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# ***PLANNING & ZONING COMMISSION MINUTES SEPTEMBER 27, 2022***

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The meeting was called to order at 6:00pm by Chairperson Hannah Inman and on roll call the following members were present:

Kullen Koelker  
Luke Streit  
Cherian Koshy  
Alex Broderick

Members not present: Frank Hoifeldt, Angie Tessau

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

Public Present: Erin Ollendike, CDA, Brian Clayton,

The agenda of the September 27, 2022 meeting was approved on a motion by Cherian Koshy and seconded by Alex Broderick. On voice vote: All ayes.

The minutes of the September 13, 2022 meeting were approved on a motion by Cherian Koshy and seconded by Alex Broderick. On voice vote: All ayes.

**Consider a rezoning request from Landmark Development Services, Inc. for approval of a rezoning of a parcel of land from A-1 Agricultural District to R-2 One and Two-Family Residential, R-2 / PD-1 One and Two-Family Residential / Planned Development Overlay, R-3 Multi-Family Residential, R-4 Row Dwelling and Townhome Dwelling and C-1 Community and Highway Service Commercial [Remington Pointe]**

Community Development Director Andy Kass presented the staff report, outlining the scope of the project.

The project consists of a parcel of land, 76.50-acres in area, currently zoned A-1 Agricultural that was annexed into the city limits in 2022. The applicant is requesting that 37.26-acres be rezoning to R-2 One and Two-Family Residential, 7.35-acres be rezoned to R-2 / PD-1 One and Two-Family Residential / Planned Development Overlay, 17.65-acres be rezoned to R-3 Multi-Family Residential, 7.18-acres be rezoned to R-4 Row Dwelling and Townhome Dwelling and that the remaining 9.8-acres be rezoned to C-1 Community and Highway Service Commercial District.

Mr. Kass explained that the concept plan showed 141 single-family lots to be developed in an unknown number of phases. A total of 118 lots are designated R-2 with the remaining



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23 lots having the planned development overlay. The concept plan shows 45 townhome units and seven commercial lots for future development. There is currently not a plan for the multi-family designated area. All required landscape buffers are shown on the concept plan.

Mr. Kass explained that several public street extensions would occur with this project, including 17<sup>th</sup> Street south of University, which would include a trail, as it is a major collector. One additional street will serve as a major collector and will have a trail. All other streets will be local streets. Parkland dedication is a requirement due to the residential nature and 6.78-acres will be required.

Mr. Kass explained that the subject property is classified in the Comprehensive Plan as Single-Family Residential, Medium-Density Residential, High-Density Residential and Mixed Use. All uses and densities proposed are consistent with the Waukee 2040 Comprehensive Plan. Staff recommended approval of the rezoning application of Remington Pointe.

Commissioner Broderick asked if there would be a signalized intersection at 17<sup>th</sup> and University. Mr. Kass said that would be likely.

The Commissioners asked about the future Civic Campus and the location of the proposed C-1 parcels, stating that it would be unlikely that consumers could walk to the commercial businesses. Mr. Kass stated that there was uncertainty in the road plans that separate the Civic Campus and Remington Pointe and for now the C-1 location was in the best interest of the project.

Brian Clayton, on behalf of James Clayton addressed the Commissioners and Staff. The Claytons own property directly south of the proposed Remington Pointe and asked when the property would be annexed into the city, whether voluntarily or involuntary. Mr. Kass explained the zoning and annexation process and stated that a trunk sewer was being installed north of 310<sup>th</sup> Street.

Mr. Clayton then asked about the 80/20 annexation. Mr. Kass explained the 80/20 process that is allowed by State of Iowa law and stated that the city tries to do all annexations voluntarily instead of utilizing the 80/20 method.

Commissioner Streit asked about the timeline for the Civic Campus. Mr. Kass explained that because of other important CIP projects coming in over estimates, the Civic Campus project has been pushed back a couple years, however, the city is beginning the master planning of the area.



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Motion was made by Luke Streit to approve the rezoning. The motion was seconded by Cherian Koshy. On voice vote: All ayes: Motion carries 5-0.

## **Consider a request from The Quarter at Waukee, LLC for approval of a Final Plat for KeeTown Loop Plat 2.**

Community Development Director, Andy Kass, presented the staff report, outlining the scope of the project.

The applicant, The Quarter at Waukee, LLC is requesting approval of a final plat, containing 6.5-acres. The parcels are located near the intersection of SE Parkview Crossing Drive and SE Tallgrass Lane. The purpose of the final plat is to divide two parcels of land into three parcels for financing and construction related reasons. The parcels were originally platted in KeeTown Loop Plat 1.

