AGENDA

PLEASANT HILL PLANNING & ZONING COMMISSION
5160 MAPLE DRIVE
PLEASANT HILL, IOWA 50327

REGULAR MEETING

MONDAY, JANUARY 9, 2023
5:30 PM

1. CALL TO ORDER / ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES OF NOVEMBER 7, 2022 REGULAR MEETING
4. TIME TO ADDRESS THE COMMISSION – FIVE (5) MINUTE LIMIT
5. BUSINESS ITEMS
   a. MEACHAM PARK PLACE – SITE PLAN
   b. ADA TRANSITION PLAN – ANNUAL REPORT UPDATE
6. DIRECTOR’S REPORT
7. ADJOURNMENT
1. CALL TO ORDER/ROLL CALL
Pleasant Hill Planning & Zoning Regular Session was called to order at 5:30 pm on Monday, November 7, 2022 by Chairperson Sand. The City Council Chambers were open and available to the public. Present: Jeromy Geiken, Pam Mollenhauer, Kate Sand, Jeffery Vroom, and Keith Williamson. Absent: Meredith Emory and Tim Mallicoat.

2. APPROVAL OF AGENDA
WILLIAMSON/MOLLENHAUER moved to approve the agenda. Ayes: Unanimous. Motion carried.

3. APPROVAL OF MINUTES OCTOBER 3, 2022 REGULAR SESSION
GEIKEN/MOLLENHAUER moved to approve the October 3, 2022 Regular Session minutes. Ayes: Unanimous. Motion carried.

4. TIME TO ADDRESS THE COMMISSION
None

5. BUSINESS ITEMS
   A. 2015 COMPREHENSIVE PLAN, LAND USE PLAN AMENDMENT
   June 28, 2022 City Council took formal action to approve the annexation of 226.87 acres of property north of E University Ave and west and east sides of NE 70th St. Annexation was approved by the City Development Board on October 17, 2022 and finalized after 30-days. The City wishes to review the current land use plan and make updates to reflect current market conditions and development patterns.

   Commissioners and City Staff discussed balancing act between sustainable commercial developments and current residential uses; vacant commercial land for development would be used before redevelopment of existing residential areas; anticipated update of Comprehensive Plan to include more holistic changes; and proposal based immediate need and development interest.

   WILLIAMSON/GEIKEN motioned to recommend approval of 2015 Comprehensive Plan, Land Use Plan Amendment. Ayes: Unanimous. Motion carried.

   B. ZONING MAP UPDATE
   Proposed zoning map update will assign zoning to newly annexed property to match City’s future land use plan, conform to existing and proposed development in the area, and additional locations that require updating to meet code requirements. Proposed City initiated updates will be compatible with the future land use plan in accordance with Zoning Compatibility Matrix.

   Commissioners and City Staff discussed 2019 zoning ordinance changes and assignment of PUD zoning to districts no longer defined in update; assigning proper zoning to areas so there is clearer direction for owners, developers, and staff; reduction of non-conforming uses created during 2019 update; proposal to reflect current uses and future land use plan; public hearing process; and zoning reassignment timeline if approved.
WILLIAMSON/MOLLENHAUER motioned to recommend approval of Zoning Map Update and found the amendments to be in conformance with the Iowa Smart Planning Principles. Ayes: Unanimous. Motion carried.

6. DIRECTOR’S REPORT
   - Next meeting – December 5, 2022 at 5:30 pm.
   - December agenda
     o Forge 65 East — Eden Crest product; townhomes and assisted living facility
     o Prairie Creek Plat 3 – site plan submitted
   - Annexation Finalization
   - City Website updated look and layout
   - Community Survey – to be sent out next week; survey stays open until valid number of responses are received
   - Bowling alley – owners have retired; sold business to national operators.

7. ADJOURNMENT
   WILLIAMSON/VROOM motioned to adjourn. Ayes: Unanimous. Motion carried. Meeting was adjourned at 6:00pm.

Jennifer Bartles
Community Development Clerk
The City Council has prioritized funding for the initial site design and construction documents for the improvements to Meacham Place Park, located at 6010 E Oakwood Drive. Meacham Place is a 2.6 acre parcel dedicated to the City of Pleasant Hill in 2021 by the Estate of Glenn Meacham for parkland development. Council prioritized funding in the current budget year for the project and has a contract with the Snyder & Associates to provide construction and bidding assistance for the initial phase at Meacham Place Park.

City staff has been working with Snyder & Associates on the initial park design taking into consideration input and ideas from staff, City Commissioners, Councilmembers, and residents. The site plan shows a drive access from E Oakwood Drive to an 8 stall parking facility. The parking area is connected to sidewalk on Oakwood Drive through a 10’ wide trail that winds around the park. The City has obtained a 20’ wide recreation trail easement within a privately owned parcel north of the park in order to extend the 10’ wide trail and connect it to the sidewalk that runs along NE 60th Street. The site plan design also displays the construction of a multipurpose basketball and pickleball court to be constructed toward the center of the property identifies a few potential locations for pavilions and playgrounds to be constructed at a future date.

