

Pleasant Hill Planning and Zoning  
Regular Session  
February 4, 2019

**1. CALL TO ORDER/ROLL CALL**

Pleasant Hill Planning & Zoning Regular Session was called to order at 5:30pm on February 4, 2019 at the City Council Chambers by Chairperson Ackelson. Present: Mark Ackelson, Jake Jacob, Tim Mallicoat, Pamela Mollenhauer, Kate Sand, and Keith Williamson. Absent: Jan Higgins.

**2. APPROVAL OF AGENDA**

WILLIAMSON/MALLICOAT moved to approve the agenda. Ayes: Unanimous. Motion carried.

**3. APPROVAL OF MINUTES JANUARY 7, 2019 REGULAR SESSION**

MOLLENHAUER/SAND moved to approve the January 7, 2019 Regular Session minutes. Ayes: Unanimous. Motion carried.

**4. TIME TO ADDRESS THE COMMISSION**

None.

**5. PRESENTATION – LOCAL OPTION SALES AND SERVICES TAX**

City Communications Specialist Candace Bell provided an informational presentation about Local Option Sales and Services Tax (LOSST) and the upcoming March 5th special election. Pleasant Hill ballot language dictates 85% for property tax relief and 15% for property tax stabilization through projects including, but not limited to, public safety, parks, recreation, trails, streets, utilities, economic development, community facilities and buildings and any lawful purposes of the City of Pleasant Hill. Currently, Polk and Johnson Counties are the only counties in Iowa that have not adopted a local option tax. Funds generated from LOSST would be distributed only to the individual cities which voted to implement the tax. If adopted, any resident or visitor (non-Polk County resident) retail purchases or contracted services would pay the 1% tax, generating an estimated \$1.4 million annually for Pleasant Hill.

Commissioners, City Attorney Brad Skinner, City Staff, and Bell discussed upcoming February 19<sup>th</sup> town hall meeting; goods and services exempt from the tax; current revenue amounts received by participating cities in Polk County; Iowa Department of Revenue's distribution formula, processes, estimated annual amounts, and base data; budget and funding strategies and effects on property taxes for either vote outcome; and detailed information regarding LOSST and voting available on City website.

**6. BUSINESS ITEMS**

**A. FINAL PLAT – AUSTIN & CODY'S ACRES –**

Preliminary and final plat for the vacant 7.57-acre parcel located at 5620 NE 12th Ave, owned by Bill and Jane Wonderlich, zoned I-2 Light Industrial, to replat and subdivide the parcel into two separate lots under the name Austin & Cody's Acres. Lot 1 of the subdivision is associated with an improved site plan for Premier RV & Boat Storage and Lot 2 on the southwest side of the property is identified for future development. The 6.11-acre Lot 1 will provide approximately 94' of frontage; including a proposed 24' property access easement along the east parcel boundary of Lot 2; and 1.46-acre Lot 2 will provide approximately 236' of frontage to NE 12th Ave.

No new roadway improvements are planned and proposed utility connections have been noted in associated site plan improvements. The existing utility easements located on the property include a 180ft transmission line easement running diagonal through the northwest portion of the parcel; a 50ft gas pipeline easement within the 180ft transmission line easement, which bends to the south and runs along southwest border of the parcel; and 2 gas surface use easements located in the southwest corner of the parcel; totaling 1,500sq. ft, with majority of the surface easements residing within the 50ft gas pipeline easement. The site plan has identified each easement and designed the development to accommodate to the limitations imposed by the easement agreements.

Commissioner Williamson and City Staff discussed sidewalk installation at the time of each lot's development.

MALLICOAT/SAND – motioned to recommend to approve Austin & Cody's Acres - Final Plat. Ayes: Unanimous. Motion carried.

#### **B. SITE PLAN - PREMIER RV & BOAT STORAGE –**

Site plan submitted by owner Bill Wonderlich for the construction of a new indoor/outdoor storage complex on 5620 NE 12th Ave, Lot 1, I-2 Light Industrial, originally approved in October 2018, and returning for review with newly proposed improvements.

The updated proposal will include three indoor storage buildings, approx. total of 48,800sq. ft., and a 400sq. ft. office building; with all southern street facing façades clad with 80% concrete board lap siding and 20% stone or brick and remaining façades clad with 100% fabricated steel siding; a 58,818sq. ft. outdoor storage area (17.8% of the total lot area) with a surface of compacted asphalt millings and surrounded by 8' chain link fence; one parking stall per indoor storage unit; 5-stalls at the front office; a sanitary dump station for RV sewage disposal adjacent to trash enclosure; 4 separate storm water facilities along the property perimeter; and 1.45-acre Lot 2 identified for future development. The site plan has identified the existing easements and designed the development to accommodate easement agreement limitations. Landscaping includes new red oak trees to line NE 12th Ave; preservation of select mature trees; and 41.8% of open space.

Commissioners, City Staff, and Bishop Engineer Rick Baumhover discussed building façades; lighting of buildings and outdoor storage areas in regards to theft prevention, safety, and light pollution; number of trees to be added; and installation of sidewalks at the time of each lot's development.

