



PLANNING & ZONING COMMISSION MINUTES APRIL 26, 2022

The meeting was called to order at 6:01pm by Chairperson Hannah Inman and on roll call the following members were present:

Frank Hoifeldt
Angie Tessau
Cherian Koshy (via Zoom)
Hannah Inman

Members not present: Alex Broderick, KC Gerlitz, Luke Streit

Staff Present: Andy Kass, Community Development Director, Melissa DeBoer, Senior Planner and Bill Mettee, Planner

Public Present: Ryan Hardisty and Erin Ollendike, CDA, Korey Marsh, Snyder & Associates.

The agenda of the April 26, 2022 meeting was amended to strike Item #10 and approved on a motion by Frank Hoifeldt and seconded by Angie Tessau. On voice vote: All ayes.

The minutes of the April 12, 2022 meeting were approved on a motion by Frank Hoifeldt and seconded by Angie Tessau. On voice vote: All ayes.

New Business:

Consider a rezoning request from Anderson Four, LLC to change the zoning from C-1 Community & Highway Service Commercial to M-1 Light Industrial for a parcel of land located north of Interstate 80 and west of R-22, Waukee, Dallas County, Iowa. [Legacy Park West]

Community Development Director, Andy Kass, presented the staff report, outlining the scope of the project. Mr. Kass stated that due to an error in the legal description and on advice of the City Attorney, the rezoning application needed to go through the process again.

Mr. Kass noted that this application was heard at Planning and Zoning in February and had been through the three required readings at City Council.

No members of the public spoke to this application.

Motion was made by Angie Tessau to approve the rezoning. The motion was seconded by Frank Hoifeldt. On voice vote: All ayes: Motion carries 4-0



PLANNING & ZONING COMMISSION MINUTES APRIL 26, 2022

Consider a rezoning request from Hamilton Ridge, LLC to change the zoning from A-1 Agricultural to R-1 Single-Family Residential for a parcel of land located south of Ashworth Road and west of R-22, Waukee, Dallas County, Iowa. [Hamilton Ridge Plat 12]

Senior Planner, Melissa DeBoer, presented an outline of the project, as shown in the staff report. Ms. DeBoer stated the applicant was requesting a rezoning of approximately 6.76-acres from A-1 Agricultural to R-1 Single-Family Residential to accommodate seven (7) single-family lots.

Ms. DeBoer stated that this parcel was originally proposed to be rezoned to R-4 Row Dwelling and Townhome Residential in 2020 with the overall Hamilton Ridge rezoning project. The applicant withdrew the application prior to Council hearings.

Ms. DeBoer stated that consent was submitted from 51.16% of property owners within 250-feet of the property. Notifications were mailed on April 15, 2022 and a sign was placed on the property prior to the April 18, 2022 deadline.

Ms. DeBoer provided an overview of the concept plan, noting that seven (7) single-family lots were proposed with two (2) outlots – one outlot for stormwater detention and one outlot for landscape buffer plantings. A 25-foot landscape buffer will be required along the north side of the property to screen the properties from Ashworth Road.

Ms. DeBoer stated that while this project isn't consistent with the Comprehensive Plan, staff is comfortable with the application as it is consistent with adjacent properties and does recommend approval of the rezoning request for Hamilton Ridge Plat 12.

No members of the public spoke to this application and the Commissioners had no questions.

Motion was made by Angie Tessau to approve the rezoning. The motion was seconded by Frank Hoifeldt. On voice vote: All ayes: Motion carries 4-0

Consider a Site Plan request from Apple, Inc. at 2995 West Hickman Road for the construction of a Site Logistics Center.

Community Development Director, Andy Kass, presented the staff report, outlining the scope of the project. Mr. Kass stated that the intent of this 22,400-square foot, 24-foot-tall building was to be used as primary contractor's office space for the entirety of the Project Morgan project. Mr. Kass stated that the applicant is providing permanent parking



PLANNING & ZONING COMMISSION MINUTES APRIL 26, 2022

exceeding what is required by City code. The applicant is also providing landscape islands within the parking area.

Mr. Kass identified that the applicant is providing 174 parking spaces when only 68 are required. He also advised that the applicant had provided elevations for review that included architectural metal and stone.

Mr. Kass recommended approval of the Site Plan for the Project Morgan Site Logistics Plan, subject to any remaining staff comments.

