

MEETING MINUTES
The City of Polk City
Planning and Zoning Commission
6:00 p.m., Monday, February 15, 2016
City Hall

Polk City, Planning and Zoning Commission (P&Z) held a meeting at 6:00 p.m., on February 15, 2016. The Agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

<p><u>P&Z Commission Members Present:</u> Deanna Triplett Incoming Chair Dennis Dietz P&Z Commission Member Ron Hankins P&Z Commission Member James Hill P&Z Commission Member Krista Bowersox P&Z Commission Member</p> <p><u>P&Z Commission Members Absent:</u> Justin Vogel Pro Tem Doug Sires P&Z Commission Member</p>	<p><u>Staff Members Present:</u> Lindsey Huber Finance Director Kathleen Connor City Engineering Representative Wade Greiman, P.E. City Engineers John Haldeman, P.E. City Engineers Justin Jackson, P.E. City Engineers Laura Lamberty, P.E. City Engineers Jenny Gibbons City Clerk Becky Leonard Deputy City Clerk</p> <p><u>Additional Attendees:</u> Ron Anderson Liaison for City Council</p>
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1. **Call to Order** | Chair Triplett called the meeting to order at 6:00 p.m.
2. **Roll Call** | Dietz, Hankins, Chair Triplett, Bowersox, Hill | In attendance
Vogel, Sires | Absent
3. **Approval of Agenda**
MOTION: A motion was made by Hankins and seconded by Bowersox to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Audience Items** | No discussion items
5. **Approval of Minutes**
MOTION: A motion was made by Dietz and seconded by Bowersox to approve the minutes
YES: Bowersox, Hill, Dietz, Triplett
NO:
ABSTAINED: Hankins
MOTION CARRIED
6. **Consider motion to recommend approval of Amended Site Plan for Lakeside Fellowship Church**
Curtis Ehler, project manager with Studio Melee, reviewed the revised architectural design associated with the amended site plan for Lakeside Fellowship Church.
 - East/West/South overhangs
 - Added windows on the South elevation to break up metal siding
 - Concrete material to be poured and sandblasted to smooth it out for all facades instead of using pre-cast panels
 - Exterior stair will be hidden a little better than the elevations presented 1/18/16
 - Roof slopes 8 feet from one end to the other
 - Goal of quality building
 - Premium material requirement met
 - Signage requirement met

Brady Warrick, 810 Edgewater Dr., addressed the Commission and urged them to recommend approval for the Council to review on Monday, February 22.

MOTION: A motion was made by Dietz and seconded by Hill to recommend Council approve Amended Site Plan for Lakeside Fellowship Church

YES: Bowersox, Hill, Dietz,

NO: Triplett

MOTION CARRIED

7. **Crossroads at the Lakes (previously known as the Kaltenhauser property):**

Kathleen Connor, City Engineering Representative, reviewed Crossroads and addressed the developer's request for rezoning 4.0 acres to C-2 and 40.329 acres to PUD. Reviewed the typical items within PUD and the various exceptions being requested for this project including:

- Reduced lot width for single-family detached (SF) homes.
- Reduced Side yard setbacks for both SF and duplexes.
- Inclusion of bioswales in middle of street. No parking adjacent to the bioswales, responsibility of homeowner association or City's to maintain landscape
- Access management issues with access not as per approved plan, the north new street needs to line up with Polk City Commercial or Bertleson's driveway as per the AMP and SUDAS
- Subdivision Ordinance requires a street connection to Whispering Pines unless the existing street is vacated to adjacent homeowners with their consent to take over ownership and maintenance responsibilities.
- Bridge Road as identified as a collector street on the city's approved Functional Classification Map which requires wider pavement and wider right-of-way for safety management and utilities per Subdivision Ordinance
- The developer proposes to dedicate a wet-bottom detention pond so the city will be responsible for its maintenance. City Council may not want to accept this pond.
- The developer proposes to dedicate a park and trail easements to the City which meets but does not exceed the City requirements. Without grading plan Snyder couldn't speak to how much if any of the park is useable.
- Issues with the width of the trail easements, especially where they provide only access to the park and pond, and trail locations which should be routed through park rather than along the street
- Storm water management concept has not been developed or reviewed
- Signage for subdivision would fall to one lot owner to maintain or needs moved to commercial area

