

**MINUTES OF THE CITY OF PELLA
PLANNING AND ZONING COMMISSION MEETING
FEBRUARY 24, 2020**

CALL TO ORDER BY THE CHAIRPERSON AND ROLL CALL

Chairperson Canfield called the Planning and Zoning Commission to order at 7:00 p.m. in the Public Safety Complex. Members present were: Joe Canfield, Julio Chiarella, Cathy Haustein, Kisha Jahner, Dave Landon, Robin Pfalzgraf, Gary Van Vark, Ann Visser, and Teri Vos. Absent: Mark Groenendyk and Julie Heerema Mueller. Staff present: City Administrator Mike Nardini, Zoning Administrator Bryce Johnson, and Deputy City Clerk Cynthia Vaske. Six members of the public were in attendance.

APPROVAL OF TENTATIVE AGENDA

Motion by Pfalzgraf, second by Visser to approve the tentative agenda. Motion carried 9-0.

APPROVAL OF MINUTES

Motion by Landon, second by Visser to approve the minutes of the January 27, 2020 meeting. Motion carried 9-0.

PUBLIC HEARINGS

None.

NEW BUSINESS PROPOSED

Consider a Site Plan Application Submitted by Vermeer Corporation to Construct a 7,128-Square Foot Central Utility Plant

Vermeer Corporation has submitted a site plan application to construct a new 7,128-square foot Central Utility Plant (CUP). It is important to note that this location is currently granular surfaced and utilized for outdoor storage.

According to the Zoning Ordinance, the proposed land use is classified as *Utilities*, which is defined as “any above ground structures or facilities, other than lines, poles and other incidental facilities, used for the production, generation, transmission, delivery, collection or storage of water, sewage, electricity, gas, oil, energy media, communications, electronic or electromagnetic signals, or other services which are precedent to development and/or use of land.” The proposed land use is permitted-by-right in the City’s M2 zoning district.

Staff believes the proposed site plan meets the requirements of the City’s zoning code and is consistent with the City’s Comprehensive Plan. Therefore, staff is recommending the site plan be approved as submitted.

Chiarella stated that he thinks it is important for the City of Pella’s Fire Department to inspect the site to ensure their vehicles will be able to access the area. City Administrator Mike Nardini replied that the fire department reviews all site plans, but that staff will follow up with the fire department to find out whether they have taken a fire truck to this site to gauge accessibility for emergency vehicles.

Motion by Jahner, second by Chiarella to approve the site plan as submitted. Motion carried 9-0.

OTHER BUSINESS/PUBLIC FORUM

Work Session to Discuss the Prairie Ridge Urban Renewal Plan

The Prairie Ridge Urban Renewal Plan is scheduled to be considered by the Commission on March 9, 2020. The proposed plan is located south of Highway 163 on the western portion of the City's corporate limits. As background, a recent Marion County Housing Assessment identified an additional 966 housing units are needed by 2025 to meet the demand for housing in Pella. Furthermore, the City's Comprehensive Plan established goals and suggested strategies, including Tax Increment Financing (TIF), to provide for new housing developments. In order for the City to offer economic development incentives for new housing, the City must first approve an urban renewal plan.

A lack of workforce housing (target range \$180,000 to \$250,000) is becoming an impediment to growth for large employers. State programs are intended for low-and-moderate income (LMI) housing (80% of median household income). Non-LMI housing involves withholding requirements. The combination of withholding requirements and the cost of public infrastructure makes it challenging to build workforce housing.

The purpose of the Prairie Ridge development is to provide workforce housing to support business and industry. This development is proposed to include 93 single family homes priced at approximately \$250,000 and 45 townhomes priced from \$180,000 to \$220,000. This type of housing is very popular in the Des Moines metro area. The on-site public infrastructure is estimated at \$4.7 million. Off-site public infrastructure, mainly consisting of the Fifield Road water main extension, is estimated at \$1.0 million.

In summary, this is a joint project between the City of Pella and Marion County. The purpose of the project is to provide workforce housing for Marion County, which will enable business and industry to stay viable in this area. Through an agreement, the City will be responsible for constructing all off-site public infrastructure (Fifield Road water main extension) for the development. Marion County will be responsible for financing the on-site public infrastructure for the development once constructed and dedicated to the City.

Pfalzgraf shared her concerns with the affordability of the proposed housing in this development. Nardini said the homes are geared towards the young professionals who do not qualify for assistance with housing, based on their annual income. Pfalzgraf stressed that it is important to ensure that the projected housing costs for this development do not go above what is being proposed so that the homes remain affordable.

Jahner said there are 37 manufacturing employers in Marion County. The proposed Prairie Ridge development will contain the type of housing Marion County lacks, which has contributed to minimal population growth in the county.

Van Vark asked how the City will benefit from the Fifield Road water main extension. Nardini explained that the water main extension will increase fire flows to the area. He further explained that the development agreement will have requirements that the developer must meet in regards to the quality and type of housing that will be built. There are plans for a commercial development to occur at some point in the future as well.

The Commission asked to proceed with a vote on the Urban Renewal Plan as it was determined they would not have quorum for a special meeting on March 9, 2020. Nardini allowed this to occur on the condition that the City Attorney would be consulted as to the vote's validity.

Motion by Van Vark, second by Pfalzgraf that the proposed Urban Renewal Plan, known as the Prairie Ridge Urban Renewal Plan, is in conformance with the City's Comprehensive Plan. Motion carried 9-0. Upon review, the City Attorney deemed the motion and resulting vote invalid due to the exclusion of consideration of the Marion County Urban Renewal Plan in addition to the City of Pella Urban Renewal Plan. This item will be reconsidered during a special Planning and Zoning Commission meeting on March 3, 2020.

Special Meeting Scheduled for March 9, 2020

This meeting was moved to March 3, 2020.

Other

Nardini stated that Zoning Administrator Bryce Johnson has resigned and will be leaving the City of Pella in late March 2020. The Commission and Nardini wished Johnson well on his future endeavors.

Nardini reported that the Oskaloosa Street Corridor Committee hopes to meet in late March 2020.

Adjourned at 8:04 p.m.