

## **Minutes of the March 8<sup>th</sup>, 2022, Regular Planning and Zoning Commission Meeting**

The March 8<sup>th</sup>, 2022, Planning and Zoning Commission Meeting was called to order at 6:00pm.

**Roll Call:** The Following Commissioners were present: Hoifeldt, Inman, Koshy, and Tessau. Commissioner Broderick arrives during the staff presentation of Item 6-Tanglewoods Acres Plat 3. Commissioners Absent: Streit and Gerlitz. City Staff in attendance: Melissa DeBoer, Bill Mettee, and Kathryn Purvis.

**Agenda Approval:** Motion by Commissioner Koshy to approve the agenda. Commissioner Tessau, moved to approve the agenda with the amendment for the February 23<sup>rd</sup>, 2022, Planning and Zoning Commission Meeting. Ayes: Hoifeldt, Streit, Inman, Koshy, and Tessau. Nays: none. Motion Carried.

**Approval of the February 23<sup>rd</sup>, 2022, Meeting Minutes:** Motion by Commissioner Hoifeldt and seconded by Commissioner Tessau to approve and adopt the minutes of the February 23<sup>rd</sup>, 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 A-1 (Agricultural District) to AR (Single-Family Acreage District) [Dowell Property]**

City Planner, Bill Mettee, introduced the request for approval of a rezoning as submitted by the applicant, Evelyn Dowell. The subject property is located south of interstate 80 and on the east side of R-22/ Ute Ave, containing approximately 6.48 acres. The applicant has submitted the necessary consent (75.98%) of adjacent property owners, and notification of the rezoning was sent February 25<sup>th</sup>, 2022 and posted on the property February 28<sup>th</sup>, 2022. Staff has received requests for more information but no correspondence for or against the rezoning.

Mr. Mettee advised that the reason for the rezoning is to lower the acreage per dwelling unit requirement as the applicant wishes to split the parcel into three equal parcels to convey to their children. Once split each parcel would be approximately 2.16 acres each. The rezoning and splitting of lots brings the property into conformance with the current regulations of the Waukeezoning code.

At this time staff would recommend approval of the rezoning.

Commissioner Koshy moved to approve the rezoning related to a change from A-1 (Agricultural District) to AR (Single Family Acreage District) [Dowell Property]. Commissioner

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

**Approval of a Rezoning related to a change from a-1 (Agricultural District) to R-1 ( Single Family Residential District) [ Tanglewoods Acres Plat 3]**

City Planner, Bill Mettee, introduced the request for approval of a rezoning 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. The applicant submitted the necessary consent (69.85%) from adjacent property owners for the rezoning. To date staff has not received correspondence for or against the rezoning.

Mr. Mettee advised that that the lot is legally non-conforming as it does not meet the requirements of the A-1 district to contain 5 acres per dwelling unit. In order to split the lot as desired, a rezoning is necessary. Two lots will be formed through future platting that is dependent upon the rezoning. Lot 1 which contains the existing dwelling structure will contain 1.45 acres and lot 2 which houses a portion of Sugar Creek. With the future platting the applicant plans to move the lot line closer to the current dwelling to provide more viable building land on lot 2 outside of the FEMA flood plain that exists due to the creek location.

- Commissioner Hoifeldt questioned if there was a desire to sell the property identified as lot 2. Mr. Mettee advised that staff was under the impression that the applicant would be selling both lots.
- Commissioner Koshy questioned the size of the flood plain on lot 2. Erin Ollendike, a representative of the applicant, advised that it is a large portion of the eastern part of lot 2, but that the actual size in feet is unknown at this time.

