

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

**March 1, 2021**

Due to the COVID-19 pandemic and associated protocols, the Urbandale Planning & Zoning Commission met in regular session as a virtual meeting on Monday, March 1, 2021, via WebEx. Chairperson Pro-tem Van Heuvelen called the meeting to order at 5:30 p.m.

Mr. Van Heuvelen said the March 1, 2021 regular meeting of the Urbandale Planning and Zoning Commission will now come to order. The Commission is empowered by Iowa law and by City ordinances to make recommendations to the City Council for action on petitions for rezoning, amendments to the Comprehensive Plan, and various development proposals such as subdivision plats and site plans.

Urbandale strives to promote and model the principles of Character Counts, and we expect all participants in tonight's meeting to conduct themselves in a respectful manner that adheres to the principles of trustworthiness, respect, responsibility, fairness, caring, and citizenship.

Commissioners present were Joan Racki, Lee Hollatz, Julie Roethler, Marcus Galante, Aaron Smith, and Wayne Van Heuvelen. Staff members present were Kristi Bales, Community Development Manager/Chief Planner; Cheryl Vander Linden, Administrative Specialist; and Nicole Lunders, City Clerk.

This is an informal meeting that is open to the public. The matters that appear on the agenda are not public hearings unless specifically noted. However, if anyone wishes to address the Commission briefly on any item that is on the agenda you may request to be recognized using the WebEx application. We ask that each person addressing the Commission please unmute your microphone when prompted to do so by the Commission Chair, and state their name and address for the record prior to speaking.

The Commission will take action on each item on the agenda at this meeting, unless the Commission determines that additional information should be gathered prior to voting. The Commission's action is advisory only and is not binding on the City Council.

Finally, please mute your electronic device to lessen background noise but also remember to "un-mute" your electronic device at the time of discussion, questions and voting.

The first item on the agenda was approval of the minutes of the February 15, 2021, meeting. Ms. Roethler moved, and it was seconded by Galante, to approve the February 15, 2021 meeting minutes. On roll call; Ayes: Roethler, Galante, Hollatz, Smith, Racki, Van Heuvelen; Passes: Nays: none. Motion carried.

The next item on the agenda was the public hearing on the “Cramer Property” Rezoning from “A-1” Agricultural Reserve District to “R-1S” Suburban Density Single Family District, case no. 010-2021-01.00, 17615 Meredith Drive. Mr. Van Heuvelen said, if there were no objections, he would dispense with reading the following official publication:

Case No. 010-2021-01.01

OFFICIAL PUBLICATION

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Urbandale Planning & Zoning Commission will hold a public hearing at 5:30 p.m. on Monday, March 1, 2021 to consider a petition from Donald R. Cramer and Janine R. Cramer, owners, to rezone the following legally described properties, locally known as 17615 Meredith Drive, from “A-1” Agricultural Reserve District to “R-1S” Suburban Density Single Family District:

THE SOUTHWEST  $\frac{1}{4}$  OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 15, TOWNSHIP 79 NORTH, RANGE 26 WEST OF THE 5TH P.M., CITY OF URBANDALE, DALLAS COUNTY, IOWA.

Due to public health concerns and guidance, in accordance with Iowa Code sections 21.4(1)(b) and 21.8, this meeting will be conducted electronically via a WebEx virtual meeting application.

To join the meeting via WebEx type in the link below:

<https://cityofurbandale.webex.com/cityofurbandale/j.php?MTID=mcff9cd1ea050b204b49401a7d249d696>

Meeting number: 146 536 0578

Password: 1234

To join the meeting via phone dial: (408) 418-9388 Access code: 146 536 0578

The property totals approximately 39 acres in size, and is located along the north side of Meredith Drive, about a one-half mile west of 170<sup>th</sup> Street. The proposed rezoning would allow for the property to be subdivided and developed into single-family detached residential housing.

More information on this proposed rezoning can be obtained from the Department of Community Development, 3600-86<sup>th</sup> Street, Urbandale, Iowa between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. The Department can be reached by phone at 515-278-3935. All interested parties either for or against this proposed rezoning will be heard at the time and place set forth above.

There were no objections to the official notice as published.

Ms. Bales said this rezoning request pertains to two adjacent properties located west of 170<sup>th</sup> Street on the north side of Meredith Drive, known locally as 17615 Meredith Drive. The two parcels together are approximately 39 acres and under the same ownership. Located on the properties are one house, several outbuildings and a large pond. Together the properties have approximately 1,320 feet of frontage along Meredith Drive.

The rezoning has been requested in order to divide the properties into lots for single-family detached residences, and to eliminate the nonconformities with respect to lot area, lot width and setbacks as they apply to the property with the existing house. The current zoning in the "A-1" District requires a 600-foot minimum lot width, 20-acre minimum lot area, and one side yard setback of 205 feet and one side yard setback of 30 feet. In comparison, the "R-1S" District requires a 70-foot minimum lot width, an 8,750 square-foot minimum lot area, and 8-foot minimum side yard setbacks.

The petitioner has discussed a concept plan with City staff showing how the parcel could be divided into approximately 50 lots. If the rezoning request is approved, a preliminary plat will be required to be submitted to the City for review and approval. The preliminary plat would show how the lots would be arranged and infrastructure installed in a manner that meets the City's zoning and subdivision requirements.

The proposed rezoning conforms to the Comprehensive Plan. These properties along with the properties adjacent to the west, north, and east are designated for single-family detached residential development in the Comprehensive Plan. Properties adjacent to the north, west, and a portion of the east are zoned "PUD" Planned Unit Development and preliminary plats that have been approved for single-family detached residential lots. The remaining adjacent property to the east is zoned "R-1L" Low Density Single Family District is a residential estate lot. Properties to the south of Meredith Drive are within the Clive city limits and are large residential estate lots.

The property is located in the Waukee School District and drains primarily south towards Little Walnut Creek.

Ms. Bales said Staff recommends approval of the rezoning from "A-1" Agricultural Reserve District to "R-1S" Suburban Density Single Family District, subject to the following conditions of approval:

1. Provide a full 60' ROW along Meredith Drive. Acquisition Plat and Deed to be submitted prior to final zoning approval by City Council.

2. Provide 40' Temporary Construction Easement adjacent to Meredith Drive on Parcel 1215400003. Signed easement document to be submitted prior to final zoning approval by City Council.
3. Provide 85' Temporary Construction Easement adjacent to Meredith Drive on Parcel 1215400002. This width may be able to be reduced at the time of the final plat if the project is graded and platted prior to the construction of Meredith Drive. Signed easement document to be submitted prior to final zoning approval by City Council.
4. Provide 5' Pedestrian Easement adjacent to Meredith Drive. Signed easement document to be submitted prior to final zoning approval by City Council.
5. The developer shall be responsible for 15.5 feet of paving width along the entire frontage of Meredith Drive, and shall be responsible for the construction and paving of the left turn lanes at each full access connection to the arterials. Cash escrow or surety for such pavement to be provided at the time of the final plat.
6. The developer will be responsible for 5 feet of sidewalk width along the entire frontage of Meredith Drive. Cash escrow or surety for such sidewalk to be provided at the time of the final plat.
7. No new lot, shown on a future plat, shall have direct access to Meredith Drive.

