



Planning & Zoning Meeting Minutes

February 10, 2026

The meeting was called to order at 6:00 PM:

Item 1: Roll Call: The following members were present:

Alex Broderick
Megan Bankole
Lucas Beenken
Heather Lohse
Jason Tuel
Marsha Bannister

Members Not Present: Luke Streit

City Staff Present: Andy Kass, Community Development Director, Melissa DeBoer, Planning Coordinator, and Dawn Young, Community Development Specialist.

Item 2: Agenda Approval: Motion by Commissioner Beenken to approve the agenda for February 10, 2026, Planning & Zoning Commission Meeting, seconded by Commissioner Lohse. Ayes: Broderick, Bankole, Beenken, Lohse, Tuel, and Bannister. Nays: None. Motion carried.

Item 3: Approval of January 27, 2026, Meeting Minutes: Motion by Commissioner Tuel to approve the meeting minutes of January 27, 2026, seconded by Commissioner Broderick. Ayes: Broderick, Bankole, Beenken, Lohse, Tuel, and Bannister. Nays: None. Motion carried.

Item 4: Open Forum: None

Item 5: Election of Officers

Motion by Commissioner Broderick to nominate Commissioner Beenken as Chairman, and Megan Bankole as Vice-Chairman, seconded by Commissioner Lohse. Ayes: Broderick, Bankole, Beenken, Lohse, Tuel, and Bannister. Nays: None. Motion carried.

Item 6: Approval of a Rezoning related to a change from A-1 (Agricultural District) to R-2 (One and Two Family Residential District), R-2 (One & Two Family Residential District) / PD-1 (Planned Development Overlay), R-3 (Multi-Family Residential District), R-4 (Row Dwelling and Townhome Dwelling District) and C-1A (Neighborhood Commercial District) [Alderbrook]

Melissa DeBoer, Planning Coordinator, introduced the request for approval of a rezoning for a single-family, multi-family and commercial development, as requested by Dejong Properties, LLC and Landmark Companies Inc., represented by Erin Ollendike of Civil Design Advantage.

The property is generally located north of Ashworth Road and east of T Avenue, containing approximately 330.7 acres. The property was annexed into the City of Waukee in 2006. The applicant requests to rezone 209.15 acres from A-1 to R-2, 55.44-acres from A-1 to R-2/PD-1, 10.16-acres from A-1 to R-3, 43.68-acres from A-1 to R-4, and 12.90-acres from A-1 to C-1A.

Notification to adjacent property owners was mailed on January 30, 2026. The rezoning signs were placed on the property by the January 3, 2026, deadline. Staff have received correspondence from a neighboring property owner regarding the proposed rezoning, and it is included in an attachment with the materials sent out to the Planning and Zoning Commission.

The concept plan provided shows 692 single family lots. A total of 492 lots are shown within the area proposed to be zoned R-2, One- and Two-Family Residential District. All proposed lots within the R-2 district comply with the standard R-2 district requirements. The remaining 200 single family lots are proposed to be smaller single-family lots that are subject to the requirements of the Planned Development. Outlots Z, V and T on the concept plan show the areas proposed for R-4, Row Dwelling & Townhome Dwelling District. Outlot Z is 10.84-acres, Outlot V is 6.82-acres, and Outlot T is 23.18-acres. Outlot Y on the concept plan shows the area proposed for R-3, Multi-Family Residential District. Outlot Y is 8.83-acres. Outlots W and X on the concept plan show the areas proposed for C-1A, Neighborhood Commercial District. Outlot W is 2.04-acres and Outlot X is 8.20-acres.

Three outlots are shown on the concept plan at the north to provide stormwater detention for the development. Outlot K shown on the concept plan at the west is for a future city park.

All proposed lots within the Planned Development Overlay area meet or exceed the minimums proposed for lot width, area, and depth. In addition to the relaxed bulk regulations, the Planned Development Agreement requires the following provisions for these lots when developed: Minimum two-car garage, adjacent lots cannot share the same building elevation, minimum of 25% brick and/or stone on the front street facing elevation, vinyl siding shall be permitted utilizing Royal Crest Double 4-inch (102mm) Traditional Profile or reasonable equivalent, and two (2) trees and two (2) shrubs planted on each lot at the time of individual lot development.

