



PLANNING & ZONING COMMISSION ZOOM MEETING
Monday March 18, 2024
6:00 PM

Zoom Information:
Meeting ID: 672 468 5877
Passcode: 50124
Dial in: 312 626 6799

AGENDA

1. Roll Call
2. Motion to approve the minutes from the February 12, 2024 Planning & Zoning Commission Meeting.
3. Public Comments (5-minutes limit for items not on this agenda)
4. Business Items
 - a. Approval of Preliminary Plat for Westview Heights Plat 4
5. Informational Items for Planning & Zoning Consideration/Input
 - a. Council Action Update
 - i. Council approved the site plan for the Heinen Office and Shop at the February 13, 2024 City Council meeting.
 - ii. Still waiting on legal documents to be completed before Anthem Townhome site plan goes to council.
 - iii. Council received comments regarding the conceptual plan for Westview Heights plat 4 at the February 27, 2024 and discussed P&Z recommendations
6. Planning and Zoning Commission Comments
 - a. Next meeting is Monday April 15, 2024
7. Adjournment

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Agendas are available to the public at the City Clerk's Office on Friday morning preceding Monday's Planning & Zoning Commission meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

Huxley Planning & Zoning Commission Minutes

February 12, 2024

Chairman Roger Bierbaum called the Zoom meeting to order at 6:00 P.M.

ROLL CALL: Bierbaum, Patterson, Frantz, Ebel, Thompson, Mosher, Schonhorst—present.

CITY STAFF PRESENT: Amy Kaplan- Zoning Clerk, David Haugland—City Administrator.

CONSULTANTS PRESENT: Forrest Aldrich—City Engineer.

MINUTES APPROVAL: Motion by Mosher, second by Patterson to approve the minutes from the January 15, 2024 meeting. 7 Aye. 0 Nay. MCU.

PUBLIC COMMENTS: None.

BUSINESS ITEMS:

4a. Discussion regarding Westview Heights Plat 4 Conceptual Plan:

The Planning and Zoning Commission recognizes the following:

- This item concerns Westview Heights Plat 4 Conceptual Plan. The current zoning for all of Plat 4 is R-1. The proposed development includes 121 single family residents.
- The City Engineer noted that the cul-de-sac north of Centennial Drive exceeds the 500-foot length required by Ordinance 166.20.11.
 - Our primary reason for the 500-foot limitation is to prevent a dead-end on a long water service main. We had similar discussions about three cul-de-sacs proposed for Westview Heights Plat 3. For Plat 3 all three long cul-de-sac streets were eliminated resulting in several very deep lots.
 - In Plat 3 there was an easement provided to the west so the proposed cul-de-sac in Plat 4 has a method to connect the end of the proposed water main on this cul-de-sac to another water main. However, this cul-de-sac water main only slightly exceeds the 500-foot limitation. Therefore, the P&Z recommends the City Council approves a waiver to exceed the 500-foot limitation at this location.
 - Because of the potential drainage issues associated with the deep lots in Plat 3 the P&Z is recommending the purchasers of Lot 39 and Lot 40 submit their plan for their lot drainage to the City's Zoning Administrator when they submit their residential Building Permit for approval.
- The City Engineer noted that the block lengths south of Centennial Drive appear to slightly exceed the 1300-foot block length limitation of City Ordinance 166.21.1. The P&Z believes the developer should comply with City Ordinance requirements and waivers should not be normally granted. However, after reviewing the existing length of Ballard Drive between Centennial Drive and the school property the P&Z concluded that a mid-block east/west cross street in the proposed development between Centennial Drive and the proposed street just north of the school property would have very little traffic. Therefore, the P&Z informed the developer it would recommend to City Council a waiver for the 1300 block length requirement based on the precedent for this development when the Ballard Drive development was approved.

- The City Engineer noted that on City Ordinance 166.21.2 the City may require a mid-block sidewalk due to long block lengths. Since the P&Z is recommending block lengths greater than the allowed 1300-foot length, the P&Z recommends the developer install an east/west sidewalk be installed approximately midway between Centennial Drive and the proposed street to be constructed just north of the school property. This mid-block sidewalk would run near lots 25, 54, 68, 84, 99. There would be no mid-walk sidewalk requirement adjacent to lot 114 since there is no mid-block sidewalk running west on Ballard Drive.
- The P&Z will require that ADA ramps be required in each quadrant where sidewalks intersect streets and at both sides of each street where an east/west mid-block sidewalk intersects a north/south street.
- The City Engineer provided the City's trail master plan the P&Z. The P&Z will require this development complies the City's trail master plan. In addition to the trail shown by the developer, this requires an additional trail on Centennial Drive, in front of lots and along the south side of Lots 1-7.
- The P&Z was unable to confirm street widths. The P&Z will require the Centennial Drive to be extended to the west at its current width (which we believe is 31 b-b) and signed for No Parking on BOTH sides of the street. All other streets in the development would be 31 b-b with parking allowed on one side.

