

Minutes of the June 28th, 2022, Regular Planning and Zoning Commission Meeting

The June 28th, 2022, Planning and Zoning Commission Meeting was called to order at 6:00pm.

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

Agenda Approval: Motion by Commissioner Hoifeldt to approve the agenda. Commissioner Tessau moved to approve the agenda for the June 28th, 2022, Planning and Zoning Commission Meeting. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of the June 14th, 2022, Meeting Minutes: Motion by Commissioner Hoifeldt and seconded by Commissioner Tessau to approve and adopt the minutes of the June 14th, 2022, Planning and Zoning Commission Meeting. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Open Forum: None

Approval of a Rezoning related to a change from C-1A (Neighborhood Commercial District)/ PD-1 (Planned Development Overlay) and C-1 (Community and Highway Service Commercial District) /PD-1 Planned Development Overlay) to C-1 (Community and Highway Service Commercial District)/PD-1 (Planned Development Overlay) [Waukee Towne Center]

Community Development Director, Andy Kass, introduced the request for a rezoning related to a commercial project. The reason for the request is to consolidate the zoning of the property to a common zoning and new Planned Development Document.

At this time staff would request a continuance of the presentation and voting of this rezoning to the July 26th, 2022, Regular Commission Meeting due to an error with the originally submitted legal documents.

Commissioner Streit moved to Continue the motion regarding a rezoning related to a change from C-1A (Neighborhood Commercial District)/ PD-1 (Planned Development Overlay) and C-1 (Community and Highway Service Commercial District) /PD-1 Planned Development Overlay) to C-1 (Community and Highway Service Commercial District)/PD-1 (Planned Development Overlay) [Waukee Towne Center]. The motion was seconded by Commissioner Koshy. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion continued to July 26th, 2022.

Approval of a Rezoning related to a change from A-1 (Agricultural District) to K-MF Stacked med (Kettlestone Multi-Family Stacked medium District) [The Launch Townhomes at Kettlestone]

Community Development Director, Andy Kass, introduced the request for approval of a rezoning related to a change from A-1 (Agricultural District) to K-MF-Stacked Med (Kettlestone Multi-Family Stacked Medium District), for a townhome development as submitted by the applicant, NJREC, Inc. The subject property is generally located north of SE Ashworth Road and east of SE L.A. Grant Parkway, containing approximately 7.38 acres. The applicant has submitted consent from 55.12% of property owners within 250-feet of the area proposed to be rezoned and notification to adjacent property owners was mailed on June 17th, 2022. Staff has not received any correspondence for or against the request at this time.

Mr. Kass advised that the concept plan identifies 91 potential townhome units and two access points into the site. all streets internal to the site would be privately owned and maintained and utilities will be required to be extended to serve the proposed development. The applicant has proposed a fee in lieu of parkland dedication due to the north and most of the east portions of the site being ill suited for development or parkland.

At this time staff recommends approval of the request for a rezoning for The Launch Townhomes at Kettlestone based on conformance with the Comprehensive Plan and Kettlestone Master Plan.

- Commissioner Hoifeldt questioned if a buffer was required between the townhomes and the larger residential lot to the north. Mr. Kass advised that the Kettlestone Guidelines do not require buffers between residential zoning changes.
- Curtis Thienes a resident at 2880 SE L.A. Grant Parkway, brought forward concerns related to assurances that there would at least be notification if development would occur in the wooded area on the north side of this property, traffic backups in the area, and the sewer system lift station that is located on the north side of the property. A representative of the applicant, Nick Jensen, addressed the concerns advising that the area contains a ravine, flood plain, and trees that would be cost prohibitive to remove in order to develop in the north part of the lot. The lift station does currently have plenty of capacity to take on the additional units. Mr. Kass advised that there is a sewer project in the near future that will create a gravity main to take over the utility needs of the lift station, routing the sewer needs south to Ashworth Road. Mr. Kass also advised that traffic is a well-known fact in this area being so close to a school, however Ashworth Road is slated for future construction in 2026.
- Commissioner Koshy questioned if it could be preserved as a conservation easement. Mr. Kass advised that there are water management areas that are in this location that are necessary to preserve as they are.

- Commissioner Inman questioned if the pond was located on City property. Mr. Kass advised that the pond was owned and maintained by the Bluestem Homeowners Association.
- Whitney Free, resident at 2860 SE Bluestem Drive, advised that her concern was with the preservation of the timber on the north side of the site.

Commissioner Hoifeldt moved to approve the rezoning related to a change from A-1 (Agricultural District) to K-MF Stacked Med (Kettlestone Multi-Family Stacked Medium District) [The Launch Townhomes at Kettlestone]. The motion was seconded by Commissioner Koshy. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of a preliminary Plant for Stratford Pointe

Approval of a Final Plat for Stratford Pointe Plat 1

Approval of a Site Plan for Stratford Pointe (1210 NW Sunrise Drive)

Community Development Director, Andy Kass, introduced the request for approval of a preliminary plat, final plat, and site plan for a townhome and multi-family residential subdivision as submitted by the applicant, Town & 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 involves the construction of three apartment buildings approximately 13,800 square feet in area and containing 39 units each, one clubhouse approximately 2,250 square feet in size, and seven townhome/rowhome buildings ranging in size from 4,460 to 5,575 square feet and containing 4-5 units each. The site plan also identifies trash enclosures next to building 1 and north of building 3 with each townhome having individual trash and recycling services. Access will be provided off of NW Sunrise Drive and all internal streets to the site will be privately owned and maintained. Utilities are extended to service the site and stormwater will be detained along the north side of the site. Landscaping, open space, parkland dedication, and elevation requirements for the development have been met at this time.

