



# PLANNING & ZONING COMMISSION REGULAR MEETING

## Minutes

Monday, June 22, 2020 at 5:30 pm

HIAWATHA COUNCIL CHAMBERS (101 Emmons Street Upper Floor)

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### 1. Call to Order – Roll

#### Minutes:

The Hiawatha Planning and Zoning Commission met in regular session in the Hiawatha Council Chambers on June 22, 2020. Chairperson, Mark Powers called the meeting to order at 5:30 P.M. Board members present: Terry Trimpe, Kenney Jones, Mark Ross, Lisa Jepsen, Kevin Neef and Darryl Cheney. Staff present: Community Development Director Patrick Parsley, City Engineer John Bender and City Administrator Kim Downs. Guests in Attendance: Jerry Mohwinkle, Jean Shifflett, Barb Waterhouse, Ted & Linda Martin, Karen Matthews & Beheram Kasad and Stanley Williams. Not all attendees signed in for the meeting.

### 2. Approval of Agenda

#### Minutes:

Jones moved to approve the agenda. Seconded by Neef. **Motion carried.**

### 3. Approval of May 18, 2020 Regular Meeting Minutes

#### Minutes:

Jepsen moved to approve the regular meeting minutes of May 18th, 2020. Seconded by Jones. **Motion carried.**

### 4. Business

- a. **Consider Resolution for recommendation to City Council to approve the Village Center Planned Unit Development request submitted by the City of Hiawatha for the property legally described as Amended Plat of Survey 2321 parcels A & B, Hiawatha, Iowa.**

#### Minutes:

Director Parsley started by giving an overview of the Village Center Planned Unit Development petition written by the City of Hiawatha:  
Village Center Vision: The City of Hiawatha has been engaged in a process to

develop a “downtown” for over ten years. The process has included the purchase and clearing of land now described as Amended POS 2321. The vision is to create a center of commerce including retail, office space, entertainment and high-density residential occupancies. The land is strategically located in the Center Point Road (CPR) district along Robins Road and North Center Point Road. The CPR zoning districts were developed as part of the vision for a center of commerce for Hiawatha. The intent for the CPR zones is stated in the 2036 Comprehensive Plan: “We are the Creative Corridor’s most welcoming community to live, work and experience. Residents and visitors love our small town feel, walkable neighborhoods and the unique restaurants and shops in our vibrant Village Center.” The area was known as the Oakbrook Mobile Home Park and includes zoning for multi-family dwellings along a picturesque flood plain of Dry Creek. The flood area remains undeveloped; however, it provides future access to the Cedar Rapids and Linn County trail systems. The combination of features; proximity to a business corridor and Robins Road Overlay District, zoning for high-density dwelling uses, and adjacent nature and trail amenities makes this a valued part of the envisioned “Village Center”. To initiate the creation of the Hiawatha Village Center, the City is proposing a Planned Unit Development (PUD) for the property. PUD Overview: The PUD will include the elements of a center of commerce along with the necessary residential occupancies to make the commercial venues viable. The plan includes two or three residential buildings containing approximately 60 to 80 dwellings, two or three mixed use buildings for businesses on the main floor and residential uses above with the potential for a live/work structure along A Avenue extended. The mixed-use buildings are proposed along the NCPR and Robins Road frontage while the apartment buildings will be in back fronting on A Avenue. The residential structures and the mixed-use structures will be three or four stories in height while the live/work buildings may only be two stories in height. All buildings will be of exterior durable materials of masonry and glass as specified for CPR-1 and CPR-2 districts with the architectural design consistent throughout the development. The zoning for the area accommodates all the proposed uses though not precisely located in the present respective zones. The inconsistencies with the present UDC make it necessary to accomplish this development through the PUD process. The main issues requested in the PUD alternative to the zoning code include:

- Residential multi-family units located in CPR-2 where not permitted
- Mixed use structures with more than four rental dwelling units.
- Required exterior elements for the structures in the R-7 zoning district to match CPR-1.
- Setback modification along Robins Road for CPR-2 reduced from 20’ setback

to 0' setback. • Buildings exceeding 3 stories and 45 feet in height in the CPR-1 portion of the development. • Construct and maintain a common storm water management system. Development Objectives: The first objective is to facilitate the renewal of the land use and the return of the land to the tax base. In addition, the PUD in this location will meet a number of goals and objectives in the Comprehensive Plan 2036. The concepts in the plan will create a center of commerce, partially alleviate a rental housing shortage and create an anchor and a catalyst for the redevelopment in the Robins Road Corridor. The City has been seeking the development of a viable, walkable downtown district for a number of years. The City laid the ground work for this concept by developing the CPR zoning districts and the subsequent reconstruction of NCPR. The new zoning districts envisioned a main street through Hiawatha. The preferred zoning uses include retail, entertainment and qualified residential uses. The site designs specifically address an appearance of a commercial downtown with masonry exteriors for buildings, added green space and limited site accesses. Parking areas are to be separated from view and include interior landscaping. The Robins Road Corridor overlay; the most recent zoning code change, is an extension of the concepts of the CPR zone with added restrictions moving buildings closer to the street thereby adding more "density" to the neighborhood. This will serve to lower traffic speeds on Robins Road complimenting pedestrian traffic from the local neighborhood. The proposed PUD is uniquely positioned between and within the CPR zone and the Robins Road Corridor Overlay district. The proposed designs serve to merge the concepts of the underlying zoning districts with dense residential structures and mixed-use structures designed for CPR exteriors and Robins Road placements. The uses in this development will serve as an attraction for development along Robins Road. As the population of the area increases, the appetite for retail and entertainment venues will improve.

The city has also invested in the street infrastructure extending A Avenue from Oak Street to Robins Road, reconstructing NCPR and redesigning the Robins Road /NCPR/Emmons Street intersection in preparation for the village center development. NCPR and the new intersection were designed with the features necessary for a business district with decorative lighting, wide boulevards, trail width sidewalk, a reduced curb intersection, bike lanes and artistic paving. On the horizon is the reconstruction of Robins Road from Emmons to Boyson Road. Initial design concepts include the same amenities for a compact neighborhood. The new utility installations will provide added capacity for the PUD. The Comprehensive plan predicts a housing shortage in

Hiawatha. According to census information, "...this equates to an addition of approximately 1,677 housing units over the coming 20 years, an increase of 50% over the current housing stock." The proposed PUD will provide high density dwellings. In phases one and two, two apartment/condo buildings designed to match the CPR requirements will be constructed. In phases three and four, mixed use buildings will be constructed along Robins Road. The upper levels of the mixed-use buildings will provide additional dwelling units. The dwelling models proposed in the both phases will fill one of the essential housing markets currently unavailable in Hiawatha; upper-end apartment rentals and condos. The target consumer is the young graduate not ready to purchase a home and the older worker ready to down size. This assumption is born out in the housing study just completed for Hiawatha<sup>1</sup> Lack of "Downtown" or traditional Main Street: Hiawatha's current Village Center vision promotes a live-work-play neighborhood that should capture a variety of household types from seniors to younger professionals. With its estimated 1,200 employees within walking distance of this area, the City has a unique opportunity to introduce primarily new multifamily housing within several potential residential and commercial mixed-use projects. These projects will likely need to be incentivized in some manner to provide for a variety of price points in rents that will capture market rate and workforce housing rent points. This variety of rent points will provide the current employee based several potential housing options within the Village Center. (page 23) The increased dwellings will encourage the development of the business and entertainment uses within the PUD and along the Robins Road Corridor. This PUD is uniquely located at the juncture between the highway businesses in the CPR zones and the "downtown" business design for Robins Road. The design specifications for the PUD provide for the integration needed to create a commercial center and spawn continued growth and development along Robins Road. Development Details: The legal description of the total site proposed for development is encapsulated as Amended POS 2321 parcels A; 7.5 acres and B; 4.6 acres. The City currently owns the entire site and intends to sell the property in parcels depending on developer interest and proposed phases. Separating the property allows the developer to begin Phase One without investing in Phase Two property. This also permits the City to seek additional developer interest while controlling the PUD goals and objectives. The PUD map shows the proposed phases and parcel splits considered for the project. Phase One (Schedule 2020) is a proposed residential structure on the east side of A Avenue and includes the sale of part of Parcel B. The building will not encroach into the flood plain. The lot will be developed with complying parking facilities. Phase Two (Schedule 2021) is a proposed

residential structure on the west side of A Avenue and includes the sale of part of Parcel A. The building will not encroach into the flood plain. The lot will be developed with complying parking facilities. Phases Three and Four (Schedule 2022-2025) includes proposed mixed-use buildings along NCPR and Robins Road and the sale of the remainder of parcel A. The buildings will retain the same architectural features as specified in this PUD and the site development will include required parking and landscaping.

