

Minutes of the March 29th, 2022, Regular Planning and Zoning Commission Meeting

The March 29th, 2022, Planning and Zoning Commission Meeting was called to order at 6:00pm.

Roll Call: The Following Commissioners were present: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Commissioners Absent: none. City Staff in attendance: Andy Kass, Melissa DeBoer, Bill Mettee, and Kathryn Purvis.

Agenda Approval: Motion by Commissioner Koshy to approve the agenda. Commissioner Tessau moved to approve the agenda for the March 29th, 2022, Planning and Zoning Commission Meeting. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of the March 8th, 2022, Meeting Minutes: Motion by Commissioner Hoifeldt and seconded by Commissioner Tessau to approve and adopt the minutes of the March 8th, 2022, Planning and Zoning Commission Meeting. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Open Forum: None

Approval of a Rezoning related to a change from A-1 (Agricultural District) and R-1 (Single Family Residential District)/ PD-1 (Planned Development Overlay) to R-1 (Single Family Residential District) [Broderick Holdings Property]

Commissioner Broderick recuses himself from this item due to a conflict of interest.

City Planner Bill Mettee introduced the request for rezoning of a single-family lot as submitted by the applicant, Broderick Holdings, LLC. The subject property is generally located south of SE University Avenue and east of South Warrior Lane, containing approximately 2.61 acres. The intent is for the property to be used as a single-family residence. The Applicant has submitted consent of 59.10% from adjacent property owners and notification to adjacent property owners was mailed on March 10th, 2022. A sign notifying the traveling public was placed by March 21st, 2022. The request is in general conformance with the comprehensive plan and with the surrounding forms of housing.

Staff recommends approval of the rezoning request.

Commissioner Gerlitz moved to approve the rezoning related to a change from A-1 (Agricultural District) and R-1 (Single Family Residential District)/ PD-1 (Planned Development Overlay) to R-1 (Single Family Residential District) [Broderick Holdings Property].

Commissioner Hoifeldt seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of a Final Plat for The Crossing at Alice's Road Plat 5
Approval of a Site Plan for Hy-Bee Expansion 2022 (1005 E. Hickman Road)

City planner, Bill Mettee, introduced the request for approval of a final plat and site plan for an expansion to the current Hy-Vee store located at 1005 E. Hickman Road. The applicant for the project is Hy-Vee, inc.

Mr. Mettee advised that the applicant has proposed an expansion of approximately 30,383 square feet to the west side of the existing building. The final plat has been requested to combine the area into one lot approximately 15 acres in size to accommodate the expansion. The project also includes the construction of a 14-foot-tall canopy that will serve as the new Aisles Online customer pick-up location. The applicant has advised that the current Aisles Online center will be removed from the parking lot. Additionally, two loading dock spaces will be constructed on the west side of the addition to alleviate some of the semi traffic to the east docks. A semi-truck access will be installed as part of the project to the west side of the store and the applicant has provided a semi-truck circulation plan.

Mr. Mettee advised that all parking, open space, landscaping, and lighting requirements have been met at this time and that Staff recommends approval of the proposed final plat and site plan subject to remaining staff comments and review of the legal documents.

- Commissioner Gerlitz questioned if the lane identified for semi-truck traffic was one way. Community Development Director, Andy Kass, advised that the lane in question is approximately 24 feet wide and is a two-way lane.
- Commissioner Tessau question if the addition would eliminate the semi-truck parking on the southwest portion of the site. Jeff Stein, a representative for the applicant, advised that he was unsure which use the traffic in question was serving, however the relocation of the aisles online center and added docks should decrease wait times and improve traffic on the site as a whole.
- Commissioner Hoifeldt questioned if there would be a new detention area added to the north of the site. Mr. Stein advised that was correct. Additionally, more measures are in place following the new stormwater management requirements the city has adopted to convey the water to the regional basin to the north of the site.
- Commissioner Hoifeldt also questioned if the current trees would be removed and what protections were in place for the residential areas surrounding the proposed docking area. Mr. Kass advised that the area that is now residential zoning was not that zoning at the time the Hy-Vee project was constructed so the responsibility for a landscape buffer

resides with the residential development. However, Staff has plans to work with Hy-Vee to mitigate noise and light pollution from the semi-truck traffic created with this project. Mr. Stein voiced agreement with working to reduce these concerns.

- Commissioner Broderick verified that staff and the applicant were comfortable having semi-traffic on the frontage road to access the west side of the building. All parties advised that was correct.
- Commissioner Koshy questioned if the new Aisles Online location would increase the cueing capacity. Mr. Stein advised that was the intent of the project and should alleviate existing cueing problems with the relocation.

Commissioner Gerlitz moved to approve a Final Plat for The Crossing at Alice's Road Plat 5 subject to any staff comments and review of the legal documents. The motion was seconded by Commissioner Tessau. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Commissioner Streit moved to approve the Site Plan for Hy-Vee expansion 2022 (1005 E. Hickman Road), subject to any remaining staff comments and review of the legal documents. Commissioner Gerlitz seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of a Preliminary Plat for Koethe Addition Plat 2

Approval of a Final Plat for Koethe Addition Plat 2

City planner, Bill Mettee, introduced the request for approval of a preliminary plat and final plat to split an existing lot in two. The property is located at 95 laurel street which currently houses a daycare center, and the applicant for the project is ET Real Estate Holdings.

Mr. Mettee advised that the two lots are intended for commercial use, and that the owner of the parcel intends to sell the north lot. Any proposed uses for the north lot are unknown at this time but any use will require additional review and approval prior to construction. Staff would recommend approval for the preliminary plat and final plat for Koethe Addition Plat 2 subject to any remaining staff comments and review of the legal documents.

