

ALTOONA PLANNING AND ZONING COMMISSION MEETING

January 25, 2022

Altoona City Hall

Members Present in Person: Michelle Sloan, Jill Pudenz, Dan Narber, Steve Moyna, Steve Chase

Members Present Virtually: None

Members Absent: Scott Henry, Erin Herbold-Swalwell

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 Mike Danburg, Caleb Smith, Deb Howdle, Wally Pelds, Brian McCracken, Tom Wollan, others not signed in

Chairperson Dan Narber called the meeting to order at 6:31 p.m. Roll call was taken. Five commissioners were present at roll call.

A motion was made by Pudenz, seconded by Sloan, to amend the order of the meeting agenda, moving item 8, "Consideration and recommendation of a final plat for Southeast Polk Middle School," to the item 7 spot ahead of "Consideration and recommendation of a site plan for Southeast Polk Middle School."

Votes: Yes – Pudenz, Sloan, Narber, Moyna, Chase. No – None. Abstain – None. Motion approved, 5-0-0.

Narber welcomed new Commission member Steve Moyna.

1. Election of Officers for 2022.

1a. Nomination and Election of Chairperson for 2022

Motion by Sloan, seconded by Chase, to nominate Scott Henry as Chairperson.

Votes: Yes – Sloan, Chase, Pudenz, Narber, Moyna. No – None. Abstain – None. Motion approved, 5-0-0.

1b. Nomination and Election of Vice Chairperson for 2022

Motion by Sloan, seconded by Moyna, to nominate Dan Narber as Vice Chairperson.

Votes: Yes – Sloan, Moyna, Pudenz, Narber, Chase. No – None. Abstain – None. Motion approved, 5-0-0.

2. Public hearing of Update to the Altoona Comprehensive Plan.

Shaw explained that the Comprehensive Plan wasn't quite ready for presentation, as there were maps and other inserts that are not finalized, and the finalization of facts and recommendations is not yet complete. Staff recommends deferring this item to the next meeting to have the document in its final form. As it is a public hearing, Shaw recommended they move to table it.

Motion by Sloan, seconded by Pudenz, to defer this item until the February 2022 meeting.

Votes: Yes – Sloan, Pudenz, Narber, Moyna, Chase. No – None. Abstain – None. Motion approved, 5-0-0.

3. Consideration and recommendation of a preliminary plat for Howdle Subdivision (County Plat).

As no one was present to speak to the request, Shaw explained that it is a two-lot subdivision. There is an existing dwelling, and they want to split the house off from the remainder of the property. It is located at the corner of NE 38th and 88th St in the county, southeast of city limits.

Motion by Pudenz, seconded by Moyna, for recommendation of a preliminary plat for Howdle Subdivision (County Plat).

Votes: Yes – Pudenz, Moyna, Sloan, Narber, Chase. No – None. Abstain – None. Motion approved, 5-0-0.

4. Consideration and recommendation of a final plat for Tuscany Plat 6.

Caleb Smith (McClure Engineering) presented the request. It is a 72-lot, single-family residential plat in the southeast portion of the Tuscany development. Outlot W will be the future Plat 7. That area has been graded, but utilities will not yet be installed. Construction of this plat is underway. Utilities are nearly done, and paving will be done in the spring when weather allows. Narber asked for questions or comments from the Commission and then asked about deficiencies. Shaw stated they were housekeeping items, such as legal documents for recording, utility fees, and bonds.

Motion by Chase, seconded by Sloan, for recommendation of a final plat for Tuscany Plat 6, subject to deficiencies.

Votes: Yes – Chase, Sloan, Pudenz, Narber, Moyna. No – None. Abstain – None. Motion approved, 5-0-0.

5. Consideration and recommendation of a site plan for Rocket Car Wash.

Bryan McCracken (TACKarchitects) presented the request. A representative of the civil engineering firm was also there to answer questions. Rocket Car Wash is planning to develop a car wash with 22 bays of vacuum stalls with a 3-minute car wash of approximately 6,470 square feet. There are some deficiencies they are going to pick up as the process moves along. They've been working with Staff to make sure they are in accordance with the architectural design standards.

Shaw explained that they have an application for the Board of Adjustment to ask for a variance for their canopy over sales kiosks, which is located in a front yard due to the dimensions of the lot. They will be requesting a 25' setback for the canopy. Staff feels this a favorable application to the Board. Pudenz asked to see elevations. Shaw provided a paper copy to the Commission. Pudenz asked if this is the first one in the area. McCracken affirmed. Quick stated that the next closest locations would be Omaha and Sioux City. McCracken stated they are also looking at Grimes, Iowa. Pudenz asked about access and traffic flow. McCracken explained the traffic flow using the site plan.

Motion by Pudenz, seconded by Moyna, for recommendation of a site plan for Rocket Car Wash, subject to deficiencies and Board of Adjustment approval.

Votes: Yes – Pudenz, Moyna, Sloan, Narber, Chase. No - None. Abstain – None. Motion approved, 5-0-0.