Mr. Van Heuvelen said, as this is a public hearing, the Commission will hear comments from both proponents and opponents of this proposed rezoning. First we will hear from any proponents.

Mr. Brent Culp, Snyder & Associates, 2727 SW Snyder Boulevard, Ankeny, said I'm representing John Larson, with J Larson Homes. What we are proposing here is a minimum lot size of 70 feet. As the ground lays out, we're kind of looking along that pond that we might get up to 85 foot wide lots. It would be larger lots, it's quite an attractive piece of property. We are currently working through and looking at a variety of different concepts and we have sanitary sewer that enters the property off of Meredith Drive and availability of water, as well. So, we are in acceptance of the Staff recommendation and John or I would be happy to answer any questions. Thank you.

Mr. Van Heuvelen asked if anyone else wished to speak in favor of this project? Hearing no one, he asked for anyone opposed who might wish to speak. There was no one who wished to speak.

Mr. Hollatz moved, and it was seconded by Roethler, to close the public hearing. On roll call; Ayes: Hollatz, Roethler, Smith, Racki, Galante, Van Heuvelen; Nays: none. Passes: none. Motion carried.

Mr. Van Heuvelen said it's fairly straightforward, given the zoning of the surrounding property, I would say.

Ms. Roethler said it sounds like the pond will stay? It looks pretty.

Ms. Bales said yes, the pond will stay.

Ms. Roethler said those will be some desirable lots.

Mr. Van Heuvelen asked can we expect to see preliminary drawings of exactly how the layout will be?

Mr. Larson said yes, I think it will be full speed ahead!

Mr. Culp said we have the survey completed. We're looking at the permitting that would be required the existing pond, and then going through the preliminary platting and development phases as quickly as possible moving forward.

Mr. Van Heuvelen said in other words, activity this summer, is that right?

Mr. Culp said Mr. Larson is desiring activity this summer. We will move forward as fast as possible.

Ms. Roethler moved, and it was seconded by Racki, to approve the "Cramer Property" Rezoning from A-1 to R-1S, subject to Staff recommendations. On roll call; Ayes Roethler, Racki, Smith, Galante, Hollatz, Van Heuvelen; Nays: None. Passes: none. Motion carried.

Mr. Van Heuvelen said we look forward to seeing the project proceed.

The next item on the agenda was the public hearing on the "Ziegler Property" Amendment to the Planned Unit Development Master Plan, 2601 104<sup>th</sup> Street, Case No. 010-2005-02.01.03. Mr. Van Heuvelen said, if there were no objections, he would dispense with the reading of the following official publication:

Case No. 010-2005-02.01.03

#### OFFICIAL PUBLICATION

#### TO WHOM IT MAY CONCERN:

Notice is hereby given that the Urbandale Planning & Zoning Commission will hold a public hearing at 5:30 p.m. on Monday, March 1, 2021, to consider a petition from Tara Meredith, Secretary for DRA Properties, LLC, owner, to amend the "Ziegler Property" P.U.D. Master Plan for the following legally described property:

LOT 1 AND OUTLOT 'Y', HICKMAN COMMERCIAL PLAT 3, AN OFFICIAL  
PLAT, URBANDALE, POLK COUNTY, IOWA

Due to public health concerns and guidance, in accordance with Iowa Code sections 21.4(1)(b) and 21.8, this meeting will be conducted electronically via a WebEx virtual meeting application.

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The two lots are located on the east side of 104<sup>th</sup> Street, north of Hickman Road. One lot is locally addressed as 2601 104<sup>th</sup> Street and the adjacent outlot is currently vacant. The two lots have an area of approximately 11.84 acres. The amendment to the P.U.D. Master Plan is to allow "Top, Body, and Upholstery Repair Shops and Paint Shops" (Industry Code 7532), "General Automotive Repair Shops" (Industry Code 7538), "Automotive Repair Shops, Not Elsewhere Classified" (Industry Code 7539), "Automotive Services, Except Repair and Carwashes" (Industry Code 7549), and "Truck Leasing" and "Passenger Car Leasing" (Industry Codes 7513 and 7515) as permitted uses.

More information on the proposed amendment can be obtained at the Department of Community Development, 3600-86<sup>th</sup> Street, Urbandale, Iowa between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. The Department can be reached by phone at 515-278-3935. All interested parties either for or against the proposed amendment will be heard at the time and place set forth above.

There were no objections to the official notice as published.

Ms. Bales said this request pertains to two properties located on the east side of 104<sup>th</sup> Street, approximately 1,000 feet north of Hickman Road. The parcels have a combined acreage of 11.84 acres and a combined frontage of 845 feet on 104<sup>th</sup> Street. The two lots were platted as Lot 1 and Outlot Y of Hickman Commercial Plat 3. Lot 1 has one building and related site improvements and the outlot is currently vacant. The City Council approved the rezoning to "P.U.D." on February 1, 2005 with amendments in 2008 and 2017.

The property owner is seeking approval of an amendment to the P.U.D. Master Plan to allow additional permitted uses on both of these parcels that include: "Top, Body, and Upholstery Repair Shops and Paint Shops" (Industry Code 7532), "General Automotive

Repair Shops” (Industry Code 7538), “Automotive Repair Shops, Not Elsewhere Classified” (Industry Code 7539), “Automotive Services, Except Repair and Carwashes” (Industry Code 7549), and “Truck Leasing” and “Passenger Car Leasing” (Industry Codes 7513 and 7515).

The property owner has stated the anticipated tenant is proposing a vehicle service center for electric vehicles that solely use electric and no gasoline. The service center will be built-out in the existing building on Lot 1. The work that will be done here will be leasing and standard service of electric cars. Electric car servicing will include software updates, tire replacement, tire balancing, wheel alignment, minor body work/painting, topping off of water and/or refrigerant to cool the battery, and an occasional battery replacement.

In reviewing this project, the City’s Community Development Department requested the property owner notify the billboard company to have an existing billboard removed from Lot 1 at the end of the next lease period. Off-premise signs are prohibited per the P.U.D. Master Plan.

Any future development of Outlot Y would require review and approval of a preliminary plat, final plat and site plan.

Property adjacent to the south is part of the same P.U.D. Master Plan. To the east are parcels within the “Menard Addition” P.U.D., the “Ashland Park Plat 3” P.U.D., and parcels zoned “C-G” General Commercial District. Adjacent to the north are parcels zoned “M-2” Business Park Industrial District. Across 104<sup>th</sup> Street to the west are parcels within the “Westport” P.U.D. The subject property is in the West Des Moines School District and drains to the south, eventually towards Walnut Creek.

