

REGULAR NORWALK PLANNING AND ZONING MEETING 8-26-2019

Call to order

The regular meeting of the Norwalk Planning and Zoning Commission was held at the Norwalk City Hall, 705 North Avenue, Monday, August 26, 2019. The meeting was called to order at 5:45 p.m. by Chairperson Judy McConnell. Those present at roll call were AJ Samuelson, Donna Grant, Barbara Bellizzi, John Fraser, and Elizabeth Thompson. Absent: Zach Webster

Staff present included: Luke Parris, Community Development Director, Elliot Klimowski, City Planner, and Hillarie Ramthun, Community Development Coordinator.

Approval of Agenda – 19-97

Fraser motioned to approve the Agenda and Grant seconded. Approved 6-0

Approval of the August 12, 2019 Minutes – 19-98

Bellizzi motioned to approve the August 12, 2019 Minutes and Grant seconded. Approved 6-0

Welcome of Guests

There were 5 guests present; with no one wishing to speak, the business portion of the meeting was opened.

New Business

Consideration of a grading permit for Christ Our Savior Church located at 515 Sunset Drive—19-99

This consideration was previously tabled. Applicant requested that it remain tabled for further research.

Request from Diligent HCC, LLC for the approval of the Final Plat of Hughes Century Crossing Plat 4 —19-100

The request for a final plat approval is for an extension of right-of-way that would enable a loop through the property of the commercial retail building located at 1850 Sunset Drive, in the Hughes Century Crossing Plat 1. Staff recommends approval.

McConnell entertained a motion for the approval of the final plat of Hughes Century Crossing Plat 4, Thompson motioned, Bellizzi seconded. Approved 6-0

Request from Keystone Equity Group, LLC for the approval of the Final Plat of Arbor Glynn Plat 8 — 19-101

This request from Keystone Equity Group, LLC is for the approval of a replat of Arbor Glynn plat 6 decreasing the number of lots from 11 to 10, which would increase the lot size by about 4ft per lot. With this change in lot size, utility service line locations will need to change. The applicant has been asked to provide revised utility service line locations to allow for them to be more centered to the new lots. This will be the 4th replat with the Arbor Glynn development following plats 3, 5, and 7. JD Albright, Keystone Equity Group, 1027 Norwood Ct, spoke and answered Commission questions. Lot one will be eliminated from Arbor Glynn plat 6, the removal of the 60' lot will allow for the 10 remaining lots to be 49' each. Albright also mentioned potential trails and replats that could be coming to P&Z in the future based off of market. Grant inquired about water issues from previous plats in the Arbor Glynn area. Albright described drainage area and the problem was previously corrected. Albright also explained that Snyder & Associates and V&K are working together collectively to ensure the eliminated lot with abandoned service lines won't create an issue for the 10 remaining lots and how those lines are positioned through the lots.

McConnell entertained a motion, Grant motioned to approve, Samuelson seconded.

Approved 6-0

Discussion on the status of accessory dwelling units as an accessory use in the City of Norwalk

The City received a citizen inquiry regarding the allowance of an accessory dwelling unit at a property zoned RE-1, Single Family Rural Estates. Per the City Ordinance, only one single family dwelling is allowed per lot and there is nothing that states an allowance for an accessory dwelling. There is only one example within the City limits, as a special use in an A-R zoning district which is listed as an Accessory Living Quarters, the sole purpose for persons fully employed on the premises. The Accessory Living Quarters use does not address the situation recently brought to the City of an accessory dwelling for a resident who is not employed on a property. Accessory dwelling units were common prior to WWII era but not as common at present especially in the Norwalk area, but have been a little more popular in other urban areas. Bellizzi inquired if the City allowed a person to do this, what would stop it from selling and the accessory dwelling unit becoming a rental unit for that new property owner. Parris explained this is the reason for the discussion. Parris also added that it is not allowed at this time, and that is what the citizen was told when they inquired. McConnell inquired if zoning would have to change to R-2 for properties that would have these accessory dwelling units. McConnell also asked what urban areas near Norwalk are allowing accessory dwelling units. Parris noted that no metro area communities are allowing these dwelling units at this time. Fraser inquired about policing accessory dwelling units and how to prove the rules are followed. McConnell identified that the popularity may have died off due to lack of ability to patrol.

Public hearing and recommendation on an amendment to the City's Subdivision Regulations regarding cost responsibilities to developers for adjacent roads—19-102

Public hearing opened at 6:17 p.m.

After recent submittals of various projects, the City started exploring ways a developer would be required to provide road improvement capital for use on adjacent roads. In researching surrounding areas, Staff discovered surrounding cities require developers to provide a cash escrow to the City for a length of paving to occur along the frontage of the development. At present, Norwalk has not participated in requiring developers to do this, but instead has required that they do a traffic study to show the impact of a development in an area. This may or may not result in improvements to adjacent roads. Staff and Snyder & Associates developed a modified version of the City of Urbandale's language that reflects 15.5 feet of paving requirements and also added language about the cost of associated storm sewer. The Norwalk version also provides obligations that the developer participates in the responsibility of adjacent collector roads as well as adjacent gravel roads. The new code language would allow the City to collect a cash escrow from developers which would be set aside to utilize when improvements are needed. Thompson inquired about commercial participation. Parris explained that it would be residential only due to the subdivision of a property. There is no subdivision of a commercial lot, those lots have been already subdivided and a traffic study had been done by the time site plan review takes place.

Public hearing closed at 6:28 p.m.

McConnell entertained a motion to approve an amendment to the City's Subdivision Regulations regarding the cost responsibilities to developers for adjacent roads. Thompson motioned, Bellizzi seconded. Approved 6-0

Discussion on regulating the type of temporary sales structure for the firework stands

City Council expressed some concern regarding the type of firework stands that were set up during the allowed period for sales in June-July 2019. In 2018 there was only one temporary structure which was a tent. In 2019 there were three stands that were set up in two locations, one tent and two storage containers which raised concerns with Council. Baker expressed concern of the location near Hwy 28 when the stand was set up approximately 4ft from the trail/bike path. Fraser ~what is the difference between the firework stands and the greenhouses in the spring in parking

lots or the sweet corn truck in the summer? McConnell didn't care for the look of tents or storage containers, but storage containers seem safer. Samuelson asked if something could be added to our ordinance that requires a seller to post the days, hours, and times that fireworks can be set off. Parris will take all concerns back to Council for review.

City Council Update- No Update

Economic Development Update- Jimmy Johns to be established at Sunset Crest Retail, Edward Jones will locate at Hughes Century Crossing Retail and all other users will be announced very shortly, Ignit still in process, Hyvee to delay start until the spring, working with a hotel to be located in the Marketplace area, Kosovo-American Economic Cities- for businesses looking to expand into Europe-free land, etc. Michael foods will be opening in November. A communications coordinator will be hired for marketing and handling all the messaging for the city to make it more professional and uniform. Windsor Windows won the Economic Impact Award last year & Michael Foods has won it this year. As always, beautification projects happening throughout the city, bike rack coming to City Hall, Sculptures to go to Holland Park which will open soon. Lastly, City State Bank to open soon.

Community Development Update- Sign letters have been sent out to property owners to improve and clean up signs. Peninsula District trip set to happen September 12th.

Next meeting Date –September 9, 2019.

Adjournment – 19-103

Motion by Bellizzi and seconded by Fraser to adjourn the meeting at 6:56 p.m.

Approved 6-0

Judy McConnell, Chairperson

Luke Parris, Community Development Director