Additionally, residents of the Westview Development were in attendance to discuss drainage issues that resulted from development phases 1-3. The 3 existing concerns are as follows:

- *Drainage to the North*-The retention basin does not retain water and therefore, water is draining continually to the farmer to the north (Jeff Murphy).
- *Traffic*- Council should consider purchasing the two reserved lots on Westview Drive (across from 310th Lane) to have an additional access onto N US Highway 69. Adding 120 residential lots to this development will add a significant amount of traffic onto West Centennial Drive and Ballard Drive, two streets that already suffer from backed up traffic.
- *Drainage on the west side of Ballard Drive from Ballard High School to West Centennial*- The drainage system (surface and storm) cannot handle the amount of water and therefore after a rain event there is standing water in backyards. Water also bubbles up out of the storm sewers as the pipe is too small to handle the load.

It was suggested that Council should consider requiring Lots 39 and 40 to submit a grading plan for approval from the City along with their building permit to ensure that these two lots do not dam up the water drainage that is draining from this development to the detention basin in the rear of their lots.

Motion by Bierbaum, second by Schonhorst to recommend to City Council the following:

- 1) Purchase of the two lots in Phase 3 to allow another access to US 69.
- 2) The City attempt to resolve the drainage on the west side of Ballard Drive .
- 3) The City determines how to address the drainage concerns from Plat 3 to the north.

Bierbaum, Patterson, Thompson, Frantz, Ebel, Schonhorst, Mosher voted yes. MCU

4b. Discussion and recommendation of Site Plan & Public Improvements for Anthem Townhomes, Lots 1-40, Outlots X, Y, and Z, Anthem Townhomes Plat 1:

The Planning and Zoning Commission recognizes the following:

- The P&Z recognizes that this development is in an area zoned R-5 (PUD) where the developer is allowed to propose site requirements that may not comply with existing city zoning requirements.

The City and the developer are jointly responsible to determine what requirements should be required within the development.

- The development plan in this submittal by the developer is for 40 residential lots (19 single family residents and 7 tri-plex units). The developer tells us that the properties will be restricted to senior living.
- The developer is proposing private streets in the improvement being proposed. The City Engineer noted that adequate covenants to assume maintenance and other requirements as required by City Ordinance 166.20.15. The *P&Z recommends* that approval of this development is dependent of submittal and approval of these documents.
- As noted by the City Engineer the proposed street widths are 25-feet and SUDAS requires a minimum of width of 26-feet unless a narrower street is recommended by the P&Z and approved by the City Council. The P&Z believes city standards should be met unless there are special circumstances.
 - The normal 26-foot c-c width provides 6-inch-high curbs and an actual driving/parking width of 25 feet.
 - The developer is proposing a 25-foot width with 3-inch low rise curbs. Behind the curbs are 5-foot-wide sidewalks. The initial foot of sidewalk behind the curb is full pavement depth plus the 3 inches of curb height.
 - These streets are not through streets and will likely only be used for vehicles going to a property in the development or leaving a property in the development.
 - The actual usable width for traffic and parking on one side therefore is at least 25 feet and more likely 27 feet using the initial foot of sidewalk on each side if needed for passage of emergency vehicles.
 - Therefore, the *P&Z recommends* the proposed 25 feet pavement width is acceptable if parking is restricted to one side of the street.
- ADA ramps are shown for all sidewalks which intersect with streets.
- The developer has voluntarily included a curvy snake-like sidewalk above the buried gas-line. This helps protect from accidental digging in the area and provide recreational opportunities for the residents in the development. The P&Z appreciates the developer including this sidewalk.
- A future north/south trail is proposed on the west side of US 69. The developer should be aware this trail could end up west of the water detention basin, therefore in the area of the proposed storm sewer/water main easement. The Developer is currently speaking to the DOT on this and will have this resolved at a future date.
- The proposed development includes 40 residential lots (19 single family residents and 7 tri-plex units).
 - The floorplans and profile views of each type is shown and are acceptable to the P&Z.
 - The P&Z believes the lot dimensions of the single family lots are not shown in detail. Therefore, the P&Z recommends the 19 single family lots be built to conform with the City PUD requirements. The Commission agrees with the developer on twenty-five-foot front yard setbacks and five-foot side yard setbacks.
 - The P&Z believes the details of the tri-plex lots are not shown in detail. Therefore, the P&Z recommends the 14 outside units of these 7 tri-plex units conform with the City R-2A requirements, with a common wall on one side and the required side setback. The 7 interior units will have common walls with exterior units on both sides, which results in a lot width of the interior buildings to equal the width of the resident. The Commission agrees with the developer on twenty-five-foot front yard setbacks and five-foot side yard setbacks where there is an exterior wall.
- The City Engineer noted City Ordinance 166.31.9 requires an agreement for private streets and private utilities, including the proposed private storm sewer system, providing for the construction or reconstruction of any improvements to meet City standards and the assessments of all costs to

the property owners. The *P&Z recommends* that approval of this development is dependent of submittal and approval of these documents.

