

## **Minutes of the September 13<sup>th</sup>, 2022, Regular Planning and Zoning Commission Meeting**

The September 13<sup>th</sup>, 2022, Planning and Zoning Commission Meeting was called to order at 6:01pm.

**Roll Call:** The Following Commissioners were present: Koelker, Hoifeldt, Streit, Broderick, and Tessau. Commissioners Absent: Inman & Koshy. City Staff in attendance: Andy Kass, Melissa DeBoer, Bill Mettee, and Kathryn Purvis.

**Agenda Approval:** Motion by Commissioner Broderick to approve the agenda. Commissioner Tessau moved to approve the agenda for the September 13<sup>th</sup>, 2022, Planning and Zoning Commission Meeting. Ayes: Koelker, Hoifeldt, Streit, Broderick, and Tessau. Nays: none. Motion Carried.

**Approval of the August 23<sup>rd</sup>, 2022, Meeting Minutes:** Motion by Commissioner Hoifeldt and seconded by Commissioner Tessau to approve and adopt the minutes of the August 23<sup>rd</sup>, 2022, Planning and Zoning Commission Meeting. Ayes: Koelker, Hoifeldt, Streit, Broderick, and Tessau. Nays: none. Motion Carried.

**Open Forum:** None

**Approval of a Rezoning related to a change from C-4 (Office park Commercial District), R-3 (Multi-Family Residential District), and R-4 (Row Dwelling & Townhome District) to K-RR (Kettlestone Retail Regional District) and K-MF-Stacked High (Kettlestone Multi-Family Stacked High District)/ PD-1 (Planned Development Overlay) [Kettlestone Central North]**

Community Development Director, Andy Kass, introduced the request for approval of a rezoning related to a multi-use development as submitted by the applicant, Jensen Group. The subject property is generally located north of SE Ashworth Road and east of Grand Prairie Parkway, containing approximately 99 acres. Notice of the rezoning was mailed to adjacent property owners on September 2<sup>nd</sup>, 2022, and signs for the rezoning were placed on the property. To date, staff has not received any correspondence for or against the rezoning. The applicant has obtained consent to the rezoning from greater than 50% of surrounding property owners.

Mr. Kass explained that the concept plan for the property identifies several commercial lots and an area for apartment construction of approximately 408 units. The commercial tenants are unknown at this time, however the use of three of the buildings has been identified as indoor sport courts. Improvements to the property would include paving SE Westown Parkway between Grand Prairie Parkway and SE Waco Place. The planned development overlay addresses the density of the multi-family piece to allow for slightly over the standard 24 units per acre. As presented, the density would be 26.04 units per acre.

The proposed zoning is generally consistent with land uses identified in the Comprehensive Plan/ Kettlestone master Plan. Staff recommends approval of the rezoning for Kettlestone Central North.

- Commissioner Hoifeldt questioned if the green portion without buildings in the southwest corner of the development would be zoned commercial. Mr. Kass advised that was correct, depending on the lay out of the rest of the development, the area could also become the location of stormwater detention.
- Commissioner Hoifeldt questioned if the multi-family piece would require parkland dedication. Mr. Kass advised that was correct.
- Commissioner Broderick questioned if the sport courts were for the entire development use or apartments. Mr. Kass advised that the sport courts would be owned and operated by a separate business unrelated to the apartments and development.
- Commissioner Hoifeldt questioned if there would also be improvements to SE Waco Place. Mr. Kass advised that was correct and the applicants responsibility. Further work on the West Des Moines side of the streets near this development is unknown at this time.
- Commissioner Broderick questioned if there was a plan for regional detention given the size of the development. Representative for the applicant, Erin Olledike, advised that the area has a highpoint and topography that makes a regional detention pond unlikely.

Commissioner Hoifeldt moved to approve a rezoning related to a change from C-4 (Office park Commercial District), R-3 (Multi-Family Residential District), and R-4 (Row Dwelling & Townhome District) to K-RR (Kettlestone Retail Regional District) and K-MF-Stacked High (Kettlestone Multi-Family Stacked High District)/ PD-1 (Planned Development Overlay) [Kettlestone Central North]. The motion was seconded by commissioner Broderick. Ayes: Koelker, Hoifeldt, Streit, Broderick, and Tessau. Nays: none. Motion Carried.

