

PLANNING AND ZONING COMMISSION STAFF REPORT

PROJECT: Vince Meyer Learning Center North Parking Lot Improvements – Site Plan

PREPARED BY: Melissa DeBoer, AICP – Planning Coordinator

REPORT DATE: March 10, 2023

MEETING DATE: March 14, 2023

GENERAL INFORMATION

Owner / Applicant:

Waukee Community School District

Engineer:

Joel Jackson, P.E., Bishop Engineering

Request:

The applicant is requesting approval of a site plan for improvements to the existing north parking lot at Vince Meyer Learning Center.

Location and Size:

Property is generally located south of Ashworth Drive and west of 4th Street, containing approximately 7.80 acres.

Property Address:

430 Ashworth Drive

AREA MAP



ABOVE: Aerial of subject property (outlined in **RED**) in relation to the surrounding area.

LAND USES AND ZONING

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Vince Meyer Learning Center	Institutional	R-2 (One and Two Family Residential District)
North	Commercial	Mixed Use	C-1 (Community & Highway Service Commercial District)
South	Single Family Residential	Mixed Use	R-2 (One and Two Family Residential District)
East	Single Family Residential	Single Family Residential	R-2 (One and Two Family Residential District)
West	Single-Family Residential / Commercial	Mixed Use	R-2 (One and Two Family Residential District) & C-2 (Downtown Village District)

HISTORY

The Waukee Community School District owns the property. The building is being used for preschool education for the entire Waukee Community School District along with several other uses. The school district and City staff have been working together to come up with a solution for dropping off and picking up of preschool students that creates less backup of traffic onto the surrounding public streets. The site plan proposed reflects the outcome of the collaboration between the school district and City staff.

PROJECT DESCRIPTION

The project includes improvements to the existing north parking lot. The improvements include the removal of the existing garden area to the north of the building, removal of the existing driveway at the northwest corner of the site, and the addition of new drive aisles for dropping off and picking up students. In addition, due to the new layout of the drive aisles, some of the parking stalls will be reconfigured.

ACCESS AND PARKING

The existing access at the northwest corner of the site will be removed. A new drive to exit the site will be added along 4th Street.

A total of three parking spaces will need to be eliminated with the new layout, but the site plan will still have well over the amount of parking required.

UTILITIES

All public utilities are provided to the site.

STAFF RECOMMENDATION

The proposed site plan is in general conformance with the Site Plan Ordinance and Comprehensive Plan. Staff recommends approval subject to remaining staff comments.