Mr. Kass explained that the parcels ranged in sizes from 1.46-acres to 3.36-acres in area, which meet the requirements of the K-RR district. No new public improvements are associated with the plat.

Motion was made by Alex Broderick to approve the Final Plat. The motion was seconded by Luke Streit. On voice vote: All ayes: Motion carries 5-0

## **Consider a request from TIC Properties, LLC for approval of a Preliminary Plat, Final Plat and Site Plan for The Iowa Clinic Waukee Plat 1**

Senior Planner, Melissa DeBoer, presented the staff report, outlining the scope of the project.

The applicant, TIC Properties, LLC is requesting approval of a preliminary plat, final plat and a site plan for a medical office building, located at the intersection of Grand Prairie Parkway and SE Tallgrass Lane, containing 8.27-acres.

The project involves the construction of a medical office building, two-stories and 38-feet in height and approximately 40,000-square feet in area. The main entrance is shown on the south side of the building with a canopy. The site plan also shows an area for future expansion to the west. Ms. DeBoer explained that any future expansions would require a new site plan approval.

Ms. DeBoer pointed out the locations of the trash enclosure, trash compactor, generator and monument sign locations.



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Ms. DeBoer explained that the final plat was 7.53-acres in area and includes the extension of Street Lot A on the north side of the property. Four accesses are proposed into the site – two from the north street and two from the south street. Two sections of 5-foot-wide sidewalks will be installed with the improvements. Pedestrian access has been provided from the public ways into the site.

The applicant is proposing 228 parking spaces, exceeding the 171 required spaces. The applicant is also providing the required number of bicycle parking spaces per the Kettlestone Design Guidelines.

Public utilities exist in the immediate vicinity and will be extended into the site. Storm water detention will be provided with a detention pond along the west side of the lot. The applicant is providing 38.3% open space, exceeding the 20% required. Building elevations were provided for review and consist of metal wall panels, porcelain wall panels, brick veneer, stone veneer, fiber cement wall panels and aluminum storefront system. The elevations meet the site plan ordinance.

Ms. DeBoer explained that the subject property is classified as Business Park in the Comprehensive Plan. Projects in this classification range in size from 15,000 to over 100,000-square feet in area and are 1-6 stories in height. Proximity to major road corridors is also an important factor.

Ms. DeBoer stated that staff was recommending approval of the preliminary plat, final plat and site plan subject to remaining staff comments and review of the legal documents.

Commissioner Koelker asked about the alignment of the new street north of the clinic. Mr. Kass explained that it would likely curve to the right and head north and connect with Westown Parkway.

Motion was made by Alex Broderick to approve the Preliminary Plat as presented. The motion was seconded by Cherian Koshy. On voice vote: All ayes: Motion carries 5-0.

Motion was made by Alex Broderick to approve the Final Plat as presented. The motion was seconded by Luke Streit. On voice vote: All ayes: Motion carries 5-0.

Motion was made by Alex Broderick to approve the Site Plan. The motion was seconded by Luke Streit. On voice vote: All ayes: Motion carries 5-0



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## **Consider a request from Mister Carwash for approval of a Site Plan for Mister Carwash [555 E Hickman Road]**

Senior Planner, Melissa DeBoer, provided an outline of the project, as shown in the staff report.

Ms. DeBoer identified the project as a site plan for a commercial carwash facility located at the intersection of Hickman Road and NE Peachtree and contains 1.27-acres.

The site plan identifies the construction of a single-story carwash building with associated equipment related to the business. The carwash structure will be 5,460-square feet in area and will also include an area with vacuums and an attendant shelter and canopy. The vacuums are interior to the site between the drive aisle and carwash.

Two accesses will be provided off of NE Venture Drive. Three parking spaces and 11 queuing spaces are required and the applicant is exceeding both of those. Five-foot sidewalks will be installed along both the east and north sides of the site, including a trail connection along Hickman Road. A pedestrian connection is provided from the sidewalk along NE Venture Drive.

Ms. DeBoer stated that all utilities exist in the immediate vicinity and will be extended to service the site. Storm water detention will be provided with the existing detention basins located north of the site. These basins eventually reach the regional pond north of NE Horizon Drive and west of NE Alice's Road. The applicant is providing 42% open space and has provided the required number of plantings.

Building elevations were submitted for review and include stone veneer, split face block, EIFS and aluminum storefront system. Overhead doors are proposed. All associated buildings/structures on site will match the carwash materials. The lighting plan that was submitted meets the lighting requirements.

Staff recommended approval of the Site Plan subject to remaining staff comments.

Motion was made by Cherian Koshy to approve the Site Plan as presented. The motion was seconded by Luke Streit. On voice vote: All ayes: Motion carries 5-0.