**Approval of a Rezoning related to a change from C-4 (Office Park Commercial District), R-4 (Row Dwelling & Townhome District) and A-1 (Agricultural District) to K-RC ( Kettlestone Retail Community District), K-MU ( Kettlestone Mixed Use District), and K-MF-Stacked Med (Kettlestone Multi-Family Stacked Medium District)[Kettlestone Central South]**

Community Development Director, Andy Kass, introduced the request for approval of a rezoning related to a multi-use development as submitted by the applicant, Caliber Land Company. The subject property is generally located north of SE Ashworth Road and east of Grand Prairie Parkway, containing approximately 60.54 acres. Notice of the rezoning was mailed to adjacent property owners on September 2<sup>nd</sup>, 2022, and signs for the rezoning were placed on the property. To date, staff has not received any correspondence for or against the rezoning. The applicant has obtained consent to the rezoning from 65.61% of surrounding property owners.

Mr. Kass explained that the concept plan for the property identifies 12 commercial lots located on the west side of the property, four mixed-use lots, a multi-family component, and one

large lot for townhome/rowhome development. All proposed uses meet the bulk minimum zoning regulations of the requested rezoning.

The proposed zoning districts generally consistent with the land uses identified in the Comprehensive Plan/ Kettlestone Master Plan. Staff recommends approval of the rezoning for Kettlestone Central South.

- Commissioner Broderick questioned if the townhome portion of the project was anticipated to be rentals. Nick Jensen, a representative for the applicant, advised that was correct. Mr. Jensen advised that Caliber was looking to improve on the product previously done in the area to the north.
- Commissioner Streit questioned if Mr. Jensen knew of any retail tenants. Mr. Jensen advised that the focus will be on the townhome portion of the development first in order to extend infrastructure to the commercial area. At that point, Caliber will most likely sell the commercial lots to individual developer/tenants.
- Commissioner Koelker questioned if there was a reason to pick K-RC over K-RR for zoning in the area. Community Development Director, Andy Kass, explained that there is guidance pertaining to the size of the lots and buildings that may help with marketing future sales within the zoning districts chosen.

Commissioner Broderick moved to approve a rezoning related to a change from C-4 (Office Park Commercial District), R-4 (Row Dwelling & Townhome District) and A-1 (Agricultural District) to K-RC (Kettlestone Retail Community District), K-MU ( Kettlestone Mixed Use District), and K-MF-Stacked Med (Kettlestone Multi-Family Stacked Medium District)[Kettlestone Central South]. The motion was seconded by commissioner Tessau. Ayes: Koelker, Hoifeldt, Streit, Broderick, and Tessau. Nays: none. Motion Carried.

### **Approval of a Rezoning related to a change from R-3 ( Multi-Family Residential District) to R-2 (One and Two-Family Residential District) [Fox Creek Meadows]**

City Planner, Bill Mettee, introduced the request for approval of a rezoning related to a two-family (duplex) residential development. The property is generally located west of NW 10<sup>th</sup> Street and north of NW Douglas Pkwy, containing approximately 2.39 acres. Notice of the rezoning was mailed to adjacent property owners on September 2<sup>nd</sup>, 2022, and signs for the rezoning were placed on the property. To date, staff has not received any correspondence for or against the rezoning. The applicant has obtained consent to the rezoning from greater than 50% of surrounding property owners.

Mr. Mettee advised that two new public streets would be provided with the development as well as a 10 foot wide trail along NW Sproul Lane and a landscape buffer will be provided along the rear yards of the townhome development and remaining R-3 area to the southwest. 16 lots are included in the rezoning.

Staff recommends approval of the rezoning for Fox Creek Meadows.

