

The following are minutes of the Bettendorf Planning and Zoning Commission and are a synopsis of the discussion that took place at this meeting and as such may not include the entirety of each statement made. The minutes of each meeting do not become official until approved at the next meeting.

**MINUTES
PLANNING AND ZONING COMMISSION
MARCH 16, 2016
5:30 P.M.**

The Planning and Zoning Commission meeting of March 16, 2016, was called to order by Wennlund at 5:30 p.m. in the City Hall Council Chambers, 1609 State Street.

1. Roll Call

MEMBERS PRESENT: Kappeler, Peters, Stoltenberg, Wennlund

MEMBERS ABSENT: Bennett, Bert, Rafferty

STAFF PRESENT: Greg Beck, City Planner; Bill Connors, Community Development Director; Lisa Fuhrman, Secretary; John Soenksen, City Planner; Kristine Stone, City Attorney; Brian Fries, Assistant City Engineer; Steve Knorrek, Assistant Fire Chief

2. Approval of the minutes of the meeting of February 17, 2016.

On motion by Kappeler, seconded by Peters, that the minutes of the meeting of February 17, 2016 be approved as submitted.

ALL AYES

Motion carried.

3. Review of Commission procedures.

Preliminary Plat

4. Case 16-014; The Woodlands Subdivisions, submitted by Windmill Development, LLC.

Beck reviewed the staff report.

Kappeler asked for clarification of the location of the Welch and Awkermann properties referenced in the utilities section of the staff report. Beck explained that the two properties are located adjacent to one another near the southeast corner of the proposed subdivision. Kappeler asked if the properties are outside the scope of the project and were mentioned only because they would be impacted by the utility improvements. Beck confirmed this.

Kappeler asked if the street shown coming off Crow Creek Road would connect to Wyndham West to the south. Beck confirmed this.

Kappeler asked for clarification of the location of the proposed berms which would separate the different types of uses. Beck explained that would be a shared berm between the commercial and multi-family and the commercial and the single-family to the south. Kappeler asked if there would be any berm between the multi-family and the single-family districts. Mike Janecek, engineer representing the applicant, explained that screening and berming will be provided as a separation in all of the locations where there is a zoning classification change.

Wennlund asked for clarification of the location of Lot F. Janecek explained that Lot F would be used as an access point to the former landfill that is not a part of the proposed subdivision. He indicated that it is not a part of the proposed preliminary plat and would be platted later along with the remainder of the single-family development.

Wennlund asked for clarification of the purpose of the median in Woodland Drive south of Lot A. Janecek explained that it is merely to serve as a landscaped area that will provide a division between the more upscale homes that will be built in the cul-de-sac.

Wennlund asked if there would be any residential buildings on Lot B or Lot A which are adjacent to the median. Janecek explained that Lot B is intended to serve as a greenspace south of Lot A which will be a wet pond where no construction can take place.

Wennlund asked for clarification of Note 14 regarding negotiation for future right-of-way. Janecek explained that the right-of-way for the southern portion of the future extension of Crow Creek must still be dedicated to the city.

Wennlund asked if there would be a gap in the required sidewalk along Middle Road in front of the property that is not a part of the development. Connors stated that he would have to have a discussion with that property owner.

Kappeler asked for clarification of the discussion regarding snow removal along Pandit Drive in Everest Summit First Addition. Wennlund asked if there is an easement to be

used for snow storage. Beck stated that snow storage was to take place along the east side of Pandit Drive and that a retaining wall may be built. Connors added that the city requested that the owner of the property to the west dedicate the right-of-way to the property line to provide extra room for snow storage and an access to any development to the east.

Peters asked if the streets would be public or private. Connors stated that they would all be public streets.

On motion by Kappeler, seconded by Stoltenberg, that the preliminary plat of The Woodlands Subdivisions be recommended for approval subject to staff recommendations.

ALL AYES

Motion carried.

Final Plat

5. Case 16-015; Sivyer Steel First Addition, submitted by Sivyer Steel Casting Co.

Beck reviewed the staff report.

On motion by Stoltenberg, seconded by Peters, that the final plat of Sivyer Steel First Addition be recommended for approval subject to staff recommendations.