Ms. Bales said Staff recommends approval of an amendment to the P.U.D. Master Plan to allow “Top, Body, and Upholstery Repair Shops and Paint Shops” (Industry Code 7532), “General Automotive Repair Shops” (Industry Code 7538), “Automotive Repair Shops, Not Elsewhere Classified” (Industry Code 7539), “Automotive Services, Except Repair and Carwashes” (Industry Code 7549), and “Truck Leasing” and “Passenger Car Leasing” (Industry Codes 7513 and 7515) as permitted uses.

Mr. Van Heuvelen said, as this is a public hearing, the Commission will hear comments from both proponents and opponents of the proposed amendment to the PUD master plan. First we will hear from any proponents of the proposal.

Mr. Matt Farver said I’m speaking on behalf of DRA Properties tonight. I don’t have anything to add. I think Ms. Bales covered it all.

Ms. Bales asked if Mr. Seta or Mr. Buitrago wanted to add anything about the proposed tenant that I did not cover?

Mr. John Seta said no, you had covered basically what the client is looking to do at that property for the time being.

Mr. Van Heuvelen said I notice that there's going to be body work and painting. Any chemicals? Or what's the disposal of the paint products?

Mr. Juan Buitrago said I would have to get to you on that, to be honest. I don't think that I have the information present with me on paint body work. Is that something that we can provide you separately?

Ms. Bales said, just to add, I know it's not the auto body, but they did say in their application that the refrigerant that they use is a very common one and can be found in most automotive shops, meaning to store and they put even on eBay and it's shipped without special permits. So the refrigerant is fairly mild.

Mr. Van Heuvelen asked would there be some city ordinance about how they're disposed of, any extra paint or something like that? Would there be some controlling authority on this?

Ms. Bales said yes, I believe so. I'll check into a couple of places. The USSD to make sure there's no disposal, like in the sanitary sewer system. And I know we have a general ordinance about not only noise but disposal of toxic things, and that sort of thing. So I will double check, and Mr. Buitrago and I will compare notes before we finish the report for the Council.

Mr. Van Heuvelen said thank you.

Mr. Smith said, just as a follow onto that sort of related, would be batteries, if there's any kind of chemicals used in batteries or disposal of old batteries, things like that. All related, but I want to tag that on, as well.

Mr. Buitrago said let me just add something too, as well. I'm looking at the requirements that were put into the space, as well, and I'm sorry if I hesitated on that first question. But our plan is not actually to do a paint booth on this location. What we're planning for the back of house, or the service shop, is basically dedicated to the servicing of the leased car. So at this moment, we're not planning to do paint or heavy body repair.

Ms. Racki moved, and it was seconded by Hollatz, to close the public hearing. On roll call; Ayes: Racki, Hollatz, Smith, Roethler, Van Heuvelen; Passes: Galante; Nays: none. Motion carried.

Mr. Galante said he abstained because of his employer.



Mr. Van Heuvelen said I'm sure Ms. Bales is going to follow up on the issue that has already been discussed regarding paint possibilities and batteries. Anything else?

Mr. Hollatz moved, and it was seconded by Roethler, to approve the "Ziegler Property" Amendment to the Planned Unit Development Master Plan, subject to Staff recommendations. On roll call; Ayes: Hollatz, Roethler, Smith, Racki, Van Heuvelen; Passes: Galante; Nays: none. Motion carried.

The next item on the agenda was the public hearing on the "Etchen Property" Amendment to the Planned Unit Development Master Plan, 4701 NW Urbandale Drive, case no. 010-2000-02.09.04. Mr. Van Heuvelen said, if there were no objections, he would dispense with reading the following official publication:

Case No. 010-2000-02.09.04

#### OFFICIAL PUBLICATION

#### TO WHOM IT MAY CONCERN:

Notice is hereby given that the Urbandale Planning & Zoning Commission will hold a public hearing at 5:30 p.m. on Monday, March 1, 2021, to consider a petition from Mr. Andy Hodges, Senior Vice President, Signature Real Estate Services, Manager of Meredith Pointe, LLC, owner, to amend the "Etchen Property" Planned Unit Development Master Plan for the following legally described property:

Lot 3 in Meredith Pointe Business Park, an Official Plat, now included in and forming a part of the City of Urbandale, Polk County, Iowa. Subject to easements and restrictions of record.

Due to public health concerns and guidance, in accordance with Iowa Code sections 21.4(1)(b) and 21.8, this meeting will be conducted electronically via a WebEx virtual meeting application.

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Meeting number: 146 536 0578

Password: 1234

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The property is locally known as 4701 NW Urbandale Drive and is located at the northeast corner of Meredith Drive and NW Urbandale Drive. The amendment to the Planned Unit Development Master Plan is requested to allow "Top, Body, and

Upholstery Repair Shops and Paint Shops (Except Body Shops, Collision Shops and Paint Shops” to be a permitted use. The proposed tenant performs automotive and boat detailing and upholstery repairs by appointment only inside of the building. More information on the proposed amendment can be obtained at the Department of Community Development, 3600-86<sup>th</sup> Street, Urbandale, Iowa between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. The Department can be reached by phone at 515-278-3935. All interested parties either for or against the proposed amendment will be heard at the time and place set forth above.

There were no objections to the official notice as published.

Ms. Bales said this request from Signature Real Estate Services pertains to Lot 3 of the “Meredith Pointe Business Park” development, located in the northeast corner of the intersection of Meredith Drive and NW Urbandale Drive. Lot 3 is 5.86 acres in size and is locally addressed as 4701 NW Urbandale Drive. The City Council approved the “Meredith Pointe Business Park” Site Plan on August 28, 2018.

The City Council approved the rezoning of the property from “A-1” Agricultural Reserve District to “P.U.D.” Planned Unit Development District on November 28, 2000. Amendments to the P.U.D. Master Plan were approved by the City Council in 2018 to allow certain retail uses on Lot 2, to allow a right-in/right-out access onto NW Urbandale Drive, to increase the clear ceiling height, and to amend certain building material requirements and in 2020 to allow the use for “Brick, Stone and Related Construction Materials” wholesale distribution. An amendment was approved earlier this year to allow “Local Passenger Transportation, Not Elsewhere Classified” as a permitted use for Lot 3. This use classification would allow for the indoor storage of transportation vehicles (limousines, buses, passenger vans, etc.).

This request is to allow “Top, Body, and Upholstery Repair Shops and Paint Shops” with the exception of body shops, collision shops and paint shops to be a permitted use for Lot 3. This use classification would allow for automotive and boat detailing and upholstery repairs by appointment only inside of the building. No outdoor storage nor business operation would be permitted.

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.

Staff recommends approval of the amendment to the P.U.D. Master Plan to allow “Top, Body, and Upholstery Repair Shops and Paint Shops” except body shops, collision

shops and paint shops (1987 Standard Industrial Classification Manual Industry Group No. 7532), and with no outdoor storage to be a permitted use for Lot 3.

Mr. Smith asked is this for the whole building or is there a specific bay that they're going to be in?