Commissioner Streit moved to approve a rezoning related to a change from R-3 ( Multi-Family Residential District) to R-2 (One and Two-Family Residential District) [Fox Creek Meadows]. The motion was seconded by commissioner Hoifeldt. Ayes: Koelker, Hoifeldt, Streit, Broderick, and Tessau. Nays: none. Motion Carried.

**Approval of a Rezoning related to a change from A-1 (Agricultural District) to R-2 ( One and Two Family Residential District), R-2(One and Two Family Residential District)/ PD-1 ( Planned Development Overlay, R-3 (Multi-family Residential District) and R-4 ( Row Dwelling and Townhome Dwelling District) [The South 60]**

Senior Planner, Melissa DeBoer, introduced the request for approval of a rezoning related to a single and multi-family development as submitted by the applicant, Jerry's Homes, INC. the property is generally located north of Hickman Road and east of T Avenue, containing approximately 65.57 acres. Notice of the rezoning was mailed to adjacent property owners on September 2<sup>nd</sup>, 2022, and signs for the rezoning were placed on the property. To date, staff has not received any correspondence for or against the rezoning. The applicant has been unsuccessful obtaining the required consent from surrounding property owners due to approximately 53% of those owners choosing a neutral stance or, in the case of City and County owned property, unable to provide consent to the rezoning.

Mrs. DeBoer advised that the concept plan provided shows approximately 101 single family lots, 43 of which will be affected by the planned development overlay requirements. A total of 240 multi-family units are identified on the north portion of the property and approximately 95 row home units are identified on the southeast portion of the property. Multi-family and townhome/rowhome development will be subject to further review and approvals by the city. The concept plan also identifies several public street and trail extensions as well as an area to satisfy parkland dedication.

The proposed zoning district is generally consistent with the land uses identified in the comprehensive plan and with the existing surrounding land uses. Staff recommends approval of the rezoning for The South 60.

- Commissioner Broderick questioned if this sets precedence of not meeting the minimum consent for further development properties near the Apple project should they continue to remain neutral in future rezonings. Community Development Director, Andy Kass, advised that it is not common to have a rezoning request that has not met the requirements, however staff and the City Council ensure due diligence has been met before allowing a public hearing without the required consent.
- Commissioner Hoifeldt questioned about the uses of other areas near T Avenue. Mr. Kass advised that the land use plan identifies Single Family near this development with commercial and industrial uses towards Hickman Road.

Commissioner Hoifeldt moved to approve a rezoning related to a change from A-1 (Agricultural District) to R-2 ( One and Two Family Residential District), R-2(One and Two Family Residential District)/ PD-1 ( Planned Development Overlay, R-3 (Multi-family

Residential District) and R-4 ( Row Dwelling and Townhome Dwelling District) [The South 60]. The motion was seconded by Commissioner Tessau. Ayes: Koelker, Hoifeldt, Streit, Broderick, and Tessau. Nays: none. Motion Carried.

**Approval of a Preliminary Plat for Waukee Primary & Specialty Care Clinic**

**Approval of a Final Plat for Ashworth North Plat 2**

**Approval of a Site Plan for Waukee Primary & Specialty Care Clinic (2515 Grand Prairie Parkway)**

Senior Planner, Melissa DeBoer, introduced the request for approval of a preliminary plat, final plat, and site plan for a medical office building as submitted by the applicant, Unitypoint Health. The property is generally located north of SE Ashworth Road and east of Grand Prairie Parkway, containing approximately 6.98 acres.

Mrs. DeBoer advised that the project involves the construction of a two-story medical office building approximately 55,000 square feet in area and 29 feet in height. A trash enclosure is located at the northeast corner of the building and two monument signs are proposed at the entrances off of Grand Prairie Parkway and SE Tallgrass Lane. The site also indicates a future expansion that would require separate approval at that time. Public utilities will serve the site, and stormwater management is accommodated in an off – site detention basin. All parking, landscaping, open space, and elevation requirements have been met at this time.

Staff would recommend approval of the preliminary plat, final plat, and site plan subject to remaining staff comments and review of the legal documents.

- Commissioner Broderick questioned the size of the expansion. A representative of the applicant advised a total of 20,000 square feet is proposed for the addition at a later date.

