

Minutes of the May 9th, 2023, Regular Planning and Zoning Commission Meeting

The May 9th, 2023, Planning and Zoning Commission Meeting was called to order at 6:00pm.

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

Agenda Approval: Motion by Commissioner, to approve the agenda for the April 25th, 2023 Planning and Zoning Commission Meeting. Seconded by Commissioner Beenken. Ayes: Koelker, Beenken, Bankole, Tessau, Lohse, and Broderick. Nays: None. Motion Carried.

Approval of the April 25th, 2023 Meeting Minutes: Motion by Commissioner Beenken and seconded by Commissioner Lohse to approve and adopt the minutes of the April 25th, 2022, Planning and Zoning Commission Meeting. Ayes: Beenken, Bankole, Lohse, Koelker, and Streit. Nays: None. Motion Carried.

Open Forum: None

Approval of a Final Plat for Kettlestone Ridge Plat 8

City Planner, Bill Mettee, introduced the request for approval of a final plat related to a single-family residential subdivision as submitted by the applicant, Jerry's Homes, Inc. The subject property is generally located east of SE L.A. Grant Parkway and south of SE Tallgrass Lane, containing approximately 20.22 acres.

Mr. Mettee advised that the plat identifies a total of 56 lots for single family development. All lots meet or exceed the minimum requirements of the R-2 zoning district and range in size from 8,633 square feet to 21,458 square feet. The plat identifies extensions of three public streets as part of the public improvements and 5-foot-wide sidewalks on each lot as it develops. Public utilities have been extended throughout the plat to serve the lots and stormwater detention is provided in an existing basin to the south of the development. Parkland dedication was satisfied with a previous phase of development.

Staff recommends approval of the final plat for Kettlestone Ridge Plat 8 subject to remaining staff comments, review of the legal documents, and completion of the public improvements.

- Commissioner Broderick questioned if this is the last plat for this development. Mr. Mettee advised he believed so.

Commissioner Beenken moved to approve the final plat for Kettlestone Ridge Plat 8 subject to any remaining staff comments, review of the legal documents, and completion of public improvements. the motion was seconded by Commissioner Tessau. Ayes: Koelker, Beenken, Bankole, Lohse, Tessau, and Broderick. Nays: None. Motion Carried.

Approval of a Final Plat for Fridley Palms Plat 3

City Planner, Bill Mettee, introduced the request for approval of a final plat related to a commercial subdivision as submitted by the applicant, Waukee partners, LLC. The subject property is generally located north of Hickman Road and west of NE Westgate Drive, containing approximately 1.85 acres.

Mr. Mettee advised that the final plat identifies a total of two lots for commercial development. The final plat has been submitted to adjust the lot line in order to increase the size of Lot 1 to 1.02 acres and reduce the size of Lot 2 to 0.83 acres. No public improvements are associated with this plat, a five-foot-wide sidewalk will be extended along NE Venture Drive as each lot develops, and utilities and easements will be extended or adjusted to accommodate the changes to the lots.

Staff recommends approval of the final plat for Fridley Palms Plat 3 subject to remaining staff comments and review of the legal documents.

Commissioner Koelker moved to approve the final plat for Fridley Palms Plat 3 subject to any remaining staff comments. the motion was seconded by Commissioner Tessau. Ayes: Koelker, Beenken, Bankole, Lohse, Tessau, and Broderick. Nays: None. Motion Carried.

Approval of a Site Plan for Chipotle (425 E Hickman Road)

City Planner, Bill Mettee, introduced the request for approval of a site plan for a Chipotle restaurant as submitted by the applicant, Waukee Partners, LLC. The subject property is located north of Hickman Road and west of NE Westgate Drive, containing approximately 0.83 acres.

Mr. Mettee advised that the project includes the construction of a single-story restaurant approximately 2,324 square feet in area. a 444 square foot patio is shown on the south side of the building and a trash enclosure is shown to the northwest of the building. a monument sign has been proposed along the south boundary line abutting Hickman Road. There will not be a menu board as the drive thru is for pick-up take-out orders only. There are 5 queueing spaces with two overflow spaces provided. Access is provided from NE Venture Drive and a pedestrian walkway has been proposed into the site from the Raccoon River Valley Trail near the southeast corner of the site. Public Utilities will be extended to the site and stormwater detention is accommodated within an existing detention basin located on the adjacent lot to the west. All landscaping, open space, parking, and lighting plan requirements have been met at this time.

Staff recommends approval of the site plan for Chipotle subject to remaining staff comments.

- Commissioner Broderick verified that the drive-thru was just pick up. Mr. Mettee advised that was correct.
- Commissioner Koelker verified if the building would have three signs. Mr. Mettee advised that was correct.

Commissioner Tessau moved to approve the site plan for Chipotle (425 E Hickman Road) subject to any remaining staff comments. the motion was seconded by Commissioner

Bankole. Ayes: Koelker, Beenken, Bankole, Lohse, Tessau, and Broderick. Nays: None. Motion Carried.

Approval of a Site Plan for Central Plaza II (1165 SE University Avenue)

Planning Coordinator, Melissa DeBoer, introduced the request for approval of a site plan for a commercial building, as submitted by the applicant, Greater Iowa Credit Union. The subject property is generally located north of SE University Avenue and east of SE Alice's Road, containing approximately 1.03 acres.

Mrs. DeBoer advised that the project includes the construction of a single story building approximately 7,759 square feet in area and 20 feet in height. The building will be used for retail space and the main entrance to the building is located along the south side. The plan identifies a trash enclosure at the northeast corner of the site and a monument sign at the southwest corner of the site. Access to the site is provided from surrounding properties and one access point off of SE University Avenue along the south. Pedestrian connections are provided into the site from the trail along SE University Avenue and through internal sidewalks in the development. Public utilities will service the site and stormwater detention is provided within a regional detention basin to the west of the subject site. The Landscape, open space, parking, and lighting plan requirements have been met at this time.

Staff recommends approval of the site plan for Central Plaza II subject to remaining staff comments.

- Commissioner Broderick questioned if the downspouts outlet onto the sidewalk. Keith Weggen, a representative of the Applicant and Civil Design Advantage, advised that the downspouts are tied into the storm sewer system.
- Commissioner Koelker questioned if there would be space for a drive thru on either side of the building. Mr. Weggen advised that there is not space or intent for a drive thru and that the building is intended for retail users only.

Commissioner Koelker moved to approve the site plan for Central Plaza II (1165 SE University Avenue) subject to any remaining staff comments. the motion was seconded by Commissioner Beenken. Ayes: Koelker, Beenken, Bankole, Lohse, Tessau, and Broderick. Nays: None. Motion Carried.

New Business

Planning Coordinator, Melissa DeBoer, introduced new business to the commission.

Adjournment

Commissioner Tessau moved to adjourn the May 9th, 2023 Planning and Zoning Commission Meeting. The motion was seconded by Commissioner Lohse. Ayes: Beenken, Bankole, Lohse, Koelker, Tessau, and Broderick. Nays: None. Motion Carried.

The Meeting was adjourned at 6:19 pm.

Alex Broderick, Vice-Chairman

Attest:

Melissa DeBoer, Planning Coordinator