- Commissioner Hoifeldt questioned where stormwater detention would occur. Jeff Nesvik, a representative of the applicant, advised that there are no improvements slated at this time, however any development that does occur on the north side of the property would absorb the detention requirements needed by the south lot as well.

Commissioner Hoifeldt moved to approve the preliminary plat for Koethe Addition Plat 2 subject to any remaining staff comments and review of the legal documents. Commissioner Broderick seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Commissioner Hoifeldt moved to approve the final plat for Koethe Addition Plat 2 subject to any remaining staff comments and review of the legal documents. Commissioner Broderick seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of a Preliminary Plat for Keetown Loop Plat 1
Approval of a Final Plat for Keetown Loop Plat 1

Community Development Director, Andy Kass, introduced the request for approval of a preliminary and final plat for a commercial subdivision as submitted by the applicant, The Quarter at Waukee, LLC. The subject property is generally located north of Ashworth Road and west of Grand Prairie Parkway, containing approximately 31.5 acres.

Mr. Kass advised that the preliminary and final plat identify a total of 15 lots ranging in size from 0.36 acres to 7 acres. Two Outlots are shown on the plat Out lot Z is intended for open space and a potential monument sign, while Outlot Y is intended for access purposes. All drives and utilities interior to the plat will be privately owned and maintained. The applicant will install a 10-foot-wide trail along the north side of SE Ashworth Road, and a landscape buffer easement is required on the west side of lot 15.

At this time staff would recommend approval of the preliminary and final plat subject to any remaining staff comments and review of any legal documents.

- Commissioner Broderick questioned if there was a proposed use for the land north of lot 15. Mr. Kass advised there are no proposed projects at this time, it is zoned K-RC.
- Commissioner Gerlitz questioned which lot the venue would be located. Mr. Kass advised it is proposed on Lot 10.

Commissioner Gerlitz moved to approve a preliminary plat for Keetown Loop Plat 1 subject to any remaining staff comments and review of legal documents. Commissioner Tessau seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Commissioner Gerlitz moved to approve a final plat for Keetown Loop Plat 1 subject to any remaining staff comments and review of legal documents. Commissioner Streit seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of a Preliminary Plat for Westgate Business Park Plat 5

Approval of a Final Plat for Westgate Business Park Plat 5

Approval of a Site Plan for Access Systems (1055 SE Olson Drive)

Community Development Director, Andy Kass, introduced the request for approval of a preliminary plat, final plat, and site plan for an office development, as submitted by the applicant, Access Systems. The property is generally located north of SE Olson Drive and west of SE Alice's Road, containing approximately 3.08 acres. The applicant wishes to replat the two existing lots into one lot and construct a new facility to the east of the existing facility.

Mr. Kass advised that the project involves the construction of a 33,450 square foot office building for Access Systems and is proposed to be two stories in height. The site plan identifies an area for expansion however any future expansion will require additional review and approval. A trash enclosure is located on the northwest side of the site. Access will be provided via SE Olson Drive, and storm water management will be provided via an underground detention system. All parking, landscaping, open space, and elevation requirements have been met at this time. Staff would recommend approval of the preliminary plat, final plat, and site plan subject to any remaining staff comments and review of the legal documents.

- Commissioner Streit questioned how often the underground detention is serviced. Mr. Kass advised that the requirements are very similar to a ground level pond. The city now requires maintenance plans on stormwater management and detention so that the information can more easily be passed along through changing hands.
- Commissioner Broderick questioned if the connection to the west is owned by the applicant. Mr. Kass advised that was correct.

Commissioner Broderick moved to approve the preliminary plat for Westgate Business Park Plat 5 subject to any remaining staff comments and review of the legal documents.

Commissioner Hoifeldt seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Commissioner Gerlitz moved to approve the final plat for Westgate Business Park Plat 5 subject to any remaining staff comments and review of the legal documents. Commissioner Tessau seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Commissioner Hoifeldt moved to approve the site plan for Access Systems (1055 SE Olson Drive) subject to any remaining staff comments and review of the legal documents. Commissioner Streit seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of a Preliminary Plat for Indi Run Plat 4

Commissioner Broderick recuses himself from this item due to a conflict of interest

Community Development Director, Andy Kass, introduced the request for approval of a preliminary plat for a single family and medium density residential subdivision as submitted by the applicant, Solid Ground, LLC. The subject property is generally located north of Hickman Road and east of NW 2nd Street, containing approximately 48.54 acres.

Mr. Kass explained that the plat shows a total of 83 single family lots, and 12 two-family lots. Lots 25-64 are areas subject to a proposed Planned Development for small lot development which includes additional provisions for size of the home and exterior elements. Each lot will be served by public utilities and public street extensions. Parkland dedication totaling 1.79 acres is required for the development. Outlots Y and W are identified as parkland and create a total of 6.89 acres.

At this time staff would recommend approval of the preliminary plat, final plat, and site plan for Indi Run Plat 4 subject to any remaining staff comments and review of the legal documents.

- Commissioner Streit questioned if residential development ever submitted preliminary and final plats together. Mr. Kass explained that generally residential development would not as the city requires the completion of public improvements prior to final platting.

Commissioner Gerlitz moved to approve the preliminary plat for Indi Run Plat 4 subject to any remaining staff comments and review of the legal documents. Commissioner Streit seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

New Business

Community Development Director, Andy Kass, introduced new and upcoming business to the commission.

Adjournment

Commissioner Hoifeldt moved to adjourn the march 29th, 2022 regular Planning and Zoning Commission Meeting. Commissioner Broderick seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

The March 29th, 2022, regular Planning and Zoning Commission Meeting was adjourned at 7:02 PM.

Hannah Inman, Chairman

Attest:

Melissa DeBoer, Senior Planner