

**MINUTES OF THE CITY OF PELLA
PLANNING AND ZONING COMMISSION MEETING
MAY 23, 2022**

CALL TO ORDER BY THE CHAIRPERSON AND ROLL CALL

Chairperson Vos called the Planning and Zoning Commission to order at 7:00 p.m. in the Public Safety Complex. Members present were: Sarah Buchheit, Joe Canfield, Cathy Haustein, Kisha Jahner, Tom Johnson, Ann Visser, and Teri Vos; absent: Julio Chiarella, Mark Groenendyk, and Robin Pfalzgraf. Staff present: City Administrator Mike Nardini, Planning and Zoning Director Gerald Buydos, Zoning Analyst Jared Parker, Local Programming Coordinator Monte Goodyk, and the Deputy City Clerk. Eleven members of the public were present.

APPROVAL OF TENTATIVE AGENDA

Motion by Visser, second by Jahner to approve the tentative agenda. Motion carried 7-0.

PUBLIC FORUM

Ann Summitt was present to comment on the proposed preliminary plat for Timberview. She stated that the proposed road connecting the development to Main Street should be completed prior to constructing the housing. She stated that the City of Pella website is difficult to navigate to locate agendas. She said she also serves on the Big Rock Park Board and the rarest ecosystem in North America, called the Bur Oak Savanna, is located in Big Rock Park. There is timber in the area where the Timberview development would be located that she believes could also be a Bur Oak Savanna that houses endangered species. She said the City needs to be cautious about this. She stated the need for environmental studies and the Iowa Department of Natural Resources to be consulted on removing timber.

Summitt said the economy has taken a downturn and that she does not want the Timberview development to turn into another Prairie Ridge. She stated that she discovered that many of the lots in Prairie Ridge have not been sold to homeowners, but rather developers. She asked the Commission to carefully consider this before approving the preliminary plat.

APPROVAL OF MINUTES

Motion by Canfield, second by Visser to approve the minutes of the May 11, 2022 meeting. Motion carried 7-0.

NEW BUSINESS PROPOSED

Consider a Site Plan for 909 Roosevelt Rd., Submitted by Gary Willemsen, to Construct Two New Warehouses and an Office Space

Gary Willemsen submitted a site plan application to construct two warehouses with office space at 909 Roosevelt Rd. One of the proposed buildings will be approximately 19,008 square feet and the other one will be approximately 15,360 square feet. There will be approximately 39,684 square feet of paved parking.

Chapter 165.36(F)(3) requires the proposed site plan to conform to the City's Comprehensive Plan. The Future Land Use Map of the Comprehensive Plan identifies this site for "Civic and Public" land uses. Staff believes the proposal meets the community's goals listed in the Comprehensive Plan due to the area noted as being adjacent to a preferred industrial growth area, along with providing more industrial acres, which are noted as a need in the Comprehensive Plan.

Staff believes the proposed site plan meets the requirements of the City's zoning code and is consistent with the City's Comprehensive Plan. Therefore, staff recommended the site plan be approved as submitted.

In response to question from Haustein regarding "Civic and Public" land uses, staff explained that a City substation and Pella Christian High School are located near the proposed site, which might explain why the site is identified as that land use on the Future Land Use Map. Additionally, the zoning ordinance takes precedence over the Future Land Use Map.

The applicant, Gary Willemsen, answered a question from Jahner about the location of the office.

Motion by Canfield, second by Jahner to approve the site plan as submitted. Motion carried 7-0.

Consider a Revised Site Plan for 431 SE 14th St., Submitted by B&D Endeavors, LLC, to Construct a Warehouse/Shop and Associated Improvements

B&D Endeavors, LLC proposed building an additional structure on the property located at 431 SE 14th Street. The proposed structure shall be 14,256 square feet and will be used as a warehouse/shop space. This is an addition to the site plan the Planning and Zoning Commission approved on February 22, 2021.

Chapter 165.36(F)(3) requires the proposed site plan to conform to the City's Comprehensive Plan. The Comprehensive Plan's Future Land Use Map identifies this site as General Industrial. The proposed use aligns with this designation.

