

**PLANNING AND ZONING COMMISSION STAFF REPORT**

**PROJECT:** 420 6<sup>th</sup> Street – Preliminary Plat/Site Plan / SJC Builders Village District – Final Plat

**PREPARED BY:** Melissa DeBoer, AICP – Planning Coordinator

**REPORT DATE:** March 6, 2025

**MEETING DATE:** March 11, 2025

**GENERAL INFORMATION**

**Owner/Applicant:**

SJC Properties (Steffanie Cronin)

**Owner’s Representative:**

Michael Wahlert, PE with Orca Consulting

**Request:**

The applicant is requesting approval of a preliminary plat/site plan and final plat for commercial development.

**Location and Size:**

Property is generally located south of Walnut Street and west of 6<sup>th</sup> Street containing approximately 0.23-acres.

**Property Address:**

420 and 430 6<sup>th</sup> Street

**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	Vacant – Undeveloped	Mixed Use	C-2 (Downtown Village District)
North	Commercial – Waukee Veterans Hall	Mixed Use	C-2 (Downtown Village District)
South	Commercial – Old Station Craft Meats and Central Iowa Music Lab	Mixed use	C-2 (Downtown Village District)
East	Vacant Commercial Building (Future Restaurant)	Mixed Use	C-2 (Downtown Village District)
West	Single-Family Residential	Mixed Use	R-3 (Multi-Family Residential District)

**BACKGROUND**

The subject property is located within the Downtown Corridor. Two buildings were recently removed from the site. One building formerly included a law office and one building a barber shop and apartment units. The buildings were demolished in 2024. The site currently sits vacant.

**PROJECT DESCRIPTION**

The project includes the construction of a new two-story building for commercial retail space. The building is 6,250 square feet in area and approximately 35 feet in height. The south side of the building will abut the existing building to the south. The north side of the site will leave approximately 10-ft of space between the proposed building and the existing building to the north. The space between the two buildings will be paved with concrete.

The final plat will combine the existing three lots into one lot. The lot is 0.23-acres in area.

**ACCESS AND PARKING**

The property can be accessed off of 6<sup>th</sup> Street or from the public alley located to the west of the site.

An existing sidewalk will be removed and replaced along the east side of the site, adjacent to 6<sup>th</sup> Street. A pedestrian access will also be provided along the north side of the site, through the property.

Five parking spaces will be provided on-site, located to the west of the building. These parking spaces can be accessed from the public alley. On-street parking is available throughout the downtown area. The C-2 zoning district does not require off-street parking.

**UTILITIES**

All public utilities are provided to the site. Stormwater will be collected in area intakes.

## **ELEVATIONS**

The elevations of the building will be constructed of mostly brick and storefront glazing. The proposed elevations comply with the Site Plan Ordinance as well as the Downtown Design Guidelines. Elevations of the proposed building have been provided for review.

## **STAFF RECOMMENDATION**

The preliminary plat/site plan and final plat are in general conformance with the Zoning Ordinance, Subdivision Ordinance, Site Plan Ordinance, Downtown Design Guidelines, and Comprehensive Plan. Staff recommends approval of the preliminary plat/site plan for 420 6<sup>th</sup> Street and the final plat for SJC Builders Village District subject to any remaining staff comments and review of the legal documents.