

## **Minutes of the September 14<sup>th</sup>, 2021 Regular Planning and Zoning Commission Meeting**

The September 14<sup>th</sup>, 2021 Planning and Zoning Commission Meeting was called to order at 6:08pm.

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

**Agenda Approval:** Motion by Commissioner Streit, seconded by Commissioner Ward, to approve the agenda for the September 14<sup>th</sup>, 2021 Planning and Zoning Commission Meeting. Ayes: Streit, Broderick, Hoifeldt, and Koshy. Nays: none. Motion Carried.

**Approval of the August 24<sup>th</sup>, 2021 Meeting Minutes:** Motion by Commissioner Broderick and seconded by Commissioner Ward to approve and adopt the minutes of the August 24<sup>th</sup>, 2021 Special Planning and Zoning Commission Meeting. Ayes: Streit, Broderick, Hoifeldt, and Koshy. Nays: none. Motion carried.

**Open Forum:** None.

### **Approval of a Preliminary Plat for Courtyards at Parkside Plat 1**

### **Approval of a Final Plat for Courtyards at Parkside Plat 1**

### **Approval of a Site Plan for Courtyards at Parkside Plat 1**

\*items above will be discussed together and voted upon separately.

Planning Coordinator, Andy Kass, introduced the request for approval of a preliminary plat, final plat, and site plan as submitted by the applicant, Courtyards at Parkside, LLC, for a villa style townhome subdivision. The subject property is generally located north of NW Douglas parkway and east of NW 10<sup>th</sup> Street containing approximately 6.01 acres more or less.

Mr. Kass advised that the project consists of 20 detached townhomes varying in size, and a clubhouse approximately 3,691 square feet in size. The clubhouse will feature a pool and gathering space for residents. Outlot z includes all common areas and the private street. Outlot Y contains the detention pond. Both Outlots Y and Z will be owned and maintained by the homeowners association. Access is provided off of NW Douglas parkway, parking for visitors has been provided in front of the club house. At this time all public utilities will be extended to the site and then privately owned and maintained interior to the site. Parkland dedication totaling 0.29 acres is required. The satisfaction of this requirement is still under discussion between Staff and the Applicant.

At this time staff would recommend approval of the preliminary plat, final plat, and site plan for the Courtyards at Parkside Plat 1 subject to any remaining staff comments and review of the legal documents.

- Commissioner Hoifeldt questioned if this development was owned by the same developer at the Clive project which is of a similar nature. Mr. Kass advised that was correct, this is also an Epcon Project.
- Commissioner Koshy questioned what the target audience and price point was. Mr. Kass advised that the website for the development identified active seniors as the target audience with starting base price points of \$300,000 dollars.
- Commissioner Streit questioned if this was the first portion of this development. Mr. Kass advised that was correct. It is dependent on completion of the City project to extend Douglas. The developer is pushing to have a model unit built as the Clive project is nearing capacity.
- Commissioner Koshy questioned if the intent would be to go through the phases of this development rapidly. Mr. Kass advised that it depends on how well the first phase does, but that staff anticipates a second phase by the end of the year.

Commissioner Hoifeldt moved to approve the preliminary plat for Courtyard at Parkside, subject to any remaining staff comments. Commissioner Streit seconded the motion. Ayes: Streit, Broderick, Hoifeldt, and Koshy. Nays: none. Motion carried.

Commissioner Hoifeldt moved to approve the final plat for Courtyard at Parkside, subject to any remaining staff comments. Commissioner Streit seconded the motion. Ayes: Streit, Broderick, Hoifeldt, and Koshy. Nays: none. Motion carried.

Commissioner Hoifeldt moved to approve the site plan for Courtyard at Parkside, subject to any remaining staff comments. Commissioner Streit seconded the motion. Ayes: Streit, Broderick, Hoifeldt, and Koshy. Nays: none. Motion carried.

### **Approval of a Final Plat for Ashley Acres Plat 1**

Planning Coordinator, Andy Kass, introduced the request for approval of a final plat as submitted by the applicant, Ashley Acres, llc, for a single family residential subdivision. The property is generally located north of NW Little Walnut Creek Drive and west of Warrior Lane Containing Approximately 40.18 acres.

Mr. Kass advised that the plat identifies a total of 98 lots that comply with the minimum requirements of the R-2 zoning district. Three new public streets will provide access through the development and five foot wide sidewalks will be installed as each lot is developed. Public utilities exist to serve the site and Stormwater detention is provided within Outlots Y and Z both of which will be owned and maintained by the homeowners association. Approximately 1.91

acres of parkland is required to be dedicated for Plat 1 which will be satisfied in a future phase of Ashley Acres.

At this time staff recommends approval of the final plat for Ashley Acres Plat 1 subject to remaining staff comments.

