

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

**August 19, 2019**

The Urbandale Planning and Zoning Commission met in regular session on Monday, August 19, 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, Lesa Quinn, Wayne Van Heuvelen, Judy Ralston-Hansen, Joan Racki, Marcus Galante, and Paul Pick. Staff members present were Kristi Bales, Community Development Manager/Chief Planner, Annika Schilke, Planner II, Sheena Nuetzman, Planner I, and Cheryl Vander Linden, Administrative Specialist.

The first item on the agenda was approval of the minutes of the August 5, 2019 meeting. Ms. Quinn moved, and it was seconded by Racki, to approve the August 5, 2019 meeting minutes. On roll call; Ayes: Quinn, Racki, Hatfield, Galante, Pick; Passes: Van Heuvelen, Ralston-Hansen. Nays: none. Motion carried.

The first item on the agenda was the "Primary Healthcare" Site Plan No. 012-2019-04.00 (7555 Hickman Road).

Ms. Bales said this site plan proposes the enclosure of outdoor space, minor exterior changes and reconstruction of a portion of the parking lot at the former Aamco vehicle repair building. The existing building is 7,603 square feet and will be a total of 8,000 square feet in size with the enclosure of some of the current overhang space. The existing building is located in the southwest corner of the subject property which has a total of 11.72 acres. The building has frontage on Hickman Road with access points onto Hickman Road and Canterbury Road (private) via the existing parking lot layout. On June 18, 2019, the City Council approved a rezoning of the subject property from "C-N" Neighborhood Commercial to "P.U.D." Planned Unit Development.

The site plan indicates the building will be re-used for a medical office building and includes removing approximately 9,900 square feet of impervious pavement, redesigning the parking lot, adding landscaping, and making minor modifications to the exterior building façade. Exterior modifications include the addition of porcelain tile panels, painting, and replacing the overhead doors with windows. The parking lot will now exceed the required landscape setback from Canterbury Road. Per the P.U.D. Master Plan, the existing buildings may remain in their current configuration with the required building setbacks applying to future buildings.

The Zoning Ordinance requires five parking spaces per each medical professional. The site plan currently shows 56 parking spaces (three of which are ADA spaces) affiliated with this medical building. This equates to 7 parking spaces per 1,000 square feet of gross floor area, exceeding the minimum requirement of 5 parking spaces per 1,000 square feet should the building be used as general commercial differently in the future.

(office, retail, etc.).

Property immediately adjacent to the north and east is part of the same “7301 and 7501 Hickman Road Property” P.U.D. Master Plan. To the north of the overall subject property is the Westpointe Apartment and Townhouse complex and to the east across 73<sup>rd</sup> Street is Des Moines Buccaneers ice hockey arena all of which is contained within the Charleston Court P.U.D. Master Plan. To the west, across Canterbury Road are Motel Relax and Highpoint Apartments – both of which are zoned “C-N”. To the south, across Hickman Road (in the city of Windsor Heights) is a variety of commercial uses.

The property is located in the West Des Moines School District and drains directly into Rocklyn Creek.

Staff recommends approval of the site plan, subject to the following requirements:

1. Sheet C0.1: update zoning district, site address, and parking space count; Sheet 4.1: add row of shrubs along western edge of parking lot where parking spaces are less than 3 feet lower than Canterbury Road, 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 (they are required to be screened from adjoining streets);
2. Provide photometric plan; provide sidewalk connection to sidewalk along Hickman Road; verify whether an additional ADA sign is needed; provide screening for roof-top mechanical units; verify whether a dumpster enclosure is needed; relabel Canterbury Road as private; if the west entrance is also for client/patients, one of the ADA parking spaces will need to be moved to the west side of the building; verify type of principal medical use (additional ADA parking spaces may be needed).
3. Revise storm sewer intakes to be on the development’s property and eliminate the 2 flumes; Sheet C5.1: Note that all slurry from wet saw-cutting of concrete and debris from concrete removal must be contained and may not enter storm sewer system; obtain any Iowa DOT permits required for the work in the ROW (if required, provided copy with site plan); verify ADA compliance of sidewalk ramp at southwest corner of project;
4. Pay water connection fee of \$1744.06 at time of building remodel permit; the existing water service is tapped off of the K-Mart service – the existing water service will be required to be capped at the K-Mart service line; split the water line outside the building for fire and domestic with separate valves.
5. Provide a fire hydrant at the northwest corner of the building; the existing building’s electric service is supplied from the old K-Mart building – this will need to be separate so Primary Healthcare has its own electrical service.

Ms. Ralston-Hansen asked I'm just curious as far as the use of the space, you have it down as a medical office building. Is it going to be direct patient care, or what does that mean?

Ms. Bales said I'll let Mr. Bishop answer that, because we had a follow-up question on that, as well.