The proposed site plan satisfies pertinent City Code and is consistent with the Comprehensive Plan. Staff recommended approval of the site plan as submitted.

Motion by Jahner, second by Johnson to approve the site plan as submitted. Motion carried 7-0.

Consider a Site Plan for 1050 E. University St., Submitted by Pella Community School District, to Construct an Early Childhood Center and Associated Improvements

Pella Community School District proposed building an Early Childhood Center adjacent to Madison Elementary at 1050 E. University St. The proposed building will total 34,167 square feet with approximately 95,000 square feet of new pavement.

Chapter 165.36(F)(3) requires the proposed site plan to conform to the City's Comprehensive Plan. The Future Land Use Map of the Comprehensive Plan identifies this site for "School/Central" land uses. Staff believes the proposal meets the community's goals listed in the Comprehensive Plan and complies with the Future Land Use Map.

Staff believes the proposed site plan meets the requirements of the City's zoning code and is consistent with the City's Comprehensive Plan. Therefore, staff recommended the site plan be approved as submitted.

Pella Community School District Superintendent Greg Ebeling was present to answer questions from the Commission. He explained the proposed parking layout as well as plans to construct 10 classrooms. The maximum capacity of the four-year-old classrooms is 20 children each and the maximum capacity of the three-year old classrooms is 18 children each. Overall, the number of children served would be approximately 196. There will also be the potential to offer wraparound care for children before and after class. This project was included in the bond, which was passed by voters in November 2021. A future connection between Jefferson Intermediate School and Pella Middle School is also planned.

Motion by Johnson, second by Canfield to approve the site plan as submitted. Motion carried 7-0.

Consider a Preliminary Plat for the Timberview Subdivision, Located at the Northern Terminus of Hazel Street and Country Club Drive

ATI Group, LLC submitted a preliminary plat identified as Timberview Preliminary Plat 1 to subdivide one parcel (approximately 46.16 acres) into 95 buildable lots and one city park. The subject property is located at the terminus of Hazel Street and Country Club Drive. Previously, both the Planning and Zoning Commission and City Council have approved a zone change from Low-Density Single-Family Residential (R1) and Agricultural (A1) to Moderate-Density Single-Family Residential (R1A) on the property known as the Timberview Development.

The property is zoned R1A. This district is intended to provide for moderate-density residential neighborhoods, characterized by single-family dwellings on moderately large lots with supporting community facilities and urban services. Its regulations are intended to

minimize traffic congestion and to assure that density is consistent with the carrying capacity of infrastructure.

The proposed development is intended to be a market rate residential development with single-family attached (SFA) and single-family detached (SFD) products. The development would consist of 58 SFA units and 37 SFD units in addition to a 1.25-acre parcel dedicated to being a future park at the intersection of Hazel Street and E. Park Lane through 4 phases:

Phase 1: 21.46 acres including 10 SFA and 27 SFD units

Phase 2: 10.40 acres including 8 SFA and 6 SFD units

Phase 3: 8.11 acres including 24 SFA and 0 SFD units

Phase 4: 6.10 acres including 16 SFA and 4 SFD units

The SFA product identified for specific lots will be sold separately. The SFD product would consist of developer-built houses and for sale lots. In addition, the SFA development will contain houses that are akin to patio homes, with no basement and no steps, to be marketed to an audience that would find these features attractive. The product will not be age restricted.

The developer has indicated an intent to subdivide the parcel into 95 individual lots and one park site. Staff reviewed the proposed subdivision and confirmed that the proposed lots meet all minimum lot requirements for the R1A zone. The minimum lot width is 65 feet and the minimum lot area is 8,500 square feet.

Additional housing is noted as a key priority goal in the City's Comprehensive Plan. The City's Comprehensive Plan identified a shortage of housing and housing types in the community. The Comprehensive Plan identified five residential growth areas: Far Northwest, Northwest, Airport area, Northeast, Southeast, East and Far East. Timberview is in the Northeast identified area.

The Future Land Use Map of the Comprehensive Plan targets the proposed area for Low-Density Residential. The Comprehensive Plan also identifies the need to provide a mix of housing types, which are identified as SFD, SFA, and multi-family. Timberview provides SFA and SFD products.

