



WINFIELD PLAN COMMISSION
MEETING MINUTES
JULY 9, 2020 @ 6:00PM

The Winfield Plan Commission held a meeting on Thursday, July 9, 2020 at the Winfield Town Hall at approximately 6:00 p.m. Those present: Tim Clayton, Dave Anderson, Gerald Stiener, Jim Hajek, Mark Nelson, and Joe Gacsy. Also present: Town Administrator Nick Bellar; Town Attorney, Ryan Deutmeyer; and Mike Duffy, Town Engineer.

MINUTES: February 13, 2020

Mark Nelson made the motion to accept the minutes from February 13, 2020. Dave Anderson seconded the motion. The motion carried with all in favor 6-0.

ORGANIZATIONAL MATTERS:

Appointment of Secretary

Gerald Stiener made the motion to appoint Dave Anderson as Secretary. Mark Nelson seconded the motion; the motion was approved by all 6-0.

NEW BUSINESS:

1. Recommendation to the Town Council: Performance Bond release and Maintenance Bond amount for Providence at Stonegate Phase 3.

Mike Duffy stated they have gone over the punch list; the recommended Maintenance Bond amount is \$95,340.53. Gerald Stiener made the motion for a favorable recommendation to the Town Council to release the Performance Bond and move to Maintenance Bond for Providence at Stonegate Phase 3 in the amount of \$95,340.53. Jim Hajek seconded the motion, the motion carried with all in favor 6-0.

Doug Ehens with Providence Real Estate also asked the Commission to consider allowing them to split the Performance Bond for Phase 4 into two separate bonds and put the passing blister and road improvements for Randolph Street in a separate bond from the work inside the subdivision. They are still waiting on REMC to move utility poles out of the way on Randolph, but the majority of the work is done within the subdivision. Mike stated he would confirm everything is done in the subdivision and then separate the cost of the offsite work from the bond. Doug stated they have been working with REMC on this but there were further delays when the pandemic occurred. The Commission did not have an issue with this plan. Tim Clayton directed Mike to move forward with separating out the bonds.

2. Docket PC 2020-03 – Secondary Plat Approval – Providence at Stonegate Phase 6

Owner: Stonegate Development of Winfield LLC
Petitioner: Providence Real Estate Development
Vicinity: 7500 E. 119th Ave.
Request: Secondary Plat Approval – Providence at Stonegate Phase 6, 18 lots

Nick Bellar stated they had a TAC meeting on this recently. There are still a few outstanding items to be completed including connecting the walking path extension into phase 4 and finalizing some of the older portions of the subdivision. They will also be fixing the split rail fence they removed for the installation of a new storm water drain. Nick also reminded them the fence has to continue along the border of phase 6. Mike Duffy also needs the final as-builts. Tim Clayton asked how many lots were in this phase. Doug confirmed there are 18 lots in this final phase. After no further discussion, Dave Anderson made the motion to approve the Secondary Plat for Providence Stonegate Phase 6. Joe Gacsy seconded the motion, the motion carried with all in favor 6-0.

3. Recommendation to the Town Council: Performance Bond amount for Providence at Stonegate Phase 6.

Mike Duffy stated the Performance Bond total is \$338,303.90 with 10% retainage. This has to be approved first before they move onto the next agenda item to reduce the bond based off the work that was done. Gerald Stiener made the motion for a favorable recommendation to the Town Council for the Providence at Stonegate Phase 6 Performance Bond in the amount of \$338,303.90. Jim Hajek seconded the motion, the motion carried with all in favor 6-0.

4. Recommendation to the Town Council: Performance Bond reduction amount for Providence at Stonegate Phase 6.

Mike Duffy stated they have most of the work done already and listed the reduction amount as \$197,794.30. Gerald Stiener made the motion to approve the Performance Bond reduction amount for Providence at Stonegate Phase 6 in the amount of \$197,794.30. Jim Hajek seconded the motion, the motion carried with all in favor 6-0.

5. Request for Public Hearing – Docket PC 2020-04 – Primary Plat Approval – 2 lots – Project One Addition.

Owner: Andrew and Susan James
Petitioner: Andrew James, Susan James, Ken York
Vicinity: 10200 Grand Blvd.
Request: Primary Plat Approval – 2 lot subdivision

Nick Bellar said this is a two lot subdivide. There was an issue with the Plat at the TAC meeting that only one lot was reflected, now both lots are on there. They are also to include a tree preservation easement that will be on the final plat. There is right of way dedication of 40 feet across the frontage of both parcels. Mike stated their stormwater drainage will go to the pond on site. Attorney Chris Fox was present and confirmed the tree preservation easement will be present on the final plat and noted this is not a traditional dog kennel that will have people coming and going. This is for one private company. It will have a low impact on the area and they want to keep the rural feel of the area intact. Nick Bellar noted the Public Hearing would be advertised for August 13th. Dave Anderson made the motion to set Docket PC 2020-04, Primary Plat Approval, 2 lots, for Project One Addition for Public Hearing. Gerald Stiener seconded the motion, the motion carried with all in favor 6-0.