Mr. Chuck Bishop, Bishop Engineering, 3501 104<sup>th</sup> Street, Urbandale, said I'm here representing Signature Real Estate, the owners of the property. It will be just a family physician office, kind of like just a regular in and out office to go in for your family check-ups, and everything else. It's pretty straightforward. Again, as Ms. Bales said, I think the biggest issue here is that it was an old K-Mart, and when it was built, the parking lot encroached way out into the right-of-way. I'm not sure, but I think there were some issues with right-of-way dedication way back when, when we platted the ground back in the 1970's. We determined that the old original road books had the road in a different location so we had to dedicate more right-of-way at that time. Doing that dedication of that additional street right-of-way, which was 33 feet, took it up into the parking lot for K-Mart. It's always existed that way, so we are removing part of that pavement. There are some planters out in that right-of-way and we're leaving the trees and the planters in place. But we're removing the pavement. We are going to add a sidewalk connection out to Hickman from this building, it would be at the southwest corner of the site in order to make grades work, otherwise it gets too steep dropping off down to Hickman trying to hook onto that sidewalk. Other than that, it's pretty straightforward. We're going to overlay the pavement with some new asphalt to dress it up and clean up the site, so I think it will be a good addition and a good re-use of the property. Quite a bit of work to the building will be done. The actual areas where the cars used to pull in and get their work done all sets down low, so we had to fill in the floor about a foot and a half, raise the floor up in that area to get it all level. And then they'll convert it into an office use, a family physician use. If you have any questions, I'd be happy to answer them. We're okay with Staff recommendations, we should have revisions ready to resubmit here this week.

Mr. Van Heuvelen asked what's the time schedule for this? Right away or in the spring?

Mr. Bishop said we'll start right away. They have a little bit of utility work they had to re-do. Right now that building is all hooked up through the K-Mart building. All the utilities, all the water and everything else, because it was originally the K-Mart tire facility. So they had all the power, the gas, and water and sewer all came from the K-Mart building. We're going to have to re-run the water, put in a new water service to the building. We're trying to find out where the sewer actually goes. We know it kind of goes out of the building, we're getting it televised now to find out how it's actually being serviced.

Mr. Van Heuvelen asked are there any environmental concerns?

Mr. Bishop said no, I don't think so. They've checked into that and been researching that. We'll have to do some work when we fill up the car service area, though.

Ms. Ralston-Hansen said I'm glad to see something being built there.

Ms. Ralston-Hansen moved, and it was seconded by Quinn, to approve the "Primary Healthcare" Site Plan, subject to Staff recommendations. On roll call; Ayes: Ralston-Hansen, Hatfield, Quinn, Van Heuvelen, Racki, Galante, Pick; Nays: none. Passes: none. Motion carried.

The next item on the agenda was the "Primrose Daycare" Site Plan No. 012-2019-05.00 (12061 Hickman Road).

Ms. Nuetzman said this site plan proposes the construction of a one-story building on Lot 3 of Heritage Park Plat 1. The property is regulated by the "Heritage Park" Planned Unit Development Master Plan Standards. Lot 3 is one of 11 platted commercial lots in the P.U.D. Master Plan. The property has approximately 265 feet of frontage along the private internal drive. The property is 1.88 acres in size with 0.28 acres of that coming from Lot 2 through a Plat of Survey.

On April 9, 2019, the City Council approved an amendment to the P.U.D. Master Plan to allow "Child Day Care Services" as a permitted use on Lots 2 and 3. The building is proposed to be 13,461 square feet in size with a 14,246-square foot fenced play area. The exterior materials are required to be predominately brick, as required by the P.U.D. Master Plan.

For child day care centers, the Zoning Ordinance requires 1 parking space per employee for the maximum staffing period plus 1 parking space for every 6 children. A minimum of 59 parking spaces are required, which includes 3 ADA parking spaces as shown on the site plan on the basis of 29 employees and 178 children.

A 20-foot landscape buffer setback is provided along the private street as required by the P.U.D. Master Plan. Parking is to be screened from the private drive with either a continuous row of shrubs or a berm with an average height of 3.5 feet, in addition to 5% of the parking lot to be maintained as open space.

This parcel is adjacent to other parcels within the same P.U.D. Master Plan. Adjacent to the north and east is the Lifetime Athletic Facility. To the south is the Mr. Car Wash facility and the Kum and Go Convenience Store. The property to the west is currently vacant; however the Stew Hansen Auto Dealership is proposing this lot as a display lot. The property is located in the West Des Moines School District.