Staff recommends approval of the preliminary plat, final plat, and site plan for Stratford Pointe Plat 1 subject to any remaining staff comments and review of the legal documents.

- Commissioner Streit clarified that the density is remaining the same. Mr. Kass advised that was correct.

Commissioner Koshy moved to approve the preliminary plat for Stratford Pointe. The motion was seconded by Commissioner Hoifeldt. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Commissioner Koshy moved to approve the final plat for Stratford Pointe plat 1. The motion was seconded by Commissioner Hoifeldt. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Commissioner Koshy moved to approve the site plan for Stratford Pointe plat 1. The motion was seconded by Commissioner Hoifeldt. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of a Preliminary Plat for Fox Creek Meadows

Senior City Planner, Melissa DeBoer, introduced the request for approval of a preliminary plat for a duplex and multi-family residential development as submitted by the applicant, Fox Creek meadows, LLC. The subject property is generally located north of NW Douglas Parkway and west of NW 10th Street, containing approximately 25.63 acres. The subject property is currently being rezoned with a third and final reading planned for the July 5th, 2022, City Council Meeting.

Mrs. DeBoer advised that the plat identifies a total of 64 lots ranging in size from 5,000 to 13,690 square feet intended for duplex residential development. Additionally, the preliminary plat identifies Outlot W for future multi-family development, Outlots x and Y are identified for stormwater detention, and outlot Z for parkland dedication. A landscape buffer will be provided as screening from NW 10th Street. Streets, Trails, and sidewalks will be extended throughout the development for access to and from the site, and public utilities will serve each lot. At this time staff recommends approval of the preliminary plat for Fox Creek Meadows.

- Commissioner Koshy questioned if the dedicated parkland was enough for a park. Community Development Director, Andy Kass, advised that the dedication was part of a larger City project to acquire the greenbelt that cuts through this area which would eventually become a large area for parkland and open space.

Commissioner Hoifeldt moved to approve the preliminary plat for Fox Creek Meadows subject to any remaining staff comments. The motion was seconded by Commissioner Koshy. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of a Preliminary Plat for West Light

Approval of a Final Plat for West Light Plat 1

Approval of a Site Plan for West Light Plat 1

Senior City Planner, Melissa DeBoer, introduced the request for approval of a preliminary plat, final plat, and site plan for a multi-family development as submitted by the applicant Caliber Iowa, LLC. The subject property is generally located north of Hickman Road and east of NE Alice's Road containing approximately 7.89 acres.

Mrs. DeBoer advised that the project involves the construction of a four-story apartment building approximately 42,598 square feet in area and includes a total of 174 units. A parking garage is located on the bottom level of the building and a canopy drive aisle area is located at

the front corner of the building. The site includes a patio, fenced-in pickleball courts, and two trash enclosures.

One access is proposed from Hickman road and trails and sidewalks are shown to provide access to and from the site. All parking, landscape, open space, and parkland dedication requirements have been met at this time.

Staff recommends approval of the preliminary plat, final plat, and site plan for West Light Plat 1 subject to any remaining staff comments and review of the legal documents.

- Commissioner Streit questioned if the entrance is an extension of SE Brick Drive. Mrs. DeBoer advised that it is not an extension, rather the gravel drive is an access point for maintenance of the lift station located just north of the site.
- Commissioner Hoifeldt and Koshy questioned if there was going to be a full access point. Community Development Director, Andy Kass, advised the drainage and easement areas removed the ability for access to the east, however there could be access to the west when future development takes over that lot. The ability of a full access at the entrance to the site is limited to a ¾ access due to restrictions on Hickman Road from the Department of Transportation.

Commissioner Hoifeldt moved to approve a preliminary plat for West Light subject to any remaining staff comments and review of the legal documents. The motion was seconded by Commissioner Streit. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Commissioner Hoifeldt moved to approve a Final Plat for West Light Plat 1 subject to any remaining staff comments and review of the legal documents. The motion was seconded by Commissioner Streit. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Commissioner Hoifeldt moved to approve a Site Plan for West Light (1345 E. Hickman Road) subject to any remaining staff comments and review of the legal documents. Commissioner Streit seconded the motion. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

Approval of a preliminary Plat for Graff Subdivision

Approval of a Final Plat for Graff Subdivision

Senior City Planner, Melissa DeBoer, introduced the request for approval of a preliminary and final plat for a residential lot consolidation as submitted by the applicants, Alan and Tara Graff. The property is generally located north of Arrowhead Drive and east of Ute Avenue, containing Approximately 2.20 acres.

Mrs. DeBoer advised that the subject property was originally platted as two lots and an outlot within the Painted Woods subdivision and the request, if approved, would combine these lots into one lot. No new streets are proposed with this plat, and a five-foot-wide sidewalk will

be constructed along Arrowhead Drive at time of home construction. Public utilities exist to serve the proposed site.

Staff recommends approval of the preliminary plat and final plat for Graff Subdivision subject to remaining staff comments and review of the legal documents.

- Commissioner Streit clarified that there is nothing currently on the site. Mrs. DeBoer advised that was correct.

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

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

New Business

Community Development Director, Andy Kass, introduced new business to the Commission.

Adjournment

Commissioner Koshy moved to adjourn the June 28th, 2022, Regular Planning and Zoning Commission Meeting. The motion was seconded by Commissioner Streit.

The June 28th, 2022, Regular Planning and Zoning Commission Meeting was Adjourned at 7:00pm.

Hannah Inman, Chairman

Attest:

Andy Kass, Community Development Director