6. Request for Public Hearing – Docket PC 2020-05 – Zone Change AG to AG-B Project One Addition.

Owner: Andrew and Susan James
Petitioner: Andrew James, Susan James, Ken York
Vicinity: 10200 Grand Blvd.
Request: Commercial Development Plan Approval for dog kennel for private dog training Company w/ Waiver

Nick explained there is only one zoning district that permits the use of a dog kennel which is AG-B. He stated this parcel meets all the requirements for AG-B primarily being 5 acres. They will also need a special exception from the BZA. The Commission did not have any issue with the rezone. Gerald Stiener made the motion to set Docket PC 2020-05, Zone Change AG to AG-B Project One Addition for Public Hearing. Mark Nelson seconded the motion, the motion carried with all in favor 6-0.

7. Docket PC 2020-06 – Commercial Development Plan – Project One Retrievers

Owner: Andrew and Susan James
Petitioner: Andrew James, Susan James, Ken York
Vicinity: 10200 Grand Blvd.
Request: Commercial Development Plan Approval for dog kennel for private dog training Company w/ Waiver.

Nick stated this is just a review, it will be up for approve at the Public Hearing. Nick reviewed his notes from the TAC meeting. They are requesting a design waiver to make it compatible with the neighboring properties. This would not follow the same commercial standards as businesses like Dunkin Donuts or Taco Bell. This is a rural area and will be screened from the road by trees. The facility is not open to the public. They will have a gravel drive to start, the building is blue with a steel gray wainscoting, and no signage. The Fire Department also signed off on the layout and parking lot, they will also work with them on the best way to rescue the dogs in the event of a fire at the facility. Ken York also noted there will not be pole lighting in the parking lot. Gerald Stiener asked about a gate. Ken York stated Fire Department will be able to get through the gate, there will also be a knock box for them to have access to the building. Attorney Fox stated again it will be screened from the road by the trees. If anyone were to drive past it, they would just assume it is another barn in the area, their goal is to maintain the rural atmosphere. The Commission had no further questions. Attorney Fox thanked them for their efficiency.

8. Discussion Item: New residential development.

Chip Krusemark with Olthof Homes presented a plan for an 84 unit development on the 34 acre parcel next to Ace Hardware at the southwest corner of 117th Avenue and Randolph Street. They are requesting a PDR; the utility tap in for sewer will be at the corner of 117th and Randolph. Since they are so close to the large community park on Randolph Street, they plan to donate some acres of land to the park and provide cash in lieu of park for the remainder of the approximately 5 acre park dedication requirement. There will be two entry points, one at 117th and the other at Randolph, they will also connect to the Providence at Stonegate subdivision. There will be 57 single family homes that range between 1,700-2,700 square feet and 27 villas ranging in 1,443-1,905 square feet. They will have walking paths within their subdivision and a right of way along Randolph for a sidewalk. They offer a variety of different elevations for their homes, they recently developed new designs for their villas that they are just beginning to build for the first time this year. They will make sure there is an anti-monotony clause in the covenants. The single-family homes will have a separate HOA from the villas and the villas will be maintenance free. The subdivision will be called Clover Grove. Dave Anderson

