

**MINUTES OF THE CITY OF PELLA
PLANNING AND ZONING COMMISSION MEETING
APRIL 26, 2021**

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 (via phone), Julie Heerema Mueller, Kisha Jahner, Tom Johnson, Dave Landon, Robin Pfalzgraf, Ann Visser; absent: Mark Groenendyk and Teri Vos. Staff present: City Administrator Mike Nardini, Code Enforcement Officer Jared Parker, and the Deputy City Clerk. Due to heightened public health risks associated with the COVID-19 pandemic, accommodations were made to broadcast this meeting via conference call. One member of the public attended the meeting in person and eight individuals joined the conference call.

APPROVAL OF TENTATIVE AGENDA

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

APPROVAL OF MINUTES

Motion by Pfalzgraf, second by Johnson to approve the minutes of the April 5, 2021 meeting. Motion carried 9-0.

PUBLIC HEARINGS

None.

NEW BUSINESS PROPOSED

Consider a Final Plat for the Subdivision Known as Prairie Ridge Plat 3

RDP Holdings, LLC and ATI Group have submitted a final plat for the commercial portion of their development known as the Prairie Ridge subdivision. The subject property is located north of Washington Street/Highway G28, north of the Fifield Road intersection. On July 16, 2019, the City Council approved an ordinance to rezone this property to Planned Unit Development (PUD). The Planning and Zoning Commission approved the preliminary plat for this project on June 22, 2020 and the City Council approved it on July 7, 2020. Please note that the proposed final plat includes three lots.

The design and intent for this plat is for commercial development, and because the area's focus has been shifted from industrial to commercial, the proposed development conforms with the Comprehensive Plan's goals. The City Council also determined this during its consideration of the rezoning to PUD, which was approved on July 16, 2019.

The developer is required to submit the required performance bonds prior to consideration by the Pella City Council for the public infrastructure which will be completed as a part of this final plat. Once the infrastructure is constructed, it will be dedicated to the City of Pella. Listed below is a summary of the public infrastructure for this plat:

- Roadways: ~600 linear feet
- Sanitary Sewer: ~2,040 linear feet

- Storm Sewer: ~1,360 linear feet
- Water: ~690 linear feet

It should be noted that as part of the site planning process for the proposed Smash Park (agenda item E-2), the City's engineering consultant, Veenstra & Kimm Inc. (V&K), updated its traffic analysis for the Prairie Ridge development. Based upon their review, they are recommending a right-turn lane on westbound Washington Street approaching Fifield Road be installed in 2022. V&K also recommends the City continue to monitor traffic at intersection of Fifield Road and Washington Street as there may be a need for traffic signals as additional commercial development occurs.

The above recommendation from V&K will be presented to the Pella City Council as part of the Prairie Ridge Final Plat 3. In addition, at the same meeting, staff will be seeking permission to proceed with the project in 2022.

The proposed final plat has been submitted to reflect City of Pella staff and consultant comments. Staff finds the final plat meets the minimum requirements of the zoning ordinance and subdivision ordinance. Additionally, staff finds the development conforms to the City's Comprehensive Plan. Based upon the findings, staff recommends approval of the final plat.

Landon asked whether emergency vehicles will be able to navigate the Goldenrod Court cul-de-sac. City Administrator Mike Nardini stated that the cul-de-sac meets Iowa Statewide Urban Design and Specifications and has been reviewed by the City's Fire and Police Departments, as well as the City's engineering consultant.

Motion by Landon, second by Visser to approve the final plat as submitted. Motion carried 9-0.

Consider a Site Plan for Smash Park, a Recreational Facility and Restaurant, Located in the Prairie Ridge Development

Smash Park has proposed a combination restaurant/recreational facility to be located on Lot 1 of Prairie Ridge Plat 3. The proposed site for the development will be located on a 4.32-acre lot and the building itself will be 22,026 square feet with an additional 83,520 square feet of paved surface parking.

The design and intent for this plat is for commercial development, and because the area's focus has been shifted from industrial to commercial, the proposed development conforms with the Comprehensive Plan's goals. The City Council also determined this during its consideration of the rezoning to Planned Unit Development (PUD), which was approved on July 16, 2019.

When the Planning and Zoning Commission and City Council approved the original PUD, significant consideration was given to the proposed uses and impact on surrounding properties, including an engineering review of public safety issues, traffic concerns, and infrastructure analysis. Additionally, the Prairie Ridge development layout was constructed in an effort to address potential land use compatibility issues between the single-family residential and commercial uses. As proposed, the commercial development would abut the Washington Street commercial corridor. The commercial uses would then transition to high-density residential land uses. Ultimately, the single-family residential uses are buffered from the commercial areas by high-density residential land uses. This transition not only provides a buffer for the single-family residences, but also provides an opportunity for a key commercial growth area with substantial economic development, as noted in Chapter 3 of the City's Comprehensive Plan.

For the reasons noted above, above staff believes the proposed development is in conformance with the City's Comprehensive Plan.

Staff believes the proposed site plan satisfies all pertinent City Code requirements and is in conformance with the Comprehensive Plan. Given that the platting process is still underway, staff recommends that approval be granted contingent upon City Council's approval of the final plat for Prairie Ridge Plat 3.