Plantings will be added throughout the park including native grasses and bushes that exceed City requirements and many of the existing trees that are planned to be saved through the development of the site. Park signage for the park was approved through the Hickory Park Pavilion site plan approval with a design from FEH Design.

Staff has reviewed the documents and finds them to be in conformance with the requirements of a site plan. Appropriate commission action would be to receive a presentation on the project and consider recommendation of approval of the Site Plan for the Meacham Place Park.
**DEMOLITION NOTES**

1. **Demolition Notes**
   - Remove, Salvage, and Reallocate Existing Material.
   - Protect Existing Utilities and Associated Appurtenances.
   - Protect Existing Trees and Associated Plant Material.
   - Protect Existing Features.

2. **Staging Notes**
   - Contractor to Prepare a Project Staging Plan Showing Gate Locations, Material Storage Areas, Worker Parking, and Location of Job Trailer, If Desired, for City and Engineer Approval Prior to Construction.
   - Contractor Responsible for Securing the Project Site Weekly and Maintaining the Laws of Lawns Within Five Days Adjacent to the Perimeters, Including Trimming and Weed Control.

3. **Existing Features**
   - Protect the Following from Damage:
     - Trees and Associated Plant Material
     - Existing Utilities and Associated Appurtenances
     - Existing Features

4. **Disposal of the Following**
   - Remove all stumps to a minimum depth of 0.3 meters (1 foot).
   - Remove all vegetation to a minimum depth of 1 meter (4 feet).
   - Remove all concrete to a minimum depth of 150 millimeters (6 inches).

5. **Removal of Existing Mailbox**
   - See Sheet C200 for Additional Information.

6. **Demolition, Removal, and Disposal of the Following**
   - Remove Existing Water Lines and Associated Appurtenances.
   - Remove Existing Trees and Plant Material Within Grading Limits.
   - Remove All Stumps to a Minimum Depth of 0.3 Meters (1 Foot).
   - Remove All Concrete to a Minimum Depth of 1 Meter (4 Feet).
   - Remove All Gravel to a Minimum Depth of 150 Millimeters (6 Inches).
   - Remove Existing Gravel Drive and Replace with Top Soil at Full Depth
   - Remove Existing Brick Paver Sidewalk and Replace with Top Soil at Full Depth
   - Remove Existing Special Purpose Sidewalk and Replace with Top Soil at Full Depth

7. **Metal Post**
   - Keep All Materials, Equipment, Personal Vehicles, Etc. Out of the City R.O.W.

8. **Construction**
   - Contractor Responsible for Securing the Project Site Weekly and Maintaining the Laws of Lawns Within Five Days Adjacent to the Perimeters, Including Trimming and Weed Control.

9. **Other Notes**
   - Provide and Maintain "Temporary" Closed Area in Locations Indicated on the Plans During Gravel Drive and Special Purpose Sidewalk Reconstruction.

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**Demolition Plan**

- **Project No:** 122.1618.01
- **Sheet:** C100
- **Date:** 01-09-2023
- **Engineer:** SNYDER & ASSOCIATES, INC.
- **Scale:** 1" = 30'

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**NICK HUSS**

**DEMOLITION PLAN**

**2023/01/03, 5:16 PM**

**ANSI FULL BLEED D (34.00 X 22.00 INCHES)**
LAYOUT CONSTRUCTION NOTES

1. PAVEMENTS PROVIDE THE FOLLOWING:
   A. 3" DEPTH PCC PAVEMENT
   B. PROVIDE A CURB AND GUTTER UTILIZING 6" RCP CURB WITH INTEGRAL GUTTER" WHERE SHOWN.
   C. PROVIDE A CURB AND GUTTER UTILIZING 6" RCP CURB WITH INTEGRAL GUTTER" WHERE SHOWN.
   D. COORDINATE PAVEMENT CONNECTION WITH ENGINEER TO ENSURE THAT PROPER SLOPES ARE MAINTAINED. CONTRACTOR TO VERIFY LOCATION AND ELEVATION PRIOR TO CONSTRUCTION.
   E. PROVIDE SIDEWALKS WITH A MAXIMUM ALTEPPE OF 2 1/2 FT.
   F. 6" RCP Curb
   G. CURB TAPER FROM 6" HT. TO 0" HT. IN 1.5 FEET.
   H. CURB TAPER FROM 6" HT. TO 0" HT. IN 3 FEET.

2. PAVEMENT MARKINGS PROVIDE THE FOLLOWING:
   A. PROVIDE 5" DEPTH PCC PAVEMENT FOR SIDEWALK EXTENSIONS.
   B. PROVIDE 5" DEPTH PCC PAVEMENT FOR SIDEWALK EXTENSIONS.
   C. 4" STREPS AT 3' ON CENTER SPACING SHOWN.
   D. HOLES PROVIDE THE FOLLOWING:
      A. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
      B. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
      C. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
      D. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.

