

1. Public Hearing on Planned Development District (PD) Amendment for one new single family residence and an amendment to the Future Land Use Plan from Semi-Public to Residential on the west side of 11th Street SE.

Chair Bagelmann stated Dahlstrom Real Estate, LLC, applicant, is requesting to amend the PD for Centennial Oaks Subdivision to provide for one single family residential lot out of the existing golf course area. The proposal is for one 1.08 acre lot to be situated on the West side of 11th St. SE, approximately 300 feet north of the intersection of 29th Ave. SE and 11th St. SE. The City is requesting a new Tract of 17 feet wide along the existing right of way be taken out of proposed Parcel "RR" and dedicated to the City for future improvements to the right of way. A site plan accompanies this request to show required items in how it relates to the surrounding land usage.

Public notice was given to those within 250 feet of the subject property and publicly advertised in the local Waverly newspaper.

Mr. Bagelmann opened the public hearing.

Mr. Ken Riggs, of 101 St. Andrews Pl., Waverly, addressed the Commission. He stated he enjoys the open spaces of the golf course and has a concern over the loss of green space with this proposal. Mr. Riggs stated a recently constructed home on the east side of 11th St. SE would lose their view shed of the golf course with the placement of a home at this location as proposed and is concerned about that. Mr. Riggs stated he has a concern over changes to the originally planned golf course layout with the Centennial Oaks PD plat.

There being no one else wishing to speak, Mr. Bagelmann closed the public hearing.

Mr. Huser stated his support of the request. Mr. Huser stated he recognizes if there were no home on the east side of 11th St. SE from this request, there would not be a concern over the request.

Ms. French stated she has concerns over the request of a larger home on a larger lot, where there are existing smaller lots and closer proximity of residences which serve to maximize the green space throughout the development.

Mr. Gritters confirmed with Mr. Kohout the existing Breezy Hill Subdivision plat directly to the South of the proposal was not originally part of the Centennial Oaks Planned Development.

Ms. Payne stated she would like to hear from the developer on the request to better explain the proposal.

Motion By: French

Seconded By: Huser

Move that the Planning and Zoning Commission recommend approval of the PD Amendment request to provide for one single family residential lot out of Centennial Oaks

Subdivision and an amendment to the Future Land Use Plan from Semi-Public to Residential and 17 feet be added to the right of way along 11th St. SE to the City Council.

Yes: 0

No: 6

Absent: 3

C. Regular Business:

1. Review and Recommend on Minor Subdivision Plat for Parcel “RR”, a 1.08 acre lot out of Centennial Oaks Subdivision in Southeast Waverly.

There was discussion amongst the Commission regarding if this item should be left on the agenda or not. Mr. Bagelmann confirmed with Mr. Kohout the Commission can table the request until such time more information can be presented.

Mr. Huser questioned why the developer did not approach the Commission with this request and the previous request to create a single family lot off of 29th Ave. SE at the same time.

Motion By: Huser

Seconded By: French

Move that the Planning and Zoning Commission remove the minor plat, providing for creation of Parcel “RR” out of the Centennial Oaks Subdivision from this agenda.

Yes: 6

No: 0

Absent: 3

2. Review and Recommend on Ordinance Amendment to include Provisions for Condominium Conversion Standards.

Mr. Bagelmann stated the City of Waverly Community Development staff is interested in updating the City Code to include provisions for converting dwellings into condominium units. Staff views this ordinance amendment as necessary as the language proposed will set minimum standards of building construction to be demonstrated and proven by a licensed architect or engineer following building permit issuance. This is meant to address structures which may have been designed as apartment buildings or connected attached “zero lot line” homes which now desire to be a condominium without filing the customary proper paperwork.

Mr. Kohout reviewed the ordinance draft with the Commission and confirmed this is a new addition to the code. Mr. Kohout stated the ordinance comes from the City of Des Moines model, following review of the Waverly City Attorney. Mr. Kohout stated the intent of the ordinance is to have a registered architect to review and approve of plans prior to the building inspector approving plans to create condominiums out of existing residential units. Mr. Kohout stated this is sought to be done in an attempt to consider convenience of access to electrical or plumbing or similar items in a structure prior to the conversion and for safety considerations to inhabitants of resulting units.

Ms. Payne stated support of the request.

There was discussion amongst the Commission about examples where this ordinance could be applied to.

Ms. French stated support of the request.

Motion By: French

Seconded By: Payne

Move that the Planning and Zoning Commission recommend approval of the ordinance amendment providing for condominium conversion standards, to the City Council.

Yes: 6

No: 0

Absent: 3

3. Election of Officers.

Per Chapter 44 of the Waverly Municipal Code, the first organizational meeting of the Planning and Zoning Commission held in May of each year is the time and place to elect a chairperson and vice-chairperson. The elected officers shall serve concurrent terms of one (1) year.

Motion By: Huser

Seconded By: French

Move that Hank Bagelmann be elected as Chair of the Planning and Zoning Commission for the 2018-2019 term.

Yes: 6

No: 0

Absent: 3

Motion By: Huser

Seconded By: French

Move that Kate Payne be elected as Vice-Chair of the Planning and Zoning Commission for the 2018-2019 term.

Yes: 6

No: 0

Absent: 3

D. Old Business:

None

E. New Business:

None

F. Adjournment:

Motion By: Huser

Move that the Planning and Zoning Commission meeting be adjourned.

Meeting adjourned at 7:38 pm.

Respectfully Submitted,
Ben Kohout, Secretary