Commissioner Hoifeldt asked if this logistics building would remain in place once construction started on the south side of Hickman Road. Mr. Kass advised that this building was seen as a long-term, but temporary structure. The potential build-out timeframe is 20-25-years for the north side, so it was possible to need a second logistics building on the south side of Hickman Road.

Commissioner Hoifeldt questioned the west-facing side of the building not having any windows. Mr. Kass advised that they were asked for windows on that side, but the applicant is providing additional landscaping instead.

Ryan Hardisty, CDA, confirmed that this logistics space could be used when work starts on the south side of Hickman Road, but eventually a second building would likely be needed.

Commissioner Hoifeldt asked if this would eliminate the need for individual job trailers. Mr. Hardisty advised that some job trailers would still be needed, but perhaps limit the number of trailers that would be on-site.

Motion was made by Angie Tessau to approve the site plan as presented. The motion was seconded by Frank Hoifeldt. On voice vote: All ayes: Motion carries 4-0

Consider a subdivision and site plan request from Maple Grove Place, LLC for a Final Plat and a Site Plan for a parcel of land located north of Ashworth Road and west of SE Waco Place, Waukee, Dallas County, Iowa. [Maple Grove Place]

Community Development Director, Andy Kass, provided an outline of the project, as shown in the staff report. Mr. Kass indicated that he would be speaking about Items 8-9 together as they are related and reminded the Commission that they need two different motions to approve.



PLANNING & ZONING COMMISSION MINUTES APRIL 26, 2022

Mr. Kass identified the project as a Final Plat and a Site Plan for a villa-style subdivision located west of SE Waco Place between Ashworth Road and University Avenue that contained approximately 17.25-acres.

Mr. Kass provided some history on the property, noting that it is located within the Kettlestone corridor and was included in the 2014 approved master plan. In 2016, the parcel was rezoned to K-MF Row House district for a townhome development. In 2018, the property was again rezoned to include a Planned Development Overlay that would allow for detached townhomes, otherwise not allowed by the standard zoning district. In 2021, the preliminary plat was approved by Planning & Zoning Commission and City Council.

Mr. Kass provided an overview of the lots, stating that there are 83 proposed lots ranging from 4,950-square feet to 9,920-square feet. Outlot X is 1.58-acres and will be owned by an association and provide the required stormwater detention.

Mr. Kass provided an overview of the Planned Development requirements, stating that each villa shall have a two-car garage, 25% stone, stucco or brick on all front facades, adjoining lots cannot share an elevation and vinyl siding is prohibited. Mr. Kass provided several proposed elevations for the Commission to view.

Mr. Kass stated that all streets within the development will be private, sidewalks will be installed on both sides of the internal streets and a future 10-foot trail will be installed along the west side of SE Waco Place as part of a future city project.

Mr. Kass advised that parkland dedication was being satisfied with the construction of a portion of a trail that will connect to future extensions of the Kettlestone greenway trail system. The amount of parkland required is 1.21-acres.

Commissioner Tessau asked if there was a minimum square footage requirement for the main level of the homes. Mr. Kass advised the planned development was for the overall square footage of the home, not just the main level. The overall square footage of the homes ranges from 1,400-1,600-square feet.

Commissioner Hoifeldt asked what the parcel to the north was zoned. Mr. Kass advised that it was zoned A-1 Agricultural and land north of that was C-4 Row Dwelling and Townhome Dwelling. Commission Hoifeldt asked about a private street connection with a potential public street to the north. Mr. Kass advised that section of road was proposed particularly to allow access to the northern lots in the subdivision and that any street connection would be brought under consideration with any future construction.



PLANNING & ZONING COMMISSION MINUTES APRIL 26, 2022

Motion was made by Frank Hoifeldt to approve the Final Plat as presented. The motion was seconded by Angie Tessau. On voice vote: All ayes: Motion carries 4-0.

Motion was made by Frank Hoifeldt to approve the Site Plan as presented. The motion was seconded by Angie Tessau. On voice vote: All ayes: Motion carries 4-0.

Prior to adjournment, Mr. Kass thanked the commissioners for attending and advised that the Community Development Department continued to remain busy and the Planning Commissioners could expect plenty of work in the next few months.

The meeting was adjourned on a motion by Angie Tessau and seconded by Frank Hoifeldt.

Meeting adjourned at 6:33pm.

Hannah Inman, Chairperson

Andy Kass, AICP, Community
Development Director