Staff recommends approval of the site plan, subject to the following requirements:

1. Pay water connection fee of \$3,015.88 at time of building permit; split the fire and domestic water line directly outside the building; provide a domestic backflow device; provide a hydrant on the site so it is within 100 feet of the FDC (see separate document with the recommended location for the hydrant).
2. Submit a lighting plan; a separate building permit will be required for the retaining wall and fence; a separate sign permit will be required for any signage proposed; provide a landscaping screen around the transformer pad; provide colored elevations for review and ensure the brick being used is a fire clay product; provide dumpster enclosure elevations; provide detail on the box north of the dumpster enclosure; label ADA sign posts; verify that 5% of the parking lot is maintained as open space; add a column in the planting schedule for the minimum height of all trees and shrubs; provide a row of shrubs on the east side of the east drive and west side of the west drive to fully screen the parking; add dimensions of the building to the property lines.
3. Provide an off-site easement for the temporary catch basin; update City of Urbandale contact to Tyler Casey, [tcasey@urbandale.org](mailto:tcasey@urbandale.org); update engineer's seal to current license renewal date; the second sheet C0.1 should be labeled C0.2; update the general notes on the top left of sheet C2.1 as they are blank; label graphic scale on sheet C2.1; check notes as they overlap others; sheet C4.1: it does not appear that all storm water connections to storm pipes are called out as well as pipe sizes and slopes. The callout for the existing manhole at the southwest corner of the site is cut off; what are the existing flowline elevations and is this structure a SW-506 or does it have a separate manhole from the intakes?; for the existing storm manhole in the southeast corner of the site, will there be sufficient horizontal clearance from the existing pipe to the new 8" connection; SWPPP: provide slope protection for all disturbed areas on Lot 2; add note requiring immediate stabilization if construction activities will not resume for 14 days; add note that slurry from wet saw-cutting of concrete must be contained; show location of concrete washout; provide temporary standpipe in the off-site basin; provide a Stormwater Facility Maintenance Agreement for the detention basin per the Post Construction Stormwater Ordinance; at the time of the site as-built, provide a signed affidavit that the underground detention facility has been properly installed with the design capacity, the storm water detention facility has been constructed in substantial conformance with the approved plan, and confirming installation of orifice plates; provide a copy of NDPES Permit and SWPPP prior to any grading work; submit NPDES and SWPPP to [stormwater@urbandale.org](mailto:stormwater@urbandale.org); weekly inspection reports will also need to be submitted to this email address.
4. Plat of Survey: the bearings and distances on sheet C0.2 do not match the Plat of Survey bearings and distances.

5. Drainage Report: submit Drainage Report to [stormwater@urbandale.org](mailto:stormwater@urbandale.org); a hard copy is not required; provide drainage map showing detained and un-detained areas; use the Meadow pre-development condition; for allowable release, the calculated Time of Concentration of 19.3 minutes establishes a minimum Tc for rainfall intensity; intake calculations are missing; provide appendix items when complete; the basin will be released to the private storm sewer along the private drive; detention report notes release to public storm.

Ms. Ralston-Hansen asked do you have any renderings of what the facility will look like?

Ms. Nuetzman said yes. It is required to be predominantly brick, which they've used mostly brick and there's some stone. They've got this architectural feature with the little rooster on top of the roof. It's brick all the way around.

Mr. Galante asked is it fenced at all?

Ms. Nuetzman said yes, there will be a fence. They're actually putting in a retaining wall also. This is all retaining wall right here, and then the fenced in area is right here.

Mr. Galante asked is there any plans for the space adjacent to the west of it?

Ms. Nuetzman said that's the Stew Hansen display lot. That's on the agenda for next month.

Mr. Chuck Bishop, Bishop Engineering, 3501 104<sup>th</sup> Street, Urbandale, said we've been working in conjunction with both of the projects, with this one and the one to the west with Stew Hansen's. We're kind of working with the grading to work out some issues there. Right now, I don't know if you remember about two years ago now, we had both of these lots approved for Stew Hansen's to be one big long parking lot. They did not move ahead with that project. They've come back though now just to do a smaller parking lot. I think it's only 200 spaces versus what they had originally. So they are going to do that. But we're going to probably be working in conjunction doing it at the same time. We are providing detention for each lot on their own lot. Both of them are going to be underground detention facilities. We are working with Lifetime Fitness, has some review on landscaping, so they have to review the landscaping next to their property and that type of thing. So we're getting that all approved. The play areas in the back, they're kind of divided up by age, so they're all fenced off, each different age group goes to a specific play area. It's a really nice facility. They're mainly out of the southern United States, Texas area is where they're originally from, I think. They have a lot of facilities in Colorado but I'm not sure that I've found too many in Iowa. So, this is a nice facility for a day care. I think it works out pretty good for being real close to Lifetime Fitness. There will be people looking to drop off their kids, go work out and take off from there. So I think it's a good location, a good fit, for the area. I'd be happy to answer any other questions.

Mr. Pick asked do you agree with Staff recommendations?

Mr. Bishop said yes, we're fine with those.

Mr. Galante said on number 4 of the recommendations, it says the bearings and distances on sheet CO.

Mr. Bishop said part of the original survey that was attached with the site plan had wrong bearings. So that was corrected. So they'll have that corrected so that everything will match the survey and the plat of survey. What we've done is that the original Lot 3 here was not big enough, so we've taken the east 35 feet of Lot 2 next door and included it with this, so we're tying that together to make it big enough so that this site would fit.