Ms. Bales said they're going to be a specific bay, but the request would be for the whole building. So if a second operation similar comes in, they could go in the same building but this isn't taking the whole building.

Mr. Smith said okay, thank you.

Mr. Galante asked is there a reason why, maybe an obvious reason or maybe a not-so-obvious reason, why detailing shops are not delineated from top body, upholstery repair, and paint shops in the P.U.D.?

Ms. Bales said we use the Standard Industrial Classification Manual, and that's the name of the category where detailing is a sub-category. So we don't want to just say detailing, because are some other similar uses that would be okay, the upholstery repair, the fabric repair, that sort of thing. So we take the top named and then we're taking a few of those sub-categories out, that's why there are some exceptions, and then the rest of it, the detailing, the upholstery repair, that sort of thing, can all stay in. It's kind of wordy, but that's how it works.

Mr. Galante said thank you.

Mr. Van Heuvelen said as this is a public hearing, the Commission will hear comments from both proponents and opponents of this rezoning proposal. He said we will first hear from any proponents, those in favor of the request.

Mr. Andy Hodges, Signature Commercial Real Estate, 4701 121<sup>st</sup> Street, Urbandale, said I'd be happy to answer any questions. I think Ms. Bales covered most of it. They're going to occupy two bays in Building 3, just shy of 9,000 square feet.

Mr. Smith said thank you. My question was mostly, I was thinking about the layout of the property and it looks like there is the one drive into the building. I'm thinking about someone bringing in a boat into there off of NW Urbandale Drive and winding it back around through the parking lot. So, I don't necessarily have any concerns related to that, I just was curious if that's kind of how they were planning on having folks access their place of business.

Mr. Hodges said there are actually two full access points, one off of Meredith and one off of NW Urbandale Drive. I think they're assuming that most will probably enter off of that NW Urbandale entrance there.

Mr. Galante asked will there be any odorant exhausted or heavy, noisy equipment used at this location?

Mr. Hodges said the only thing that I would say would create some noise is, they will have a compressor but we're going to have that put in an insulated, sound insulated closet. I wouldn't call it a large compressor, but it is an air compressor so it will create some noise. No, they're not dealing with the drive train or anything like that where the cars actually be running. They'll pull them in and out but they won't be on for an extended period of time. Really what it is is exterior detailing and then upholstery repair.

Mr. Galante said all right, and it sounds like you're going to take measures to isolate that and reduce it so as not to annoy the neighboring residential area, right?

Mr. Hodges said yes, correct.

Mr. Van Heuvelen asked if there was anybody on the call who would like to address the Commission in opposition? He asked if Ms. Bales was aware of anybody who would like to address the Commission.

Ms. Bales said I am not aware of anybody, and I did not receive any calls before the meeting either from anybody who received the notice.

Ms. Roethler moved, and it was seconded by Smith, to close the public hearing. On roll call; Ayes: Roethler, Smith, Racki, Galante, Hollatz, Van Heuvelen; Nays: none. Passes: none. Motion carried.

Ms. Roethler moved, and it was seconded by Galante, to approve the "Etchen Property" Amendment to the Planned Unit Development Master Plan, subject to Staff recommendations. On roll call; Ayes: Roethler, Galante, Smith, Racki, Hollatz, Van Heuvelen; Nays: none. Passes: none. Motion carried.

The next item on the agenda was next item on the agenda was the public hearing on the "Timberline Village" Amendment to the Planned Unit Development Master Plan, 142<sup>nd</sup> Street and Douglas Parkway, CaseN. 010-2005-02.02.04. Mr. Van Heuvelen said, if there were no objections, he would dispense with reading the following official publication:

Case No. 010-2005-02.02.04

OFFICIAL PUBLICATION

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Urbandale Planning and Zoning commission will hold a public hearing at 5:30 p.m. on Monday, March 1, 2021, to consider a petition from Mr. Gerard D. Neugent, Manager on behalf of Mr. William C. Knapp, L.C., Member, Knapp and Associates, L.C., owner, to amend the "Timberline Village" Planned Unit Development Master Plan for the following legally described property:

Outlot "V" in Timberline Village P.U.D. Plat 1, an Official Plat all now included in and forming a part of the City of Urbandale, Polk County, Iowa.

Due to public health concerns and guidance, in accordance with Iowa Code sections 21.4(1)(b) and 21.8, this meeting will be conducted electronically via a WebEx virtual meeting application.

To join the meeting via WebEx type in the link below:

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Meeting number: 146 444 3710

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The vacant property is approximately 7.1 acres in size and is located at the northeast corner of the 142<sup>nd</sup> Street and Douglas Parkway, approximately 500 feet east of 142<sup>nd</sup> Street. The amendment is requested to increase the maximum building setback along Douglas Parkway, amend the minimum parking requirements, remove the requirement for a berm along Douglas Parkway, amend building material requirements for a multi-family residential building, and various other revisions to the general design guidelines of the original Master Plan.

More information on the proposed amendments to the Planned Unit Development Master Plan can be obtained at the Department of Community Development, 3600-86<sup>th</sup> Street, Urbandale, Iowa between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. The Department can be reached by phone at 515-278-3935. All interested parties either for or against this proposed amendment will be heard at the time and place set forth above.

There was no objection to the official notice as published.

Ms. Bales said I'd like to present this amendment along with the preliminary plat and site plan for Edencrest at Timberline. It will make sense to look at all of it at the same time, and then at the end we'll still do your motion for the P.U.D. amendment and the motion for the preliminary plat and site plan. So, two separate motions, but I can present all of it at once.

She said this request covers property that is part of the “Timberline Village” Planned Unit Development, and platted as Outlot V in “Timberline Village P.U.D. Plat 1”. The parcel is located in the northeast quadrant of the Douglas Parkway and 142<sup>nd</sup> Street intersection, approximately 500 feet east of 142<sup>nd</sup> Street. The “Timberline Village” P.U.D. was approved on March 29, 2005 and applies to the northeast, southeast, and southwest quadrants of this street intersection.

Outlot V is currently vacant and is approximately 7.1 acres in size. An amendment to the P.U.D. Master Plan was approved in 2019 to allow stand-alone multi-family residential development (not part of a mixed-use project) as a permitted use at a maximum density of 20 units per acre. At the time of this prior P.U.D. Amendment request, staff noted that in an effort to provide a variety of housing types, at least a portion of any future multi-family residential dwelling units may be appropriate for senior adults.

The petitioner is seeking amendments to the P.U.D. Master Plan in relation to the construction of an 80-unit senior multi-family residential development. The residential development is designed to have four building wings with a variety of studio, 1-bedroom, and 2-bedroom units and then share a one-story common space intended for shared functions such as dining, mail, fitness, conference/activity space, etc. The northern two wings will each contain 20 units (10 per floor) with assisted living/memory care units on the first floor and assisted living units on the second floor. The southern two wings (one with 16 units and one with 24 units) are categorized as assisted/independent living units.