## **Consider a request from Kettlestone Apartments, LLC for approval of a Site Plan for The Peak at Kettlestone Apartments Phase 1**

Senior Planner, Melissa DeBoer, provided an outline of the project, as shown in the staff report.



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Ms. DeBoer identified the project as a site plan for the first phase of a multi-family apartment development, containing 15.23-acres, located north of SE Pleasant View Drive and east of Grand Prairie Parkway.

The subject property was rezoned in 2020 to allow for multi-family development and was master planned with the Kettlestone Master Plan. This project is consistent with the Kettlestone Design Guidelines.

Ms. DeBoer explained that the project included three apartment buildings, two with 30-units and one with 24-units. The first phase also includes detached garage buildings and a fenced-in dog area. The site plan indicates that trash and recycling will be provided in one of the garage spaces.

The site plan also indicates a possible future area for development to the north. That phase includes a four-story building with 186-units and three smaller apartment buildings similar in size to Phase 1 buildings. Both phases together produce 348 total units for a density of 22.85-units per acre. This is below the K-MF Stacked High maximum density of 24-units per acre.

One monument sign has been proposed. Two access points have been identified, one off of SE Pleasant View Drive and one off of SE Glacier Trail. The applicant is exceeding the parking requirements by providing 148 spaces, where 129 are required. Six accessible spaces have been provided. Five-foot sidewalks will be installed along SE Pleasant View Drive and SE Glacier Trail. Pedestrian connections will be provided to the site from the public sidewalks along both streets. Several sidewalks will be installed interior to the site.

All utilities in the site will be privately owned and maintained. A sanitary connection will be provided off the sanitary main along SE Glacier Trail. Water service will be provided off the main along SE Pleasant View Drive. Storm water detention will be provided with an existing pond at the southwest corner of the site. This pond is privately owned and maintained.

The applicant is providing 46% open space with the required plantings. Building elevations were provided and consist of brick, stone, fiber cement siding and glazing. A lighting plan was provided that meets the lighting ordinance.

Ms. DeBoer stated that staff recommended approval of the site plan subject to remaining staff comments.





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Motion was made by Kullen Koelker to approve the Site Plan as presented. The motion was seconded by Cherian Koshy. On voice vote: All ayes: Motion carries 5-0.

## **Consider a request from Back Nine Properties, LLC for approval of a Preliminary Plat, Final Plat and Site Plan for James Pointe Plat 3 Lot 1.**

City Planner, Bill Mettee, provided an outline of the project, as shown in the staff report.

The applicant, Back Nine Properties, LLC, is requesting approval of a preliminary plat, final plat and site plan for a warehouse / storage facility north of NW Gettysburg Lane and east of NW 17<sup>th</sup> Street, containing 2.61-acres.

Mr. Mettee explained that the project included the construction of two buildings to be used as "toy-plex" style buildings to be used as storage for boats, RVs and similar items. One building will be 22,500-square feet and have 15-units and one building will be 24,300-square feet and includes 20-units. No trash enclosures or monument signs are proposed.

Mr. Mettee explained that two access points were provided that align with the 2021 James Pointe Plat 2 project to the south. Three parking spaces are required and have been provided with one being an accessible space. All utilities exist in the immediate vicinity and will be extended to service this project. Storm water detention will be provided with one of the regional ponds nearby.

The applicant is providing 32.23% open space which includes a 40-foot landscape buffer along the north property line. The landscape buffer includes 90-trees, which meets the ordinance requirements. Building elevations were submitted for review and include Nichiha engineered stone panels and architectural metal paneling in shades of gray. Transom windows and variations in building offsets have been incorporated to break up the rear building walls.

Mr. Mettee explained that the final plat was due to the fact that two lots were being combined into one lot for the purposes of this project. Lot 1 is 113,949-square feet and is zoned M-1 Light Industrial and this project is consistent with the zoning.

Mr. Mettee stated that staff recommended approval of the preliminary plat, final plat and site plan subject to remaining staff comments and review of the legal documents.

Motion was made by Alex Broderick to approve the Preliminary Plat as presented. The motion was seconded by Kullen Koelker. On voice vote: All ayes: Motion carries 5-0.



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Motion was made by Luke Streit to approve the Final Plat as presented. The motion was seconded by Kullen Koelker. On voice vote: All ayes: Motion carries 5-0.

Motion was made by Luke Streit to approve the Site Plan. The motion was seconded by Kullen Koelker. On voice vote: All ayes: Motion carries 5-0

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 Luke Streit and seconded by Alex Broderick.

Meeting adjourned at 6:56pm.

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Hannah Inman, Chairperson

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Andy Kass, AICP, Community  
Development Director