Mr. Van Heuvelen said you mentioned that it's a convenient location for the Lifetime Athletic facility there, is part of the marketing plan to work closely with them? I guess what I'm really asking is, how much extra traffic is this going to generate? Is there any estimation of that?

Mr. Bishop said I don't know that. They have been in contact with them, but I don't know if they're working any deals with Lifetime, I have not heard that. I can check with the owner on that. I don't know how much extra traffic will be brought into the area because of it, but I would think you're going to have some, just with the day care, but it's during pick up and drop off hours for the school, so that could be varying at different times anywhere from 7:00 until 9:00 in the morning probably, and then pick up could be, depending on the age group, any time from noon on til 6:00 at night. So, they do have a van that does take kids to other schools, if they got dropped off early and then a van will take them to a school, as well. So there's that opportunity.

Mr. Van Heuvelen said I see it's 178 children, 29 employees, so I'm guessing 150 to 200 cars, figuring some are going to have two kids coming in at some point in the morning and leaving at some point in the afternoon. Compared to the rest of the traffic, is that a drop in the bucket?

Mr. Bishop said compared to what's out on Hickman, it is.

Mr. Van Heuvelen said technically speaking, it's a drop in the bucket?

Mr. Bishop said yes, technically speaking it's a drop in the bucket! Plus, I think there are different hours. It's not really going to be that big of a competition with the Mister Car Wash or Kum & Go.

Ms. Ralston-Hansen said it is a concern, though, because I just came by that site trying to get to this building at 5:45 p.m., and another 150 cars jump onto Hickman at 5:45, it

will make a significant difference. Because there's only one access to turn east onto Hickman at that interchange.

Mr. Bishop said right, that's correct.

Ms. Ralston-Hansen said so, I'm not underestimating the amount at rush hour, if you have 200 cars accessing Hickman.

Mr. Galante said we made our comments known about this a while ago. He asked Ms. Bales if there has been any change to this area in particular, to how it's going to be handled in terms of traffic or infrastructure funding?

Ms. Bales said no. There's been no immediate change. I think shortly thereafter there was supposed to be a joint lunch and learn between us and the City of Clive, and there was a scheduling conflict where that got canceled. And I don't remember that it got re-scheduled. I apologize. And DOT was involved and that sort of thing. So DOT has it on their radar screen and so do the Councils for both of the cities, but there hasn't been any noticeable change since that conversation back in April.

Mr. Pick said the driver is the DOT. It's highway, so nothing is really going to happen until the DOT pushes it.

Ms. Bales said I think they have some preliminary designs on that, but I don't want to speak to too much details because I'm not fluent in the options.

Mr. Pick said I think that as Mr. Hatfield has said in the past, the biggest thing is the overpass. They need to re-design the entire thing to create new on-ramps, off-ramps, it's a monumental project.

Ms. Bales said exactly, yes, it's more than just changing timing of traffic signals or something like that.

Mr. Galante said there is another point of egress, it looks like, on the west end of the property.

Mr. Pick said it only goes west.

Mr. Galante said it only goes one way, so that wouldn't be changed or affected by this, would it?

Ms. Bales said it would not. It's an option for people who are westbound, that wouldn't come back to the light. It's an unlighted intersection, so it kind of serves as a right-in, right-out.

Mr. Van Heuvelen said the traffic problem, we've beaten that horse to death, and there's really nothing the Commission can do about it. And as Mr. Pick stated, it's really in the lap of the DOT. And this looks like a really good auxiliary use for some of the other entities that are out there, particularly the Lifetime Athletic. I know it's going to create some more traffic. Hopefully it's spread out. I mean, 200 cars in the morning, 200 cars in the afternoon, if they're spread out somewhat as opposed to an exact starting time, it should help some. I'd hate to punish this particular user because of the problems with all of the users.

Mr. Van Heuvelen moved, and it was seconded by Quinn, to approve the "Primrose Daycare" Site Plan, subject to Staff recommendations. On roll call; Ayes: Van Heuvelen, Quinn, Racki, Pick. Nays: Hatfield, Ralston-Hansen, Galante. Passes: none. Motion carried.

Mr. Pick asked if those who voted "no" would state their reasons for such.

Mr. Hatfield said 10 years of too much traffic and no solutions for the traffic.

Ms. Ralston-Hansen said I'm being consistent with my original vote.

Mr. Galante said same here.

Mr. Pick said I'm consistent with it meets the zoning, we have three parcels left and the next one is going to be a parking lot with cars, so that's a non-issue. But the main one is back to the east and north. We won't know what that proposed use could be. I'm not going to penalize this user for a sin of the past, but I also understand the "no" votes, too. It's the nightmare. We'd like to say it's the worst intersection, but it's not. If you're on Highway 6 out near the Hy-Vee in Waukee, that's bad too, and that's going to continue to get worse unless infrastructure is improved out there.