- The City Engineer noted that Sheet C400 shows the location of the street lights, which should be on a private meter and with private maintenance. A light agreement needs to be developed with the developer. The *P&Z recommends* that approval of this development is dependent of submittal and approval of this document.
- The P&Z reviewed the proposed landscaping for this development and find it acceptable.

Mosher asked about tornado protection for these slab homes. Gardner noted that residents will have the opportunity for a safety POD to be installed in their garage but most will decide against it as they cost roughly eight to ten thousand dollars.

Motion by Bierbaum, second by Ebel to approve the site plan and public improvements. Bierbaum, Patterson, Thompson, Frantz, Ebel, Schonhorst, Mosher voted yes. MCU

4c. Discussion and recommendation concerning the addition of sidewalks:

A brief discussion took place regarding amending the sidewalk ordinance to state that when a street is torn out and redone, that sidewalks are put in at that time. Motion by Bierbaum to table this discussion to the next meeting.

INFORMATIONAL ITEMS FOR PLANNING & ZONING CONSIDERATION/INPUT:

- *Council Action Update:* Haugland gave a re-cap of the action taken at the city council meetings on topics that were discussed at last month's Planning & Zoning meeting.

PLANNING AND ZONING COMMISSION COMMENTS:

- Ebel inquired about grading and storm water permits.
- Next meeting is Monday March 18, 2024 via Zoom.

ADJOURNMENT: Motion by Schonhorst, second by Frantz to adjourn meeting at 8:20 P.M. 7 ayes, 0 nays. MCU.

Amy Kaplan, Zoning Clerk

Roger Bierbaum, Chairman

Date of Approval



VEENSTRA & KIMM INC.

3000 Westown Parkway
West Des Moines, Iowa 50266

515.225.8000 // 800.241.8000
www.v-k.net

March 12, 2024

David Haugland
City Administrator
City of Huxley
515 N. Main Ave
Huxley, Iowa 50124

HUXLEY, IOWA
WESTVIEW HEIGHTS PLAT 4
PRELIMINARY PLAT

We have reviewed the Preliminary plat for Westview Heights Plat 4 find it acceptable.

If you have any questions or comments, please contact us at 515-225-8000.

VEENSTRA & KIMM, INC.

Forrest S. Aldrich

FSA:crt

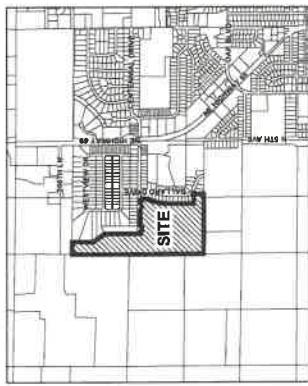
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cc: Todd Peterson, (e-mail)
Erin Ollendike, CDA (e-mail)
Amy Kaplan, City of Huxley (e-mail)
Jeff Peterson, City of Huxley (e-mail)
Keith Vitzthum, City of Huxley (e-mail)
Mat Kahler, City of Huxley (e-mail)
AJ Strumpfer, City of Huxley (e-mail)

PRELIMINARY PLAT FOR: WESTVIEW HEIGHTS PLAT 4

HUXLEY, IOWA

VICINITY MAP
NOT TO SCALE



HUXLEY, IOWA

OWNER

WESTVIEW HEIGHTS PHASE II, LLC
4611 W. CENTENNIAL ROAD, SUITE 106
AMES, IA 50014
PH: (515) 233-2722

APPLICANT

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ZONING

R-1 SINGLE FAMILY RESIDENTIAL DISTRICT

DATE OF SURVEY

JANUARY 29, 2024

PARKLAND REQUIRED

SINGLE FAMILY DETACHED
234 LOTS x 2.28 PERSONS x 0.005 AC
= 3.49 AC

TOTAL REQUIRED

W-3.70 AC

TOTAL PROVIDED

PLAT 3 - PARKLAND = 145,750 SF (3.35 AC)
PLAT 4 - TRAIL = 28,452 SF (0.65 AC)
TOTAL = 174,202 SF (3.99 AC)

LEGAL DESCRIPTION

OUTLOT "Y", WESTVIEW HEIGHTS PLAT 3, AN OFFICIAL PLAT
IN THE CITY OF HUXLEY, STORY COUNTY, IOWA.

BULK REGULATIONS

SETBACKS: FRONT YARD: 30'
SIDE YARD: 10' (1 1/2 STORES - 8 MIN.)
REAR YARD: 25' (2 OR 3 STORES - 10 MIN.)

NOTES

1. LOTS 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 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