Several new public streets would provide access throughout the plat. T Avenue is a minor arterial and will be required to have a trail on one side of it. Ashworth Road is a minor arterial and will have a trail along the north side of the street. Daybreak Drive is a minor collector and will include a trail along one side of the road.

Parkland dedication requirements will apply to the project because of its residential nature. The required amount of parkland is 22.5-acres based upon the proposed number of lots shown and what the allowable maximum density is for the R-3 and R-4 areas. The applicant is providing just under 15-acres of parkland (Outlot K on the concept plan) to satisfy the parkland dedication requirements for the single-family residential areas and a portion of the multi-family and medium density residential areas. Any remaining required parkland with future development of the R-3 and R-4 areas will need to be satisfied with other methods.

The subject property is classified as Single Family Residential, Medium Density Residential, Neighborhood Commercial and Park in the Imagine Waukee 2040: Comprehensive Plan. Single Family Residential is defined as traditional forms of single-family housing with lot sizes ranging from 8,000 square feet to 0.50-acres in area with an average density of 2 to 4 units per acre. The proposed density of the single-family portion of the project would be approximately 2.62 units per acre.

Medium Density Residential is defined as a variety of attached side by side townhome and row home products, with densities ranging from 4 to 12 units per acre.

Neighborhood Commercial is defined as commercial uses consisting of retail, office, or personal services. Neighborhood Commercial uses typically are located along collectors, or at the intersection of collectors and minor arterials. Neighborhood Commercial would primarily serve surrounding neighborhoods and provide primarily day-to-day goods and services for residents. They should be walkable from nearby residential neighborhoods.

Although the proposed rezoning to R-3 (Multi-Family Residential District) is not consistent with the Comprehensive Plan, staff is comfortable with the proposal as what is proposed will provide a variety of housing options for the area.

The proposed rezoning is generally consistent with the land uses identified in the Comprehensive Plan. Staff recommends approval of the rezoning for Alderbrook.

The following residents spoke:

- Jeff Egge, Attorney representing Irene Carlson and Major Bowen Trust, 31413 T Ave., Adel IA
- Denise Gerdis, 29266 310th St., Waukee IA
- Irene Carlson, 31413 T Ave., Adel IA
- Philip & Nancy Duey, 31151 T Ave., Adel IA
- Jason Burger, 29147 Ashworth Rd., Adel IA

Concerns from residents as follows:

- General discussion of sewer trunk line locations for the development, and replacement of fences after that work is completed
- Pre annexation agreement to relocate an existing hog confinement operation in the area
- Construction dust concerns, are there plans for paving
- Impact on T avenue; future widening and where is land taken from for the right-of-way, and timeline
- Park location – will it remain where indicated on the concept plan
- Timeline of construction and phases
- Landscape buffer regulations
- Concerns that the project is moving too fast and residents have not had ample time to respond, what are next steps to make sure concerns are resolved before rezoning is complete
- Density concerns
- Concerns regarding separation of private wells and safe drinking water, how is that regulated
- Concerns that developers are receiving undisclosed incentives
- Is there an example of a similar development that can help residents visualize what this development would be like

Staff comments (Andy Kass, Community Development Director):

- Fencing: Developers typically remove fencing containing barbed wire and other wire materials due to safety concerns; Public Works usually handle any agreements regarding replacing fencing after sewer work is completed but Andy can reach out to other city staff to gather that information
- Confirmation that a pre-annexation agreement exists to cease the hog confinement operation with the Burger family who originally sold the land that is being rezoned; the developer has already had conversations regarding this agreement
- T Avenue asphalt overlay: This would be required by the developer; expansion of T Avenue will be dictated by demand and traffic needs; additional improvements of this type are traditionally borne by the developer, no assessments to citizens; city staff will work with property owners to obtain the right-of-way
- General discussion of T Avenue designated as a minor arterial
- Curb and gutter would be finished later based on traffic figures and availability of city budgeted funds