Ms. Racki said we've gotten spoiled in this area. If you're in other cities, that would be an inconvenience but it wouldn't be that big of a deal. But I think based on this discussion, if you could convey to Mr. Franklin and others that the Commission continues to have concerns about traffic on Hickman and encourage them to re-schedule the meeting.

Ms. Bales said I will do that. When I get back in the office in the morning, I'll check and see what the status of that other meeting was and see if it was rescheduled and I missed it or if it's rescheduled, and I'll let you all know about it.

Mr. Galante said for me, I understand that there's history with it, but I'm voting based off the information we have today. If we had better information today, it might change my vote. And that could be a traffic study, it could be any number of things.

The next item on the agenda was the “Johnstone Supply Building Addition” Site Plan No. 012-2005-20.01 (11000 Justin Drive).

Ms. Schilke said this site plan proposes an addition to the existing Johnstone Supply building. The existing building is 44,550 square feet, including about 6,000 square feet of office space and 38,550 square feet of warehouse space. The proposed addition would add another 8,000 square feet of warehouse space to the building. A “future building addition” was shown on the original site plan in approximately the same location and size, so relatively few changes to the existing site are required in order to accommodate it. The building has frontage on both Justin Drive and 111<sup>th</sup> Street, and access drives onto both streets.

The property is zoned “M-1” Planned Industrial District, and is part of the Walnut Ridge Business Park, as are properties to the east and south. Property to the north is zoned P.U.D. Planned Unit Development and is regulated by the Walnut Ridge Business Park P.U.D. Master Plan. Property to the west is zoned “A-2” Estate Residential, and is shown on the Comprehensive Plan for office uses.

The Zoning Ordinance requires 5 parking spaces per 1000 square feet of office area, and 1 parking space per 1000 square feet of warehouse area, and allows up to 20% of the required parking to be deferred until needed. In this case, 76 parking spaces will be required under the requirements of the ordinance, and 60 parking spaces are provided on the proposed site plan. The 16 additional spaces can be shown as deferred until needed.

The property is located in the Urbandale Community School District.

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

1. Update the site address on all sheets; Sheet C0.1: update zoning district to read M-1 Planned Industrial District, update parking space count to reflect 60 spaces provided of the 76 required with 16 deferred; add landscaping plan to the sheet index; verify the date on the engineer’s seal; remove the reference to State Farm RD on the vicinity map; Review the benchmark description, because it does not match the description in our benchmark book.
2. Update or remove General Notes on sheet C2.1; add a column to Planting Schedule with minimum height of plantings (18” shrubs, 8’ overstory trees, 5’ for understory and coniferous trees); Add provider and contact info under Utility Maps.
3. Provide a “future parking plan” showing how 16 additional parking spaces could be added to the site by restriping and/or pouring additional concrete, to meet the total minimum parking requirement of 76 parking spaces.

4. Show existing storm pipe that runs east of existing storm manhole east of building to protect. Show how offsite pass-through flow will be handled during construction; Show erosion control measures. Perimeter silt fence will be needed on the south side of the site during construction. Provide inlet protection.
5. Provide a Stormwater Facility Maintenance Agreement for the detention basins per the Post Construction Stormwater Ordinance.
6. 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.
7. Drainage Report: Include calculations as necessary to show the 100 year storm is conveyed to the detention basin. Include calculations for pipe storage. Elevation 167 contour does not close around detention basin. Verify elevations and confirm storage volume of detention basin; detention must be located outside the City ROW. Submit Drainage Report to [stormwater@urbandale.org](mailto:stormwater@urbandale.org); a hard copy is not required.
8. Verify the proposed building materials are approved by the Walnut Ridge Business Park association; note that no more than 45% of the south wall can be made-up-of unprotected windows or openings; If retaining walls over 4' in height are used, note that a building permit will be required.

Mr. Chuck Bishop, Bishop Engineering, 3501 104<sup>th</sup> Street, Urbandale, said as indicated, we're going to propose a couple of changes have taken place since Friday. As indicated, the Staff is asking for a show of 16 additional parking spaces, so we're showing them as future spaces that could be added if necessary. We're going to show three up here in this corner, three more down here, there are three spaces here that we're taking out. They're using it basically for maneuvering area for their trucks, getting them turned around and through there. We're going to take the trash enclosure that's right here now, we're going to shift it and move it down into this location and build a new trash enclosure. And we show five additional spaces that could be added here, and we have two more right in here, to get us to this 16. The owner has come back and wants to add another dock door right here. His dock doors are right here, these are just for the small straight trucks, which just load and unload vents and stuff that they're doing for their ductwork. Other than that, it's pretty straightforward. We're going to go back in and add trees that have died or were not put in, we're not sure which. I think a little bit of both. We have some trees that died up in this corner. I think there are five trees that we have to add that were on the original site plan that have since disappeared. We're going to re-add those back in. Other than that, it's pretty straightforward and I'd be happy to answer any questions. We're in agreement with Staff recommendations on this one, as well.

Mr. Hatfield asked what does Johnstone Supply do?