3. SIGNS PROVIDE THE FOLLOWING:
   A. MODEL SIGNATURE SERIES MVP.
   B. MANUFACTURED BY GOALSETTER SYSTEMS (1-800-362-GOAL) WITH ACRYLIC BACKBOARD, DOUBLE STATIC RIM OR APPROVED EQUAL.
   C. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   D. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.

4. BASKETBALL STRIPING TO BE YELLOW AND PICKLEBALL COURT STRIPING TO BE WHITE.
   A. 5" DEPTH PCC PAVEMENT.
   B. CURB TAPER FROM 6" HT. TO 0" HT. IN 1.5 FEET.
   C. CURB TAPER FROM 6" HT. TO 0" HT. IN 6 FEET.
   D. PROVIDE 5" DEPTH PCC PAVEMENT WITH INTEGRAL WALK/CURB WHERE SHOWN.

5. PROPOSED SIGN LOCATION, BY OWNER.
   A. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   B. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   C. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   D. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.

6. RELOCATED MAIL BOX.
   A. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   B. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   C. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   D. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.

7. OWNER TO SEED ALL AREAS DISTURBED BY CONSTRUCTION WITH TYPE 1 SEED MIX.
   A. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   B. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   C. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   D. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.

8. PROVIDE 'GOALSETTER' ADJUSTABLE BASKETBALL GOALS WITH ASSOCIATED FOOTING AS SPECIFIED.
   A. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   B. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   C. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   D. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.

9. ADD ALTERNATE NO. 1: WIDENED 5" DEPTH PCC PAVEMENT SIDEWALK EXTENSION.
   A. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   B. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   C. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
   D. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.

10. ENGINEER TO COORDINATE PAVEMENT CONNECTION WITH OWNER TO ENSURE THAT PROPER SLOPES ARE MAINTAINED.
    A. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
    B. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
    C. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
    D. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.

11. FUTURE PLAYGROUND AND ASSOCIATED PAVEMENTS.
    A. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
    B. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
    C. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
    D. PROVIDE VAN ACCESSIBLE PARKING SIGNAGE AS PER ADAAG REQUIREMENTS.
UTILITY CONSTRUCTION NOTES:

1. WATER SERVICE:
   A. 2" DOMESTIC WATER SERVICE.
   B. CONNECT TO EXISTING 12" MAIN WITH A 10" X 2" SERVICE CONNECTION AS PER CITY STANDARDS.
   C. CAP END OF PROPOSED WATER SERVICE LINE.
2. STORM SEWER:
   SEE GRADING AND STORM SEWER PLAN FOR ADDITIONAL INFORMATION.
3. SANITARY SERVICE:
   A. 4" PVC SANITARY SEWER SERVICE PIPE.
   B. CONNECT PROPOSED 4" PVC SANITARY SEWER SERVICE TO EXISTING SANITARY SEWER STRUCTURE.
   C. PROVIDE 4" PVC CLEAN OUT BY DETAIL SHEETS.
   D. CAP END OF PROPOSED 4" PVC SANITARY SEWER SERVICE PIPE.
4. CRITICAL CROSSING: MAINTAIN 18" VERTICAL CLEARANCE.
SAWING OR SEALING OF JOINTS MD REQUIRED.
The following joints are interchangeable:
- BT-4 Joint
- BT-5 Joint
- L-2 Joint
- L-3 Joint
- #4 Bar Length and Spacing
  - 36" Long at 30" Centers
  - 24" Long at 15" Centers
- 'BT' Joint
- 'L' Joint
- 'C' Joint
- 'E' Joint

Joint Sealant
- Joint Sealant Material
- For 'EF' Joint
- Wood Spacer Required

Concrete Driveway, Type B
- C602
- Needs to be detailed

General Sidewalk and Curb Ramp Details
- Curb Ramp
- Turning Space
- Special Shaping

Concrete Pavement Details
- Dimensions: 34.00 x 22.00 inches
- Scale: No Scale
- Technician: Ankeny, Iowa 50023
- Date: 515-964-2020
- www.snyder-associates.com
RECREATIONAL TRAIL EASEMENT

Preparer Information:
R. Bradley Skinner, Skinner Law Office PC, 160 Adventureland Drive NW, Suite B, PO Box 367, Altoona, Iowa 50009

Taxpayer Information:
Highlands Hills Townhomes Association, 487 NE 60th Street, Pleasant Hill, Iowa 50327-2215

Return Document to:
R. Bradley Skinner, Skinner Law Office PC, 160 Adventureland Drive NW, Suite B, PO Box 367, Altoona, Iowa 50009

Grantors: Highlands Hills Townhomes Association
Grantees: City of Pleasant Hill, Iowa

Legal Description: A part of Outlot X, the Highlands of Pleasant Hill Townhomes Plat 2, an Official Plat in the City of Pleasant Hill, Polk County, Iowa and more particularly described on Exhibit “A” attached hereto as page 7