6. Consideration and recommendation of a preliminary plat for Southeast Polk Middle School.

Tom Wollan (FRK Architects) presented the request. He explained there are three sections to the site: The main area where the school building will be, the southern third of the site, which is a separate plat for future development, and the western edge of the site where Falcon Road will go, which was

separately platted as well. Narber asked how many students the building will house. Wollan said there will be 1,200 students, and the building will be 200,000 square feet. He showed various views of the proposed building. The main entrance faces the west. There is a roundabout to the south. Parent drop off will be on the west on the serpentine drive. Bus drop off is located to the east off of 80th, as best practice is to separate parent traffic from bus traffic. The building will be viewed from all directions. Wollan showed renderings and elevations and explained where different elements of the school such as the gym, music, and science classrooms, among others, are housed within the building. The exterior will be pigmented pre-cast concrete, and there will be a clearstory in the center.

Shaw explained that the roundabout was the result of a traffic study. Falcon Drive provides access to 8th St as well as 1st St E. The bus drive access is off of 80th St, and there will be turn lanes installed. Improvements to the 8th St intersection with 80th will also be made. There may be another round about installed at that location. Sidewalks will be provided all the way around, as well as two tunnels for pedestrian crossings, one west of the roundabout and one at 8th and 14th. The applicants have also been working with the property to the north regarding drainage and detention. Pudenz asked if it would make any sense to move the access to the south of the serpentine drive rather than crossing through the middle of it to avoid kids crossing traffic four times. Shaw stated that the kids will probably go in a straight line from the sidewalk to the front door, otherwise they will cut across yards. Pudenz stated the majority of kids will be coming from the north or the south rather than from across Sam Wise. She also asked about the width of the serpentine drive. Wollan responded that it is 26 feet wide. Moyna asked if there were a connection to the Sam Wise parking lot. Shaw explained that a part of this project the City is participating in some of the costs of the streets, so the City will connect their parking lots to the street. Moyna expressed his concern that parents may find cutting through Sam Wise easier than heading to the major streets. Shaw said if they're going west, that parking lot is serpentine itself, so it's easier to go up to 1st St E and go west. Moyna said he know what he'd do if he were dropping off kids. Quick mentioned that there are some speed bumps in that parking lot. Pudenz asked about any deficiencies related to the preliminary plat. Shaw stated that most of the deficiencies were directed toward the final plat and site plan. Some of the deficiencies relate to the design elements, such as the roundabout that is still being engineered and sized and may have an impact on the preliminary or final plat. Things may have to shift. The right-of-way lines will have to move with the street. Staff requested they bench out sidewalk trail location on the north side of 8th St. If a roundabout goes in at 8th and 14th, items will need to be addressed, such as water main installation and the open ditch. Pudenz asked about the time frame. Wollan said while the improvements are still in discussion, the school will be taking bids next week, and construction will start in the spring. It will be a 28-month construction period, with opening in 2024. Due to procurement issues in the supply chain, they have extended the construction period.

Motion by Pudenz, seconded by Sloan, for recommendation of a preliminary plat for Southeast Polk Middle School, subject to deficiencies related to the preliminary plat.

Votes: Yes – Pudenz, Sloan, Narber, Moyna, Narber, Chase. No - None. Abstain – None. Motion approved, 5-0-0.

7. Consideration and recommendation of a final plat for Southeast Polk Middle School.

Tom Wollan (FRK Architects) presented the request with nothing further to add.

Motion by Pudenz, seconded by Chase, for recommendation of a final plat for Southeast Polk Middle School, subject to deficiencies.

Votes: Yes – Pudenz, Chase, Sloan, Narber, Moyna. No - None. Abstain – None. Motion approved, 5-0-0.

8. Consideration and recommendation of a site plan for Southeast Polk Middle School.

Tom Wollan (FRK Architects) presented the request with nothing further to add.

Motion by Pudenz, seconded by Moyna, for recommendation of a site plan for Southeast Polk Middle School, subject to deficiencies, consideration of pedestrian access to the south, and finalizing intersection design elements.

Votes: Yes – Pudenz, Moyna, Sloan, Narber, Chase. No - None. Abstain – None. Motion approved, 5-0-0.

9. Minutes of the December 21, 2021 meeting.

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

Votes: Yes – Pudenz, Sloan. No - None. Abstain – Narber, Moyna, Chase. Motion approved, 2-0-3.

10. Old Business

Quick addressed the annual report. He highlighted the record-breaking valuations, 2.9 million square feet of new buildings approved, 234 single family lots platted, and 490 total units issued by the Building Department. He explained how well the new Building Department software is working for City staff and for builders, who can access their permits and inspection statuses online. Pudenz asked if another Kwik Star is coming to town, as a mailer she received said there was another one coming to Altoona. Quick stated it's the one they approved at the I-80 Business Park.

Motion by Sloan, seconded by Narber, to adjourn.

Votes: Yes – Sloan, Narber, Pudenz, Moyna, Chase. No - None. Abstain – None. Motion approved, 5-0-0.

Meeting adjourned at 7:17 p.m. Next regular meeting is February 22, 2022.

Respectfully submitted,
Jennifer Naylor
Office Assistant