Mr. Bishop said they do a lot of mechanical duct work. They sell that to different mechanical engineers, so they have all that type of stuff in there.

Ms. Ralston-Hansen moved, and it was seconded by Galante, to approve the “Johnstone Supply Building Addition” Site Plan, subject to Staff recommendations. On roll call; Ayes: Ralston-Hansen, Galante, Hatfield, Quinn, Van Heuvelen, Racki, Pick; Nays: none. Passes: none. Motion carried.

The final item on the agenda was the “Hy-Vee Aisles On-Line Building” Site Plan No. 012-2008-11.04 (8701 Douglas Avenue).

Ms. Bales said this site plan pertains to property located at the northwest corner of Douglas Avenue and 86<sup>th</sup> Street, and known locally as the “Urbandale Hy-Vee”. The entire property has about 1,140 feet of frontage on Douglas Avenue and about 655 feet of frontage on 86<sup>th</sup> Street, with a total area of approximately 14 acres. A site plan was originally approved in 2008, with amendments in subsequent years. The parcel is a part of the “Hy-Vee/Ace” P.U.D. Master Plan.

This site plan proposes construction of a one-story, 930 square-foot building to facilitate the pick-up of on-line grocery purchases and associated modifications to the parking lot. A total of 492 parking spaces are required by the Zoning Ordinance and with the elimination of 37 parking spaces with this site plan, the remaining total would be 542 parking spaces. The southwest facing and southeast facing walls of the building (visible from Douglas Avenue) will need to be predominately brick per the requirements of the P.U.D. Master Plan.

City staff met with Hy-Vee personnel to discuss the potential location for the new building. In order to reduce traffic problems at the 86<sup>th</sup> Street entrance, the new building has been placed closer to the Douglas Avenue entrance.

A continuous row of shrubs is provided along Douglas Avenue. Plantings are proposed within the internal parking islands.

The subject property is adjacent on the north and west to single-family residences in the Sunflower plat zoned “R-1S” – Suburban Density Single Family District. Across Douglas Avenue to the south is the City of Urbandale Campus with the Police Department, Water Utility, Library, Walker Johnston Park and City Hall. Across 86<sup>th</sup> Street to the east are single-family residences in the Rolling Green plat zoned “R-1S” and property zoned “C-O” in the Omega Place office buildings. The property is located in the Urbandale School District.

Staff recommends approval of the site plan, subject to requiring the developer to:

1. Separate permits will be required for the proposed monument and wall signage; label building setback to southern property line; provide photometric plan; separate building permits are required for the building and the canopy; add dimensions from existing buildings (to main store and solar panels); revise the building elevations to show the southwest facing and northwest facing walls to be predominately brick; remove the column signage on the southeast building elevation; and remove the red accent metal panels on the building (must match exterior of main building and convenience store).
2. Add "CA" and a separate column to Planting Schedule with minimum height of plantings (18" shrubs, 8' overstory trees, 5' for understory and coniferous trees); and verify a minimum of 5% of the total parking area is landscaped.
3. Revise linework so that it is more legible; show all existing easements (including Sanitary and Water Easement through site); Benchmark #5 no longer exists; C1.0: A portion of a construction detail is shown. Can this be removed, or does it need to be shown in its entirety?; C2.0, General note 8: revise comment as it applies to this project; C3.0: Revise erosion control note 6. All disturbed areas shall be stabilized immediately if grading activities will not resume for a period exceeding 14 days. Add note to contain the slurry from the wet-saw cutting of concrete; C4.0: Revise existing intake callout to include inverts and proposed rim. Provide values for critical crossings. A 6" sanitary service is required for commercial buildings per SUDAS; C5.1: revise overlapping callouts.
4. Verify acreage of disturbed area; clarify the grading plan to show that the undetained area is not increased with these changes; provide a signed copy of drainage report to [stormwater@urbandale.org](mailto:stormwater@urbandale.org) (no additional comments).
5. Install a stop box on the 1" service line outside the building; pay \$459 for 5/8" meter and hook-on costs at time of building permit;
6. Adjust planting plan to maintain a 5-foot clear space around the fire hydrant; identify fire lane signage/markings at the new island to the northwest of the new building/main store building (coordinate markings with Fire Department)

Ms. Bree Cooper, Director of Real Estate for Hy-Vee, 5820 Westown Parkway, West Des Moines, said I am happy to answer any questions. Based on the conditions that Staff has put out there, we've revised an elevation and brought that with me. One of them was talking about changing the color of the sign, or the red band across the top. So the idea is the same, is that we're trying to take the congestion out of that pick-up canopy area. The goal of this project is to make your e-commerce pickup faster and more convenient. So, getting people in and out is really the goal of this and so with the grocery shopping customer, a whole parking lot and the front of the store. We're looking for approval.

Mr. Van Heuvelen asked will the Hy-Vee workers be shopping in the store or will they be shopping in the fulfillment center and bringing it over? How does that work?

