

URBANDALE PLANNING AND ZONING COMMISSION MINUTES

January 21, 2019

The Urbandale Planning and Zoning Commission met in regular session on Monday, January 21, 2019, at the Urbandale City Hall, 3600 86th Street. Chairperson Paul Pick called the meeting to order at 6:01 p.m.

Commissioners present were Lee Hollatz, Lesa Quinn, Julie Roethler, Paul Pick, Wayne Van Heuvelen, Joan Racki, Judy Ralston-Hansen, and Marcus Galante. Staff members present were Kristi Bales, Community Development Manager/Chief Planner, Sheena Nuetzman, Planner I, and Cheryl Vander Linden, Administrative Specialist.

The first item on the agenda was approval of the minutes of the January 7, 2019 meeting. Ms. Racki moved, and it was seconded by Roethler, to approve the January 7, 2019 meeting minutes. On roll call; Ayes: Racki, Roethler, Quinn, Van Heuvelen, Galante, Pick; Passes: Hollatz, Ralston-Hansen; Nays: none. Motion carried.

The next item on the agenda was the “Kwik Star Convenience Store” (10912 Douglas Avenue) Site Plan No. 012-2018-16.00.

Ms. Nuetzman said this site plan proposes the construction of a 7,350 square foot single-story convenience store located at 10912 Douglas Avenue. The site is 2.13 acres in size with approximately 335 feet of frontage along 109th Street and 317 feet along Douglas Avenue. The eastern portion of the site is currently zoned “M-1” Planned Industrial District with a public hearing set on the January 29, 2019 City Council agenda to rezone that portion of the lot to “C-H” Highway Commercial District to match the rest of the lot.

Access to the property will be from a shared full movement access onto 109th Street. An existing right-in right-out access along a frontage road onto Douglas Avenue is also provided. The existing drive and access on the north side of the site is vacated and will be demolished.

The Zoning Ordinance requires 5 spaces per 1,000 square feet of gross floor area. A total of 37 parking spaces are required with 38 spaces being provided (including fuel pump island spaces), two of which must be ADA accessible spaces. A minimum of 15% of the lot and not less than 5% of the total parking area must be maintained as open space in addition to buffer yard and parking setback areas. Parking must be setback a minimum of 20 feet from public streets and 10 feet from interior lot lines. Parking must be screened from Douglas Avenue and 109th Street. Architecturally, the building will be predominately brick with stucco accents and a green metal roof. Stormwater will be provided in an underground detention facility.

The property adjacent to the north, across Douglas Avenue, is currently vacant and zoned “C-H” Highway Commercial District. The property adjacent to the west is the

Preowned Solutions auto dealership and is also zoned "C-H", and to the south is a vacant property also zoned "C-H". To the east, across 109th Street is a commercial development in the Walnut Ridge "P.U.D." Planned Unit Development.

The property drains to the southwest towards Living History Farms Creek. The property is located in the Urbandale School District.

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

1. A final plat for the property must be approved and recorded before final approval of the site plan or issuance of any building permit; update legal description when plat is approved; revise the lighting plan to be compliance with Code requirement; Sheet SP 1.2-eliminate Note #32 (no outside display of merchandise is allowed); the proposed median shall be a 6 inch concrete curb except for that portion at the south end of the median which may be a mountable median to allow for truck movement as shown on Sheet SP 1.0; provide appropriate pavement markings for ingress and egress movements at the southeast entrance; provide more detail/labeling on the dumpster enclosure area; verify that 5% of the parking lot is landscaped (the landscaping along the picnic area and signage cannot be counted toward the interior landscaping requirement); revise site plan to reflect easements from the final plat; label and dimension all setbacks; revise shrubs to be at least 18" in height at the time of planting; and Note that signage will be reviewed under a separate permit review process.
2. The site boundary shown on Sheet DM.1.0 does not match the lot boundaries on the plat; verify that the Douglas Avenue sidewalk ramps are in compliance; remove unneeded structures and pipes and provide a plan for repair of the manhole connection at Douglas Avenue (our records indicate the storm sewer and former street intakes at the northeast corner of the site are still in place); provide a trash guard for the 2.125" orifice plate; showing existing sanitary sewer and water main easement on the north side of the site and provide a Hold Harmless Agreement for the improvements in this area (paving and plantings); 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 signed calculations showing that the site is properly graded and paved to route Stormwater to the correct intakes, and provide a signed affidavit that the stormwater detention facility has been constructed in substantial conformance with the approved plan and confirming installation of the orifice plates; provide a PDF copy of the NPDES Permit and SWPPP to stormwater@urbandale.org prior to any grading work; weekly inspection reports will also need to be submitted to this email address.
3. Drainage Report: clarify on drainage map and drainage area summary table which areas are undetained; verify C value for grass area; it is 0.35 in the