Document or instrument number of previously recorded documents:
RECREATIONAL TRAIL EASEMENT

Highlands Hill Townhomes Association, of the City of Pleasant Hill, County of Polk, State of Iowa, hereinafter referred to as "Grantor", in consideration of the sum of one dollar ($1.00), and other valuable consideration, in hand paid by the City of Pleasant Hill, Iowa, receipt of which is hereby acknowledged, does hereby sell, grant and convey unto the City of Pleasant Hill, Iowa, a municipal corporation, in the County of Polk, State of Iowa, hereinafter referred to as "Grantee" or "City", a permanent easement under, through, and across the following described real estate:

A part of Outlot X, the Highlands of Pleasant Hill Townhomes Plat 2, an Official Plat in the City of Pleasant Hill, Polk County, Iowa and more particularly described on Exhibit "A" attached hereto as page 7

That the above described easement is granted unto the City of Pleasant Hill, Iowa, for the purpose of constructing, reconstructing, repairing, replacing, enlarging, inspecting and maintaining a recreational trail connector for the use of the public; including a trail and signs to mark the trail.

1. Permitted Uses. The trail may only be used as a right-of-way for (1) walking, hiking, jogging, bicycling; (2) power-driven mobility devices for use by persons who have mobility impairments; (3) City vehicles maintaining the trail; and (4) emergency vehicles in the case of emergency within the Easement Area. The trail may not be used for snowmobiling or for any other motorized vehicles.

2. Erection and Placement of Structures, Obstructions, Plantings or Materials Prohibited. Grantor and its grantees, assigns and transferees shall not erect any fence or other structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City, nor shall Grantor cause or permit any obstruction, planting or material to be placed under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City.

3. Change of Grade Prohibited. Grantor and its grantees, assigns and transferees shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City. The City shall have the right to restore any changes in grade, elevation or contour without prior written consent of the Grantor, its grantees, assigns or transferees.

4. Right of Access. The City shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area from property adjacent thereto as herein described, including but not limited to, the right to remove any unauthorized fences, structures, obstruction, planting or material placed or erected under, over, on, through, across or within the Easement Area.
5. **Property to be Restored.** The City shall restore the Easement Area after exercising its rights hereunder, provided, however, that the City's duty of restoration shall be limited to grading and replacing grass, sod or any other ground cover. The City shall be responsible for any construction, reconstruction, replacement, repair or maintenance of any improvements located within the Easement Area. The City agrees to the establishment of a natural barrier (including trees, shrubs or other plant materials) along the Easement Area to direct access along the trail.

6. **Public Enters at Own Risk.** Use of any portion of the Easement Area by members of the general public is at their own risk. Grantor does not assume any duty to or for the benefit of the general public for defects in the location, design, installation, maintenance, or repair of the trail; for unsafe conditions within the Easement Area; or for the failure to inspect for or warn against possibly unsafe conditions. The City shall be responsible for posting park boundary signs, as well as parking violation signs for Grantor private parking spaces.

7. **Liability.** Grantor shall not be liable for any injury or property damage occurring in or to the Easement Area. City agrees to indemnify, defend, and hold Grantor harmless from any loss, damage, injury, or any claim or lawsuit for loss, damage, or injury arising out of or resulting from the use of the trail, unless caused by the negligent or intentional acts or omissions of Grantor or its employees, agents, or representatives.

8. **Maintenance.** The City shall be responsible for all trail inspections and cleaning including trash removal and sweeping, snow removal, panel replacement, and mowing within the 20' Easement Area. The Grantor shall be responsible for mowing adjacent to the trail on both sides of the 20' Easement Area, avoid parking on the trail, avoid planting and landscaping that encroaches on the trail and avoid placing debris, including grass clippings and snow piles on the trail.

9. **Easement Benefit.** This Easement shall be for the benefit of the City, its successors and assigns, and its permittees and licensees and the public.

10. **Easement Runs with Land.** This Easement shall be deemed perpetual and to run with the land and shall be binding on Grantor and on Grantor's heirs, successors and assigns.

11. **Approval by City Council.** This Easement shall not be binding until it has received the final approval and acceptance by the City Council by Resolution which approval and acceptance shall be noted on this Easement by the City Clerk.

    That the Grantor covenants to warrant and defend the said premises against the lawful claims of all persons claiming by, through or under it, except as may be herein stated.
IN WITNESS WHEREOF, we have hereunto affixed our hands this 27 day of October, 2021

Highlands Hills Townhomes Association

By: Karen Carrington
Name: Karen Carrington
Title: Board President

STATE OF IOWA
COUNTY OF POLK

On this 27 day of October, 2021 before me, a Notary Public in and for said county, personally appeared Karen Carrington, to me personally known, who being by me duly (sworn or affirmed) did say that s/he is the Board President of said corporation, that said instrument was signed on behalf of the said corporation by authority of its Board of Directors; and, that said Board President, as such acknowledged the execution of said instrument to be the voluntary act and deed of said cooperative, by it and by him/her voluntarily executed.