Ms. Cooper said every new order that goes through e-commerce goes through the fulfillment center. So, there's no more shopping in the store, it's all at the fulfillment center, even as close as we are. So the fulfillment center would load it onto the truck and then deliver it to this kiosk, right off the straight truck, it's all palletized there at the fulfillment center and then they drop it and it goes in there. So, your e-commerce order no longer goes through the food store, it is from the fulfillment center to the kiosk to your car.

Ms. Racki said I'm just curious, what's the current usage of aisles on line, at the store, for example?

Ms. Cooper said it's been growing and that's the good news. It's about 40 orders per day that we're getting, and it's continuing to grow. There are some days where it's more, and I was dealing with the Waukee store. So I know that every day, especially since this has come on line, it's been a lot easier for people to use and so it has been growing, surprising the workers that are there in the kiosk. I think the number sort of changes every day, but that's what we're seeing, on average.

Mr. Galante asked what was Hy-Vee's initial interest with wanting to put it towards the northeast?

Ms. Cooper said it seemed like that was a bigger parking area where it's not used as much. So, the other part of this is we're not trying to change how people maneuver through our parking lot. One of the goals is to minimize the amount of parking lost. The next goal is to not change the traffic movement inside the parking lot because people's habits are really hard to change. And then the third thing is really to make it convenient. One of the comments that we've had from City Staff is how do we change the traffic movement at this corner, and so there are a few other details like this island here on the dock side of things is another addition to really channelize traffic, decide where we're going instead of getting a wide parking lot, move people one way or another. So, what you're going to see is this will identify this as not a parking area, and there are people parked there tonight. Come up around the corner and go straight into aisles on line instead of stopping and waiting for that front row parking spot that was right there. It's to keep traffic moving past that point. This here is also elongated to really make that movement a little bit further for traffic. So we've thought about some improvements that could be made here, just to keep people from stacking up right here and waiting and clogging it up.

Mr. Galante said so they come in off of Douglas and shoot down towards the south. How do they exit the parking lot?

Ms. Cooper said we've got a two-way option where people can either come in to still use those charging station spots, or go up and around, so you can still make the movement for these 12 parking spaces that are here. Otherwise, these people can come up to the island which this is just right up here, sort of the end of the gas pumps, a big triangular area where the vans are located, and then you can go on around back down this way to come back out again, or you could go back to 86<sup>th</sup> Street. I live on Douglas so I go back on around and back down on Douglas for the right turnout.

Ms. Quinn asked how does this building compare to the one in Waukee?

Ms. Cooper said very similar. Building elevation wise, Waukee has the big red band across the top. Staff has recommended that we change that to the beige. Really, they want the architecture to match our c-store and food store, so we're making those modifications based on their comments and conditions, so you're seeing some of that here. So this is more of the beige around the top. We've added some brick along the base, and we'll brick some of that EIFS color back in to mimic what's happening with the food store and the c-store.

Mr. Galante asked is there separate on-loading and off-loading for your delivery vehicles?

Ms. Cooper said no, they're using the straight trucks with the tommy gates. And so they'll pull right in to this same area and drop down the gate, pull the pallet off, take it right in to the kiosk, drop it and leave again. These are set times of deliveries, so that delivery for the initial morning is happening before 8 a.m., which is your first pick-up. Then there will be another one in mid-afternoon when there's kind of a lull in the timing. So they can time it so that they're not there when customers are there. One other point is that the building is secured, so only employees are allowed in the building. It's secured with a badge and then the doors will only open from the inside when you wave it open. So, our employees are safe, other customers aren't wandering in, and we really have thought through keeping everybody safe in those spaces.

Mr. Pick asked you're okay with the Staff recommendations?

Ms. Cooper said we are. We're going to talk more specifically, because Kristi didn't have this rendering and the signage, so we're going to talk through that. Signage requires a separate permit so we'll put the full package together and have that in for approval, as well.

Mr. Pick said Ms. Bales gave us the thumbs up on that.

Mr. Hatfield moved, and it was seconded by Quinn, to approve the "Hy-Vee Aisles On-line" Site Plan, subject to Staff recommendations. On roll call; Ayes: Hatfield, Quinn, Van Heuvelen, Ralston-Hansen, Racki, Galante, Pick; Nays: none. Passes: none. Motion carried.

Ms. Cooper said thank you very much.

Mr. Pick said you're welcome. Good luck!

Regarding Staff reports, Ms. Bales said most pressing, on September 3, which is a Tuesday, we will have your meeting. So far, I have four "no's", so I need you to think about this. You don't need to answer right now but in order to have a meeting, Mr. Hatfield, Mr. Hollatz, who is not here tonight, Ms. Quinn, Mr. Van Heuvelen and Ms. Ralston-Hansen have to come.

Ms. Ralston-Hansen said I can't, I'm out of town.

