

P&Z Report – July 8, 2019

The Honorable Michael Kidd
and Members of the City Council
Dallas Center, IA 50063

Dear Mr. Mayor and Members of the Council:

The Dallas Center Plan & Zoning Commission met Monday, July 8, 2019 with the following members present: Abby Anderson, Kari Boscaljon, Kevin Deaton, Sylvia Miller, Thomas Strutt, Daniel Willrich and Matt Ostanik. Also in attendance were: City Attorney Ralph Brown, Jamie Malloy and Ty Luellen. City Engineer Bob Veenstra joined by telephone for a portion of the meeting.

Request from Hope K. Farms to Change Zoning

The Commission held a public hearing on a request from Hope K. Farms, LLC to change zoning on a parcel from A-1 to C-2 following annexation by Dallas Center. No comments were received in the public hearing. Following the public hearing, the Commission further discussed the request. Dan Willrich then moved and Sylvia Miller seconded to recommend that City Council approve the zoning change. The motion was approved unanimously.

New Building by Elite Electric

The Commission reviewed and discussed a site and architectural plan for a new building at 1403 Sugar Grove Avenue proposed by Elite Electric. The City Engineer provided comments on the proposed plans, and Jamie Malloy and Ty Luellen responded to questions. The Commission held a detailed discussion about storm water management from the site and about exterior materials on the rear portion of the building. The majority of the building and over 75% of the side facing Sugar Grove Avenue will be an attractive architectural brick that meets the City's architectural standards.

After discussion, Kevin Deaton moved and Thomas Strutt seconded to recommend that City Council approve the proposed site plan, subject to the following items:

1. While the submitted site plan depicts only the southern part of the property, the site plan should depict the entire property.
2. The utility services should be illustrated on the Site Plan.
3. The Site Plan should include sufficient information on ground contours to allow for a

review of the stormwater drainage to ensure the improvements do not adversely impact adjoining property owners.

4. Any requirements for stormwater detention should be waived by the Council.

5. The applicant is required to submit to the City a copy of an approved driveway permit from the Iowa Department of Transportation.

6. The Site Plan should label the materials of construction for the new parking lots containing twenty (20) new parking stalls, six (6) new parking stalls, three (3) new parking stalls, the driveway, the access drive, and the areas adjacent to the northerly nine (9) new parking stalls, all which are required to have a durable and dustless surface paved with asphaltic or portland cement concrete pavement, as provided in Section 165.41 (5) of the Code of Ordinances of the City of Dallas Center, Iowa, as amended.

7. The Site Plan should designate any areas of existing gravel parking that are proposed to remain as gravel surfaced. The Council should waive any requirement to hard surface the existing gravel parking area north of the nine new parking spaces.

8. The Site Plan should provide information on exterior lighting.

9. The Site Plan does not include any freestanding signs. If there are any freestanding signs, that information should be shown on the Site Plan.

10. No landscaping is shown on the Site Plan. The applicant should clarify whether any landscaping is proposed.

11. The owners of the underlying real estate are required to execute a Tie Agreement to ensure that the three separate underlying parcels are considered to be a single unit of property for future transactions.

The site plan motion was approved unanimously. Sylvia Miller then moved and Kevin Deaton seconded to also recommend that City Council approve the proposed architectural plan, subject to the following items:

WHEREAS, the Plan and Zoning Commission noted that the recessed face of the building would be partially visible to west bound traffic on Highway 44, but not visible with a west bound view that is at or just east of the site boundary; and recommended that the Council, in its sole discretion and on a case-by-case basis, approve the proposed materials for the east recessed side of the building to the north since such materials exhibit the structural strength and permanency desired, contain sufficient architectural relief, and do not detract from the desired aesthetic character of the building and the surrounding area; and

WHEREAS, the Plan and Zoning Commission recommended approval of the Architectural Plan, subject to the Council's approval of other materials for the east recessed side of the building to the north pursuant to the authority granted the Council in Section 158.08 (5) of the Code of Ordinances of the City of Dallas Center, Iowa, as amended.

The architectural plan motion was also approved unanimously.

Request for Special Use Permit

The Commission reviewed a request from Susan and Patrick Moran for a special use permit for Airbnb use of a rental property at 205 11th Street. The Commission and

City Council had previously in 2018 approved a similar request from the Morans for a one-year special use permit on a different property.

After discussion, it was confirmed that the Morans' new property is in an R-1 district. Under our current city code R-1 districts do not require a special use permit for Airbnb. The Morans' previous property only required a special use permit because it was located in a commercial district. As a result the City Attorney will advise the Morans that no further action is needed on a permit for their new property. The Commission will still need to address a renewal for their previous permit sometime later this year.

Respectfully submitted,

Matt Ostanik
P&Z Commission Chair