

# ALTOONA PLANNING AND ZONING COMMISSION MEETING

March 30, 2021

Altoona City Hall

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

Members Present Virtually: Michelle Sloan, Kenny Hodges, Dan Dove

Members Absent: None

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 March 30, 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 6:31 p.m. Roll call was taken. Six commissioners were present at roll call, virtually or in person. Sloan appeared during Item 1.

## **1. Consideration and recommendation of a site plan amendment for Adventurelands of America outdoor stage.**

Cody Weaver (Civil Engineering Consultants) presented the request. Adventureland is proposing a portable stage located on the east side of the boulevard at the former Splash Over site. It is to be used as a part of their Sunset on the Boulevard concert series. No other permanent structure is included. When not in use, it will be folded up. Pudenz asked it would be removed when not in use. Weaver said it would be folded up. It gives them the option to move it during the off-season. Shaw asked if they would dress it up with any kind of skirting. Weaver said there would be a skirting on the front so it will be visually pleasing from the front. Shaw asked it were going to be solely on the front. Weaver said he believed that was appropriate due to the grade. For access to the south to the existing attractions, they wouldn't be able to get it out that way. To the east, where the railroads come through, the grade picks up about five feet, and there's no view from that way. Pudenz asked if he had a rendering to show what it looked like when folded up. Weaver couldn't recall if he sent it or not. He said it would be similar to a semi-trailer, that it gets down to about ten feet. Shaw asked if there would be skirting around all three sides of the stage. Weaver stated it would be just at the front. The screening in the front would be more or less permanent. The trailer deck folds down and there are platforms that continue to fold out as part of that. Hodges asked if this were actually inside the park. Weaver affirmed. Hodges asked if no one driving by would even see it. Weaver affirmed. Moyna asked if this were near the other stage they use for their concert series. Weaver explained the other stage is north of there. This would give the stage a permanent home. It's further south and east than it typically is. Moyna asked if it were similar to the stage used for Oktoberfest. Weaver affirmed it would be similar in nature, although this is of a more portable nature. Adventureland will also own and operate this unit.

Motion by Henry, seconded by Moyna, for recommendation of a site plan amendment for Adventurelands of America outdoor stage.

Votes: Yes – Henry, Moyna, Sloan, Pudenz, Narber, Hodges, Dove. No - None. Abstain – None.  
Motion approved, 7-0-0.

## **2. Consideration and recommendation of a preliminary plat for Warren Family Estates (County Plat).**

Terry Coady (Snyder & Associates) presented the request. He explained the property is located in rural Polk County approximately 1.5 miles east of Altoona. It consists of 80 acres north of NE 38<sup>th</sup> Ave and 27 acres south of NE 38<sup>th</sup> Ave. The owner is proposing two lots in the north 80-acre parcel; one lot would be for an existing homestead and one lot with 9 acres would be fronted off of NE 96<sup>th</sup> St. They are also proposing one lot in the south 27-acre parcel. They are working with Polk County Public Works, who has approved the preliminary plat. Pleasant Hill has waived their rights to review the preliminary plat. It falls within two miles of Altoona's city limits. Henry asked Shaw how the water rights worked out there. Shaw stated there could be a buy-out agreement.

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 Pudenz, for recommendation of a preliminary plat for Warren Family Estates (County Plat).

Votes: Yes – Henry, Pudenz, Sloan, Narber, Moyna, Hodges, Dove. No - None. Abstain – None.  
Motion approved, 7-0-0.

## **3. Consideration and recommendation of a preliminary plat for Clay Estates Plat 4.**

Josh Trygstad (Civil Design Advantage) presented the request. It is a 20 single-family lot subdivision that consists of 7.38 acres of undeveloped property just behind the existing church, NW of 3<sup>rd</sup> Ave and 30<sup>th</sup> St. The sanitary sewer is being provided from the existing 3<sup>rd</sup> Ave street stub to the south and will be extended to the north and down the cul-de-sac. Water will be connected from both the stub of 3<sup>rd</sup> Ave to the north as well as the stub of 3<sup>rd</sup> Ave to the south and extended down the 29<sup>th</sup> St cul-de-sac. Storm water management is provided in multiple detention locations. It drains to the south and west. The only deficiencies remaining are finalizing storm water calcs, and they are working on that. Henry asked Shaw if they fixed the water issues in that general area and to the south. Shaw explained that the City did a storm water study in that area around Clay Elementary. There were modifications made.

Motion by Pudenz, seconded by Moyna, for recommendation of a preliminary plat for Clay Estates Plat 4.

Votes: Yes – Pudenz, Moyna, Sloan, Henry, Narber, Hodges, Dove. No - None. Abstain – None.  
Motion approved, 7-0-0.

## **4. Consideration and recommendation of a final plat for Altus Commerce Center Plat 1.**

Brent Culp (Snyder & Associates) presented the request. He explained that this is located northwest of NE Hubbell Ave, north of 25<sup>th</sup> St NW and west of Franklin St. They are also extending 20<sup>th</sup> Ave NW at that location with a roundabout. Water main is being extended from the west by MidAmerican on 25<sup>th</sup> St, across 25<sup>th</sup> to the south, and then tying in to a 12" water main in the I-80 Business Park to

the south. For sanitary sewer, they are looking a lift station at the end of 20<sup>th</sup> Ave NW on the east side to provide service to this and to Outlot Z and to the north. It is currently zoned M-1 and went through the preliminary plat process last fall. Outlots X and Y are part of an extensive storm water management system.