Theresa Graeve
Notary Public in and for the State of Iowa
DONATION (OPTIONAL)

It is the understanding of the Grantor that, although the City will provide compensation for the granting of this easement, it is the Grantor's wish to donate this trail easement and not receive said compensation, and Grantor waives any and all rights to compensation.

Karen Carrington

ACCEPTANCE BY CITY

STATE OF IOWA  )
    ) ss:
COUNTY OF POLK )

I, Dena Spooner, City Clerk of the City of Pleasant Hill, Iowa, do hereby certify that the within and foregoing Easement was duly approved and accepted by the City Council of said City by Resolution No.______________, passed on the _____ day of ____________, 2021, and this certificate is made pursuant to authority contained in said Resolution.

Signed this _____ day of ________________, 2021.

________________________
Dena Spooner, City Clerk of the City of Pleasant Hill, Iowa
EASEMENT PLAT

TRAIL EASEMENT DESCRIPTION
A PART OF OUTLOT X, THE HIGHLANDS OF PLEASANT HILL TOWNHOMES PLAT 2, AN OFFICIAL PLAT IN THE CITY OF PLEASANT HILL, POLK COUNTY, IOWA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF LOT 16, BOULDER RIDGE PLAT 2, AN OFFICIAL PLAT IN THE CITY OF PLEASANT HILL, POLK COUNTY, IOWA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

OUTLOT X: 41.98 FEET TO THE POINT OF BEGINNING; THENCE NORTHWESTERLY ALONG A CURVE CONCAVE SOUTHWESTERLY WHOSE RADIUS IS 140.00 FEET, WHOSE ARC LENGTH IS 69.49 FEET AND WHOSE CHORD BEARS NORTH 52°31'43" WEST, 68.78 FEET TO THE WESTERLY LINE OF SAID OUTLOT X; THENCE NORTHEASTERLY ALONG SAID WESTERLY LINE AND ALONG A CURVE CONCAVE NORTHEASTERLY WHOSE RADIUS IS 332.50 FEET, WHOSE ARC LENGTH IS 20.07 FEET AND WHOSE CHORD BEARS NORTH 28°04'11" EAST, 20.06 FEET; THENCE SOUTHEASTERLY ALONG A CURVE CONCAVE SOUTHWESTERLY WHOSE RADIUS IS 160.00 FEET, WHOSE ARC LENGTH IS 94.68 FEET AND WHOSE CHORD BEARS SOUTH 49°11'47" EAST, 93.28 FEET TO THE SOUTH LINE OF SAID OUTLOT X; THENCE NORTH 86°49'34" WEST ALONG SAID SOUTH LINE, 25.50 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.04 ACRES (1,642 S.F.).

DATE OF SURVEY
AUGUST 11, 2021

OWNER
HIGHLANDS OF PLEASANT HILL TOWNHOMES ASSOCIATION

BASIS OF BEARING
THE SOUTH LINE OF OUTLOT X, THE HIGHLANDS OF PLEASANT HILL TOWNHOMES PLAT 2 IS ASSUMED TO BEAR NB 86°49'34" W.

I hereby certify that this land surveying document was prepared and the related survey work was performed by me under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Erin D. Griffin, PLS
License Number 19710
My License Renewal Date is December 31, 2021
Pages or sheets covered by this seal:
Sheets 1 & 2 of 2

EAE-101
12/10/2021
211117
Sheet 1 of 2
P1: 121.0300.01
FLD BR: XX PG XX
DATE: 09/12/2021
PWTNCH: EDG/SGK
The attached draft document is the 2022 annual report of the City’s ADA Transition Plan, originally adopted in 2018 to provide guidance on City improvements to roadway system, reconstruction projects, and sidewalks retrofits. The plan was initiated by the City as an effort to remove accessibility barriers and ensure compliance with the Americans with Disabilities Act (ADA). After an inventory conducted by staff in 2017 of the entire, street-side pedestrian system within the City’s existing boundaries, which documented the state of sidewalks, curb ramps, crosswalks, bus stops, and commercial driveways. Using this data, the Transition Plan identified deficiencies and prioritized investment based on ADA criteria. The Transition Plan is a helpful tool for providing guidance when the City plans its annual street patching projects and CIP.

The ADA Transition Plan is meant to be a living document to help transition the City street-side pedestrian system into compliance. It serves as a monitoring tool to document upgrades to public right-of-way and to document progress in implementing the plan on an annual basis. It will be updated as design standards and requirements change. City staff continue to catalog new improvements to a comprehensive pedestrian facility database and report on policy, project, and program changes that occur throughout the year through an annual report. The purpose of this annual report is to describe the pedestrian improvements that occurred in that calendar year.

