

## **Minutes of the April 12<sup>th</sup>, 2022, Regular Planning and Zoning Commission Meeting**

The April 12<sup>th</sup>, 2022, Planning and Zoning Commission Meeting was called to order at 6:03pm.

**Roll Call:** The Following Commissioners were present: Gerlitz, Hoifeldt, Streit, Inman (via Zoom), Broderick, and Tessau. Commissioners Absent: Koshy. City Staff in attendance: Andy Kass, Melissa DeBoer, Bill Mettee, and Kathryn Purvis.

**Agenda Approval:** Motion by Commissioner Streit to approve the agenda. Commissioner Broderick moved to approve the agenda for the April 12<sup>th</sup>, 2022, Planning and Zoning Commission Meeting. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, and Tessau. Nays: none. Motion Carried.

**Approval of the March 29<sup>th</sup>, 2022, Meeting Minutes:** Motion by Commissioner Gerlitz and seconded by Commissioner Hoifeldt to approve and adopt the minutes of the March 29<sup>th</sup>, 2022, Planning and Zoning Commission Meeting. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, and Tessau. Nays: none. Motion Carried.

**Open Forum:** None

### **Approval of a Site Plan for KeeTown Loop (2938 Grand Prairie Parkway)**

Community Development Director, Andy Kass, introduced the request for approval of a site plan for a commercial development containing an event center 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 27.35 acres.

Mr. Kass advised that the project includes the construction of an entertainment venues approximately 36,000 square feet in size. A loading dock is shown on the west side of the building and the trash enclosure is south of the building. Future buildings are shown on the site, however, each building will require an additional site plan review at the time of development. Access is provided off of Grand prairie Parkway, SE Esker Ridge Drive, Ashworth Road, and SE Parkview Crossing Drive. Several areas of surface parking totaling 1,364 spaces are shown to be completed with the project. A 10 foot wide trail is identified on the east side of SE Parkview Crossing Drive and on the north side of Ashworth Road, five foot wide sidewalks will be provided on the west side of SE Parkview Crossing Drive. Interior streets and utilities will be privately owned and maintained. At this time all landscaping, open space, lighting, and elevation requirements have been met.

Staff recommends approval of the Site Plan for KeeTown Loop subject to any remaining staff comments.

- Commissioners Hoifeldt and Gerlitz questioned if the amount of parking provided was adequate. Mr. Kass advised that the minimum requirements for parking have been met for the development with what has been proposed. If problems arise, then staff is comfortable addressing alternative measures at that time.
- Commissioner Broderick questioned if Staff would address the trees within the small parking islands as he had concern on the ability of the trees to thrive in that environment. Mr. Kass advised that staff work with the developer about potential solutions.
- Commissioner Inman questioned if Staff had any concerns about potential noise complaints. Ryan Plock, a representative of the applicant, advised that the building had been designed so that sound will not leave the site.
- Commissioner Gerlitz questioned about a building timeline. Mr. Kass advised that the applicant has an intent to start concerts sometime in 2024.

Commissioner Gerlitz moved to approve the site plan for KeeTown Loop (2938 Grand Prairie Parkway) subject to any remaining staff comments. Commissioner Tessau seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, and Tessau. Nays: none. Motion Carried.

### **Approval of a Final Plat for Stratford Crossing Plat 10**

Community Development Director, Andy Kass, introduced the request for approval of a final plat for a single-family development as submitted by the applicant, Stratford Crossing, LLC. The property is generally located north of Hickman Road and west of N. 10<sup>th</sup> Street containing approximately 12.78 acres.

Mr. Kass advised the final plat identifies a total of 22 lots ranging in size from 11,625 square feet to 41,495 square feet. All lots are zoned R-2 (One and Two Family Residential) and meet the minimum requirements of the Bulk Regulations related to that zoning district. Several public street extensions are underway, and utilities have been extended to each lot. Stormwater detention is accommodated for by a regional pond to the north of the plat which will be owned and maintained by an owner's association. Parkland dedication requirements were satisfied with a previous plat.

At this time staff would recommend approval subject to any remaining staff comments, review of the legal documents, and completion of public improvements.

Commissioner Broderick moved to approve the final plat for Stratford Crossing Plat 10 subject to any remaining staff comments, review of the legal documents, and completion of

public improvements. The motion was seconded by commissioner Streit. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, and Tessau. Nays: none. Motion Carried.

### **Approval of a Final Plat for Tanglewoods Acres Plat 3**

City Planner, Bill Mettee, introduced the request for approval of a final plat for a residential lot as submitted by the applicants Robert and Tiffany Manning. The subject property is generally located north of Ashworth Road and east of R-22/Ute Avenue, containing approximately 4.40 acres.

Mr. Mettee advised that the lot had recently been rezoned from A-1 to R-1 to allow for a smaller lot size per residential dwelling. The Applicants have a desire to shift the lot line between the two lots west by 70 feet, decreasing the land size on the western lot, and providing more buildable space for the eastern lot as it is encroached upon by a flood plain. If approved, lot 1 would contain 1.45 acres and lot 2 would contain approximately 2.95 acres. No further plat improvements are necessary for this parcel.

Staff recommends approval subject to any remaining staff comments and review of the legal documents.

- Commissioners Streit and Inman questioned on the improvements to Ashworth Road and if it would impact this area. Community Development Director, Andy Kass, advised that a sidewalk was not required as the area was currently a ditch, and that Ashworth Road would have future improvements in this area, however the project timeline would not be in the immediate future.

Commissioner Broderick moved to approve the final plat for Tanglewoods Acres Plat 3 subject to any remaining staff comments and review of the legal documents. The motion was seconded by commissioner Tessau. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, and Tessau. Nays: none. Motion Carried.

### **New Business**

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

### **Adjournment**

Commissioner Striet moved to adjourn the April 12<sup>th</sup>, 2022 regular Planning and Zoning Commission Meeting. Commissioner Broderick seconded the motion. Ayes: Gerlitz, Hoifeldt, Streit, Inman, Broderick, and Tessau. Nays: none. Motion Carried.

The April 12<sup>th</sup>, 2022, regular Planning and Zoning Commission Meeting was adjourned at 6:41 PM.

---

Hannah Inman, Chairman

Attest:

---

Andy Kass, Community Development Director