

PLANNING AND ZONING COMMISSION MINUTES

City of Waverly, Iowa

City Council Chambers

September 3, 2015

A. Call to Order: 7:00 P.M.

1. Members Present: Hank Bagelmann, Chairperson; Kathy Olson; Bill Wilson; Kate Payne; Heidi Solheim.

Members Absent: Barb Anderson; Richard Dane, Vice-Chairperson; Susan Franke; David Huser.

City Staff Present: Ben Kohout, Secretary; Edith Waldstein, Council Liaison; Tim Kangas, Council Liaison.

2. Approval of Agenda:

Motion By: Solheim

Seconded By: Olson

Move that the agenda be approved as printed.

Yes: 5

No: 0

Absent: 4

3. Approval of Previous Minutes:

Motion By: Olson

Seconded By: Payne

Move that the minutes of the August 6, 2015 Planning and Zoning Commission meeting be approved.

Yes: 5

No: 0

Absent: 4

4. Communications:

- i. Kohout stated there will be a Board of Adjustment meeting on September 14, 2015.

B. Public Hearings:

None

C. Regular Business:

1. Review Preliminary Plat for Prairie Park Second Addition for seven residential lots in NE Waverly.

Mr. Bagelmann stated BNKD Development, Inc., applicant, is requesting a preliminary subdivision plat for seven residential lots known as Prairie Park Second Addition located east of the current Tumbleweed Trail, extended. The Comprehensive Land Use Map shows these properties as Residential. Following review of the preliminary plat, a final plat and construction

documents may be brought forward within 12 months for review and recommendation by the Commission.

Mr. Kohout presented the subdivision plat for the Commission to review and showed how the streets would be arranged to allow for future road connectivity with future development.

Mr. Lyle TeKippe, engineer for the subdivision, confirmed there is a 15 foot lot off-set along the north boundary of the Prairie Park subdivision presented will match future development.

Ms. Olson confirmed with Mr. Kohout the deed of covenants presented with the plat is a requirement and provided to the Commission for review. Mr. Kohout stated staff has reviewed them and they do not contradict any minimum City standard nor are they less restrictive than City minimum standards. Mr. Kohout further confirmed the covenants are enforced by a homeowner association as afforded by State law.

Mr. Kohout confirmed for the Commission sidewalk connectivity is reviewed by the Council on a predetermined schedule of review and the City is interested in finding opportunities to fill in lots of no development with sidewalk connectivity where it follows policy to do so.

Motion By: Wilson

Seconded By: Olson

Move that the Commission recommend approval of the preliminary plat creating 7 residential lots in Prairie Park Second Addition to the City Council.

Yes: 5

No: 0

Absent: 4

2. Review Preliminary Plat for Omni Development Addition for 34 single family lots and six other lots in SE Waverly.

Mr. Bagelmann stated Twin B LLC, applicant, is requesting a preliminary subdivision plat for 34 single family lots and six other lots known as Omni Development Addition. The property is located on the South side of and within the 100-300 block of Cedar River Parkway. The Comprehensive Land Use Map shows this property as mixed use development. Following review of the preliminary plat, a final plat and construction documents may be brought forward within 12 months for review and recommendation by the Commission.

Mr. Kohout presented the plat to the Commission and showed the street connectivity and noted the street layout promotes connectivity with existing roads. Mr. Kohout stated the existing two residences are incorporated into a private easement of access of 50 feet wide.

Mr. Bagelmann confirmed with Mr. Kohout 1st St. SE extended with this plat is shown as a street width of 31 feet wide. Mr. Bagelmann confirmed with

Mr. Kohout parking along this wide of a street is to be restricted to one side only, to promote safer travel for motorists.

Ms. Solheim confirmed with Mr. Kohout Cedar River Parkway and proposed roadways entering the Parkway are spaced appropriately and traffic movements were deemed acceptable by City staff.

Mr. Wilson confirmed with Mr. Kohout with the R-4 designation, permitted uses with site plan are not required to come back to the City Council and Commission for review and only staff review will occur. Should re-subdivision of the property were to occur, this would come back for review prior to approval. Mr. Kohout reviewed the uses in R-4 with the Commission.

Ms. Solheim confirmed with Mr. Kohout multi family structures do not come forward to the Commission for review and recommendation prior to approval. Review of this type of construction is done by the Staff.

Mr. Kyle Helland, Helland Surveying, who prepared the plat, stated they will come back with a final plat showing phases of development. These phases of development will occur prior to any development as deed of dedication for roadways and infrastructure will accompany the plat.