- Dust Control: With this being a public street, we cannot stop people from using it; staff believe Dallas County currently takes responsibility for dust management, but that plan will evolve as the project starts and collaborative conversations with developers take place to address items like dust and road damage; similar to the Apple project
- The Parks and Recreation Department is normally consulted regarding park location; they have already indicated they are happy with the current placement due to visibility and safety and will not be changing the location of the park as shown on the concept plan
- Confirmation that landscape buffers are generally a minimum of 25 feet and would be in place for the residents along T Avenue; it is possible to work with a developer for additional buffering which would be recorded as part of the final plat
- Confirmation of the process: The public hearing goes forward at the next council meeting, Tuesday, February 17th, regardless of the decision on rezoning tonight; there will be a second and third hearing at the subsequent council meetings in March 2026; the council meetings are a good opportunity for residents to attend and share their viewpoint
- Density concerns: General discussion of the city's comprehensive plan and how zoning dictates land use; also, the zoning requirements of units per acre; Andy explained that in townhome residential areas, it is very rare to get to the maximum density due to creation of private streets within a development
- The city doesn't regulate private wells; Andy will investigate further to find additional information
- There are no local incentives for developers, and the city is unaware of any other funds developers are receiving
- Going forward, the developer would submit a preliminary plan; this is the point where city staff can work with developers to address items that cannot be answered or decided at tonight's meeting, which is merely to determine land use
- Stratford Crossing was provided as an example of a similar development
- Staff will respond to the letter from Wilson, Egge & Loya PC, attorneys for Irene Carlson and Major Bowen Trust and provide a copy of that response to Planning & Zoning Commissioners
- Copies of that letter were made available to meeting attendees tonight
- Closing comments from staff and Commissioners: Tonight's rezoning is the first step but not the final step; staff try very hard to review projects presented and ask appropriate questions; attendees were thanked for their participation and urged to stay engaged and to share contact information with city staff

Developer Comments:

- Erin Ollendike of Civil Design Advantage, representing Dejong Properties LLC and Landmark Companies, Inc. confirmed three phases of development, beginning with the first phase on the north side of the development, which would be single family homes, and would potentially begin in Spring 2026 if zoning and plans were all approved

Motion by Commissioner Lohse for Approval of a Rezoning related to a change from A-1 (Agricultural District) to R-2 (One and Two Family Residential District), R-2 (One & Two Family Residential District) / PD-1 (Planned Development Overlay), R-3 (Multi-Family Residential District), R-4 (Row Dwelling and Townhome Dwelling District) and C-1A (Neighborhood Commercial District) [Alderbrook], seconded by Commissioner Bankole. Ayes: Broderick, Bankole, Beenken, Lohse, and Bannister. Nays: None. Recusal: Tuel. Motion carried.

Item 7: Approval of a Rezoning related to a change from A-1 (Agricultural District) to R-2 (One- and Two-Family Residential District) [Timberline Estates]

Andy Kass, Community Development Director, introduced the request for approval of a rezoning for single-family residential development, as requested by New Pioneer Gun Club/Timberline Estates LLC, represented by Jared Murray of Civil Design Advantage.

The property is generally located south of SE Westown Parkway and west of SE L.A. Grant Parkway, containing approximately 90.32 acres. The applicant is requesting that the property be rezoned from A-1 (Agricultural District) to R-2 (One- & Two-Family Residential District) for future single-family residential development. The property has been the location of the New Pioneer Gun Club for several years. The Waukee City Council approved the annexation of the property at their meeting on January 19, 2026.

Notification to property owners within 250-feet of the area proposed to be rezoned was mailed on January 30, 2026. The rezoning signs were placed on the property by the February 3, 2026, deadline. Staff has not received any formal correspondence regarding this request.