Commissioner Hoifeldt moved to approve a Preliminary Plat for Waukee Primary & Specialty Care Clinic subject to remaining staff comments and review of the legal documents. The motion was seconded by commissioner Koelker. Ayes: Koelker, Hoifeldt, Streit, and Broderick. Recused: Tessau. Nays: none. Motion Carried.

Commissioner Hoifeldt moved to approve a Final Plat for Ashworth North Plat 2 subject to remaining staff comments and review of the legal documents. The motion was seconded by commissioner Koelker. Ayes: Koelker, Hoifeldt, Streit, and Broderick. Recused: Tessau. Nays: none. Motion Carried.

Commissioner Hoifeldt moved to approve a Site Plan for Waukee Primary & Specialty Care Clinic subject to remaining staff comments and review of the legal documents. The motion was seconded by commissioner Broderick. Ayes: Koelker, Hoifeldt, Streit, and Broderick. Recused: Tessau. Nays: none. Motion Carried.

**Approval of a Preliminary Plat for Williams Pointe Commercial Plat 1**  
**Approval of a Final Plat for Williams Pointe Commercial Plat 1**  
**Approval of a Site Plan for Gerber Collision & Glass (950 SE Brick Drive)**

City Planner, Bill Mettee, introduced the request for approval of a preliminary plat, final plat, and site plan for a automotive repair and body shop as submitted by the applicant, Gerber Collision & Glass. The property is generally located east of SE Alice's Road and north of SE University Avenue, containing approximately 2.18 acres.

Mr. Mettee advised that the project involves the construction of a single story building approximately 14,221 square feet in area. A trash enclosure is located at the southeast corner of the property and a monument sign is proposed at the northwest corner of the site. Access to the site will be from SE Alice's Road using the shared private road with KwikTrip to the north. The private road will be extended east to access Gerber Collision and also extend south for future access for development that will occur within Outlot "X". Public utilities will serve the site, and stormwater management is accommodated for by a detention basin located on the west end of the property. All parking, landscaping, open space, and elevation requirements have been met at this time.

Staff would recommend approval of the preliminary plat, final plat, and site plan for Williams Pointe Commercial Plat 1/ Gerber Collision subject to remaining staff comments and review of the legal documents.

- Commissioner Hoifeldt questioned why the building had a SE Brick address but no access on to SE Brick Drive. Community Development Director, Andy Kass, advised that eventually access to SE Brick Drive will be provided, but that the addressing was reviewed by emergency services for accuracy. Mr. Kass also advised that it is not uncommon for this area, as some other buildings face SE University Avenue, but do not front or have direct access off of SE University Avenue.

Commissioner Streit Moved to approve a Preliminary Plat for Williams Pointe Commercial Plat 1. The motion was seconded by Commissioner Tessau. Ayes: Koelker, Hoifeldt, Streit, and Broderick. Recused: Tessau. Nays: none. Motion Carried.

Commissioner Streit Moved to approve a Preliminary Plat for Williams Pointe Commercial Plat 1. The motion was seconded by Commissioner Hoifeldt. Ayes: Koelker, Hoifeldt, Streit, and Broderick. Recused: Tessau. Nays: none. Motion Carried.

Commissioner Streit Moved to approve a Site Plan for Gerber Collision & Glass (950 SE Brick Drive). The motion was seconded by Commissioner Koelker. Ayes: Koelker, Hoifeldt, Streit, and Broderick. Recused: Tessau. Nays: none. Motion Carried.

**New Business**

Community Development Director, Andy Kass, introduced new business to the Commission.

**Adjournment**

Commissioner Streit moved to adjourn the September 13<sup>th</sup>, 2022, Regular Planning and Zoning Commission Meeting. The motion was seconded by Commissioner Broderick.

The September 13<sup>th</sup>, 2022, Regular Planning and Zoning Commission Meeting was Adjourned at 7:09 pm.

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Luke Streit, Vice-Chairman

Attest:

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Andy Kass, Community Development Director