Some of the notable updates from the 2022 ADA Transition Plan report are in the following table showing the number of deficiencies that have been resolved since the Transition Plan was created in 2017.

<table>
<thead>
<tr>
<th>Feature</th>
<th>Number of Deficient Features</th>
<th>Major Deficiencies on Priority Streets</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2017</td>
<td>2022</td>
</tr>
<tr>
<td>Curb Ramps (with Detectable Warning Issue or Major Deficiency)</td>
<td>470</td>
<td>427</td>
</tr>
<tr>
<td>Sidewalks (miles)</td>
<td>9</td>
<td>8.17</td>
</tr>
<tr>
<td>Bus Stops</td>
<td>8</td>
<td>9</td>
</tr>
<tr>
<td>Crosswalks</td>
<td>9</td>
<td>4</td>
</tr>
<tr>
<td>Driveways</td>
<td>46</td>
<td>41</td>
</tr>
<tr>
<td>Pedestrian Push Buttons</td>
<td>20</td>
<td>20</td>
</tr>
</tbody>
</table>
Background

On August 21, 2018, the City of Pleasant Hill City Council adopted the ADA Transition Plan (ADATP). The ADATP is intended to provide guidance for improvements to the City’s roadway system, reconstruction projects, and retrofitting existing sidewalks and connections throughout the community over time. This plan was initiated by the City as an effort to establish requirements to remove accessibility barriers and ensure compliance with the Americans with Disabilities Act (ADA), enacted on July 26, 1990.

The ADA requires that a Transition Plan be prepared, to describe any structural or physical changes required to make facilities accessible. The Transition Plan is intended to address most recent ADA policies and rules as well as outline the methods by which physical or structural changes will be made to affect the nondiscrimination policies described in Title II of ADA.

Of the five titles or parts to the ADA, Title II is of the most concern to the City. Title II prohibits state and local governments from discriminating against persons with disabilities by requiring them to make all programs, services, and activities accessible to persons with disabilities. Title II also requires that a public entity must evaluate its services, programs, policies, and practices to determine whether they are in compliance with the nondiscrimination requirements of the ADA.

The ADA requirements for inventory and self-evaluation were completed through a walking inventory of the entire, street-side pedestrian system within the City’s existing boundaries. In 2017, more than 50 miles of existing public sidewalk and approximately 600 curb ramps were inventoried and assessed as part of the ADA self-evaluation. This comprehensive data collection effort documented the location, type, and condition of sidewalks, curb ramps, crosswalks, bus stops, and commercial driveways. The inventory also documented a total of 60 miles of estimated missing sidewalk absent from the public right-of-way as well as a total 73 obstructions that have the potential to impede travel and create accessibility issues for users of the pedestrian system.

Documenting the location, type and condition of sidewalks and curb ramps is an important step in the pedestrian planning effort.
Purpose
The ADA Transition Plan is meant to be a living document to help transition the City street-side pedestrian system into compliance. It serves as a monitoring tool to document upgrades to public right-of-way and report on them on an annual basis to document progress in implementing the plan. It will be updated as design standards and requirements change. To document any such changes, City staff will catalog new improvements to a comprehensive pedestrian facility database and report on policy, project, and program changes that occur throughout the year through an annual report. The purpose of this annual report is to describe the pedestrian improvements that occurred in that calendar year.

ADA Transition Plan Updates
An annual update to the ADATP will be documented to help the City measure its progress and provide public record illustrating how the City is working toward upgrading its street side pedestrian system. The annual update will be generated based on calendar year activities in order to fully account for the year’s construction season improvements.

Policies
The ADATP listed a review of the policies and procedures the City uses to address grievances, sidewalk repair, snow management, and documenting design expectations along with recommendations to help the City transition into more ADA compliance in these areas. The goal for the upcoming calendar year will be to continue to review the recommendations presented in the plan and begin implementing the suggested changes.

Programs
ADA Coordinator The ADATP references the clear systematic process the City uses to handle grievances procedures for incoming ADA-related requests and complaints. As the City’s designated ADA Coordinator, the City Clerk is the point person to initiate grievance procedures, provide the necessary information to the individual that initiated the process, report and record the investigation. This program will continue to be an important part of the City’s effort to work toward ADA compliance.

Bus Route
Bus Route 10 of the Des Moines Area Regional Transit Authority (DART) connects Pleasant Hill to downtown Des Moines. Eastbound bus stops are located on the south side of Maple Dr. between N Hickory Blvd and N Shadyview Blvd. and at the corner of Sherrylynn Blvd. & E University Blvd. Westbound bus stops are also located at the intersection of Sherrylynn Blvd. & Jennifer Dr., Jennifer Dr. & NE 56th St., and the north side of NE 12th Ave., between Sloans Way and N Hickory Blvd. A map produced by DART to display the route can be found in Appendix A.

