, and the access will remain to serve the new storage lot and carwash. Stormwater for the project will be maintained with a dry bottom detention basin to the west of the site, and not within the current wet bottom basin currently in use by the dealership. All open space and landscape requirements have been met.

Staff would recommend approval of the site plan for Shottenkirk Vehicles Storage Lot and Car Wash subject to any remaining staff comments.

- Commissioner Streit questioned why the Shottenkirk submittals were separate. Mrs. DeBoer advised that the projects were run by separate engineering firms and were addressed separately.
- Commissioner Broderick questioned of this would be adding detention to the Existing Shottenkirk site. Chris Thompson, a representative for the applicant, advised that each site had separate detention. The subject property drained east to west and would be maintained by the independent basin indicated on the site plan.

Commissioner Streit moved to approve the site plan for Shottenkirk vehicle storage lot and car wash subject to any remaining staff comments. Commissioner Inman seconded the motion. Recuse: Broderick. Ayes: Inman, Koshy, Streit, Ward, and Hoifeldt. Nays: None. Motion Carries.

Approval of a Preliminary Plat for Stratford Point

Approval of a Final Plat for Stratford Pointe Plat 1

Approval of a Site Plan for Stratford Point

Senior Planner, Andy Kass, introduced the request for approval of a preliminary plat, final plat, and site plan for a townhome and multi-family development as submitted by the applicant, Town and Country Manor Development Co. the Subject property is generally located south of NW Sunrise Drive and west of NW 10th Street, containing approximately 8.33 acres.

Mr. Kass advised that the project includes the construction of 3 apartment buildings, one club house, and approximately 29 townhome units. A Club house, garages, outdoor pool, trash enclosures, and dog park are also indicated on the plans. The Apartment buildings are shown as three stories tall and contain approximately 39 one and two bedroom style units. The clubhouse is proposed as two stories tall and contains three apartment units on the second floor. The Townhome units will be constructed in 6 four unit buildings and 1 five unit building.

Mr. Kass explained that access to the site is provided off of NW Sunrise drive. Sidewalks are proposed interior to the site on one side of the private streets, and a connection to the Raccoon River Valley Trail on the west side of the development pending approval from Dallas Country. Utilities are extended to the property and storm water detention will be privately owned and maintained on the north side of the site. All parking, landscaping, open space, parkland dedication, elevation, and lighting requirements have been met at this time.

Staff would recommend approval of the preliminary plat, final plat, and site plan for Stratford Point subject to any remaining staff comments and review of the legal documents.

- Commissioner Koshy questioned if staff would explain the diverse elevation requirements. Mr. Kass advised that only four buildings within a development can have a shared elevation. Ordinance requirements typically advised that the use of color, material, or other differentiation of elevation may be used to satisfy the requirements. The current project is using color of material.

Commissioner Streit moved to approve the Preliminary Plat for Stratford Point subject to any remaining staff comments and review of the legal documents. Commissioner Hoifeldt seconded the motion. Ayes: Inman, Koshy, Streit, Broderick, Ward, and Hoifeldt. Nays: None. Motion Carries.

Commissioner Ward moved to approve the Final Plat for Stratford Point Plat 1 subject to any remaining staff comments and review of the legal documents. Commissioner Broderick seconded the motion. Ayes: Inman, Koshy, Streit, Broderick, Ward, and Hoifeldt. Nays: None. Motion Carries.

Commissioner Streit moved to approve the Site Plan for Stratford Point subject to any remaining staff comments and review of the legal documents. Commissioner Hoifeldt seconded the motion. Ayes: Inman, Koshy, Streit, Broderick, Ward, and Hoifeldt. Nays: None. Motion Carries.

New Business

Director of Development, Brad Deets, introduced new business to the council. Topics of interest include Council level discussions related to the introduction of specific requirements for interior storage projects within the Commercial zoning district, and a suggestion to not introduce specific zoning for small lot residential development in lieu of drafted planned developments but introducing a 35% restriction of small lot product within a neighborhood development area. Surrounding communities have reported that they have fewer requests than Waukee for this type of development, or have a single builder that constructs all of the product in that development. Commission feedback was generally supportive of continuing with the Planned Development documents.

Adjournment

Commissioner Ward moved to adjourn the January 12th, 2020 regular Planning and Zoning Commission Meeting. The motion was seconded by commissioner Streit. Ayes: Ward, Koshy, Streit, and Hoifeldt. Nays: None. Motion Carries.

Meeting adjourned at 6:55pm.

Aubrey Ward, Chairman

Attest:

Brad Deets, Director of Development