The concept plan provided identifies the redevelopment of the property into a single-family residential development. The concept plan identifies 127 single-family lots. All proposed lots meet or exceed the minimum requirements of the proposed R-2 zoning district. The minimum requirements of the R-2 district are shown in Table 1 below. Multiple public street extensions are shown including extensions of S. Warrior Lane and SE Trillium Drive. A 25-foot landscape buffer will be installed along all lots that adjoin S. Warrior Lane. A 10-foot trail will be installed along the east side of S. Warrior Lane. Parkland dedication requirements will apply to this development because of its residential nature. The required amount of parkland is 2.48-acres. Outlot X shown on the concept plan is 2.68-acres in area. The proposed parkland adjoins an existing 4-acre area that the city owns that is planned for a future park.

Due to the previous use of the property as a shooting range, the applicant will have to conduct soil investigations for contaminated soils on the property. If soil is contaminated, the applicant will have to perform soil remediation to remove any hazardous materials from the site.

The subject property is classified as Single Family Residential in the Imagine Waukee 2040: Comprehensive Plan. The comprehensive plan defines Single Family Residential as traditional forms of single-family housing with lot sizes ranging from 8,000 square feet to 0.50-acres in area with an average density of 2 to 4 units per acre. The proposed density of the neighborhood is 1.40 units per acre with lot sizes that are within the typical range listed in the comprehensive plan with some lots exceeding 1-acre in area.

The proposed zoning district is consistent with the Comprehensive Plan. The property included within the rezoning will be required to go through preliminary platting and completion of the public improvements prior to any homes being constructed within the development. Staff recommends approval of the rezoning for Timberline Estates.

Discussion as follows:

- Brenda Kaiser, 31298 Crosscreek Lane, shared concerns about noise, light pollution and loss of trees and privacy
- Andy Kass verified setbacks of 30 feet and that the lots to the west adjoining the Kaiser property are very deep; additionally, the developer's intent is to keep as many trees as possible
- General discussion of lighting requirements for Warrior Ln which is considered a major collector
- Discussion of the creation of a park utilizing parkland from Timberline to adjoin with property at the end of SE Wildflower Drive; the location will be safe due to having street access from SE Wildflower Lane, and visibility from Warrior Lane

Motion by Commissioner Bannister for Approval of a Rezoning related to a change from A-1 (Agricultural District) to R-2 (One- and Two-Family Residential District) [Timberline Estates], seconded by Commissioner Broderick. Ayes: Broderick, Bankole, Beenken, Lohse, and Bannister. Nays: None. Recusal: Tuel. Motion carried.

Items 8, 9, 10: Approval of a Preliminary Plat for Caliber Kettlestone Plat 1, Approval of a Final Plat for Caliber Kettlestone Plat 1, and Approval of a Site Plan for Caliber Kettlestone Plat 1 (915 & 845 SE Esker Ridge Drive)

Melissa DeBoer, Planning Coordinator, introduced the request for approval of a preliminary plat/site plan and final plat for a multi-family residential development, as requested by MN Waukee Holdings LLC, represented by Eric Cannon of Snyder & Associates.

The property is located north of SE Esker Ridge Drive and east of SE Parkview Crossing Drive, containing approximately 2.81 acres. The subject property is located within the Kettlestone Corridor and includes 2.81-acres. The property was rezoned in Fall 2020 and previously platted as an outlot as part of the final plat with The Shops at Kettlestone North Plat 5 in 2018.

The project includes the construction of two apartment buildings. One building includes 42 units and is just under 34,000 square feet in area and one building includes 66 units and is just under 54,000 square feet in area. Both buildings are three stories and around 40-ft in height. The total proposed density is approximately 38 dwelling units per acre. Per the planned development, the maximum density allowed is 42 dwelling units per acre. The proposed number of dwelling units meets the requirements of the planned development. The site plan also includes a trash enclosure located along the north side of the site, between the two buildings.

The final plat includes two lots. Lot 1 is 1.14 acres in area and Lot 2 is 1.68 acres in area. Each lot contains one apartment building. The final plat includes several easements for utilities where necessary and ingress/egress easements to provide access across the lots.