Staff conducted an annual bus stop inventory collecting updated measurements for the bus pads along Route 10. The map in Appendix B displays the locations of each bus stop and level of compliance to accessibility guidelines addressed in Section 12A-2 – Accessible Sidewalk Requirements of the 2015 SUDAS Design Manual for new and altered bus stop pads. The five accessibility guidelines are as follows:

- Provide a firm, stable, and slip resistant surface (R308.1.3.1).
- Provide a minimum clear length of 8 feet (measured from the curb or roadway edge) and minimum clear width of 5 feet (measured parallel to the roadway) (R308.1.1.1).
• Connect the pad to streets, sidewalks, or pedestrian circulation paths with at least one accessible route (R308.1.3.2).
• The slope of the pad parallel to the roadway will be the same as the roadway to the maximum extent practicable (R308.1.1.2).
• Provide a desirable cross slope of 1.5% up to a maximum cross slope of 2.0% perpendicular to the roadway (R308.1.1.2).

**Corridor Improvement Strategy**
City Council approved a Corridor Improvement Strategy for University Ave. in 2018, which identifies the need for improved crossings along the University Ave. corridor for modes of transportation other than automobiles. The design objectives for intersections are to make crosswalks more visible, install ADA curb ramps and minimize crossing distances and times, provide pedestrian refuge areas, and accommodate pedestrians at traffic signals by installing accessible push buttons and signage to provide clear guidance. The strategy identifies improvements at the University Ave. intersections of Hickory Blvd., NE 60th St., and between NE 75th St. and NE 80th St. near the school campus with a design that could be extended to multiple intersections along the corridor.

Construction to the intersection of University Ave. and NE 60th St. was started during the 2021 calendar year based on Corridor Improvement Strategy design. Improvements included upgrades to pedestrian crosswalks, curb ramps, median refuges, and signalization to improve the safety of travel across University Ave.

Additional upgrades to intersections along the University Avenue will continue as the City prioritizes Capital Improvement Project funding with City growth. The Corridor Improvement Strategy provides the City with important guidance on pedestrian design criteria for each future project.

**Projects**
The City of Pleasant Hill is continually expanding the length of its sidewalk network and number of curb ramps. The new sidewalk and curb ramps are primarily constructed through one of the following programs or activities:

• Large scale CIP Projects such as roadway expansion or new trail development
• Small scale community programs such as the City’s sidewalk replacement program
• New residential and commercial subdivision construction
• Miscellaneous commercial and residential building permits

**Capital Improvements**
- **Martha L. Miller Drive East (2022)**
In 2022, work started on the construction of a section of Martha L. Miller Dr. between NE 71st St. and NE 75th St. This new 2,500 ft. section of Martha L. Miller Dr. will also include the extension of a 10’ wide trail along the south portion of the road from NE 60th St. to NE 80th St. in its completion. The road paving and utilities have been installed but at the time of this writing, the trail section is awaiting completion. The project is estimated to be finalized in early 2023.
- **NE 60th Street project**
  One major CIP City Project that started in 2021 was the reconstruction of the intersection of University Ave. and NE 60th St., which included improvements to the intersection design based on those identified and proposed in the City's 2018 Corridor Improvement Strategy. Notable improvements included upgrades to vehicle turning lanes and signalization as well as introduced dedicated pedestrian crosswalks with protected median refuges and signalization to improve safety for pedestrian travel through this intersection. The project also included the extension of a 10’ wide trail along the west side of NE 60th designed to extend a 10’ trail from Meacham Dr. to the new Morning Star Ct. and Martha L. Miller Dr. The project was completed the summer of 2022.

- **Morning Star Court and Martha L. Miller Drive**
  An additional part of the NE 60th St. improvement project was the road realignment of Morning Star Ct., which included the construction of the west section of Martha L. Miller Dr. The movement of Morning Star Ct. to the south by around 150’ provided the Kum & Go store located at University Ave. & NE 60th St. the opportunity to reconstruct and install the last section of 10’ trail on the west side of 60th St., between Morning Star Ct. and University Ave. The roadway design also directs for the future construction of a 10’ wide trail along the south part of Morning Star Ct. and the south side of Martha L. Miller Dr. as the adjacent properties are developed. The roadway has since been completed with some trail and sidewalk sections will be constructed by projects that are estimated to be completed by 2023.

- **Patching Projects**
  The patching projects that occurred in 2022 included those in the listed in 2020 and 2021 City Patching Project schedules for locations on Concord Dr. and Parkridge Ave. Other improvements besides roadway patching included upgrades to curb ramps and sidewalks as necessary in response to the 2018 sidewalk inventory that were identified as structures in poor condition and not ADA compatible, many of which were identified as priority streets. The project also included patching for parking areas in City Hall, City Library, and the fire station. Patching Project schedules are identified in Appendix C.

Small Scale Community Programs

- **City Parks and Recreation Department**
  The department has made updates to their policy on portable toilets to allow a more expanded presence in City parks and trails. Providing more accessible restroom options on City property.

