

LAND USES AND ZONING

Location	Existing Land Use	Kettlestone Master Plan / Comprehensive Plan	Current Zoning
Property in Question	Waukee Community School District Administration Building & Vacant – Undeveloped	Office	C-1 (Community and Highway Service Commercial District)
North	Waukee Community School District Schools (Waukee High School and Prairieview School)	Institutional	A-1 (Agricultural District)
South	Single-Family Residential / Multi-Family Residential	Rowhouse Residential / High Density Residential	R-2 (One and Two-Family Residential District) with a Planned Development Overlay / R-4 (Row Dwelling & Townhome Dwelling District)
East	Vacant – Undeveloped	Retail Regional	C-1 (Community and Highway Service Commercial District)
West	Commercial	Neighborhood Commercial	C-1 (Community and Highway Service Commercial District)

BACKGROUND

The subject property is located south of SE University Avenue and west of Grand Prairie Parkway. The property currently contains the existing Waukee Community School District Administration Building and a regional storm water detention pond. A large portion of the property is vacant land.

A rezoning from C-1A (Neighborhood Commercial District) to C-1 (Community and Highway Service Commercial District) for a portion of the property was approved by City Council on February 17, 2026. The entire property is now zoned C-1.

PROJECT DESCRIPTION

The project includes the construction of a two-story addition to the existing Waukee Community School District Administration Building. The footprint of the addition is proposed to be 28,230 square feet and 30-feet in height. The existing building is a single-story building and approximately 25,000 square feet in area. The total building gross floor area is proposed to be just over 53,000 square feet.

The site plan includes a new parking lot located to the north and east of the proposed building addition. A trash enclosure will be provided just to the south of the building (centrally located between the existing building and the addition). Other additions to the site include a couple shade structures located to the south of the proposed addition, a generator, walking trails, and new parking lot paving for the existing building. A new driveway located to the south of the building will connect the two areas of parking. Several new sidewalks will be provided surrounding the building and parking areas to provide pedestrian access throughout the site.

The preliminary plat and final plat identify one lot for commercial development which will contain both the existing building and proposed addition. Lot I is 11.49-acres in area. The preliminary plat and final plat also include one outlot for future commercial development. Outlot X is 7.76-acres in area. The preliminary plat and final plat also include an extension of SE Parkview Crossing Drive (a public street) and extensions of public

utilities. The street lot for SE Parkview Crossing Drive (Street Lot A) is 0.84-acres in area. The final plat also includes necessary easements in order to provide public utilities to the development.

ACCESS AND PARKING

The existing access at the west side of the site, off of SE Florence Drive will remain. A new access will be provided at the east side of the site, off of SE Parkview Crossing Drive. The new intersection of SE Parkview Crossing Drive at SE University Avenue will be a right-in/right-out. The existing intersection of SE Florence Drive and SE University Avenue will remain as a full, signaled intersection.

A total of 160 parking spaces are required for the site and a total of 274 spaces are provided, including 10 accessible parking stalls.

SIDEWALKS/TRAILS

A public sidewalk exists along the south side of SE University Avenue, adjacent to the existing building. A new sidewalk and trail will be provided along the south side of SE University Avenue, adjacent to the proposed building addition. A 10-ft wide trail will be provided along the east side of SE Parkview Crossing Drive and a five-foot-wide sidewalk will be provided along the west side of SE Parkview Crossing Drive. Pedestrian connections will be provided into the site from the public sidewalks along both the north and east sides of the site.

Private sidewalks are shown interior to the site in order to provide pedestrian access around the building and parking areas. Walking trails will be provided along the south side of the site.

UTILITIES

Public utilities are provided to the site. Storm water detention will be provided with the existing regional pond located along the south side of the site. The pond will be privately owned and maintained by the Waukee Community School District.

LANDSCAPING & OPEN SPACE

A minimum of 20% of the site is required to be open space. The total amount of open space proposed is 64%. Plantings are being provided throughout the site in compliance with the Landscape & Open Space Ordinance.

ELEVATIONS

The elevations of the building addition are proposed to be constructed of brick, cast stone, glazing and perforated panel. The existing building elevations will include some of the perforated panel as well. The trash enclosure is proposed to be constructed of brick to match the building. Elevations of the proposed building addition and trash enclosure have been provided for review.

LIGHTING PLAN

A photometric plan for the site lighting has been submitted and complies with the requirements of the Site Plan Ordinance. Several parking lot light fixtures are proposed as well as wall-mounted lighting on the building and a couple pedestrian fixtures for the walking trails.

EASEMENTS

All proposed easements have been indicated on the final plat.

PARKLAND DEDICATION

There are no parkland dedication requirements for commercial development.

COMPREHENSIVE PLAN

The subject property is within the Kettlestone Corridor and was included within the 2015 master plan for the corridor. The land uses shown within the Kettlestone Master Plan for the subject property are Office. The existing and proposed use is consistent with the Kettlestone Master Plan.

STAFF RECOMMENDATION

The proposed preliminary plat, final plat and site plan are in general conformance with the Zoning Ordinance, Subdivision Ordinance, Site Plan Ordinance, and Kettlestone Master Plan. Staff recommends approval subject to any remaining staff comments and review of the legal documents.