Mike Shamsie with Landmark Engineering – representing Kimberley Development, showed 5-minute video of virtual tour of development and provided the following feedback

- PUD asks for 7ft sideyard setback for SF – but meets 30 ft. front yards by the meandering of home setbacks on narrower lots so they aren't all set back the same distance from the street
- Some of the Twin Homes would reduce side yard setbacks to 6ft in some areas but average would be 12ft
- Whispering Pines Road, current homeowner Tim Rhoades told developer that he doesn't want the street extended and would accept ownership of vacated ROW if acceptable to other homeowner on the short dead end road
- 15' wide Trail right-of-way /easement is the maximum width the developer is interested in doing
- Oppose classifying E. Bridge Road as a collector, want narrower 26' wide pavement in 60' wide right of way because they want to slow traffic down with the curvy roads
- Willing to move sign location to easement on commercial property
- Trail location - developer not willing to construct the trail, that is city's responsibility shown for illustration purposes only

- Design not far enough along with regard to grading plan or utility layout; particularly with respect to grading of the park and pond
- Multi-family unit of 90 apartments scrapped from original plan because of parking issues
- Shamsie stated that detention basin would be graded to avoid flooding downstream

Commission Comments

- Hankins doesn't like to see the routing of regional trail across 8 driveways and along the street, says it's unworkable – suggests placing trail behind lots to make it worth the investment
- Hankins stated that the 3rd Street Access Management Plan was diligently worked on and approved to avoid future issues in developments; streets need to align to avoid traffic issues in the future; there is no appetite to go against that plan at this time
- Dietz said he likes the streets and lots and appreciates Kimberley's custom build but doesn't like the commercial property vision for individual lots. The last thing he or the Commission want to see is another strip mall set up, especially at the highly visible Casey's corner. Would like to see the developer create something more inviting and unique when folks pull into town. Lots are 250 ft. deep, but not deep enough for unique design or multi-use
- Commission foresees several drainage issues, requests more information on how the detention pond will be graded to get everything to run to center and reverse course
- Whispering Pines vacation would be agreeable but prefer connectivity for better access instead of severing Pine Ridge but connect with Deer Haven would be alright

Audience Comments

- Ken Herndon, 425 Timberline – expressed concern about problems with stormwater runoff from creek between them and Whispering Pines. Stated he had issues for several years and never felt anyone understood magnitude of eroding yards and serious issues with children in the neighborhood. Mr. Herndon took it upon himself to try to stabilize his rear yard embankment
 - Commission requested information from Snyder on specifics dealing with detention ponds. Laura Lamberty addressed Commission
 - Post-development quantity and velocity of flows cannot exceed pre-development conditions at each discharge point. Proposed drainage areas must closely match existing to avoid taking flows out of basin. Lamberty said there appears to be a lot of work to do on the stormwater management plan however this project is just at the rezoning stage so the applicant is not required to provide details at this stage. More detention ponds may be required to avoid increasing flow characteristics at any discharge location.
- Sandra Noble, 211 W Pine Ridge – has lived in PC for 16 years and expressed concern about commercial property in her backyard with aesthetics, foot traffic and lights at night.
 - Hankins stated that the Commission would review future site plans and make their recommendation on behalf of the residents as if their house was right next to the commercial use each time.

After feedback was provided to the Developers Engineer, Shamsie stated they would rework the design concept

NO ACTION WAS TAKEN AT THIS TIME

8. Review Comprehensive Plan Report

Kathleen Connor, City Engineering Representative reviewed the section regarding Future Land Usage and the Implementation section. Commission will review in detail and vote on recommendation at the March 21, 2016 meeting. The draft report will be provided to City Council and posted online.

9. Council Liaison Report | No report

10. Staff Report | No report

11. Commission Report

Deitz discussed MPO Bicycle meeting and said it was both interesting and worth attending. Meeting was broken into two groups 1) Continuing education for engineering; and 2) general trails, etc. The Complete Streets initiative has become a big deal within our state and promotes a healthier environment while incorporating various modes of transportation on the road.

12. Adjournment

MOTION: A motion was made by Dietz and seconded by Bowersox to adjourn at 8:22 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – Monday, March 21, 2016

Jenny Gibbons – City Clerk