The P.U.D. Master Plan currently requires a minimum setback of 20 feet and a maximum setback of 30 feet and a berm and landscaping along Douglas Parkway. Due to the topography of the lot, the petitioner is requesting to amend the 30 feet maximum setback to 45 feet and to remove the requirement for a berm along Douglas Parkway. The property rises in elevation approximately 10 feet along Douglas Parkway. Increasing the maximum building setback will prevent the need for retaining walls and the petitioner will still be able to provide the required landscaping along the street. Given the elevation change and the need to relocate the existing sidewalk to the north due to the construction of the right-turn lane, a berm would serve no purpose to screen any portion of the property.

Ms. Bales said an amendment has also been requested to reduce the required parking spaces provided for the project. The petitioner is requesting a parking calculation of 1 parking space per 4 bedrooms (total of 103 bedrooms) plus 15 parking spaces for the maximum shift of employees. This would require 41 parking spaces. The most similar use in the Zoning Ordinance is for “Extended, intermediate or rehabilitation or residential care nursing facilities” which requires 1 space per 4 beds, plus 1 spaces per employee on the largest shift plus 1 spaces per medical professional on staff. While

this proposed use is not categorized as a nursing facility, the memory care and assisted living components of the use would justify a reduction in the standard parking requirement of 1.75 parking spaces per studio/1-bedroom units and 2.25 parking spaces per 2-bedroom units where approximately 150 parking spaces would be required. The petitioner is proposing 81 parking spaces, 20 of which will be in two detached garage buildings.

An amendment has also been requested allow for this residential building to use at least 30% of the exterior building materials as brick. The P.U.D. requires brick as the predominant material but that was originally written for the commercial buildings and mixed use building in this overall development. The proposed building will be over 30% brick with the remaining building material being primarily cement board (lap siding and shingle profiles) and cast stone accents. The side and rear elevations will be comprised of the same materials as the front elevations. The building is also designed with a variety of architectural details including varied gable rooflines with wood brackets, multiple off-sets on the building facades, and open black metal deck railings.

These amendment requests have been reviewed in conjunction with the preliminary plat and the site plan on this same meeting agenda.

On the west, north, and southwest across Douglas Parkway are properties that are part of the same P.U.D. Master Plan. Adjacent to the east and across Douglas Parkway to the southeast are properties owned by the City of Urbandale and are part of Timberline Park system. The property is located in the Urbandale School District.

She said Staff recommends approval of the amendments to the Timberline Village P.U.D. Master Plan to allow for the construction of an 80-unit senior multi-family housing development in substantial compliance with the preliminary plat and site plan (received February 3, 2021) and in accordance with the following:

- Douglas Parkway – Increase maximum setback 30 feet to 45 feet along Douglas Parkway and remove the requirement for the berm.
- Building materials – A minimum of 30% of the exterior of the building shall be brick.
- Parking – A reduction in required parking to allow 81 parking spaces.

Ms. Bales said, as regards the preliminary plat and site plan for Edencrest at Timberline, this preliminary plat and site plan pertain to approximately 7.1 acres, located in the northeast quadrant of the 142<sup>nd</sup> Street and Douglas Parkway intersection, approximately 500 feet east of 142<sup>nd</sup> Street. The City Council approved the “Timberline Village” Planned Unit Development Master Plan in 2005. On December 17, 2019, the City Council approved an amendment to the P.U.D. Master Plan to allow a stand-alone multi-family residential development (not included within a mixed-use building) as a permitted use at a maximum density of 20 units per acre on this parcel.

This parcel is platted as Outlot "V" in the Timberline Village P.U.D. Plat 1. The parcel has approximately 390 feet of frontage along Douglas Parkway and 335 feet of frontage along 141<sup>st</sup> Street. This buildings will be accessed from 141<sup>st</sup> Street which will be classified as a private street. This preliminary plat and site plan are being reviewed concurrently with a request for some amendments to the P.U.D. Master Plan (Case No. 010-2005-02.02.04).

The preliminary plat proposes subdividing Outlot V into one buildable lot (4.79 acres) and one outlot (2.31 acres). The buildable lot would contain all buildings and associate site improvements and the outlot would remain vacant as open space.

This site plan proposes the construction of an 80-unit senior multi-family residential development on Lot 1 (16.7 units per acre). The building is designed to have four wings with a variety of studio, 1-bedroom, and 2-bedroom units and then share a one-story common space intended for dining, mail, fitness, conference/activity space, etc. The northern two wings will each contain 20 units (10 per floor) and will each be two stories in height. The southwestern wing will be two stories with 16 units (8 units per floor) and the southeastern wing will be three stories with 24 units (8 units per floor). At the peak height, the tallest portion of the building is approximately 50 feet.

The main building footprint is approximately 46,000 square feet with a total square footage of approximately 89,000 square feet and there two garage buildings with 1,870 square feet and 2,167 square feet. The garages will contain 20 parking spaces (one of which must be ADA compliant) and there will be 61 surface parking spaces (three of which are ADA spaces). The buildings meet the required 30-foot setback along the three adjacent streets and the 50-foot setback to the east.

Per the P.U.D. Master Plan, sidewalk design, street trees, furniture, pedestrian scale lighting, and accent plantings are to be utilized to enhance the pedestrian environment. Methods to achieve this include trees, accent paving, street lighting, and/or street signage. This project proposes the construction of an 8-foot trail on the east side of the building designed to connect to the trail system north of Horton Avenue and to the existing 10-foot sidewalk along Douglas Parkway that then connects to the trail system into Timberline Creek and the Walnut Ridge Regional Park. Street trees are proposed along Douglas Parkway.

The P.U.D. Master Plan requires a minimum of 15% of each lot be maintained as open space and 5% of the area in the parking lot include landscape islands. A 20' landscape setback is required along Douglas Parkway.

Additional parkland dedication is not required for this development as this parcel was included in a prior development agreement from 2004 for parkland dedication.



On the west, north, and southwest across Douglas Parkway are properties that are part of the same P.U.D. Master Plan. Adjacent to the east and across Douglas Parkway to the southeast are properties owned by the City of Urbandale and are part of Timberline Creek Park system. The property is located in the Urbandale School District.

