

## **URBANDALE PLANNING AND ZONING COMMISSION MINUTES**

**April 15, 2019**

The Urbandale Planning and Zoning Commission met in regular session on Monday, April 15, 2019, at the Urbandale City Hall, 3600 86th Street. Chairperson Paul Pick called the meeting to order at 6:00 p.m.

Commissioners present were Jeff Hatfield, Lee Hollatz, Julie Roethler, Paul Pick, Wayne Van Heuvelen, and Marcus Galante. Staff members present were Kristi Bales, Community Development Manager/Chief Planner and Cheryl Vander Linden, Administrative Specialist.

The first item on the agenda was approval of the minutes of the March 18, 2019 meeting. Mr. Galante moved, and it was seconded by Hatfield, to approve the March 18, 2019 meeting minutes. On roll call; Ayes: Galante, Hatfield, Hollatz, Van Heuvelen, Pick; Passes: Roethler; Nays: none. Motion carried.

Ms. Bales said, since the two agenda items are related, she would share the staff reports for both items consecutively prior to questions and discussion from the Commission and any audience members.

The first item on the agenda was the "Prairie Tower Plat 1" Preliminary Plat and Final Plat (128<sup>th</sup> Street and Meredith Drive)

Ms. Bales said this preliminary plat and final plat cover a portion of the "Shafer Property" Planned Unit Development (P.U.D.) Master Plan area, located in the northwest corner of the intersection of 128<sup>th</sup> Street and Meredith Drive. The property proposed to be platted totals 9.03 acres of the overall 74 acres in the P.U.D. On July 31, 2018, the City Council approved a zone change from "A-1" Agricultural Reserve District to "P.U.D." Planned Unit Development District.

This plat proposes three lots ranging in size from 1.46 acres to 3.48 acres. The plat includes two proposed streets – one at the full movement access location on Meredith Drive and one at the full movement access on 128<sup>th</sup> Street. A private drive is also proposed that would have a right-in/right-out access point onto 128<sup>th</sup> Street and Meredith Drive. A site plan is required for development of the individual lots.

128<sup>th</sup> Street and Meredith Drive are arterial streets that have both been widened with four lanes and left turn lanes. Full movement access points in this proposed development are limited to the location established by the median breaks. Sanitary sewer service will be extended from the existing 8" sanitary main located in the Paragon Office Park development to the east. Water service will be provided with a connection to the existing 16" water main on the south side of Meredith Drive.

Property adjacent to the north and west is part of the same P.U.D. Master Plan. To the

east, across 128<sup>th</sup> Street, are parcels within the “Paragon Office Park” P.U.D. To the south, across Meredith Drive are parcels within the “Day’s Run West” P.U.D. with commercial uses allowed adjacent to the intersection of 128<sup>th</sup> Street and Meredith Drive, and the existing “Day’s Run West Villas” are adjacent to the retail to the west along the remaining street frontage of Meredith Drive. The subject property is in the Urbandale School District and drains towards Living History Creek.

Staff recommends approval of the preliminary plat subject to requiring the developer to:

1. Remove the “NW” from all street labels; label 20’ parking setback along all public streets and 10’ from any other property line; revise east-west street name to Hickory Drive; Revise Note 1 on Sheet 2 to reference 2019 SUDAS; label easements on all sheets; revise “Detention Basin Easement” to “Surface Water Flowage Easements” (SWFE); revise “Sidewalk Easement” to “Pedestrian Easement”.
2. The minimum distance in which a new PVC water main can be placed to an underground fuel storage tank is 200 feet. If less than 200 feet, the pipe needs to be ductile iron with nitrile gaskets. The proposed distance to the 8” water main is approximately 206 feet; the addition of water valves and hydrant spacing will need to be addressed on construction drawings; preference is for the water main connection to be outside of the pavement at the intersection of 128<sup>th</sup> Street and Meredith Drive (or provide field verification if this can’t be done); locate water main 3’ back of curblines of existing and proposed pavement; shift sidewalk along 128<sup>th</sup> Street west so that it is not on top of the proposed water line (and show associated easement).
3. All sidewalk ramps and landings will need to be constructed with the rest of the public improvements. Spot elevation detail will be required with the construction drawings. Revise ramp at intersection of private drive and 128<sup>th</sup> Street to be offset from back of turn lane; a pedestrian easement will be required. Revise ramps at 130<sup>th</sup> Street to be parallel to Meredith Drive; a street connecting to an existing street requires 2’ of existing to be sawcut and new pavement doweled in; connect existing field tile to the proposed storm system; provide notes to remove existing entrances and entrance pipe.
4. Show existing sanitary sewer at the east connection; Sanitary Sewer: Provide calculations to show that SUDAS and Urbandale Supplemental Specifications requirements are met. Urbandale Specifications limit pipe peak flow in an 8-10” pipe at 60% of full-flow capacity. The calculations will need to include a map showing the future development to the west in this basin. The information will also be forwarded from the City to the USSD District Engineer for review once all information is received. Do any stubs need to be constructed at the manholes for future extensions?

