

# ALTOONA PLANNING AND ZONING COMMISSION MEETING

October 26, 2021

Altoona City Hall

Members Present in Person: Jill Pudenz, Scott Henry, Dan Narber, Josh Dunwoody, Erin Herbold-Swalwell

Members Present Virtually: None

Members Absent: Michelle Sloan, Steve Chase

Staff: John Shaw, Chad Quick, Marina Reasoner, Jenn Naylor

Guests: Meeting was held in a virtual Zoom format and in-person; In-person and online guests included Steve Moyna, Vern Willey, Erin Ollendike, Eric Cannon, Cody Weaver, others not signed in

Chairperson Dan Narber called the meeting to order at 6:30 p.m. Roll call was taken. Five commissioners were present at roll call.

## **1. Consideration and recommendation of a final plat for Laird Estates Plat 2.**

With no one present to speak to this agenda item, John Shaw presented the request. He explained this is the second phase, an extension of the duplex-style townhomes on 3<sup>rd</sup> Avenue SE. It is 30 lots and 15 bi-attached buildings. There is a list of deficiencies, including housekeeping items, legal documents for recording, post office cluster box issues, and the noting of a typo on the plat. Staff would recommend approval, subject to those items. Henry asked how big Plat 1 was. Shaw stated that it was about the same size, maybe a little bigger, having 18 total buildings. Henry asked if there were water issues with the detention pond. Shaw stated no. Narber asked if there were any comments from anyone in the audience.

With no further comments, Narber asked for a motion.

Motion by Pudenz, seconded by Herbold-Swalwell, for recommendation of final plat for Laird Estates Plat 2, subject to deficiencies.

Votes: Yes – Pudenz, Herbold-Swalwell, Henry, Narber, Dunwoody. No – None. Abstain – None. Motion approved, 5-0-0.

## **2. Consideration and recommendation of a re-approval of a preliminary plat for Meadow Vista West Plat 3.**

Erin Ollendike (Civil Design Advantage) presented the request. This was originally preliminary platted as one big development. After construction, they split it up into three different phases. The preliminary plat has to be re-approved due to expiration. Narber asked for any further comments. Pudenz asked if this were exactly what they saw last time. Shaw affirmed.

Motion by Pudenz, seconded by Dunwoody, for recommendation of a re-approval of a preliminary plat for Meadow Vista West Plat 3.

Votes: Yes – Pudenz, Dunwoody, Henry, Narber, Herbold-Swalwell. No – None. Abstain – None. Motion approved, 5-0-0.

### **3. Consideration and recommendation of a final plat for Meadow Vista West Plat 3.**

Erin Ollendike (Civil Design Advantage) presented the request. This is the final plat for the final phase of the Meadow Vista West development. It contains 41 single family lots as well as a large outlot zoned for multi-family residential. They are nearing completion of the paving, but rainy weather is pushing it back a bit. Improvements are almost completed. They agree to all deficiencies. Pudenz asked for clarification that it is Edwin Skinner Parkway rather than Rutherford Drive now. Ollendike affirmed. Dunwoody asked if there were concerns working with the telephone company regarding the easement. Ollendike said they reached out to the telephone company, Lumen, which was CenturyLink, and they are now looking into the easement. There are no utilities within the easement. She stated that it is unclear if the easement even exists, because there is no utility in there, and that's what the easement was based off of. They are looking into it.

Motion by Henry, seconded by Herbold-Swalwell, for recommendation of a final plat for Meadow Vista West Plat 3, subject to deficiencies.

Votes: Yes – Henry, Herbold-Swalwell, Pudenz, Narber, Dunwoody. No – None. Abstain – None. Motion approved, 5-0-0.

Quick stated that the easement dates back to the 1920s. Nobody ever put a telephone line in it, so they are trying to get it figured out.