narrative and 0.4 in the table; verify high water level in narrative, the value appears to be a typo; provide a letter stating the owner agrees to the depth of ponding for anything over 6" (the maximum amount of parking lot ponding allowed is 9"); for Urbandale pre-developed conditions, the "Meadow" condition should be used; submit Drainage Report to stormwater@urbandale.org; a hard copy is not required.

4. Show the water line for the building fire sprinkler; domestic and fire service lines must be separate before entering the building; provide a fire hydrant at the south entrance of the lot; separate building permits are required for the building, fuel canopy and fuel tanks; Provide water hook-on fee of \$2,652.21; nitrile gaskets will be required on the new DI water main installed; a backflow device will be required for containment; a tapping sleeve and valve will be required at the service connection; revise #4 Testing under Water Main Distribution to "Urbandale Water Utility" and #8 to "all components shall conform with Urbandale Water Utility Standards Specifications; the existing 8" water line on this property will need to be abandoned, cap the water line immediately west of the new service connection, abandon the line to the west side of the frontage road and install a hydrant at that location.

Ms. Nuetzman said, regarding the "Phillips Park Plat 2" Preliminary and Final Plats (10912 and 11000 Douglas Avenue), this preliminary plat and final plat pertains to the property on the southwest corner of the intersection of 109th Street and Douglas Avenue, formally known as Lots 2, 3 and 4 of Phillips Park. This plat will create Lot 1, which is 1.84 acres and associated with the Kwik Star Convenience Store site plan (also on this Commission agenda) and Lot 2, which is 3.03 acres and will remain vacant at this time.

The northeast portion of the site is currently zoned "M-1" Planned Industrial District with a public hearing set on the January 29, 2019 City Council agenda to rezone that portion of the lot to "C-H" Highway Commercial District to match the rest of the lot.

A shared access will be provided to Lots 1 and 2 from a full movement access onto 109th Street with a private drive between the two lots. An existing right-in/right-out access onto Douglas Avenue is also provided on the northwest end of the plat.

The property adjacent to the north, across Douglas Avenue, is currently vacant and zoned "C-H" Highway Commercial District. The property adjacent to the west is the Preowned Solutions auto dealership and is also zoned "C-H" and to the south is a vacant property zoned in the Westport Ridge Business Park P.U.D. To the east, across 109th Street is a commercial development in the Walnut Ridge "P.U.D." Planned Unit Development.

The property drains to the southwest towards Living History Farms Creek. The property is located in the Urbandale School District.

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

Add a note that no lot is to have direct access to Douglas Avenue; update Flood Zone Certification when the new maps are approved February 1, 2019; show existing sanitary sewer and water main easement over Lot A; a Surface Water Flowage Easement and a Stormwater Facility Maintenance Agreement will be required for the existing detention basin on Lot 2 with future site plans; remove the proposed PUE along Douglas Avenue and 109th Street; the existing 8" water line on this property will need to be abandoned, cap the water line immediately west of the new service connection, abandon the line to the west side of the frontage road and install a hydrant at that location.

