

## **Minutes of the Tuesday, August 10<sup>th</sup>, 2021 Planning and Zoning Commission Meeting**

The August 10<sup>th</sup>, 2021 Regular Planning and Zoning Commission meeting was called to order at 6:00 p.m.

**Roll Call.** The Following commissioners were present: Hoifeldt, Streit, Ward, Broderick, Inman, and Conley. Commissioner Koshy was absent. City staff in attendance: Andy Kass, Melissa DeBoer, and Kathryn Purvis.

**Agenda Approval.** A motion was made by Commissioner Broderick, and seconded by Commissioner Inman, to approve the agenda for the August 10<sup>th</sup>, 2021, Planning and Zoning Commission meeting. Ayes: Hoifeldt, Streit, Ward, Broderick, Inman, and Conley. Nays: None. Motion Carries.

**Approval of the July 27<sup>th</sup>, 2021 Regular Meeting Minutes.** A motion was made by Commissioner Inman, and seconded by Commissioner Ward, to approve the minutes of the July 27<sup>th</sup>, 2021 regular Planning and Zoning Commission meeting as written. Ayes: Hoifeldt, Streit, Ward, Broderick, Inman, and Conley. Nays: None. Motion Carries.

**Open Forum:** None

### **Approval of a Construction Plan for Sugar Creek Park (2955 Serenity Drive)**

Senior City Planner, Melissa DeBoer, introduced the request for approval of construction plans for a new public park. The subject property is located north of Ashworth Road and west of Ute Avenue, and contains approximately 4.92 acres.

Mrs. DeBoer advised that the park includes two pickle ball courts, playground equipment, and a shelter with restrooms. Ten-foot wide trails provide pedestrian access into the park from Crescent Ridge Drive, Ashworth Road, and Serenity Drive.

At this time staff would recommend approval of the construction drawings for Sugar Creek Park.

- Commissioner Hoifeldt questioned if the water detention was located on City property. Mrs. DeBoer advised that the southeast detention area is city owned. The detention to the southwest is not.
- Commissioner Streit questioned if there would be parking available. Mrs. DeBoer advised there were no parking spots interior to the park. Mr. Kass further explained that this park is considered a neighborhood park so the idea is that the people it serves are within walking or biking distance, removing the need for parking. Sugar Creek elementary is located across the street in the event parking outside of school hours is needed.
- Commissioner Inman questioned if the ponds would be stocked. Mr. Kass advised that the City Detention area would not be. This area is more intended for dry bottom use in the future.

Commissioner Hoifeldt moved to approve the construction drawings for Sugar Creek Park (2955 Serenity Drive) subject to any remaining staff comments. Commissioner Inman seconded the motion. Ayes: Hoifeldt, Streit, Ward, Broderick, Inman, and Conley. Nays: None. Motion Carries.

### **Approval of a Revised Site Plan for LOF-Xpress (250 SE Alice's Road)**

Senior City Planner, Melissa DeBoer, introduced the request for approval of a revised site plan as submitted by the applicant, LOF-Xpress Oil Change. The subject property is located south of Hickman Road and west of SE Alice's Road, containing approximately 1.69 acres.

Mrs. DeBoer advised that minor changes had been made to the site layout and that the size of the building had been decreased to approximately 7,200 square feet in size. The trash enclosure is shown at the north side of the site and monument signs are shown at the east and west sides of the site. Two accesses are provided off of the private drive on the south side of the site and one access is located off the private drive on the west side of the site. All parking, landscaping, open space, elevation, and lighting requirements have been met at this time.

Staff would recommend approval of the revised site plan for LOF-Xpress subject to remaining staff comments.

- Commissioner Hoifeldt questioned if the large circles on the wall changed color, and commissioner Broderick questioned if the striping was part of the branding. Representative of the applicant, Brent Strauch, advised that the color indicators above the access doors were to help align customers with their appropriate service entrance.

Commissioner Hoifeldt moved to approve the revised site plan from LOF-Xpress at 250 SE Alice's Road, subject to any remaining staff comments. Commissioner Ward seconded the motion. Ayes: Hoifeldt, Streit, Ward, Broderick, Inman, and Conley. Nays: None. Motion Carries.

### **Approval of a Final Plat for Hamilton Ridge Plat 1**

Planning coordinator, Andy Kass, introduced the request for approval of a final plat for a single family subdivision as submitted by the applicant, Hamilton Ridge, LLC. The subject property is generally located south of Ashworth Road and east of U Place containing approximately 9.24 acres.