Phase Five (Schedule 2022-2025) is a proposed residential structure on the east side of A Avenue and includes the sale of the remainder of Parcel B. The lot has limited buildable area outside the flood plain and it may require the relocation of an existing storm drain to make construction feasible. The building will not encroach into the flood plain. The lot will be developed with complying parking facilities. The multifamily and mixed-use concepts will be maintained throughout the development. The anticipated number of dwelling units in the first two buildings will range between 80 and 120 units. The pricing will be in the middle to upper rate class. The dwellings within the mixed-use buildings will be more flexible in quantity as some commercial tenants may desire second floor space thereby eliminating dwellings. It is important to remain flexible on the number of dwellings since the commercial space will be the priority usage for these buildings.

The VILLAGE CENTER PUD will be developed within the following parameters:

A. The exterior composition of each building will include approximately 30% architectural masonry, 30% glazing, and a mix of horizontal and vertical siding. This division of materials will be applied to all sides creating a four-sided design. Regardless of which way one approaches, or passes by, the same aesthetic mix of materials will be visible. The design of Buildings 1 and 2 will incorporate an urban edge along the building sides facing the street, blending the surrounding business district into the new residential and mixed-use environment. B. All setbacks will be in compliance with setbacks as specified for CPR-1 noted herein. Description CPR-1 Front Yards 0 feet Corner Side Yards 15 feet Rear Yards 15 feet Interior Side Yards – Residential 0 feet Interior Side Yards – Commercial 0 feet C. The allowable uses in the PUD will include only the uses allowed in the PUD ALLOWABLE USES table:

PUD ALLOWABLE USES PHASE	ALLOWED RESIDENTIAL DWELLING USES
Attached dwelling units as defined in 165.96 V	Multi-family dwellings as defined in 165.96 I, II AND V
Health Care Facilities as defined in 165.96 II, III AND IV	Mixed Use Dwelling Structure or Development as defined in 165.96; A building containing residential in addition to non-residential uses permitted in the respective zone. A development with two or more different uses such

as but not limited to, residential, retail, professional offices or entertainment, in a compact urban form. II, III AND IV RESIDENTIAL TRANSIENT USES

Hotels and motels as defined in Section 165.96 II, III AND IV <sup>12</sup>

#### ENTERTAINMENT AND RECREATION

Restaurants and Bars: includes outdoor seating II, III AND IV Entertainment and Sports Indoor: Characterized by artistic productions in theater settings and uses involving physical participation indoors with limited spectators.

Including but not limited to indoor theaters with and without stages, dance halls, bowling alleys, indoor archery and shooting ranges, indoor tennis courts, handball, indoor swimming pools, arcades and casinos. II, III AND IV

#### BUSINESS SERVICES

Personal Professional Services: uses characterized by frequent on-site client services including but not limited to medical clinics, financial institutions, salons, automatic laundromats, photo and art studios, massage and tattoo parlors (Excluding adult massage parlors as defined in 165.96) II, III AND IV

Business Professional Uses: characterized by offices and laboratories with limited on site client services including but not limited to business and professional offices, attorney offices, realtors, job services, radio/TV stations, medical offices, research and testing laboratories, and software developers and support. II, III AND IV Business Professional Services with Public

Gathering: uses characterized with a mix of on-site client services with public gathering occupancy and increased traffic including but not limited to conference centers without hotel accommodations, art galleries, health clubs, gymnasiums, funeral homes, libraries and museums II, III AND IV RETAIL AND