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

Submit an Attorney's Opinion and all other plat documents as found to be necessary for approval; add a note that no lot is to have direct access to Douglas Avenue; update Flood Zone Certification when the new maps are approved February 1, 2019; show existing sanitary sewer and water main easement over Lot A; a Surface Water Flowage Easement and a Stormwater Facility Maintenance Agreement will be required for the existing detention basin on Lot 2 with future site plans; remove the proposed PUE along Douglas Avenue and 109th Street; Show and ingress/egress easement along private drive; and pay the water hook-on fee of \$2,652.21.

Mr. Pick asked can you go over the thing that you sent the e-mail on towards the end of the day, the difference of that from what was originally sent out?

Ms. Nuetzman said we revised two comments. The median over here, we are proposing that, because this is all kind of an open drive right now, so we recommended that the proposed median should be a 6 inch concrete curb, with the exception that a portion at the south end, where the trucks come in here turning into the site, can be a mountable median to allow for the truck movement that they show on the site plan. They can basically increase this drive a little bit and move the median down.

Mr. Van Heuvelen said so that's a median that they drive over, cars or trucks?

Ms. Nuetzman said yes.

Mr. Hollatz said it's for when the fuel tankers come through, that the back end rolls up and over it, it's not really intended for other vehicles to drive over.

Mr. Pick said yes, it's not intended for cars to come over, even though 6 inches isn't that much, it's pretty big for a vehicle to go over.

Ms. Nuetzman said so we're just trying to lessen the amount of driveway, having one giant drive with 180 feet. The other one, we originally had the comment that this southeast drive would be narrowed, but we've since come back and said that they can leave it at that 50 foot width as long as they put the markings in there, hoping that people will enter and exit via the large entrance. So those are the two that we revised.

Mr. Galante asked are there any changes from our last approval?

Ms. Nuetzman said the last meeting that you had?

Mr. Galante said yes.

Ms. Nuetzman said that was for the rezoning, the same site, so you've seen this one now for the second time.

Mr. Pick asked are you okay with all the staff recommendations, for both of the items?

Mr. Wade Dumond, Kwik Star, said in Iowa, we're Kwik Star because Quik Trip beat us with a "Q". We're catching up! We're okay with the conditions as outlined. What we're going to do is try to figure out how to get the landscape island in there, as well as the parking, because that's the trade-off. We can take away parking, but we're already so tight with the number, we're trying to figure that out, a little bit. So we're going to have some tweaks to the plan, but it's going to be, overall, pretty minor. But the other changes with the two access points, we're okay with that.

Mr. Van Heuvelen asked this store is 7,500 square feet?

Mr. Dumond said it's 7,200.

Mr. Van Heuvelen asked how does that compare with a typical convenience store that we see around here?

Mr. Dumond said we're quite a bit larger. A lot of even the newer stores that you probably have seen, we're about twice their size, mainly because we have so many commodities inside, groceries, fresh produce, milk, dairy, eggs, take-home food, as well as more the takeout food for lunches and things like that. We go full kitchen, so we sell a lot more inside than we do fuel. In some jurisdictions, we're actually considered a neighborhood grocery.

Mr. Pick said I've been in some of the facilities in Wisconsin, and they're basically like little grocery stores, I would classify them as, where you can get fuel.

Mr. Dumond said yes. We do have two open right now. One is in Grimes and one is in Altoona. So if you want to check it out and see how it works, that'd be great.

Ms. Ralston-Hansen asked when do you expect to start construction, if everything's approved?

Mr. Dumond said this would be a 2020 store. We do about 50 a year, and so this year is already all bid out and scheduled, so this would be in 2020.

Mr. Van Heuvelen asked 50 a year? So, your stores are in Wisconsin, Iowa, throughout the Midwest?

Mr. Dumond said and Minnesota, just those three states. They keep us busy.

Ms. Ralston-Hansen moved, and it was seconded by Quinn, to approve the "Kwik Star Convenience Store #1050" Site Plan, subject to Staff recommendations. On roll call; Ayes: Ralston-Hansen, Quinn, Hollatz, Roethler, Van Heuvelen, Racki, Galante, Pick; Nays: none. Passes: none. Motion carried.