Henry asked if they will put all four buildings in a once or if it will be phased. Culp stated it would be phased. Lot 1 would be a building that would be done, and there are opportunities for buildings on Outlot Z. Henry asked Shaw if everything were in order in that general area. Shaw stated that the sanitary sewer isn't finalized. A temporary lift station will be installed. A permanent gravity line will eventually be installed. The line would continue around the north end of the Facebook buildings and to the east to serve that area. Staff has a third idea to work with the property owner to the north to put the sanitary sewer and lift station on his property. That way they aren't duplicating efforts. Narber asked about the deficiencies. Shaw stated there were bonds, legal documents, and fees. The other items deal with the site plan.

Motion by Pudenz, seconded by Henry, for recommendation of a final plat for Altus Commerce Center Plat 1, subject to deficiencies.

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

#### **5. Consideration and recommendation of a site plan for Altus Commerce Center Plat 1.**

Brent Culp (Snyder & Associates) presented the request. It is a building 884 feet long and 300 feet deep, approximately 640,000 square feet of warehouse distribution. He showed a rendering of the overall site. Outlots X and Y are storm water management. Vehicles enter from Franklin. Trucks would come off of the roundabout. The building would be addressed off of 20<sup>th</sup> for ease of finding the address for those driving using GPS. There are sidewalks along 20<sup>th</sup> and in the parking area on the east side. They are requesting a deferral through Council because of the condition Franklin is in. There is a 15-inch tile line tying into the large basin on Outlot X. He explained discharging down into the I-80 Business Park public sewer. Culp added that the building has relief and glass and in the back is transom lighting in the dock area.

Grant Harrison clarified that the 1<sup>st</sup> building is 265,000 square feet.

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

Motion by Pudenz, seconded by Hodges, for recommendation of a site plan for Altus Commerce Center Plat 1, subject to deficiencies.

Votes: Yes – Pudenz, Hodges, Sloan, Henry, Narber, Moyna, Dove. No - None. Abstain – None. Motion approved, 7-0-0.

#### **6. Consideration and recommendation of a site plan for Contractor Solutions.**

Wally Pelds (Pelds Design Services) presented the request. This is on Lot 8 of I-80 Business Park Plat 1. They are relocating their existing business. It is a one-story, 17,972 square foot building with cold storage in the rear. It is surrounded by concrete with parking and a storage lot in the rear that would be fenced off and hidden. They propose to use asphalt millings with a seal coat for the equipment for tear outs. He said there are quite a few considerations in the staff report, and they have to jump through a lot of hoops to make this work due to the constraints of the site. He showed and explained the elevation views of the building. He explained that they are asking for an architectural relief for some

of the materials, such as architectural metals without fasteners exposed. He stated that the building fits the character of the corridor. They are in agreement with all of the recommendations so far, and he recognized it is subject to Council approval and Board of Adjustment approval.

Pudenz stated that the fence wasn't being shown on the site rendering. Pelds said it was difficult to do on the rendering. Pudenz asked if it were going to be a black chain link fence with slats in it. Pelds affirmed. Pudenz asked if it would completely encircle the staging area. Pelds affirmed. Henry asked if there were any regulations in regards to the fence. Shaw explained that in an M-1 district, outdoor storage is permitted as a conditional use and must be fully screened with opaque screening. Chain link fencing with slats isn't opaque, which is why they have to go before the Board of Adjustment for review. Hodges asked if the asphalt milling was only in the fenced area. Pelds affirmed. Henry asked why it was coming to Planning and Zoning before Board of Adjustment. Shaw explained it was an issue of timing of their applications. Shaw told them they could place conditions on their approval, or they could defer action until after the Board of Adjustment hearing. Henry asked about how hard the seal coated area is. Discussion was held about the asphalt millings. Pelds explained he has had good experiences with it.

Motion by Hodges, seconded by Dove, for recommendation of a site plan for Contractor Solutions, subject to deficiencies.

Votes: Yes – Hodges, Dove, Pudenz, Narber, Moyna. No - Henry. Abstain – None. No response from Sloan. Motion approved, 5-1-0.

## **7. Comprehensive plan process update.**

Shaw stated he didn't have much of an update. There was a meeting to be held the following day. Henry asked about the next process. Shaw explained they want a joint meeting between Planning & Zoning and City Council. There needs to be work on the public input component. Quick said that one hurdle is that one of the recommendations is that city parks should be in the 10-to-15-acre range; currently our parks are in the 5-to-7-acre range. It's a big ask for a single developer.

## **8. Minutes of the February 23, 2021 meeting.**

Pudenz noticed an error in the date of the last meeting. Motion by Henry, seconded by Pudenz, to approve the minutes, recognizing the date error.

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

## **9. Old Business.**

Quick stated there are annexation hearings on April 12 and May 14. There are approximately 40 acres west of Brookhaven they are working on. There are a lot of other annexations in the works.

## **10. New Business.**

Shaw stated that a few other areas for annexation include the land east of Samwise and the area north of Altus, north of the MidAmerican substation. Quick said there are already 6 or 7 items for next month.

Motion by Pudenz, seconded by Moyna, to adjourn.

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

Meeting adjourned at 7:23 p.m. Next regular meeting is April 27, 2021. Pudenz stated she won't be present at that meeting.

Respectfully submitted,  
Jennifer Naylor  
Office Assistant