### **4. Consideration and recommendation of a site plan amendment for Walmart.**

With no one present to speak to this agenda item, John Shaw presented the request. It is an addition to the northwest corner of Walmart's building in their pickup location. It is an expansion of their drive-up services for online shopping. With this, there are a number of things Staff is requesting, including relocating grease containers that were not in their enclosure, addressing some overgrown areas on the northwest corner of the property, as well as re-addressing existing landscaping that has been abandoned. Dunwoody asked that Shaw address deficiency number 2 regarding the waiving of architectural standards. Shaw explained that after the construction of Walmart, the City adopted the architectural ordinance. The building predates that ordinance. There is a clause for existing buildings in that ordinance that allows them to be expanded in the same architectural nature that they were originally constructed, which is a waiver process to be addressed by City Council. The addition is to look similar to the rest of the building. Narber asked for any additional comments or questions. Henry asked Shaw who they were working with at Walmart. Quick stated she was out of Arkansas, no one local. Shaw added they normally use CEI out of Little Rock.

Motion by Dunwoody, seconded by Pudenz, for recommendation of a site plan amendment for Walmart, subject to deficiencies.

Votes: Yes – Dunwoody, Pudenz, Henry, Narber, Herbold-Swalwell. No – None. Abstain – None. Motion approved, 5-0-0.

### **5. Consideration and recommendation of a site plan amendment for T. Marzetti (spill containment).**

With no one present to speak to this agenda item, John Shaw presented the request. He explained that Marzetti has had overflow problems, where their system is surcharged and their wastewater, which is basically pasta broth, has spilled out of their buildings, into the parking lot, and has made its way to Four Mile Creek, which the DNR does not like. To be precautionary, they are installing a detention basin in their backyard where their parking lot drains to, and they'll install a gate valve. Shaw

explained that if they have another incident where the pre-treatment facility or the plant itself has another episode where it malfunctions and overflows, it would drain to this detention basin, where they can gate it off and contain the spill so it doesn't make its way down to the creek. It is located right behind the Warren office building, just west of Marzetti and the parking lot. Herbold-Swalwell asked Shaw if he knew if the applicants had worked with the DNR to come up with the plan. Shaw said Staff asked about that. The applicants weren't ordered to do that by the DNR; it's more of a precautionary measure they want to take. It would allow them to pump it out and have it treated. Pudenz stated that's what she wondered about, if they were going to pump it out. Narber asked if there were any other comments or questions. Pudenz asked Herbold-Swalwell if that was something she'd like to add, a review by the DNR, to see if there were anything else they could be doing better. Herbold-Swalwell said that if the DNR were requiring something, the Commission would be able to find that out, as it is public. Quick added that this isn't something the DNR asked or forced them to do. It's something they want to do to try to avoid potential fines in the future, since they've had a couple of spills. He stated that Staff had asked the applicant if the DNR had reviewed it, and they said the DNR wasn't asking them to do anything. Quick added that it was weird to Staff that their spill flows across the parking lot to the basin, but it's better than nothing.

Motion by Herbold-Swalwell, seconded by Henry, for recommendation of a site plan amendment for T. Marzetti (spill containment).

Votes: Yes – Herbold-Swalwell, Henry, Pudenz, Narber, Dunwoody. No - None. Abstain – None. Motion approved, 5-0-0.