Ms. Bales said okay, so we're going to re-work that meeting a little bit because I already had Ms. Roethler e-mail and she wasn't able to be here tonight or September 3. Mr. Pick is gone and Mr. Galante's class starts, and Ms. Racki is out of state. So, stay tuned on how we shuffle that. So we'll probably have your meeting two weeks later on September 16. There might be one or two things on there.

Mr. Galante asked are there already things on the board for that? Is it going to congest things by delaying from the 3<sup>rd</sup>?

Ms. Bales said today is the deadline day and I don't know if there's anything on the 16<sup>th</sup>. There are a couple of things that I'm expecting, but I don't know that they're quite ready for the 16<sup>th</sup>. They're more likely a first of September submittal. So I think what we might see is the same five on your agenda tonight on September 16. So, we'll work that out accordingly. It's not an insurmountable problem. That's all I have to report. I'll take any questions you may have.

Mr. Pick asked the Commissioners if they have any items to discuss.

Mr. Hatfield said I was surprised that we had so low of apartment stock compared to our peer cities in the area. And I just think that maybe we ought to plan for some newer, nicer apartments in our cities in locations that they should be in. I'm not specific, I don't know where that is, but I think we ought to think about filling out city with nice, modern apartments somewhere.

Mr. Pick said that would drive more retail, more office, I think. We kind of had a side discussion. The last new project I think we had was out at Walnut Lake, 142<sup>nd</sup> and Meredith, just to the south of that corner.

Ms. Bales said I think your newer one was The Reserve Apartments there at Hickman at 142<sup>nd</sup>, where the CVS is, I think that's the newest one. You're not too far off. I think Walnut Lake is the second newest.

Mr. Hatfield said I don't have an agenda, I just thought and was surprised that we don't have newer stock. I was surprised that the other cities do. If you go out in Grimes, I bet they have 1,000 new units right on 141.

Mr. Pick said Waukee is building some, and there are more coming.

Mr. Galante asked is there any qualitative analysis of that? Is there any reasoning for why it's that way? Is that dictated by the market or is it how things are zoned?

Mr. Hatfield said my perception is that Waukee and Grimes welcomes them. We've tended to be a little more reticent in Urbandale and have not embraced apartments in the past. Downtown is a whole different animal, it's a sub-entity right there in itself.

Ms. Bales said we've talked about multi-family more than once. I think a couple of the surprises we've had, and Mr. Franklin will tell you this, we've been surprised that Waterford Pointe had an apartment project that could go, but it's gone away. Radiant Point had an apartment component, they ended up doing townhouses. The Robel property has an apartment component, but nobody is talking about that. And, the one you just saw where Kevin Johnson did that smaller single family. They were approved for multi-family but now not doing it. So, to staff's surprise, we've had zoning in place to accommodate multi-family uses but developers are changing their minds and not building them, at least in Urbandale. Townhouses are hotter again.

Mr. Pick said it's a chicken and egg thing too, a little bit. Some of those parcels you're talking about, there's no retail around there. If I'm a young person living in an apartment, I want to be near where things are at. So that's why all of that is being in Waukee along Hickman, because you have all that casual dining and stuff that's coming up. And if you think that the intersection down there is going to be bad, wait another three to four years, at Alice's Road and Hickman, and further west.

Mr. Van Heuvelen said so we have the zoning, we're welcoming these apartments, but we're maybe in the wrong places, is that kind of what I'm hearing that you're saying? Or even take like Kevin Johnson's location, there is no retail close at hand at all.

Ms. Bales said right, but there wasn't when it was approved either, Commercial is approved at 170<sup>th</sup> and Meredith, and it's approved at 156<sup>th</sup> and Meredith, but it's been slower to take off. It is a chicken and egg thing, because even Hy-Vee, who has that one corner, I think they'd like some more rooftops, and so, which comes first?

Mr. Pick said another thing that I had is taking a consensus that we start these meetings at 5:30 as opposed to 6:00.

Mr. Galante asked is this a vote?

Mr. Pick said no, I think it's just a discussion, it's not going to be a vote. We can't vote

it, as a group, just amongst ourselves, but we're not going to get official approval that way.

Mr. Galante asked is it a survey?

Mr. Pick said yes.

Mr. Galante said okay, I would raise my hand in favor of that.

Ms. Bales said Mr. Pick had mentioned it casually one day and I wasn't sure if it was one of those "check it out" things, so I circled back and said how serious are you? So we thought we should bring it up as a group. The Parks and Rec Commission does meet at 5:30, so it wouldn't be like you would be the first. It's just worth a conversation because the other thing is, I said, August is practically over, so in October we do our scheduling. I just threw back up to Mr. Pick to see if he was serious, and to kind of gauge the group's opinions.

Mr. Hatfield said I like it. Some of us would remember when we used to start at 7:00, and moving it to 6:00 was a huge deal!

Ms. Bales said I'm at least hearing that there's some interest in that, and so I'll talk to Mr. Franklin about how that gets talked about at the Council level.

The meeting adjourned at 6:50 p.m.