Ms. Roethler moved, and it was seconded by Racki, to approve the "Phillips Park Plat 2" Preliminary and Final Plats, subject to Staff recommendations. On roll call; Ayes: Roethler, Racki, Hollatz, Quinn, Van Heuvelen, Ralston-Hansen, Galante, Pick; Nays: none. Passes: none. Motion carried.

The next item on the agenda was the "Meredith Pointe Business Park" Final Plat (Meredith Drive and NW Urbandale Drive).

Ms. Bales said this final plat covers the "Etchen Property" Planned Unit Development (P.U.D.) Master Plan area, located in the northeast corner of the intersection of Meredith Drive and NW Urbandale Drive. The property totals 19.24 acres and is locally addressed as 10835 Meredith Drive. The subject property was rezoned to "P.U.D." in 2000. The City Council approved the preliminary plat on August 28, 2018. The property is currently under construction in accordance with the site plan, which was also approved on August 28, 2018.

This plat proposes dividing the parcel into three lots ranging in size from 5.24 acres to 8.01 acres. Two 0.07-acre lots are also shown to dedicate additional street right-of-way. The P.U.D. Master Plan requires a 50-foot setback adjacent to a street and along the eastern boundary of the subject property; a 30-foot setback along the north and west boundaries of the subject property; and, a 35-foot landscaped buffer yard along the east property line.

Access will be constructed to Meredith Drive and to NW Urbandale Drive. Both streets function as arterial streets with four lanes and a center turn lane. A shared access easement will be provided throughout the P.U.D. to facility access between the parcels and allow cross-access to the public streets. Sanitary sewer service will be from an 8" public sanitary sewer line along the northwestern edge of the property. Water service is

available either from a 10" private water main along the northwestern edge of the property or from public water mains on the west side of NW Urbandale Drive or the south side of Meredith Drive.

Properties to the north and west are zoned "P.U.D." and are part of the Urbandale Marketplace, Urbandale Marketplace II and Urbandale Marketplace III P.U.D. Master Plans. Property across Meredith Drive to the south is zoned "M-1" Planned Industrial District and "P.U.D." for the townhomes in the Meredith Pointe P.U.D. Master Plan. Property to the east is zoned "P.U.D." and is part of the "Foxdale" P.U.D. Master Plan. The subject property is in the Johnston School District and drains easterly to a drainageway that runs into North Walnut Creek.

Ms. Bales said Staff recommends approval of the final plat subject to requiring the developer to:

1. Submit Attorney's Title Opinion and all other plat documents necessary for approval (including Warranty Deed/GWHS for Lots A and B, shared access easement, verification of roadway assessment payment, verification of sanitary sewer assessment payment, etc.); pay sanitary sewer fee of \$1,848; pay water main reimbursement fee of \$15,063.46; verify all inspection fees are paid before final plat is recorded; change label of 107th Street (on eastern property line) to Hickory Drive.
2. Provide a Storm Water Facility Maintenance Agreement 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
3. Easements: SWFE (second description) two bearings conflict between the legal and the plat – verify which is correct; SWFE (third description) some references to the east/west lines are switched and the 6th bearing should be SE.

Ms. Ralston-Hansen said this was the property that had all the drainage issues to the townhomes.

Ms. Bales said yes.

Ms. Ralston-Hansen asked what is the status of that? Any progress being made to help the townhomes out?

Ms. Bales said not associated with this project. When this project went through with the Council, it was decided that this project had very little impact. It was a small part of the overall watershed, so nothing is changing in regard to this project and that storm drain

issue. They do have their detention on site, they have three basins. One is here, one is at the intersection of the street, and then one is along the north property line, to contain all of that. So they have designed all of their stormwater as they should, as our regulations require, but we do not have any further action on the overall watershed/basin issue.