Mr. Kass advised that the final plat indicates a total of 29 lots ranging in size from 5,650 square feet to 14,416 square feet. The plat includes lots zoned R-2 and R-2/PD-1. All lots meet their respective bulk regulations, however the Planned Development identifies additional regulations regarding minimum size, elevations, vinyl siding requirements, and landscaping for the lots it effects. Four public streets will be extended with the plat, five foot sidewalks will be construction along both sides of the streets throughout the plat with individual lot development. The developer is also responsible for paving the sidewalks along Ashworth Road. Public utilities are available to the site, and Stormwater detention will be accommodated for in various detention ponds throughout the plat. These ponds will be owned and maintained by the Homeowners

Association. Parkland dedication of approximately 15.89 acres will be required for the Hamilton Ridge development and is anticipated with future phases.

At this time staff recommends approval of the final plat for Hamilton Ridge Plat 1 subject to any remaining staff comments, review of the legal documents, and completion of public improvements.

Commissioner Inman moved to approve the Final Plat for Hamilton Ridge Plat 1 subject to any remaining staff comments, review of the legal documents, and completion of public improvements. Commissioner Broderick seconded the motion. Ayes: Hoifeldt, Streit, Ward, Broderick, Inman, and Conley. Nays: None. Motion Carries.

### **Approval of a Final Plat for Hamilton Ridge Plat 2**

Planning coordinator, Andy Kass, introduced the request for approval of a final plat for a single family subdivision as submitted by the applicant, Hamilton Ridge, LLC. The subject property is generally located south of Ashworth Road and east of U Place containing approximately 5.46 acres.

Mr. Kass advised that the final plat indicates a total of 29 lots ranging in size from 5,500 square feet to 11,009 square feet. The plat includes lots zoned R-2 and R-2/PD-1. All lots meet their respective bulk regulations, however the Planned Development identifies additional regulations regarding minimum size, elevations, vinyl siding requirements, and landscaping for the lots it effects. Four public streets will be extended with the plat, five foot sidewalks will be construction along both sides of the streets throughout the plat with individual lot development. The developer is also responsible for paving the sidewalks along Ashworth Road. Public utilities are available to the site, and Stormwater detention will be accommodated for in various detention ponds throughout the plat. These ponds will be owned and maintained by the Homeowners Association. Parkland dedication of approximately 15.89 acres will be required for the Hamilton Ridge development and is anticipated with future phases.

At this time staff recommends approval of the final plat for Hamilton Ridge Plat 2 subject to any remaining staff comments, review of the legal documents, and completion of public improvements.

Commissioner Hoifeldt moved to approve the Final Plat for Hamilton Ridge Plat 2 subject to any remaining staff comments, review of the legal documents, and completion of public improvements. Commissioner Inman seconded the motion. Ayes: Hoifeldt, Streit, Ward, Broderick, Inman, and Conley. Nays: None. Motion Carries.

### **Approval of a Final Plat for Hamilton Ridge Plat 3**

Planning coordinator, Andy Kass, introduced the request for approval of a final plat for a single family subdivision as submitted by the applicant, Hamilton Ridge, LLC. The subject property is generally located south of Ashworth Road and east of U Place containing approximately 5.46 acres.

Mr. Kass advised that the final plat indicates a total of 20 lots ranging in size from 8,461 square feet to 11,129 square feet. The plat includes lots zoned R-2 and R-2/PD-1. All lots meet their respective bulk regulations, however the Planned Development identifies additional regulations regarding minimum size, elevations, vinyl siding requirements, and landscaping for the lots it effects. Four public streets will be extended with the plat, five foot sidewalks will be construction along both sides of the streets throughout the plat with individual lot development. The developer is also responsible for paving the sidewalks along Ashworth Road. Public utilities are available to the site, and Stormwater detention will be accommodated for in various detention ponds throughout the plat. These ponds will be owned and maintained by the Homeowners Association. Parkland dedication of approximately 15.89 acres will be required for the Hamilton Ridge development and is anticipated with future phases.

At this time staff recommends approval of the final plat for Hamilton Ridge Plat 3 subject to any remaining staff comments, review of the legal documents, and completion of public improvements.

Commissioner Broderick moved to approve the Final Plat for Hamilton Ridge Plat 3 subject to any remaining staff comments, review of the legal documents, and completion of public improvements. Commissioner Inman seconded the motion. Ayes: Hoifeldt, Streit, Ward, Broderick, Inman, and Conley. Nays: None. Motion Carries.

#### **New Business**

Planning Coordinator, Andy Kass, introduced new business to the commission.

#### **Adjournment**

Commissioner Broderick moved to Adjourn the August 10<sup>th</sup>, 2021 regular Planning and Zoning Meeting. Commissioner Inman seconded the motion. Ayes: Hoifeldt, Streit, Ward, Broderick, Inman, and Conley. Nays: None. Motion Carries.

Meeting adjourned at 6:29pm.

---

Luke Streit, Vice-Chairman

Attest:

---

Andy Kass, Planning Coordinator