The Commission confirmed with Mr. Kohout the plat includes provisions for parkland development by providing for a 10 foot wide trail section that runs along the south property line. Mr. Kohout stated Staff has proposed to the developer to continue the trail to meet up with the soccer fields to the east, and that this is not required, but is sought as a desirable amenity to better connect the trail with the soccer fields. Mr. Kohout stated the existing trail as proposed, is sufficient.

Motion By: Solheim

Seconded By: Wilson

Move that the Commission recommend approval of the preliminary plat creating 7 residential lots in Prairie Park Second Addition to the City Council.

Yes: 5

No: 0

Absent: 4

D. Old Business:

1. Corridor Planning Update.

Ms. Kate Payne updated the Commission by showing a matrix that highlights identified corridors of study with items on each corridor to study. Ms. Payne stated she envisions the Planning Commission along with other Commissions use the matrix to better address lacking areas to address in order to improve the corridors within Waverly.

Ms. Payne stated the roadway entrances into Waverly do need attention and some need attention more than others. She stated there remain questions about how to address existing corridors, if they are found to be lacking in identified areas. The Commission stated support over the proposal and for staff to allocate time to work with other Commissions to identify areas of improvements and to bring back a report to the Commission.

Ms. Payne identified Cedar River Parkway as a roadway of emphasis as this is a new development area and efforts can be made to evaluate what may work with residential and commercial developments fronting onto the streets.

Ms. Payne stated she observed the efforts of the City of Waterloo and recent Highway 63 improvements on the south end of town as an example to emulate with addition of decorative lamp posts and brickwork inlays in the street in the crosswalks and a trail included with the roadway improvements. Ms. Payne stated she found this area to be redone in an appropriate manner that promotes pedestrian accessibility along the corridor and finds this drive to be a pleasant gateway into Waterloo from the north side.

Mr. Kohout stated staff time is limited and that efforts will be made to allocate staff time to refining the corridor planning process going forward as time permits. Mr. Kohout stated the Comprehensive Land Use Plan does direct the City to look at gateways into the community and to find ways to improve them, but with little direction. Mr. Kohout stated improvements to 4th St. SW have included new sidewalk installation in front of businesses as an effort to promote pedestrian accessibility to those businesses.

Ms. Solheim stated support of staff and the Commission Committee speaking with the Chamber of Commerce and their design committee. The Commission stated support of current plantings maintained by the Leisure Services department and would like to see this expanded if possible to the corridor areas as a means to combine a vision for the City of Waverly.

The Commission supported a public forum and group meeting involving other Commissions to receive information, from which a listing of improvements may then come forward for consideration in order to promote the improvements of gateways into the community.

E. New Business:

1. Staff to present brief narrative on upcoming ordinance amendment consideration governing residential lot sizes.

Mr. Kohout stated the Community Development office is looking over the City Code sections governing residential zoning districts. Mr. Kohout stated the desire of staff is to allow for styles of residential construction through the zoning code in an attempt to add better predictability within zoning districts and to be an alternative to the Planned Development District (PD) and the

minimum lot size standards for a “PD”. Mr. Kohout stated single family detached homes would be in two separate R-1 districts. There would be R-1, small, and R-1, large. Mr. Kohout stated the goal is to allow for responsive code regulations that meet the styles of housing currently being constructed, which developers are building to meet a need. Mr. Kohout continued that duplex or two attached single family homes would exclusively be in R-2, with no single family homes. Three single family homes attached would be in R-3, without duplexes or detached single family. Mr. Kohout stated R-4 would include row homes, with four or more attached single family homes. Mr. Kohout stated work continues on providing for another residential designation for two or more story residential construction that would be commonly known as apartment buildings.

Mr. Kohout stated work on this venture is planned to continue with involving a few Commission members and feedback would be received prior to formal consideration as an amendment to the City Code.

There was discussion about allowing for micro homes, or homes that are small on lots in Waverly. Mr. Kohout confirmed with the Commission there is a 24 feet wide minimum home size, and no minimum house size. After discussion, it was determined this topic should be included with a zoning code revision in determining amongst the decision makers whether or not there should be a minimum home size standard.

The Commission stated support of the Staff sharing this zoning code re-write process with other Commissions and Council representatives so a better sense of being responsive to development trends matches the goals of providing housing in the City.

F. Adjournment:

Motion By: Olson

Move that the Planning and Zoning Commission meeting be adjourned.

Meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Ben Kohout, Secretary