Ms. Ralston-Hansen asked do you think it will ever see the light of day again?

Ms. Bales said yes.

Mr. Galante asked how that does that manifest itself? Does it end up taking place as a capital improvement item later on? Or do these things get earmarked in some way, or what?

Ms. Bales said not necessarily as a capital improvement item. It could be a policy, it could be a regulation, a change in how stormwater is calculated or discharged, but likely not a capital improvement program item because it's private.

Mr. Galante said so just policy then, down the road?

Ms. Bales said policy or code, yes.

Mr. Hollatz said for a little background, what as the drainage issue in the townhome areas?

Ms. Bales said there is a drainageway that runs eastward, through the properties, and the three homeowners' associations have put a lot of work into bank stabilization and overall treatment of the drainageway in order to protect their back yards from not sluffing off into the drainageway. So they have addressed erosion control issues through there and just want to make sure no future development, whether it be here or in the rest of the watershed, damages that investment that they've put in there.

Mr. Hollatz said so these three sites, they each have their own detention pond and then they'll all eventually drain through that same drainageway?

Ms. Bales said the northern detention pond won't. This one here heads north because there's a break in the land that that goes that way. These two detention ponds do go eastward. That's the way the land was originally laid out, so they can't switch drainage directions.

Mr. Pick asked are you okay with the Staff recommendations?

Mr. Andy Hodges with Signature Real Estate said yes.

Mr. Galante moved, and it was seconded by Ralston-Hansen, to approve “Meredith Pointe Business Park” Final Plat, subject to Staff recommendations. On roll call; Ayes: Galante, Ralston-Hansen, Hollatz, Quinn, Roethler, Van Heuvelen, Racki, Pick; Nays: none. Passes: none. Motion carried.

Regarding Staff reports, Ms. Bales said we will not have your meeting on February 4. The other thing is that the Council did hear the rezoning for that workforce development combination market-rate housing project, the Merle Hay Apartments. They voted to approve it 3 to 2, but it took 4 votes to actually approve it. So, while the vote was in the positive, the project failed because they needed 4 approval votes in order for that project to move forward.

Mr. Pick asked is that true on anything that goes to the Council, it has to be a “super majority” to get approval?

Ms. Bales said from what I understand, it’s super majority when P & Z recommends denial.

Ms. Ralston-Hansen said I was surprised that it made the Business Record.

Ms. Bales said we saw that.

Mr. Van Heuvelen said we will hear more proposals, obviously, for the mall, as we have a changing retail environment. Is there any thought being given to getting ahead of this and maybe meeting with Des Moines, economic development people, maybe even that Swenson fellow from Iowa State who had a comment, I believe, in the Des Moines Register about malls and the changing environment? Do some comprehensive looking at the 90 acres, or however many acres it is?

Ms. Bales said there have been some conversations throughout the process, more between the Economic Development Departments, as incentive packages were considered and not considered, and that sort of thing. As for a sit-down meeting with Des Moines, there’s been some discussion but no formal meeting has happened yet. But I think there will be, sooner rather than later. And hopefully one of the things we can talk about is an overall larger plan for the mall.

Mr. Pick asked is there anything pending for the following meeting on February 18?

Ms. Bales said not yet, but I don’t want to say it’s canceled yet. There are a couple of things that I’ll know in the next day or two.

Mr. Hollatz introducing himself said I live just up the street here behind the Gloria Dei Lutheran Church. I work at Hansen Company up in Johnston, been in Iowa now for 8-1/2 years. I’m originally from central Minnesota, so it’s a lot colder up there right now

Planning & Zoning Commission Meeting Minutes

January 21, 2019

Page 10

than it is here! I just wanted to get involved in the community a little bit more and thought this would be a good place to start.

Ms. Ralston-Hansen said glad you're here, welcome!

Mr. Pick asked how long have you been with Hansen?

Mr. Hollatz said since I moved here to Iowa, so 8-1/2 years, almost 9 years.

The meeting adjourned at 6:20 p.m.