5. Sheet 1: Adjust Proposed Public Roadway callout on Prairie Tower Drive for width at 128<sup>th</sup> Street; Sheets 2-4: Linework at turn lanes make it difficult to differentiate between existing and proposed; Sheet 4: Revise Grading Note 4 to be 0 to +4% of optimum moisture unless a geotechnical report recommends different.
6. Unless the detention is temporary, provide a flume in the detention basin and revise berm grading to provide 6' wide top of berm per SUDAS; provide erosion control/dissipation at detention outlet and call out location and width of proposed detention basin overflow; Meredith Drive intake at Lot 2 turn lane will need to be addressed.
7. Provide copy of geotechnical report when complete; provide construction drawings for all public improvements; provide a lighting plan for the public streets; SWPPP: Provide perimeter controls along Meredith Drive. Stand pipe will be required in the detention area. Weekly inspection reports must be submitted to [stormwater@urbandale.org](mailto:stormwater@urbandale.org); the NPDES permit for this site has been suspended. The permit must be reinstated prior to any grading taking place. Provide copy of SWPPP book to [stormwater@urbandale.org](mailto:stormwater@urbandale.org); a hard copy is not necessary.
8. Comments on Drainage Report: Drainage calculations may be submitted as PDF to [stormwater@urbandale.org](mailto:stormwater@urbandale.org); a hard copy is not required; it appears that overland flow will cross Lot 3 and enter the 128<sup>th</sup> Street right of way. Provide calculations for the bypass for the southeast intake on Prairie Tower Drive in the interim undeveloped condition; provide channel calculations necessary to show the 100-year storm is conveyed to or around the detention basin; describe methods to protect the basin during overtop flowing; graded areas cannot be treated as Meadow condition post-construction. Recommend revising to open space with good ground cover; verify rainfall intensities, the provided values are slightly higher than SUDAS tables; the Rational Method may not be used with pass-through flows. Provide an SCS model; provide calculations for proposed outlet orifice and pipe.

Staff recommends approval of the final plat subject to requiring the developer to:

1. Submit an Attorney's Opinion and all other plat documents as found to be necessary for approval (including warranty deed/GWHS for Lot A and verification of payment of the 128<sup>th</sup> Street assessment); pay \$15,561 for easement reimbursement (Book 13111, Page 318); grading easement along 128<sup>th</sup> Street to be vacated by City after receipt of easement reimbursement; pay sanitary sewer fee of \$31,899.84 (if paid by June 30, 2019); pay \$15,188.00 arterial sidewalk fee for 128<sup>th</sup> Street; provide surety for internal sidewalks in the amount of \$56,834.20; pay street sign fee of \$300; verify all inspection fees are paid prior to recording of the plat;

2. Add addresses (to be provided by Comm. Dev. Dept.); provide easement legal descriptions; provide a Stormwater Facility Maintenance Agreement for the detention basins per the Post Construction Stormwater Ordinance (template to be provided by Comm. Dev. Dept.); provide certified as-built grading drawings verifying the as-built elevations of critical locations on the site, sanitary sewer manholes, and all storm water management facilities along with certification that the grading and storm water management facilities were constructed as designed; provide an 11x17 Tile Map layout of found field tiles.
3. Remove the “NW” from all street labels; label 20’ parking setback along all public streets and 10’ from any other property line; revise east-west street name to Hickory Drive; revise “Detention Basin Easement” to “Surface Water Flowage Easement” (SWFE); revise “Sidewalk Easement” to “Pedestrian Easement”. Provide pedestrian easement on 128<sup>th</sup> Street for sidewalk adjacent to turn lane;

Ms. Bales said the next and related item on the agenda is “Hy-Vee Fast and Fresh” Site Plan No. 012-2019-03.00 (130<sup>th</sup> Street and Meredith Drive).