#### REPAIR

Retail Convenience Limited: Retail related to neighborhood convenience limited to pharmacies and food stores for pre-packaged foods such as grocery stores and prepared on-site foods including but not limited to meat markets, delis, bakeries, and ice cream parlors. II, III AND IV Retail General:

retail uses characterized by shops and stores where all commodities and transactions are inside buildings. Includes rentals but no additional services such as repairs or installations. Including but not limited to department stores, clothing stores, malls and specialty stores. II, III AND IV D. UDC specified screening will be included when commercial and multi-family uses are placed next to single-family dwellings. The PUD will incorporate this requirement on the perimeter of the PUD adjacent to the single-family dwellings. E. Building height and stories will be limited to a maximum of four (4) stories and 55 feet. This incorporates an added story in the CPR-1 zone and an added 10 feet of height for the CPR-2 and R-7 zones. F. Additional green space for multifamily structures; 15% of the lot area, will be provided.

Given the entire site is included in the PUD; the green space for the various lots can be provided in a singular location. This property includes over 100,000 square feet of flood plain which is more than the specified 15%. This area will be preserved in its natural state and will provide the green space amenity. Some development of a trail and trail connection is included in the Comprehensive Plan and this PUD accommodates the allowance. Playground space within the PUD will be allowed on the green space as an accessory use. G. A storm water management plan will be developed with Phase I for the entire site. All subsequent site approvals will include integration into the storm water management plan. H. Sold parcels will be as for private property. The owner will be responsible for all improvements and for maintaining all landscaping and utilities within the property. The City has already invested in the public improvements providing streets, street access and utilities to each of the lots therefore no private streets are required. I. Owners of the flood plain are responsible for preserving the natural landscape in the area. The City will allow access from this development to the future trail system. J. The City of Hiawatha remains the owner of the property not under construction. As owner the City will require future developers to provide complying site plans and building uses before selling the property and allowing construction. K. In accordance with UDC 165.92 POLICIES RELATING TO THE RECLASSIFICATION OF PROPERTY; This PUD will comply with the development constraints delineated in this section by keeping all development outside the 100 year flood plain as noted on the Flood Insurance Rate Maps (FIRM) for Linn County and Incorporated Areas, City of Hiawatha, Panels 19113C0283D, 0287D, 0291D, dated April 5, 2010, which were prepared as part of the Flood Insurance Study for Linn County. All structures will have lowest openings at least two feet above the flood elevation. L. All other zoning regulations for each of the underlying zoning districts shall be in accordance with the applicable sections of the UDC including but not limited to signage, exterior lighting, storage, parking and accessory uses unless noted otherwise herein.

## **<sup>1</sup>CITY OF HIAWATHA HOUSING STUDY & NEEDS ASSESSMENT SUI**



Chairperson Powers opened the public meeting to questions from the audience.

Stanley Williams- 143 Northwood Drive- asked with all this development happening what will be done to help the flooding problem on Northwood Drive?

Engineer Bender answered the development will happen down stream from Dry Creek. Anything that gets built will need to do a storm water detention or



underground storage. The area you are talking about has been developed for years with hardly any storm sewer. It is on the Councils radar. We know if there is going to be more development along Robins Road that area will be a part of that. There is the Dry Creek flood plain in this area but I don't see the Village Center Planned Unit Development making the situation worse with the current storm water requirements.

Karen Matthews- 406 Cimarron Drive- Our property is closest to phase 5. Will this whole section be residential?

Director Parsley answered per our planned unit development phase 5 will be high to medium density residential. Per the chart we would also allow attached dwelling units which are not as dense as large apartment buildings.

Karen Matthews- 406 Cimarron Drive- how many buildings do you think will go into that area maximum?

Director Parsley responded we are currently estimating two to three buildings of residential and that is in phases 1, 2 and 5.

Karen Matthews- 406 Cimarron Drive- in phase 5 is there plans to build on both sides of the creek?

Director Parsley answered the east side of the creek is in the flood zone so they will only be building on the west side.

Jean Shifflett- 109 Oak Street- the Oakbrook development was my backyard. I am one of three houses still retained there. The previous two developers that were projected to build in that area. I was wondering what the intention are for the three properties that are in the middle of the development.

Director Parsley responded currently this only addresses your property in terms of screening and making sure we are good neighbors with the single-family residential lots that exist. It will be up to the developer if he wants to make offers to purchase more properties. At this time the City is not making offers for additional properties for this development.