Staff believes the proposed Timberview development aligns strongly with the Comprehensive Plan. In addition, staff believes it will help address the shortage of residential housing in Pella.

In determining conformance with the Comprehensive Plan, it is important to review the document as a whole, including the text, exhibits, and maps. Based on staff's analysis, it is believed the proposed development is in conformance and aligns with the Comprehensive Plan.

The Transportation Element of the Comprehensive Plan plans out future road connectivity as growth and development occurs in Pella. In the northern section of the City, a linkage that connects Hazel Street and Country Club Lane is shown to connect to Main Street and 240th Place for future circulation needs. The Timberview Development provides the

connections as required in the Transportation Element of the Comprehensive Plan. Hazel Street and County Club Drive are connected to through streets. The Hazel Street extension will provide for future linkages to both Main Street and 240th Place.

Staff finds the preliminary plat meets the minimum requirements of the zoning ordinance and subdivision ordinance, while also conforming to the City's Comprehensive Plan. Based upon the findings, staff recommended the preliminary plat be approved as submitted.

Summit stated that Hazel Street cannot handle the level of traffic this development will have without the construction of a street linkage to Main Street first. She said she is not objecting the subdivision; she is objecting to the construction of homes prior to the connection to Main Street. She also asked that this item be tabled by the Commission, due to her difficulty locating the meeting agenda on the City's website.

Planning and Zoning Director Gerald Buydos stated that the first phase would be comprised of 37 housing units. The second phase would include extending Hazel Street to the end of the property. Buydos also explained that this agenda item does not have a public hearing, so the City is not required to notify neighboring property owners. The meeting agendas are available on the City's website. Staff will review how difficult it is to navigate the website.

City Administrator Mike Nardini stated that, based on staff and the City's engineering consultant's review, it appears that the existing streets would be able to handle the additional traffic that would come with phase one of the development. The City will need to determine when the linkage to Main Street is necessary. This could be developer driven; it could also be a City Council-initiated project as well.

ATI Realty Partner and Chief Operating Officer Casey Schafbuch explained that renderings of the homes that will be built are not available yet. Buydos said that providing renderings during the preliminary plat process is not a code requirement.

Haustein said that she believes with this subdivision Hazel Street will get quite busy, especially as this street passes by Pella Regional Health Center.

Nardini explained that at least two property owners could be involved in the connection to Main Street, as the potential street could cross their properties. The City does not currently have right-of-way for that street. The proposed location of the connection to Main Street is currently conceptual.

Haustein asked about the proposed homes without basements. She asked whether those homeowners would have an option for shelter during tornados. Schafbuch explained that, if the homeowner would choose, they could construct a basement. They would not be prohibited from having a basement.

Buydos explained that when this property was rezoned, it went through the public hearing process with the Commission and City Council. Following the zoning change, the next step in development of a subdivision is the preliminary plat, which is currently being considered by the Commission. The preliminary plat is a conceptual design that shows the layout of roads, infrastructure, lot sizes, and the configuration of lots. After consideration by the Commission, the

preliminary plat would be considered by the City Council. Following approval, the applicant would submit a final plat for consideration that would create legal lots. Then, the lots will be recorded with the Marion County Recorder's Office and the lots can be sold.

Summit stated that the City of Winterset gives tax abatements to homeowners to install tornado safe rooms. She also urged the City to conduct an environmental study of the forested land where the subdivision will be located. Buydos stated that the requirements for environmental studies in Iowa are not as strict as other states. Nardini explained that there are certain actions that the State of Iowa legislates versus the City of Pella.

Wayne Stienstra asked whether the future road connecting the subdivision to Main Street would be paid by the adjacent landowners. He said the road would cross the corner of his property. Buydos explained that the alignment of the road shown on the preliminary plat is just an approximation and may not end up crossing Stienstra's property. He said if WesleyLife were to develop their property, they would be responsible for constructing the road. The responsibility could also potentially fall to the City.

Summit said the Endangered Species Act is a federal law. Buydos said it is left up to agencies at the state and local level to implement. It is his understanding that there is no requirement for the City to review the Endangered Species Act.