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

1. Sheet 1: add note for ownership of outlot (as designed, Outlot Z will not be buildable in the future.); revise unit count to 80;
2. Sheet 2: Label 141<sup>st</sup> Street; relabel "Sidewalk Easement" and "Trail Easement" as "Pedestrian Easement"; provide ingress/egress easement for 141<sup>st</sup> Street; add bearings for shared lot line between Lot 1 and Outlot Z; provide off-site easement for sidewalk along Horton (or shift sidewalk to the south); revise "Storm Water Detention Easements" to "Surface Water Flowage Easements" (SWFE); add address range;
3. Provide Public Improvements Drawings for private 141<sup>st</sup> Street.
4. Sidewalks: Extend sidewalk to the west along Horton Avenue to 141<sup>st</sup> Street. Ramps must be on each side of 141<sup>st</sup> Street. At a minimum, install sidewalk along east side of 141<sup>st</sup> Street from Douglas Parkway north to connect with the internal parking lot sidewalk. Extension of the sidewalk along the east side of 141<sup>st</sup> Street north to Horton Avenue is encouraged.
5. Stand pipes will be required in the detention areas during construction. This may be a temporary standpipe, or the permanent standpipe may be installed at the beginning of construction; provide copy of NPDES Permit and SWPPP prior to any grading work and final approval of the preliminary plat. NPDES and SWPPP may be submitted to [stormwater@urbandale.org](mailto:stormwater@urbandale.org); a hard copy is not necessary. Weekly inspection reports and follow-up documentation as required by GP2 will also need to be submitted to this email address. If a sediment basin is required, that must be installed at the commencement of grading, including the required outlet restriction for the sediment control.
6. At time of final plat, provide maintenance agreement for 141<sup>st</sup> Street, easement legal descriptions, and a stormwater facility maintenance agreement per the Post Construction Stormwater Ordinance.

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

1. Add address; update legal description with new plat name; label 141<sup>st</sup> Street and identify location for street signs at north and south end of 141<sup>st</sup> Street; provide

photometric plan and include pedestrian-scale lighting plan; provide building elevations of garages; one of the parking garage stalls must be accessible and located closest to the building entrance.

2. Add canopy to dimension plan; canopy at main entrance shall be at least 14' in height; address numbers need to be prominently displayed on the south side of building and at the main entrance on 141<sup>st</sup> Street (show building numbers on building elevation);
3. Coordinate construction of 141<sup>st</sup> Street and driveway alignment with proposed development to the west;
4. Sheet L1: label 20' landscape setback along Douglas Parkway; provide 10' landscape setback along east side of 141<sup>st</sup> Street along to include a row of shrubs (or similar landscape treatment) along west side of basin; verify 5% of the parking lot is landscaped; add column to "Plant Schedule" for the minimum height of all trees and shrubs (18" shrubs, 8' overstory trees, 5' for understory and coniferous trees); provide a landscaping screen around the transformer pad;
5. C0.1: Bearing and distance is missing from the northeastern most property line; C1.0 and C2.0: Specify 2021 SUDAS edition. Include Urbandale Water Utility Specifications; call out all critical crossings of utility pipes; C2.1: Call out perforated bioretention pipes in plan view. Specify spacing; C3.0: Grading Note #2, depth of topsoil is 8" for stockpile and respreads; C3.1: There appears to be a low point to the east of the building. How will stormwater from this area be routed to the basin?; C4.2: On details for SW-513 intakes, update structure numbers. The inlet opening sides and elevations are not specified in plan view. If bioretention subdrain is about 2.5' deep, verify there is sufficient fall to tie in to structure.
6. Relabel "Sidewalk Easement" and "Trail Easement" as "Pedestrian Easement"; label width of sidewalk; sidewalks: extend sidewalk to the west along Horton Avenue to 141<sup>st</sup> Street. Ramps must be on each side of 141<sup>st</sup> Street. At a minimum, install sidewalk along east side of 141<sup>st</sup> Street from Douglas Parkway north to connect with the internal parking lot sidewalk. Extension of the sidewalk along the east side of 141<sup>st</sup> Street north to Horton Avenue is encouraged; verify that sidewalks and ramps in the public ROW are ADA compliant. Provide spot elevations and slopes.
7. Revise "Storm Water Detention Easements" to "Surface Water Flowage Easements" (SWFE); show proposed connection to storm sewer extension from project to the west. Construction will need to be coordinated with the adjacent site. Storm sewer improvement construction to be completed prior to issuance of CO for Edencrest.

8. Drainage Report: Update model of pond outlets for the open top of the standpipe and the inlet openings on the SW-513s. Update storm sewer table for final lengths and slopes of pipes; verify all pipes are included on both table and site plan. Verify that downstream pipes have sufficient capacities for flows. Update WQv and CPv worksheets for final hydrograph values. Provide intake calculations; note that maximum amount of parking lot ponding allowed is 9".
9. 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; provide a Stormwater Facility Maintenance Agreement for the detention basins per the Post Construction Stormwater Ordinance; 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.
10. Prior to approval of the site plan, the final plat for "Edencrest at Timberline" must be recorded; pay water connection fee of \$7,529.79 at time of building permit;

Mr. Van Heuvelen said, as this is a public hearing, the Commission will hear comments from both proponents and opponents of the proposed amendment. First we will hear from proponents.

Mr. Ryan Hardisty, Civil Design Advantage, 3405 SW Crossroads Drive, Johnston, said I am the civil engineer for the project. We would be happy to answer any questions regarding the proposed rezoning or the site plan.

Mr. Tim Portzen, Hubbell Realty, said I just wanted to clarify a few items. As Ms. Bales had said, this is an 80-unit senior apartment project. This will actually be our seventh Edencrest in the metro so we're really excited to bring something to Urbandale. I did want to clarify that 100% of these units are licensed as assisted living units, and that's partially why we have a little bit less traffic, a little bit less need for parking. We feel like this is in line with the P.U.D. We're really excited to be able to benefit from the views of the timber, proximity to the bike trail. Our residents benefit from a lot of the same things that the P.U.D. is trying to achieve, that liveliness that's created with mixed use and connectability. I'd like to thank the staff. This has been one of the more efficient P.U.D. rezones. They've been extremely helpful. They've met several times in informal meetings to talk about history, verify P.U.D. interpretation, etc., so just a quick thank you to Mr. Franklin and Ms. Bales and all the staff for being very accessible in providing feedback early and often in the process.

Ms. Racki said I'm sorry I didn't hear you, she asked what did you say about units for assisted living?

Mr. Portzen said so, while this is a multi-family of senior apartments, it's a little bit different than what you might think of as a 55 and up age restricted apartment. This is a senior living facility, a senior living community, so the apartment units are actually licensed as assisted living. So we would actually offer independent living solutions, assisted living and memory care. But usually they have a little bit more of a skill level than like a standard apartment. These are for people who need a little bit more assistance.

Ms. Racki asked what is the age level that you're talking about? I know that I've moved beyond the P.U.D. discussion to the site plan.

Mr. Portzen said I think, typically, we would say our residents are 55 and up. I think that's a good rule of thumb. But really it's need-driven, so while our average resident is probably in their 70's or older, there are people who need a little bit of assistance who are younger, potentially had a stroke at a young age or a variety of different reasons. So while I think rule of thumb 55 and up is a good thing to say, our average age of our residents quite a bit larger, but really we would serve anybody who is in need of assistance.

Ms. Racki said thank you. I'll ask the rest of my questions later.

Mr. Van Heuvelen asked would there be communal dining, or would they each dine in their own unit?