This site plan proposes the construction of a one-story building and a fueling canopy on the proposed Lot 1, Prairie Tower Plat 1 (currently under review). The property has a total area of 1.88 acres (82,300 square feet) and will be bounded on two sides by public streets and two sides by private internal drives. Lot 1 has about 255 feet of frontage on Meredith Drive and 320 feet of frontage on the future 130<sup>th</sup> Street. The parcel will be accessed from a full movement access at 130<sup>th</sup> Street, and a right-in/right-out shared access driveway off of Meredith Drive. The property is regulated by the “Shafer Property” Planned Unit Development Master Plan Standards. On July 31, 2018, the City Council approved the rezoning from “A-1” Agricultural Reserve District to Planned Unit Development District for the overall 74 acres – a combination of approximately 15 acres of retail, 5 acres of business park/flex use, and 54 acres of industrial. This site plan is within the area designated as “Retail” in the P.U.D. Master Plan.

The building is proposed to be a 6,500 square foot building footprint, of which 1,500 square feet will be for Starbucks Coffee. Per the P.U.D. Master Plan, brick is required to be the predominant building material (an individually clay-fired product). Side and rear elevations facing towards or visible from 128<sup>th</sup> Street or Meredith Drive must be of the same materials and design as the front and be of reasonable similar character and quality. The building consists of brick as the predominant building material on all four elevations with accent materials consisting of cut limestone and horizontal fiber-cement cladding. The trash enclosure will be constructed of brick.

The building is primarily 19 feet in height with architectural accents going to 23 feet in total building height. The fueling canopy is 19.5’ in height. For this building, the Zoning Ordinance requires 5 parking spaces per 1,000 square feet of the Hy-Vee store floor area, and 15 parking spaces per 1,000 square feet of the Starbucks Coffee floor area.

The proposed site plan requires 48 parking spaces and shows 48 parking spaces, 16 of which are located at the fuel pumps and 2 of which are designed as ADA accessible spaces. A drive-through will be included on the site plan and requires a minimum of 150 feet of stacking distance.

A 5,400 square foot fuel canopy is also part of this proposal. The P.U.D. Master Plan permits "grocery stores" and allows only 1 "gasoline service station, convenience or quick stop store". The floor area ratio (FAR) for this project is 0.14.

A 50-foot building setback and a 20-foot parking/landscape setback are required along Meredith Drive and the future 130<sup>th</sup> Street. The PUD Master Plan requires that a minimum of 15% of the lot to be maintained as open space, in addition to the landscape setback. Parking is required to be screened from public streets by either a berm with an average height of 3.5 feet and or a continuous row of shrubs to be maintained in perpetuity. Sidewalks will be constructed along Meredith Drive, both sides of the future 130<sup>th</sup> Street and along the northern lot line.

Property adjacent to the north, east and west of Lot 1 is part of the same P.U.D. Master Plan. To the south, across Meredith Drive are parcels within the "Day's Run West" P.U.D. with commercial uses allowed adjacent to the intersection of 128<sup>th</sup> Street and Meredith Drive, and the existing "Day's Run West Villas" are adjacent to the retail to the west along the remaining street frontage of Meredith Drive. The property is located within the Urbandale School District.

Ms. Bales said Staff recommends approval of the site plan, subject to the following requirements:

1. Sheet C0.0 – update name of Police Chief; add lot dimensions; add address (as provided by Comm. Dev. Dept.); label streets; separate permits are required for all signage (current monument sign location is not acceptable); provide Hold Harmless Agreement (template to be provided by Comm. Dev. Dept.) for parking and landscaping in the sanitary sewer easement; show lot lines on all sheets of site plan; revise east-west street name to Hickory Drive; revise legal description once proposed final plat goes to record; improvements labeled as "noted by others" to be completed prior to Certificate of Occupancy; clarify what will be constructed with this plat vs construction drawings. Callout items constructed with the construction drawings as "by others".
2. Show 3.5' berm along Meredith Drive and the southern half of 130<sup>th</sup> Street to screen parking (or provide a continuous row of shrubs (not ornamental grasses)); verify a minimum of 5% of the total parking area is landscaped; add column to Planting Schedule with minimum height of plantings (18" shrubs, 8' overstory trees, 5' for understory and coniferous trees); show all ground utility pedestals on the Sheet C5.1-Planting Plan (they are required to be screened from public streets); revise landscaping to go around air compressor station; revise label for

the one "GT" at the northeast corner of the building; revise parking lot edge plantings to match Detail #2 on Sheet C5.0 (if that is the intent of the owner); revised shrub count to 90 (not 109);.

