

Minutes of the April 11th, 2023, Regular Planning and Zoning Commission Meeting

The April 11th, 2023, Planning and Zoning Commission Meeting was called to order at 6:00pm.

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

Agenda Approval: Motion by Commissioner Tessau, to approve the agenda for the April 11th, 2023 Planning and Zoning Commission Meeting. Seconded by Commissioner Beenken. Ayes: Koelker, Beenken, Tessau, Lohse, and Streit. Nays: None. Motion Carried.

Approval of the March 28th, 2023 Meeting Minutes: Motion by Commissioner Beenken and seconded by Commissioner Tessau to approve and adopt the minutes of the March 28th, 2022, Planning and Zoning Commission Meeting. Ayes: Beenken, Tessau, Lohse, Koelker, and Streit. 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 District) to C-1 (Community & highway Service Commercial District) / PD-1 (Planned Development Overlay District) [Waukee Towne Center]

Planning Coordinator, Melissa DeBoer, introduced the request for approval of a rezoning related to a commercial development as submitted by the applicant, Waukee Town Center, LLC. The subject property is generally located west of SE Alice's Road and north of SE Laurel Street, containing approximately 1.19 acres. Signage related to the rezoning was placed on the property by April 4th, 2023, and staff has not received any correspondence regarding this request.

Mrs. DeBoer advised that the request was submitted in order to clean up the small portion of land that had been left out of past rezoning applications and provide consistency with the surrounding zoning. The property in question includes portions of both Lot 1 and 2 of Waukee Towne Center Plat 1, both lots are vacant, and no site plans have been approved for either lot. The existing provisions of the Planned Development remain unchanged from the original rezonings.

At this time staff recommends approval of the rezoning for Waukee Towne Center.

Commissioner Streit moved to approve the rezoning related to a change from C-1A (Neighborhood Commercial District) / PD-1 (Planned Development Overlay District) to C-1 (Community & highway Service Commercial District) / PD-1 (Planned Development Overlay

District) [Waukee Towne Center]. The motion was seconded by Commissioner Tessau. Ayes: Beenken, Tessau, Lohse, Koelker, and Streit. Nays: None. Motion Carried.

Approval of a requested to grant Site Plan Approval for Fareway Stratford Crossing (350 NW 10th Street)

Planning Coordinator, Melissa DeBoer, introduced the request for an extension of site plan approval as submitted by the applicant, Fareway Stores, INC. the subject property is generally located west of NW 10th Street and south of NW Sunrise Drive. Mrs. DeBoer advised that the applicant has requested an extension for their approved site plan, that received council approval on April 18th, 2022, for another year. At this time no changes have been noted on the plan, and any major changes would warrant a new site plan approval process if requested during the extension period.

Staff recommends approval of the extension.

Commissioner Beenken moved to grant an extension for the site plan approval for Fareway Stratford Crossing (350 NW 10th Street). The motion was seconded by Commissioner Tessau. Ayes: Beenken, Tessau, Lohse, Koelker, and Streit. Nays: None. Motion Carried.

New Business

Community Development Director, Andy Kass, introduced new business to the Commission, highlighting the consistency of new projects coming in and the appointment of a new Commissioner who will begin their tenure at the next meeting.

Adjournment

Commissioner Tessau moved to adjourn the April 11th, 2023 regular Planning and Zoning Commission meeting. Commissioner Lohse seconded the motion.

The Meeting was adjourned at 6:80 pm.

Luke Streit, Chairman

Attest:

Andy Kass, Community Development Director