Mr. Portzen said, like I said, we really offer kind of three levels: independent living, assisted living, and memory care. The independent living, which are one-bedroom and two-bedroom units, do have their own kitchen. The assisted living has kitchenettes and then the memory care does not have a kitchen. However, everybody is welcome, there is a commercial kitchen, common dining area, there's community spaces for them to gather, meet with family, meet with friends, meet with each other, so yes, there are quite a few communal aspects to the property. But many of them can have their privacy and they do have their own bathrooms, kitchenettes, etc., like a standard apartment you would expect.

Ms. Roethler asked who would be using the detached garages?

Mr. Portzen said we do have some detached garages. We haven't really started incorporating those until we started using independent living and that's just to recognize that some of our residents are coming in at a younger age. They do have a varying level of ability to drive and they want their freedom still, and they just need a little bit more assistance. So some of them do drive, but to a large portion of it is they're coming out of a home and they're not quite ready to give up all their possessions and all their things, and maybe they're downsizing. So a lot of times these garages are used more for storage of items because people are downsizing more so than for vehicles.

Ms. Roethler said thanks, that answers my question, because the distance is kind of far if you were really driving every day. But that makes a lot more sense.

Mr. Van Heuvelen said at this time, we'll take comments or questions from anyone else who is opposed to the project or just has questions.

Mr. Brent Gast, 14024 Ridgemont Drive, on the board on the Timber Hills Townhome Association, said I'm concerned with, and maybe this is more a question for the architect or for the gentleman from Hubbell, is there going to be any type of berm that runs along the property to the north that separates our association property? Is there any landscaping there? It's hard to tell from the one drawing that was up there, if there's going to be a living fence along there, to create some separation. We've had some issues with another nearby apartment facility that is creating some light pollution into our units and shining up. So that's a concern for our residents.

Mr. Hardisty said our intent on the north side of the property is to maintain the grades at the existing elevations in order to keep the trees that are already planted out there. By changing grade and adding berms, we would have to cut the trees down that are existing and the plan is to try to save those trees. As we have that garage orientated up there, providing a berm wouldn't really add any additional screening from the site because we have that garage on the north end that blocks views. And also from the drainage perspective, we're trying to capture all of the water and provide stormwater detention and water quality treatment, and a berm would create a high point along that northern property line and some of that run-off would then flow directly to Horton Avenue. Our intent is to try to route all stormwater to our stormwater basins.

Mr. Portzen said to piggyback off of what Mr. Hardisty said, if light pollution is kind of your main concern, we're attempting to capture the views of the tree line as much as possible. Our intent is to attach to the view of the trees as much as possible, so if you see the site plan, our units really open up to that tree line. Most of that is purposely facing east towards the trees.

Mr. Gast asked your parking lot lights, are they going to be diffused? That's another concern is that more lighting may end up onto our properties.

Mr. Hardisty said any lighting for the projects is going to have to be a downcast fixture, to not spill lighting up onto the adjacent properties.

Ms. Bales said they'll be required to provide a photometric plan, so we'll see that data before all is approved, as well.

Mr. Van Heuvelen asked Mr. Gast if that answered all his questions.

Mr. Gast said yes, it does. Thank you.

Ms. Bales said I believe that Joy Clingan is on the call.

Ms. Clingan said yes I am. Mr. Gast has asked our questions, thank you.

Ms. Sarah Schmitz, with Timber Hills Townhome Association, 14036 Ridgemont Drive, asked is there going to be any traffic coming in off of the private street of ours on the north side there, in through Horton?

Mr. Hardisty said our main access is off of Douglas Parkway. Cars can circulate off of Horton Avenue from 142<sup>nd</sup> Street to get to the site. But the main entry way will be from Douglas Parkway. The site also, just due to the use of the project, isn't going to generate a lot of traffic volume.

Ryan was asked it will be addressed off of Douglas too, right?

Mr. Hardisty said I believe so.

Ms. Bales said yes, that's correct.

Mr. Smith said my question is just in regards to the site plan, it's more of a general question for parking, as far as the number of handicap spots that is required for a facility like this, I noticed on the site plan that there were maybe three for the 81. I didn't know if that was kind of the minimum requirement or if there would be more, just given the nature of the development, or if that is taken into consideration at all? I just throw it out there.

Ms. Bales said three is the minimum for the surface, the 61 surface parking spaces. One of the garage spaces will also be required to be an ADA accessible garage space. I'll look to Mr. Portzen to maybe talk about demand and that sort of thing.

Mr. Portzen said sure, as we've said, a lot of our residents do not have vehicles. Most of our parking is really visitors, family, friends, and then the workers. We've probably got about 15 employees that are at the facility at any point in time. The bulk of the parking demand is really outside of our residents, and then the residents that do have vehicles usually remain parked, so there's not a whole lot of coming and going. We do have a community bus, as well, so people do have the ability to move and go where they need to without having a vehicle.

Mr. Smith asked are the ADA spaces able to be expanded? Let's say you have more residents that require them, or there seems to be an increase in demand. I would imagine there are a lot of people who are visiting the facility that might require them as well, which would take away from any resident that would need it. So I guess I just

didn't know if that's the requirement, or if it's fluid, or how that is all handled. But I think you have answered my questions well enough.

Mr. Portzen said we typically just do what's required. Honestly a lot of times when I drive up to one of our projects, those are the spaces that are usually open. We also have a canopy at the front for drop-offs and stuff like that, so I think as it becomes a requirement, we can always do drop-offs.

Ms. Bales said I just flipped over to show that canopy on the west side that Mr. Portzen just mentioned. It will face west.

Mr. Smith moved, and it was seconded by Racki, to close the public hearing. On roll call; Ayes: Smith, Racki, Roethler, Galante, Hollatz, Van Heuvelen; Nays: none. Passes: none. Motion carried.

Ms. Racki said when I initially read the proposal, it said senior multi-family housing. Now Mr. Portzen is telling us it's a continuum of care, basically, independent, assisted, and memory care is different than the way I interpreted what I read. And so I was very concerned about parking as someone who fits into your age category in the 70's range, and they just renewed by driver's license for 7 years. So, I was concerned about parking. What I am concerned, related to parking, is it being outside, I mean, most of the spaces. And I know how you said might not be residents, though some of us are mobile. My mother passed away at the age of 98 and she was still driving, and still living in her house. Being outside in an Iowa winter, even if you're able-bodied and young, it's pretty easy to slip and hopefully not hurt yourself, so that was my big concern about exterior parking. If we were in southern California, it wouldn't phase me at all. Even for your workers, then you might have workman's compensation issues if they slip and fall in the parking lot. So maybe you can just address that a little more. But that's my biggest concern. I think the concept is great. But parking, even as I said visitors, employees, and I've visited people, and have had no choice but to park outside. Well, this winter it's been less than well, forget COVID. But if there weren't COVID and I went to visit someone, I'd have to move through the parking lot.