3. Revise photometric plan along eastern and north eastern property lines (light readings need to be closer to zero); lower light pole height (maximum height allowed is 30' *with* the base); label light fixture/base locations;
4. Pay water hook-on fee of \$3,015.88 at time of building permit; provide a valve on the domestic line outside the building; the fire line tap should be a 6" tapping tee and valve; revise #6 in Utility Note to be 5'6" minimum cover; calculations for sizing of grease interceptor to be submitted to City and WRA for approval (1,000 gallons is the minimum size).
5. Erosion control plan: show location of concrete washout. A temporary standpipe is required in regional detention basin during construction; provide a Stormwater Facility Maintenance Agreement for the detention basin per the Post Construction Stormwater Ordinance (template to be provided by Comm. Dev. Dept.); at the time of the site as-built, provide signed calculations showing basin volume calculations by the contour-area method, and provide a signed affidavit that the storm water detention facility has been constructed in substantial conformance with the approved plan and confirming installation of orifice plates; provide copy of NPDES Permit and SWPPP prior to any grading work. Submit NPDES and SWPPP to [stormwater@urbandale.org](mailto:stormwater@urbandale.org); a hard copy is not necessary. Weekly inspection reports will also need to be submitted to this email address.
6. Comments provided with preliminary plat may impact this site plan. Revise accordingly; label adjacent street names on all sheets; show lot lines, right-of-way lines, and proposed and existing easements on all sheets; construct service under 130<sup>th</sup> Street with construction drawings; provide detail for underground detention cells, including connection to storm sewers.
7. C3.0: Spot elevations at west entrance show pavement sloping towards the site, whereas slope arrow on C3.1 shows pavement sloping from ROW to 130<sup>th</sup> Street. Provide additional spot elevations in this area for verification. If constructed with this site plan, provide spot elevations for turning spaces at 130<sup>th</sup> Street ramps and for ramps and turnings spaces on private street; C4.0: Provide elevations for all crossings of storm, water, or sanitary. Provide details on pipes and structures, including material, type, slope, and flowline. Relocate water valve out of sidewalk along 130<sup>th</sup> Street. Callout for ST #1 is pointing to pipe.
8. Comments on Drainage Report: Drainage calculations may be submitted as PDF to [stormwater@urbandale.org](mailto:stormwater@urbandale.org); a hard copy is not necessary; Flow that exits the site undetained (runoff areas and intake bypass) should be subtracted from the

allowable release rate and coordinated with the plat regional detention. Include narrative to show that overall plat detention requirements are still met; Intake capacity for ST #10 is calculated using a ponding depth greater than 6". We will need a letter stating the owner agrees to the depth of ponding for anything over 6".

Ms. Bales said with us tonight are Jeremy Shepherd, Tom Rupprecht, and Adam Kaduce, all with R & R; Steve Mosely from Olsson; and John Brehm from Hy-Vee. So we have a room full of people who can answer your questions!

Mr. Pick said you said that one of the requirements, was that #2, there was some modification to that?

Ms. Bales said yes, and Mr. Shepherd is going to talk about that one a little bit more. Based on what I saw on his preliminary note, Staff is going to be fine with that change that he's going propose.

Mr. Hatfield asked have any of the neighbors called you for any reason?

Ms. Bales said no, none of the neighbors have called, or asked to see the plan, or anything like that. I thought that it might catch some attention, given the villas that are there, they're not directly across, but they're across and diagonal across 130<sup>th</sup>. But I didn't hear anything.

Mr. Jeremy Shepherd, R & R Development Services, 1080 Jordan Creek Parkway, said I appreciate your consideration here tonight for our proposal. In regards to #2, the clarification that we would like to make is the last item regarding "shift sidewalk along 128<sup>th</sup> Street west so that it is not on top of the proposed water line, and show associated easement." This would require that sidewalk to be pushed on private property and we believe that there's a solution to keep the water line pushed east closer to 128<sup>th</sup> Street, which would allow us to keep the sidewalk in place. So the verbiage that we would request to be changed instead would be "to coordinate with City Engineering staff and the Water Utility on alternative location for the proposed water line along 128<sup>th</sup> Street." With that said, I think everything else we are agreeable to, for the conditions, and we're happy to answer any other questions you may have.

