



## PLANNING AND ZONING COMMISSION STAFF REPORT

**PROJECT:** Charlotte's Kitchen – Site Plan

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

**REPORT DATE:** January 23, 2026

**MEETING DATE:** January 27, 2026

### GENERAL INFORMATION

**Owner:**

Chicken Coop Real Estate, LLC

**Applicant:**

Charlotte's Kitchen LLC

**Owner's Representative:**

Rick Baumhover, PE – Bishop Engineering

**Request:**

The applicant is requesting approval of a site plan for a commercial building.

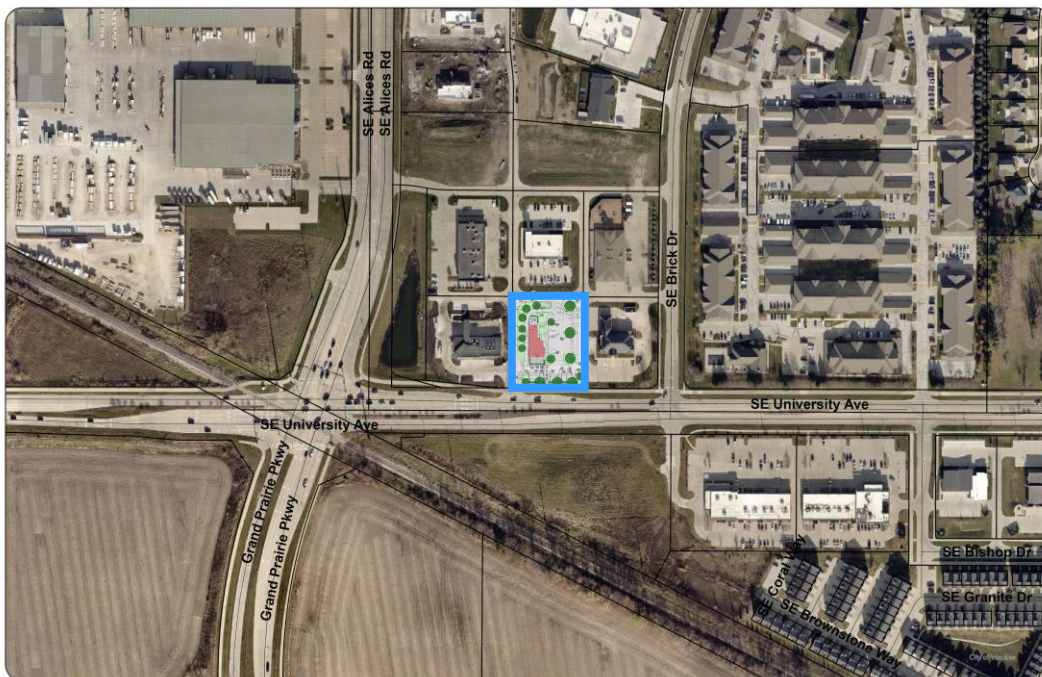
**Location and Size:**

Property is generally located north of SE University Avenue and east of SE Alice's Road, containing approximately 1.03 acres.

**Property Address:**

1165 SE University Avenue

### AREA MAP



**ABOVE:** Aerial of property identifying the proposed site plan (outlined in **BLUE**).

**LAND USES AND ZONING**

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Vacant – Undeveloped	Community Commercial	C-1A / PD-1 (Neighborhood Commercial District / Planned Development District)
North	Commercial – Safe Splash	Community Commercial	C-1A / PD-1 (Neighborhood Commercial District / Planned Development District)
South	Vacant – Undeveloped	Community Commercial	C-1 / PD-1 (Community and Highway Service Commercial District / Planned Development District)
East	Commercial – Peoples Bank	Community Commercial	C-1A / PD-1 (Neighborhood Commercial District / Planned Development District)
West	Commercial – Greater Iowa Credit Union	Community Commercial	C-1A / PD-1 (Neighborhood Commercial District / Planned Development District)

**HISTORY**

The subject property was platted as part of Williams Pointe Plat 15 in 2015. This is the only undeveloped lot remaining within that plat.

**PROJECT DESCRIPTION**

The project includes the construction of a single-story restaurant building for Charlotte’s Kitchen. The building is 2,425 square feet in area and 22-feet in height. The site includes a drive-through lane located along the north and west sides of the building.

A trash enclosure is shown at the north side of the site, a detached structure for an employee shelter is shown to the north of the proposed building in order to assist with the drive-through orders, and an outdoor patio is shown to the south of the building. A monument sign is shown at the southwest corner of the site, off of SE University Avenue.

**ACCESS AND PARKING**

There are several existing private accesses into this site from the surrounding properties. There is one existing access directly into the site from SE University Avenue along the south. No new accesses are proposed.

A pedestrian connection will be provided into the site from the trail along SE University Avenue. Several internal sidewalks will provide access around the building and parking lot areas.

A total of 37 parking spaces are required for the proposed site plan. The total amount of parking proposed is 46 spaces including 2 accessible stalls. The required number of queuing spaces for the drive-through are being provided as well.

### **UTILITIES**

This site will be serviced with all public utilities. Storm water detention is provided with a regional detention basin located to the west of the subject site.

### **LANDSCAPING & OPEN SPACE**

A minimum of 20% of the project area is required to be open space. The total amount of open space proposed is 27%. The landscape plan meets the requirements of the Landscape and Open Space Ordinance.

### **ELEVATIONS**

The elevations of the building are proposed to be constructed mostly of stone veneer and wood look insulated wall panels. The trash enclosure will be constructed of the same stone veneer as the building, with metal gates. The detached employee shed for the drive-through is proposed to be constructed of stone veneer to match the building.

### **COMPREHENSIVE PLAN**

The comprehensive plan classifies the subject property as Community Commercial. The Community Commercial classification provides a variety of uses that would serve the community and are located along minor or major arterials.

### **STAFF RECOMMENDATION**

The site plan is in general conformance with the Site Plan Ordinance, Comprehensive Plan, and Planned Development. Staff recommends approval of the site plan for Charlotte's Kitchen subject to remaining staff comments.