Commissioner Hoifeldt moved to approve the rezoning related to a change from A-1 (Agricultural district) to R-1 (Single Family Residential District) [Tanglewoods Acres Plat 3]. The motion is seconded by Commissioner Koshy. Ayes: Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

**Approval of a Rezoning related to a change from A-1 ( Agricultural district) and C-1 ( Community & Highway Service Commercial district) to R-3 ( Multi-Family Residential District)/ PD-1 (Planned Development Overlay)[West Light]**

Senior Planner, Melissa DeBoer, introduced the request for approval of a rezoning for a multi-family development as submitted by the applicant, Caliber Iowa, LLC. The subject property is generally located east of NE Alice's Road and north of Hickman Road, containing approximately 7.89 acres. The applicant has submitted the required consent (55.44%) from adjacent property owners. To date staff has not received any correspondence for or against the rezoning. The current portion of the property that is identified as C-1, was supposed to be the site of a new cell tower, however that project has been abandoned.

Mrs. DeBoer advised that the concept plan identifies one (1) 42,500 square foot apartment building that is approximately 4 stories/ 56 feet in height and will include underground parking. A total of 172 units have been identified for the project, of which 6 to 7 units will require a planned development approval to allow for units smaller than 600 square feet. The height of the building and density requirements are also being included in the planned development to allow for variance from the R-3 zoning standard regulations. Parkland dedication will be required with this project, and access is shown to be provided from Hickman Road with additional access provided across the property to the west.

Staff would recommend approval of the rezoning for West Light due to conformance with the Comprehensive Plan.

- Commissioner Hoifeldt questioned if there had been discussions with the fire department for access to the building. The applicants advised that they have been in contact and have not heard any concerns at this time.
- Commissioner Broderick questioned if staff had any concerns with the project in this area. Mrs. DeBoer advised that staff did not have any concerns as most of the surrounding zoning was commercial.
- Commissioner Hoifeldt questioned if there would be 2 full access points. Mrs. DeBoer advised that the access off of Hickman is a  $\frac{3}{4}$  access, which means that someone coming out of the development would be unable to cross all lanes of Hickman traffic to go east on Hickman Road, but all other means of entry and exit were available.

Commissioner Hoifeldt moved to approve the rezoning related to a change from A-1 (Agricultural District)/ C-1 (Community & Highway Service Commercial district) to R-3 ( Multi-Family Residential District)/ PD-1 (Planned Development Overlay) [West Light]. Commissioner Broderick seconded the motion. Ayes: Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

### **Approval of the Northwest Neighborhood Phase 1 Plan** **Approval of the Waukee Neighborhood Design Guidelines**

Senior Planner, Melissa DeBoer, reiterated the meeting that was had between the Commission and City Council on February 14, 2022 that discussed both items and advised that no changes had been made to the documents since that meeting. The subject property is generally located north of Stratford Crossing neighborhood and west of the NW Highschool, containing approximately 750 acres. The purpose of the plan is to create a neighborhood with diverse housing options, recreational opportunities, regional stormwater detention, and appropriately sited non-residential uses to act as a representation of the appropriate uses of the neighborhood design guidelines for other parts of the City.

- Commissioner Hoifeldt questioned if there was just one landowner. Mrs. DeBoer advised there was more than one but that discussions related to the property had been had with the landowners.

Commissioner Koshy moved to approve the Northwest Neighborhood Phase 1 Plan. The motion was seconded by Commissioner Tessau. Ayes: Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

Commissioner Broderick moved to approve the Waukee Neighborhood Design Guidelines. The motion was seconded by commissioner Tessau. Ayes: Hoifeldt, Streit, Inman, Broderick, Koshy, and Tessau. Nays: none. Motion Carried.

### **New Business**

Senior Planner, Melissa DeBoer, introduced upcoming business for the Commission.

### **Adjournment**

Commissioner Broderick moved to adjourn the March 8<sup>th</sup>, 2022 regular Planning and Zoning meeting. Commissioner Koshy seconded the motion.

The March 8<sup>th</sup>, 2022 regular Planning and Zoning meeting adjourned at 6:23 pm.

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Hannah Inman, Chairman

Attest:

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Melissa DeBoer, Senior Planner