- Commissioner Koshy questioned if this area was near the blind intersection. Mr. Kass advised that this is located further north. The problematic intersection is on Warrior Lane and NW Little Walnut Creek Drive. Mr. Kass advises that he foresees the speed limit dropping in this area once the asphalt project is complete.

Commissioner Streit moved to approve the Final Plat for Ashley Acres Plat 1 subject to any remaining staff comments. Commissioner Hoifeldt seconded the motion. Ayes: Streit, Broderick, Hoifeldt, and Koshy. Nays: none. Motion carried.

#### **Approval of a Site Plan for Lot 5, Enterprise Business Park Plat 1 (35 NE Venture Drive)**

Senior Planner, Melissa DeBoer, introduced the request for approval of a site plan as submitted by the applicant M&A Capital Partners LLC, for a contractor storage building. The subject property is generally located north of NE Venture Drive and east of Warrior lane, containing approximately 1.53 acres.

Mrs. DeBoer advised that the site plan identifies the construction of a 23,400 square foot contractor storage building and a monument sign at the south west corner of the site off of NE Venture drive. Access will be provided off of NE Venture Drive into the site. A total of 40 parking spaces are provided with this project exceeding the required amount, and a five foot side walk is identified on the north side of NE Venture Drive. The site will be serviced with public utilities and storm water detention will be provided in a shared detention basin located to the north of the site. All Landscape, open space, and elevation requirements have been met at this time.

Staff would recommend approval of the site plan for Lot 5 of Enterprise Business Park Plat 1 subject to remaining staff comments.

Commissioner Hoifeldt moved to approve the Site Plan for Lot 5 of Enterprise Business Park Plat 1 subject to any remaining staff comments. Commissioner Streit seconded the motion. Ayes: Streit, Broderick, Hoifeldt, and Koshy. Nays: none. Motion carried.

#### **Approval of a Site Plan for Waukee Natatorium (1655 NW Douglas Parkway)**

Senior Planner, Melissa DeBoer, introduced the request for approval of a site plan as submitted by the applicant, Waukee Community School District, for approval of a natatorium. The subject property is generally located north of NW Douglas Parkway and west of NW 10<sup>th</sup> Street, containing approximately 76.01 acres.

Mrs. DeBoer advised that the site plan identifies the construction of a 62,350 square foot natatorium building which will house a pool to be used by the Waukee Community School District Aquatics Programs. A trash enclosure is located on the west side of the building. Access is provided off of NW Georgetown Drive, as well as the accesses shared with the 8/9 School site to the east of the property. Parking has been provided as part of the School project and pedestrian walkways will be installed around the building and throughout the side with a 1- foot wide trail installed along NW Georgetown Drive. All public utilities will be extended to the site and storm water will be detained in basins located throughout the overall site with maintenance being provided by the school district. All landscape, open space, and elevation requirements have been met at this time.

Staff would recommend approval of the Site Plan for Waukee natatorium (1655 NW Douglas parkway) subject to remaining staff comments.

- Commissioner Hoifeldt questioned who was responsible for the street improvements. Mrs. DeBoer advised that the School would be required to complete the west side of NW Georgetown Drive as well as a portion of NW Douglas parkway.
- Commissioner Streit questioned if there were any active projects near this location. Mrs. DeBoer advised there were none planned to the north or west of this property at this time. The City owns the portion of ground between the trail and T Avenue which is the future location of a Public Safety Building.
- Commissioner Koshy questioned when the project would go to bid. Kirk Johnson of the Waukee Community School District advised that the bidding would occur sometime in November or December with the intent to be open in August of 2023.
- Commissioner Hoifeldt questioned if there were any planned buildouts for this project. Mr. Johnson advised that this is the full buildout of the building.
- Commissioner Streit questioned if this would have public access. Mr. Johnson advised that it would depend on the programs offered. First access would be granted to the extracurricular programs and then the community education programs. The project is large enough to house the combined high school programs as well as the capacity when the high school programs are large enough to split.

Commissioner Hoifeldt moved to approve the Site Plan for Waukee natatorium (1655 NW Douglas parkway) subject to any remaining staff comments. Commissioner Streit seconded the motion. Ayes: Streit, Broderick, Hoifeldt, and Koshy. Nays: none. Motion carried.

### **New Business**

Planning Coordinator, Andy Kass, introduced new business.

### **Adjournment**

Commissioner Streit moved to adjourn the September 14<sup>th</sup>, 2021 regular Planning and Zoning Meeting. Commissioner Hoifeldt seconded the Motion. Ayes: Streit, Broderick, Hoifeldt, and Koshy. Nays: none. Motion carried.

The September 14<sup>th</sup>, 2021 Regular Planning and Zoning Meeting was adjourned at 6:38 PM.

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Cherian Koshy, Chairman

Attest:

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Andy Kass, Planning Coordinator