

ALTOONA PLANNING AND ZONING COMMISSION MEETING

February 23, 2021

Altoona City Hall

Members Present in Person: Jill Pudenz, Scott Henry, Dan Narber, Ann Moyna, Dan Dove

Members Present Virtually: Michelle Sloan

Members Absent: Kenny Hodges

Staff: Chad Quick, Jenn Naylor, John Shaw

Guests: Meeting was held in a virtual Zoom format due to COVID-19 restrictions

A meeting of the Altoona Planning & Zoning Commission was held January 26, 2021. In order to help stop the spread of the COVID-19 virus, this Planning & Zoning Commission meeting was held electronically. Chapter 21.8 of the Iowa Code does permit an electronic meeting where all members participate remotely when an in-person meeting is impossible or impractical, which is certainly true during this crisis. On March 19, 2020, Governor Reynolds issued a Proclamation of Disaster Emergency, which included a suspension of Iowa laws that would prevent the use of electronic meetings or the limitation on the number of people present at an in-person meeting site. This meeting was not open to public attendance. The agenda was posted more than 24 hours in advance to give instructions on how others could participate via Zoom.

Chairperson Dan Narber called the meeting to order at 6:30 p.m. Roll call was taken. Six commissioners were present, virtually or in person.

1. Consideration and recommendation of a site plan amendment for Hy-Vee Aisles On-line.

Luis Leon (LT Leon Associates) presented the request. A request had been previously submitted and approved with a shipping-type container that is currently on-site. They have changed the architecture and building type to a 1,200 square foot building with a similar configuration. There is also a canopy that will cover the employees as they are delivering the groceries and filling the orders for the cars that drive up. Quick projected the site plan. Henry asked Shaw if there were issues with stacking, adding that if there were, he would have thought they would be brought in from the south and go north. Shaw explained that Staff had asked what was anticipated, and they project how many pickups they would get in a day, break it out per hour, and then schedule people accordingly. The previous application was for a 700 square foot structure; this one is larger and is why it is back for re-approval.

Motion by Pudenz, seconded by Dove, for recommendation of a site plan amendment for Hy-Vee Aisles On-line.

Votes: Yes – Pudenz, Dove, Sloan, Henry, Narber, Moyna. No - None. Abstain – None. Motion approved, 6-0-0.

2. Consideration and recommendation of a preliminary plat for Edgewood Trail Plat.

Josh Trygstad (Civil Design Advantage) presented the request. The project consists of approximately 23 acres of row crops, located at the northeast corner of 1st Street and 8th Avenue. It is currently zoned R-2 and has 56 lots, 55 of which will be single-family lots with one lot being retained by the City where the existing lift station is. The lift station is planned to be abandoned and become a trail head. Trygstad explained that there are also six outlots. Four will be tied into the lots themselves. They are established because of the floodplain. One of the outlots is for regional detention. It will be a wet bottom and will be owned and maintained by the homeowners' association. The other outlot is Outlot Y and covers the existing greenbelt area. Existing water mains stub through 8th Avenue, loop through the site, and connect back to 1st Street's ten-inch water main. He explained the sanitary sewer

connections. He also explained the storm sewer draining from west to east. He said there is existing tributary there, but the majority will be collected and managed in the wet bottom pond and discharged into the existing tributary. They are working with Staff on the deficiencies. Pudenz asked for clarification on the intent of Outlot Y. Trygstad explained that it is an existing drainage channel. The City will own and maintain it. It is part of the overall natural channel drainage of the City's infrastructure. It's not necessarily classified as park but more as greenspace buffer. Henry asked if the lots were 70-foot minimums. Trygstad affirmed and said it meets the R-2 requirements. They are also pushing all of the public utility easements to the front of the lots to maintain buildable area in the back. He explained that they hadn't addressed some of the rear drainage for the lots on the north side. Concerning the lots around the existing acreage, the majority of those trees are located on this property. Without ripping those out, they had to push the grading a bit further out onto the lots. The lots that surround the acreage are deeper, however, than other lots. Narber asked about the 8-foot shoulder width deficiency. Shaw explained that the City needs access to the pond for maintenance and emergency purposes. It will be owned and maintained by the HOA. Better clearance and access around the pond needs to be worked out. Henry asked if there were concerns with the HOA maintaining the pond. Shaw said not necessarily, since it is in their utmost interest to maintain it. There may end up being a fountain in the pond. Eric Grubb, the developer, stated the pond benefits all 50-some lots, not just those that back up to it.

With no further questions or comments from Commissioners, Narber asked the public for comments. With no public comments, Narber asked for a motion.

Motion by Henry, seconded by Dove, for recommendation of a preliminary plat for Edgewood Trail Plat, subject to deficiencies.

Votes: Yes – Henry, Dove, Sloan, Pudenz, Narber, Moyna. No - None. Abstain – None. Motion approved, 6-0-0.

3. Comprehensive plan process update.

Shaw explained they have a revised schedule from the consultant and will look at wrapping this up in late spring. They still need to figure out the best way to have the public input part and sit down with City Council and Planning and Zoning Commission. Sickneses and absences have delayed some of the meetings.

4. Minutes of the January 26, 2021 meeting.

Motion by Pudenz, seconded by Sloan, to approve the minutes.

Votes: Yes – Pudenz, Sloan, Henry, Narber, Moyna, Dove. No – None. Pass – Narber. Motion approved, 6-0-0.

5. Old Business.

Shaw stated that there is an approximately 40-acre annexation hearing on March 15th for land west of Clay Elementary. There was discussion with City Council about annexing land to the east, in a general shape of a backward "C", including lands around the sports complex, coming around south of Tuscany including the golf course and properties north of 8th Street across from the golf course, and wrapping around back to Samwise. They will be working on that. Quick stated that they received another petition for more land north of Altoona's corporate limits and showed it on a map. Shaw also said that there will be a major sanitary sewer project upcoming that will serve the new Facebook facility and lands that may be annexed in the future. City Council has set a hearing date to declare potential condemnation of ag land for sanitary sewer easement, if needed. Otherwise property owners will be contacted and easement purchases will be acquired. There is a site plan application in, and potentially

a second one, for the I-80 Business Park. Quick added that they just got the first building of VanTrust, the 300,000 square foot building.

6. New Business.

None.

Motion by Moyna, seconded by Pudenz, to adjourn.

Votes: Yes – Moyna, Pudenz, Sloan, Henry, Narber, Dove. No - None. Abstain – None. Motion approved, 6-0-0.

Meeting adjourned at 6:54 p.m. Next regular meeting is March 30, 2021.

Respectfully submitted,
Jennifer Naylor
Office Assistant