ALL AYES

Motion carried.

6. Case 16-016; Legacy 1st Addition, submitted by Steve Zelle.

Beck reviewed the staff report.

Wennlund asked for clarification of the requirement that sanitary sewer be filled in. Beck explained that sanitary sewer would have to be stubbed in to the subdivision prior to issuance of building permits. He added that the concrete mixing facility located to the east would be required to connect to that sanitary sewer.

On motion by Peters, seconded by Stoltenberg, that the final plat of Legacy 1st Addition be recommended for approval subject to staff recommendations.

ALL AYES

Motion carried.

Site Development Plan

7. Case 16-006; 325 – 16th Street, submitted by Bill Ernst.

Beck reviewed the staff report. He displayed a rendering showing the exterior materials that will be used on the building that was submitted after the packet was distributed. He stated that the developer has agreed to continue the design of the front part of the building to the rear of the structure. Beck commented that there will be new design standards for the downtown, adding that staff wants to ensure that the first new construction meets those new standards which will soon be adopted.

Stoltenberg asked for clarification of the traffic pattern on the site for fuel trucks. Jason Holdorf, engineer representing the applicant, explained that the entrance on Grant Street is wider than is typical to accommodate the larger vehicles. He added that that entrance from the spur of State Streets is also extra-wide to accommodate a truck entering there. Holdorf indicated that it is likely that the trucks will enter from Grant Street and circle through the development before exiting.

Wennlund asked where the underground tanks will be located on the site. Holdorf explained that they are located in the northwest corner of the development. He added that when the site was designed, the appropriate template for the turning radius for a vehicle the size of a fuel truck was used.

Kappeler asked where the trash enclosure would be located. Holdorf explained that it would be located in the southwest corner of the site. Kappeler asked if just one trash enclosure would serve all three retail units. Holdorf confirmed this.

Kappeler asked if the proposed drive-up window is for the use of the convenience store or for a future tenant of one of the retail units. Holdorf stated that it would be used by the retail tenant on the east side of the building. Wennlund commented that the queue for the drive-up window begins at the far side of the building and asked for clarification of the location where a customer would place their order.

Wennlund asked there would be a sidewalk along the rear of the building that would be separated from the drive-up lane. Holdorf stated that there would be a 5-foot wide sidewalk along the rear of the building to serve as an emergency egress stoop.

Wennlund commented that there is a substantial distance from the dumpster to the area where customers would likely remove refuse from their cars. Holdorf explained that the original design showed the dumpster in the southwest corner, but staff had requested that it be moved.

Peters asked if there would be a pylon sign proposed for the property. Holdorf stated that the Board of Adjustment had approved a variance for a monument sign at their last meeting.

Connors commented that in his opinion the applicant has made adjustments to the original design of the project to more closely match what will be the new downtown design standards. He stated that the developer plans to spend additional dollars toward this effort. Wennlund commented that it is important for the first developer to adhere to the stricter design standards which will encourage others to do the same and help the city accomplish their goal of improving the downtown corridor.

On motion by Kappeler, seconded by Peters, that the site development plan for 325 – 16th Street be recommended for approval subject to staff recommendations.

ALL AYES

Motion carried.

Other

8. Case 16-017; Ordinance amending Section 12-3-4 – Final Plat.

Beck reviewed the staff report.

Wennlund asked if the new digital version would be submitted after signatures are obtained on the original, large-scale final plat. Fuhrman confirmed this.

On motion by Stoltenberg, seconded by Peters, that the ordinance amending Section 12-3-4 – Final Plats be recommended for approval subject to staff recommendations.

ALL AYES

Motion carried.

9. Commission update.

Connors stated that subsequent to the last Commission meeting the preliminary plat of Portz 1st Addition (Legacy 1st Addition) and the final plat of Forest View Villas 2nd Addition were approved by City Council. He indicated that the land use amendment and rezoning requests with regard to The Woodlands Subdivisions were deferred.

There being no further business, the meeting adjourned at approximately 6:00 p.m.

These minutes approved

Gregory W. Beck, City Planner