Canfield asked whether the site plan meets the parking requirements. Nardini stated that the number of parking spaces included in the site plan exceeds the number required by City Code.

Motion by Johnson, second by Landon to approve the site plan contingent upon approval of the final plat for Prairie Ridge Plat 3 by the City Council. Motion carried 9-0.

Consider a Site Plan for Parking Lot Expansion at 1210 Vermeer Rd.

Vermeer Corporation is proposing a new parking lot to serve Plant 7 at 1210 Vermeer Rd. It contains 92 parking stalls, two of which are Americans with Disabilities Act compliant, and 11 motorcycle parking stalls. It shall consist of 29,500 square feet of parking spaces and drive lanes. The parking lot will be located in the middle of the Vermeer Corporation campus and will not be immediately adjacent to a public street.

Chapter 165.36(F)(3) requires the proposed site plan to conform to the City's Comprehensive Plan. The Comprehensive Plan's Future Land Use Map identifies this site for General Industrial land uses. As the site serves Vermeer Corporation, an industrial use, staff believes the proposed use and site plan follow the City's Comprehensive Plan.

The proposed site plan satisfies pertinent City Code and is consistent with the Comprehensive Plan. Staff recommends approval of the site plan as submitted.

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

OTHER BUSINESS / PUBLIC FORUM / WORK SESSION

Next Meeting Date

The next regular Planning and Zoning Commission meeting is scheduled for May 24, 2021.

Other

Landon stated he had concerns with how the Commission's decision on the Pella Market PUD was represented in the staff memo to the City Council. He stated that the Commission supported the development and that the majority of the Commission voted in favor of the PUD on the condition that the Community Development Committee had an opportunity to provide input on whether the proposed design was in compliance with the *Design Review District Design Manual*.

Nardini stated that staff presented the recommendation the Planning and Zoning Commission had passed, which was the elimination of design standards in the PUD ordinance which would require the project to obtain a design permit from the Community Development Committee. Nardini also stated staff informed the City Council that the Commission found that the PUD was in alignment with the Comprehensive Plan. He explained that a PUD is a negotiated process between the City and a developer, as a result, any changes to

the PUD ordinance by the Commission may not be accepted by the developer. Nardini went on to state the Commission's primary role is to determine whether the PUD is warranted under City Code and whether it aligns with the City's Comprehensive Plan.

Landon asked what the concessions were that the developer gave in the PUD. As he recalled, the City gave concessions on parking requirements, traffic issues, and design standards. Nardini stated that the PUD is part of the Webster Park Urban Renewal Area, which was determined to be blighted. The goal was the elimination of blight through economic development. Pella Market is a unique project on a constrained site that will hopefully be a great amenity to the community. Nardini went on to state the Pella Market will be similar to the Gateway Market in Des Moines. Operating the Pella Market in a small population sized community is a concession by the developer. The other concessions by the developer were the design of the building and the significant investment to build the Pella Market.

Canfield said that the Commission was told during the work session on the PUD that the design of the building was critical to the business' brand, which caused him to be apprehensive that the City would be waiving Design Manual requirements. He said the architect's presentation of the project at the City Council meeting answered many questions he had about how the design was created and influenced by Dutch architecture. He said that in the future, he would like to have similar presentations given to the Commission for PUDs, especially if design standards are waived.

Nardini stated that he recommends that for future work sessions, staff and the Commission should take time to identify outstanding questions that the Commission may have. Additionally, he recommends tabling agenda items in the future if the Commission has outstanding questions before taking a vote. He suggested that the Commission votes in the future on whether the proposed PUD aligns with the City's Comprehensive Plan and then, if the Commission has suggestions for the PUD, to hold a separate vote listing those items as a recommendation for the City Council's consideration.

Pfalzgraf stated she was happy with how the Pella Market PUD was handled. She asked for clarification on ex parte communication. Nardini explained that public hearings for rezoning requests are considered quasi-judicial for the Commission and City Council. This means that communication between those members and any person in connection with the rezoning should be avoided; however, should contact occur, the communication that took place should be disclosed at the hearing. Further, if there is a group of six or more commissioners that correspond with each other outside of a public meeting, that can be considered a violation of Iowa's Open Meetings Law.

Jahner asked about the possibility of having the City Attorney available for Commission meetings to answer questions. Nardini agreed that it would be beneficial to have the City Attorney block off time to be available for questions during meetings.

Canfield stated that there was a comment made by a Councilmember during the City Council's consideration of the Pella Market PUD who stated that the City and its boards do not move quickly enough for development. He stated that he thought the comment was reckless because there are legal reasons why the boards move at a certain pace and do not rush things. He said he was proud of the Commission's vote on the Pella Market PUD and how they debated the agenda item.

Nardini reported that staff is planning on holding a work session with the Commission in the next couple of months regarding a potential infill development in town, as well as parking requirements. Landon asked whether it would be beneficial for the work session to be a joint work session with the City Council.

Nardini stated yes, a joint work session should be planned. There are also some code revisions that need to be addressed.

Nardini reported that Gerald Buydos will be joining the City on May 3, 2021 as the City Planner.

Adjourned at 7:54 p.m.