## **6. Consideration and recommendation of a site plan for Adventureland Dormitory.**

Cody Weaver (Civil Engineering Consultants) presented the request. They are proposing a dorm located southeast of the hotel on the very northeast corner of the existing campground. They will be removing two existing pinwheels of campsites for that location. The dorm is for seasonal employees geared toward international students here on visa programs. They are proposing 225 parking stalls, some of them ADA. Due to the additional hardspace they are adding and pinwheels they are removing, they re-analyzed the existing hotel pond and are making some modifications to the other structure to bring the whole drainage area to current standards. They are reconfiguring existing sanitary and connecting on to the existing infrastructure within the campground. Staff has four deficiencies. They are still analyzing the existing water main to see if what they have is sufficient or if they have to provide a larger water main. They will continue to work with Staff on that to meet what's required for design flows and fire-fighting capabilities and install a remote fire department connection. They will get a lighting plan to Staff. They do disagree on the sidewalk or pathway. Weaver explained that the existing drive is 37 feet wide. They can provide two 13-foot drive aisles, a 5-foot buffer, and a 6-foot pathway. Furthermore, it is a low speed, low volume private drive. They don't anticipate any problems. Pudenz asked Shaw if parking was adequate for four people per room. Shaw said they tried to make it similar in proportion to what apartment buildings allow. Again, they are looking at international visa students who predominately don't have vehicles. But they can also hire in-state kids who do have their own vehicles, so the parking could cover that. Henry asked Weaver if this were sleep-only without food service. Weaver affirmed there was no food service, stating that a microwave was the best they'd get for a food service area. There are no prep areas. There might be a lounge or a kitchenette. Pudenz asked if it were limited to Adventureland employees only. Weaver affirmed, stating that it is part of the zoning that it can only be used for seasonal employees, and it is just for Adventureland's seasonal employees. Narber asked Staff if the sidewalk that they are proposing would work. Shaw said Staff wouldn't recommend it. He explained that students will need to leave, and they'll be coming and going. If they are predominately international students, they will be walking. There is no sidewalk out to the city sidewalk system. Staff is not going to recommend that they use the driveway as a sidewalk or that the driveway should be striped and used for both

purposes. The existing drive has lighting, but Staff isn't sure how adequate it is. Staff will not recommend saying that what they are presenting is a good idea. They will note that a sidewalk will be desperately needed. Dunwoody asked Shaw if their primary concern is safety. Shaw affirmed. People will be walking back and forth. The building sits back a distance off of the street, so the only real lighting will be from whatever is provided on site. It's a good idea to have those people separated from the drive aisles of the campers or others going back and forth in the drive. Dunwoody asked if the sidewalk would be set back further than the 5' buffer they have already allotted. Shaw stated that they would request there is a separate sidewalk, not on the parking drive, to provide a level of safety for those people walking. Narber asked if this were a requirement for any development, that Staff isn't asking anything of Adventureland that isn't asked of other developments. Shaw explained that in essence, this is a residential use within this development. There are sidewalks everywhere in both residential and commercial developments. Pudenz asked if there were concerns with residents not having cooking facilities and using unapproved cooking methods inside. Shaw said they have talked about that. The seasonal staff does get fed at Adventureland while they are working. He stated he didn't know about off-hours, if they could walk over and get a meal if they are not working that day or that shift. It is a little bit of concern, and it is something Adventureland will have to police on their own. Henry said that Prairie Meadows has dorms and asked about their cooking facilities. Shaw stated that they have regular meals served to them over there. Quick added that he doesn't know if this has bearing, and it may or may not be part of the reason why Adventureland isn't proposing that, but from the Fire Chief, a lot of the students now get housed in Ankeny or Pleasant Hill. There are a lot of fire calls to the facility in Pleasant Hill, mainly from overheating the toaster oven or hot plate. Adventureland mentioned that they may bring meals to the facility as well. Quick wasn't sure if it was a regular evening meal or a few times a week. He stated that he thinks the Fire Chief was concerned about a lot of cooking facilities in this building. With no further comments, Narber asked for a motion.

Motion by Dunwoody, seconded by Henry, for recommendation of a site plan for Adventureland Dormitory, subject to deficiencies. Henry wanted to note to City Council that the Commission is concerned about the lack of cooking facilities.

Votes: Yes – Dunwoody, Henry, Pudenz, Narber, Herbold-Swalwell. No - Henry. Abstain – None. Motion approved, 5-0-0.