asked Nick Bellar what the side yard setbacks are in Latitude. Nick said he did not know off the top of his head. Dave stated he believes the lots in Latitude are too small and he is not in favor of these smaller lot sizes. Stonegate has 80 foot wide lots which the Commission has since deviated from to allow smaller sizes that he does not agree with. Gerald stated most people want smaller lots now. Gerald asked if they require 15 feet between houses. Nick stated they do not require that but are planning on addressing a minimum side yard set back which is up for discussion in the next agenda item. Joe Gacsy asked what the foot print size of the largest home is. Chip stated most of the homes are in the 40-50 foot range. Villas are narrower at 42-46 feet wide. Dave Anderson asked what are the lot sizes. Gerald said they are 60 feet for the villas and 70 feet for the single family homes. Chip stated they are seeing a trend towards the smaller lot sizes. Dave stated another issue is this adds more traffic to the road because smaller lots allows for more houses which accounts for at least two cars a house being added into traffic. Dave also had concerns over anti-monotony, going over their house designs he stated the different elevations still look similar. Gerald stated there would have to be an anti-monotony clause in the covenants. He also asked that he work with Nick on the land they plan to donate to the park. Nick stated per their plan, what they have provided so far is 5.25 acres to the park. Chip said the parcel they are showing right now is slightly over an acre. Dave asked if there were any plans for improvements for turn lanes or anything else for traffic for their entrances. Mike Duffy stated they will have to undergo a traffic study to see if any traffic improvements were required. Latitude is putting in turn lanes at the 117th and Randolph intersection and a lane along their frontage along 117th. Joe asked how do they determine lot sizes for each community. Chip stated they mostly base it on what the market wants which they base off of their existing communities. Joe asked how does this plan differ from their development in St. John. Chip said they have a variety among their communities, St. John required 100 foot lots in their Summer Tree subdivision but their other community in St. John is 70. Gerald stated he would like to see at least 15 feet total between houses. Dave reiterated that he is still not in favor of the lot sizes and understands they can't make every lot an acre but the lots are too small. He only voted in favor for Latitude over the distinctive designs Latitude offered for their homes. If everyone's house cannot be unique in design then the lot size should make up for it. Dave explained the people of this town have expressed an interest in keeping a rural modern feel. Gerald noted the villas proposed offer more variation in design and elevations. Gerald recommended they incorporate some of those designs into their older models. Chip said they can offer those options in materials but they wouldn't be able to redesign the whole home. Joe asked if they could change the roof lines to be more like the villas. Chip said he doesn't believe they would have the time to do that now. Gerald said it probably not so much the roof line but just offering the materials from the new villas as options for the older elevations. Chip stated they can change out the materials, he is willing to work with them on that. Nick also wanted to note from the staff meeting it was discussed that the bottom road cannot end in a cul-de-sac. It would have to terminate to the west so another development would be able to connect if there ever was one. Gerald asked if all pathways and public areas will be maintained by the HOA, Chip said that is correct. Mark Nelson brought to the Commission attention that he is related to one of the representatives from Olthof Homes. Attorney Deutmeyer stated he advised him to abstain from all voting on this development. Chip stated they will take their comments and work with staff on moving forward with the project.

9. Discussion Item: Zoning code modifications.

Nick Bellar stated he made the requested changes and went through the revisions. Another discussion was had on side yard setbacks. Nick recommend at least 10 feet on one side. Joe Gacsy asked about room in the side yard for the utilities, Mike Duffy stated that is usually with the foot print of the home. Nick said the only way to make sure that is accommodated is by increasing the number. Dave Anderson also suggested 15 feet. A discussion was had about accessibility to the backyard and access for emergency services. The Commission decided on 10 feet. Nick listed the rest of the changes; anti-monotony requirements; drain tile and subsurface drain tile survey was added, it can also be found in the Storm Water Master Plan. Lot detail diagram for interior and corner lots has been added, a sample diagram will be added in per recommendation from legal. Requirements on septic field locations to make sure there is room on the lot for it. He also updated the floppy disk requirement to a flash drive or CD. Mike Duffy recommended to avoid having to update that in the future, he should just have it state as specified by the town administrator. Nick agreed with that wording and change that out. Nick stated they also removed old items conflicting with newer codes that would cause confusion. Dave Anderson stated he agrees with the front façade changes on the 25% masonry requirements. Gerald said they will also be able to require that through the PDR but this will specify it ahead of time. Nick stated to make the changes they will have to hold a Public Hearing first. Dave Anderson made the motion to set the Zoning Code modifications up for Public Hearing. Gerald Stierer seconded the motion, the motion carried with all in favor 6-0.

10. Discussion Item: Zoning Map update.

Nick stated he has been working on this with Mike Duffy. The map is always changing with new development but they have not published an update map in some time and need to move forward with this update. Nick explained they changed some of the colors to clarify their use particularly AG which was represented by white is now green. The white color was misleading to those in AG that thought that meant they could do whatever they'd like. Similar colors have been changed and he has added a color for all parcels owned by the town. They are not changing any zoning, only updating and clarifying. Gerald asked if they should just change some of the zoning on some of these properties while they are doing this like some of the areas around Walgreens. Nick would prefer to not get into that at this time. Dave Anderson made the motion to set the Zoning Map update for Public Hearing. Mark seconded the motion, the motion carried with all in favor 6-0.

STAFF REPORT/ATTORNEY REPORT

Nick Bellar did not have anything further to report.

With no further business before the Commission, Dave Anderson made a motion to adjourn, seconded by Mark Nelson, passed by voice vote 6-0.

ADJOURNMENT: 7:14 pm

Attest:

Plan Commission President

Plan Commission Secretary

Transcriber: Kim Wachowski
Administrative Assistant

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