Three accesses will be provided into the development. One will be provided from the private drive along the north, one will be provided from SE Encompass Drive, and one access will be provided from SE Esker Ridge Drive along the south.

A 10-foot-wide trail will be provided along the south side of the site, adjacent to SE Esker Ridge Drive. A 10-foot-wide trail exists along the west side of the site, adjacent to SE Parkview Crossing Drive. Existing sidewalks have been provided along the other sides of the property adjacent to the surrounding streets. Several pedestrian connections are provided into the site from the adjacent public trails and sidewalks. Several sidewalks are provided throughout the property to provide access around the buildings and parking areas.

A total of 158 parking spaces are required for this project and a total of 160 spaces are provided, including 6 accessible parking stalls.

Public utilities are provided to the site. Storm water detention will be provided with an underground detention facility, located at the north end of the site, on Lot 2. A minimum of 20% of the project area is required to be open space. The total amount of open space proposed is 20.7%. Plantings are being provided throughout the site in compliance with the Landscape & Open Space Ordinance and the Kettlestone Design Guidelines.

The elevations of the buildings are proposed to be constructed of brick, fiber cement lap siding, and glazing. The trash enclosure is proposed to be constructed of brick to match the building with metal gates. Elevations of the proposed buildings and trash enclosure have been provided for review.

A photometric plan for the site lighting has been submitted and complies with the requirements of the Site Plan Ordinance. All proposed easements have been indicated on the final plat. Private utility easements are provided across the site. Public ingress/egress easements are provided for access across the site.

Due to its residential nature, parkland dedication is required to be provided. Based on the total number of units proposed, the required amount of parkland dedication is 1.23-acres. The applicant intends to satisfy parkland dedication requirements with a fee in lieu of land dedication.

The subject property is located within the Kettlestone Corridor. The land use shown within the Kettlestone Master Plan for the subject property is office. The Kettlestone Master Plan is intended to act as a guide for land use while at the same time allowing for flexibility of land uses. The intent is that the land use designations can move based upon market demands. The property was rezoned in 2020 to allow for mixed use development, including multi-family residential.

The proposed preliminary plat/site plan and final plat are in general conformance with the Zoning Ordinance, Subdivision Ordinance, Site Plan Ordinance, Comprehensive Plan, and Kettlestone Design Guidelines. Staff recommends approval subject to any remaining staff comments and review of the legal documents.

Discussion as follows:

- General discussion of the building and appearance, confirmation that it will be similar to Kettlestone Central Lofts
- Discussion of how the fee in lieu of parkland is calculated; based on density and city code requirements but generally suggested as \$35,000 per acre of required parkland

Motion by Commissioner Tuel for Approval of a Preliminary Plat for Caliber Kettlestone Plat 1, seconded by Commissioner Bankole. Ayes: Broderick, Bankole, Beenken, Lohse, Tuel, and Bannister. Nays: None. Motion carried.

Motion by Commissioner Broderick for Approval of a Final Plat for Caliber Kettlestone Plat 1, seconded by Commissioner Lohse. Ayes: Broderick, Bankole, Beenken, Lohse, Tuel, and Bannister. Nays: None. Motion carried.

Motion by Commissioner Lohse for Approval of a Site Plan for Caliber Kettlestone Plat 1, seconded by Commissioner Bannister. Ayes: Broderick, Bankole, Beenken, Lohse, Tuel, and Bannister. Nays: None. Motion carried.

Item 11: New Business

Andy Kass spoke on the following:

- Reminder of the joint meeting with City Council on February 23rd, with a memo forthcoming regarding the Comprehensive Plan
- Reminder that Andy is on vacation next week

Item 12: Adjournment

Motion by Commissioner Broderick to adjourn the February 10, 2026, Planning and Zoning Meeting, seconded by Commissioner Lohse. Ayes: Broderick, Bankole, Beenken, Lohse, Tuel, and Bannister. Nays: None. Motion carried.

The meeting was adjourned at 7:53 PM.

Lucas Beenken, Chairman

Attest:

Andy Kass, Community Development Director