Mr. Portzen said it sounds like the concern is a little bit more about indoor versus outdoor. I think as far as parking count, it sounds like there's less concern there. As far as location, the independent living which is where I feel like there might be the most drivers, that's the south wing where some of our parking lot does wrap around down there. There will be some first floor units, so that might be something that's appealing to a tenant if they do have a vehicle in order to get a little bit closer. But generally speaking, this will be our seventh Edencrest and only one other one has garages. The other five don't have any indoor parking, it's all outdoor. So while I understand and appreciate your concern, I don't know that it merits creating more garages at the cost of outdoor, more efficient spaces.

Mr. Smith asked how many of the parking spots were covered again?

Ms. Bales said 20.

Mr. Smith asked 20 of the 80? So 20% of them are covered, okay.

Ms. Bales said a quarter of them.

Mr. Smith said 25% are covered.

Mr. Van Heuvelen asked does that cover your question?

Ms. Racki said I'm not totally convinced. He answered it, but he has experience, I don't. I just know how much I love my garage at my house when the winter's bad.

Mr. Van Heuvelen asked how does the senior living fit into the comp plan? Is there a driving need that we are hoping to fulfill with the senior living?

Ms. Bales said a variety of housing is always a goal of our comprehensive plan. The Council has a very high priority for providing senior housing, and they haven't had a lot of opportunities to meet that goal. And so this project fits very much into their goals as a council. And they've had that goal for a while, it isn't something new with this council or new in the last two years. Part of that is because there's sort of a struggle where if you ask someone what senior housing is, you might have a definition, and I might have a definition, and so and so might have a definition. So, sometimes it's hard to define and when you have something that is hard to define, it's hard to figure out how you meet it with a goal. However, this project will meet that as one of their goals, a top priority for the Council.

Mr. Van Heuvelen asked what does this mean, if we approve this project, to the land immediately to the west there? It's still on the roundabout, in terms of development potential. What do you think is going to be come of that particular smaller parcel?

Ms. Bales said the parcel on the corner of the roundabout?

Mr. Van Heuvelen said on the northeast quadrant of the roundabout, yes.

Ms. Bales said in two weeks is a site plan for Kiddie Academy, which is a day care that will be in the northeast of that northeast corner. I'll flip over to a quick picture, they're easier to understand than words sometimes. So on your next meeting, I don't know if you can see my mouse, this is the Hubbell parcel. That essentially will be paved as 141<sup>st</sup> Street. Then just to the west of that, where you can see the street entrance which has already been paved, we have a proposal for the Kiddie Academy Day Care. So Knapp and Hubbell will work through, and I believe Knapp is paving 141<sup>st</sup> Street as part



of their development, they will also be paving the right turn lane in that will go into 141<sup>st</sup> Street, there will be a dedicated right turn, like we require on all entrances here. So it hasn't stopped that project. It's 2 weeks behind, but it's still coming. And then no one considered this a barrier to continuing to develop that corner.

Mr. Van Heuvelen said thank you. Interesting juxtaposition – senior living next to the Kiddie Academy.

Ms. Bales said it is! I think they're great complementary uses.

Mr. Smith moved, and it was seconded by Roethler, to approve the "Timberline Village" Amendment to the P.U.D. Master Plan, subject to Staff recommendations. On roll call; Ayes: Smith, Roethler, Racki, Galante, Hollatz, Van Heuvelen; Nays: none. Passes: none. Motion carried.

Mr. Van Heuvelen said there are a number of staff comments for the preliminary plat and site plan. I assume there are no problem with any of the staff recommendations?

Mr. Portzen said correct, no problem.

Ms. Roethler moved, and it was seconded by Hollatz, to approve the "Edencrest at Timberline" Preliminary Plat and Site Plan, subject to Staff recommendations. On roll call; Ayes: Roethler, Hollatz, Smith, Galante, Van Heuvelen; Passes: Racki; Nays: none. Motion carried.

Regarding Staff reports, Ms. Bales said we will have your meeting on March 15. The first thing is a preliminary and final plat that you've seen before. It's expired so they have to re-do it. If you've got your agenda in front of you, number 2, 3, and 4 are all on that northeast parcel that I just highlighted on the other screen. So they're going to do something similar to what they did with the Hy-Vee on the southwest corner of the roundabout. They're going to do a preliminary plat to separate the Kiddie Academy site plan from the rest of the corner. They're going to do a site plan for a regional basin, and they're going to do the Kiddie Academy site plan. So when I present, I'll talk about that corner all at once, but I will need three motions. The last thing on the agenda is more unusual, but still important. We're going to formalize our food truck policy and adopt it and put it as a temporary use into our zoning code. We've been running a food truck policy, I think, in 2017, 2018, 2019, and 2020. Before we weren't really ready to adopt code language, we kind of wanted to take it for a test and learn some things before we formalized it. So we are now ready to formalize that food truck policy and you'll get that code language and then we'll take your recommendation to amend the Zoning Ordinance to the Council for their final vote. So because it's a change to the Zoning Ordinance, the code requires that you provide a recommendation to the Council on that change. Also another note, we will have your meeting on Tuesday, March 30. That's the week that goes into Easter. So we'll be meeting on Tuesday, the 30<sup>th</sup>, instead of

Monday the 29<sup>th</sup>. And I say that because I keep having to remind myself of that change. So, not the normal day. Make a note, if it's an issue, let me know. On that agenda, you saw it tonight, that vacant lot south of Two Men and a Truck. We will have the plat and the site plan for that parcel. It has to be platted because it's an outlot right now, so you have to plat it to make it a buildable lot. And then we'll have the site plan for that spec building. So that will be a very familiar spot. And then Ramsey Mazda on Hickman Road is going to knock down that little building just west of their main building, and build a new Mazda building. So a redevelopment project, a building's replacing a building. But they're going back through the site plan process, so you will see that on March 30<sup>th</sup>, as well. I'll take any questions you may have, otherwise thank you for your time. I know it was kind of a marathon with four public hearings.

Mr. Van Heuvelen asked does anybody want to ask how long it will be before we go back into the Council chambers for our meetings?

Ms. Bales said we will still have a WebEx presence in our meetings, we think, for quite a while, so I don't know what that means in terms of Commission, like if we will want to see you in person or if we'll have the WebEx for you and the WebEx is just for citizens. It's still evolving.

Mr. Galante said there's always the library space, right? And if people wanted to, let's say we wanted to increase our engagement for those people that can't 'maybe make it in person, maybe we have a trip or something like that but we still want to tune in, maybe there's some exciting new technology that would allow us to still be virtually seated there and maybe you'd a picture outline of our face in that particular screen. I'm excited to return both in person and virtually going forward, if possible.

Ms. Bales said we've had some engineering firms ask if we're going to keep this virtual, because they like not having to go to all the cities, especially when they have 3 meetings on one night. And so Mr. Franklin and I have talked about it and he has said I think there will be a continual virtual presence.

Mr. Van Heuvelen said thank you. I happen to like it. Thanks Commissioners for being here, great job! See you in a couple of weeks.

The meeting adjourned at 6:52 p.m.