New Development

As part of an ongoing effort to satisfy the purpose of this annual report, staff has completed the process of inventorying the location and ADA features of new pedestrian infrastructure including sidewalk, curb ramps, crosswalks, commercial drives, bus stops, and pedestrian push button controls around signalized intersections. For calendar year 2022, approximately 6,570 feet (1.24 miles) of new sidewalk was constructed within the City’s public right-of-way, including 21 new curb ramps. City code Chapter 136.08 Sidewalk Standards requires curb ramps and sidewalks to be designed to meet ADA requirements. Maps displaying the new construction of sidewalks, trails, and ramps are located in Appendix D.
Summary
The ADA Transition Plan continues to be an important resource for the City as it plans and reviews future infrastructure projects as well as a tool for evaluating the current state of City infrastructure. Since its adoption in 2018, approximately 196 new curb ramps have been installed and 30,265 feet (5.73 miles) of new sidewalk has been constructed.

The City’s annual patching projects not only replaces deficient curb ramps but upgrades ramp features by installing detectable warning pads and reconfiguring ramp alignments to bring the intersection into compliance. These improvements include other City infrastructure features like bus stops, crosswalks, driveways, and pedestrian push buttons at traffic signals identified in the ADA Transition Plan for correction. The following table is derived from Table 22: Summary of needed improvements of Chapter 5: Methods to Remove Barriers and Make Facilities Accessible and counts the number of deficient features recorded during the 2017 inventory of facilities.

Table 1. Summary of needed improvements & deficiencies 2017 vs. 2022

<table>
<thead>
<tr>
<th>Feature</th>
<th>Number of Deficient Features</th>
<th>Major Deficiencies on Priority Streets</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2017</td>
<td>2022</td>
</tr>
<tr>
<td>Curb Ramps (with Detectable Warning Issue or Major Deficiency)</td>
<td>470</td>
<td>427</td>
</tr>
<tr>
<td>Sidewalks (miles)</td>
<td>9</td>
<td>8.17</td>
</tr>
<tr>
<td>Bus Stops</td>
<td>8</td>
<td>9</td>
</tr>
<tr>
<td>Crosswalks</td>
<td>9</td>
<td>4</td>
</tr>
<tr>
<td>Driveways</td>
<td>46</td>
<td>41</td>
</tr>
<tr>
<td>Pedestrian Push Buttons</td>
<td>20</td>
<td>20</td>
</tr>
</tbody>
</table>

Of those totals identified, City patching and CIP projects account for 674 feet of new sidewalk and 56 new curb ramps since 2018. Part of the City’s patching projects allow for the reengineering of curb ramps and in some instances to make crossings more efficient, curb ramps have been removed to encourage pedestrians choose more accessible crossing locations. The upgrades of the City’s patching project have accounted for 12% of the identified curb ramps in the ADA Transition Plan that are recommended to be replaced. Sidewalks are a smaller percentage as the majority of the patching projects have concentrated on curb ramps and roadway improvements.

Of the 9 crosswalk deficiencies identified in the Plan, 6 have been resolved through the patching projects to correct the alignment of the crosswalk or repaint markings through regular street painting and maintenance. Of the deficiencies not yet resolved, the biggest issue is the type of crosswalk markings that are used at priority street intersections. A “high visibility” crosswalk marking is defined as a set of delineated white lines across the stretch of the crosswalk that are easier to see for the visually impaired then other methods like the white parallel lines that outline crosswalk from one point to the other. The Transition Plan would like to see this type of striping used for all standard crosswalk, especially at identified mid-block crossings and priority streets.
The City’s DART bus route has changed slightly since the 2017 inventory of facilities with one additional bus stop. With the additional bus stop, the amount of deficient bus stops have also increased to 9. Notable deficiencies include the size of the bus landing pad being below 8 ft. in width or not having a direct ramp connection to the bus stop. The majority of stops are located where riders are able to stand on the hard surface of a sidewalk but all of the bus stops require a connection through a grass buffer, which is considered a non-complaint ADA feature. The recommendation going forward would be to work with DART to install compliant landing pads for each bus stop.

Driveway ramps accounted in the 2017 inventory identified access commercial drive entrances and exits. Driveways were considered deficient if the cross slope was greater than 2%. Of the driveways that have been reconstructed with noted deficiencies, the majority were through patching projects, particularly on Maple Dr. and one on Morning Star Ct.

Pedestrian push buttons are located at four different intersections in Pleasant Hill: Maple Dr. and N Hickory Blvd., NE 56th St. and University Ave., and NE 12th Ave., NE 56th St, and a newly installed set at NE 60th Street and University Ave. Of the 28 that are located in the City, 20 were identified by the ADATP as deficient based on various ADA compliance criteria related to button locations, landing pad size and slope measurements, and size of pedestrian access routes. Each intersection is located on a priority street as defined by the ADATP. No new improvements to crosswalk pedestrian push button locations have occurred since the 2017 survey.
Appendix A

DART Bus Route 10
Appendix E