WILLIAMSON/JACOB – motioned to recommend to approve Premier RV & Boat Storage - Site Plan. Ayes: Unanimous. Motion carried.

#### **C. PRELIMINARY PLAT - ELK RIDGE –**

Preliminary plat submitted by owner Swift Properties for approximately 42 acres of vacant land generally located east of NE 70th St and north of NE Rising Sun Dr, located outside of City limits, approved by Polk County's Zoning Board, RR Rural Residential, to subdivide for residential development. The City plans to work alongside Polk County via a cooperative public service agreement to oversee subdivision review process, allowing Polk County to permit site grading and defer construction document review and public infrastructure inspections to the City of Pleasant Hill. As the project continues, the City will continue to work with the County to oversee the review of all subsequent documents, including a final permit, until the property undergoes annexation. Plat submission to the Board of Supervisors is subject to finalized development agreement between the County and City.

Plat proposes 36 residential lots ranging between 50' for bi-attached single-family dwellings to 60' and over for conservation housing; HOA owned Outlots W, X, Y, and Z for common open space, overland flowage, and stormwater detention; Outlot U reserved for future development; Outlots T and V for stream buffer and stream buffer access to Type II Stream Spring Creek; new public utility, water main, and sanitary sewer easements; new roadway improvements including a 26' wide road connecting NE Rising Sun Dr to future Meacham Dr and three cul-de-sacs with turnarounds measuring approximately 45' in radius; 6' wide concrete walkways on both sides of streets throughout the plat and along the east side of NE 70th St; approx.1,038,000sq. ft. (60%) open space; and approx. 5 acres of parkland dedication in stream buffers and installation of trail along Meacham Dr.

Commissioners and City Staff discussed current and future Meacham Dr extensions; cost sharing of trail and Meacham Dr installations; sidewalk and trail locations; use of new regional detention system; conservation lots, outlot usage, and areas of existing tree preservation; development agreement between City and County; residences connecting to City sanitary sewer; housing types and frontage measurements; and status and anticipated duration of annexation process.

WILLIAMSON/MALLICOAT – motioned to recommend to approve Elk Ridge - Preliminary Plat. Ayes: Unanimous. Motion carried.

**D. REZONING - ALL POINTS DEVELOPMENT LC -**

Formal City Council action on January 22, 2019 requests zoning assignment to the 62.79-acre property, owned by All Points Development, LC, located west of NE 70th St, south of NE University Ave, and north of Rising Sun Dr from the current to A-1 Agricultural to C-2 Regional Commercial, allowing for the construction of a public safety facility and facilitation of development in the University Ave Corridor. City Council has previously entered into a development agreement with the property owner, detailing the responsibilities of each party, including a City constructed extension of Meacham Dr to the west of NE 70th St in exchange for the property needed for a new public safety facility. The City has not received a subdivision plat or site plan to further develop the property.

The statement of intent for the Regional Commercial Zoning District according to the City's adopted Zoning Ordinance is as follows:

*The C-2 District is intended to accommodate the general retail consumer and the needs and services of the automobile traveling consumer. The district includes commercial property along major City streets and highways, providing for general business needs.*

The future Land Use Plan identifies the property as Regional Commercial and is intended to accommodate the general consumer including retail businesses, service establishments, multifamily residential, or similar uses.

Commissioners and City Staff discussed location of future public safety facility; SE Polk School district purchase and potential development of parcel to the south; placement of future Meacham Dr extensions; green street design; and application of Comprehensive Plan to previously anticipated development and coconscious zoning practices.

MOLLENHAUER/MALLICOAT – motioned to recommend to assign C-2 Regional Commercial zoning assignment in concert with the City’s future land use plan and the Iowa Smart Planning Principles. Ayes: Unanimous. Motion carried.

## **7. DIRECTOR’S REPORT**

Discussion of active residential projects throughout the City and anticipated active construction season for City Improvement Projects and developers. Commissioner Williamson and City Staff discussed City Council planning, budgeting, review, approval processes of city improvement projects, as well as which Council Meetings to attend for project review and development information.

Woodland Drive, connecting Pleasant Ridges Estates to SE 55<sup>th</sup> St, road project will be out to bid March 6, 2019 with construction anticipated later this year.

Youngstown Trail Phase 2 will be out to bid February 20, 2019.

Meacham Drive extension west of 70th Street will be out to bid February 28, 2019 with construction anticipated to start late summer. Project will include access for the new Public Safety Building. RFQ for architects has been completed and design firm review is currently underway.

Park and Recreation Committee requests creation of Tree Preservation Ordinance, anticipate request on future agenda.

Commissioner Sand and City Staff discussed Hickory Glen Park. Phase 1 construction documents now under review with anticipated bid in March 2019 and construction starting this year. Phase 1 includes soccer fields, grading, public utilities and parking.

Commissioner Mollenhauer discussed her positive experience with the electronic meeting packet option. Mollenhauer and City Staff discussed current monthly and annual cost of printing and distribution of paper packets.

Next meeting is a regular session on March 4, 2019.

## **8. ADJOURNMENT**

MALLICOAT/MOLLENHAUER motioned to adjourn. Ayes: Unanimous. Motion carried. Meeting was adjourned at 6:36pm.

Jennifer Bartles  
Recording