Jahner said Prairie Ridge has 22 homes started in the development out of a 74-lot development. She said 10 homes are complete. She asked Schafbuch whether the proposed home for Timberview will be in line with the homes at Bos Ridge and Fountain Hills. Schafbuch responded yes; most of the lots for Timberview are twice the size of those at Prairie Ridge. They will be a higher price point and a different product altogether. Jahner asked whether Schafbuch is concerned with the economy being the way it is. Schafbuch said ATI still feels good about the market and there is still a market for lots and new homes.

Motion by Johnson, second by Canfield to approve the preliminary plat as submitted. Motion carried 7-0.

OTHER BUSINESS / WORK SESSION

Work Session to Discuss the Timberview Urban Renewal Plan

The purpose of this work session was to discuss the proposed Timberview Urban Renewal Plan (URP). This work session highlighted the development that is located north of Hazel Street.

The developer is proposing to construct a new neighborhood in Pella called Timberview. This new neighborhood is intended to provide housing opportunities to existing and new residents of Pella. The Phase 1 portion development will provide approximately 37 lots split between a detached and an attached product over multiple phases. The breakdown is approximately 10 attached units and 27 detached units. The proposed development will include a mix of product type from zero threshold patio type attached homes to standard market rate detached dwelling units and lots.

To support the development, the developer will be required to construct all on-site public infrastructure improvements including all streets, water, sewers, storms drain, curbs, gutters, sidewalks, retention ponds, electric, and fiber optic connections for the new residential lots. The estimated cost of this public infrastructure is \$2,400,000 for Phase 1.

The City's Comprehensive Plan identified a shortage of housing and housing types in the community. The Comprehensive Plan identified five residential growth areas: Far Northwest, Northwest, Airport area, Northeast, Southeast, East, and Far East. Timberview is in the Northeast identified area.

The Comprehensive Plan also identifies the need to provide a mix of housing types, which are identified as SFD, SFA, and multi-family. Timberview will provide SFA and SFD products.

Staff believes the proposed Timberview development aligns strongly with the Comprehensive Plan. In addition, staff believes it will help address the shortage of residential housing in Pella.

As part of the site planning process for the proposed Timberview development, the City's Public Works Department reviewed the development plan. Based upon their review and other City departments, staff is recommending that Hazel Steet veer toward the east in the development to ultimately have a connection point on Main Street. The proposed alignment of Hazel Street will allow the City in the future to determine the best intersection point with Main Street. In addition, improvements to E. Park Lane will be considered in front of the proposed new park.

The URP contains potential economic development incentives which may be awarded by the Pella City Council. It is important to note that any incentives awarded by the City Council will be considered on a case-by-case basis. In addition, the plan contains lump sum budget amounts to reflect the total amount of incentives which may be awarded over the life of the URP.

In summary, staff believes the proposed development addresses a critical shortage in the community of residential development. Staff believes the proposed URP aligns and is in conformance with the City's Comprehensive Plan. Staff sought the Commission's input regarding this URP before it is formally considered at an upcoming Planning and Zoning Commission meeting.

Jahner asked how many feet of road will be constructed for \$2.4 million. Nardini replied it is approximately 1,700 linear feet for phase one.

Haustein asked about the proposed park. Nardini said the City is still in negotiations with the developer, but the park land would be available to the City when the City is ready to build a park. Prior to building a park, the City would likely seek public input regarding the type of amenities needed. Staff wants to ensure there is green space planned for the development.

Jahner asked whether approval of the URP would allow for the developer to access tax increment financing (TIF). Nardini said before entering into a development agreement or offer TIF for improvements, the City must first approve a URP.

Nardini said if the Commission would like to have another work session on this item, they can. Otherwise, the Commission can contact staff with any questions or concerns that need addressed prior to a formal vote at the next meeting.

Jahner asked Nardini to provide the Commission with the number of projects with a URP that receive TIF. Canfield asked Nardini whether phases two through four would also have URPs. Nardini said potentially. Jahner asked whether the City is looking at other things than TIF. Nardini said generally, the City can only reimburse developers for public infrastructure, and usually in those circumstances TIF is involved.

Next Meeting Date

The next Planning and Zoning Commission meeting is scheduled for June 27, 2022.

Adjourned at 8:13 p.m.