

Minutes of the February 28th, 2023, Regular Planning and Zoning Commission Meeting

The February 28th, 2023, Planning and Zoning Commission Meeting was called to order at 6:00pm.

Roll Call: The Following Commissioners were present: Koelker, Beenken, Broderick, Tessau, and Lohse. Commissioners Absent: Inman and Streit. City Staff in attendance: Andy Kass, Bill Mettee, and Kathryn Purvis.

Agenda Approval: Motion by Commissioner Broderick, to approve the agenda for the February 28th, 2023 Planning and Zoning Commission Meeting. Seconded by Commissioner Koelker. Ayes: Koelker, Beenken, Broderick, Tessau, and Lohse. Nays: none. Motion Carried.

Approval of the January 24th, 2023, Meeting Minutes: The minutes will go through approval at the March 14th, 2023 meeting due to an administrative error.

Open Forum: None

Election of Officers 2023: Commissioner Broderick made a recommendation for Commissioner Streit as Chairman and Commissioner Broderick as Vice Chairman of the Waukee Planning and Zoning Commission. The motion was seconded by Commissioner Tessau. Ayes: Koelker, Beenken, Broderick, Tessau, and Lohse. Nays: none. Motion Carried.

Approval of a Site Plan for Waukee High School Baseball and Softball (975 S Warrior Lane)

Community Development Director, Andy Kass, introduced the request for approval of a site plan related to improvements to the existing Waukee High School Baseball & Softball Stadium as submitted by the applicant, Waukee Community School District. The subject property is generally located north of Park Road and east of Warrior Lane, containing approximately 8.32 acres.

Mr. Kass advised that the project would include the removal of the two buildings to the north of the fields and constructing a new concession/batting facility approximately 7,500 square feet in size which will be served with public utilities. A storage shed approximately 642 square feet in size is proposed on the east side of the site. Other improvements include resurfacing the fields with turf, sidewalk replacement, ADA parking stall additions, and updating portions of the fencing.

Staff recommends approval subject to any remaining staff comments.

- Commissioner Tessau questioned if the fence will be replaced at the same height. Mr. Kass advised that the updates would replace the current 6 foot fence with an 8 foot fence along Warrior Lane similar to Triumph Park.

- Commissioner Broderick questioned if there were any concerns with the visibility in the event Warrior Lane is widened. Mr. Kass advised that the fencing portions do not interfere with the vision triangle at the corner or entry points even in the event of widening the road.

Commissioner Tessau moved to approve the site plan for Waukee High School baseball and Softball (975 S Warrior Lane), subject to any remaining comments. The motion was seconded by Commissioner Beenken. Ayes: Koelker, Beenken, Broderick, Tessau, and Lohse. Nays: none. Motion Carried.

Approval of a Site Plan for Cove at Kettlestone Plat 4, Lot 1 (1450 SE University Ave)

City Planner, Bill Mettee, introduced the request for approval of a site plan related to a commercial/office building as submitted by the applicant, Hawthorne Pointe, LLC. The property is generally located south of SE University Avenue and west of SE Waco place/98th Street, and contains approximately 1.73 acres.

Mr. Mettee advised that the project includes the construction of a multi-tenant building approximately 11,550 square feet in area and one story, 22 feet, in height. A trash enclosure is proposed on the south west corner of the site.

Mr. Mettee explained that access is available through several shared accesses with neighboring development as well as directly into the site off of SE Bishop Drive. 5 foot wide sidewalks in and around the development will allow for pedestrian access. Utilities are available to serve the site, and storm water detention is managed by underground detention as well as in a basin to the southwest of the site. Parking requirements, landscaping, open space, elevation, and lighting plan requirements have all been met at this time.

Staff recommends approval subject to any remaining Staff comments.

- Commissioner Broderick questioned if it could be retail usage as well. Mr. Mettee advised that there are no known tenants at this time, and that retail is an approved usage in this zoning district.
- Commissioner Beenken questioned if the full access drive access to SE University Avenue is the one currently located at the car wash. Mr. Mettee advised that was correct.
- Commissioner Koelker questioned if there would be another access to SE University Avenue provided. Mr. Mettee advised no.
- Commissioner Broderick questioned if there would be enough space for waste services to access the enclosure. A representative for the applicant, Corey Marsh, advised that the dumpster would need to be wheeled out of the enclosure for pick up.

Commissioner Koelker moved to approve the site plan for Cove at Kettlestone Plat 4, Lot 1(1450 SE University Ave) subject to any remaining Staff comments. Commissioner Tessau

seconded the motion. Ayes: Koelker, Beenken, Broderick, Tessau, and Lohse. Nays: none.
Motion Carried.

New Business

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

Adjournment

Commissioner Beenken moved to adjourn the meeting. the motion was seconded by Commissioner Tessau. The February 28th, 2023 Planning and Zoning Commission Meeting was adjourned at 6:23 pm.

Alex Broderick, Vice-Chairman

Attest:

Andy Kass, Community Development Director