## **7. Public hearing, consideration and recommendation of a development plan amendment to the Design Criteria Manual for the Shoppes of Prairie Crossing.**

Eric Cannon (Snyder & Associates) presented the request. They are working with Heart of America, Staff, and the Honda team. They've provided the amendments and the outlines associated with this specific use on this piece of real estate. He presented a rendering to show their intent. What they are trying to do is nail down the northern portion of the site. They are also looking at the southern portion, which relative to that would be an expanded use from a dealership standpoint. At this time there is no detailed plan. They don't know what's going in or what it is going to look like. Cannon stated that one of the issues they've been working on with Staff is the landscaping side of things when it comes to islands, parking stalls, and all those things. The thing that's unique to a dealership is that their inventory is outside. One element that Staff noted and needs further discussion is the southern island. He showed on the rendering an area that may contain a future dealership with a different vendor, but it is one complete project eventually. He stated that Staff has concerns with the location of the property line and how setbacks may not align if a different use comes in. He stated that they are committed to developing all of the site in a dealership manner. They don't want an island separating the uses, because it will be one cohesive dealership. It may be a Honda and a GMC or something. In essence it will be one campus. Cannon stated that they don't want it to feel like there is a big divide between the two. They show an island on the rendering to show some sort of separation, and Staff has requested a 7-foot setback. They show a 2-foot setback. They don't want a bunch of trees or

material or space. It would disrupt operations of moving the cars back and forth. They are committed to meeting the landscaping, but they would like to put it around the perimeter, as birds are a big nemesis of cars in keeping them clean and looking nice. Staff has allowed the trees to be pushed to the perimeter. Another item Cannon noted is screened overhead doors. There will be overhead doors, but because it will be one cohesive campus, they don't feel that screening is necessary. Henry asked if there will be any work done on the second lot, any excavating or anything. Cannon said there are no immediate plans, but if they needed dirt or something, perhaps. Pudenz asked about the islands. Cannon showed the rendering and pointed out the shrubs and trees that are provided to give character to a campus, and stated they are committed to some landscaping islands up front. They want to limit it in the back of house, the display areas. He said they get that they don't want to park right up to the property line, but they feel two 7-foot setbacks is a bit excessive when it comes to a campus feel. Shaw reminded the Commission that on the agenda is an amendment to the development plan and the Design Criteria Manual, which they submitted. They have added "new car dealership" to the development plan in the layout plan, and they have highlighted the modified areas in the DCM. He pointed out the biggest change on page 44 regarding the site plan elements concerning the display of vehicles outside. Once this is approved, they will come back with a site plan, at which point, the Commission will talk in greater detail about the actual layout of the property. There is no need to worry about the landscaping right now, as they have to come back with a site plan. Pudenz read the exceptions. Shaw said that's what they'd like to propose. The motion would be on the development plan and the Design Criteria Manual. Narber asked for any comments from the public. Henry asked about the trees and visibility from the bypass. Cannon stated the trees would be ornamental, but there is no exact detail yet. Quick stated a copy of the concept and the elevations are in the packet. With no public comments, Narber closed the public hearing.

Motion by Pudenz, seconded by Dunwoody, for recommendation of a development plan amendment to the Design Criteria Manual for the Shoppes of Prairie Crossing.

Votes: Yes – Pudenz, Dunwoody, Henry, Narber, Herbold-Swalwell. No - Henry. Abstain – None. Motion approved, 5-0-0.

## **8. Minutes of the September 28, 2021 meeting.**

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

Votes: Yes – Henry, Pudenz, Dunwoody. No - None. Abstain – Narber, Herbold-Swalwell. Motion approved, 3-0-2.

The December meeting date was set for December 21, 2021.

Motion by Herbold-Swalwell, seconded by Narber, to adjourn.

Votes: Yes – Herbold-Swalwell, Narber, Pudenz, Henry, Dunwoody. No - None. Abstain – None. Motion approved, 5-0-0.

Meeting adjourned at 7:12 p.m. Next regular meeting is November 30, 2021.

Respectfully submitted,  
Jennifer Naylor  
Office Assistant