Jean Shifflett- 109 Oak Street- asked if we had a name of a developer?

Director Parsley answered at this time that is not public information.

Ted Martin- 101 North B Ave- in the old development where the trailer park used to be how many housing units will be?

Director Parsley answered right now we are planning 60-80 housing units in phase one and phase two. The mixed-use building will vary but for the back where Oakbrook use to be we are looking at 60-80 for phase two and then what might fit in phase five depending on if they go medium density or high density. So right now, we are only looking at two buildings in the Oakbrook side.

Ted Martin- 101 North B Ave- will these be rental properties or condos?

Director Parsley answered we are not making a stipulation on the dwelling units. At this time, we are more interested in the roof tops rather than



regulating if they are owned or rented. We are looking at the type of construction and the look of the project.

Ted Martin- 101 North B Ave- my biggest concern is the amount of people that would be living in that area.

Director Parsley answered we do have a layout of the potential building locations and sizes as they relate to the area along with the parking that goes along with it. Susan Forinash from Hall & Hall Engineers can speak more about the density we will be creating in the area.

Ted Martin- 101 North B Ave- when this first came it was supposed to be housing for the elderly like a nursing home or care facility. Which something like that would not create law enforcement problems or problems in general. Director Parsley responded we are not precluding that. Some things are out of our control. We are controlling building heights, locations and exteriors. These will be market rate units.

Susan Forinash added the intent is to start with phase one lot 3 building 3 which is in the middle of the development. That building would have approximately 39 units and be three stories. These units would be rentals and they would be market rate housing.

Jean Shifflett- 109 Oak Street- asked what the time frame by phase is.

Director Parsley responded in our proposal we are planning to see the start of phase one this summer and the tentative time frame goes out to 2025 for phase five.

Neef asked if there was a storm sewer that ran down the street now and where it went. Director Parsley answered yes, it is completed with utilities. Engineer Bender added that the storm sewer goes to Dry Creek.

Trimpe asked to get clarification on the Community Development memo bullet points intent for the "Buildings exceeding 3 stories and 45 feet in height in the CPR-1 portion of the development." Originally, we were going to limit the buildings to three stories because that was the maximum capability of the current firefighting ability of the fire department.

Director Parsley answered the bullet points in the Community Development memo are the differences we are asking for in the PUD that vary away from the zone they are located in. What we are intending to do is allow all buildings in the PUD to be the same height which would be four stories and 55 feet as intended. The bullet points are a list of the significant changes you would be approving with this zoning change.

Trimpe asked if the fire department addressed this change.

Director Parsley answered this has been addressed. We have a memo from the fire department in the packet approving the Village Center planned unit development.

Trimpe asked if this would require a new fire truck

Trimpe asked if this would require a new fire truck.

Chairperson Powers answered it would not require a new fire truck. The buildings would all be sprinkled so any fires that would start would be controlled by the fire sprinklers along with the help of the fire department.

Also, the type of construction they are talking about with the brick and mortar they would be able to withstand what they consider to be interior fires.

Vice Chairperson Ross asked if there was going to be auxiliary parking garages or spaces under these facilities or is it all surface parking.

Director Parsley answered the current renditions show all surface parking but that doesn't preclude they could build underground parking.

Administrator Downs stated there were no questions submitted online.

Cheney moved recommendation to City Council to approve the Village Center Planned Unit Development request submitted by the City of Hiawatha for the property legally described as Amended Plat of Survey 2321 parcels A & B, Hiawatha, Iowa. Seconded by Trimpe.

**AYES:** Cheney, Neef, Jepsen, Jones, Trimpe, Ross, Powers

**NAYS:** None

**Motion Carried.**

**Resolution #20-007 Approved**

## 5. Adjourn

**Minutes:**

Neef moved to adjourn the meeting at 6:03 P.M. Seconded by Jones. **Motion Carried.**

**Planning & Zoning meetings will be conducted electronically through an electronic format until further notice due to the concerns regarding person-to-person transmission of the COVID-19 virus. The meetings are also broadcasted live on the City's YouTube channel. You can join this June 22nd meeting by going to: [meet.google.com/bsc-ngst-wpc](https://meet.google.com/bsc-ngst-wpc)**