Mr. Pick asked Ms. Bales, you said Staff was okay with that?

Ms. Bales said yes.

Mr. Hatfield said the owners are okay with the seven other staff recommendations?

Mr. Shepherd said yes, both for the preliminary plat and the final plat, we are agreeable.

Mr. Van Heuvelen said I have a question or two for Mr. Brehm, with Hy-Vee. If I recall,

a couple of years ago we approved a Fast & Fresh at 156<sup>th</sup> and Meredith. Does this have any impact on your plans for 156<sup>th</sup>?

Mr. John Brehm, representing Hy-Vee, said no, they are two separate projects. We still own 156<sup>th</sup> Street and Meredith Drive, and the intention is still to build there. We are waiting for rooftops to fill out.

Mr. Van Heuvelen said if I recall, it was kind of a prototype back then, a couple of years back, and we weren't exactly sure what was going to go into a Fast & Fresh. Do you want to elaborate just a little bit as to what will go into the Fast & Fresh?

Mr. Brehm said sure. We have two that are built now, one is in Altoona so you can actually go visit one now. It's to the south of Bass Pro Shop in the outlet mall area. Essentially I call it a store for dads. It's a "milk run" kind of a store. You can order your groceries on-line and have them delivered to this location, that's one of the ideas. And you can go into the store and actually top off your typical grocery order, and get your fresh items like meat, produce, dairy, bakery. In addition you can get all the normal things you would find in a convenience store, such as Oreos and snack foods, etc. There's also wine and spirits, and in addition there's the coffee shop as well. So it's kind of an all-in-one kind of a store with a really small footprint. It serves more of the "going home" kind of traffic, where you really don't want to walk 500 feet from the back of a parking lot to the back of a store to get just a gallon of milk. So, it's really for a certain percentage of our customers that don't want that long trip, and it's also for the convenience store customers, as well.

Mr. Van Heuvelen asked ice cream?

Mr. Brehm said oh yes!

Mr. Van Heuvelen asked will it sell pharmaceuticals?

Mr. Brehm said there's no pharmacy in this. Wine and spirits, to be clear.

Mr. Hatfield asked is the Starbucks an actual leased store, or is it a licensed store?

Mr. Brehm said we license the stores, it's not an actual Starbucks-owned shop.

Mr. Pick asked are you okay with the Staff recommendations, as they're proposed?

Mr. Brehm said yes.

Mr. Hatfield asked do we need to do two separate votes?

Ms. Bales said yes please.

Mr. Hatfield said we can combine the discussion but it will be two different votes.

Mr. Galante moved, and it was seconded by Hatfield, to approve the "Prairie Tower Plat 1" Preliminary and Final Plats, subject to Staff recommendations with the verbiage modification proposed by Mr. Shepherd to item #2. On roll call; Ayes: Galante, Hatfield, Hollatz, Roethler, Van Heuvelen, Pick; Nays: none. Passes: none. Motion carried.

Ms. Roethler moved, and it was seconded by Hollatz, to approve the "Hy-Vee Fast & Fresh" Site Plan, subject to Staff recommendations. On roll call; Ayes: Roethler, Hollatz, Hatfield, Van Heuvelen, Galante, Pick; Nays: none. Passes: none. Motion carried.

Mr. Pick said good luck!

Regarding Staff reports, Ms. Bales said we will not have your meeting in two weeks, so April 29 you'll have the night off. We will have your meeting on May 13. I have two final plats and a site plan extension so far on that date. It's for Knapp's building on Meredith Drive.

Mr. Pick asked by the Goodwill?

Ms. Bales said yes.

Mr. Van Heuvelen asked any follow up on Ms. Racki's request from the last meeting about find out from Dave McKay and report back if there's a plan for upcoming traffic study?

Ms. Bales said yes, there is a Lunch and Learn with the City Council where Hickman Road will be one of the topics on that agenda. We have a pre-application meeting with the day care that wants to come in there later this week, so you'll see that probably in a month or so. I've already mentioned to the engineer that there was a split vote on the P.U.D. amendment because of traffic concerns, so while I'm sure that got relayed from the broker, I wanted to make sure that we told him ourselves.

The meeting adjourned at 6:15 p.m.